

# CITY OF HUNTINGTON PARK

## City Council Agenda Monday, September 16, 2013

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

**Mario Gomez**  
Mayor

**Rosa E. Perez**  
Vice Mayor

**Ofelia Hernandez**  
Council Member



**Karina Macias**  
Council Member

**Valentin Palos Amezcuita**  
Council Member

All agenda items and reports are available for review in the City Clerk's Office and [www.huntingtonpark.org](http://www.huntingtonpark.org). 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.

### **Public Comment**

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

Prior to the business portion of the agenda, the City Council and all other agencies meeting on such date will convene to receive public comments regarding any agenda items or matters within the jurisdiction of such governing bodies. This is the only opportunity for public input except for scheduled public hearing items. The Mayor or Chairperson will separately call for testimony at the time of each public hearing. If you wish to address the Council, please complete the speaker card that is provided at the entrance to the Council Chambers and place it in the box at the podium. When called upon by the Mayor or Mayor's designee, each person addressing the Council shall step up to the microphone and state his/her name or organization he/she represents for the record. Each speaker will be limited to three minutes per Huntington Park Municipal Code 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. 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**

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.

### **Consent Calendar**

All matters listed under the Consent Calendar are considered to be routine and will all be enacted by one motion. The City Council Members have received detailed staff reports on each of the items recommending an action. 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.

### **Important Notice**

The City of Huntington Park shows replays of City Council Meetings on Local Access Channel 3 and over the Internet at [www.huntingtonpark.org](http://www.huntingtonpark.org). Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

PLEASE SILENCE ALL PAGERS, CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL IS IN SESSION.

Thank you.

**1. INVOCATION**

**2. FLAG SALUTE:**

Carlos Reyes, 6<sup>th</sup> grade student at Nimitz Middle School.

- 3. ROLL CALL:** Mayor Mario Gomez  
Vice Mayor Rosa E. Perez  
Council Member Ofelia Hernandez  
Council Member Valentin Palos Amezcuita  
Council Member Karina Macias

**4. PRESENTATIONS**

- 4.1 Presentation to student who led the flag salute: Carlos Reyes.**
- 4.2 Presentation to America Vive Performing Arts Studio.**
- 4.3 Presentation of Certificates of Recognition to certain industries in Huntington Park that have made the Sanitation District's 17<sup>th</sup> Annual Good Corporate Citizens list.**
- 4.4 Presentation of Certificate of Appreciation to the Huntington Park Police Officers Association on behalf of the American Cancer Society Southeast Cities Relay for Life for their support and assistance with the Relay for Life Event held June 22-23, 2013 at Salt Lake Park.**
- 4.5 Presentation by the Public Works Department regarding programs and services funded by the Calrecycle Abatement of Illegal Disposal Sites Grant.**

**5. PUBLIC COMMENTS**

Each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207.

## **6. CONSENT CALENDAR**

### **OFFICE OF THE CITY CLERK**

6.1 Approve minutes of the following City Council meeting:

6.1-1 Regular meeting held Tuesday, September 3, 2013

6.2 Approve the reading by title of all ordinances and resolutions. Said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

### **FINANCE DEPARTMENT**

6.3 Approve Accounts Payable and Payroll Warrants dated September 16, 2013.

**6.4 Approve the month-to-month agreement with Carl Warren & Company for third party administration of general liability claims.**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Approve the month-to-month agreement with Carl Warren & Company for third party administration of general liability claims.
2. Authorize the City Manager to execute the agreement.

### **END OF CONSENT CALENDAR**

## **7. HEARING**

**7.1 Public hearing for the Fiscal Year 2012-2013 Consolidated Annual Performance and Evaluation Report (CAPER).**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Open the public hearing to receive any comments.
2. Close the public hearing.
3. Adopt Fiscal Year 2012-2013 Consolidated Annual Performance and Evaluation Report (CAPER) and authorize the City Manager to transmit this report to the US Department of Housing and Urban Development (HUD) by September 27, 2013.

## **8. REGULAR AGENDA**

### **POLICE DEPARTMENT**

- 8.1 Approve purchase of computer hardware & technology equipment for enhanced crime reporting and tracking.**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Approve the purchase of Dell computers, monitors, and Crossroads Software for the Police Department for an amount not to exceed \$67,762.45 using 2009 ARRA Justice Assistance Grant funds.
2. Authorize the Finance Department to issue necessary purchase orders and make payments to facilitate the successful completion of this project.

## **9. CITY MANAGER'S AGENDA**

## **10. CITY ATTORNEY'S AGENDA**

## **11. WRITTEN COMMUNICATIONS**

## **12. COUNCIL COMMUNICATIONS**

### **12.1 Mayor Mario Gomez**

- 12.1-1 Discussion and/or action regarding formation of an Ad-Hoc Committee regarding uncollected parking tickets.**

- 12.1-2 Discussion and/or action regarding continuing membership with the Southeast Cities Education Foundation (formerly Southeast Cities Schools Coalition).**

### **12.2 Vice Mayor Rosa E. Perez**

### **12.3 Council Member Ofelia Hernandez**

### **12.4 Council Member Valentin Palos Amezquita**

### **12.5 Council Member Karina Macias**

### **13. CLOSED SESSION**

- 13.1 Pursuant to Government Code Subdivision (a) of Section 54956.9  
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Name of Case: Addison Weeks, Kenneth Chan and Brian Sloma v. City of Huntington Park, et al., Case No. EDCV13-1257

- 13.2 Pursuant to Government Code Subdivision (a) of Section 54956.9  
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Name of Case: Water Replenishment District of Southern California vs. City of Huntington Park, Case No. BC512581

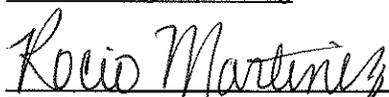
- 13.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED  
LITIGATION, Significant exposure to litigation pursuant to California  
Government Code Subdivision (b) of Section 54956.9: (2)

- 13.4 Conference with Legal Counsel – Initiation of Litigation, pursuant to  
California Government Code Subdivision (c) of Section 54956.9:  
Number of potential cases: (1).

### **14. ADJOURNMENT**

NEXT REGULAR MEETING OF THE  
CITY OF HUNTINGTON PARK CITY COUNCIL  
MONDAY, OCTOBER 7, 2013 at 6:00 p.m.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on September 12, 2013 on the bulletin board outside City Hall and available at [www.huntingtonpark.org](http://www.huntingtonpark.org)

  
\_\_\_\_\_  
Rocio Martinez, Acting City Clerk

Minutes of the regular meeting of the City Council of the City of Huntington Park held Tuesday, September 3, 2013.

Following the Invocation, the Pledge of Allegiance to the Flag was led by Maria Jose Garcia, student at 4<sup>th</sup> grade student at Huntington Park Elementary School. The meeting was called to order in the Council Chambers at 6:15 p.m. by Mayor Gomez. Present: Council Member Valentin Palos Amezquita, Vice Mayor Rosa E. Perez, Council Member Ofelia Hernandez, Council Member Karina Macias, and Mayor Mario Gomez; Absent: None.

Mayor Gomez and City Council presented a Certificate of Appreciation to Maria Jose Garcia for leading the flag salute at the City Council meeting September 3, 2013.

Director of Finance Morales displayed a presentation regarding the Debt Service Summary Report for Fiscal Year 2013-2014.

Manny Acosta, Housing and Community Development Manager, displayed a presentation regarding the Rugby Plaza Update.

Mayor Gomez opened oral communications, indicating that this was the time for anyone in the audience to address the City Council on any matter of City business.

Alex Reynoso, representing Reynoso's Hit N' Walk, addressed concerns to City Council regarding a possible recall and expressed his support for City Manager Bobadilla. Mr. Reynoso invited City Council to attend an event to support Amencia Vive Performing Arts Studio to be held at 5610 Pacific Boulevard at 5:30 p.m. on September 4, 2013.

Rodolfo Cruz addressed concerns to City Council regarding a tax imposed by the City in 1982, the Interim City Attorney and the Director of Finance's contracts. Mr. Cruz also addressed concerns regarding a recent transaction involving the former Rugby Senior Apartments.

Mayor Gomez called for any other oral communications, and hearing none, declared oral communications closed.

Motion by Hernandez, seconded by Perez, to approve the Consent Calendar, carried as follows: Ayes: Council Member Amezquita, Vice Mayor Perez, Council Members Hernandez, Macias, and Mayor Gomez; Noes: None; Absent: None.

## **6. CONSENT CALENDAR**

### **OFFICE OF THE CITY CLERK**

6.1 Approve minutes of the following City Council meeting:

6.1-1 Special meeting held Tuesday, August 13, 2013

6.1-2 Regular meeting held Monday, August 19, 2013

6.2 Approve the reading by title of all ordinances and resolutions. Said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

### **FINANCE DEPARTMENT**

6.3 Approve Accounts Payable and Payroll Warrants dated September 3, 2013.

### **POLICE DEPARTMENT**

6.4 **First Amendment to Contract No. C-117979 between the City of Los Angeles and the City of Huntington Park.**

**6. CONSENT CALENDAR – (Continued)**

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve the First Amendment to Contract No. C-117979 between the City of Los Angeles and the City of Huntington Park to extend the performance period of the 2009 Edward Byrne Justice Assistance Grant to June 30, 2013.

**END OF CONSENT CALENDAR**

Linda Caraballo addressed her concern with the status of the Interim City Attorney's position.

**7. REGULAR AGENDA**

**FINANCE DEPARTMENT**

**7.1 Approval of Annual Report for the City of Huntington Park Risk Management Fund 745 for Fiscal Year Ending June 30, 2014.**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve the annual budget for the City of Huntington Park Risk Management (Fund 745) for Fiscal Year Ending June 30, 2014.
2. Approve the Request for Proposals to solicit firms to provide third-party administration (TPA) for general liability claims.
3. Authorize the City Manager to negotiate a month-to-month contract with Carl Warren & Company until selection of TPA firm.

Director of Finance Morales displayed a PowerPoint presentation regarding the City of Huntington Park Risk Management Fund 745 for Fiscal Year ending June 30, 2014.

Motion by Perez, seconded by Hernandez, to **approve the annual budget for the City of Huntington Park Risk Management (Fund 745) for Fiscal Year Ending June 30, 2014; approve the Request for Proposals to solicit firms to provide third-party administration (TPA) for general liability claims; and authorize the City Manager to negotiate a month-to-month contract with Carl Warren & Company until selection of TPA firm**, carried as follows: Ayes: Council Member Amezcua, Vice Mayor Perez, Council Members Hernandez, Macias, and Mayor Gomez; Noes: None; Absent: None.

**PUBLIC WORKS DEPARTMENT**

**7.2 Approval of Combi Operating Plan and contract with Oldtimers Foundation.**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve the revised operating plan for Combi Fixed Route Services.
2. Approve the contract amendment with Oldtimers Foundation to provide transportation services related to Combi Fixed Route Services.
3. Authorize the City Manager to execute the contract amendment with Oldtimers Foundation.

7. REGULAR AGENDA – (Continued)

Motion by Perez, seconded by Hernandez, to **approve the revised operating plan for Combi Fixed Route Services; approve the contract amendment with Oldtimers Foundation to provide transportation services related to Combi Fixed Route Services; and authorize the City Manager to execute the contract amendment with Oldtimers Foundation**, carried as follows: Ayes: Council Member Amezcuita, Vice Mayor Perez, Council Members Hernandez, Macias, and Mayor Gomez; Noes: None; Absent: None.

**COMMUNITY DEVELOPMENT DEPARTMENT**

**7.3 Award a Professional Services Agreement to Kosmont Companies to provide economic development services.**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve a Professional Services Agreement with Kosmont Companies to provide economic development consulting services to develop a city-wide economic development strategic plan for the Community Development Block Grant (CDBG) program.
2. Authorize the City Manager to execute the professional services agreement.

Linda Caraballo informed City Council that it is City Council's responsible to meet with attracting new businesses into the City.

Motion by Amezcuita, seconded by Macias, to **approve a Professional Services Agreement with Kosmont Companies to provide economic development consulting services to develop a city-wide economic development strategic plan for the Community Development Block Grant (CDBG) program; and authorize the City Manager to execute the professional services agreement**, carried as follows: Ayes: Council Member Amezcuita, Vice Mayor Perez, Council Members Hernandez, Macias, and Mayor Gomez; Noes: None; Absent: None.

8. CITY MANAGER'S AGENDA

**8.1 Adopt Resolution No. 2013-42 approving Amendment No. 8 to the Joint Powers Agreement creating the Independent Cities Finance Authority which changes the position of program administrator to executive director and adds clarifying language regarding housing authorities** was presented. Motion by Hernandez, seconded by Perez, to adopt Resolution No. 2013-42, carried as follows: Ayes: Council Member Amezcuita, Vice Mayor Perez, Council Members Hernandez, Macias, and Mayor Gomez; Noes: None; Absent: None.

Edmundo Perez addressed concerns regarding Resolution No. 2013-42 approving Amendment No. 8 to the Joint Powers Agreement creating the Independent Cities Finance Authority.

9. CITY ATTORNEY'S AGENDA

10. WRITTEN COMMUNICATIONS

**11. COUNCIL COMMUNICATIONS**

**11.1 Mayor Mario Gomez**

**11.1-1 Discussion and/or action regarding continuing membership with Five Cities Committee on Aging and Southeast Community Development Corporation. Motion by Perez, seconded by Hernandez, to remove the Five Cities Committee on Aging and Southeast Community Development Corporation from the City's various organization and Council liaison list, carried as follows: Ayes: Council Member Amezquita, Vice Mayor Perez, Council Members Hernandez, Macias, and Mayor Gomez; Noes: None; Absent: None.**

**11.2 Vice Mayor Rosa E. Perez**

**11.3 Council Member Ofelia Hernandez**

**11.4 Council Member Valentin Palos Amezquita**

**11.5 Council Member Karina Macias**

**12. ADJOURNMENT**

Mayor Gomez declared the meeting adjourned at 8:07 p.m.

