

CITY OF HUNTINGTON PARK City Council Regular Meeting Agenda

Tuesday, May 2, 2023

6:00 p.m.
City Hall Council Chambers
6550 Miles Avenue, Huntington Park, CA 90255

Eduardo “Eddie” Martinez
Mayor

Marilyn Sanabria
Vice Mayor

Karina Macias
Council Member



Graciela Ortiz
Council Member

Arturo Flores
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

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 Eduardo “Eddie” Martinez
Vice Mayor Marilyn Sanabria
Council Member Arturo Flores
Council Member Karina Macias
Council Member Graciela Ortiz

INVOCATION

PLEDGE OF ALLEGIANCE

PRESENTATION(S)

1. PROCLAMATION IN SUPPORT OF NATIONAL PUBLIC SAFETY
TELECOMMUNICATIONS WEEK 2023
2. RECOGNITION OF SECOND ANNUAL ART WALK PARTICIPANTS AND
VOLUNTEERS
3. CERTIFICATE OF APPRECIATION TO MARIACHI HERENCIA DE MI PUEBLO
4. CERTIFICATE OF RECOGNITION TO MILES ELEMENTARY – PARENTS
CENTER BOOK CLUB

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 – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Construction Industry Force Account Council v. City of Huntington Park
Los Angeles Superior Court Case No. 20STCPO3947
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Jose Luis Maldonado Aguilar v. City of Huntington Park et al.
USDC Case No. 2:21 cv-5755-AB-KS

CLOSED SESSION ANNOUNCEMENT

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered 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.

CITY CLERK

1. CITY COUNCIL MEETING MINUTES

RECOMMENDED THAT CITY COUNCIL:

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

1. Regular City Council Meeting held April 18, 2023

FINANCE

2. CHECK REGISTERS

RECOMMENDED THAT CITY COUNCIL:

1. Approve Accounts Payable and Payroll Warrant(s) dated May 2, 2023;

END OF CONSENT CALENDAR

PUBLIC HEARING(S)

3. CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-24 ANNUAL ACTION PLAN

RECOMMENDED THAT CITY COUNCIL:

1. Conduct a public hearing; and
2. Take public testimony; and
3. Adopt the Fiscal Year 2023-2024 Annual Action Plan; and
4. Authorize City Manager to prorate allocations to projects and programs with FY 2023-2024 CDBG and HOME entitlement allocations; and
5. Authorize 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 2023-2024 Budget in accordance with the approved Fiscal Year 2023-2024 Annual Action Plan.

END OF PUBLIC HEARING(S)

REGULAR AGENDA

CITY MANAGER

4. CONSIDERATION AND APPROVAL OF AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR CAMPAIGN REP INC. TO PROVIDE WEB PORTAL AND DIGITAL OUTREACH SERVICES

RECOMMENDED THAT CITY COUNCIL:

1. Approve the Amendment to the Professional Services Agreement for Campaign Rep Inc. to provide Web Portal and Digital Outreach Services; and
2. Amend the Professional Service Agreement for Campaign Rep Inc. to include a five (5) year term for a not-to-exceed amount of \$80,000 annually; and
3. Authorize the City Manager to negotiate and execute the Amendment to the Professional Services Agreement for Campaign Rep Inc.

PUBLIC WORKS

5. RESOLUTION TO APPROVE ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-24 FUNDED BY SENATE BILL 1 THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

RECOMMENDED THAT CITY COUNCIL:

1. Adopt Resolution approving the Fiscal Year 2023-24 project list for Senate Bill 1, the Road Repair and Accountability Act of 2017; and
2. Authorize staff to upload the resolution with the list of streets to the California Transportation Commission (CTC) website.

COMMUNITY DEVELOPMENT

6. CONSIDERATION AND APPROVAL TO AWARD A FORGIVABLE LOAN RELATED TO THE CONSTRUCTION OF HUB CITIES CAREER CENTER FOR BUSINESS ASSISTANCE PROGRAM SERVICES

RECOMMENDED THAT CITY COUNCIL:

1. Allocate \$300,000 as a forgivable loan utilizing CDBG funding to HUB Cities to assist in construction of a Career Center; and
2. Authorize the City Manager to prepare and execute loan and related documents up to \$300,000.

7. CONSIDERATION AND APPROVAL TO INCREASE THE MAXIMUM LOAN AMOUNT TO THE CALHOME FIRST-TIME HOME BUYER PROGRAM

RECOMMENDED THAT CITY COUNCIL:

1. Authorize the increase to the maximum loan amount to 40% from 20% to reflect the CalHome Department of Housing and Community Development guidelines.
2. Authorize staff to update the First Time Home Buyers guidelines and process check requests according to the new maximum loan amount.

8. CONTRACT AMENDMENT TO EXTEND THE PROFESSIONAL SERVICES AGREEMENT WITH RINCON CONSULTANTS, INC. FOR GENERAL PLAN AND HOUSING ELEMENT UPDATE SERVICES

RECOMMENDED THAT CITY COUNCIL:

1. Approve an Amendment to Extend the Agreement between the City of Huntington Park and Consolidated Disposal Services, Inc. for General Plan and Housing Element Update services to April 23, 2026. Completion of services to include:
2. Authorize the City Manager to execute a contract amendment with Rincon Consultants, Inc. for continued uninterrupted completion of the General Plan, which includes the Safety Element, Environmental Justice Element, and Housing Element Update services.

END OF REGULAR AGENDA

DEPARTMENTAL REPORTS

WRITTEN COMMUNICATIONS

COUNCIL COMMUNICATIONS

Council Member Graciela Ortiz

Council Member Karina Macias

Council Member Arturo Flores

Vice Mayor Marilyn Sanabria

Mayor Eduardo “Eddie” Martinez

ADJOURNMENT

The City of Huntington Park City Council will adjourn tonight's meeting to a Regular Meeting on Tuesday, May 16, 2023 at 6:00 P.M.

I, Eduardo Sarmiento, 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 72 hours prior to the meeting. Dated this 28th day of April 2023.



Eduardo Sarmiento, City Clerk

ITEM 1

MINUTES

Meeting of the
City of Huntington Park City Council
Tuesday, April 18, 2023

The City Council hybrid virtual/in-person meetings are held pursuant to AB361 because state and local officials are recommending measures to promote social distancing conducted this meeting in accordance with

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:03 p.m. on Tuesday, April 18, 2023, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Eduardo "Eddie" Martinez presiding.

PRESENT: Councilmember(s): Graciela Ortiz, Karina Macias, Arturo Flores, Vice Mayor Marilyn Sanabria and Mayor Eduardo "Eddie" Martinez.

ABSENT: None

CITY OFFICIALS/STAFF: City Manager Ricardo Reyes; Cesar Roldan Director of Public Works; Raul Alvarez Assistant City Manager; Eduardo Sarmiento, City Clerk; Cosme Lozano Police Chief; Steve Foster Director of Community Development; Sergio Infanzon Director of Communications; Gloria Ramirez City Attorney, Cynthia Norzagaray Director of Parks & Recreation.

INVOCATION

Mayor Martinez led the invocation.

PLEDGE OF ALLEGIANCE

Councilmember Ortiz led the Pledge of Allegiance.

PRESENTATION(S)

Prior to presentations Mayor Martinez requested a motion to add a presentation item to the agenda.

MOTION: Councilmember Ortiz moved to add an item to the, seconded by Councilmember Macias. Motion carried by unanimous consent.

AYES: Council Member(s): Ortiz, Macias Flores, Vice Mayor Sanabria and Mayor Martinez

NOES: None

1. **PROCLAMATION FOR AUTISM AWARENESS MONTH**
2. **CERTIFICATE OF RECOGNITION TO SANTA FE DENTAL GROUP**
3. **LINDA MARQUEZ HIGH SCHOOL – HPIAM ANNUAL HEALTH FAIR**

PUBLIC COMMENTS

The following members of the public provided public comment:

1. Christina Lopez
2. Adriana Escobar

STAFF RESPONSE

City Manager Ricardo Reyes addressed the first public comment and stated that this is a permitting issue, and the city will reach out to the individual to help. Mr. Reyes then requested item two (2) on the Consent Calendar to be pulled from the agenda.

Vice Mayor Sanabria directed staff to investigate the dancing mentioned by one of the public commenters.

Community Development Director Steve Forster responded to the Vice Mayor and stated that he has directed Paul Bollier and Ishah Ahumada to investigate and meet with the commenter for details.

CLOSED SESSION

City Attorney Gloria Ramirez briefly introduced herself then stated that it is appropriate to recess to closed session. Mayor Martinez recessed into closed session at 6:41 p.m.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Construction Industry Force Account Council v. City of Huntington Park
Los Angeles Superior Court Case No. 20STCPO3947
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.8
Real Property Negotiations 6803 Malabar Huntington Park CA 90255
3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(4) – One matter

Mayor Martinez reconvened the Council meeting from Closed Session at 7:15 p.m.

CLOSED SESSION ANNOUNCEMENT

City Attorney Ramirez reported that the record should reflect that with five (5) Councilmembers present, the three items on the closed session agenda were discussed. Regarding items one (1) and two (2) the Council was briefed but no reportable action was taken. Regarding item three (3) attorney Ramirez noted that Mayor Martinez abstained from the item, Council was briefed, but no reportable action was taken. This concluded the closed session report.

CONSENT CALENDAR

CITY CLERK

MOTION: Vice Mayor Sanabria moved to approve the balance of the consent calendar with item two (2) being pulled by the City Manager, seconded by Councilmember Ortiz. Motion carried by unanimous consent.

AYES: Council Member(s): Ortiz, Macias Flores, Vice Mayor Sanabria and Mayor Martinez

NOES: None

1. CITY COUNCIL MEETING MINTUES

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

1.Regular City Council Meeting held April 4, 2023

2. CONSIDERATION AND APPROVAL OF A RESOLUTION AUTHORIZING THE CITY TO CONTINUE ITS TELECONFERENCED OPEN MEETINGS PURSUANT TO ASSEMBLY BILL 361 AND ASSEMBLY BILL 2449

Item pulled by City Manager Ricardo Reyes.

FINANCE

3. CHECK REGISTERS

RECOMMENDED THAT CITY COUNCIL:

1. Approve Accounts Payable and Payroll Warrant(s) dated April 18, 2023;

END OF CONSENT CALENDAR

REGULAR AGENDA

CITY MANAGER

4. Q3 QUARTERLY BUDGET STATUS REPORT AS OF MARCH 31, 2023

MOTION: Vice Mayor Sanabria moved to receive and file the Q3 Quarterly Budget Status report through March 31, 2023; and approve Resolution authorizing the list of Q3 expenditure budget adjustments needed to continue City operations through June 30, 2023; and establish Citywide CIP Fund 787 and consolidate project budgets in single fund; and approve inter-fund cash transfer accounting entries, recorded by former Finance Director, in the amount of \$901,635.46 to close fiscal years 2019/2020, seconded by Councilmember Macias. Motion carried by unanimous consent.

AYES: Council Member(s): Ortiz, Macias, Flores, Vice Mayor Sanabria

and Mayor Martinez

NOES: None

PUBLIC WORKS

5. CONSIDERATION AND APPROVAL AUTHORIZING THE EXECUTION OF THE ELECTRIC VEHICLE CHARGE READY PILOT PROGRAM AGREEMENTS

Prior to item five (5) Mayor Martinez recused himself. Vice Mayor Sanabria continued the item as chair.

MOTION: Councilmember Ortiz moved to authorize the City Manager to execute the Southern California Edison (SCE) Innovative Utility Electric Vehicle Street Charging Pilot Agreement (Attachment 1) and the FLO Services USA Inc. (FLO) Maintenance Addendum exclusively as part of the BESTFIT project agreement. Councilmember Ortiz added four (4) additional requirements in her motion to be included with staff recommendation. Final locations will be approved by City Council; and staff will seek out funding sources for maintenance of equipment after the pilot year; and the City must be included in the community outreach process; and quarterly reports be provided to the City Council, seconded by Councilmember Macias. Motion carried by unanimous consent.

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

NOES: None

RECUSED: Mayor Martinez

At the conclusion of item five (5) Mayor Martinez rejoined the City Council Meeting.

6. CONSIDERATION AND APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR CIP 2018-11 ACTIVE TRANSPORTATION PROGRAM CYCLE IV PROJECT NO. ATPL-5150(014)

Prior to item six (6) Councilmember Macias recused himself.

MOTION: Vice Mayor Sanabria moved to award the contract to Palp Inc. DBA Excel Paving for the construction of CIP 2018-11 Active Transportation Program Cycle IV Project No. ATPL-5150(014) as the lowest responsive, responsible bidder for a not to exceed fee of \$4,238,633; and approve a 5% construction contingency in the amount of \$211,932; appropriate \$4,111,849 to Account No. 202-8080-431.76-20 (State of California Department of Transportation reimbursable expense) and \$338,716 to Account No. 210-8080-431.76-20 (Metro Measure M funds); and authorize the City Manager to execute the construction contract agreement and all change orders in good faith, seconded by Councilmember Flores. Motion carried by unanimous consent.

AYES: Council Member(s): Ortiz, Flores, Vice Mayor Sanabria and Mayor Martinez

NOES: None

RECUSED: **RECUSED:** Councilmember Macias

At the conclusion of item six (6) Councilmember Macias rejoined the City Council Meeting.

7. CONSIDERATION AND APPROVAL TO SOLICIT PROPOSALS FROM QUALIFIED SUPPLIERS TO PURCHASE TWO COMMERCIAL GRADE SIT-DOWN RIDER FLOOR SCRUBBERS

MOTION: Vice Mayor Sanabria moved to authorize staff to proceed with the advertisement of the Request for Proposal (RFP) for two commercial grade sit-down rider floor scrubbers and accompanying equipment, seconded by Councilmember Macias. Motion carried by unanimous consent.

AYES: Council Member(s): Ortiz, Macias, Flores, Vice Mayor Sanabria and Mayor Martinez

NOES: None

8. CONSIDERATION AND APPROVAL TO SOLICIT PROPOSALS FROM QUALIFIED SUPPLIERS TO PURCHASE A FORKLIFT

MOTION: Vice Mayor Sanabria moved to Authorize staff to proceed with the advertisement of the Request for Proposal (RFP) for a forklift, seconded by Councilmember Ortiz. Motion carried by unanimous consent.

AYES: Council Member(s): Ortiz, Macias, Flores, Vice Mayor Sanabria and Mayor Martinez

NOES: None

COMMUNITY DEVELOPMENT

9. CONSIDERATION AND APPROVAL OF A BUDGET INCREASE OF \$50,000 TO MICHAEL BAKER INTERNATIONAL FOR PROFESSIONAL SERVICES RELATED TO THE CDBG AND HOME GRANT ADMINISTRATION

MOTION: Vice Mayor Sanabria moved to approve an increase to Michael Baker International's contract budget in the amount of \$50,000 from the CDBG and HOME grants, seconded by Councilmember Macias. Motion carried by unanimous consent.

AYES: Council Member(s): Ortiz, Macias, Flores, Vice Mayor Sanabria and Mayor Martinez

NOES: None

END OF REGULAR AGENDA

DEPARTMENTAL REPORTS

City Manager Ricardo Reyes thanked Council for their support and candor regarding the items on tonight's agenda.

Director of Parks and Recreation Cynthia Norzagaray updated the Council on the Fireworks request for proposals process and indicated that no proposals were received. She then shared that Huntington Parks Summer Night's programming will be implemented in lieu of the fireworks show. She then shared a few city programming dates to keep in mind including the Manuel "Manny" Avila scholarship on May 19, 2023 and Dodger Day on May 20, 2023. She closed by thanking staff and those who made the annual 5k event a success.

Public Works Director Cesar Roldan thanked the City Manager and City Council for all the opportunities the department has received to help make the community better. He closed by introducing the new Public Works Analyst Samantha Leyva.

Communications Director Sergio Infanzon encouraged all residents to visit the city's website and social media pages for upcoming events and programming. He then shared information regarding the Art Walk on Pacific Blvd. on April 23, 2023.

WRITTEN COMMUNICATIONS

None

COUNCIL COMMUNICATIONS

Councilmember Ortiz wished everyone a good evening.

Councilmember Macias thanked staff and gave a special thanks to the Finance team for the work and reports they provided tonight and to all departments involved in the annual 5k event. She closed by thanking the Mayor and Communications Department for their work in bringing the annual Art Walk to fruition and encouraged everyone in the community to attend.

Councilmember Flores thanked his colleagues for the great work they do to bring the amazing services and programming to the residents of Huntington Park. He also thanked staff for all of the amazing work and emphasized the teamwork displayed by all staff and directors in putting together these events and services for the community. He closed by giving a special thanks to Sergeant Bojorquez for his quick response to a report of arson.

Vice Mayor Sanabria wished everyone a good night and encouraged everyone to attend Sunday's Art Walk festival.

Mayor Martinez began by thanking staff for always keeping everyone safe and shared his enthusiasm for a successful Earth Day event and great example set by all participants. He also encouraged everyone to attend the Art Walk Festival on Sunday and support the wonderful local talent in Huntington Park. Mayor Martinez closed by sharing information on a pilot program. The healthy food campaign will help educate and empower local restaurants to provide healthy meal options for everyone and help positively impact those living with chronic diseases like diabetes. He then wished everyone a good night.

ADJOURNMENT

Mayor Martinez adjourned the meeting at 8:21 p.m. The next City of Huntington Park City Council meeting will be held on Tuesday May 2, 2023 at 6:00 pm

Respectfully submitted



Eduardo Sarmiento, City Clerk

ITEM 2

List of Funds - City of Huntington Park

FUND	DESCRIPTION	FUND	DESCRIPTION
111	General Fund	230	Homeland Security Fund
112	Waste Collection/Disposal	231	Parking System Fund
114	Spec Events Contributions	232	Art in Public Places Fund
115	General Fund Reserve	233	Bullet Proof Vest Grant
116	Retirement Fund	234	Congressional Earmark
120	Special Revenue DNA ID	235	Federal Street Improvmnt
121	Special Revnu Welfare Inm	236	HUD Economic Empowerment
122	Prevention Intervention	237	Community Planning
123	Board of Corrections LEAD	238	Air Pollution Grant
124	Auto Theft Prevention	239	Federal CDBG Fund
150	Emergency Preparedness	240	HUD EZ/EC Soc Sec Block
151	Economic Development	241	CalHome
152	Greenway Linear Park Proj	242	HUD Home Program
200	LACTMA TOD	243	HUD 108 B03MC060566
201	Environmental Justice	244	HUD EDI Grant
202	CFP Crosswalks	245	EPA Brownfield
203	ATP Randolph Rail-Trail	246	LBPHCP-Lead Base
204	SR2S Middleton Safe Route	247	Neighborhood Stabilization
205	CFP Pacific Blvd	248	Homelessness Prevention
206	CFP I Park Pay Station	249	DEPT OF TOXIC SUBSTANCES
207	CFP Signal Synchronizatio	250	DTSC Grant
208	CMAQ Metro Rapid	251	Land & Water Conservation
209	CFP City Street Resurfac	252	ABC
210	Measure M	253	DEBT SERVICE FUND
211	Road Maint & Rehab SB1	257	CDC Merged Project Fund
212	P & R Grants	258	CDC Merged Debt Service
213	Park Facilities	259	CDC Low/Mod Income Housin
214	Recreation Field Charter	262	CDC Neighbor Preservn Cap
215	Trees for A Better Enviro	263	CDC Neighbor Presrvn Debt
216	Employees Retirement Fund	264	CDC Nghbr Prsrvn Low/Mod
217	OPEB	267	CDC Sta Fe Redev Project
218	PARS	268	CDC Sta Fe Debt Service
219	Sales Tax-Transit Fund A	269	CDC Sta Fe Low/Mod Income
220	Sales Tax-Transit C	270	Successor Agency Merge
221	State Gasoline Tax Fund	271	Successor Agency Merg Prj
222	Measure R	272	Successor Agency Low Mod
223	Local Origin Program Fund	273	Successor Agency NHP
224	Office of Traffc & Safety	274	Successor Agency NHP Prj
225	Cal Cops Fund	275	Successor Agency
226	Air Quality Improv Trust	276	SUCCESSOR AGENCY-GF
227	Offc of Criminal Justice	283	Sewer Maintenance Fund
228	State Dept. of Justice	285	Solid Waste Mgmt Fund
229	Police Forfeiture Fund	286	Illegal Disposal Abatemnt

FUND	DESCRIPTION
287	Solid Waste Recycle Grant
288	COMPBC
293	PUBLIC FIN. AUTHOR.L/T DT
299	CDC Special Revenue Fund
322	STIP Transportation Fund
334	Ped/Bike Path Fund
335	Energy Efficient Grant
345	Rails To Trails Randolph
346	Bike Lane State Street
347	SRTS Middleton Elementary
348	Pacific Blvd Ped Improve
349	Capital Improvement Fund
475	HP PUBLIC FINANCE AUTHOR
533	Business Improv Dist Fund
535	Strt Lght & Lndscp Assess
681	Water Department Fund
741	Fleet Maintenance
742	Information Technology
745	Self Insurance
746	Employee Benefit Fund
748	Veh & Equip Replacement
779	Deferred Comp. Trust Fund
800	Pooled Cash
801	Pooled Cash Fund
802	Pooled Interest
993	Public Fin Authority LTD
994	General Fixed Assets Acct
995	General LTD Account Grp
996	General Long Term Debt
997	CDC Gnrl LTD Account Grp
998	Reserve Template Fund
999	Pooled Cash/Template