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Mario Gomez, Mayor

\_\_\_\_\_  
Rocio Martinez, Acting City Clerk

CITY OF HUNTINGTON PARK

Date: 9/12/2013

Demand Register

9/16/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid Y/N
AAA ELECTRICAL SUPPLY INC	103634-00	111-8022-419.43-10	MONUMENT LIGHTS	188.94	N
				<b>188.94</b>	
AARON CRUZ	7/23-8/27/2013	111-6060-466.33-20	ADV. FOLKLORICO	79.20	N
	7/23-8/26/2013	111-6060-466.33-20	FOLKLORICO	132.00	N
	7/23-8/26/2013	111-6060-466.33-20	ADV FOLKLORICO	79.20	N
	7/23-8/27/2013	111-6060-466.33-20	ADV FOLKLORICO	105.60	N
	7/23-8/27/2013	111-6060-466.33-20	INT FOLKLORICO	132.00	N
	7/23-8/27/2013	111-6060-466.33-20	BEG FOLKLORICO	237.60	N
				<b>765.60</b>	
ADAMSON POLICE PRODUCTS	INV113074	741-8060-431.43-20	SIREN DEACTIVATOR	184.81	N
				<b>184.81</b>	
ADMIN SURE	6542	745-9030-413.33-70	SEP 13 WORKERS COMP ADMIN	7,080.40	N
				<b>7,080.40</b>	
ADOLFO PACHECO	7/22-8/28/2013	111-6060-466.33-20	KARATE	528.00	N
	7/25-8/29/2013	111-6060-466.33-20	GUITAR	158.40	N
				<b>686.40</b>	
ADT SECURITY	03756296	111-6022-451.56-41	9/1-11/30/13 ALARM SERV.	189.05	N
				<b>189.05</b>	
AFSCME COUNCIL 36	PPE 9/1/2013	802-0000-217.60-10	AFSCME DUES	777.60	Y
				<b>777.60</b>	

CITY OF HUNTINGTON PARK

Date: 9/12/2013

Demand Register

9/16/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid Y/N
ALLTECH INDUSTRIES INC.	2170	111-6010-451.56-41	JUL 13 SECURITY SRVCS-PR	1,829.30	N
	1170	111-6010-451.56-41	JUL 13 SECURITY SRVCS-PK	7,556.25	N
				<b>9,385.55</b>	
ALVAKA NETWORKS	150763SA	111-9010-419.56-64	ONSITE NETWORK SERVICES	495.00	N
	150806	111-9010-419.56-64	OCT 13 NETWORK MONITORING	2,068.00	N
	150778	111-9010-419.56-64	OCT 13 NETWORK MANAGEMENT	1,220.00	N
				<b>3,783.00</b>	
AMERI PRIDE UNIFORM SERVICES INC	1400635754	111-8020-431.16-20	LAUNDRY/RENTAL SERVICES	113.21	N
	1400635754	741-8060-431.61-20	LAUNDRY/RENTAL SERVICES	23.00	N
	1400640272	111-8020-431.16-20	LAUNDRY/RENTAL SERVICES	113.21	N
	1400640272	741-8060-431.61-20	LAUNDRY/RENTAL SERVICES	23.00	N
				<b>272.42</b>	
AMERICAN FAMILY LIFE ASSURANCE	PPE 9/1/2013	802-0000-217.50-40	CANCER INSURANCE	152.30	Y
				<b>152.30</b>	
AMERICAN PAPER PLASTIC SERVICES INC	913867	111-7020-421.43-10	URINAL SCREENS	39.09	N
				<b>39.09</b>	
AMI ADINI & ASSOCIATES, INC.	10050	741-8060-431.43-20	SEP 13 UST OPERATOR	165.00	N
				<b>165.00</b>	
AMTECH ELEVATOR SERVICES	DVL04010913	111-8022-419.56-41	9/1-11/30/13 ELEVATOR CON	528.90	N
				<b>528.90</b>	

CITY OF HUNTINGTON PARK

Date: 9/12/2013

Demand Register

9/16/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid YIN
ASPIRE PUBLIC SCHOOL	42002	111-0000-228.20-00	REFUND- CIVIC CENTER PK	75.00	N
				<b>75.00</b>	
AT&T	4638984	111-9010-419.53-10	Acct # 131-393-5843-176	0.05	N
	4630983	111-9010-419.53-10	Acct # 323-581-2942-365	24.34	N
	4630985	111-9010-419.53-10	Acct # 323-581-8443-140	15.86	N
	4637390	111-9010-419.53-10	Acct # 323-582-616-974	329.27	N
	4646744	111-9010-419.53-10	Acct # 323-582-7550-371	14.96	N
	4646745	111-9010-419.53-10	Acct # 323-582-8836-978	14.96	N
	4640657	111-9010-419.53-10	Acct # 323-583-5923-833	16.20	N
	4640976	111-9010-419.53-10	Acct # 323-583-9543-938	15.89	N
	4633254	111-9010-419.53-10	Acct # 323-584-0785-316	15.86	N
	4637392	111-9010-419.53-10	Acct # 323-584-6201-974	378.14	N
	4637393	111-9010-419.53-10	Acct # 323-584-6207-974	434.40	N
	4637394	111-9010-419.53-10	Acct # 323-584-6209-974	234.83	N
	4637395	111-9010-419.53-10	Acct # 323-584-6210-974	291.63	N
	4637396	111-9010-419.53-10	Acct # 323-584-6230-974	94.46	N
	4638957	111-9010-419.53-10	Acct # 323-584-6274-974	287.28	N
	4633636	111-9010-419.53-10	Acct # 323-584-6726-219	15.86	N
	4637399	111-9010-419.53-10	Acct # 323-584-6943-742	15.88	N
	4641463	111-9010-419.53-10	Acct # 323-588-1037-450	77.82	N
	4641464	111-9010-419.53-10	Acct # 323-588-1129-484	17.82	N
	4641408	111-9010-419.53-10	Acct # 323-589-1792-909	17.85	N
	4631020	111-9010-419.53-10	Acct # 331-841-0775-853	32.12	N
	4631021	111-9010-419.53-10	Acct # 331-841-0777-811	32.12	N
	4631048	111-9010-419.53-10	Acct # 335-451-0062-974	66.80	N
	4632106	111-9010-419.53-10	Acct # 337-841-4290-978	542.24	N

CITY OF HUNTINGTON PARK

Date: 9/12/2013

Demand Register

9/16/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid YIN
AT&T	4631109	111-9010-419.53-10	Acct # 337-841-4291-984	32.12	N
	4633528	219-0250-431.53-10	Acct # 323-581-4657-532	16.17	N
	4631571	219-0250-431.53-10	Acct # 323-588-1507-373	60.86	N
				<b>3,095.79</b>	
BENEFIT ADMINISTRATION CORPORATION	6024830-IN	111-0230-413.56-41	JUL 13 ADMIN FEES	50.00	N
				<b>50.00</b>	
CALIF PUBLIC EMPLOYEES RETIREMENT	PPE 8/18/2013	802-0000-217.30-10	EMPLOYEE RETIREMENT BENEF	37,616.14	N
	PPE 8/18/2013	802-0000-218.10-10	EMPLOYEE RETIREMENT BENEF	22,923.32	N
	PPE 8/18/2013	802-0000-218.10-10	EMPLOYEE RETIREMENT BENEF	69,943.02	N
				<b>130,482.48</b>	
CALIFORNIA FRAME & AXLE	25080	741-8060-431.43-20	TRUCK WHEEL ALIGNMENT	112.88	N
				<b>112.88</b>	
CARLA ENRIQUETA TORRES GARCIA	8/5-8/28/2013	111-6060-466.33-20	PEE WEE SPORTS	22.40	N
	8/9-8/30/2013	111-6060-466.33-20	CREATIVE LITTLE HANDS	67.20	N
				<b>89.60</b>	
CELL BUSINESS EQUIPMENT	IN1533801	111-0210-413.43-05	COPIER LEASE PAYMENT	60.90	N
	IN1533801	111-0230-413.43-05	COPIER LEASE PAYMENT	60.89	N
				<b>121.79</b>	
CENTRAL FORD	216805	741-8060-431.43-20	UNIT # 910 PUMP	283.88	N
	216680	741-8060-431.43-20	UNIT# 951 BLEND DOOR MTR	54.03	N
	215871	741-8060-431.43-20	UNIT# 910 SUPPORT	64.52	N

CITY OF HUNTINGTON PARK

Date: 9/12/2013

Demand Register

9/16/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid Y/N
CENTRAL FORD	215724	741-8060-431.43-20	CREDIT MEMO	-110.00	N
				<b>292.43</b>	
CITY OF HUNTINGTON PARK	PPE 9/1/2013	111-0000-399.90-90	OVERPAYMENT DEDUCTION	156.00	Y
				<b>156.00</b>	
CITY OF HUNTINGTON PARK - DENTAL	PPE 9/1/2013	746-0000-217.50-20	CITY OF HP- DENTAL	1,607.32	N
				<b>1,607.32</b>	
CITY OF HUNTINGTON PARK FLEXIBLE	PPE 9/1/2013	802-0000-217.30-30	SECTION 125	287.49	Y
				<b>287.49</b>	
CITY OF HUNTINGTON PARK GEA	PPE 9/1/2013	802-0000-217.60-10	GEN EMPLOYEE ASSN DUES	164.50	Y
				<b>164.50</b>	
CITY OF HUNTINGTON PARK- HEALTH	PPE 9/1/2013	746-0000-217.50-10	CITY OF HP- HEALTH	1,650.01	N
				<b>1,650.01</b>	
CITY OF SIGNAL HILL	2014-1011	681-8030-461.64-00	FY13-14ANNUAL MEMBERSHIP	15,000.00	N
				<b>15,000.00</b>	
COLONIAL SUPPLEMENTAL INSURANCE	PPE 9/1/2013	802-0000-217.50-40	SUPPLEMENTAL INSURANCE	1,917.03	Y
				<b>1,917.03</b>	
CONRAD S. CHACON	8/24-8/25/2013	111-7010-421.59-20	REGISTRATION REIMBURSE	340.00	N
	8/24-8/25/2013	111-7010-421.59-20	PER DIEM	125.00	N

**CITY OF HUNTINGTON PARK**

Date: 9/12/2013

**Demand Register**

**9/16/2013**

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid Y/N
				<b>465.00</b>	
COUNTY OF LA DEPT OF PUBLIC WORKS	IN14000110	221-8014-429.56-41	INTERSECTION MAINTENANCE	1,027.15	N
				<b>1,027.15</b>	
CPRS	11/5/2013	111-6010-451.64-00	REGISTRATION- J. ESPINOSA	60.00	N
				<b>60.00</b>	
CYNTHIA MAGANA	43139	111-0000-228.20-00	FACILITY DEPOSIT REFUND	500.00	N
				<b>500.00</b>	
D&R OFFICE WORKS, INC.	90954	239-6060-466.61-20	OFFICE FURNITURE	1,117.26	N
				<b>1,117.26</b>	
DARRYL INOUYE	8/21-8/25/13	111-7010-421.59-20	PER DIEM	125.00	N
				<b>125.00</b>	
DAVID EVANS AND ASSOCIATES, INC.	334644	212-6010-451.73-10	LANDSCAPE ARCHITECT	3,110.54	N
				<b>3,110.54</b>	
DE LAGE LANDEN	19267945	111-0210-413.43-05	COPIER LEASE PAYMENT	64.05	N
	19267945	111-0230-413.43-05	COPIER LEASE PAYMENT	64.05	N
				<b>128.10</b>	
DELL MARKETING L.P.	XJ72J5725	111-3010-415.61-20	DELL PRINTER CARTRIDGE	74.10	N
	XJ72TRWD9	111-3010-415.61-20	DELL PRINTER	129.00	N
				<b>203.10</b>	

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DELPHIN COMPUTER SUPPLY	146334	111-9010-419.56-64	SONICWALL COMP SECURITY	1,827.50	N
	146028	111-9010-419.56-64	CREDIT MEMO	-97.87	N
				<b>1,729.63</b>	
DELTA DENTAL	BE000616723	746-0214-413.52-70	SEP 13 DENTAL BENEFITS	8,673.07	N
				<b>8,673.07</b>	
DELTA DENTAL INSURANCE COMPANY	BE000615123	746-0214-413.52-70	SEP 13 DENTAL BENEFITS	3,504.57	N
				<b>3,504.57</b>	
DENNIS W CARTER	8/21-8/25/2013	111-7010-421.59-20	PER DIEM	125.00	N
				<b>125.00</b>	
DESI ALVAREZ	AUGUST 2013	681-8030-461.56-41	CONSULTING SERVICES	4,343.28	N
	AUGUST 2013	283-8040-432.56-41	CONSULTING SERVICES	3,635.00	N
				<b>7,978.28</b>	
EMBASSY COUNSULTING SERVICES	9/17/2013	111-7010-421.59-10	REGISTRATION-J.NAVARRETTE	35.00	N
				<b>35.00</b>	
EMPLOYMENT DEVELOPMENT DEPT.	124-7617-2	741-8060-431.43-20	NOTICE OF LEVY-COMSERCO	204.38	N
	124-7617-2	741-8060-431.56-41	NOTICE OF LEVY-COMSERCO	140.00	N
	124-7617-2	741-8060-431.56-41	NOTICE OF LEVY-COMSERCO	1,002.00	N
				<b>1,346.38</b>	
ENRIQUE BAIZ DIAZ	0013572	533-0000-318.40-00	BID REFUND	152.46	Y

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				<b>152.46</b>	
ESTELA RAMIREZ	8/6-8/29/2013	111-6060-466.33-20	ZUMBA	349.60	N
	8/12-9/5/2013	111-6060-466.33-20	MORNING AEROBICS	220.80	N
	8/13-9/6/2013	111-6060-466.33-20	AEROBICS & PILATES	184.00	N
				<b>754.40</b>	
EWING IRRIGATION PRODUCTS, INC.	6811119	535-6090-452.61-20	IRRIGATION BLACK WIRE	293.38	N
				<b>293.38</b>	
F&A FEDERAL CREDIT UNION	PPE 8/30/2013	802-0000-217.60-40	F & A CREDIT UNION	567.00	N
	PPE 9/1/2013	802-0000-217.60-40	F& A CREDIT UNION	22,697.68	N
				<b>23,264.68</b>	
FACTORY MOTOR PARTS CO.	3-1644695	741-8060-431.43-20	TRANSMISSION FILTER	24.87	N
	3-1645207	741-8060-431.43-20	UNIT # 910 RADIATOR	123.60	N
				<b>148.47</b>	
FAIR HOUSING FOUNDATION	JULY 2013	239-5210-463.57-87	HOUSING RIGHTS COUNSELING	783.39	N
				<b>783.39</b>	
FINANCIAL PACIFIC INSURANCE CO.	3	212-6010-451.73-10	SLT TRAIL PROGRESS PYMNT	60,086.37	N
				<b>60,086.37</b>	
FRANKER FIRE PROTECTION, INC.	72419	231-3024-415.61-20	FIRE ALARM TROUBLESHOOT	375.00	N
	72409	231-3024-415.61-20	FIRE ALARM TROUBLESHOOT	187.50	N
	72421	231-3024-415.61-20	FIRE ALARM REPAIRS	778.93	N

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				<b>1,341.43</b>	
GERARDO A. MARTINEZ	AUGUST 2013	111-0110-411.56-41	INTERPRETING SERVICES	675.00	N
				<b>675.00</b>	
GLORIA TELON	0002536	533-0000-318.40-00	BID REFUND	143.77	Y
				<b>143.77</b>	
GOODYEAR TIRE & RUBBER COMPANY	901688734	741-8060-431.43-20	UNIT # 198 TIRES	688.89	N
				<b>688.89</b>	
GUNSITE ACADEMY INC	9/9-9/13/2013	227-7096-421.59-10	REGISTRATION- C. LOHNER	1,539.00	Y
				<b>1,539.00</b>	
HOME DEPOT	5171304	111-8020-431.43-10	WOODEN FURNITURE DOLLIES	43.54	N
	4171464	111-6022-451.43-10	HANGERS	50.28	N
	6081805	111-6022-451.43-10	PAINT SUPPLIES	58.53	N
	3084831	535-6090-452.61-20	PAINT & STAIN SUPPLIES	351.20	N
	9173167	111-8022-419.43-10	CITY FLOOD LIGHT REPAIR	40.10	N
				<b>543.65</b>	
HUNTINGTON PARK POLICE MGMT ASSN.	PPE 9/1/2013	802-0000-217.60-10	POLICE MANAGEMENT DUES	140.00	Y
				<b>140.00</b>	
HUNTINGTON PARK POLICE OFFICER ASSN	PPE 9/1/2013	802-0000-217.60-10	POLICE OFFICER ASSN DUES	4,400.90	Y
				<b>4,400.90</b>	

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INDEPENDENT CITIES ASSOCIATION	9/12/2013	111-0110-411.65-18	REGISTRATION- R. PEREZ	40.00	Y
	9/12/2013	111-0110-411.65-13	REGISTRATION - M. GOMEZ	40.00	Y
				<b>80.00</b>	
JESUS E. VERDIELL	9/21/2013	111-7010-421.59-20	REGISTRATION REIMBURSE	75.00	N
				<b>75.00</b>	
JOEL GORDILLO	SEPTEMBER 2013	223-9010-419.56-41	FILMING & BROADCASTING	1,650.00	N
				<b>1,650.00</b>	
JOSE MACIAS	8/21-8/25/2013	111-7010-421.59-20	REGISTRATION REIMBURSE	340.00	N
	8/21-8/25/2013	111-7010-421.59-20	PER DIEM	125.00	N
				<b>465.00</b>	
JUAN A. PRECIADO	E6019	746-0218-413.35-10	TUTION REIMBURSEMENT	259.66	N
				<b>259.66</b>	
JUAN ANTONIO BAUTISTA	7/27-8/31/2013	111-6060-466.33-20	KARATE & FITNESS	182.40	N
				<b>182.40</b>	
KAREN WARNER ASSOCIATES	551	239-5060-463.56-41	CDBG/HOME PROGRAM ADMIN	4,307.52	N
	551	246-5098-463.56-41	CDBG/HOME PROGRAM ADMIN	3,628.99	N
				<b>7,936.51</b>	
KELLEY BLUE BOOK	67947019	741-8060-431.43-20	BLUEBOOK RENEWAL	549.00	N
				<b>549.00</b>	

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LA BUSINESS CONNECT, INC.	1174	239-5035-465.56-41	PROFESSIONAL SERVICES	11,500.00	N
				<b>11,500.00</b>	
LA COUNTY SHERIFF'S DEPT	140364DA	111-3013-415.56-41	HEARING OFFICER FEE	20.00	N
				<b>20.00</b>	
LACMTA	800056378	219-0250-431.58-50	JUL 13 S/D TAP SALES	4,847.60	N
				<b>4,847.60</b>	
LANDS END BUSINESS OUTFITTERS	SO-20130722-345	111-0000-399.90-90	CITY APPAREL	81.86	N
	SO-20130722-345	111-3010-415.61-20	CITY APPAREL LOGO/SHIP	38.85	N
				<b>120.71</b>	
LB JOHNSON HARDWARE CO #1	657294	111-8020-431.43-10	PHONE CORDS	14.15	N
				<b>14.15</b>	
LEAGUE OF CALIFORNIA CITIES	9/18-9/20/2013	111-0110-411.58-18	REGISTRATION- R. PEREZ	250.00	N
				<b>250.00</b>	
LYNBERG & WATKINS AP	30897	745-9031-413.32-70	LEGAL SERVICES	40.50	N
				<b>40.50</b>	
LOGAN SUPPLY COMPANY, INC.	79770	535-6090-452.61-20	POWDER FREE LATEX GLOVES	131.56	N
	79811	741-8060-431.43-20	CLEAR SEALING TAPE	16.35	N
				<b>147.91</b>	
MARIO A. GOMEZ	9/18-9/20/2013	111-0110-411.58-09	PER DIEM	45.00	N

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				45.00	
MARX BROS FIRE EXTINGUISHER CO INC.	H007239	741-8060-431.56-41	FIRE EXTINGUISHER UPKEEP	132.88	N
				132.88	
MAYWOOD MUTUAL WATER COMPANY, NO. 1	6/20-8/28/2013	111-6022-451.62-10	ACCT #312600351	539.00	N
	6/20-8/28/2013	111-6022-451.62-10	ACCT #312600352	121.00	N
	6/20-8/28/2013	111-6022-451.62-10	ACCT #312600353	2,428.25	N
				3,088.25	
MCCULLAH FENCE COMPANY	20130803	535-6090-452.61-20	CHAIN LINK FENCE	740.00	N
				740.00	
MEGGIT TRAINING SYSTEMS, INC.	829	111-7010-421.61-22	MEGGITT TRAINING SYSTEM	5,340.70	N
				5,340.70	
MERCEDES FIERROS	42115	111-0000-347.50-00	BALLET CLASS REFUND	40.00	N
				40.00	
METALCLAD INSULATION CORPORATION	26536	246-5098-463.73-10	LEAD ABATEMNT-ORTIZ RESID	16,288.00	N
				16,288.00	
MICHAEL CHEE	008	111-0210-413.56-41	AUG 13 PA/PIO SUPPORT	3,770.34	N
	007	111-0210-413.56-41	JUL13 PA/PIO SUPPORT	1,170.34	N
				4,940.68	
MOBILE ID SOLUTIONS, INC.	55688	111-6010-451.74-10	FULL COLOR RIBBON	179.36	N

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MOBILE ID SOLUTIONS, INC.	AAAQ43209-01	111-6010-451.74-10	CARDS AND RIBBON	179.36	N
				<b>358.72</b>	
NATION WIDE RETIREMENT SOLUTIONS	PPE 9/1/2013	802-0000-217.40-10	DEFERRED COMP	21,930.06	N
				<b>21,930.06</b>	
NATIONAL CONSTRUCTION RENTALS INC	3726654	212-6010-451.73-10	6 FT TEMPORARY PANELS	756.00	N
				<b>756.00</b>	
O'REILLY AUTO PARTS	2959-137268	741-8060-431.43-20	LINK & BUSHINGS	35.87	N
	2959-137282	741-8060-431.43-20	SWAY LINK KIT	10.34	N
	2959-138441	741-8060-431.43-20	FUEL PUMP & RELAY	448.58	N
	2959-142417	741-8060-431.43-20	P/S PRESSURE HOSE	48.66	N
	2959-142300	741-8060-431.43-20	P/S PUMP & HOLLEY	89.33	N
				<b>632.78</b>	
OLIVIER & DOYLE BODY SHOP	10102	741-8060-431.43-20	PAINT REPAIR WORK	413.64	N
				<b>413.64</b>	
PENSKE CHEVROLET	153725	741-8060-431.43-20	MIRROR REPAIR WORK	325.78	N
				<b>325.78</b>	
PRIMESTOR DEVELOPMENT, INC.	1340	222-4010-431.56-41	AUG 13 REV PROJ PROF FEE	24,115.00	N
				<b>24,115.00</b>	
PRO FORCE LAW ENFORCEMENT	091313PF	227-7098-421.74-10	TASERS	16,992.15	N

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				<b>16,992.15</b>	
PRUDENTIAL OVERALL SUPPLY	50510691	111-6010-451.56-41	MAT CLEANING	37.18	N
	50210692	111-6010-451.56-41	MAT CLEANING	68.39	N
	50510693	111-8022-419.43-10	FLOOR MAT RENTAL	26.13	N
	50505536	111-7010-421.61-20	MAT CLEANING SERVICES	15.90	N
				<b>147.60</b>	
PURCHASE POWER	44196000200	111-9010-419.53-20	POSTAGE SUPPLIES	58.70	Y
				<b>58.70</b>	
RACHEL ORNELAS	43310	111-0000-228.20-00	FACILITY DEPOSIT REFUND	75.00	N
				<b>75.00</b>	
RAUL ALCANTARA	8/6-8/27/2013	111-6060-466.33-20	PIANO	92.00	N
				<b>92.00</b>	
RENÉ BOBADILLA	9/18-9/20/2013	111-0210-413.64-00	PER DIEM	50.00	N
				<b>50.00</b>	
REYNA COLATA	42666	111-0000-347.50-00	BALLET CLASS REFUND	40.00	N
				<b>40.00</b>	
RICHARD MARETTI	9/23-9/27/2013	111-7010-421.59-20	TRAINING COURSE REIMBRMNT	365.00	N
				<b>365.00</b>	
RONALD S. DAVIS	9/21/2013	111-7010-421.59-20	TRAINING COURSE REIMBRMNT	75.00	N

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				<b>75.00</b>	
ROSA JIMENA OCHOA	7/26-8/30/2013	111-6060-466.33-20	HIP HOP II COURSE	73.60	N
	7/23-8/27/2013	111-6060-466.33-20	HIP HOP I COURSE	220.80	N
				<b>294.40</b>	
ROSA PEREZ	9/18-9/20/2013	111-0110-411.58-19	PER DIEM	20.00	N
				<b>20.00</b>	
ROSANNA RAMIREZ	PPE 8/30/2013	111-0220-411.32-70	ATTORNEY FEES	10,000.00	Y
				<b>10,000.00</b>	
SALVATION ARMY	FY 2012-2013	239-5210-463.57-85	FAMILY SERVICE PROGRAM	3,386.79	N
				<b>3,386.79</b>	
SANCHEZ AWARDS	372	111-0110-411.61-20	WOODEN PENS & CASES	440.00	N
				<b>440.00</b>	
SC FUELS	2287863	741-8060-431.62-30	CITY FUEL PURCHASE	30,480.71	N
				<b>30,480.71</b>	
SCPLRC	2013-2014	111-0230-413.64-00	MEMBERSHIP DUES	150.00	N
				<b>150.00</b>	
SEVERN TRENT ENVIRONMENTAL SERVICES	STES 2068825	681-8030-461.56-41	AUG 13 WATER/SEWER MAINT.	92,111.85	N
	STES 2068825	283-8040-432.56-41	AUG 13 WATER/SEWER MAINT.	11,824.55	N
	STES 2068671	283-8040-432.56-41	2ND SEWER HOT SPOTS	4,613.05	N

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				<b>108,549.45</b>	
SMART & FINAL	108506	111-6020-451.61-35	SUMMER CAMP SNACKS	28.64	N
	122657	111-6020-451.61-35	AFTER SCHOOL FOOD SUPPL.	125.15	N
	166851	111-6020-451.61-35	FOOD SUPPLY PURCHASE	50.15	N
	122	111-6040-451.61-35	FOOD PURCHASE	19.98	N
				<b>223.92</b>	
SOUTH COAST AIR QUALITY MGMT DISTR.	2636445	741-8060-431.43-20	ELEC GEN DIESEL	317.07	N
	2637579	741-8060-431.43-20	EMISSION FLAT FEE	117.87	N
				<b>434.94</b>	
SOUTHERN CALIFORNIA EDISON	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-29-265-0868	70.75	N
	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-29-265-0926	52.59	N
	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-29-265-0959	56.49	N
	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-29-265-1007	206.05	N
	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-29-265-1429	72.29	N
	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-29-265-1452	115.57	N
	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-29-265-1536	115.04	N
	7/5-8/5/2013	111-7020-421.62-10	Acct # 2-27-682-4422	1,334.18	N
	7/30-8/28/2013	111-6022-451.62-10	Acct # 2-26-482-0861	989.42	N
	7/29-8/27/2013	221-8014-429.62-10	Acct # 2-01-855-2612	74.98	N
	7/29-8/27/2013	221-8014-429.62-10	Acct # 2-32-914-2632	43.93	N
	7/31-8/29/2013	681-8030-461.62-20	Acct # 2-01-854-8644	2,190.81	N
	7/17-8/15/2013	681-8030-461.62-20	Acct # 2-01-855-1531	3,862.45	N
	7/17-8/15/2013	681-8030-461.62-20	Acct # 2-01-855-1572	2,717.13	N
	7/17-8/16/2013	681-8030-461.62-20	Acct # 2-19-925-1018	8,274.05	N

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SOUTHERN CALIFORNIA EDISON	7/25-8/23/2013	535-8016-431.62-10	Acct # 2-01-855-2240	47.66	N
	7/29-8/27/2013	535-8016-431.62-10	Acct # 2-28-688-3640	56.23	N
	7/29-8/27/2013	535-8016-431.62-10	Acct # 2-28-688-3798	62.94	N
	7/29-8/27/2013	535-8016-431.62-10	Acct # 2-28-688-4051	74.41	N
	7/29-8/27/2013	535-8016-431.62-10	Acct # 2-28-688-4127	49.71	N
	7/29-8/27/2013	535-8016-431.62-10	Acct # 2-28-688-4242	97.49	N
	7/29-8/27/2013	535-8016-431.62-10	Acct # 2-28-688-4333	157.12	N
	8/1-8/30/2013	535-8016-431.62-10	Acct # 2-29-179-3396	288.05	N
	7/31-8/29/2013	535-8016-431.62-10	Acct # 2-29-179-3933	232.21	N
	7/26-8/26/2013	535-8016-431.62-10	Acct # 2-29-265-0983	114.61	N
	7/31-8/29/2013	535-8016-431.62-10	Acct # 2-29-265-1346	76.90	N
	7/31-8/29/2013	535-8016-431.62-10	Acct # 2-29-265-1361	91.71	N
	7/26-8/26/2013	535-8016-431.62-10	Acct # 2-29-265-1411	159.23	N
	7/26-8/26/2013	535-8016-431.62-10	Acct # 2-29-265-1437	75.62	N
	7/31-8/29/2013	535-8016-431.62-10	Acct # 2-29-265-1551	147.14	N
	7/31-8/29/2013	535-8016-431.62-10	Acct # 2-29-519-1068	135.68	N
					<b>22,042.44</b>
SPARKLETTS	4532412 082213	111-1010-411.61-20	8/6-8/20/13 WATER SERVICE	15.31	N
	4533656082213	111-0230-413.61-20	8/6-8/20/13 WATER DELIVER	31.41	N
	4533656082213	111-0210-413.61-20	8/6-8/20/13 WATER DELIVER	31.41	N
	4533656082213	111-0110-411.61-20	8/6-8/20/13 WATER DELIVER	31.40	N
				<b>109.53</b>	
T&T PUBLIC RELATIONS	2013-006	286-8050-432.54-00	PROFESSIONAL SERVICES	5,750.00	N
	2013-008	286-8050-432.54-00	PROFESSIONAL SERVICES	2,352.50	N
	2013-009	286-8050-432.54-00	PROFESSIONAL SERVICES	4,477.50	N