**City of Huntington Park
Demand Register
May 2, 2023**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
ADILENE MUNOZ SANTOS	04032023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	25.32
	04042023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	21.45
	04052023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	33.36
	04062023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	18.00
	03232023	111-6020-451.61-35	LA ZOO ADMISSION FEE	15.00
				\$113.13
ADLERHORST INTERNATIONAL LLC	109841	111-7010-421.61-20	K9 RELATED EXPENSES	140.08
	109842	111-7010-421.61-20	K9 RELATED EXPENSES	220.89
				\$360.97
ADRIEN GONZALEZ	04232023	232-6010-466.55-57	ART WALK 2023	250.00
				\$250.00
ALAZEY ORTIZ	04232023	232-6010-466.55-57	ART WALK 2023	150.00
				\$150.00
ALL CITY MANAGEMENT SERVICES,INC	84678	111-7022-421.56-41	SCHOOL GUARD CROSSING SVC	9,611.88
				\$9,611.88
ALVAREZ-GLASMAN & COLVIN	2022-12-20588	111-0220-411.32-70	SUPPLEMENTAL COSTS DEC	25,078.60
	2022-12-20630	111-0220-411.32-70	LEGAL SERVICES DECEMBER	22,827.30
	2022-12-20631	111-0220-411.32-70	LEGAL SERVICES DECEMBER	807.50
	2022-12-20632	111-0220-411.32-70	LEGAL SERVICES DECEMBER	2,046.00
	2022-12-20633	111-0220-411.32-70	LEGAL SERVICES DECEMBER	1,668.50
	2022-12-20634	111-0220-411.32-70	LEGAL SERVICES DECEMBER	1,459.50
	2023-02-20635	111-0220-411.32-70	SUPPLEMENTAL COSTS MARCH	8,741.25
	2023-03-20645	111-0220-411.32-70	SUPPLEMENTAL COSTS APRIL	1,174.63
				\$63,803.28
AMAZON.COM SERVICES, INC.	1NMN-LFN6-KCRV	111-6010-451.61-20	OFFICE SUPPLIES	653.67
	19PV-1Q9Q-4GNX	111-6020-451.61-35	CULTURAL ART SUPPLIES	412.34
	1LF7-GXVX-M4MV	111-6020-451.61-35	YOUTH SPORT SUPPLIES	282.00
	1M6F-9FCG-41CL	111-6020-451.61-35	5K SUPPLIES	362.14
	1Y4Y-VDNR-6YHV	111-6020-451.61-35	5K SUPPLIES	484.80
	136Y-F49K-3MCX	239-6060-490.61-60	AFTERSCHOOL MAINT ITEMS	225.90
	13KD-VTDW-6H6R	239-6060-490.61-60	AFTERSCHOOL MEETING SUPPLIES	162.00
	17T1-HD4T-3CCD	239-6060-490.61-60	AFTERSCHOOL MAINTENANCE ITEMS	155.39
	19J6-K16H-JY9R	239-6060-490.61-60	AFTERSCHOOL PROGRAM SUPPLIES	112.41
	1C1H-NY46-6VC9	239-6060-490.61-60	AFTERSCHOOL MAINTENANCE ITEMS	1,541.52
	1CJ4-VWKL-1FK9	239-6060-490.61-60	AFTERSCHOOL EVENT SUPPLIES	1,829.07
	1CX3-7NYH-GFM9	239-6060-490.61-60	AFTERSCHOOL MEETING SUPPLIES	202.72
	1DM3-FGYL-LQTJ	239-6060-490.61-60	AFTERSCHOOL PROGRAM SUPPLIES	493.68
	1F9H-WCN1-Y63F	239-6060-490.61-60	AFTERSCHOOL MEETING SUPPLIES	1,537.16
	1MWK-DJNY-4NGD	239-6060-490.61-60	AFTERSCHOOL PROGRAM SUPPLIES	751.21
	1RRD-7Q1J-3PDM	239-6060-490.61-60	AFTERSCHOOL PROGRAM SUPPLIES	478.09
	16Y1-4M77-76GJ	239-6065-466.61-20	SENIOR SUPPLIES	767.33
	1Q9P-6F9V-1DX9	239-6065-466.61-20	SENIOR SUPPLIES	925.00
				\$11,376.43
AMERIGAS	3147487417	741-8060-431.43-20	TANK RENTAL AT PW YARD	214.17
				\$214.17

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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
ANALIYAH MARTINEZ	04232023	232-6010-466.55-57	ART WALK 2023	150.00
				\$150.00
ANTHEM SPORTS, LLC	359057	239-6060-490.61-60	SOCCER SUPPLIES	5,899.32
	362821	535-8090-452.61-20	BASKETBALL NETS FOR PARKS	358.09
				\$6,257.41
APRIL HERNANDEZ G.	04232023	232-6010-466.55-57	ART WALK 2023	250.00
				\$250.00
ARTURO ADORNO	04082023A1	232-6010-466.55-57	RENTAL SVCS ART WALK FEST	4,900.00
				\$4,900.00
AT&T	3/5/23-4/4/23	121-7040-421.56-14	PD INMATE PHONE	84.89
				\$84.89
AT&T PAYMENT CENTER	2/28/23-3/27/23	111-7010-421.53-10	PD PHONE SERVICE	4,032.43
				\$4,032.43
AUTO ZONE	4075549008	219-8085-431.43-21	CAR PARTS ON SHUTTLE	48.49
	4075554332	219-8085-431.43-21	CAR PARTS ON SHUTTLE	65.04
	4075561124	219-8085-431.43-21	CAR PARTS ON SHUTTLE	238.08
	4075569928	219-8085-431.43-21	CAR PARTS ON SHUTTLE	1.75
	4075559883	741-8060-431.43-20	AR CREDIT	-24.24
				\$329.12
BETHANY ARENAS	04232023	232-6010-466.55-57	ART WALK 2023	100.00
				\$100.00
CAL PRIVATE BANK-SIT	04202023	111-9010-419.56-30	STATE TAX DEPOSIT	321.64
				\$321.64
CANNON CORPORATION	84240	111-8010-431.76-12	CONSTRUCTION MANAGEMENT	22,675.75
	84176	681-8030-461.43-30	WATER ENGINEERING INVESTIGATION	24,532.25
				\$47,208.00
CASANDRA AGUILAR	04232023	232-6010-466.55-57	ART WALK 2023	500.00
				\$500.00
CECILIA VELASCO	04042023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	5.34
	04042023	111-6010-451.59-15	STARBUCKS FOR CONFERENCE	12.40
	04052023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	17.00
	04052023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	22.48
	04062023	111-6010-451.59-15	CONFERENCE REIMBURSEMENT	18.00
				\$75.22
CELICA QUINONES	04052023	111-6010-451.59-15	UBER FOR CONFERENCE	9.38
	04062023	111-6010-451.59-15	LUNCH FOR CONFERENCE	26.83
	20395	111-6010-451.59-15	DINNER FOR CONFERENCE	17.86
				\$54.07
CENTRAL BASIN MWD	HP-MAR23	681-8030-461.41-00	IMPORTED WATER MARCH 2023	832.14
				\$832.14
CENTRAL FORD	24531	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	48.23
	24602	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	455.69
	24621	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	22.93
	24681(24621)	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	3.68
	24956	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	64.55

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CENTRAL FORD	24978	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	20.95
	25007	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	219.39
				\$835.42
CHARTER COMMUNICATIONS	0467069040723	111-7010-421.53-10	FIBER INTERNET FOR PD	1,650.00
	0514415033023	111-7010-421.53-10	INTERNET FOR PD	669.85
	0019175040123	111-9010-419.53-10	TV SERVICES FOR CITY CLERK	39.20
	0444795040223	111-9010-419.53-10	INTERNET FOR CITY HALL	1,999.00
	0702507031523	111-9010-419.53-10	INTERNET FOR CITY HALL	64.92
	0389644033123	121-7040-421.56-14	INTERNET FOR FOR PD	387.94
				\$4,810.91
CINDI CAYAX	2529	111-6065-451.57-46	ZUMBA CLASSES SENIOR COMMUNITY	490.00
	2530	111-6065-451.57-46	ZUMBA CLASSES SENIOR COMMUNITY	630.00
				\$1,120.00
COALITION FOR RESPONSIBLE COMMUNITY	FM1314	111-7024-421.56-41	JANITORIAL SVCS MARCH	4,133.74
	FM1314	111-8020-431.56-41	JANITORIAL SVCS MARCH	1,660.29
	FM1314	111-8022-419.56-41	JANITORIAL SVCS MARCH	4,921.92
	FM1314	111-8023-451.56-41	JANITORIAL SVCS MARCH	13,090.71
				\$23,806.66
COMMERCIAL TIRE COMPANY	1-177760	219-8085-431.43-21	SVC CALL ON TROLLY	155.00
				\$155.00
CONCENTRA MEDICAL CENTERS	78355385	111-2030-413.56-41	PHYSICAL TESTS FOR EMPLOY	929.00
	78892445	111-2030-413.56-41	PHYSICAL EXAM FOR EMPLOY	1,854.00
				\$2,783.00
CORPORATE WAREHOUSE SUPPLY	66038	111-9010-419.44-10	BLACK TONER	1,469.65
				\$1,469.65
DANE LOOMIS	02222023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	263.70
				\$263.70
DATA TICKET INC.	148710	111-5055-419.56-41	CODE ENFORCEMENT	816.50
				\$816.50
DE LAGE LANDEN	79605061	111-9010-419.44-10	PRINTER LEASE	2,140.88
				\$2,140.88
DEPARTMENT OF JUSTICE	646142	111-7030-421.56-41	FINGERPRINT APPS	861.00
				\$861.00
DIEGO TAPIA	04232023	232-6010-466.55-57	ART WALK 2023	250.00
				\$250.00
DUNN EDWARDS CORPORATION	2009A09190	111-8095-431.61-50	PAINT FOR GRAFFITI REMOVAL	843.63
				\$843.63
EDGAR SAGA	03022023	745-9031-413.52-30	SETTLEMENT PAYMENT	195.00
				\$195.00
ELITE TENTS AND EVENT SERVICES	1434	232-6010-466.55-57	SVC 2ND ANNUAL ART FESTIVAL	6,984.50
				\$6,984.50
EMILY MENDOZA	04232023	232-6010-466.55-57	ART WALK 2023	250.00
				\$250.00
ERIC EUSTAQUIO	04192023	745-9031-413.52-30	SETTLEMENT CLAIM	108.60
				\$108.60

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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
EVELYN REYES	02012023	111-7010-421.59-30	MILEAGE REIMBURSEMENT	47.81
				\$47.81
EXCEL PAVING COMPANY	7	221-8010-431.76-12	ST ENHANCEMENT PROJECT	199,096.55
	8	221-8010-431.76-12	ST ENHANCEMENT PROJECT	249,634.00
				\$448,730.55
EXPRESS TRANSPORTATION SERVICES LLC	HPE04012023	111-0000-362.20-15	FIXED ROUTE TRANSIT SVCS	-2,500.00
	HPE04012023	219-0000-340.30-00	FIXED ROUTE TRANSIT SVCS	-1,442.00
	HPE04012023	219-8085-431.56-43	FIXED ROUTE TRANSIT SVCS	37,204.96
	DAR3012023	219-8085-431.56-45	HP DIAL A RIDE SVCS APRIL	69,183.33
	HPE04012023	220-8085-431.56-43	FIXED ROUTE TRANSIT SVCS	37,204.96
	HPE04012023	222-8010-431.56-43	FIXED ROUTE TRANSIT SVCS	37,204.98
				\$176,856.23
EZEKIEL ALARCON	04232023	232-6010-466.55-57	ART WALK 2023	150.00
				\$150.00
FAIR HOUSING FOUNDATION	04052023	239-5210-463.57-87	PERSONNEL COSTS OPERATION	1,822.11
				\$1,822.11
FEDEX	8-093-75795	111-7010-421.61-20	EXPRESS SHIPMENT CHARGES	39.07
	8-093-75796	111-7010-421.61-20	EXPRESS SHIPMENT CHARGES	21.58
				\$60.65
FELIPE PEREZ	04232023	232-6010-466.55-57	ART WALK 2023	100.00
				\$100.00
FM THOMAS AIR CONDITIONING INC	45117	111-7024-421.56-41	MAINTENANCE AIR CONDITIONER	581.90
	45117	111-8020-431.56-41	MAINTENANCE AIR CONDITIONER	158.70
	45117	111-8022-419.56-41	MAINTENANCE AIR CONDITIONER	2,697.90
	45131	111-8022-419.56-41	PD DISPATCH AIR CONDITIONER	3,709.00
	45117	111-8023-451.56-41	MAINTENANCE AIR CONDITIONER	1,851.50
				\$8,999.00
GALILEA CORTEZ	04232023	232-6010-466.55-57	ART WALK 2023	100.00
				\$100.00
GEORGE DOMINGUEZ	3/6/23-3/10/23	111-7010-421.59-20	MILEAGE REIMBURSEMENT	66.15
				\$66.15
GEORGE VILLAVICENCIO	4123	111-6020-451.61-35	5K RENTALS	750.00
				\$750.00
GLOBAL URBAN STRATEGIES, INC.	307	241-5030-419.56-41	CALHOME OWNER OCCUPIED RE	3,842.54
	319	241-5030-419.56-41	CALHOME OCCUPIED REHAB	3,857.72
	338	241-5030-419.56-41	CALHOME FIRST TIME BUYER	4,638.75
	339	241-5030-419.56-41	CALHOME OCCUPIED REHAB	4,463.17
				\$16,802.18
GOODIES UNIFORMS	7771	111-7010-421.61-20	POLICE ACADEMY UNIFORMS	198.17
	7772	111-7010-421.61-20	POLICE ACADEMY UNIFORMS	437.14
	7773	111-7010-421.61-20	POLICE ACADEMY UNIFORMS	991.86
				\$1,627.17
GRAINGER	9664613487	111-8023-451.43-10	WATER COOLER FILTER PARKS	258.47
	9662917070	221-8010-431.61-21	EMERGENCY RESPONSE TRAILER	412.89
				\$671.36

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GUTIERREZ BACKGROUND INVESTIGATIONS	2023-2	111-7010-421.56-41	BACKGROUND FOR APPLICANT	300.00
				\$300.00
HASA, INC.	880200	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL 12	546.22
	880203	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL 14	270.61
	880204	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL 18	544.79
				\$1,361.62
HG GRAPHIC AND PRINTING	2025	111-3010-415.61-20	OFFICE SUPPLIES	77.18
	1979	111-6020-451.61-35	5K SHIRTS	1,823.77
				\$1,900.95
HINDERLITER DE LLAMAS & ASSOCIATES	SIN025945	111-9010-419.56-41	CONTRACT SERVICES	1,400.74
				\$1,400.74
HOME DEPOT - PUBLIC WORKS	7274441	111-8010-431.61-20	LOCK FOR PORTABLE GENERATOR	101.34
	3274028	111-8022-419.43-10	CITY HALL WEATHER TARPS	346.34
	7362268	111-8022-419.43-10	CITY HALL ROOF TARP	131.20
	8362263	111-8022-419.43-10	CITY HALL FLOOR FANS	515.97
	9362288	111-8022-419.43-10	CITY HALL EV CHARGER	78.89
	4362245	111-8023-451.43-10	SALT LAKE PARK KIOSK REPAIRMENT	70.49
	1971555	111-8024-421.43-10	PD BUILDING PAINT SUPPLIES	458.28
	2033899	111-8024-421.43-10	SUPPLIES FOR PD BUILDING	37.45
	2362277	111-8024-421.43-10	PD BUILDING ROOF TARP	262.40
	3370138	111-8024-421.43-10	PD BUILDING CEILING TILE	337.01
	4274646	111-8024-421.43-10	PD BUILDING CEILING TILE	242.58
	3213480	111-8095-431.61-50	PAINT FOR GRAFFITI REMOVAL	-92.34
	3970382	111-8095-431.61-50	PAINT FOR GRAFFITI REMOVAL	230.86
	3970384	111-8095-431.61-50	PAINT FOR GRAFFITI REMOVAL	505.62
	4370133	535-8090-452.61-20	ELECTRICAL BOX WELCOME SIGN	203.44
				\$3,429.53
IDR ENVIRONMENTAL SERVICES	80389	741-8060-431.43-20	REMOVAL DISPOSE HAZARDOUS	4,297.31
	80446	741-8060-431.43-20	REMOVAL DISPOSE HAZARDOUS	831.05
				\$5,128.36
INFRASTRUCTURE ENGINEERS	28375	111-5010-419.56-49	PLANNING SVCS	6,400.00
	28383	111-5010-419.56-49	BUILDING & SAFETY SVC	44,143.00
	28402	111-5010-419.56-49	BUILDING SAFETY CONSULTING	16,795.14
	28395	111-8080-431.56-62	CITY ENGINEERING SERVICES	29,651.00
	28429	202-8080-431.76-23	PREPARATION PLAN PROJECT	42,907.50
	28395	221-8010-431.56-41	CITY ENGINEERING SERVICES	5,733.00
	28427	222-8010-431.76-06	SIGNAL IMPROVEMENT	14,557.50
	28428	222-8010-431.76-06	IMPROVEMENT PROJECT	2,485.00
	28395	222-8080-431.56-41	CITY ENGINEERING SERVICES	25,000.00
	28395	681-8030-461.56-41	CITY ENGINEERING SERVICES	12,100.00
				\$199,772.14
INTERNATIONAL INSTITUTE OF	39433	111-1010-411.64-00	ANNUAL MEMBERSHIP FEE	250.00
	46097	111-1010-411.64-00	MEMBERSHIP FEES	150.00
				\$400.00

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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
JESUS GUTIERREZ	2/27/23-3/10/23	111-7010-421.59-20	MILEAGE REIMBURSEMENT	206.98
				\$206.98
JODIE CRUZ	04232023	232-6010-466.55-57	ART WALK 2023	150.00
				\$150.00
JOEL GORDILLO	JG202304	111-1010-411.56-41	MEDIA TECHNICIAN SERVICES	1,650.00
				\$1,650.00
JOHNSON CONTROLS SECURITY SOLUTIONS	38718913	111-7010-421.56-41	DEPARTMENT SECURITY SVCS	5,703.67
				\$5,703.67
JOSE YAMASAKI	01302023	111-7010-421.59-15	MILEAGE REIMBURSEMENT	194.14
				\$194.14
JULIO MORENO	03302023	111-7010-421.59-15	PER DIEM REIMBURSEMENT	153.75
				\$153.75
KHALESSI MARTINEZ	04232023	232-6010-466.55-57	ART WALK 2023	100.00
				\$100.00
KIMBALL MIDWEST	100932178	219-8085-431.43-21	WASHERS FOR ALL SHUTTLES	219.67
	100945539	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	446.54
				\$666.21
KONICA MINOLTA BUSINESS SOLUTIONS	286517970	111-6010-451.56-41	COPIER LEASE	543.73
	286529816	111-6010-451.56-41	COPIER LEASE	241.40
				\$785.13
LACMTA	HP03152023	219-8085-431.58-50	FEB 2023 POSITION SUMMARY	700.77
				\$700.77
LB JOHNSON HARDWARE CO.	125993	111-8022-419.43-10	CITY HALL CHARGERS	18.72
	126071	111-8022-419.43-10	CITY HALL EV CHARGER	8.31
	125951	111-8024-421.43-10	POLICE BUILDING SUPPLIES	17.50
	126265	111-8024-421.43-10	POLICE BUILDING SUPPLIES	87.59
	126167	535-8016-431.61-45	ELECTRICAL SUPPLIES REPAIR	126.95
				\$259.07
LEGAL SHIELD	143713	111-0000-217.60-50	IDENTITY THEFT PROTECTION	28.90
				\$28.90
LIBERTY PAPER	314140-A	111-0110-411.61-20	CITY WIDE COPY PAPER	82.84
	315767	111-0110-411.61-20	PAPER FOR DEPARTMENTS	1,239.61
	314140-A	111-0210-413.61-20	CITY WIDE COPY PAPER	82.84
	315767	111-0210-413.61-20	PAPER FOR DEPARTMENTS	43.16
	314140-A	111-1010-411.61-20	CITY WIDE COPY PAPER	497.43
	314140-A	111-2030-413.61-20	CITY WIDE COPY PAPER	82.84
	315767	111-2030-413.61-20	PAPER FOR DEPARTMENTS	71.36
	314140-A	111-3010-451.61-20	CITY WIDE COPY PAPER	1,160.04
	315767	111-3010-451.61-20	PAPER FOR DEPARTMENTS	1,025.54
	314140-A	111-5010-419.61-20	CITY WIDE COPY PAPER	414.59
	315767	111-5010-419.61-20	PAPER FOR DEPARTMENTS	14.39
	314140-A	111-6010-451.61-20	CITY WIDE COPY PAPER	497.43
	315767	111-6010-451.61-20	PAPER FOR DEPARTMENTS	569.75

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LIBERTY PAPER	314140-A	111-7010-421.61-20	CITY WIDE COPY PAPER	3,894.91
	315767	111-7010-421.61-20	PAPER FOR DEPARTMENTS	2,677.69
	314140-A	111-8020-431.61-20	CITY WIDE COPY PAPER	497.43
	315767	111-8020-431.61-20	PAPER FOR DEPARTMENTS	113.50
				\$12,965.35
LIEBERT CASSIDY WHITMORE	236501	111-0220-411.32-70	LEGAL SERVICES FEBRUARY	1,832.50
	236502	111-0220-411.32-70	LEGAL SERVICES FEBRUARY	4,072.00
				\$5,904.50
LUXURY AUTO BODY	PW6015	741-8060-431.43-20	POLICE UNIT REPAIRMENT	2,993.56
				\$2,993.56
MARCELLO RETAMOSA	000764834	111-8020-431.61-20	PARKING REIMBURSEMENT	19.25
				\$19.25
MARCO PUDILLA	04232023	232-6010-466.55-57	ART WALK 2023	400.00
				\$400.00
MATTHEW RINCON	03292023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	45.71
				\$45.71
MAUREEN KANE & ASSOCIATES, INC.	1126	111-1010-411.59-15	EMPLOYEE TRAINING	1,500.00
				\$1,500.00
MERRIMAC ENERGY GROUP	2224371	741-8060-431.62-30	FUEL PURCHASES OF GALLOONS	7,094.12
				\$7,094.12
MIGUEL FUENTES	02112023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	11.65
	03032023	111-7010-421.59-20	EMPLOYEE REIMBURSEMENT	771.38
	2/27/23-3/3/23	111-7010-421.59-20	MILEAGE/PER DIEM	464.85
				\$1,247.88
MIKE PARSA	03292023	111-7010-421.59-20	PER DIEM REIMBURSEMENT	312.50
				\$312.50
MITY-LITE	00157629	239-6060-490.61-60	TABLES FOR SALT LAKE PARK	4,830.50
				\$4,830.50
MOY MORALES	04042023	111-6010-451.59-15	DINNER FOR CONFERENCE	13.62
	04052023	111-6010-451.59-15	BREAKFAST FOR CONFERENCE	15.00
	04062023	111-6010-451.59-15	BREAKFAST FOR CONFERENCE	9.70
	04062023	111-6010-451.59-15	LUNCH FOR CONFERENCE	18.00
				\$56.32
NACHO'S LOCK & KEY SERVICE	178480	111-8024-421.43-10	REPLACE DEADBOLTS PD	3,696.88
				\$3,696.88
NAOMY ZAVALA	04232023	232-6010-466.55-57	ART WALK 2023	150.00
				\$150.00
NATIONWIDE ENVIRONMENTAL SERVICES	33166	111-8031-433.56-41	CATCH BASIN CLEANING SVC	19,230.48
				\$19,230.48
NETWORK DEPOSITION SERVICES, INC	A22100784	745-9031-413.32-70	SETTLEMENT PAYMENT	1,141.52
	A23020506	745-9031-413.32-70	SETTLEMENT PAYMENT	722.20
				\$1,863.72
NICK NICHOLS	03302023	111-7010-421.59-15	MILEAGE REIMBURSEMENT	352.12
	03302023	111-7010-421.59-15	PER DIEM REIMBURSEMENT	153.75