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				<b>12,580.00</b>	
THE MONARES GROUP, LLC.	332	681-8030-461.32-70	MUNI GOV CONSULTING SRVCS	5,000.00	N
	334	681-8030-461.32-70	MUNI GOV CONSULTING SRVCS	5,000.00	N
	326	681-8030-461.32-70	MUNI GOV CONSULTING SRVCS	10,000.00	N
				<b>20,000.00</b>	
TYCO INTEGRATED SECURITY	03756298	111-6022-451.56-41	SEP 2013 ALARM SERVICES	66.67	N
				<b>66.67</b>	
U.S. BANK	PPE 9/1/2013	802-0000-217.30-20	PARS-PART TIME	1,590.86	Y
	PPE 8/30/2013	802-0000-217.30-20	CITY OF HP-PARS EMPLOYEE	65.29	Y
	PPE 8/30/2013	802-0000-218.10-05	CITY OF HP- PARS EMPLOYER	295.97	Y
	PPE 9/1/2013	802-0000-217.30-20	CITY OF HP-PARS EMPLOYEE	3,543.83	Y
	PPE 9/1/2013	802-0000-218.10-05	CITY OF HP-PARS EMPLOYER	15,849.50	Y
				<b>21,345.45</b>	
U.S. HEALTH WORKS	83437-RSS	111-0230-413.56-41	RANDOM SELECTION SERV FEE	170.00	N
	2341827-CA	111-0230-413.56-41	PE DOT EXAM & RANDOM DOT	105.00	N
	2345189-CA	111-0230-413.56-41	PE DOT EXAM & RANDOM DOT	105.00	N
				<b>380.00</b>	
UNIFIED NUTRIMEALS	0223773-IN	111-6055-451.57-42	FOOD SERVICE 8/12-8/30/13	3,525.25	N
				<b>3,525.25</b>	
UNITED WAY OF GREATER	PPE 9/1/2013	802-0000-217.60-20	UNITED WAY	5.00	Y
					#

CITY OF HUNTINGTON PARK

Date: 9/12/2013

Demand Register

9/16/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid YIN
US POSTMASTER	9/12/2013	111-9010-419.53-20	NEWSLETTER POSTAGE	3,859.20	Y
				<b>3,859.20</b>	
VERIZON WIRELESS	9709993446	111-9010-419.53-10	Acct # 572557978-00001	620.42	Y
				<b>620.42</b>	
WALTERS WHOLESALE ELECTRIC COMPANY	2064878-00	535-8016-431.43-20	WIRE THEFT REPLACEM WIRE	521.39	N
				<b>521.39</b>	
WELLS FARGO	H010754603	111-0110-411.66-05	ASSORTED K- CUPS	29.68	Y
	8/3/2013	111-0110-411.61-20	CATERING SERVICES	105.48	Y
	2013	111-0110-411.58-13	REGISTRATION- M. GOMEZ	525.00	Y
	8/13/2013	111-0210-413.64-00	DEPT HEAD MEETING LUNCH	65.00	Y
	7/29/2013	111-7010-421.64-00	PD LUNCH MEETING	36.00	Y
	HPPD INFO	239-7055-424.61-23	GROUPTWEET.COM MBRSHIP	48.00	Y
	7/24/2013	239-7055-424.61-23	TARP	37.71	Y
	7/20/2013	111-3010-415.61-20	FUEL FOR CITY VEHICLE	46.41	Y
	7/27/2013	111-3010-415.61-20	FUEL FOR CITY VEHICLE	55.97	Y
	8/7/2013	111-3010-415.61-20	FUEL FOR CITY VEHICLE	41.65	Y
	7/22/2013	239-5030-465.64-00	LUNCH MEETING-COMM DEV	44.00	Y
	7/26/2013	111-3010-415.61-20	WIRELESS KEYBOARDS	81.71	Y
	7/23/2013	239-5060-463.56-64	ADOBE CS6 DESIGN	340.34	Y
	7/23/2013	239-5060-463.43-05	ADOBE CS6 DESIGN	340.35	Y
	7/23/2013	111-0210-413.61-20	ADOBE CS6 DESIGN	680.69	Y
	7/31/2013	111-0210-413.64-00	PARKING	15.00	Y
	8/7/2013	111-0210-413.64-00	AIRFARE	471.30	Y

CITY OF HUNTINGTON PARK

Date: 9/12/2013

Demand Register

9/16/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid Y/N
WELLS FARGO	8/12/2013	111-0210-413.61-20	FUEL FOR CITY VEHICLE	20.01	Y
	8/7/2013	111-0210-413.64-00	PARKING	9.00	Y
	7/20/2013	111-0110-411.58-13	ROOM DEPOSIT CREDIT	-198.93	Y
	8/7/2013	111-0210-413.61-20	FUEL FOR CITY VEHICLE	40.00	Y
				<b>2,834.37</b>	
WASTE MANAGEMENT	JUNE 2013	112-8026-431.56-59	CITY RUBBISH DISPOSAL	139,747.50	N
	JUNE 2013	111-0000-318.10-00	5 % FRANCHISE FEE	-6,987.38	N
				<b>132,760.12</b>	
WELLS FARGO BANK-FIT	PPE 8/30/2013	802-0000-217.20-10	WELLS FARGO BANK-FIT	69,726.55	N
	PPE 9/1/2013	802-0000-217.20-10	WELLS FARGO BANK- FIT	65,099.63	N
				<b>134,826.18</b>	
WELLS FARGO BANK-MEDICARE	PPE 8/30/2013	802-0000-217.10-10	WELLS FARGO BANK-MEDICARE	3,029.40	N
	PPE 9/1/2013	802-0000-217.10-10	WELLS FARGO BANK-MEDICARE	7,258.74	N
				<b>10,288.14</b>	
WELLS FARGO BANK-SIT	PPE 8/30/2013	802-0000-217.20-20	WELLS FARGO BANK -SIT	22,855.01	N
	PPE 9/1/2013	802-0000-217.20-20	WELLS FARGO BANK- SIT	23,270.02	N
				<b>46,125.03</b>	
WENDY GARCIA	41985	111-0000-228.20-00	FACILITY DEPOSIT REFUND	423.00	N
				<b>423.00</b>	
WILMAR	294445903	111-7020-421.43-10	ENERGIZER BATTERIES	114.06	N
				<b>114.06</b>	

**CITY OF HUNTINGTON PARK**  
**Demand Register**  
**9/16/2013**

Date: 9/12/2013

Payee Name	Invoice Number	Account Number	Description	Amount	Prepaid YIN
XEROX CORPORATION	069906465	111-8020-431.43-05	AUG 13 METER USAGE CHARGE	189.50	N
	069906465	285-8050-432.43-05	AUG 13 METER USAGE CHARGE	189.50	N
	069906465	681-8030-461.43-05	AUG 13 METER USAGE CHARGE	189.50	N
				<b>568.50</b>	
				<b>996,541.59</b>	

## CITY OF HUNTINGTON PARK

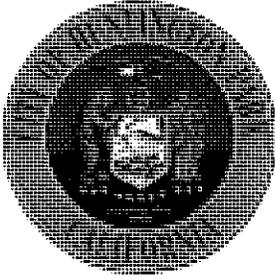
## WARRANT REGISTER

9/16/2013

**SALARY CHARGES OF EMPLOYEES: PAY PERIOD ENDING**

PPE 9/1/2013

<u>FUND</u>	<u>FUND DESCRIPTION</u>	<u>AMOUNT</u>
111	GENERAL FUND	566,931.15
212	P & R GRANTS	
216	EMPLOYEE RETIREMENT FUND	
219	SALES TAX-TRANSIT FUND - A	4,232.40
220	SALES TAX-TRANSIT FUND - C	4,661.72
221	STATE GASOLINE TAX FUND	27,638.22
222	MEASURE R	
224	OFFICER TRAFFIC SAFETY	5,712.72
226	AIR QUALITY IMPROVEMENT	44.67
227	OFFICE OF CRIMINAL JUSTICE	
228	POLICE SUPP LAW ENF SERV	
229	ASSET FORFEITURE	290.81
231	PARKING SYSTEM FUND	6,045.21
232	ART IN PUBLIC PLACES FUND	
239	FEDERAL CDBG FUND	16,339.20
242	HUD HOME PROGRAM	8,149.26
246	PROPERTY REHABILITATION	372.99
283	SEWER MAINTENANCE FUND	396.04
285	SOLID WASTE MANAGEMENT FUND	2,031.45
286	ILLEGAL DISPOSAL ABATEMENT	2,632.37
287	SOLID WASTE RECYLCE GRANT	1,643.38
334	PED/BIKE PATH FUND	
335	ENERGY EFFICIENT GRANT	
349	CAPITAL IMPROVEMENT FUND	
533	BUSINESS IMPROVEMENT DISTRICT FUND	68.22
535	STREET LT & LDSCPE ASSMT FUND	9,787.56
681	WATER DEPARTMENT FUND	9,104.81
741	FLEET MAINTAINENCE FUND	4,434.61
745	RISK MANAGEMENT FUND	5,681.60
746	EMPLOYEE BENEFIT FUND	
	GRAND TOTAL	<u><u>676,198.39</u></u>



# CITY OF HUNTINGTON PARK

Finance Department  
City Council Agenda Report

September 16, 2013

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:

## **APPROVE THE MONTH-TO-MONTH AGREEMENT WITH CARL WARREN & COMPANY FOR THIRD PARTY ADMINISTRATION OF GENERAL LIABILITY CLAIMS**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Approve the month-to-month agreement with Carl Warren & Company for third party administration of general liability claims.
2. Authorize the City Manager to execute the agreement.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The City Council authorized staff to negotiate a month-to-month contract with Carl Warren & Company for third party administration (TPA) for general liability claims on September 3, 2013. The City will solicit a TPA via a Request for Proposal (RFP) process, which is expected to take approximately 90 days to complete. The City will extend its contract with the current TPA, Carl Warren & Company, on a month-to-month basis in order to provide the City with the continuity of services during the RFP process.

### **FISCAL IMPACT/FINANCING**

The City has negotiated a revised contract structure, which we believe is more cost effective. The original contract was based on a flat fee rate of \$19,200 per year. The new fee structure requires a \$2,500 annual administration fee and \$700 per claim fee.

Last fiscal year the City received a total of 23 claims, 11 of which were settled internally and the remaining 12 claims were forwarded to the TPA for administration.

**APPROVE THE MONTH-TO-MONTH AGREEMENT WITH CARL WARREN & COMPANY FOR THIRD PARTY ADMINISTRATION OF GENERAL LIABILITY CLAIMS**

September 16, 2013

Page 2 of 2

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Carl Warren & Company's contract expired on 7/1/2011. The fee structure was a \$1,600 flat monthly fee rate or \$19,000 per year. The City has revised the fee structure to a \$2,500 per year annual administration fee in addition to per-case fees as defined in the agreement.

The City will go through an RFP process to solicit a TPA firm, which will take approximately 90 days to complete. The month-to-month agreement with Carl Warren & Company will provide the City with a temporary solution for TPA services until the selection of a TPA firm through the competitive RFP process is completed.

**CONCLUSION**

Upon approval, the City Manager shall execute two originals of the agreement and staff will forward such to Carl Warren & Company to be fully executed and returned to the City Clerk's Office and Finance Department.

Respectfully submitted,



RENÉ BOBADILLA  
City Manager, P.E.



JULIO F. MORALES  
Director of Finance

**ATTACHMENTS:**

A: Third Party Claims Administration Contract with Carl Warren & Company

# ATTACHMENT "A"



## THIRD PARTY CLAIMS ADMINISTRATION CONTRACT

THIS AGREEMENT, entered into effective **July 1, 2013** by and between **City of Huntington Park, California**, hereinafter called "PRINCIPAL," and **CARL WARREN & COMPANY**, hereinafter called "CONTRACTOR," is for certain services as outlined in connection with the duties and responsibilities of administering a program of self-insurance.

### WITNESSETH

WHEREAS, PRINCIPAL has undertaken to self-insure and is in need of a qualified third party ("TPA") to whom to delegate the responsibilities and duties of administering said partially or totally self-insured insurance program, and

WHEREAS, CONTRACTOR is engaged in the supervision and administration of programs for self-insurance and has been the TPA of record and wishes to continue in that role,

NOW, THEREFORE, PRINCIPAL and CONTRACTOR mutually understand and agree as follows:

#### 1. GENERAL

CONTRACTOR shall: (a) supervise and administer the Self-Insurance program for PRINCIPAL; (b) represent the PRINCIPAL in all matters related to the investigation, adjustment, processing, supervision and resolution of liability claims for money damages asserted by third parties against the PRINCIPAL (and other participants in the program as specified); and (c) provide to PRINCIPAL during the term of this Agreement all the services more particularly set forth hereinafter.

#### 2. INVESTIGATIVE SERVICES

CONTRACTOR shall provide complete investigative and analytical services including, but not limited to: (a) receipt and examination of all reports of accidents, incidents, claims or cases which are or may be the subject of such claims reported by PRINCIPAL to CONTRACTOR; and (b) the investigation of such accidents, incidents, claims or cases where examination warrants such investigation or when requested by PRINCIPAL, such investigation to include on-site investigation, photographs, interviewing of witnesses, determination of losses and other such investigative services necessary to determine liability and loss but not to include Allocated Expenses and extraordinary professional services set forth below.