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NICK NICHOLS	03302023	111-7010-421.59-20	PER DIEM REIMBURSEMENT	153.75
				\$659.62
NICOLAS DE LA O	03012023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	5.37
				\$5.37
NOBEL SYSTEMS, INC	15658	111-8030-461.56-42	GEOVIEWER FORMS ANNUAL	9,300.00
	15658	111-8095-431.53-10	GEOVIEWER FORMS ANNUAL	500.00
				\$9,800.00
NOPALERO BRAND LLC	5000	111-6010-466.55-50	HALLOWEEN SUPPLIES	750.00
				\$750.00
NORTH STAR LAND CARE	1601-511	535-8090-452.56-60	CONTRACTUAL SVCS	17,280.00
				\$17,280.00
NOYOLI RUIZ	04232023	232-6010-466.55-57	ART WALK 2023	150.00
				\$150.00
O'REILLY AUTO PARTS	2959-283886	741-8060-431.43-20	CAR PARTS FOR SHUTTLE	191.98
				\$191.98
ORANGE COUNTY SHERIFF'S DEPT	.04192023	111-7010-421.59-20	TRAINING REGISTRATION	270.00
				\$270.00
OSCAR DE LEON	04232023	232-6010-466.55-57	ART WALK	300.00
				\$300.00
PACIFICA SERVICES INC.	346-09	221-8010-431.76-12	ST RECONSTRUCTION PROJECT	1,845.00
				\$1,845.00
PERLA N. ROSALES	04232023	232-6010-466.55-57	ART WALK 2023	250.00
				\$250.00
PURCHASE POWER	04112023	111-7040-421.56-41	POSTAGE FEES FOR PD	14.48
				\$14.48
RANDALL HENRIQUEZ	0222023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	17.02
				\$17.02
REGIONAL TRAINING CENTER	64410	111-7010-421.59-20	REGISTRATION CHECK	576.00
				\$576.00
RENE REZA	02232023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	83.84
				\$83.84
RIO HONDO COLLEGE	S23-160-ZHPK	111-7010-421.59-20	COURSE ENROLLMENT	118.55
				\$118.55
ROCIO MENDOZA	1	232-6010-466.55-57	LIVE MUSIC PROVIDED AWF	700.00
				\$700.00
SAFETY UNLIMITED, INC.	CRCH041723	287-8057-432.61-20	TRAINING COURSE FOR PW	1,750.00
				\$1,750.00
SANTIAGO ZAZUETA RODRIGUEZ	04232023	232-6010-466.55-57	ART WALK 2023	100.00
				\$100.00
SAUL RODRIGUEZ	0222023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	11.65
	2/27/23-3/3/23	111-7010-421.59-20	MILEAGE /PER DIEM	464.85
				\$476.50
SERGIO GONZALEZ JR	000764829	111-8020-431.61-20	PARKING REIMBURSEMENT	19.25
				\$19.25

**City of Huntington Park
Demand Register
May 2, 2023**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
SOUTHERN CALIFORNIA NEWS GROUP	D308CO2B-0043	111-1010-411.54-00	RFP-FORKLIFT	176.28
	D308CO2B-0044	111-1010-411.54-00	RFP-SCRUBBERS	165.91
				\$342.19
SPARKLETTS	15142085042023	111-0110-411.66-05	WATER FOR COUNCIL	89.91
	15142085042023	111-0210-413.61-20	WATER FOR ADMIN	89.92
	15142085042023	111-1010-411.61-20	WATER FOR CITY CLERK	26.98
	15142085042023	111-2030-413.61-20	WATER FOR HUMAN RESOURCES	42.96
	15142085042023	111-3010-415.61-20	WATER FOR FINANCE	112.91
	15142085042023	111-5010-419.61-20	WATER FOR COMM DEVELOPMENT	103.12
	15142085042023	111-5055-419.61-20	WATER FOR CODE ENFORCEMENT	68.74
	15142085042023	111-6010-451.56-41	WATER FOR PARKS AND REC	118.89
	19438227040523	111-7010-421.56-41	DRINKING WATER SVCS	510.08
	15142085042023	111-8020-431.61-20	WATER FOR PW ADMIN	259.30
				\$1,422.81
STACK SPORTS	712000	111-6020-451.56-41	5K TIMING	1,595.70
				\$1,595.70
STAPLES ADVANTAGE	8069822976	111-0310-413.61-20	OFFICE SUPPLIES C&CR	52.37
	8069822976	111-1010-411.61-20	OFFICE SUPPLIES CITY CLERK	134.25
	8069822976	111-3010-415.61-20	OFFICE SUPPLIES FINANCE	741.00
	8069822976	111-5010-419.61-20	OFFICE SUPPLIES COMM DEV	269.26
	8069822976	111-6010-451.61-20	OFFICE SUPPLIES PARKS & REC	840.23
	8069822976	111-7010-421.61-20	OFFICE SUPPLIES POLICE	70.37
	8069822976	111-7022-421.61-27	OFFICE SUPPLIES POLICE	171.71
	8069822976	111-7030-421.61-20	OFFICE SUPPLIES POLICE	25.19
				\$2,304.38
STATE FARM MUTUAL INSURANCE COMPANY	3034746/290439	745-9031-413.52-30	CLAIM SETTLEMENT	2,332.03
				\$2,332.03
STEVE FORSTER	03092023	111-5010-419.59-15	POSTAGE REIMBURSEMENT	9.56
				\$9.56
SUPERION, LLC	379012	111-9010-419.43-15	FINANCIAL SYSTEM MAINTENANCE	13,532.61
	379262	111-9010-419.43-15	MONTHLY FEES	175.50
				\$13,708.11
T-MOBILE USA	3232023	111-6010-451.56-41	MOBILE SERVICES FOR PARKS	422.96
				\$422.96
T2 SYSTEMS CANADA INC.	IRIS0000118377	111-8010-415.56-41	DIGITAL IRIS SUBSCRIPTION	2,370.00
	IRIS0000119129	111-8010-415.56-41	DIGITAL IRIS SERVICES	2,370.00
				\$4,740.00
THE HITT COMPANIES, INC	OE-118186	111-7030-421.61-20	ENGRAVED NAMES FOR PD	128.29
				\$128.29
THE REGIONAL TRAINING CENTER	12112022	111-7010-421.59-15	TRAINING REGISTRATION CHECK	1,754.00
				\$1,754.00
TIME WARNER CABLE	106964801040123	111-7010-421.53-10	ICI SYSETM JPA	677.70
				\$677.70
TONY GARCIA	000764837	111-8020-431.61-20	PARKING REIMBURSEMENT	19.25
				\$19.25

**City of Huntington Park
Demand Register
May 2, 2023**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
TROPHY REPUBLIC CO	9996924	111-6020-451.61-35	5K MEDALS	837.22
				\$837.22
TYLER TECHNOLOGIES, INC.	045-392042	111-9050-419.43-15	FINANCIAL SYSTEM	60,528.00
	045-409171	111-9050-419.43-15	FINANCIAL SYSTEM	70,173.45
	045-413537	111-9050-419.43-15	FINANCIAL SYSETM	2,244.97
	045-416532	111-9050-419.43-15	FINANCIAL SYSTEM	101,838.90
				\$234,785.32
U.S. ARMOR CORPORATION	41464	111-7022-421.61-24	PD BULLETPROOF VEST	373.49
	41464	233-7010-421.74-10	PD BULLETPROOF VEST	373.49
				\$746.98
ULINE	158217684	239-6060-490.61-60	OFFICE DESK	1,204.60
				\$1,204.60
UNITED INDUSTRIES	226772	111-8095-431.61-50	SUPPLIES FOR PW	419.25
	226995	221-8010-431.61-20	SUPPLIES FOR PW	162.90
				\$582.15
VULCAN MATERIALS COMPANY	73596403	221-8010-431.61-21	GALLONS ASPHALT CITY ST	328.50
	73598504	221-8010-431.61-21	ENVIRONMENTAL FEE ASPHALT	164.67
				\$493.17
WATER REPLENISHMENT DISTRICT OF	2282023	681-8030-461.41-00	GROUNDWATER PRODUCTION	75,332.19
				\$75,332.19
WEELEVATE LLC	0105	111-6020-451.61-35	5K DJ	640.00
				\$640.00
WEST & ASSOCIATES ENGINEERING, INC	1008.16.23-04B	111-8031-433.76-17	MANAGEMENT NPDES SYSTEM	5,500.00
				\$5,500.00
WEX BANK	88452489	741-8060-431.62-30	FUEL PURCHASE DEPT ISSUED	1,104.98
				\$1,104.98
XEROX FINANCIAL SERVICES	4062732	111-8020-431.43-05	LEASE PAYMENT XEROX COPIER	59.99
	4062732	285-8050-432.43-05	LEASE PAYMENT XEROX COPIER	59.98
	4062732	681-8030-461.43-05	LEASE PAYMENT XEROX COPIER	59.99
				\$179.96
XPRESS WASH INC	16107	741-8060-431.43-20	CAR WASH SERVICES	550.00
	16152	741-8060-431.43-20	CAR WASH SERVICES	275.00
				\$825.00
				\$1,529,101.33

ITEM 3



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

May 2, 2023

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

Honorable Mayor and Members of the City Council:

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-2024 ANNUAL ACTION PLAN

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Conduct a public hearing;
2. Take public testimony;
3. Adopt the Fiscal Year 2023-2024 Annual Action Plan;
4. Authorize City Manager to prorate allocations to projects and programs with FY 2023-2024 CDBG and HOME entitlement allocations.
5. Authorize 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 2023-2024 Budget in accordance with the approved Fiscal Year 2023-2024 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 2023-2024 Annual Action Plan which details how the City plans to use its 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 local newspaper on March 23, 2023, informing residents of the

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-2024 ANNUAL ACTION PLAN

May 2, 2023

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public hearing to be conducted on May 2, 2022. The 30-day review period for the public was set from Friday, March 31, 2022, to Monday, May 1, 2023. During the review period, the City gathers comments regarding proposed activities and the use of CDBG and HOME funds for FY 2023-2024.

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 2023-2024, the City will receive \$1,747,364 in CDBG and HOME funds comprised accordingly:

The City will receive \$1,121,564 in CDBG funds that include:

- a) Fiscal Year 2023-2024 entitlement allocation of \$1,121,564.
- b) This does not include remaining CDBG funds from prior years; and

Additionally, the City will receive \$625,800 in HOME funds that include:

- a) Fiscal Year 2023-2024 entitlement allocation of 625,800.
- b) This does not include the remaining CDBG funds from prior years.

CDBG Funding Categories and Funding Applications

The CDBG program has five primary activity areas to allocate funds to: (1) Public Services, (2) Planning and Administration, (3) Economic Development (4) Housing Rehabilitation, and (5) Public Facility Improvements. Federal regulations limit the amount that can be spent on two categories: planning and administration and public services. No more than 20% of the City's entitlement grant and estimated program income for the following year can be spent on planning and administration. Similarly, there is a maximum spending cap of 15% of the grant allocation and 15% of any program income received during the previous fiscal year on the public services category. The amount available to allocate in each of the activity area is summarized below.

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-2024 ANNUAL ACTION PLAN

May 2, 2023

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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 2023-2024 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.

1. PRIORITY HOMELESS NEEDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Support Social Service Agencies that Assist Homeless Populations	Inner City Vision Program: The Inner-City Vision Program will provide case management, referral and/or supportive services to homeless individuals within the city, especially those who may be averse to becoming actively engaged in efforts to transition them from the streets into permanent housing.	\$50,234 (CDBG)
2. OTHER HOUSING AND COMMUNITY DEVELOPMENT NEEDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Planning 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. In addition to the administration duties, Fair Housing Foundation services will be paid for by CDBG Administration. FHF will provide landlord and tenant services to Huntington Park residents.	\$204,312 (CDBG)
	Fair Housing Services: Fair Housing Services will include housing discrimination counseling and investigative services, landlord-tenant housing dispute resolution services, education, and outreach services.	\$20,000 (This a part of the CDBG Admin dollars above)
	HOME Administration: Funds provided for the overall development, management, coordination, and monitoring of the HOME program.	\$62,580 (HOME)

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-2024 ANNUAL ACTION PLAN

May 2, 2023

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3. PRIORITY SPECIAL NEEDS POPULATIONS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Support Social Service Agencies that Assist Special Needs Populations	Huntington Park Senior Program: 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.	\$75,000 (CDBG)
Support Social Service Agencies that Assist Special Needs Populations	Parks and Recreation After School Program: 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.	\$43,000 (CDBG)
4. PRIORITY HOUSING NEEDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Preserve Existing and Create New Affordable Housing	First-Time Home Buyer Program: 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 20% of the HUD HOME purchase price limit based on the need of the applicant or up to \$100,000.	\$200,000 (HOME)
	Residential Rehabilitation: This program provides financial assistance, of up to \$25,000, to owners of single-family homes for rehabilitation improvements to complete repairs that correct health and safety violations.	\$269,350 (HOME)
	HOME CHDO Set-Aside Program: This activity will provide for the minimum of 15% of HOME dollars required by the City to set aside for Community Housing Development Organization (CHDO) type activities to be allocated at a later date	\$93,870 (HOME)

**CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S
FISCAL YEAR 2023-2024 ANNUAL ACTION PLAN**

May 2, 2023

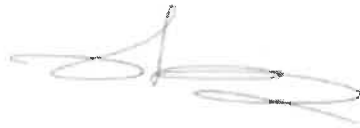
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5. PRIORITY INFRASTRUCTURE NEEDS		
GOALS	IMPLEMENTING PROGRAM(S)	ALLOCATION
Street Improvements	Public Works Project: Street and ADA improvements in low- and moderate-income areas.	\$229,016 (CDBG)
6. ECONOMIC DEVELOPMENT		
GOALS	IMPLEMENTING PROGRAM(S)	ALLOCATION
Economic Opportunity	Commercial Rehabilitation Program: Provide businesses with up to \$25,000 to rehabilitate their building facades.	\$500,000 (CDBG)

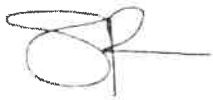
CONCLUSION

Upon the Council's direction, staff will proceed with actions as directed.

Respectfully submitted,



RICARDO REYES
City Manager



Steve Forster
Community Development Director

Attachments:

A. Annual Action Plan FY 2023-2024

ATTACHMENT "A"



DRAFT 2023-2024

ACTION PLAN

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Huntington Park qualifies as an Entitlement Jurisdiction for Community Development Block Grant (CDBG) funds and a Participating Jurisdiction for HOME Investment Partnerships (HOME) funds. The U.S. Department of Housing and Urban Development (HUD) allocates these funds to the City annually. The FY 2023-24 Action Plan is the fourth Annual Action Plan of the 2020-2024 Consolidated Plan and provides a concise summary of the actions, activities, and the specific federal and other resources that will be used to address the priority needs identified by the Consolidated Plan.

The 2023/24 Annual Action Plan includes an application for funds under two different HUD entitlement programs - CDBG and HOME for the program period beginning July 1, 2023 and ending June 30, 2024. The City will receive a total of \$1,747,364 in entitlement funds for program year 2023/24 of which \$1,121,564 is designated for the CDBG Program and \$625,800 is designated for the HOME Program.

2. Summarize the objectives and outcomes identified in the Action Plan

The CDBG program is authorized under Title I of the Housing and Community Development Act of 1974, as amended, with the primary objective of developing of viable urban communities. These viable communities are achieved by providing the following, principally for persons of low- and moderate income:

- Decent housing;
- A suitable living environment; and
- Expanded economic opportunities.

The HOME program was authorized under Title II (the Home Investment Partnerships Act) of the National Affordable Housing Act of 1990 with the primary objective of providing decent, safe, and affordable housing for all Americans and to alleviating the problems of excessive rent burdens, homelessness, and deteriorating housing stock nationwide.

The city conducted a community needs assessment during the preparation of the five-year strategic plan (The 2020-2024 Consolidated Plan) and identified the following high priority needs:

- Provide Needed Community Services to LMI Persons
- Planning and Community Development
- Support Agencies that Assist Special Needs Population

3. Evaluation of past performance

The City considered past performance of the CDBG subrecipients when determining the allocation of CDBG funds to proposed FY 2023-24 activities. The City considered funding requests from nonprofit organizations based upon the proposed benefit to low- and moderate-income residents, their experience in carrying out the proposed activities, and meeting the CDBG requirements. CDBG funding was allocated only to activities that address the high priority needs of the 2020-2024 Consolidated Plan.

As of the preparation of this document, the City has not yet closed out its 2022-2023 program year. Accomplishment data for the 2022-2023 program year will be reported in the City's 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER) which is submitted to HUD in September.

4. Summary of Citizen Participation Process and consultation process

The City placed the Public Hearing Notice in the Long Beach Press Telegram on March 23, 2023. The notice included the date of the Public Hearing of May 2, 2023, and 30-day review period which commenced on March 31, 2023 and ended on May 1, 2023. The list of consulted agencies are listed in this document. During the review period, the City will continue to gather comments from the public and other agencies. This information will be incorporated into the final document once received.

5. Summary of public comments

No public comments were received during the public review period.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments or views were received.

7. Summary

The City allocated the CDBG funds to primarily benefit low- and moderate- income households. The CDBG beneficiaries are either income-qualified residents that receive direct services or residents of neighborhoods where at least 51 percent of the population is low and moderate income.

During the 2023-2024 program year, the City has established a unified vision to meet the needs of the community by assisting low- and moderate-income individuals and families by:

- Providing Needed Community Services to LMI Persons
- Planning and Community Development
- Supporting Agencies that Assist Special Needs Population

The City received the following amounts for FY 2023-24:

1. CDBG - \$1,747,364
2. HOME - \$625,800

See Section AP-35 Projects for a detailed description of each activity.

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	Huntington Park	Community Development Department
Home Administrator	Huntington Park	Community Development Department

Table 1 – Responsible Agencies

Listed below are the agencies/entities responsible for preparing the Consolidated Plan and administration of each grant program and funding source.

Narrative

Consolidated Plan Public Contact Information

Community Development Department
Attn.: Ishah Ahumada, Project Manager
6550 Miles Avenue
Huntington Park, CA 90255
Email: IAhumada@hpca.gov
Phone: (323) 584-6290

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

As detailed in the following section, the City developed its five-year 2020-2024 Consolidated and 2023-24 Annual Action Plan through consultation with City departments; housing and public service providers; and adjacent local governments.

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(I))

The City developed its five-year 2020-2024 Consolidated Plan through consultation with City departments; housing and public service providers; adjacent local governments and community input. As a means of gaining input from housing, homeless and social service providers, the City conducted phone interviews and email surveys to gain input from several agencies that directly impact the areas of need. Based on the results of the surveys and interviews, the City was able to make informed decisions on how to use the HUD funds to assist those in need.

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 Los Angeles Homeless Services Authority (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. As the lead agency, LAHSA helps coordinate efforts among agencies, businesses, community leaders, government agencies and elected officials to determine priority needs and services from local, regional, and county-wide basis. According to HUD, a CoC is "a community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximize self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness." HUD identifies four necessary parts of a continuum:

- Outreach, in-take, and assessment
- Emergency shelter
- Transitional housing with supportive services
- Permanent & permanent supportive housing with services if needed

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 is not a direct recipient of Emergency Solution Grant (ESG) funds. However, the City collaborates with various agencies, such as Salvation Army, to address the needs of the homeless or at risk of homelessness within the community. In addition, the City continues to work with LAHSA to assist in their mission to create a strategic vision that creates solutions for the crisis of homelessness grounded in compassion, equity, and inclusion.

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 1 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Huntington Park
	Agency/Group/Organization Type	Civic Leaders Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Public Participation
	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 on the needs of their constituents in the community, which have been identified in the 5-Year Consolidated Plan and coordinating Annual Action Plans activities.
2	Agency/Group/Organization	Fair Housing Foundation
	Agency/Group/Organization Type	Public Service-Fair 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?	NOFA and public participation process. The City will continue to contract with a Fair Housing Service Providers to assist tenants and landlords with rental laws and regulations.
3	Agency/Group/Organization	Inter City Visions
	Agency/Group/Organization Type	Public Service - Provider

	What section of the Plan was addressed by Consultation?	Continuum of Care Provider
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ICV provides gang and sex trafficking intervention programs and assistance.
13	Agency/Group/Organization	Hub Cities
	Agency/Group/Organization Type	Public Services - Employment
	What section of the Plan was addressed by Consultation?	Economic Development Anti-Poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency/group/organization was consulted via mail, email and/or phone. All comments have been incorporated throughout the document. The City will continue its coordination efforts to ensure the needs of the community are addressed.
14	Agency/Group/Organization	Parks and Recreations
	Agency/Group/Organization Type	Services – Children Services – Elderly Persons Services – Persons with Disabilities Services – Victims of Domestic Violence Services – Health Regional Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs – Families with Children Non-Homeless Special Needs Anti-Poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency/group/organization was consulted via mail, email and/or phone. All comments have been incorporated throughout the document. The City will continue its coordination efforts to ensure the needs of the community are addressed

Identify any Agency Types not consulted and provide rationale for not consulting

The City maintains a list of agencies and organizations that were invited to participate at multiple points in the planning process. All entities were encouraged to attend meetings. Any agency or organization that was not consulted and wishes to be included in the City's stakeholders list may contact the Community Development Department at (323) 584-6290.

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. The City participates with LAHSA in building the regional CoC to address the homeless and persons at-risk of homelessness.
Housing Element	City of Huntington Park	The Housing Element is one of the seven mandated elements of the City's General Plan. The Housing Element law mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. It is the chief policy document for the development of affordable housing and market rate housing. In line with this policy, the City will continue to utilize funds to help promote fair housing opportunities and affordable housing.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

During the 2023/2024 program year, the City will strive to continue its coordination efforts with local, regional, and federal agencies to further the goals and objectives of the plan. The City will ensure to partner with neighboring jurisdictions to obtain input on activities that are mutually beneficial to increase the amount of assistance provided with local, state and federal funds. Lastly, the City will continue to focus their efforts on community outreach, to ensure the publics' involvement is known in establishing and addressing their needs

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

On March 23, 2023, the City published the Public Hearing Notice in the Long Beach Press Telegram informing the public of the date and time of the Public Hearing Meeting. In compliance with the City's Citizen Participation Plan (CPP), the City held a Public Hearing Meeting on May 2, 2023 at 6:00 pm to receive public testimony and Council approval on the proposed activities reported in the 2023-2024 Annual Action Plan. The Annual Action Plan was also made available at City Hall, the Huntington Park Library and Salt Lake Park.

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	Public Notice was placed in the Long Beach Press Telegram on March 23, 2023, regarding the Public Hearing scheduled for May 2, 2023 at 6:00 p.m.	Comments will be reported prior to submission to HUD	The City noted and accepted all comments	Not applicable.
2	Public Hearing	All residents	Public Hearing was taken before the City Council on May 2, 2023, to receive public testimony and Council approval on the proposed activities reported in the draft 2023-2024 Action Plan.	Comments will be reported prior to submission to HUD	The City noted and accepted all comments	Not applicable.

Table 4 – Citizen Participation Outreach

Annual Action Plan
2023

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

During the 2023-2024 program year, the City of Huntington Park will receive \$1,121,564 in CDBG funds and \$625,800 in HOME funds

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			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	1,121,564	0	0	1,121,564	The expected amount available for the remainder of the ConPlan period assumes the same funding level for future years.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			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	625,800	0	0	625,800	The expected amount available for the remainder of the ConPlan period assumes the same funding level for future years.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City is working to secure additional resources with other local, state, federal and private resources, such as Permanent Local Housing Allocation (PLHA) funds, and Federal HOME-AMERICAN RESCUE PLAN (ARP) for acquisition/rehabilitation of non-congregate units within the City to serve people experiencing homelessness or who are at risk of homelessness, fleeing domestic violence or other populations.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

As of the execution of this document there are currently no publicly owned land or property located within the City that may be used to address the needs identified in the plan.

Discussion

During the 2023-2024 program year, the City will try to leverage CDBG and HOME funds, and will rely heavily on other local, state, federal and private resources to increase the development and preservation of affordable housing within the community.

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
1	Public Facilities Improvements	2020	2024	Non-Housing Community Development	City of Huntington Park	Public Facilities and infrastructure improvements	CDBG: \$ HOME: 0
2	Homelessness	2020	2024	Homeless	City of Huntington Park	Homeless population	CDBG: \$0 HOME: \$0
3	Public Service Projects	2020	2024	Non-Housing Community Development	City of Huntington Park	Public services/homeless/non-homeless special need	CDBG: \$ HOME: 0
4	Multi-Family Affordable Housing Development	2020	2024	Affordable Housing	City of Huntington Park	Housing Rehabilitation and Housing Development – New Construction.	HOME CHDO: \$ HOME Developer Projects: \$
5	Rental Assistance	2020	2024	Rental Assistance	City of Huntington Park	Rental assistance to low and moderate income individuals and families	CDBG: \$0 HOME: \$

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding
5	Administration/Planning	2020	2024	Administration	City of Huntington Park	Public facilities infrastructure and improvements; public services/homeless/non-homeless special need; housing rehabilitation and development – new construction.	CDBG: \$ HOME: \$

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Facilities Improvements
	Goal Description	Public facilities improvements: infrastructure improvements including sewers, ADA, sidewalks, st
2	Goal Name	Homelessness
	Goal Description	No FY 23-24 CDBG funds will be allocated to homeless programs.
3	Goal Name	Public Service Projects
	Goal Description	Activities such as services for low to moderate income individuals and families, resources for at-r individuals
4	Goal Name	Multi-Family Affordable Housing Development
	Goal Description	Multi-Family new housing development or acquisition/rehab of existing housing for low-to-mode
5	Goal Name	Rental Assistance
	Goal Description	Rental Assistance to low-and moderate-income individuals and families.
6	Goal Name	Administration/Planning
	Goal Description	Administration and planning for grant management.

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. Most of the projects are targeted to 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.

Note each project below begins with one of the following codes to indicate the type of activity it is:

PS – Public Service

PF – Public Facilities and Infrastructure

AH – Affordable Housing

RN – Rental Assistance

AD – Planning and Administration

Projects

#	Project Name
	CDBG
1	PS-Inner City Vision
2	PS-Huntington Park Afterschool Program
3	PS-Huntington Park Senior Program
4	PF-Public Works Project
5	PF-Commercial Rehabilitation Program
6	AD-CDBG Administration
7	AD-Fair Housing Foundation

#	Project Name
	HOME
8	First Time Homebuyer Program
9	Home Repair Program
10	CHDO Administration
11	HOME Administration

Table 2 - Project Information

DRAFT

Affordable Housing

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.	100.00%

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 consider other funding sources such as federal and state tax credits in conjunction with the HOME funds to finance affordable housing projects.

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:

The City does not use HOME funds for homebuyer activities.

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 allocate HOME funds for rental affordable housing projects. Therefore, the City is not required to have guidelines for the resale or recapture of homeownership units acquired with HOME funds.

ITEM 4



CITY OF HUNTINGTON PARK

Office of the City Manager
City Council Agenda Report

May 2, 2023

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 AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR CAMPAIGN REP INC. TO PROVIDE WEB PORTAL AND DIGITAL OUTREACH SERVICES

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve the Amendment to the Professional Services Agreement for Campaign Rep Inc. to provide Web Portal and Digital Outreach Services; and
2. Amend the Professional Service Agreement for Campaign Rep Inc. to include a five (5) year term for a not-to-exceed amount of \$80,000 annually; and
3. Authorize the City Manager to negotiate and execute the Amendment to the Professional Services Agreement for Campaign Rep Inc.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In response to the Covid-19 pandemic, the City of Huntington Park ("City") implemented new communication measures to limit any disruption of municipal services and information to residents. Specifically, due to social distancing guidelines the City transitioned from traditional in-person operations to online or virtual formats. As a result, the City issued a Request for Qualifications (RFQ) for qualified and experienced information technology professionals to manage the City's Web Portal and maintain and augment the City's available online information and services on December 6, 2021. The RFQ provided the guidance expected of professional firms that perform similar type(s) of work. The City solicited proposals from qualified firms and the date to submit proposals was December 16, 2021. The City received one proposal from Campaign Rep Inc. whom was awarded a Professional Services Agreement (PSA) on December 21, 2021 for the aforementioned services.

At this time, the City wishes to continue its online and virtual formats while expanding its services to develop new applications and information sources that ensure the public and

CONSIDERATION AND APPROVAL OF AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR CAMPAIGN REP INC. TO PROVIDE WEB PORTAL AND DIGITAL OUTREACH SERVICES

May 2, 2023

Page 2 of 2

City personnel continue to be protected post Covid-19 pandemic. For this reason, staff recommends the approval of the Amendment to the PSA for Campaign Rep Inc.

FISCAL IMPACT/FINANCING

Federal American Rescue Plan where initially appropriated for the service and will be utilized for this Amendment.

CONCLUSION

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ricardo Reyes', with a stylized flourish at the end.

RICARDO REYES
City Manager

ATTACHMENT(S)

- A. Campaign Rep Inc. Amendment will be provided as a supplemental document prior to May 2, 2023 City Council meeting to ensure most up to date information.

ATTACHMENT A

Attachment for item three (3) will be provided as a supplemental document Prior to May 2, 2023 City Council meeting to ensure most up to date information.

ITEM 5



CITY OF HUNTINGTON PARK

Public Works Department
City Council Agenda Report

May 2, 2023

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:

RESOLUTION TO APPROVE ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-24 FUNDED BY SENATE BILL 1 THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Adopt Resolution approving the Fiscal Year 2023-24 project list for Senate Bill 1, the Road Repair and Accountability Act of 2017; and
2. Authorize staff to upload the resolution with the list of streets to the California Transportation Commission (CTC) website.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On April 28, 2017, the Governor signed Senate Bill 1 (SB 1), Road Repair and Accountability Act of 2017, to address transportation funding shortfalls statewide SB 1 increases per gallon fuel excise taxes; increases diesel fuel sales taxes and vehicle registration fees; and provides for inflationary adjustments to tax rates in future years. SB1 established a Road Maintenance and Rehabilitation Account (RMRA) in the State Transportation Fund. Beginning in January 2018, the State Controller deposited funds generated from increased fuel taxes and vehicle registration fees into the RMRA. A portion of the RMRA funds are distributed on a monthly basis to the City for basic road maintenance, rehabilitation and critical safety projects on local streets and road systems.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. In order to be eligible for RMRA funding in Fiscal Year (FY) 2023-24, the City must adopt a resolution approving the list of projects to receive RMRA funding. Staff recommends that SB 1 funding be applied towards the following streets in accordance with the City's approved Pavement Management Program.

RESOLUTION TO APPROVE ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-24 FUNDED BY SENATE BILL 1 THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

May 2, 2023

Page 2 of 3

Street Names	From	To
Malabar Street	Slauson Avenue	Randolph Street
Rugby Avenue	Cul-de-sac (North)	Randolph Street
Middleton Street	Cul-de-sac (North)	Randolph Street
Belgrave Avenue	Santa Fe Avenue	Pacific Boulevard

The next step following City Council approval and acceptance of the streets to be rehabilitated, SB 1 funding guidelines require staff to submit to the California Transportation Commission (CTC) the proposed project list and adopted resolution. The City's required local maintenance of effort (MOE) amount for FY 2023-24 is \$1,137,529.

FISCAL IMPACT/FINANCING

Prior to receiving an apportionment of Road Maintenance and Rehabilitation Account (RMRA) funds from the California State Controller in a fiscal year, the City must submit to the Commission an adopted list of projects proposed to be funded with SB 1 funds by July 1, 2023. All projects proposed to receive the fiscal year funding must be adopted by resolution per Streets and Highways Code Section 2034(a)(1). The roadway segments listed intend to use a combination of MOE funds (\$1,137,529) and SB 1 RMRA funds (approximately \$1,008,323), which have been made available by the Local Streets and Roads Funding Program and meets the intent of the funding as indicated in SHC Section 2030(a) and the 2023 Local Streets and Roads Funding Program Reporting Guidelines. The estimated total project cost for the design, construction and management/oversight of the project is \$2,145,852. Once the design is completed, staff will present a more concise budget cost to the City Council for consideration and approval.

CONCLUSION

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

Respectfully submitted,



RICARDO REYES
City Manager



**RESOLUTION TO APPROVE ADOPTING A LIST OF PROJECTS FOR FISCAL
YEAR 2023-24 FUNDED BY SENATE BILL 1 THE ROAD REPAIR AND
ACCOUNTABILITY ACT OF 2017**

May 2, 2023

Page 3 of 3

CESAR ROLDAN

Director of Public Works

ATTACHMENT(S)

- A. Resolution approving the Fiscal Year 2023-24 project list for Senate Bill 1, the Road Repair and Accountability Act of 2017

ATTACHMENT "A"

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WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

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1 roads called out on the table below for this upcoming year and support the resurfacing
2 of local and collector streets of similar projects in the future; and

3 **WHEREAS**, the 2020 California Statewide Local Streets and Roads Needs
4 Assessment found that the City's streets and roads are in an "good/at-risk" condition
5 and this revenue will help us increase the overall quality of our road system and over
6 the next decade will bring our streets and roads into a 65 PCI condition; and

7 **WHEREAS**, the SB 1 project list and overall investment in our local streets and
8 roads infrastructure with a focus on basic maintenance and safety, investing in
9 complete streets infrastructure, and using cutting-edge technology, materials and
practices, will have significant positive co-benefits statewide.

10 **NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE**
11 **CITY OF HUNTINGTON PARK AS FOLLOWS:**

12 **SECTION 1.** The City Council finds that all of the facts set forth in the Recitals of
13 this Resolution are true and correct.

14 **SECTION 2.** The following list of newly proposed projects will be funded in-part
15 or solely with Fiscal Year 2023-24 Road Maintenance and Rehabilitation Account
16 revenues:

- 17 • Project Title: CIP 2023-01 SB1 Street Enhancement Project FY 23-24
- 18 • Project Description: Design phase of asphalt-concrete (AC) pavement
19 restoration of local and collector roads, ADA upgrades to non-compliant
20 ramps, curb & gutter removal and replacement, traffic loops, survey
monuments and other appurtenances related to paving projects.
- 21 • Estimated Project Schedule:
 - 22 ○ Design:
 - 23 ■ Start: October 2023
 - 24 ■ Completion: February 2024
 - 25 ○ Construction:
 - 26 ■ Start: April 2024
 - 27 ■ Completion: September 2024
- 28 • Estimated Project Useful Life: 15 years

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• Project Location:

Street Names	From	To
Malabar Street	Slauson Avenue	Randolph Street
Rugby Avenue	Cul-de-sac (North)	Randolph Street
Middleton Street	Cul-de-sac (North)	Randolph Street
Belgrave Avenue	Santa Fe Avenue	Pacific Boulevard

PASSED, APPROVED, AND ADOPTED this 2nd day of May 2023.

Eduardo Martinez, Mayor

ATTEST:

Eduardo Sarmiento
City Clerk

ITEM 6



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

May 2, 2023

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

Honorable Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL TO AWARD A FORGIVABLE LOAN RELATED TO THE CONSTRUCTION OF HUB CITIES CAREER CENTER FOR BUSINESS ASSISTANCE PROGRAM SERVICES

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Allocate \$300,000 as a forgivable loan utilizing CDBG funding to HUB Cities to assist in construction of a Career Center and;
2. Authorize the City Manager to prepare and execute loan and related documents up to \$300,000.

BACKGROUND

The City of Huntington Park has historically utilized technical consultant staff and non-profit organizations to perform the day to day operations of the City's various programs. These include such programs as first-time home buyer and residential rehabilitation programs, lead based paint hazardous abatement program, emergency solutions grant, HUD grants, homeless outreach services, homeless shelter beds and others.

HUB Cities provides professional management services related to assisting our community businesses with job placements, business analysis, business workshops, assisting with tax credits, SBA loan assistance, marketing and business plans. The pandemic caused sever disruption in the small business community and many small businesses do not have the resources to recover from the losses associated with the pandemic.

Hub Cities is a 501 c 3 that specializes in the aforementioned services. Hub Cities has been in existence since 2002 and has performed in similar capacities from a variety of other governmental agencies. However, HUB Cities has been displaced from their previous location due to aging infrastructure of their facility that was not able to meet seismic requirements. As such, HUB Cities is seeking to establish a new location that would serve the southeast communities. The Cities of Bell Gardens, Cudahy, Lynwood,

CONSIDERATION AND APPROVAL TO AWARD A FORGIVABLE LOAN RELATED TO THE CONSTRUCTION OF HUB CITIES CAREER CENTER FOR BUSINESS ASSISTANCE PROGRAM SERVICES

May 2, 2023

Page 2 of 2

Maywood, South Gate and Los Angeles County 4th District has provided a cumulative amount of \$1.3 million towards the construction as well.

FISCAL IMPACT

The City has received specific CDBG funding for projects of this nature. Funding for HUB Cities will not have an impact on the City's General Fund.

CONCLUSION

Upon Council's direction, staff will proceed with actions as directed.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ricardo Reyes', with a stylized flourish at the end.

RICARDO REYES
City Manager

A handwritten signature in black ink, appearing to read 'Steve Forster', with a large loop at the beginning.

Steve Forster
Community Development Director

ITEM 7



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

May 2, 2023

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

Honorable Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL TO INCREASE THE MAXIMUM LOAN AMOUNT TO THE CALHOME FIRST-TIME HOME BUYER PROGRAM

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Authorize the increase to the maximum loan amount to 40% from 20% to reflect the CalHome Department of Housing and Community Development guidelines.
2. Authorize staff to update the First Time Home Buyers guidelines and process check requests according to the new maximum loan amount.

BACKGROUND

At the regularly scheduled City Council meeting of November 16, 2021, the City Council authorized the submission of an application to HCD for funding under the CalHome Program and approved the Professional Services Agreement with Global Urban Strategies, Inc. for the CalHome grant administration.

It was previously notified to The Council the First Time Home Buyer Program would have a Maximum Loan Amount to "not exceed the lesser of (i) the amount necessary to ensure affordable monthly housings cost or (ii) up to \$100,000 or not to exceed 20%. The city reserves the right to loan out a lower amount." The new guidelines would be "not exceed the lesser of (i) the amount necessary to ensure affordable monthly housing costs or (ii) up to \$100,000 or not to exceed 40%."

FISCAL IMPACT

This program has a reimbursable payment structure; the City must expend the funds and then submit for reimbursement and is fully funded from the CalHome 2021 funds.



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

CONCLUSION

Upon the Council's direction, staff will proceed with actions as directed.

Respectfully submitted,

RICARDO REYES
City Manager

STEVE FORSTER
Community Development Director

ITEM 8



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

May 2, 2023

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

Honorable Mayor and Members of the City Council:

CONTRACT AMENDMENT TO EXTEND THE PROFESSIONAL SERVICES AGREEMENT WITH RINCON CONSULTANTS, INC. FOR GENERAL PLAN AND HOUSING ELEMENT UPDATE SERVICES

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve an Amendment to Extend the Agreement between the City of Huntington Park and Consolidated Disposal Services, Inc. for General Plan and Housing Element Update services to April 23, 2026. Completion of services to include:
2. Authorize the City Manager to execute a contract amendment with Rincon Consultants, Inc. for continued uninterrupted completion of the General Plan, which includes the Safety Element, Environmental Justice Element, and Housing Element Update services.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On April 19, 2022, the City Council approved a professional service agreement awarded to Rincon Consultants, Inc. to assist the City of Huntington Park with General Plan and Housing Element Updates (6th Cycle 2021-2029) (Attachment A) and established a contract termination date of April 23, 2023.

The City executed an agreement on May 5, 2022. The initial term of the contract was for one (1) year with an expiration date of the term of April 23, 2023.

The City is currently in the process of reviewing and responding to comments from the State's Housing and Community Development (HCD) to complete the review and move towards the adoption of both the new General Plan and Housing Element Update's 6th Cycle for Regional Housing Needs Assessment.

The recommended contract amendment (Attachment A) is required to provide adequate time to finalize the adoption process with the State of California and the City of Huntington Park.

CONTRACT AMENDMENT WITH RINCON CONSULTANTS, INC. FOR GENERAL
PLAN AND HOUSING ELEMENT UPDATE SERVICES

MAY 2, 2023

Page 2 of 2

FISCAL IMPACT/FINANCING

The recommended contract amendment includes the following value-added revision to the contract terms and conditions:

1. Term: Three (3) years (Expires April 23, 2026)

The extension allows sufficient time to complete the work stipulated in the original approved professional service agreement and does not add a monetary encumbrance, thus no further financial impact will occur. All other contract terms and conditions remain unchanged.

ENVIRONMENTAL IMPACT

The recommended actions are exempt from the California Environmental Quality Act (CEQA) under the "common-sense" exemption set forth in CEQA Guidelines Section 15061(b)(3).

CONCLUSION

Upon approval of the recommended actions, staff will execute the contract amendment with Rincon Consultants, Inc., and coordinate with the Director of Community of Development to execute a new professional service agreement.

Respectfully submitted,



RICARDO REYES
City Manager



Steve Forster
Director of Community Development Department

ATTACHMENTS:

- A. Amended Professional Service Agreement
- B. Letter by consultant Requesting Extension, dated February 28, 2023

ATTACHMENT "A"

(ATTACHMENT "A")



PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this **2nd day of May, 2023** (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") and Rincon Consultants 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.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, CITY and CONTRACTOR 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, CONTRACTOR agrees to perform the services and tasks set forth in **Exhibit "A"** as updated on April 19, 2023 (hereinafter referred to as the "**Scope of Services**"). CONTRACTOR further agrees to furnish to CITY all labor, 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 **shall be extended** from **April 24, 2023, to April 23, 2026**. It is the CONTRACTOR'S responsibility to request an extension at least (2) days in advance of the expiration of the term of the Agreement. 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. CONTRACTOR shall perform the various services and tasks set forth in the **Scope of Services Exhibit "A"**.
 - B. Section 1.3(A) notwithstanding, CONTRACTOR'S total compensation during the Term of this Agreement or any extension term shall not exceed the budgeted aggregate sum of **\$712,472.65** (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 CONTRACTOR'S charges are projected to exceed the Not-to-Exceed Sum before the expiration of the Term or any single extension term, CITY may suspend CONTRACTOR'S performance pending CITY approval of any anticipated expenditures over the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.

PAYMENT OF COMPENSATION: Following the conclusion of each calendar month, CONTRACTOR 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 the CONTRACTOR'S monthly compensation is a function of hours worked by CONTRACTOR'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 total for all services performed. Within thirty (30) calendar days of receipt of each invoice, CITY shall notify CONTRACTOR 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 CONTRACTOR.

- 1.4 ACCOUNTING RECORDS: CONTRACTOR shall maintain complete and accurate records concerning all matters covered under this Agreement during and 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. CITY shall further have the right to audit such records, to make transcripts therefrom, and to inspect all program data, documents, proceedings, and activities. The City shall own all accounting records maintained by the CONTRACTOR.
- 1.5 ABANDONMENT BY CONTRACTOR: In the event CONTRACTOR ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein before the expiration of this Agreement or before completion of any or all tasks outlined in the Scope of Services, CONTRACTOR shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONTRACTOR in the performance of this Agreement. Furthermore, CONTRACTOR 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 CONTRACTOR'S cessation or abandonment.

II. PERFORMANCE OF AGREEMENT

- 2.1 CITY'S REPRESENTATIVES: The CITY hereby designates the City Manager and Interim Director of Community Development (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. CONTRACTOR shall not accept directions or orders from any person other than the CITY Representatives or their designee.
- 2.2 CONTRACTOR REPRESENTATIVE AND CONTACT INFORMATION:
CONTRACTOR hereby designates or designee to act as its representative for the performance of this Agreement (hereinafter, "CONTRACTOR Representative"). CONTRACTOR Representative shall have full authority to represent and act on behalf of the CONTRACTOR for all purposes under this Agreement. CONTRACTOR 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 CONTRACTOR Representative shall constitute notice to CONTRACTOR.

2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: CONTRACTOR 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 CONTRACTOR shall be subject to inspection and approval by CITY Representatives or their designees.