Regarding Allocated Expenses, PRINCIPAL agrees to pay for the cost of all reasonable and supportable extraordinary services and costs, including but not limited to, professional

photography, police reports, independent medical examinations, professional engineering services, laboratory services, bulk copy jobs, private investigators, legal costs and fees and work performed by accountants. CONTRACTOR shall charge PRINCIPAL for non-staff investigators or adjusters when, in the opinion of CONTRACTOR, such assistance is necessary and reasonably related to the monetary exposure.

### **3. SETTLEMENT AUTHORITY**

CONTRACTOR shall have discretionary settlement authority up to \$ ~~0~~.

### **4. CLAIMS ADJUSTMENT SERVICES**

CONTRACTOR shall provide complete claims adjustment services on each accident or incident that may be the subject of a claim against the PRINCIPAL which is reported to CONTRACTOR by the PRINCIPAL. Such services shall include, but not be limited to (a) the maintenance of a claim file on each potential or actual claim reported to CONTRACTOR; (b) whenever its investigation results in a determination that PRINCIPAL has sustained a liability to a third party, CONTRACTOR shall process any such claim or potential claim for settlement in accordance with the PRINCIPAL'S instructions for settlement of such claims; and (c) obtaining all release agreements or proofs of loss on settlement of any claim or potential claim. Specific service instructions will be added to this contract as an exhibit. If subrogation is pursued, the rates in Section 8 will apply unless a separate contingency fee agreement is agreed to by PRINCIPAL and CONTRACTOR.

### **5. ADMINISTRATIVE SERVICES**

CONTRACTOR shall provide at least the following administrative services: (a) assignment of a Principal Account Adjuster to the PRINCIPAL; (b) providing PRINCIPAL with electronic access to all reported claims during the term of this Agreement, indicating the status of each reported open claim assigned to CONTRACTOR, the details of each such claim, the outstanding reserves for each claim and details of all claim payments; and (c) periodic review and adjusting of reserves on all open claims. Account specific reports and attendance at meetings (including round trip travel) shall be provided by CONTRACTOR at the same rates provided in Section 8 as services.

### **6. LEGAL SUPPORT SERVICES**

CONTRACTOR shall provide at least the following legal support services on each claim wherein the claimant has commenced litigation: (a) Upon notification by PRINCIPAL that litigation has been filed on an open claim, CONTRACTOR shall notify PRINCIPAL and, in accordance with PRINCIPAL'S instructions, the PRINCIPAL'S excess insurance carrier and/or excess reporting authority, pool or group (the "excess entity") and/or trial attorney assigned by PRINCIPAL to handle the case and provide such excess entity and/or trial attorney with all information and files concerning claim; (b) maintain liaison with

PRINCIPAL'S excess entity and/or trial attorney and provide such investigation services as are required by such attorney during pre-trial and trial stages; and (c) assist PRINCIPAL'S excess entity and/or trial attorney with discovery and other legal processes.

## 7. PERIOD OF AGREEMENT

This Agreement shall operate on a month-to-month basis for a period of no longer than twelve (12) months commencing effective **July 1, 2013** and ending **June 30, 2014**, after which date this Agreement shall renew for one (1) year periods of time and rates will be reviewed annually.

## 8. CONSIDERATION

PRINCIPAL agrees to pay, effective **July 1, 2013** the following claim handling fees for CONTRACTOR'S services:

Annual Administrative Fee:

\$2,500 (invoice will be generated in conjunction with the execution of this Agreement; the amount will not be pro-rated based upon the number of months this Agreement remains in effect during the first year)

Per Claim Fee:

\$700 (life of contract price; invoice will be generated in the month in which the claim is received)

Litigation Surcharge:

\$350 (if a claim goes into litigation, a one time surcharge of 50% of the per claim fee will be invoiced)

***\*CLAIM FEES DO NOT INCLUDE ALLOCATED LOSS ADJUSTMENT EXPENSES.***

### Time and Expense Fees For Field Activities:

Adjusting Services	\$65.00 per hour
Mileage	IRS Rate
Photocopy	.20 per page
Photographs	\$2.50 per photo
Audio Cassettes	\$2.50 per cassette
Video Cassettes	\$10.00 per Cassette
Outside Expenses	At Cost

Unless a multi-year contract term is in effect, this fee schedule shall be subject to negotiations between PRINCIPAL and CONTRACTOR at no less than one (1) year intervals following the effective date of the Agreement. Charges for non-file-related professional services performed at the specific request of PRINCIPAL will be billed on an as quoted basis.

## **9. DATA PROCESSING**

(a) The following standard services are included in this cost and in the annual administrative fee - claims data electronically for up to three recipients and access to mycarlwarren.com for up to three users. For security purposes, access to mycarlwarren and any subscriptions will automatically terminate at the end of twelve (12) months. PRINCIPAL shall be responsible for notifying CONTRACTOR to renew user subscriptions and access or to substitute users.

(b) Additional users or recipients shall be charged on a per person basis at an annual fee of \$250.

(c) Special reports, new reports and data feeds can also be requested. They are subject to a cost per quote at a rate per project or per hour once the scope has been agreed upon. CONTRACTOR does not possess any interest, title, lien or right to any client data or records. Therefore, upon termination of the contract, CONTRACTOR is relieved of all obligations to provide data processing services to PRINCIPAL and will deliver to PRINCIPAL all data and records in a readily available excel or PDF format. If a different format is desired by PRINCIPAL, CONTRACTOR will provide it to PRINCIPAL at an agreed upon and reasonable cost and timeline.

## **10. PRINCIPAL'S RESPONSIBILITIES**

PRINCIPAL shall provide CONTRACTOR with copies of all relevant documents upon request and without charge and shall make available any PRINCIPAL employee for interviews by CONTRACTOR at reasonable times concerning any investigation of a claim or incident pursuant to this Agreement.

CONTRACTOR shall bill PRINCIPAL and furnish PRINCIPAL with invoices for services rendered in accordance with the fee schedule set forth in the Agreement. Each invoice will include the claim or other matters for which a fee is being charged and the amount of the associated fee for that claim or matter. Payment shall be due and payable within thirty (30) days of receipt. PRINCIPAL shall report all billing discrepancies in writing to CONTRACTOR within thirty (30) days and adjustments will be promptly considered. PRINCIPAL will become delinquent when any undisputed invoice has been outstanding for over ninety (90) days. CONTRACTOR may elect to limit access to data and/or suspend and/or terminate this Agreement in the event PRINCIPAL fails to pay CONTRACTOR. Good faith disputed amount(s) will not be considered in establishing delinquency. CONTRACTOR will notify PRINCIPAL of such failure to pay and if PRINCIPAL does not cure such failure, excluding any good faith disputed amount, within ten (10) banking days after the date of such notice ("the cure period"), CONTRACTOR may immediately limit access to data and/or suspend and/or terminate this Agreement as of the first business day following expiration of the cure period, and/or send the outstanding invoices to a collection agency to pursue recovery of outstanding amounts plus fees and interest.

## **11. CONFLICT OF INTEREST**

In the event a claim or incident is reported to CONTRACTOR by PRINCIPAL and it is determined that the actual or potential claimants therein are also clients of CONTRACTOR, then CONTRACTOR shall immediately notify PRINCIPAL of such potential conflict of interest so PRINCIPAL may have the option to choose an independent investigator and adjuster.

## **12. CANCELLATION OF AGREEMENT**

This Agreement may be terminated by either party with or without cause upon giving other party written notice at least thirty (30) days prior to the date of termination.

## **13. DISPOSITION OF FILES ON TERMINATION OF AGREEMENT**

(a) All files on each claim shall be property of the PRINCIPAL.

(b) In the event of expiration of the Agreement, non-renewal thereof, or cancellation, CONTRACTOR shall bill the PRINCIPAL, subject to the rates quoted in Section 8 herein above, for work completed by CONTRACTOR on each claim. Upon receipt of payment of outstanding invoices (including those in 13c below), CONTRACTOR shall promptly forward all completed and pending claim files to the PRINCIPAL unless PRINCIPAL requests CONTRACTOR to continue to process any files on a time and expense basis as provided for in the CONTRACTOR'S Rate Manual at the time such services are rendered.

(c) PRINCIPAL agrees to pay CONTRACTOR for the internal and/or external cost of retaining, storing, retrieving, logging, packing and shipping files which are stored on or off premises by CONTRACTOR.

## **14. HOLD HARMLESS**

PRINCIPAL agrees to defend any legal action commenced against CONTRACTOR caused directly or indirectly by the alleged wrongful or negligent acts, errors or omissions of PRINCIPAL; and indemnify CONTRACTOR against any liability, loss, cost or damage including attorneys' fees resulting therefrom.

CONTRACTOR agrees to defend any legal action commenced against PRINCIPAL caused directly or indirectly solely by the wrongful or negligent acts, errors or omissions of the CONTRACTOR, employees, agents or others engaged by CONTRACTOR and to indemnify PRINCIPAL against any liability, loss, cost or damage including attorneys' fees resulting therefrom.

**15. AUDITS**

The CONTRACTOR'S files shall be made available for audits at any time upon reasonable notice. Reasonable notice shall be defined as thirty (30) days or as otherwise agreed by the parties. If special retrieval or shipment of the requested files is necessary, PRINCIPAL shall reimburse CONTRACTOR at cost. The CONTRACTOR reserves the right to reject an auditor proposed by PRINCIPAL if the proposed auditor may gain an unfair competitive advantage over CONTRACTOR by conducting such an audit.

IN WITNESS WHEREOF, the parties hereto have caused these present to be signed by the duly authorized Officers as of the day and year first above written.

(CONTRACTOR)

(PRINCIPAL)

**CARL WARREN & COMPANY**

**CITY OF HUNTINGTON PARK**

BY: \_\_\_\_\_

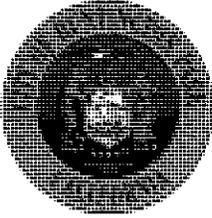
BY: \_\_\_\_\_

TITLE:

TITLE:

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



# CITY OF HUNTINGTON PARK

Community Development Department  
City Council Agenda Report

September 16, 2013

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:

## **PUBLIC HEARING ON THE FISCAL YEAR 2012-2013 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Open the public hearing to receive any comments.
2. Close the public hearing.
3. Adopt Fiscal Year 2012-2013 Consolidated Annual Performance and Evaluation Report (CAPER) and authorize the City Manager to transmit this report to the US Department of Housing and Urban Development (HUD) by September 27, 2013.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The City of Huntington Park is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) within 90 days following the end of the program year — in accordance with U.S. Department of Housing and Urban Development (HUD) guidelines. The purpose of the CAPER is to highlight the City's achievements during the fiscal year ending June 30, 2013 for:

1. Community Development Block Grant (CDBG) and
2. HOME Investment Partnership Act (HOME) Programs

The CAPER reports the City's progress in carrying out its strategic plan (Consolidated Plan) and its action plan (Annual Action Plan). The City is required to prepare a Consolidated Plan every five years prescribing the proposed use of CDBG, HOME, and other applicable federal program monies.

This is the City's third CAPER under the 2010-2015 Consolidated Plan. The Consolidated Plan identifies the City's overall vision and strategy for addressing housing and non-housing community development needs in Huntington Park, while the Annual

**PUBLIC HEARING ON THE FY 2012-2013 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**

September 16, 2013

Page 2 of 3

Action Plan provides the short-term goals for the implementation of the Consolidated Plan's goals.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This is the City's third CAPER under the Five-Year Consolidated Plan for Fiscal Years 2012-2013. During FY 2012-2013, the City had available the following federal resources:

The City of Huntington Park had \$1,833,260 in CDBG monies available for FY 2012-2013, composed of:

- |                |                   |
|----------------|-------------------|
| 1. \$1,268,000 | Entitlement Funds |
| 2. \$10,000    | Program Income    |
| 3. \$555,260   | Carry Forward     |

*CDBG funds were allocated to eight major categories:*

1. Commercial Rehabilitation
2. Public Services
3. Economic Development
4. Code Enforcement
5. Minor Home Repair
6. Community Facilities
7. Repayment of two Section 108 Loans
8. Program Administration

Notable activities in the CAPER to highlight are the following:

The City is on track in meeting its goals outlined in the Consolidated Plan. In FY 2012-2013 the projects/activities that under-performed in meeting the annual goals include:

1. Minor Home Repair Program goal 15 (completed 2)
2. Commercial Rehabilitation goal 5 (completed 2)

Meeting or exceeding goals include:

1. Public Services
  - a. Southeast Churches (Emergency Food Program)
  - b. Salvation Army (Family Services)
  - c. Oldtimers Foundation (Senior Nutrition Program)
  - d. Southeast Rio Vista YMCA (Healthy Kids Zone After School Program)
  - e. HP Library (Homework Center)
  - f. Public Works (Community Beautification)
  - g. Parks and Recreation (After School Program)
  - h. Police Department (Juveniles at Risk Boot Camp)
  - i. Fair Housing Foundation (Housing Advocacy)

**PUBLIC HEARING ON THE FY 2012-2013 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**

September 16, 2013

Page 3 of 3

2. Economic Development (Business Assistance program)
3. Community Facilities (Downtown Improvements)

The City of Huntington Park received a total of \$1,780,824 million in HOME funding for FY 2012-2013, composed of:

1. \$472,320 Entitlement Funds
2. \$1,308,504 Carry Forward

The City expended nearly \$530,000 in HOME funds on the following purposes:

1. Affordable Housing Projects
  - a. Mosaic Gardens (24 unit family affordable units at 6337 Middleton Street)
  - b. Middleton Project (11 unit family affordable units at 6700-6702 Middleton Street)
2. Residential Rehabilitation (completed 2 residential units)
3. Program Administration.

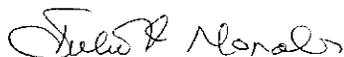
**CONCLUSION**

It is recommended that after conducting the public hearing, the City Council accept the City's FY 2012-2013 Consolidated Annual Performance and Evaluation Report, inclusive of public comments, and authorize the City Manager to execute all required documents for transmittal to the U.S. Department of Housing and Urban Development (HUD) by the federal deadline of September 27, 2013.

Respectfully submitted,



RENÉ BOBADILLA  
City Manager, P.E.



Julio Morales  
Director of Finance

**ATTACHMENTS**

A: Draft Fiscal Year 2012-2013 Consolidate Annual Performance and Evaluation Report

# ATTACHMENT "A"



# **CITY OF HUNTINGTON PARK**

## **CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (CAPER) JULY 1, 2012 – JUNE 30, 2013**

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**DRAFT**

**CITY OF HUNTINGTON PARK  
COMMUNITY DEVELOPMENT DEPARTMENT  
6550 MILES AVENUE  
HUNTINGTON PARK, CA 90255**

## I. INTRODUCTION

The City of Huntington Park is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER)—in accordance to U.S. Department of Housing and Urban Development (HUD) guidelines. The purpose of the CAPER is to highlight the City's achievements during the fiscal year ending June 30, 2013 for:

- Community Development Block Grant (CDBG) and
- HOME Investment Partnership Act (HOME) Programs

The CAPER reports the City's progress in carrying out its strategic plan (Consolidated Plan) and its action plan (Annual Action Plan). The City is required to prepare a Consolidated Plan every five years prescribing the proposed use of CDBG, HOME, and other applicable federal program monies.