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

- A. CONTRACTOR shall perform all Work skillfully, competently, and to the highest reasonable standards of CONTRACTOR'S profession;
- B. CONTRACTOR shall perform all Work in a manner reasonably satisfactory to the CITY;
- C. CONTRACTOR 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. CONTRACTOR understands the nature and scope of the Work to be performed under this Agreement as well as any schedules of performance;
- E. All of CONTRACTOR'S employees and agents possess sufficient skill, knowledge, training, and experience to perform those services and tasks assigned to them by CONTRACTOR; and
- F. All of CONTRACTOR'S employees and agents (including but not limited to SUBCONTRACTOR) possess all licenses, permits, certificates, qualifications and add 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 CONTRACTOR shall perform, at CONTRACTOR'S own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONTRACTOR'S failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONTRACTOR'S employees, agents, and SUB-CONTRACTOR. Such effort by CONTRACTOR 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 authorized by the CITY Representatives in writing and their sole and absolute discretion. The Parties acknowledge and agree that CITY'S acceptance of any work performed by CONTRACTOR or on CONTRACTOR'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 CONTRACTOR, including but not limited to the representation that CONTRACTOR possesses the skills, training, knowledge, and experience necessary to perform the Work skillfully, competently, and to the highest standards of CONTRACTOR'S profession.

2.5 ASSIGNMENT: The skills, training, knowledge, and experience of the CONTRACTOR 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 CONTRACTOR or on behalf of CONTRACTOR in the performance of this Agreement.

In recognition of this interest, CONTRACTOR 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 CONTRACTOR'S duties or obligations under this Agreement without the prior written consent of 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 the CONTRACTOR or under the CONTRACTOR'S strict supervision. CONTRACTOR will determine the means, methods, and details of performing the Work subject to the requirements of this Agreement. CITY retains CONTRACTOR on an independent CONTRACTOR basis and not as an employee. CONTRACTOR 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 CONTRACTOR'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 CONTRACTOR are not employees of CITY and shall at all times be under CONTRACTOR'S exclusive direction and control. CONTRACTOR shall pay all wages, salaries, and other amounts due to such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments, and the like. CONTRACTOR 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 CONTRACTOR'S officers, employees, agents, or SUB-CONTRACTOR is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONTRACTOR, a threat to persons or property, or if any of CONTRACTOR'S officers, employees, agents, or SUBCONTRACTOR fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, or SUB-CONTRACTOR shall be promptly removed by CONTRACTOR and shall not be reassigned to perform any of the Work.
- 2.8 COMPLIANCE WITH LAWS: CONTRACTOR 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. CONTRACTOR'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, CONTRACTOR shall not discriminate against any employee, CONTRACTOR, 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 CONTRACTOR and all persons retained or employed by CONTRACTOR are, and shall at all times remain, wholly independent CONTRACTOR and are not officials, officers,

employees, departments, or subdivisions of the CITY. CONTRACTOR shall be solely responsible for the negligent acts and/or omissions of its employees, agents, contractors, and SUBCONTRACTOR. CONTRACTOR and all persons retained or employed by CONTRACTOR shall have no authority, express or implied, to bind CITY in any manner, incur any obligation, debt, or liability of any kind on behalf of, or against, CITY, whether by CONTRACTOR or otherwise, needless authority is expressly conferred to CONTRACTOR under this Agreement or is otherwise expressly conferred by CITY in writing.

III. INSURANCE

- 3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: Before the beginning of and throughout the duration of the Work, the CONTRACTOR will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONTRACTOR shall procure and maintain the following insurance coverage, at its own expense:
- A. Commercial General Liability Insurance: CONTRACTOR 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 CONTRACTOR dual liability.
 - B. Automobile Liability Insurance: CONTRACTOR 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 Two Million Dollars (\$2,000,000.00) 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 CONTRACTOR 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 CONTRACTOR in the course of carrying out the Work contemplated in this Agreement.
- 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 admitted 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 of 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 CONTRACTOR'S INSURANCE: All policies of insurance provided by the CONTRACTOR shall be primary to any coverage available to the 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 the CONTRACTOR'S insurance and shall not contribute with it.
- 3.5 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement shall not prohibit CONTRACTOR officers, employees, agents, CONTRACTOR or SUB-CONTRACTOR from waiving the right of subrogation prior to a loss. CONTRACTOR hereby waives all rights of subrogation against CITY.
- 3.6 VERIFICATION OF COVERAGE: CONTRACTOR 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, CONTRACTOR warrants, represents and agrees that it 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 CONTRACTOR'S commencement of any work or any of the Work. Upon CITY'S written request, CONTRACTOR 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 CONTRACTOR'S negligent 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 to the extent that CONTRACTOR'S acts or omissions in performance of this contract have caused damages. CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of CONTRACTOR'S commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 To the fullest extent permitted by law, CONTRACTOR 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 CONTRACTOR'S negligent performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement.
- 4.3 CITY shall have the right to offset against the amount of any compensation due CONTRACTOR under this Agreement any amount due CITY from CONTRACTOR as a result of CONTRACTOR'S failure to pay CITY promptly any indemnification arising under this Article and related to CONTRACTOR'S failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws. Any such amount shall be limited to CONTRACTOR'S proportional fault as determined by an adjudicator or court of law.
- 4.4 The obligations of the CONTRACTOR under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONTRACTOR 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 CONTRACTOR agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every CONTRACTOR or any other person or entity involved by, for, with, or on behalf of CONTRACTOR in the performance of this Agreement. In the event CONTRACTOR fails to obtain such indemnity obligations from others as required herein, CONTRACTOR 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 CONTRACTOR'S, SUB-CONTRACTOR or any other person or entity involved by, for, with or on behalf of CONTRACTOR 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 CONTRACTOR because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This holds harmless and the 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 CONTRACTOR a minimum of five (5) calendar days prior written notice of CITY'S intent to terminate this Agreement. Upon such termination for convenience, CONTRACTOR shall be compensated only for those services and tasks which have been performed by CONTRACTOR up to the effective date of the termination. CONTRACTOR 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 CONTRACTOR to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONTRACTOR in connection with the performance of the Work. CONTRACTOR 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. CONTRACTOR 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 CONTRACTOR to timely provide CITY or CITY'S employees or agents with any information and/or written reports, documentation, or work product which CONTRACTOR 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, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR 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, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon showing that the CONTRACTOR 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 5.2 B. 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 CONTRACTOR 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 CONTRACTOR shall include, but shall not be limited to the following: (i) CONTRACTOR'S refusal or failure to perform any of the services or tasks called for under the Scope of Services; (ii) CONTRACTOR'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) CONTRACTOR'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 CONTRACTOR, whether voluntary or involuntary; (v) CONTRACTOR'S refusal or failure to perform or observe any covenant, condition, obligation or provision of this Agreement; and/or (vi) CITY'S discovery that a statement representation or warranty by CONTRACTOR relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY shall cure any Event of Default asserted by CONTRACTOR within forty-five (45) calendar days of CONTRACTOR'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 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 the CITY'S failure to timely pay any

undisputed sums to CONTRACTOR as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONTRACTOR'S Default Notice to CITY.

- D. CITY, in its sole and absolute discretion, may also immediately suspend CONTRACTOR'S performance under this Agreement pending CONTRACTOR'S cure of any Event of Default by giving CONTRACTOR written notice of CITY'S intent to suspend CONTRACTOR'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, CONTRACTOR shall be compensated only for those services and tasks, which have been rendered by CONTRACTOR 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 CONTRACTOR, CITY may immediately terminate this Agreement in whole or in part;
 - ii. Upon written notice to CONTRACTOR, CITY may extend the time of performance;
 - iii. CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONTRACTOR'S breach of the Agreement or to terminate the Agreement; or
 - iv. CITY may exercise any other available and lawful right or remedy.

CONTRACTOR 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, CONTRACTOR'S sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONTRACTOR 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 CONTRACTOR 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. CONTRACTOR shall require all SUB-CONTRACTORS working on behalf of CONTRACTOR 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 CONTRACTOR as applies to Documents and Data prepared by CONTRACTOR in the performance of this Agreement.
- 6.2 CONFIDENTIALITY: All data, documents, discussion, or other information developed or received by CONTRACTOR or provided for the performance of this Agreement are deemed confidential and shall not be disclosed by CONTRACTOR without prior written consent by CITY. CITY shall grant such consent if the disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONTRACTOR 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: CONTRACTOR warrants and represents that neither CONTRACTOR nor any person who is an officer of, in a managing position with, nor has an ownership interest in CONTRACTOR 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:

CONTRACTOR:

Rincon Consultants
250 E 1st Street, Suite 1400
Los Angeles, Ca 90012
Attn: Kimiko Lizardi
Principal
Phone: (760) 918-9444

CITY:

City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255
Attn: Ricardo Reyes
City Manager
Phone: (323) 582-6161

Such notices shall be deemed effective when personally delivered or successfully transmitted by facsimile as evidenced by a fax confirmation slip 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: CONTRACTOR shall not SUB-CONTRACTOR any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. SUB-CONTRACTORS (including without limitation SUB-CONTRACTORS with Sub-CONTRACTOR), 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 CONTRACTOR: CITY reserves the right to employ other CONTRACTOR in connection with the various projects worked upon by CONTRACTOR.
- 6.8 PROHIBITED INTERESTS: CONTRACTOR warrants, represents, and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONTRACTOR, to solicit or secure this Agreement. Further, CONTRACTOR 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 CONTRACTOR, 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, the venue, without exception, shall be 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 CONTRACTOR 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 counterpart(s) 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 CONTRACTOR 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:

RINCON CONSULTANTS:

By: Ricardo Reyes
City Manager

By: Deanna Hansen
Vice President

Date: _____

Date: _____

APPROVED AS TO FORM:

ATTEST:

By: Arnold Alvarez-Glasman
City Attorney

By: Eduardo Sarmiento
City Clerk

EXHIBIT "A"

SCOPE OF WORK

RINCON CONSULTANTS, INC.



Rincon Consultants, Inc.

250 East 1st Street, Suite 1400
Los Angeles, California 90012

213 7 88 48 42

info@rinconconsultants.com
www.rinconconsultants.com

Date: April 8, 2022
Project No: 21-11410

Steve Forster
Directory of Community Development
Community Development Department
City of Huntington Park
6550 Miles Avenue
Huntington Park, California 90255
Via Email: SForster@hpcd.gov

Subject: Add Services Request #2 to Professional Services Agreement CDD-2021-0004

Dear Mr. Forster:

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to assist the City of Huntington Park with additional planning services to support the 6th Cycle Housing Element update, Environmental Justice Element, Safety Element, and associated environmental reviews and community engagement.

Rincon previously submitted Add Services Request #1, dated February 2, 2022 (Attachment 1) to provide interim contract planning services to support City staff in the processing of the City's 6th Cycle (2021-2029) Housing Element. Rather than process a separate contract amendment, the City authorized Rincon to conduct services as described on February 2, 2022, the scope of work on the existing Professional Services Agreement CDD-2021-004 with an understanding that Rincon would prepare a comprehensive contract amendment request. This Add Services Request #2 shall serve as that comprehensive contract amendment request.

The scope of work included in this proposal is based upon Rincon's experience and expertise, considering a reasonable, likely course of action. Unforeseen or unusual circumstances that may occur could alter the scope of work and require additional steps for certification. Rincon cannot guarantee the response of the decision-making agencies or the outcome of their actions. This scope of work is not intended to offer or constitute legal advice. It is recommended that you consult your attorney regarding any legal questions related to this proposal.

Project Understanding

Rincon has participated in ongoing discussions with City staff and the City's legal counsel regarding the status of the 6th Cycle Housing Element, Environmental Justice Element, Safety Element and Environmental Impact Report. The City requires additional services to achieve compliance with recent legislative updates and Memorandums of Understanding (MOU) with the California Attorney General, the State of California Department of Housing and Community Development (HCD), Communities for a Better Environment, and Ramona Quezada. The following highlights key additions to our scope of work:

- Augmented community engagement activities to support the 6th cycle Housing Element update, Environmental Justice Element, Safety Element, and environmental reviews



- Preparation of a stand-alone Environmental Justice element per the MOU with the California Attorney General (dated December 13, 2021)
- Augments to the Safety Element to address recent legislative updates
- Updates to the Housing Element per recommendations outlined in Draft 6th Cycle Housing Element Assessment Memorandum (dated February 25, 2022)
- Preparation of the required environmental documents to support the project
- Additional project management and coordination time to attend weekly check ins, working sessions, and other activities to support successful completion of the project

Enclosed in the add services amendments is a scope of work that describes additional scope of work services, followed by a cost estimate, and a project schedule. Rincon's scope of services is fully negotiable to ensure the proposal meets the City's needs for this work effort.

Scope of Work

The proposed scope of work is organized consistent with the task order followed in our original contract. To differentiate the amended scope of work from the original scope, tasks that are considered "new" or "expanded" have been indicated as appropriate throughout the scope.

Task 1 Senate Bill 1000 Compliance

Task 1.1 Disadvantaged Community Identification and Environmental Justice Technical Report **[Expanded]**

Original Scope Summary

The original scope of this task included preparation of a map of disadvantaged communities based on data compiled from CalEnviroScreen and other commonly used data sources. This amendment expands the original scope of work for this task as described below.

Expanded/Modified Scope of Work

Pursuant to the MOU with the California Attorney General, the City shall use two methods to identify disadvantaged communities. SB 1000 defines the criteria for identifying a disadvantaged community (DAC) as follows:

An area identified by the California Environmental Protection Agency (CalEPA) pursuant to Section 39711 of the Health and Safety Code or an area that is a low-income area that is disproportionately affected by environmental pollution and other hazards that can lead to negative health effects, exposure, or environmental degradation.

Rincon will identify local DACs within Huntington Park based on the SB 1000 definition of a DAC provided above. The primary methodology for DAC identification will be the California Communities Environmental Health Screen Tool ("CalEnviroScreen 4.0") developed by the California Environmental



Protection Agency's (CalEPA) Office of Environmental Health Hazard's Assessment (OEHHA) pursuant to Health and Safety Code Section 39711, SB 535, and AB 1550. The CalEnviroScreen 4.0 tool is the primary DAC identification tool recommended by the California Office of Planning Research (OPR) General Plan Guidelines for the Environmental Justice Element. Rincon will develop a secondary methodology for DAC identification to pinpoint DAC census tracts utilizing Huntington Park's unique local context. This secondary methodology for DAC identification will screen for areas that have a disproportionately low household median income relative to the broader City context and have additional pollution burden and health risk factors in relation to the remainder of the City. To screen for these additional burdens, Rincon will utilize additional data sources beyond what is provided within the CalEnviroScreen 4.0 tool. These data sources may include but are not limited to, the U.S. Census American Community Survey, CARB's low-income communities map, the SCAG sustainability mapping tool.

Rincon will work with the City to develop the most appropriate method to identify DACs and will prepare a methodology memorandum describing the steps used to identify the DACs for review and agreement by the City and for discussion with community stakeholders as further described below.

Rincon will prepare an Environmental Justice Technical Report, which will identify the major environmental justice challenges that Huntington Park's disadvantaged communities face, such as adverse air quality caused by industrial activities or inadequate access to regional transportation.

The MOU with the California Attorney General indicates that the City shall consult with community members during its environmental justice workshops to supplement its knowledge of local issues and consult with agencies with expertise regarding the City's environmental justice-related issues, such as air, water, and public health departments. Rincon will conduct interviews with appropriate agencies and departments and obtain feedback through public engagement efforts to better understand and characterize the unique and disproportionate challenges faced by local communities. These agencies, departments and community stakeholders will be identified with assistance from City staff and input from the Advisory Committee during Task 2.1 Community Engagement Plan.

This task assumes that Rincon will prepare a screen check version of the Environmental Justice Technical Report to be reviewed by City staff prior to the preparation of a public review draft. The screen check draft will be submitted electronically (Word) only and we will respond to compiled, tracked changes from the City. The public review version of the Environmental Justice Technical Report will be provided as a PDF, and no hard copies have been assumed.

Feedback gathered through public workshops and targeted interviews with key stakeholders will be incorporated, as appropriate, in the Environmental Justice Element as described in Task 1.2. Per the MOU with the California Attorney General, it is assumed that the information contained within the Environmental Justice Technical Report will be included in the Environmental Justice Element itself, rather than an ancillary document.

Note: the scope for community engagement and stakeholder interviews is included in Task 2.

Deliverables

- Disadvantaged Communities (DAC) Identification Methodology Memorandum
- Stakeholder Interview Summary Report (addressed in Task 2)



- One electronic copy of the Screen checks draft Existing Conditions report
- One electronic copy of the Public review draft Existing Conditions report

Task 1.2 Environmental Justice Element **[Expanded]**

Original Scope Summary

The original scope of work included three tasks as follows:

- Task 1.2 General Plan Review
- Task 1.3 Goal and Policy Development
- Task 1.4 Environmental Justice Principles Table

The original scope of these tasks was intended to review existing goals and policies and to develop goals and policies for inclusion in the City's Housing Element. In addition, it included an Environmental Justice Principles table which was a crosswalk table to show a comparison between OPR's principles and the proposed new or existing goals and principles that would meet OPR's guidance. The amendment modifies and expands the scope of this task as further described below.

Expanded/Modified Scope of Work

Pursuant to the MOU with the Attorney General's office, the City shall prepare a standalone Environmental Justice Element. The Environmental Justice Element will define and identify disadvantaged communities in Huntington Park, strive to understand the unique and disproportionate challenges faced by these communities, and guide the city's efforts to address issues related to social equity and environmental justice. In accordance with Senate Bill 1000, this element will address pollution exposure, provision of public facilities, food access, residential safety, and opportunities for physical activity. In addition, this element will offer goals and policies on promoting meaningful community engagement among disadvantaged communities and recommendations to improve existing programs that promote equity and inclusiveness in the decision-making process. As social equity and environmental justice are interconnected to many other components of the General Plan, policies developed for this element will be tied to those in other elements, such as the Land Use Element and Public Safety Element.

This task assumes that Rincon will prepare a screen check version of the Environmental Justice Element to be reviewed by City staff prior to the preparation of a public review draft. The screen check draft will be submitted electronically (Word) only and we will respond to compiled, tracked changes from the City. The public review version of the Environmental Justice Element will be provided as a PDF, and no hard copies have been assumed.

A final Environmental Justice Element will be prepared for public hearings and will incorporate applicable comments received during the public review process. The final version of the Environmental Justice Element will be provided as digital files (Word and PDF), and no hard copies have been assumed.

The expanded/modified Task 1.2 replaces the previous scopes for Tasks 1.2, 1.3 and 1.4 and augments both the scope and budget to include the preparation of a standalone Environmental Justice Element as



detailed above. Upon approval of this amendment, the scope and budget structure will be amended to combine under a single Task 1.2.

Deliverables

- One electronic copy of the Draft Environmental Justice Element
- One electronic copy of the Public Review Draft Environmental Justice Element
- One electronic copy of the Final Environmental Justice Element

Task 2 Community Engagement

Task 2.1 Community Engagement Plan [NEW]

Through our work to date for Huntington Park, Rincon understands that public engagement will be critical for the success of the Housing Element, Environmental Justice and Safety Element Updates. Rincon will prepare a Community Engagement Plan to guide community engagement activities moving forward. The objective of the Community Engagement Plan will be to gain informed and meaningful input from a diverse range of groups and community members within Huntington Park. The Community Engagement Plan will consider the activities identified in the MOUs with HCD, Attorney General's office and Communities for a Better Environment and Ramona Quezada. The Community Engagement Plan will be one of the first tasks Rincon will complete upon approval of this contract amendment and will help the City and consultant organize the community engagement program and ensure a clear record of activities and outcomes. The Community Engagement Plan will include:

- Engagement Methods - list of recommended community engagement methods
- Huntington Park Demographics – key demographic and community characteristic data that will inform the engagement and notification methods
- Audience - target audience for each event. Part of the target audience shall include housing providers and affordable housing partners and disadvantaged communities
- Engagement Objectives – purpose and objectives for each activity
- Scope - level of engagement and activities/materials needed for each activity
- Notification Methods – notification methods to be used
- Detailed engagement schedule – including both internal and external target dates, review times and notification periods
- Roles – clear identification of consultant and city roles for all engagement and notification activities
- Evaluation Process – a description and steps for how feedback will be evaluated
- Reporting – how information will be used and communicated back to the public

Rincon will meet with City staff to review and discuss the Draft Community Engagement Plan. We also recommend that the Draft Community Engagement Plan be reviewed with the Advisory Committee for their input. Following the meeting and in response to feedback from the City and Advisory Committee,



Rincon will prepare a final plan that will serve as a guiding document for community engagement activities.

Deliverables

- One electronic copy of the Draft Community Engagement Plan
- One electronic copy of the Final Community Engagement Plan

Task 2.2 Community Workshop Allowance [NEW]

The Rincon team will assist City staff in preparing for and conducting up to five community workshops, an open house event and up to three pop up events to discuss the Housing Element, Environmental Justice, and Safety Element updates. The scope and budget for this task has been prepared assuming the activities as described below, but will be refined during Task 2.1.

The scope of this task is to include the following:

- Up to three in-person workshops
 - Environmental Justice Workshop #3 – Existing Conditions Analysis and Verification
 - Housing and Safety – Sites Inventory Input and Safety Issues Identification
 - Draft Environmental Justice Element, Housing Element and Safety Element Workshop
- Up to two virtual workshops
 - Housing and Safety
 - Environmental Justice
- Up to one open house event
 - Draft Elements and CEQA
- Up to three pop up events/community activities
 - Rincon will send one person to the event
- Rincon will prepare all content for the workshops (including presentations, handouts, activity materials, comment cards, sign in sheets, and notices).
- Rincon will prepare meeting summaries
- Rincon will host virtual workshops through Zoom

The scope assumes the following:

- Rincon has assumed attendance by at least two Rincon team members at each event. City staff to provide additional staffing support, as needed.
- City staff will handle all translation including written and verbal for meetings and meeting materials
- City staff will handle all printing, production and equipment/supply needs for the workshops
- City staff will handle distribution of notifications
- City staff will manage updates to the website and social media, as necessary

Deliverables

- Materials and presentations for up to three in-person workshops
- Presentations for up to two virtual workshops



- Materials and presentations for up to one open house
- Materials for up to three pop up events

Task 2.3 Optional Online Engagement Allowance **[NEW]**

Rincon can provide additional support for online engagement. This task includes several activities that the City may want to include in the overall work program.

- **Online Survey.** The Rincon team will draft an online survey and revise questions based on staff feedback. The City has already released a survey for the Environmental Justice element, but may want to prepare a survey to support the Housing Element and Safety Element Updates. Staff will be responsible for advertising the survey's availability through the City's other communication channels. Following its closing, an accompanying summary report will be created with numerical breakdowns of responses, charts and graphs where applicable, and narrative descriptions of the qualitative results.
- **Participatory Mapping.** Participatory mapping exercises are a type of survey that allows participants to view, comment, and prioritize specific topics. Rincon will develop online maps that can be utilized as part of the online survey, or separately, when the site inventory is ready for public review. This participatory mapping exercise would allow community members to identify and rank current housing conditions, identify and rank potential opportunity sites, and rate potential methods for implementing affordable housing, design standards, and policy changes to reduce barriers to housing.
- **Social Media.** A strategy will be developed for sharing project information through social media outlets such as Facebook, Next-door, and Twitter. Language and images will be provided at key points in the process to the City for managing content through existing City accounts, up to four social media pushes are anticipated.
- **Email Blasts.** In concert with social media efforts, content for email blasts will be prepared to keep the community engaged and informed at key point in the process. Rincon will prepare content for up to four email blasts, which the City will send through established email listservs or newsletters.