This is the City's third CAPER under the 2010-15 Consolidated Plan. The Consolidated Plan identifies the City's overall vision and strategy for addressing housing and non-housing community development needs in Huntington Park, while the Annual Action Plan provides the short-term goals for the implementation of the Consolidated Plan's goals.

## II. FEDERAL RESOURCES

### ***Community Development Block Grant (CDBG)***

The City of Huntington Park had \$1.8 million in CDBG monies available for FY 2012-13, comprised of:

- \$1,268,000 Entitlement Funds
- \$ 10,000 Program Income
- \$ 555,260 Carry Forward

The City did not undertake activities during the program year which generated income from float-funded activities, sale of real property, prior period adjustments, loans outstanding or written off, CDBG acquired property available for sale, or lump sum drawdown payments.

CDBG funds were allocated to eight major categories:

1. Commercial Rehabilitation
2. Public Services
3. Economic Development
4. Code Enforcement
5. Minor Home Repair
6. Community Facilities
7. Repayment of two Section 108 Loans

8. Program Administration

***Home Investment Partnership Program (HOME)***

The City of Huntington Park had a total of \$1.7 million in HOME funding for FY 2012-13, comprised of:

- \$ 472,320 Entitlement Funds
- \$1,308,504 Carry Forward

The City expended nearly \$530,000 in HOME funds on the following purposes:

1. Affordable Housing Projects
2. Residential Rehabilitation
3. Program Administration

Funding for following programs have been expended and closed out:

- *Community Development Block Grant – Recovery Act Funds*
- *Homelessness Prevention and Rapid Re-Housing Program Funds*
- *Neighborhood Stabilization Program Funds*

### III. GENERAL NARRATIVES

#### A. OUTCOME MEASUREMENT PERFORMANCE FRAMEWORK

In 2005, HUD's Office of Community Planning Development (CPD) established a new CPD Outcome Performance Measurement System. The first component of the Measurement System offers three possible objectives for each activity based on the general statutory purpose of HUD programs. The second component of the system specifies program outcomes designed to capture the expected result of the objective, or what the City seeks to achieve.

When funding an activity, the City determines which of the three objectives best describes the purpose of the activity. The three objectives are:

- Suitable Living Environment (SL) – This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- Decent Housing (DL) – This objective focuses on housing programs whose purpose is to meet individual, family or community needs and not programs where housing is an element of a larger effort, which would be reported under Suitable Living Environment.
- Creating Economic Opportunities (EO) – This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

Once the objective for the activity is identified, the City determines which of the three outcome categories best reflects what the City seeks to achieve. The three outcome categories are:

- (Outcome 1) Availability/Accessibility – This outcome category applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate income people, including persons with disabilities.
- (Outcome 2) Affordability – This outcome category applies to activities that provide affordability in a variety of ways in the lives of low and moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure improvements, or services such as day care.
- (Outcome 3) Sustainability – This outcome category applies to promoting livable or viable communities through activities aimed at improving communities, helping to make them livable or viable by providing benefit to persons of low and moderate income, or by removing or eliminating slums or blighted areas..

Each outcome category can be connected to each of the overarching objectives, resulting in a total of nine groups of outcome/objective alternatives as indicated in Exhibit 1 (Table 3A – *Statement of Specific Annual Objectives*) at the end of the this report.

**B. ASSESSMENT OF PROGRESS TOWARD ONE-YEAR AND FIVE-YEAR GOALS AND OBJECTIVES**

The City of Huntington Park has made considerable progress towards meeting the five-year goals of the Consolidated Plan. Below is a summary of the aggregated accomplishments from FY 2012-13 towards meeting the policy needs identified in the 2010-2015 Consolidated Plan.

**Priority 1.1: Maintain and Strengthen Housing and Neighborhoods**

**Five-Year Objectives:**

- 1. Assist 30 single-family homeowners through Residential Rehabilitation Program**
- 2. Assist 150 homeowners through Minor Home Repair Program**
- 3. Complete corrections to 1,500 properties through Code Enforcement Program**
- 4. Implement Code Enforcement Strategy**
- 5. Conduct monthly meetings with Neighborhood Improvement Associations**
- 6. Develop a Neighborhood Improvement Action Plan**

**Accomplishments for FY 2012-13**

Objective 1:

***Residential Rehabilitation Program:*** This program provides assistance up to \$50,000 for property renovations and rehabilitation for owner-occupied single family homes and rental units. In January 2009 the City revised the Residential Rehabilitation Program guidelines to include a forgivable component of up to \$25,000 of the \$50,000 loan for repairs that correct health, safety, and building code violations. In addition, the City coupled the revised guidelines with a targeted marketing campaign that proved successful. Eligible improvements through the Residential Rehabilitation program include new roofs, plumbing, electrical upgrades, GFI outlets, smoke detectors, new windows, new doors, interior and exterior paint, and when feasible, room additions to mitigate overcrowding.

In FY 2012-13, one new residential rehabilitation loan was funded and completed using HOME funds for a total of 12 completed residential rehabilitation projects since 2010. While City staff is still finding that some homeowners are reluctant to secure second loans against their property, or that interested parties cannot secure a second trust deed as they owe more than their property is currently worth, the program is nonetheless generating interest. The City currently has a waiting list of 34 residents that are interested in the program and are waiting to be prescreened and put on the eligible list. Staff expects to continue this upward trend in program performance in upcoming years.

Objective 2:

**Minor Home Repair Program:** In general, this program provides exterior minor home repair services to eligible elderly, handicapped, low and very low-income households. During FY 2012-13, the Minor Home Repair Program provided three households with handyman type repair work consisting of exterior paint, screen repair and broken window replacement, which is three more than the number completed last fiscal year, but still well below the annual goal to assist 15 households. The low performance level is attributed to the reduction in City staff, as well as stringent environmental clearance procedures that has slowed program implementation.

This was the second year the City administered the program in-house. By doing so, the City has not only cut costs, but has also had better coordination with other City programs such as the Lead Hazard Control Program which is often implemented in conjunction with the Minor Home Repair Program.

Objective 3:

**Code Enforcement:** Huntington Park's Code Enforcement Division is responsible for proactively and reactively addressing all Municipal Code violations on private and public property within the City. Code Enforcement is also responsible for addressing violations of the County's Health Code and the City's Building and Safety Codes. Code Enforcement works with property owners, landlords, and tenants to correct violations in a safe and timely manner with an emphasis on voluntary compliance. The purpose of the Code Enforcement Program is to eliminate unsafe conditions and blight and to improve the quality of life within the community. The program provides property inspections in the vicinity of CDBG-funded activities, target areas and in Census Tracts having a predominance of low- and moderate-income residents.

During FY 2012-13, Code Enforcement Officers conducted 1,510 housing inspections for Municipal Code violations. This is up from 895 inspections in FY 2011-12 and is attributed to an increase in calls for service. Code Enforcement Officers also handled the 130 cases carried over from fiscal year that were still pending mitigation. Of these 1,510 total cases, 834 violations were mitigated, with the balance of 676 code enforcement cases still open and pending resolution.

While staff shortages slowed down response times from complaint to initial inspection, and from initial inspection to compliance, the Code Enforcement Division continued to strive to meet their performance goals. Program successes include the closing of 60-70% of its proactive cases each quarter of the fiscal year. Similarly, the Division was able to get approximately 50% of property owners to correct code violations. The program underperformed in the areas of program timeliness. The Division had a goal to respond to third party complaints within two days received, and to seek compliance within 14-days from initial inspections for all proactive and reactive cases. These goals were not met due to staff shortages and budget shortfalls that do not allow for the hiring of additional staff to relieve the caseload.

Objective 4:

**Code Enforcement Strategy:** In November 2009, the City Council approved Phase I of a Code Enforcement Strategy which outlined various City programs that, together with Code Enforcement, would arrest the physical and economic blight in the City.

Phase 2 of the Strategy proposed development and implementation of a Systematic Rental Property Inspection Program to target and fix some of the City's most distressed multi-unit residential buildings. It is envisioned that this new program would involve certification of code compliance of all 11,000 rental units in the City in conjunction with annual business license renewal. The program would consequently generate revenues that would eventually allow the Code Enforcement Division to be self-sustaining and no longer dependent on CDBG funding.

Phase 3 of the Code Enforcement Strategy involves the development of other activities and programs that would meet the needs of the community, such as a Lead-Based Paint Identification and Remediation Program. The Strategy recommended that a new Code Enforcement Manager be hired to develop and implement Phases 2 and 3.

While staff has identified other programs that do work with Code Enforcement to arrest the physical and economic decline of the City, as described in Phase I, staff is continuing to develop methods for capturing performance data to support this effort. Phases 2 and 3 are currently on hold as the City is experiencing a hiring freeze due to budget constraints.

Objective 5:

**Neighborhood Improvement Program:** The Neighborhood Improvement Program continues to improve the quality of life for the residents of Huntington Park. The program has also increased community participation and crime prevention awareness. Our goal is to educate residents, property owners and businesses of city codes, processes and services available to them.

The program has become more effective in addressing public safety-related issues in neighborhoods, which in return has helped improve the quality of life of many residents. The Neighborhood Improvement Program is administered by the Huntington Park Police Department and has expanded its impact in various neighborhoods within the City. Input received from residents in all four Neighborhood Improvement Areas is used to report back to applicable City Departments for appropriate follow-up. Comments received at Neighborhood Improvement meetings typically revolve around code enforcement issues, crime, and needed public infrastructure improvements.

**Neighborhood Improvement Accomplishments during FY 2012-13:**

- **Neighborhood Improvement and Block Watch Areas:** Four Neighborhood Improvement and Block Watch (NI/BW) Areas are established within the City of

Huntington Park. All 3.3 square miles of the City are included within the four NI/BW areas.

- **Monthly Neighborhood Improvement Meetings:** Twelve monthly Neighborhood Improvement meetings were held this year in an effort to address neighborhood problems, concerns and issues. Our focus is to prepare and educate our residents on issues such as crime prevention and city beautification. Therefore, every meeting consisted of a different topic presented by one of the following city personnel, police personnel or outside agency. Attendance ranged from 20-25 residents per meeting. In March of 2010, the Huntington Park Police Department and City Officials agreed to change Neighborhood Meetings from 3 times a month, in three different areas, to only the first Tuesday of every month and held at one centralized location. As of March 2010, Neighborhood Improvement Meetings are held at the Huntington Park Community Center, 6925 Salt Lake Avenue, Huntington Park. We are looking into finding a better way to reach out to more people in the upcoming fiscal year.
- **Developed an Improved Service Request Form:** Last year the Neighborhood Improvement Program created a service request form to notify proper police personnel about resident issues in a timely manner. When a service request form is completed by the Neighborhood Improvement Program Coordinator, it is forwarded directly to the office of the Chief of Police. The Chief of Police sends this request to the appropriate supervisor and is required to return the form with action taken within 36 hours.
- **Dissemination of Information:** City administrators and officials are staying connected to resident issues occurring in our community. The minutes from the Neighborhood Improvement Meetings are forwarded to the Chief of Police, who then forwards the report to City Department Heads and City Council Officials for appropriate follow up.
- **Neighborhood Improvement Action Group:** This year, 15 active members of the Neighborhood Improvement Program committed themselves to take an active part in community affairs through volunteerism. These Neighborhood Improvement Program members participated in this year's National Night Out Event by marketing the event, distributing flyers to their neighbors, and also by taking a larger role in recruiting NIP members. This year, a general NIP flyer was created to hand out to residents at the National Night Out Event. We also had members of this group man the Neighborhood Improvement table to sign up new interested members and also talk about the benefits of attending the NIP meetings. Another group of parents walked around during the event and talked to other residents about the program.
- **NI Program Served as liaison among the Police Department, City & Residents:** More and more residents are becoming educated on crime prevention and the importance of city beautification. Residents are more comfortable with speaking to the officers or with calling when a crime is in progress, especially to graffiti. Many residents took advantage of the Graffiti Reward program by reporting the vandal in

progress. The officer assigned to the specific beat or area has made a special appearance at the block watch meetings, not only to familiarize him/her with the residents but also to build a relationship between the officer and the residents.

- **Organized Neighborhood Cleanups:** Two successful neighborhood cleanups were conducted with an approximate total of over 100 participants. In May of 2011, the Environmental Services Department and the Neighborhood Improvement Program partnered to promote and execute a successful city wide clean up. Tools and supplies were provided to all participants by the Neighborhood Improvement Division and the Environmental Services Program. Free food, refreshments and informational material and giveaways were given to all participants. The intention is to conduct a neighborhood cleanup at every quarter. Many residents enjoy these cleanups because they feel a sense of giving back to their community. Many residents also cleanup their immediate neighborhood, because they greatly notice the motivation the City has in cleaning the streets of Huntington Park.
- **Informational Flyers and other Publications:** Various city informational flyers and brochures were created to inform residents of all the programs and services that are designed to improve the quality of life in the City of Huntington Park. These informational sheets and brochures included telephone numbers to the various departments within the city, workshops or seminars offered at no charge to the residents, and more. In addition, information regarding program activities can be found on the Huntington Park City website.
- **Residents as a "New Voice":** Through participation, residents have taken a more active role in prioritizing their neighborhood issues, and have been able to influence City decisions. Residents are reminded to take personal responsibility and be mindful of their actions. They are reminded to keep a watchful eye in their neighborhood, to report any unfamiliar/suspicious activity or person. Also, many residents have voiced their opinion in regards to *No Overnight Parking* on the street. Many residents believed that outside residents were parking in the city of Huntington Park. As a result, the police department conducted a research of vehicles that are parked in the city during certain hours and discovered that the majority of the vehicles parked within city limits are vehicles that are registered in the city of Huntington Park. This provided insight into the problem and can help to better create possible solutions.
- **National Night Out:** Every year the City of Huntington Park and the Huntington Park Police Department celebrate National Night Out on the first Tuesday in August. This community event attracts over 1,500 residents. Residents are encouraged to attend this event because it is a night where we can safely give crime a going away party. The event is free and many outside agencies are invited to participate yearly. It is a night for us to stand together in promoting awareness, safety, and neighborhood unity in our community. For the past 14 years, the Huntington Park Police Department has been recognized for its outstanding participation in "America's Night Out Against Crime" event. This recognition could not have been achieved without the support and participation of our residents. The August 2012

National Night Out event recruited residents to the Neighborhood Improvement Program mailing list.