Deliverables

- Survey questions and online survey
- Participatory mapping exercise
- Up to four social media pushes and up to four email blast content

Task 2.4 Advisory Group Meetings **[NEW]**

The Rincon team will attend and present at up to four virtual Advisory Group meetings. These meetings are anticipated to occur one time per month. The Rincon team will be responsible for the following:

- Input on agendas
- Presentation Materials (PowerPoint and handouts)
- Meeting notes/summaries



The Advisory Group meetings will be used to gather input during the Environmental Justice, Housing Element and Safety Element update process. The Advisory Group will also be used to help disseminate information and advice on best methods to reach the broader community.

The scope of this task assumes:

- Rincon has assumed attendance by at least two Rincon team members at the meeting
- City staff will handle all translation including written and verbal for meetings and meeting materials
- City staff will handle all printing and production needs
- City staff will handle distribution of meeting notifications

Deliverables

- Attendance at up to four virtual Advisory Group meetings
- Preparation of meeting notes/summaries
- Preparation of presentation materials/handouts (as needed)

Task 2.5 Stakeholder Interviews [NEW]

The Rincon team will conduct stakeholder interviews to obtain feedback to support the Housing Element, Environmental Justice and Safety Element updates. The City will provide a list of stakeholders, and Rincon will provide input on the list. The City shall make the final determination on stakeholder interviews. Stakeholder interviews will be conducted virtually in one-on-one or small group format with key members of the community. The Rincon team proposes up to four virtual stakeholder interview sessions.

Deliverables

- Stakeholder interview questions
- Stakeholder interview sessions' summary

Task 2.6 Optional Study Sessions [NEW]

The Rincon team will facilitate up to two study sessions with the Planning Commission and City Council. We recommend that this be organized as a "Housing, Environmental Justice and Safety 101" presentation, to ensure an understanding of the structure and importance of a Housing Element, key differences with the 6th Cycle housing element, and recent legislation driving the updates to Safety and Environmental Justice.

Deliverables

- Study Session PowerPoint Presentations
- Attendance at up to two virtual study sessions

Task 2.7 Workshop Fee Adjustment [NEW]

Rincon's original scope of work only included attendance at one virtual workshop. Rincon has continued working with the City to prepare for and facilitate at a second, in-person workshop scheduled for March



23, 2022. This task includes a budget adjustment to cover the additional work Rincon completed to attend a 2nd, in-person workshop that was not included in Rincon's original scope of work.

Task 3 Project Management

Original Scope Summary

The original scope of this task included minimal time to support project management and coordination matching the original work effort. Due to the expanded scope of work, including the addition of community engagement, the Housing Element Update, environmental analysis and expanded work on the Environmental Justice and Safety Elements, it will be extremely important to include more time for project coordination and collaboration with City staff and the team.

Expanded/Modified Scope of Work

Rincon will provide additional project management support including weekly calls, working sessions, quality control and regular team check ins. The expanded scope of work is described in further detail below.

Task 3.1 Project Coordination, Administration and Weekly Calls **[New]**

As part of this task, the Rincon team will conduct weekly check -in conference calls with city staff to proactively identify project issues, identify potential solutions and coordinate with the team and City staff on the best course of action. Weekly calls will also include updates on tasks and project schedule and. Rincon will prepare a detailed project schedule to be used throughout the life of the project, highlighting key milestones and work product delivery dates and will coordinate with team members, including the traffic subconsultant.

Deliverables

- Attendance at up to 72 weekly calls, along with brief agendas and action items/assignments
- Project Schedule

Task 3.2 Project Management Fee Adjustment **[New]**

Rincon's original scope of work only included a minimal number of hours for project coordination and meetings. Rincon has attended five meetings with the City and initiated a weekly meeting series. This task includes a budget adjustment to cover the additional work Rincon has completed to support additional project coordination and meetings through April 2022.



Task 4 Safety Element Update

Original Scope Summary

The original scope of this task included preparation of an updated Safety Element in compliance with State law and in alignment with the Local Hazard Mitigation Plan. This amendment expands the original scope of work for this task as described below.

Expanded/Modified Scope of Work

The scope of work described below proposes tasks necessary to bring the Huntington Park's 2017 Draft Health and Safety Element into compliance with recent legislative requirements. Safety Element law has been rapidly evolving in recent years with new legislative mandates and guidance being issued by the state on an almost annual basis. This expanded scope of work reflects a more comprehensive approach to meeting state requirements regarding climate change than what was provided in the original scope. It also reflects expanded scope to address evacuation-related bills that went into effect on January 1, 2022. This expanded scope is intended to provide a more defensible update to the City's Health and Safety Element.

There have been a number of pieces of legislation enacted by the state that require cities and counties to update their Safety Elements. Below is a selection of key Safety Element legislation applicable to Huntington Park:

- **Assembly Bill (AB) 2140 (2006).** Integration of Local Hazard Mitigation Plan. AB 2140 authorizes local jurisdictions to incorporate their local hazard mitigation plan along with their safety element update. Incorporation of the local hazard mitigation plan in the safety element makes the jurisdiction eligible to be considered for part or all of its local-share costs on eligible Public Assistance funding to be provided by the state through the California Disaster Assistance Act (CDAA).
- **Senate Bill (SB) 379 (2015). Climate Change Adaptation.** SB 379 requires all cities and counties to include climate adaptation and resiliency strategies in the safety elements of their general plans beginning January 1, 2017. The bill requires the climate adaptation update to include a set of goals, policies, and objectives for their communities based on the vulnerability assessment, as well as implementation measures.
- **SB 1035 General Plans (2018). Updated Information on Hazards.** SB 1035 requires cities and counties to update their safety element during a housing element or local hazard mitigation plan update cycle, but not less than once every eight years, if new information on flood hazards, fire hazards, or climate adaptation or resilience is available that was not available during the previous revision of the safety element.
- **SB 99 (2019). Residential Emergency Evacuation Routes.** SB 99 requires a local government to review and update the safety element during the next revision of the housing element (on or after January 1, 2020) to identify residential developments in hazard areas that do not have at least two emergency routes.
- **AB 747 (2019) and AB 1409 (2021). Evacuation Routes and Locations.** ABs 747 and 1409 require all cities and counties to identify evacuation routes and locations in the safety elements of their general plans upon the next revision of their local hazard mitigation plan, beginning on or after



January 1, 2022. The bill requires evaluation of evacuations route capacity, safety, and viability under a range of emergency scenarios and evacuation locations. The safety element can be updated based on information included in an adopted local hazard mitigation plan, emergency operation plan, or other document provided the information fulfills the goals and objectives of the AB requirements.

The approach to bring Huntington Park into compliance with the listed legislation is provided in Tasks 4.1-4.3 below.

Task 4.1 Climate Change Vulnerability Assessment **[New]**

In accordance with California Government Code 65302(g) and SB 379 and SB 1035, Rincon will complete a Climate Change Vulnerability Assessment which will detail the anticipated climate impacts in Huntington Park. At a qualitative level, Rincon will evaluate the locations of the City's critical facilities and services (such as Fire Stations, evacuation routes, schools etc.), which can serve as cooling centers during extreme heat events, and hazardous materials sites, which can increase risks of contaminants spreading into the community and environment in the event of an extreme weather event. The Climate Change Vulnerability Assessment will be prepared consistent with the latest (2020) California Adaptation Planning Guide, as described in California Government Code 65302(g) and the Office of Planning and Research's General Plan Guidelines. Rincon will utilize maps and data from existing plans and available sources of geospatial data, including:

- Information from the internet-based Cal-Adapt tool.
- Information from the internet-based Healthy Places Index tool to identify vulnerable populations.
- Information from the City of Huntington Park Natural Hazards Mitigation Plan.
- Information from California's Fourth Climate Change Assessment.
- Information from the Los Angeles County Climate Vulnerability Assessment (2021).
- Information from the City of Huntington Park Draft General Plan and General Plan Background Report (2017).

A key component of the Climate Change Vulnerability Assessment will be an evaluation of the potential for climate change to disproportionately impact vulnerable population groups (e.g., seniors, children, low-income communities, etc.). Rincon will incorporate information on vulnerable groups identified in the Environmental Justice Element (Task 1) development process to capture communities that bear high rates of pollution burden to maintain consistency.

The Climate Change Vulnerability Assessment will employ existing modeling results per State guidance provided in California Government Code 65302(g) and the Office of Planning and Research's General Plan Guidelines, and not include additional quantitative asset analysis.

Rincon anticipates up to one round of review of the Climate Change Vulnerability Assessment. The administrative draft will be submitted electronically only (Word), and we will respond to compiled, tracked changes from the City. The final version of the Climate Change Vulnerability Assessment will be provided as electronic copies (Word and PDF), and no hard copies have been assumed.

Deliverables

- One electronic copy of the Draft Vulnerability Assessment (Word)
- Two electronic copies of the Final Vulnerability Assessment (Word and PDF)



Task 4.2 Evacuation Analysis (New)

Hazard Identification & Identification of Evacuation Routes and Shelters

Based on preliminary analysis, the primary hazard events in Huntington Park are anticipated to be fires, earthquakes (Puente Hills Fault), and HAZMAT spills. Translations will work with the project team to identify other potential hazards applicable to the City as well as key evacuation routes, per AB 747 requirements, and shelters, per AB 1409 requirements. It is anticipated that this task will require two meetings with the City and the Los Angeles County Fire Department (Battalion 13), which services the City.

SB-99 Evaluation

Translations will work with the project team to identify areas of the City which do not have multiple access routes. This will include mapping residential parcels with only one access point and identification of distances traveled to reach evacuation centers or gateways to the City. This will assist in identifying potential areas with limited accessibility. Translations will provide the evacuation access and locations map for inclusion in the Health and Safety Element. The City will provide digitized roadway network and evacuation locations for the evacuation analysis. Translations and Rincon will attend up to one meeting with the City to discuss the residential areas with only one access point.

AB 747 Capacity Assessment

Translations will first discuss and define evacuation scenarios with the project team. Once defined, the following tasks will be conducted:

- First, the analysis will estimate the number of vehicle trips during each evacuation event. Translations will use socio-economic data provided by the City or from the SCAG model to estimate travel demand. This evaluation will be based on population data, number of employees, auto-ownership information, etc. used during evacuation. This will also identify households that would be dependent on transit or other means of evacuation due to non-availability of an automobile. The travel demand will also consider time of day since evacuation trips would vary based on the time of day due to the location of residents.
- The traffic operations analysis will be based on application of the SCAG Model and by applying information from the SCAG Model. Background traffic for roadways not affected during an evacuation event will be based on the SCAG Model. Evacuation traffic will be determined by applying bell curve patterns to the trips generated earlier. Segment traffic volumes will be converted to turning volumes based on NCHRP-765 methodologies based on turning movement counts to be provided by the City from historical data, and time of day volumes will be developed by applying peak hour factors from the model.
- A multi-period analysis will be conducted to identify evacuation delays based on a simulation network to be built for the City. A multi-period analysis evaluates the effect of unfulfilled demand from one 15-minute period to the next during each analysis timeframe. Evacuation trips will be assigned to roadways based on congestion and residual capacity identified from the model wherein traffic will be reassigned to less-congested roadways, if possible. This will help identify travel time and assist emergency responders identify congested locations on the network. The results of this modeling effort will be used to identify bottlenecks in the City's network during each evacuation



scenario. This task will be conducted for three evacuation scenarios to be developed based on discussion with the project team.

Recommendations

Based on the above analysis, Translations will develop recommendations to mitigate or reduce potential circulation constraints and capacity issues. The initial recommendations will be presented to the project team for discussion and refinements. Rincon will attend the team meeting.

Evacuation Analysis Report and General Meetings

Translations will prepare a draft report summarizing the assumptions, analysis methodologies, findings and recommendations. Upon receipt of comments from the project team, Translations will submit the final report.

Deliverables

- Translations will attend up to six meetings with agency staff to discuss emergency evacuation. Rincon's technical lead for the Safety Element will attend up to two meetings.
- Evacuation access and locations map
- Draft recommendations to mitigate or reduce potential circulation constraints/capacity issues
- Final recommendations to mitigate or reduce potential circulation constraints/capacity issues
- Draft evacuation analysis report (word)
- Final evacuation analysis report (PDF)

Task 4.3 Safety Element Update [Expanded]

The Health and Safety Element seeks to minimize the risk of death, injuries, property damage, and social and economic disruption as a result of natural or human-caused hazards. Rincon will prepare updates to the draft Health and Safety Element to address legislation highlighted above, consistent with California Government Code Section 65302(g) requirements and the Office of Policy and Research 2017 General Plan Guidelines. Brief summaries regarding climate change and emergency evacuation based on the technical analyses completed in Task 4.1 and Task 4.2 will be included. The Climate Change Vulnerability Assessment and the Evacuation Analysis Report will serve as technical appendices to the General Plan.

Rincon will review existing draft adaptation policies in the General Plan and, if necessary, develop new goals, policies and implementation programs for assets identified in the Climate Change Vulnerability Assessment (Task 4.1) as having the highest risk to climate change. The City's existing plans and ongoing related planning efforts will be used as references to coordinate adaptation policies with current City efforts. Goals, policies and implementation programs will address both community-based adaptation and adaptation strategies that are focused on municipal government implementation and operations. The adaptation goals, policies and implementation programs will be incorporated directly into the Health and Safety Element update.

Rincon will prepare policies and programs to address emergency access constraints associated with residential neighborhoods that have only one access point per Task 4.2. Rincon will incorporate the Evacuation Access and Locations map. Rincon will also prepare policies and programs based on the recommendations in the Evacuation Analysis Report per Task 4.2.



Rincon will complete amendments to the Health and Safety Element to achieve consistency with the updated Housing Element (Task 5) and the new Environmental Justice Element (Task 1).

Updates to the Seismic Hazards, Liquefaction Hazards, Fire Hazards, Hazardous Materials, Emergency Response, Law Enforcement and Crime, Fire Protection Standards, and Noise, and associated policies and programs, of the Draft Health and Safety Element are not included in this scope. Updates to existing maps are also not anticipated.

Rincon's cost estimate for this task is dependent upon receiving the electronic files for the Health and Safety Element in Word format in addition to any other file format used during the preparation of the 2019 General Plan (i.e., InDesign, Illustrator, etc.). If the Word file(s) cannot be provided, additional costs associated with the conversion of files may be incurred.

Rincon anticipates up to one round of review of the Health and Safety Element. The administrative draft will be submitted electronically only (Word), and we will respond to compiled, tracked changes from the City. The final version of the Health and Safety Element will be provided as electronic copies (Word and PDF), and no hard copies have been assumed.

The expanded/modified Task 4.3 replaces the previous scope for Task 4 and augments both the scope and budget to include policies and implementation programs to address climate adaptation and emergency evacuation.

Deliverable

- Draft Safety Element Update in electronic format (Word)
- Final Safety Element Update in electronic format (Word and PDF)

Task 5 Housing Element Update [New]

Rincon will revise the City's draft 6th Cycle Housing Element, building on work already completed for the City, a previous consultant team, comments from the public, and letters from HCD dated.¹² October 5, 2021 and January 14, 2022. The schedule provided is dependent on the ability to use the prepared draft Housing Element and document resources. Significant modifications to components of the Housing Element will increase the timeframe and budget required to complete all tasks.

Task 5.2 through 5.6 will be produced for review for the Administrative Draft Housing Element.

Task 5.1 Data Gaps Analysis

Rincon will review and assess the existing draft Housing Element, associated technical information, data available from regional and state governments, and other pertinent information related to the preparation of the City's Draft Housing Element in accordance with HCD guidance to identify data gaps.

¹ Department of Housing and Community Development, "Review of the City of Huntington Park's 6th Cycle (2021-2029) Draft Housing Element", dated October 5, 2021

² Department of Housing and Community Development, "Review of the City of Huntington Park's 6th Cycle (2021-2029) Draft Housing Element", dated January 14, 2022



Rincon will submit a data request to the City. Once the assessment has been completed and the requested data received, we will provide a memo summarizing our findings and strategies for data collection, if needed.

Deliverables

- Memo summarizing data gaps, data provided by City staff, and strategy for collecting additional data needed

Task 5.2 Revise Housing Needs Assessment

Rincon will revise the existing Housing Needs Assessment consistent with state Housing Element law, HCD's Completeness Review Checklist, and HCD's two comment letters¹². In particular, the analysis of the housing needs of extremely low-income households will need to be revised.

Rincon will analyze existing data and collect new data as needed. Rincon will also utilize Task 2.1 Community Engagement Plan to inform this task.

The Housing Needs Assessment will contain the topics listed below to satisfy Government Code Section 65583(a) requirements:

- **Demographics, Income, and Employment Trends.** This section includes information on the population growth trends, along with income distribution and employment trends.
- **Household Characteristics.** This section will also discuss household characteristics such as size, tenure, composition, and overcrowding conditions that may impact housing needs.
- **Housing Stock Characteristics.** This section will be an analysis of the condition of the existing housing stock as well as cost and affordability, including discussions on cost burden (overpayment).
- **Residential Building Permit Activity.** This section will discuss residential building permit trends for single-family and multi-family products, building code regulations, fees, and permit processing procedures. We will also analyze constraints on housing for persons with disabilities, as well as the city's current permitting procedures for emergency shelters, transitional and supportive housing, and single-room occupancy units.
- **Analysis of Special Housing Needs.** Rincon will update the analysis of housing needs for special needs populations, including senior households, persons with disabilities, large families, single-parent and female-headed households, extremely low-income households, and the homeless. In particular, the analysis of extremely low-income housing needs was identified as needing revision by HCD.
- **At-Risk Housing Unit Analysis.** This section will include an analysis of existing assisted housing developments that are eligible to change from low-income housing to market rate over the next ten years ("at-risk units"). This analysis will cover units that are deed restricted as low-income housing because they received public assistance or density bonus or inclusionary housing program requirements. HCD requested more information about each development at risk of conversion to market-rate housing, and an estimate of the cost to produce, replace, or preserve the units, and identification of entities or funding sources that may be able to assist in preservation.



Deliverable

- Draft Housing Needs Assessment, and findings incorporated into other relevant sections (Housing Plan)

Task 5.3 Revise Housing Resources and Site Inventory

Rincon will revise the Housing Resources section and the Site Inventory, consistent with state Housing Element law, HCD's Completeness Review Checklist, and HCD's two comment letters¹². The scope of this task assumes that Rincon's efforts will largely be focused on supporting through data and additional supporting analysis the site inventory selection in the current Draft Housing Element prepared by the previous consultant. If the site inventory will require significant revision, including the identification of additional or replacement sites, the scope, budget and schedule will need to be reevaluated.

Adequate Sites Analysis

Rincon will prepare an updated adequate sites analysis, including:

- An Affirmatively Furthering Fair Housing analysis of the impact of locating sites in one area of the city, to demonstrate that the location of inventory sites furthers the goal of affirmatively furthering fair housing
- Evidence that nonvacant sites can accommodate the City's share of the RHNA
- A description of City regulations and programs that can facilitate development on small sites
- Revised infrastructure analysis to demonstrate that existing or planned infrastructure can accommodate all the development anticipated in the site inventory based on input and direction from City staff
- A thorough discussion of the environmental constraints present on the inventory sites and their impact on development based on readily available data from state and regional sources
- A revised analysis of the realistic capacity of sites to accommodate the development anticipated in the inventory, based on development trends, pipeline projects, or developer interest
- Analysis of the extent to which the inventory relies on sites zoned for mixed use

The Rincon team will work closely with staff and HCD to provide an expanded analysis of the sites inventory. This may include up to two site visits/surveys and discussions with developers and property owners conducted during stakeholder interviews (Task 2.5).

5th Cycle Carryover

In its comment letters¹², HCD determined that the existing draft housing element did not provide sufficient evidence that the 6th Cycle Housing Element accommodated its unmet need from the 5th Cycle Housing Element, in addition to its share of the 6th Cycle RHNA. Rincon will request and review information from the City to determine whether sites were appropriately zoned and available during the 5th Cycle Housing Element. If sufficient evidence is not available, additional sites will need to be identified to accommodate the unmet need.

The scope assumes the following:

- Rincon will not edit/clean up any parcel or basedata



- Rincon will rely on SCAG data if City data is not available or adequate
- As described above, Rincon assumes we can rely on previously identified sites (in Draft 6th Cycle Housing Element)

Deliverable

- Draft Site Inventory and Housing Resources section
- Additional programs for inclusion in the Housing Plan

Task 5.4 Revise Housing Constraints Analysis

Rincon will revise the existing Housing Constraints analysis consistent with state Housing Element law, HCD's Completeness Review Checklist, and HCD's two comment letters¹². This analysis must contain a review of factors that may potentially constrain the development of new housing and the improvement and preservation of existing housing in Huntington Park. New Housing Element laws also require the assessment of non-governmental constraints, including NIMBYism, lending practices, shortage of labor, and other economic factors.

Rincon will conduct additional analysis to address HCD's comments on the draft Housing Element and deficiencies in the existing analysis, including the following topics:

- Emergency shelters
- Farmworker housing
- Manufactured housing
- Fees and exactions
- Processing and permit procedures
- Design review process
- Requests to develop housing at densities below those anticipated
- Local Ordinances
- Reasonable accommodations

Deliverables

- Draft Housing Constraints Analysis

Task 5.5 Revise Assessment of Fair Housing

Rincon will revise the existing Assessment of Fair Housing consistent with state Housing Element law, HCD's Completeness Review Checklist, and HCD's two comment letters¹². The Assessment of Fair Housing discusses new Housing Element law (Government Code Section 65583), which requires jurisdictions to examine barriers to fair housing and ensure housing programs are implemented in a manner to affirmatively further fair housing.

Rincon will revise the existing Housing Element draft to satisfy the requirements under State Housing Element law and respond to HCD's comments, including that the City incorporate more regional data into the analysis and put the local data and trends in context of the region. Rincon will follow the latest guidance from HCD on conducting AFFH analyses (*Affirmatively Furthering Fair Housing Guidance for All*



Public Entities and For Housing Elements published in April 2021). Rincon will use HCD's AFFH data viewer, and the latest data from the Southern California Association of Governments (SCAG), pre-certified by HCD in April 2021. The community engagement activities described in Task 2 will inform this analysis.