- **Mayors Award:** This year the Neighborhood Improvement Program organized the Mayors Christmas Award. Residents from our community are invited to decorate their homes and show off their Christmas spirit. Residents may submit their nominations by phone, or e-mail the Neighborhood Improvement Group Coordinator. The Mayor drives to the addresses of homes who have been nominated and vote for the top 3 homes. These residents receive a certificate by the council and a Lawn Sign for best decorated homes.
- **New Upcoming Ideas for NI Program:** NIP staff are currently looking to implement the use of the Huntington Park Police Command Bus to conduct city wide Neighborhood Improvement Meetings. We are looking to drive around the city and conduct meetings or gatherings in city parking lots and places where we know people gather. This would allow for increased visibility, and an opportunity to conduct surveys to better understand the community needs city wide.

Objective 6:

**Neighborhood Improvement Action Plan:** While the Neighborhood Improvement Program has been effective in addressing public safety-related issues in residential neighborhoods and organizing community events as listed above, the Community Development Department currently desires to enhance the program to incorporate more services, outreach, and activities in focused neighborhoods in most need of intervention. It is the City's goal that the Police Department will develop a Neighborhood Improvement Action Plan describing a comprehensive approach to delivering public services to focused neighborhoods in Huntington Park.

The objectives of the Neighborhood Improvement Program are to eliminate crime and blight; preserve the existing housing stock; promote decent, safe, and sanitary housing; revitalize neighborhoods; and empower residents through activism, volunteerism, and community pride.

During FY 2012-13, progress on the Neighborhood Improvement Action Plan was stalled due to staff turnover within the Program and all efforts of replacement staff has been to learn and continue activities previously performed. It is the goal of the Community Development Department that in FY 2013-14 a draft of the NIP Action Plan will be developed.

The focus of the NIP Action Plan will be to:

- Develop goals and objectives that support the elimination of substandard housing, blight, and crime.
- Identify focus neighborhoods where the NIP will deliver newly defined services,

outreach, and activities.

- Identify resident and neighborhood needs (e.g. community services, public infrastructure, code enforcement, etc.) eligible for government and private assistance.
- Identify public and private services/programs available to residents of focused neighborhoods (e.g. residential rehabilitation, commercial rehabilitation, minor home repair, economic development, after-school care, emergency services, health services, lead and other hazard reduction and elimination services, etc.).
- Describe a method of identifying residents or areas that may qualify for CDBG interim assistance<sup>1</sup> for the following activities:
  - The repairing of streets, sidewalks, parks, playgrounds, publicly owned utilities, and public buildings.
  - The execution of special garbage, trash, and debris removal, including neighborhood cleanup campaigns (but not the regular curbside collection of trash in an area).
- Develop, in conjunction with the Community Development Department, requirements for recipients of residential rehabilitation, commercial rehabilitation, and minor home repair programs that will further the NIP objective of empowering residents through activism and volunteerism, including, for example:
  - Participation in at least one NIP event.
  - Participation in a Code Enforcement Education workshop (to be developed by the Code Enforcement Division).
  - Assistance with NIP outreach efforts (e.g. disseminating information to neighbors, hosting block party).
- Outline partnerships, programs, and activities developed with other City departments and private companies to assist with NIP efforts, such as:
  - Police Department – increased patrolling of focused neighborhoods and gang prevention activities.
  - Code Enforcement – increased interface with code violators on ways to correct code deficiencies, referrals to other services, etc.
  - Fire Department – emergency preparedness training for residents of focused neighborhoods.
  - Public Works – evaluating and coordinating neighborhood infrastructure and capital improvement needs such as increased lighting, sidewalk repairs, tree trimming and removal, etc.
  - Parks and Recreation – outreach to focused neighborhoods on free after

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<sup>1</sup> § 24 CFR 570.202 (f) *Interim Assistance*. Activities undertaken on an interim basis must be in areas exhibiting objectively determinable signs of physical deterioration where the recipient (City) has determined that immediate action is necessary to arrest the deterioration and that permanent improvements will be carried out as soon as practicable.

- school programs and other department services and programs.
  - Other CDBG public service subrecipients – minor home repair, senior services, homeless services, and health services.
  - Other private companies.
- Describe a strategy, including methods and a schedule, to outreach to focused neighborhoods including block parties, newsletters, utility inserts, and brochures, and code enforcement interface.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress toward 5-year goal
1. Assist 30 single-family homeowners through Rehabilitation Program	1 Residential Rehab Loan funded with HOME	40%
2. Assist 150 homeowners through Minor Home Repair Program	3 households	16%
3. Complete corrections to 1,500 properties through Code Enforcement Program	1,510 code violations inspected, 676 cases open	232%
4. Implement Code Enforcement Strategy	On Hold	Underperforming/ On Hold
5. Conduct monthly meetings with Neighborhood Improvement Associations	A total of 12 meetings were conducted	Met
6. Develop Neighborhood Improvement Program Action Plan	Not Yet Started	Underperforming

**Priority 1.2: Expand the Supply of Affordable Housing**

**Five-Year Objectives:**

1. Support development of 40 new rental units affordable to extremely low, low, and moderate income households
2. Support applications for outside funding by local CHDO's to maximize leverage
3. Pursue foreclosed condominiums and resell at affordable prices to low and

**moderate income households**

**Accomplishments for FY 2012-13**

Objectives 1 and 2:

The following table provides an assessment of the use of HOME funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan (see Exhibit 1: Table 3A – Summary of Specific Annual Objectives for complete version of Table 3A).

**Table 3A  
Statement of Specific Annual Objectives**

Specific Obj. #	Specific Annual Objectives	Sources of Funds	Performance Indicators	Fiscal Year	Expected Number	Actual Number	Percent Completed
<b>DH - 1 Availability/Accessibility for the purpose of providing Decent Housing</b>							
DH – 1.1	Residential Rehabilitation Loan Program  Address the availability of decent housing by offering rehabilitation assistance to low and moderate-income households.	HOME	Total Number of Housing Units Assisted	2010	6	1	17%
				2011	6	10	166%
				2012	6	1	17%
				2013	6		
				2014	6		
				<b>Total</b>	<b>30</b>	<b>12</b>	<b>40%</b>
<b>DH-2 Affordability for the purpose of providing Decent Housing</b>							
DH – 2.1	Affordable Housing Development  Address need for affordable decent housing by increasing supply of affordable rental housing.	HOME	Total Number of Housing Units Assisted	2010	12	0	0%
				2011	7	0	0%
				2012	7	0	0%
				2013	7		
				2014	7		
				<b>Total</b>	<b>35</b>	<b>0</b>	<b>0%</b>

HOME funds were committed to support two of the City's housing priorities:

- Over three-quarters of Huntington Park's housing stock are over 30 years old, the age at which housing begins to require major rehabilitation improvements. To better respond to this apparent housing need, the City has revamped its **Residential Rehabilitation Loan Program** to include a forgivable component of \$25,000 for certain repairs needed to correct building code violations and make health and safety improvements to the

building exterior.

**Status:** During FY 2012-13, 1 single-family unit occupied by a low-income homeowner was completed, raising the total of completed units to 12 (40%) towards the five-year Consolidated Plan goal of completing 30 units.

The following table (see Exhibit 2: Table 2A – Priority Housing Needs for complete version of Table 2A) shows the number of low and moderate income owner households assisted during the reporting period, and the number of households assisted with housing that meets the Section 215 definition of affordable housing for homeownership at 24 CFR 92.254. Housing that is rehabilitated and owned by a family when assistance is provided qualifies as affordable if it is occupied by an extremely low, low or moderate income family, and has an after-rehabilitation value that does not exceed the 203(b) mortgage limits.

**Annual Housing Completion Goals (Table 2A)**

PRIORITY HOUSING NEEDS (households)		Priority Need Level High, Medium, Low	Unmet Need	5 Year Goals	FY 2012-13 Actual Number
Owner	0-30%	H	193	50	0
	31-50%	H	365	65	6
	51-80%	H	683	65	6
<b>Total 215 Owner Goals</b>				<b>30</b>	<b>12</b>

- The City's Consolidated Plan further observed that Huntington Park has low rental vacancy rates combined with high levels of severe renter overcrowding and severe renter overpayment. Consequently, the City has given high priority to expanding the supply of **Affordable Rental Housing** by acquiring and rehabilitating buildings.

In recent years, the City expended approximately \$2.51 million of gap financing for four affordable housing projects with a local CHDO, the Oldtimers Housing Development Corporation-IV (OHDC-IV), to assist in the acquisition and rehabilitation of 25 units within two geographically targeted areas or "focus neighborhoods": the Bissell Focus Neighborhood and the Middleton/Malabar Focus Neighborhood.

Project	Household Income		Total Number of Units
	Very Low	Low	
Bissell I, 6342-6344 Bissell St.	0	4	4
Bissell II, 6308-6312 Bissell St.	2	4	7*

Bissell III , 6340 Bissell St.	0	4	4
6822 Malabar St.	2	8	10
<b>Total</b>	<b>4</b>	<b>20</b>	<b>25</b>

\*1 market rate unit.

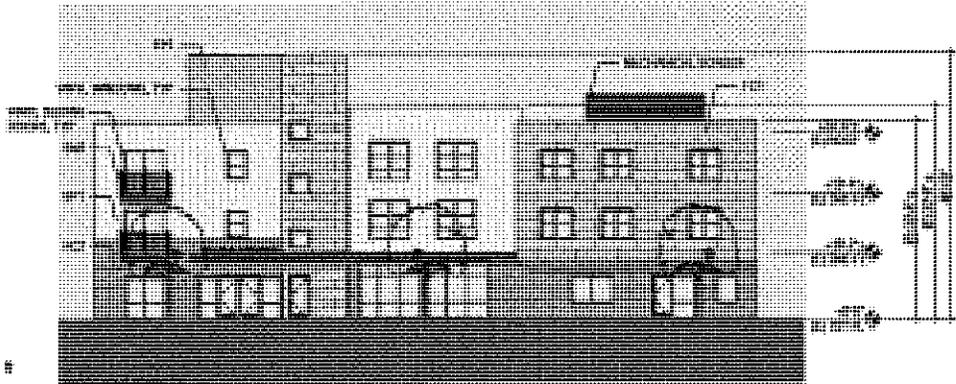
**Pending HOME-Funded Affordable Housing Projects**

It is the goal of the City of Huntington Park that when the Consolidated Plan period is completed, the City would have provided 35 affordable housing units, 23 of which will be designated HOME units. This will be accomplished with the completion of three affordable housing projects that are currently underway in Huntington Park.

<b>Total Units (HOME Units)</b>				
<b>Income Level</b>	<b>6337 Middleton Project</b>	<b>6700-6702/6614 Middleton Project</b>	<b>6303 Marconi</b>	<b>Totals (HOME)</b>
Extremely Low Income	15 (4)	0	0	<b>15 (4)</b>
Very Low Income	8 (7)	3 (3)	0	<b>11 (10)</b>
Low Income	0	8 (8)	1 (1)	<b>9 (9)</b>
Manager's Unit (unrestricted)	1	1	0	<b>2</b>
<b>Total Units (HOME Units)</b>	<b>24 (11)</b>	<b>12 (11)</b>	<b>1 (1)</b>	<b>37 (23)</b>

- 6337 Middleton Street:** On April 18, 2011, the City Council approved an Affordable Housing Agreement with LINC- Huntington Park Apartment Investors LP (LINC CDC). The Agreement committed \$1.50 million in Federal HOME funds for the development of an affordable housing project at 6337 Middleton Street known as the Mosaic Gardens Project. The project is located within the Middleton/Malabar focus neighborhood. The property is a 55-room motel situated on the back portion of the Rodeway Inn located on Santa Fe Avenue. LINC CDC is to redevelop the motel into a 24-unit rental housing project that is proposed to include such on-site amenities as a community room for resident services and programs, a computer room for resident use and community open space.

**Mosaic Gardens at Huntington Park**



MIDDLETON STREET ELEVATION (EAST)

The proposed project meets the City’s development goals by proposing a housing project that would serve as a catalyst for neighborhood revitalization in the project area, would provide housing opportunities for residents and families, and would achieve a high quality design that will enhance the appearance, livability, and long term durability of the project, neighborhood and community. Additionally, the project will provide housing for a population with special needs, which has limited housing opportunities. The City’s Five-Year Consolidated Plan acknowledges the need for special needs housing. It notes that youth leaving the foster care system (“emancipated youth”) are a high risk of special needs population.

**Status:** All funds was secured by the LINC Housing. The project is currently under construction and is due to be completed in December of 2013.

Sources	Estimated Amounts
LIHTC (@9%)	\$5,595,890
Multifamily Housing Program: Supportive Housing (MHP -SA)	\$1,462,318
County of Los Angeles (SD 1 and Homeless Bonus)	\$ 800,000
Federal Loan Bank	\$ 230,000
City HOME	\$1,500,000
<b>Total</b>	<b>\$9,588,208</b>

- **6700-6702/6614 Middleton Project:** On May 16, 2011, the City Council approved the First Amendment to the Amended and Restated Affordable Housing Agreement to provide additional financial assistance to the Oldtimers. The newly constituted Project requires the Oldtimers to rehabilitate five units and construct an additional six units in the following manner:

- A total of eleven units were acquired – the six units previously purchased at 6700-6702 Middleton Street, and the CHDO acquired five additional rental units at 6614 Middleton Street;
- Six of the eleven units purchased by the CHDO will be demolished (two detached units and a duplex above tuck-under parking at 6614 Middleton Street and a duplex with tuck-under parking at 6700-6702 Middleton Street); and
- The remaining five units will be rehabilitated
- Both lots will be consolidated.
- The total allocation was also increased accordingly:

Sources	Allocation
HOME Funds	\$2,040,715
RDA Funds	\$3,059,285
<b>Total Funds</b>	<b>\$5,100,000</b>

**Status:** *The project has been affected by the dissolution of the Huntington Park Redevelopment Agency, which has at least temporarily stripped away approximately \$2.36 million and thus delayed completion of the project. The Developer is looking for other funding sources to complete the project. It is anticipated that the project will move forward in Fiscal Year 2013-14.*

- **6303 Marconi Street:** In FY 2010-11, the Community Development Commission authorized Amendment No. One to the Amended and Restated Affordable Housing Agreement with the Oldtimers Housing Development Corporation – IV (OHDC) to extend financial assistance in the amount of \$235,000 in Neighborhood Stabilization Program (NSP) funding to acquire 6303 Marconi Street, and to provide \$185,611 in financial assistance to the Developer to rehabilitate the Property as an affordable housing project. Then on April 16, 2012, the City also entered into a First Amendment to a CHDO Reservation Agreement with the Oldtimers Housing Development Corporation-IV to commit \$147,500 in HOME funds to negotiate a second amendment to the Amended and Restated Affordable Housing Agreement to build a rental unit atop a reconstructed garage at the 6303 Marconi Street project site and to undertake site improvements.