Deliverable

- Draft Assessment of Fair Housing, and findings incorporated into other relevant sections (Housing Needs Assessment and Housing Constraints Analysis)

Task 5.6 Revise Housing Plan

Rincon will revise the existing Housing Plan consistent with state Housing Element law, HCD's *Completeness Review Checklist*, and HCD's two comment letters¹². Based upon the analyses and research conducted in the previous tasks, Rincon will revise existing goals, policies, and programs. HCD identified specific programs needing revision (Program 2, accessory dwelling unit monitoring; Program 6, Review of Governmental Constraints and the Zoning Ordinances; Program 7, Development and Processing Procedures; and Program 9, lot consolidation). Rincon will draft additional programs as needed to address the findings in the tasks described above (Housing Needs Assessment, Housing Constraints analysis, Housing Resources and Site Inventory, and Assessment of Fair Housing). For each program, we will establish the timeframe for implementation, specific quantified objectives, funding sources, and responsible agencies. The programs will satisfy requirements of Government Code Sections 65583(b) and (c).

Deliverable

- Draft Housing Plan (revised and new goals, policies, and programs)

Task 5.7 Administrative Draft Housing Element

Rincon will prepare an updated Administrative Draft Housing Element based on analysis, research, and comments/discussions from the previous tasks. Our timeline and budget assume one round of review by City staff. We will incorporate staff comments (based on one set of consolidated comments) to formulate the Public Review Draft to be reviewed by the public prior to submitting to HCD for review. Draft Housing Elements are to have a public review period of 30 days. After the public review period and once comments have been addressed, the draft is then submitted to HCD. We will work with City staff to compile a list of stakeholders and agencies/organizations to receive notification of the availability of the Draft Housing Element.

Deliverable

- Administrative Draft of the Housing Element(word)
- Public Review Draftof the Housing Element (word and PDF)
- Final Draft Housing Element for HCD Review, including response to public comments (word and PDF)
- All background and base data, including any GIS maps and digital data files



Task 5.8 HCD Review

HCD review of the Draft Housing Element is mandatory. HCD has an initial review period of 90 days of submitted Draft Housing Elements. During the review, Rincon will work collaboratively with the City to address HCD comments regarding the Draft Housing Element and will communicate with HCD and facilitate review of the revisions. All revisions made to the Draft Housing Element will be shown as tracked changes. One As part of the project kick-off one meeting is to be conducted with HCD to review the submitted draft Housing Element and comment letters¹².

Deliverables

- Revised HCD Review Draft of the Housing Element Update (word and PDF)

Task 5.9 Adoption and Certification of Housing Element

The revised HCD Review Draft of the Housing Element Update will be prepared for Planning Commission and City Council review and adoption. City staff will prepare staff reports and presentations and will facilitate the Planning Commission and City Council review of the Housing Element.

After adoption, the Housing Element must be submitted to HCD for its final review for certification. HCD has a 60-day review period of adopted Housing Elements. HCD does require a hard copy to be submitted via U.S. Mail when submitting the final Housing Element for certification. City staff will submit the adopted Housing Element to HCD for certification. HCD frequently requires multiple rounds of post-adoption review. This task assumes Rincon will assist up to 46 hours in responding to HCD comments. This assumes comments do not require extensive new analysis and do not raise significant new issues from previous rounds of review.

Deliverables

- Final Adopted Housing Element Update (electronic delivery)
- All background and base data, including any GIS maps and digital data files
- One hard copy Housing Element for transmittal to HCD

Task 6 Housing Re-Zoning Amendments [New]

Task 6.1 Rezoning

Following preparation of the Administrative Draft Housing Element, Rincon will prepare a list of municipal code sections that will need to be amended to maintain consistency with updated Housing Element programs and identified General Plan amendments. This will include identifying programs and corresponding municipal code amendments that should be addressed to meet the require rezoning or up zoning to accommodate the City's RHNA allocation.

Deliverable

- List of Impacted Code Sections



Task 6.2 Draft Ordinance

The Rincon team will prepare draft ordinance language to reflect the required updates to the Huntington Park Municipal Code. This task has been estimated based on reasonable assumptions and includes an allowance for draft ordinance revisions. In addition, these revisions are anticipated to be limited those identified in Task 6.1 and addressed in the Housing Element programs.

This task assumes Rincon will prepare an Administrative Draft for staff review. Staff will be expected to provide their comments on the draft in Microsoft Word's "track changes" and provide a single set of consolidated comments. Rincon will then deliver the revised Draft Ordinance language to the City.

Deliverable

- Administrative Draft Zoning Ordinance (electronic delivery)
- Draft Zoning Ordinance (electronic delivery)

Task 6.3 Final Zoning Ordinance Amendments

Rincon will revise the contents of the Administrative Draft sections based on staff discussion and input and will prepare the Final Draft Zoning Ordinance to be provided to the City for review by the Planning Commission and the community and approval by the City Council.

Deliverable

- Final Zoning Ordinance (one digital version in both Microsoft Word and Adobe PDF)

Task 7 General Plan Consistency and Other Updates [New]

Task 7.1 General Plan Consistency

Rincon will review the General Plan Land Use Element for consistency with the updated Housing Element and new Safety and Environmental Justice elements. We will prepare a General Plan Amendments Recommendations Memorandum detailing the findings of our analysis and provide recommendations for amendments to the Land Use Element for consistency with updated 2012-2029 Housing Element, Environmental Justice Element and Safety Element.

Deliverable

- General Plan Amendments Recommendations Memorandum (electronic copy)

Task 7.2 Land Use Element Amendment

Upon approval of the General Plan Amendments Recommendations Memorandum, we will prepare an Administrative Draft Land Use Element. Based on the General Plan Amendments Recommendations Memorandum (Task 7.1), we will prepare revisions to existing goals, policies, and actions, as appropriate and propose new goals, policies, and actions, as appropriate. Rincon will also prepare land use map amendments as required to implement the policies and programs set forth in the Housing Element Update and as necessitated by the new Environmental Justice Element and Safety Element. This task



assumes that the City will provide GIS based land use layers. This task does not include wholesale clean up or edits to the land use layer.

Rincon anticipates up to two (2) rounds of review of the Land Use Element amendments. Each draft will be submitted electronically (Word) only and we will respond to compiled, tracked changes from the City. The final version of the Land Use Element will be provided as digital files (Word and PDF, and no hard copies have been assumed.

Deliverables

- Administrative Draft Land Use Element, including updated maps and tables
- Draft Land Use Element, including updated maps and tables

Task 8 Environmental Impact Report [New]

The scope of this task assumes that a new program EIR will be prepared to address environmental impacts resulting from the updates to the Land Use, Safety, Environmental Justice, and Housing Elements, as described in Tasks 1, 3, 4, 5, and 7, as the most efficient approach to complying with CEQA. Specifically, it's reasonable to assume that potentially significant impacts related to implementation and updates of the city's Housing, Safety, and Environmental Justice elements could occur. This is due mainly to the anticipated increase in residents beyond current forecasts and changes to the municipal code that are needed to address the development of new residential zones and any re-zoning and/or up zoning that is required to accommodate the City's RHNA allocation.

To expedite the processing of the EIR, the proposed schedule relies on no significant changes to the draft Housing Element as the preparation of the EIR coincides with public review of the draft Housing Element.

Task 8.1 Prepare Project Description and Alternatives

During this task, Rincon will collect any relevant studies and information not already transmitted that may have been missed earlier in the process. Rincon will prepare a preliminary Project Description after confirming City-provided data mapping the opportunity sites to be rezoned and the potential residential density of those sites (dwelling units per acre). Rincon will also include a discussion of municipal code sections that will be amended to maintain consistency with the updated element programs.

As required by CEQA, the EIR will consider alternatives to the proposed project. These will likely include additional scenarios that are oriented around addressing identified significant impacts of the proposed project. Rincon will work with City staff to develop two alternatives to the project, in addition to the No Project alternative, based on both the project's objectives and CEQA's requirements to reduce or avoid environmental impacts. As needed, an alternatives matrix will be developed to provide an easy way to compare each of the alternatives to one another and the project for each impact area, as needed. Once Rincon delivers the draft Project Description and Alternatives to the City, it is assumed that the City will review and provide one (1) set of consolidated comments or edits back to Rincon. Rincon will provide an updated copy of the Draft Project Description and Draft Alternatives back to the City.

Deliverables

- One (1) electronic copy of the Draft Project Description in Word format



- One (1) electronic copy of potential Alternatives in Microsoft Word format

Task 8.2 Prepare Notice of Preparation

After incorporating City review comments on the preliminary Project Description, Rincon will draft a Notice of Preparation (NOP) in consultation with staff. The NOP will include a brief description of the scope of the project, a map of the City's planning area based on City-provided data regarding the relevant sites, and instructions for submitting comments, as well as other CEQA-required information. Rincon will submit a final PDF copy of the NOP to City staff for posting on its website and for distribution to public agencies. The City will distribute the NOP using the City's NOP distribution list. Rincon will review and make suggestions regarding the list. Rincon will upload the NOP to the State Clearinghouse/Office of Planning and Research using their online platform (no printed copies are currently needed for this filing) and will file the NOP with the County Clerk. It is expected that the City will review the draft version of the Notice of Preparation and provide written comments back to Rincon in one (1) round of review. Rincon will then prepare the final version of the Notice of Preparation and provide a final electronic version back to the City.

Deliverables

- One (1) electronic copy of the Draft Notice of Preparation in Microsoft Word format
- One (1) electronic copy of Final Notice of Preparation in both PDF and Microsoft Word format

Task 8.3 Conduct Scoping Meeting

During the 30-day public review period for the NOP, Rincon and City staff will conduct a Public Scoping Meeting to introduce the CEQA process and timeline, and to obtain input on the EIR scope. Rincon will summarize the comments into general themes to be addressed in the EIR. This scope assumes no transcript of verbatim comments will be provided.

Deliverables

- One (1) set of scoping meeting materials
- One (1) set of electronic consolidated scoping meeting comments in Microsoft Word Format

Task 8.4 Administrative Draft Program Environmental Impact Report

Rincon will prepare an Administrative Draft Program EIR in compliance with CEQA requirements, comments on the NOP, and information from other relevant documents completed by the City in recent years. Each topical section in the environmental analysis will be introduced with a brief statement of its context in the EIR.

The setting for each topical section will describe existing conditions relevant to the topic and provide the groundwork for impact analysis. Rincon will clearly state the thresholds used to determine the significance of project impacts and will include thresholds in the CEQA Guidelines, Appendix G, City guidelines (as applicable), and existing regulatory standards, where applicable. For each potentially significant impact identified in the ADEIR, Rincon will identify feasible mitigation measures to avoid or reduce identified impacts.



To prepare an EIR that meets the needs of the City and complies with CEQA, the EIR will include the following sections:

1. Executive Summary. This section will provide a summary of the entire EIR, including a summary of impacts and mitigation measures in matrix format.
2. Introduction and Environmental Setting. The introduction will describe the purpose of the EIR, the scope of issues to be addressed, and present the organization of the report. This section will include a discussion of areas where the project was found to have no impacts.
3. Project Description. The project description will contain the City's objectives for the project; a summary of goals, policies, programs, and development regulations; and graphical depiction of the proposed housing sites.
4. Analysis, Impacts, and Mitigation Measures. Analysis of impacts will include four main components:
 - 4.1. Setting: description of current conditions with respect to the issue in question, including the existing regulatory environment.
 - 4.2. Impact analysis: discussion of potentially significant effects of the proposed project; impacts are typically compared to established "thresholds of significance."
 - 4.3. Programmatic mitigation measures: methods by which significant effects can be reduced or eliminated.
 - 4.4. Level of significance after mitigation: discussion of whether proposed mitigation measures would reduce impacts to less than significant.
5. Alternatives. Using the Alternatives considered under Task 1 above, the EIR will consider up to three alternatives to the proposed project, including the "no project" alternative. The alternatives analysis will be less detailed than the project analysis but will identify the magnitude of each impact and associated mitigation requirements.
6. Other CEQA Sections. The EIR will provide, in addition to the sections discussed above, all other required CEQA sections, including areas of known controversy, growth inducement effects, and significant unavoidable impacts.

The EIR will address all issue topics listed in CEQA Guidelines Appendix G. The analysis will consider both the broad citywide impacts of the updates to individual elements, to the degree feasible, and the site-specific impacts at individual rezone sites, if any. In this way, the EIR would serve as first-tier environmental document that will streamline the environmental reviews of future developments that are consistent with the Housing, Safety, and Environmental Justice Elements. As appropriate, the EIR would include prescriptive mitigation indicating specific requirements for future developments.

The EIR would also include specific technical analysis, as it relates to Traffic, Cultural Resources, Tribal Cultural Resources, and Air Quality and Greenhouse Gas Emissions. These issue areas will be fully vetted and prepared, as discussed below:



Cultural Resources: Rincon will prepare a programmatic cultural resources analysis to address potential impacts to archaeological and historic built environment resources. The cultural resources analysis will review historic resources and archaeological resources within the potential housing locations and the potential impacts to those resources as a result of the project. The analysis and subsequent EIR section will include research on the prehistory and history of Huntington Park, as well as a review of historic maps, aerial photographs and data included in the Built Environment Resources Directory. Each of the opportunity sites will be reviewed at the desktop level to determine if they contain known or potential resources; no cultural resources will be formally recorded or evaluated. The programmatic analysis will be completed with enough detail to support the cultural resources section of the EIR and to address potential impacts to cultural resources within the study areas. Rincon assumes that no fieldwork or project level analyses will be required.

Tribal Cultural Resources: Rincon will contact the Native American Heritage Commission (NAHC) to request an updated Sacred Lands File (SLF) search. The SLF search will indicate whether recorded Sacred Lands are present within the project area. The NAHC will also provide a list of Native American contacts for the project, which will be provided to the City. Due to COVID restrictions, SLF requests may take approximately 8 to 10 weeks to receive. Rincon will also conduct a review of regional ethnographic information for the proposed opportunity site as part of the analysis.

Assembly Bill 52 and Senate Bill 18 Letter Assistance: Under AB 52 (California Government Code Section 21080.3.1 (a)) and SB 18 (California Government Code Section 65352.3 and 65352.4), City of Huntington Park (City), as the CEQA lead agency, is required to begin consultation with California Native American Tribes that are traditionally and culturally affiliated with the project site, prior to the release of a negative declaration, mitigated negative declaration, or environmental impact report. Rincon will request an AB 52 and SB 18 consultation list from the Native American Heritage Commission (NAHC) and will assist the City with consultation under AB 52 and SB 18 by providing the City with letter templates, checklists, and detailed instructions to help ensure meaningful consultation with interested Native American groups. (Due to COVID restrictions NAHC list requests may take approximately 8 to 10 weeks to receive.) After receipt of letters, Native American Tribes have 30 days to reply to a request for consultation under AB 52 and 90 days under SB 18; the 30 days wait period for AB 52 is subsumed in the wait period for SB 18. This task does not include meetings, outreach, consultation or mailing letters to Tribal governments. Rincon assumes the City will officially contact all applicable Tribes.

Transportation:

The draft transportation impact analysis including all assumptions, analysis procedures, findings, graphics, impacts and recommendations will be provided to the City for review prior to the administrative draft EIR. After City review, the final transportation impact analysis will be included as an appendix to the EIR.

Biological Resources:

A Rincon biologist will review the project and County-supplied data (e.g., Excel spreadsheets, GIS data layers) to understand potential biological resource constraints. The biologist will review biological resource data including, but not limited to, a query of relevant databases such as California Natural Diversity Database (CNDDB), California Native Plant Society (CNPS) Inventory of Rare and Endangered



Plants, U.S. Fish and Wildlife Service (USFWS) Information for Planning and Conservation (IPaC), and any relevant local plans and ordinances, for information pertaining to biological resources occurring in the affected study areas. Aerial imagery will also be reviewed. The review will focus primarily on potential impacts within the study area to sensitive habitats, special-status plant and animal species, wildlife movement, jurisdictional features, nesting birds, and roosting bats. The review will also focus on consistency with other local plans and ordinances regarding biological resources. Considering the urban nature and extent of the study area, field surveys are not proposed.

Air Quality and Greenhouse Gas Emissions:

This section will be prepared in accordance with South Coast Air Quality Management District (SCAQMD) Guidelines. Both temporary construction effects and long-term regional effects will be estimated using the California Emissions Estimator Model (CalEEMod) and compared to SCAQMD regional and localized significance thresholds. It will compare growth potential under the rezoning to growth forecasts contained in SCAQMD air quality plans to determine consistency with local air quality planning. Modeling data will be included as an appendix to the EIR.

Greenhouse Gas Emissions. This analysis will consider the project's potential contribution to cumulative impacts related to greenhouse gas (GHG) emissions and climate change. An overview of the current regulatory framework regarding GHG emissions and climate change as well as adopted amendments to the CEQA Guidelines, will be described. Rincon will work with the City to determine the appropriate significance threshold for the project and will identify mitigation if the project is inconsistent with the thresholds.

Rincon's project manager will discuss approaches to the impact analysis for the EIR with City staff, including issues raised by Responsible and Trustee agencies. The approach will be consistent with the assumptions and methodologies used in recent EIRs in the City to the extent warranted. In general, the impact analysis will focus on the environmental issues and resource concerns present in the City and likely to be affected or impacted by the project. Some issue areas, such as agricultural and mineral resources, may not require a detailed analysis relative to other issues because they do not occur in the City or would be unaffected by the proposed project.

Rincon will incorporate City staff input into the Administrative Draft Program EIR. This scope of work assumes that City staff will conduct one (1) round of review of the Administrative Draft Program EIR and provide one (1) consolidated, non-contradictory comments and edits. Rincon will incorporate appropriate revisions and meet with the City if needed to discuss comments. Thereafter, Rincon will prepare a clean copy of the Screen check Draft Program EIR. Rincon will provide the Screen check version in digital format and one paper copy if requested.

Deliverables

- One (1) electronic copy of the Draft Environmental Impact Report in Microsoft Word format and PDF format

Task 8.5 Prepare Public Draft Program Environmental Impact Report

Rincon will prepare and distribute the required copies of the Draft Program EIR to the State Clearinghouse, including all required accompanying forms, such as the Notice of Completion. Rincon will



also file the Notice of Availability (NOA) of the Draft EIR with the Los Angeles County Clerk. It is assumed that City staff will distribute the NOA of the Draft EIR to responsible agencies, trustee agencies, and interested organizations, and persons. It is also assumed that the City will be responsible for required newspaper ads and other public noticing of the document's availability, such as radius label mailing or onsite posting. However, Rincon can assist with these tasks as needed at an additional cost. As required by State law, the Draft Program EIR will be circulated for public review for a minimum of 45 days. Rincon will provide City staff with five (5) paper copies and one (1) electronic copy of the Draft EIR suitable for posting City's website to facilitate public access. Comments received during the public review period will be compiled for later responses.

Deliverables

- One (1) electronic copy of Notice of Availability
- Five (5) hard copies of the Draft Environmental Impact Report
- One (1) electronic copy of the Draft Environmental Impact Report in Microsoft Word Format and PDF

Task 8.6 Prepare Response to Comments

Rincon will prepare a response to comments document after the review period has closed and all comments submitted during that period have been received. Comments will be numbered and responded to as required by the CEQA guidelines. It is assumed that no new analyses will be required. If the volume or complexity of public comments exceeds the time allotted in the budget, Rincon will prepare a proposal to add services. For this scope, it is assumed that the City will provide one (1) round of review of the Response to Comments document for eventual incorporation into the Final Environmental Impact Report.

Deliverables

- One (1) electronic copy of draft Responses to Comments in Microsoft Word format

Task 8.7 Prepare Final Program Environmental Impact Report, Findings and Mitigation Monitoring and Reporting Program

The Final EIR will include corrections to the Draft EIR, responses to comments, and the Mitigation Monitoring and Reporting Program (MMRP). Rincon will prepare a Screen check Final EIR incorporating, where appropriate, edits/errata to the Draft EIR based on the response to comments, as well as edits to the Mitigation Monitoring and Reporting Program for City staff review and confirmation followed by a Final EIR after incorporating one (1) round of comments from City staff. Rincon will provide a draft Findings of Fact and Statement of Overriding Considerations (if needed) for the City's use. Rincon will provide print and digital copies of the Final EIR, as mentioned below.

A MMRP consisting of a separate list of all identified mitigation measures, will also be developed. The MMRP will be provided in a format designed for use by planners, environmental monitors, or code enforcement officers. Essentially, this plan will take the form of a detailed table that describes:

1. Persons/agencies responsible for monitoring compliance with each condition



2. Timing when monitoring must occur
3. Frequency of monitoring
4. Criteria to be used to determine compliance with conditions

Following certification of the EIR, Rincon will make any required modifications. Rincon will then provide the City with clean copies of the final approved documents as indicated below. Within one (1) day of Final EIR certification and project approval, Rincon will submit the Notice of Determination to City staff for delivery to the County Clerk and/or State Clearinghouse.

Deliverables

- One (1) electronic copy of the Final Environmental Impact Report in Microsoft Word format and PDF format
- Five (5) hard copies of the Final Environmental Impact Report
- One (1) electronic copy of Notice of Determination for delivery to County Clerk and/or State Clearinghouse in Microsoft Word format and PDF format

Task 9 Public Hearings

We have budgeted for participation in two public hearings on the project. Rincon team anticipates participation in one Planning Commission hearing and one City Council hearing, although this could change dependent upon the City needs. For the public hearings, we will be present to discuss the Housing Element, Environmental Justice, Safety Element and CEQA review findings and recommendations. Additional public hearings will be billed on a time and materials basis, per Rincon's billing rates in effect at the time the service is provided.

Cost Estimate

Rincon will complete the work program described herein for a cost not to exceed \$593,727.25.

The rates shown are for budgetary purposes. Actual rates may vary slightly depending on staff availability, but overall costs will not exceed the total shown herein. Any additional tasks not identified herein will be completed only upon authorization and in accordance with the rates shown in the table below. The below estimated cost also indicates an estimated contingency of 20%.

Amendment #1 Estimated Cost Table

Task Number and Name	Estimated Cost
Task 1: SB 1000 Compliance	\$21,631
Task 2: Community Engagement*	\$95,885.25
Task 3: Project Management	\$71,768



City of Huntington Park
Proposal to Provide Contract Planning Services

Task 4: Safety Element Update	\$71,063
Task 5: Housing Element	\$108,728
Task 6: Zoning Ordinance Amendments	\$38,242
Task 7: General Plan Consistency	\$17,150
Task 8: Environmental Impact Report	\$159,286
Task 9: Public Hearings	\$6,848
Reimbursable Expenses	\$3,126
Total:	\$593,727.25
Contingency (20%)	\$118,745.4
Total with Contingency:	\$712,472.65

**Optional Online Engagement Cost of \$12,286 included*

Schedule

The proposed project schedule is attached on the following pages. The proposed schedule has an anticipated start date of May 2, 2022, and to be completed in Fall of 2023.

We appreciate the opportunity to assist the City of Huntington Park. This proposal is fully negotiable to meet the City's needs for this assignment. If you have any questions about this proposal, please do not hesitate to contact me.

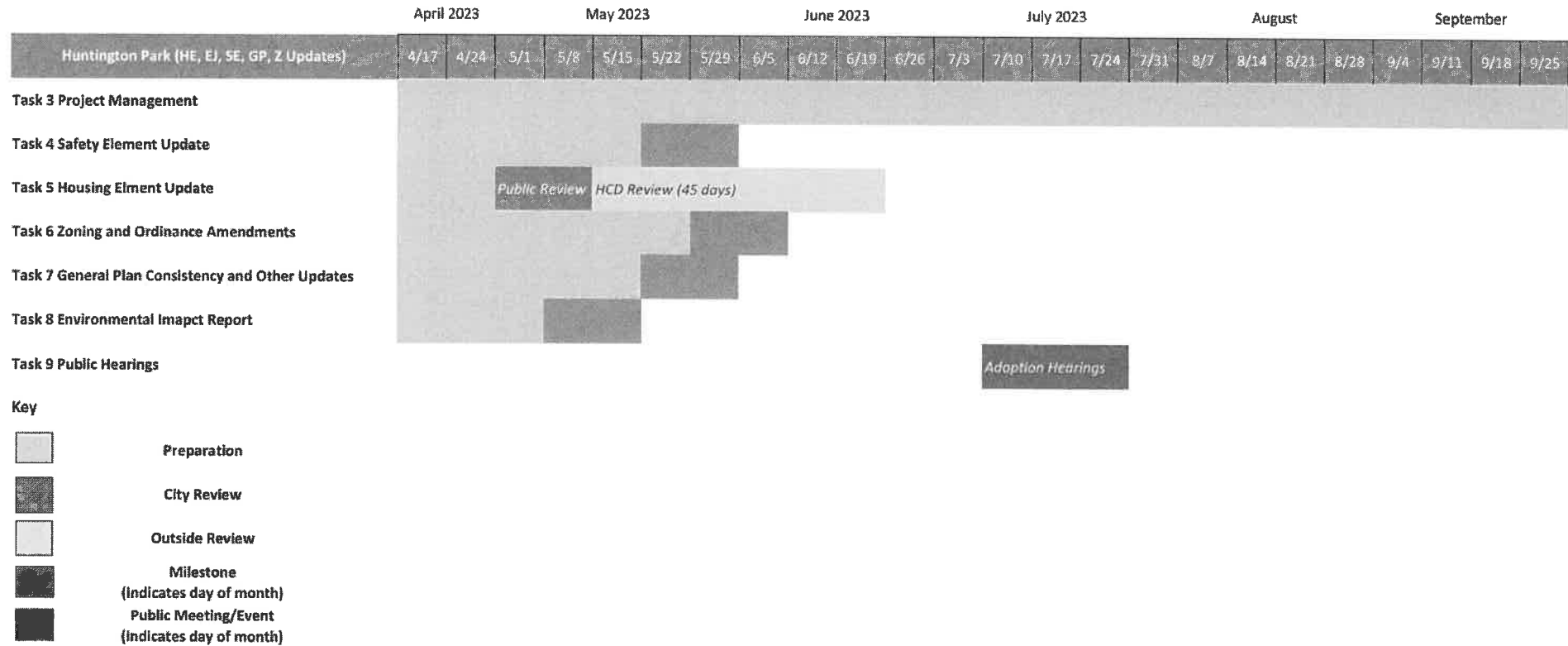
Sincerely,
Rincon Consultants, Inc.

Erick H. Serrano
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Kimiko Lizardi
 Director, Environmental and Long-Range Planning
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Exhibit A - Schedule

This schedule shall supersede any references to dates in the previous scope of work. This schedule has been updated as of April 19, 2023.
The dates in this schedule are subject to change based on the needs of the project and as necessary to accommodate review schedules by the City and State.





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February 25, 2022

Project No: 21-11410

Steve Forster

Directory of Community Development

Community Development Department

City of Huntington Park

6550 Miles Avenue

Huntington Park, California 90255

Via Email: SForster@hpca.gov

Subject: Draft 6th Cycle Housing Element Assessment Memorandum

Dear Mr. Forster:

The City of Huntington Park requested that Rincon Consultants, Inc., provide an assessment of the City's 6th Cycle Draft Housing Element and the steps needed to obtain certification from the California Department of Housing and Community Development (HCD). This memorandum will outline Rincon's assessment of the steps necessary to address comments on the Housing Element from HCD, revisions or additional steps needed to respond to the memoranda of understanding (MOU) with Communities for a Better Environment (CBE) and HCD, and the draft settlement agreement with CBE, as well as realistic timeframes and steps needed to complete the recommended analysis and any additional work needed. The guidance provided in this memorandum is based upon Rincon's experience and expertise, considering a reasonably, likely course of action. Unforeseen or unusual circumstances that may occur could alter the suggested course of action and require additional steps for certification. This memorandum is not intended to constitute legal advice. It is recommended that you consult your attorney regarding any legal questions specific to this assessment.

Assessment of 6th Cycle Draft Housing Element

After a review of the 6th Cycle Draft Housing Element and HCD's comment letters, there are several areas that require significant revisions.

Affirmatively Furthering Fair Housing (AFFH) Analysis

Rincon recommends revisions to the AFFH analysis to incorporate more regional data and put the local data and trends in the context of the region. The November 2021 Housing Element includes figures that show regional data, but the analysis does not provide a regional context for the City's data.

Full guidance on conducting AFFH analyses from HCD (Affirmatively Furthering Fair Housing Guidance for All Public Entities and For Housing Elements) was not published until April 2021. Revising the analysis following this guidance is recommended. HCD also produced an AFFH data viewer that contains much of the data needed to contextualize the local data. The Southern California Association of Governments (SCAG) released updated data pre-certified by HCD in April 2021, which may provide new data points to add to the analysis.



It will be necessary to develop new programs based on the revised analysis to address findings. Specific program focus areas will depend on the revised analysis, but HCD's recommendation is that programs include:

- Enhancing mobility strategies and promoting inclusion for protected classes
- Encouraging development of new affordable housing in high-resource areas
- Implementing place-based strategies to encourage community revitalization, including preservation of existing affordable housing
- Protecting existing residents from displacement

Compliance with existing state law should be addressed, but as HCD commented, programs must go beyond simply complying with state law. Where the analysis establishes needs and trends unique to the city, programs should be tailored to address those. For example, programs that focus on fair housing enforcement commit cities to actions that are already required by law. By contrast, in cities where affordable housing is concentrated in low-resource areas, programs to increase investment in those areas or locate affordable housing in high-resource areas would go beyond the minimum required by state law. These programs aim to create more equal access to opportunity and replace segregated living patterns with truly integrated and balanced living patterns.

Alignment with CBE MOU & Draft Settlement Agreement

The CBE MOU (paragraph F) and the draft settlement agreement (paragraphs B8, B9, and C) stipulate the addition of programs to respond to affirmatively furthering fair housing issues (including focus areas such as displacement prevention, replacement of affordable units, facilitation of community land trusts, rent control, targeted investment near lower-income sites, and staff training). While these program areas may respond to the findings of the revised AFFH analysis, specific programs must be informed by the actual findings in the analysis and be tied to specific goals and policies. Recommending specific programs may be premature until the analysis is complete.

Housing Needs Assessment

The element should be revised to include an analysis of the needs of extremely low-income households. HCD's first comment letter suggested tenure, cost burden, and overcrowding as examples of data the City should gather and metrics to analyze. New sources of data may include additional community outreach (focus groups, surveys), and existing demographic data from the census or SCAG that may have been available at the time the Housing Element was drafted can be analyzed more fully. Revisions to existing programs in the Draft Housing Element that assist in the development of housing affordable to extremely low-income households are recommended to address HCD's comments, but new programs may be also required to respond to the additional analysis. Programs that address the housing needs of extremely low-income households may include allowing and incentivizing alternative housing types (small units, group homes, residential care facilities, boardinghouses), easing regulations on reuse of existing structures, and lowering fees for small units.



Site Inventory

AFFH

There is significant overlap between HCD's comments on the AFFH and the site inventory analysis. The two analyses are closely linked—the location of inventory sites must further the goal of affirmatively furthering fair housing. As all the City's proposed sites are within the Downtown Specific Plan (DTSP) area, the site inventory analysis must address “whether the identified sites serve the purpose of replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity,”¹ and therefore the fair housing impact of all sites being located in that area must be analyzed.

Adequacy of Sites

HCD's Site Inventory Guidebook (published June 10, 2021) contains guidance on determining suitability and availability (“adequacy”) of sites for inclusion in the inventory. HCD's comments focus on the following areas of analysis:

Nonvacant Sites

The analysis should be revised to describe existing uses on nonvacant sites in detail, showing the potential for redevelopment or “recycling” of those sites. It should describe a methodology used to include nonvacant sites in the inventory, beyond age and condition of structures. That analysis will need to consider development trends, applications for redevelopment of nonvacant sites, developer or owner interest in redevelopment of the nonvacant sites in the 6th cycle inventory, and other factors as described by HCD. City permitting data can provide metrics on development of nonvacant sites, and stakeholder interviews with developers should be conducted to identify constraints to developing nonvacant sites and interest in specific sites.

Small Sites

The inventory should be analyzed to limit those sites proposed to be considered for consolidation to three parcels. Where lot consolidation is relied on to facilitate small-lot development, the element should be revised to describe more fully how the City facilitates small-lot consolidation or development on small sites. The element should show successful examples of lot consolidation or small-site development. A program may need to be designed to address consolidation of or development on small sites. This might include alternative development standards or streamlined review.

Infrastructure

The inventory analysis should be revised to more clearly state whether existing utilities and other infrastructure are sufficient. HCD's Building Blocks guidance states that “the housing element must include sufficient detail to determine whether the service levels of water delivery/treatment systems and sewer treatment facilities are sufficient and have the capacity to accommodate development on all

¹ California Department of Housing and Community Development, Affirmatively Furthering Fair Housing Guidance for All Public Entities and For Housing Elements, April 2021; https://www.hcd.ca.gov/community-development/affh/docs/affh_document_final_4-27-2021.pdf



identified sites in order to accommodate the RHNA.”² The Housing Element indicates that supply of water, sewer, and dry utilities in at least a portion of the City’s DTSP area is insufficient, and that resources would need to be diverted from other areas to provide sufficient supply. A program to prioritize supply for lower-income development is included, but this is not sufficient to show that existing or planned infrastructure will be sufficient to serve the City’s share of the RHNA.

The assumptions in the 2008 DTSP and associated CEQA analysis should be reviewed with current information and updated if necessary. The City may need to obtain updated water supply and sewer capacity figures from City departments or County agencies.

Environmental Constraints

As explained in HCD’s January comment letter, and in HCD’s Building Blocks, the Housing Element must describe and analyze the suitability of sites with a general description of any known environmental issues that have the potential to impact the development viability of the identified sites and must demonstrate that these features will not preclude development. Deferring that analysis to future CEQA review does not respond to question of environmental constraints’ impact on the likelihood of development (the sites’ suitability).

The element should be revised to fully describe the environmental constraints present on inventory sites and explain how those constraints do not preclude development. Policies or programs may be required to avoid or minimize environmental impacts resulting from development on those sites.

5th Cycle Carryover

The inventory analysis did not provide sufficient evidence that the City is not obligated to accommodate its unmet need from the 5th Cycle. The analysis should be revised to:

1. Provide evidence that sites were appropriately zoned and available for housing development from the beginning of the 5th cycle, or
2. Identify sites to address the unaccommodated need.

If 5th cycle sites are included in the 6th cycle inventory, the City would need to include a program to, within one year of the planning period, rezone those sites to “allow residential use by right for housing developments in which at least 20 percent of the units are affordable to lower income households” (Gov. Code 65583.2(c)).

Realistic Capacity

HCD’s Site Inventory Guidebook (published June 10, 2021) contains guidance on the analysis required to determine the realistic capacity of sites and therefore the number of units they can be assumed to accommodate.

² California Department of Housing and Community Development, Building Blocks: Analysis of Sites and Zoning; <https://www.hcd.ca.gov/community-development/building-blocks/site-inventory-analysis/analysis-of-sites-and-zoning.shtml>



The analysis should be revised to provide evidence that the assumptions of realistic capacity are grounded in reality—that evidence can be development trends in the city or in neighboring cities, applications for development of similar projects and parcels, and expressed developer interest.

The City will need to include a program to monitor development throughout the planning period to ensure that those assumptions are borne out by the actual development taking place on those sites, and if not, adjust development standards and/or rezone sites to accommodate the remaining need throughout the planning period.

There are additional considerations if more than 50 percent of the City's lower-income sites are zoned for mixed use. Those sites must allow 100 percent residential development and a minimum amount of residential area must be required. Further analysis of the City's site inventory is required to determine whether a program to meet that requirement is necessary.

Alignment with CBE MOU & Draft Settlement Agreement

Further analysis is required to show the adequacy of sites in the City's inventory. Once that analysis is complete, a program to rezone sites as stipulated in paragraph B3 of the draft settlement agreement may be necessary. Regardless of the results of the analysis, a program to rezone sites as needed to maintain capacity throughout the planning period will be recommended.

Further analysis is also required to determine and/or demonstrate that adequate sites were available in the 5th Cycle Housing Element. There is considerable overlap between the MOU (paragraph D) and the draft settlement agreement (paragraph B.2), and HCD's findings regarding the 5th Cycle carryover. Analysis to satisfy HCD's requirements and housing element law will address the MOU and settlement agreement as well.

Potential Governmental and Non-Governmental Constraints /Zoning for a Variety of Housing Types

The element should be revised to fully analyze the impact on development of the City's zoning code, fees, and processing and permitting procedures:

- *Emergency Shelters:* Emergency shelters are allowed in the City's MPD zone, but the analysis of the MPD zone's ability to accommodate the City's emergency shelter need should be revised to describe the potential redevelopment opportunities and access to amenities of land zoned MPD. The City's development standards should be reviewed for compliance with Government Code 65583(a)(4), and the City should conduct outreach to developers, property owners, and service providers to evaluate whether the permitting process, permit requirements, and development standards unduly constrains the development of emergency shelters. If a constraint is found, a program should be developed to modify standards accordingly.
- *Farmworker Housing:* The element should include an analysis of the City's zoning code for compliance with state law (the Employee Housing Act), and a program to amend the code accordingly if it is found to be inadequate.
- *Manufactured Housing:* The element should include an analysis of the City's zoning code demonstrating that the requirement for a development permit for manufactured housing is not a constraint to its use. If that requirement is found to be a constraint, a program should be included to amend the code accordingly if it is found to be inadequate.



- *Fees and Exactions:* The element should be revised to include a full analysis of the City's fees and their impact on development. If impact fees or permit fees are determined to be a constraint to development, programs should be developed to address the constraint.
- *Processing and Permit Procedures:* The element should be revised to evaluate whether the City's processing and permit procedures present a constraint to development, regardless of the purpose of those requirements. Additional data should be gathered on permitting, but the City should also conduct outreach to affordable and market-rate developers. Depending on the outcome of the analysis, programs should be developed to address any identified constraints.
- *Design Review:* The analysis of the City's design review process should be revised to examine permitting data, and conduct outreach to developers to assess the impact the process has on development. If it cannot be demonstrated that the design review process is not a constraint, programs should be developed that address identified constraints.
- *Requests to Develop Housing at Densities Below Those Anticipated:* The element must analyze requests to develop inventory sites at densities below what is anticipated in the inventory. The City should gather data on recent projects' actual density in comparison to allowed density. This information may also inform the realistic capacity analysis (A3), discussed above. If the realistic capacity of the inventory sites is determined to be lower than the original estimate, additional sites may need to be identified to accommodate the City's share of the RHNA. If, throughout the planning period, sites are developed at densities lower than the expectations established by the site inventory, under the "no net loss" law, the City will need to rezone sites to ensure capacity remains to accommodate its share of the RHNA. The revised element should include a program to monitor inventory sites and rezone sites as needed.
- *Local Ordinances:* The element should be revised to include an analysis of local ordinances as specified in HCD's October 2021 comments. Depending on the results of the analysis, programs should be developed to address adopted ordinances constraints on developing housing for persons with disabilities, supportive housing, transitional housing, and emergency shelters.
- *Reasonable Accommodation:* HCD's January 2022 comment concludes that the City's reasonable accommodation application procedure is a constraint to housing for persons with disabilities and must be revised. This should be remedied through a program committing to revising these procedures.

Special Housing Needs

HCD's October 2021 comment stated, "for a complete analysis of each population group, the element should discuss challenges faced by the population, the existing resources to meet those needs (availability senior housing units, # of large units, # of deed restricted units, etc.), an assessment of any gaps in resources, and proposed policies, programs, and funding to help address those gaps."

The City will need to collect more data and conduct outreach to service providers and representatives of special needs populations to analyze the housing needs of the City's special needs populations. Programs and policies should be designed to address findings of the analysis.



Alignment with CBE MOU & Draft Settlement Agreement

The MOU (Paragraph E) and the draft settlement agreement (paragraphs B8 and B9) outline several programs to facilitate the production of affordable housing and housing for people with disabilities. Many of these programs go beyond HCD's explicit requirements, although the analysis necessary to fulfill those requirements may find that the programs in the MOU are necessary to remove identified constraints.

Paragraph C of the MOU demands several changes to the standards for supportive and transitional housing to comply with state law and remove barriers to development. HCD's comments on local ordinances generally also requires this analysis to be done. Further analysis of the City's code is required to determine compliance with state law, but removal of constraints to developing this type of housing is required to comply with Housing Element law.

Preservation of Affordable Housing

The analysis of at-risk units should be revised and expanded. The Draft Housing Element relies heavily on nonprofit ownership to establish a low risk of conversion, which does not satisfy the Housing Element requirements. The analysis should include facts about each development that is at risk of conversion to market-rate housing during the planning period, as well as an estimate of the cost to produce, replace, and preserve the units, and identification of resources (agencies and funding) that may be able to play a role in the preservation of those units. Programs should be designed to preserve affordable units and minimize the impact to residents if preservation is not achieved.

Housing Programs

Program 6 (Review of Governmental Constraints and the Zoning Ordinances) and 7 (Development and Processing Procedures) of the Draft Housing Element are identified by HCD as insufficient. Programs should include specific actions the City commits to take, timelines for implementation, and responsible agencies. Other programs that require modification include Program 2 (accessory dwelling unit monitoring), and Program 9 (lot consolidation).

It is recommended that, once revised analyses are complete and new or revised programs are identified, all programs be reviewed to ensure they are specific, contain concrete actions, timeframes, measurable outcomes, and responsible agencies.

Public Outreach

Additional public outreach will be required to complete the analyses described above. The City should, in accordance with Housing Element Law, make a diligent effort to include in that outreach all economic segments of the community. Consider partnering with community-based organizations, City departments or County agencies, faith-based groups, and service providers to gather feedback and information from hard-to-reach communities.

Public outreach should include:

- Public workshops and open houses to take comment, educate the public about the housing element process; and



- Focus groups and stakeholder interviews with nonprofit and public agency service providers and affordable and market-rate developers, to gather anecdotal data to inform policy development, establish development trends, and gather specific feedback about policies and programs.

Multilingual outreach should be conducted, and opportunities for in-person and virtual engagement should be available. A summary of engagement must be included in the revised Housing Element narrative.

Once revisions are made, and before decision makers consider adoption, the City must release the revised draft of the Housing Element for at least 30 days for public review, plus 10 days to consider and respond to public comments and make revisions if necessary.³

Timeframes

Typical timeframes for the phases of housing element development are listed below. A timeline for completion would need to incorporate CEQA analysis, public review timeframes, public hearings and associated lead times, and time for HCD's review. A timeline for CEQA analysis will depend on the environmental review strategy and the scope of the housing element revisions (i.e., whether additional sites must be identified and rezoned) and whether the CEQA analysis includes the larger General Plan update.

Task	Approximate Timeframes
Public Outreach	10 – 20 weeks
Revise AFFH Analysis	12 weeks
Revise Constraints Analysis	8 weeks
Site Inventory	12 weeks
Goals, Policies, and Programs	20 weeks
Overall Time Frame	8 months

Next Steps

Based on the contents of this memorandum, Rincon will prepare a proposal and cost amendment request for completion of the work required to complete the 6th Cycle Housing Element.

We appreciate the opportunity to assist the City of Huntington Park in contract planning services.

Sincerely,

Rincon Consultants, Inc.

A handwritten signature in cursive script, appearing to read "Kimiko Lizardi".

Kimiko Lizardi

Director Environmental and Long-Range Planning

³ Government Code Section 65585(b)(1)

ATTACHMENT "B"

(ATTACHMENT "B")



Rincon Consultants, Inc.

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Date: February 28, 2023

Project No: 21-11410

Steve Forster

Directory of Community Development

Community Development Department

City of Huntington Park

6550 Miles Avenue

Huntington Park, California 90255

Via Email: SForster@hpca.gov

Subject: Huntington Park General Plan Housing Element Update, Request for Contract Extension

Dear Mr. Forster:

The City of Huntington Park's agreement with Rincon Consultants, Inc. (Rincon), dated April 19, 2022, will expire April 23, 2023.

Rincon requests an extension of the contract until April 23, 2026, to complete the following tasks:

- Task 5. Housing Element
 - Task 5.8 HCD Review
 - Task 5.9 Adoption of Housing Element
- Task 6 Zoning Ordinance Amendments
- Task 7 General Plan Consistency and Other Updates
- Task 8 Environmental Impact Report
- Task 9 Public Hearings

Sincerely,

Rincon Consultants, Inc.

A handwritten signature in dark ink, appearing to read "N Bellucci", written over a light gray horizontal line.

Nina Bellucci

Senior Planner

805-979-8286

nbellucci@rinconconsultants.com

A handwritten signature in dark ink, appearing to read "Kimiko Lizardi", written over a light gray horizontal line.

Kimiko Lizardi

Director, Environmental and Long-Range Planning

760-918-9444

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