**Status:** *Acquisition and rehabilitation of the single-family home at 6303 Marconi was completed in September 2011 using NSP funds. The environmental review has been prepared to include the infusion of HOME funds into the project for construction of the additional unit above the garage and Amendment No. Two of the Amended and Restated Affordable Housing Agreement has been drafted for City Council subject to OHDC-IV securing private financing. The City will not move forward on this project with any financial assistance from City HOME funds. The Developer is looking to secure*

*private financing to complete the project.*

Objective 3:

**Homeownership Assistance:** Promoting homeownership opportunities remains a priority as described in the City's 2008-2014 Housing Element and 2010-15 Consolidated Plan. Pursuant to the FY 2012-13 Annual Action Plan, the City did not allocate any funds for City-sponsored homeownership programs; however the City continues to support outside agencies in educating and assisting low and moderate income renters to move into homeownership. These outside programs include:

- Mortgage Credit Certificate (MCC) Program
- CalHome
- CalHFA Homebuyer's Down Payment Assistance Program
- Southern California Home Financing Authority (SCHFA) First Choice Program
- Independent Lease Finance Authority ACCESS and NHF Gold Programs
- State HCD Building Equity and Growth in Neighborhoods (BEGIN)

Though FY 2012-13 witnessed a slight rise in for-sale housing prices from recent years, the affordability gap still remained too wide for any activity to have occurred between the City and these outside programs.

The City entered into an agreement with Los Angeles County Neighborhood Housing Services to provide Huntington Park residences their homeownership and residential rehabilitation programs they offer to low and moderate income families.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress toward 5-year goal
1. Support development of 40 new rental units affordable to extremely low, low, and moderate income households	Entered into a CHDO Reservation Agreement with OHDC to negotiate terms of Amendment No Two of an Affordable Housing Agreement for 6303 Marconi St. project	On track
2. Support applications for outside funding by local CHDO's to maximize leverage	Oldtimers has contributed nearly \$1.75 million towards affordable housing and utilized NSP funds; City will support LINC's	On track

	application for low income housing tax credits for 6337 Middleton St.	
3. Pursue opportunities for purchase of foreclosed condominiums and resell at affordable prices to low and moderate income households	Not Yet Started	Underperforming

**Priority 1.3: Preserve Existing Affordable Housing**

**Five-Year Objectives:**

1. Assist 470 households with tenant-based Section 8 rental assistance
2. Conserve 481 deed-restricted affordable rental units

**Accomplishments for FY 2012-13**

Objective 1:

**Section 8 Rental Assistance:** The Housing Authority of the County of Los Angeles (HACoLA) administers the Section 8 Rental Assistance Voucher Program within Huntington Park. With this program, an income qualified household (<50% MFI) can use the voucher at any rental complex that accepts Section 8 vouchers. Section 8 tenants pay a minimum of 30 percent of their income for rent and HACoLA pays the difference, up to the payment standard established by HUD.

As of August 2011, 432 Huntington Park households were receiving Section 8 rental assistance, an 8% decrease from the approximately 470 households receiving assistance in 2010. Approximately 90 percent of the City's Section 8 recipients are of Hispanic origin, generally consistent with the ethnic make-up of the City's population. Persons with disabilities comprise 57 percent of the City's Section 8 recipients, indicative of the high proportion of seniors participating in the program, whereas families with children comprise 21 percent of recipients. With 973 Huntington Park residents on the waiting list for Section 8 assistance, the need for rental assistance is substantial.

Objective 2:

**Preservation of Existing Assisted Housing:** Huntington Park currently contains nine assisted rental projects, providing 487 units affordable to lower income households. All nine projects now contain long-term affordability controls, with none at-risk of conversion

within the next 15 years.

Acquisition and rehabilitation activities currently underway on the 6700-6702/6614 Middleton Street will contribute another 11 units to the total units available to lower income family households, with an additional 23 units in the pipeline at 6337 Middleton. Each of these new projects will carry long term affordability covenants as required by HOME.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress toward 5-year goal
1. Assist 470 households with tenant-based Section 8 rental assistance	432 households	92%
2. Conserve 487 deed-restricted affordable rental units	487 units preserved	Met (100%)

**Priority 2.1: Provide Support Services and Housing for the Homeless and Near Homeless through Support of Social Service Agencies and Regional Programs**

**Five-Year Objectives:**

1. Coordinate with LAHSA and other communities to provide continuum of care for homeless
2. Support service providers offering facilities and services to homeless, with a goal to assist 14,250 persons

**Accomplishments for FY 2012-13**

Objective 1:

**Continuum of Care:** In May 2009, the City amended its FY 2008-09 Annual Action Plan and Five Year Consolidated Plan to allocate Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds received under the 2009 American Recovery and Reinvestment Act. During FY 2010-11 the City negotiated a partnership between the Los Angeles Homeless Services Authority (LAHSA) and Volunteers of America Greater Los Angeles (VOALA), a nonprofit organization in Greater Los Angeles that provides a diverse range of human services to the community. VOALA is charged with the task of targeting individuals and families currently housed in the City who are at risk of becoming homeless and those who are already experiencing homelessness. LAHSA, to whom HPRP funds were directly subgranted to, is responsible for the administration of HPRP funds and Data Collection and Evaluation. The HPRP program includes financial assistance, housing relocation and stabilization, and rapid re-housing services.

During FY 2011-12, VOALA provided services that prevented 111 (255 total during life of grant) Huntington Park persons and 48 (95 total) Huntington Park households from becoming homeless (Homelessness Prevention), and assisted in re-housing 40 (44 total) persons and 21 (23 total) households to change their homeless status (Rapid Re-Housing). Services provided included: rent subsidies; monetary assistance to pay back-due rent and/or utilities; motel vouchers; security deposits; emergency eviction assistance; and supportive services such as referrals for employment services, food and clothing, public benefits, and financial planning.

All HPRP funds have been expended, therefore there were no programs or activities implemented in FY 2012-13.

Objective 2:

**Emergency Shelters:** While no emergency shelters are located in Huntington Park, a 350-bed regional shelter is located in the adjacent City of Bell. The Bell Shelter, operated by the Salvation Army, provides emergency and transitional care for up to 340 homeless adults, including 154 in the shelter, 128 in the drug and alcohol program, and 49 in longer term transitional housing. In addition, the Bell Shelter offers vocational assistance, substance abuse rehabilitation, case management, counseling, on-site health care & medical referrals, ESL classes, HIV/AIDS education, 12-step substance abuse recovery program, computer training, job training and referrals, and life skills classes. The goal of the program is to provide a one-stop solution to the homeless condition by addressing the problems and barriers that keep homeless men and women from achieving self-sufficiency.

Additionally, in response to an increasing number of homeless and chronically ill adults in Los Angeles, the Bell Shelter, in collaboration with the Los Angeles County Department of Mental Health, has developed a program to provide on-site assessment and treatment for homeless clients who are mentally ill or dual diagnosed with mental illness and substance abuse. Funding and support also came from the State Department of Mental Health, the California Endowment, the State Department of Housing & Community Development, the Department of Veterans Affairs, and the Community Development Commission of the County of Los Angeles.

Huntington Park addresses the emergency shelter needs of the homeless and other persons needing shelter by participating in programs administered by homeless service agencies. The Salvation Army/Southeast Community Corps located in Huntington Park and funded by the City will continue to offer emergency motel vouchers, and provide transportation assistance to those individuals who wish to go to the Bell regional shelter or other nearby shelters.

**Emergency Services:** In FY 2012-13, the City provided funding support to the Southeast Churches Service Center (SCSC). The SCSC Emergency Food Program provides emergency "brown bag" groceries to families, and served 2,939 persons during FY 2012-13. The Center also provides such essential homeless services such as bus tokens and taxi vouchers to link clients with other service agencies.

Through their office in Huntington Park, the Salvation Army/Southeast Communities Corps provides the following emergency services: daily meals; emergency food boxes for families; monthly food bags for seniors; showers; clothing; furniture; bus tokens; emergency motel vouchers; utility assistance; and referrals to outside agencies. Also, a limited amount of emergency rental assistance is at times available for qualified households. The Programs Manager reports that it served 1,400 Huntington Park residents in FY 2012-13, up from 2011-12 when 1,317 persons were served. Increased performance is the result of not only the recession and high unemployment rate, it is also the result of organizational restructuring that includes technology improvements that provide for better tracking of beneficiaries and services provided. Due to the increase in demand for services during the current economic downturn, the Salvation Army reports being unable to address the significant need for rental assistance and utility assistance. The City dedicated \$13,774 in CDBG funding to the Salvation Army in FY 2012-13.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress toward 5-year goal
1. Coordinate with LAHSA and other communities to provide continuum of care for homeless	No activity	Met
2. Support service providers offering facilities and services to homeless, serving 14,250 persons	4,339 persons served	102%

**Priority 3.1: Provide Housing and Support Services for Special Needs Populations**

**Five-Year Objectives:**

1. Support the provision of housing and services for special needs populations.

**Accomplishments for FY 2012-13**

Objective 1:

**Housing for Special Needs Populations:** Certain segments of the population face greater difficulty in securing adequate and affordable housing due to their special housing needs. Huntington Park's Housing Element contains numerous policies and programs which speak to addressing the housing needs of large families and seniors. Mosaic Garden Affordable Housing Development will be providing housing to special needs populations, for transitional youth and families with mental health issues. The Integration of community-serving uses with housing, such as childcare, will also be provided in this project.

**Minor Home Repair Program:** The City funds a Minor Home Repair Program for seniors, disabled persons, and lower income households. The Program is a direct grant to the

homeowner for labor and materials for minor repairs to the property, including accessibility improvements. The City grants up to \$3,500 per household and the program is available to multi-family residential properties as well as single-family residential. The program goal was to assist 30 households, but as explained earlier in this report, the Community Development Department only funded three grants this year due to staff shortages and new environmental reporting which slowed implementation.

**Services for Special Needs Populations:** Huntington Park supports a variety of services for special needs populations, both through the City’s Parks and Recreation Department, and through support of public service providers. Some of these services include senior meals, HIV/AIDS outreach and testing, and family and emergency services. These services are described under Priority 6.0 – Community Services.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress Toward 5-year Goal
1. Support the provision of housing and services for special needs populations.	Ongoing	On track

**Priority 4.1: Provide for New Community Facilities and Improve the Quality of Existing Facilities to Serve Those of Low and Moderate Income**

**Five-Year Objectives:**

1. Maximize the effectiveness of available CDBG funds for community facilities consistent with the urgency of the established need for facilities, the availability of other long-term funding for the facilities, and the provision of services at such facilities.

**Accomplishments for FY 2012-13**

Objective 1:

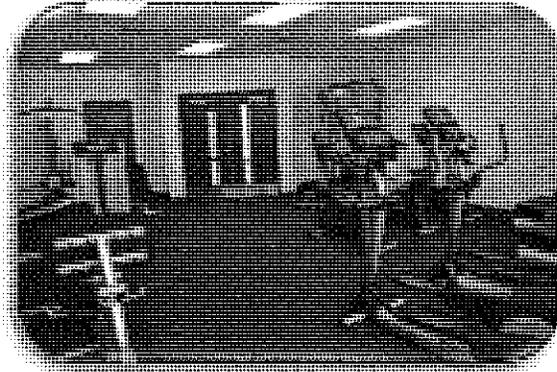
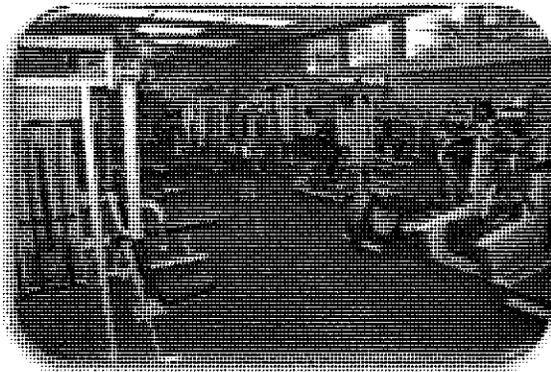
**Community Centers and Parks/Recreation Facilities:** The City Parks and Recreation Department operates six public park facilities and four community centers that accommodate multi-purpose uses for both youth and senior populations. During the Consolidated Plan period, the Department has identified the following projects for which CDBG funds may be requested:

- Keller Park Playground Replacement
- Salt Lake Park Recreation Center Renovation Project
- Perez Park Splash Pad Construction Project
- General Park Improvements identified in the Parks and Recreation Master Plan

Additionally, the Public Works Department has listed these three priority projects for which CDBG funds may be requested:

- Salt Lake Park Playground and Sidewalk Replacement Project
- Salt Lake Park Skate Park Storm Drain Construction Project
- Salt Lake Park Parking Lot Resurfacing Project

In FY 2011-12, CDBG funds were used for two community facility projects. First, the Fitness Room Development Project, which replaced dilapidated exercise equipment with new ADA-accessible, fixed equipment at Salt Lake Park and Raul R. Perez Memorial Park. The renovated Salt Lake Park was completed and open to the public in January 2012; while the new Raul R. Perez Memorial Park Fitness Room was made available to the public on August 13, 2012.



Rehabilitated Fitness Center at Salt Lake Park

Rehabilitated Fitness Center at Raul R. Perez Park

Secondly, CDBG funds were allocated to the Downtown Public Improvement Project; the City Council in March 2013 approved an agreement with Primestor Development Inc. to prepare the design and construction plans of the street and pedestrian improvements targeted in the Downtown area. CDBG and other local funds will be used for the design and construction plans and funds will count towards the City's local match. Additional funds were budgeted for this project in FY 2013-14.

**Childcare Centers:** Affordable, quality childcare is a significant need in Huntington Park. The City will be supportive of grant applications by outside agencies for development of child care facilities.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress Toward 5-year goal
1. Maximize the effectiveness of available CDBG funds for community facilities. Complete at least one park improvement project.	Downtown Public Improvement Project started in FY 2012-13	On Track

**Priority 5.1: Provide for Needed Infrastructure Improvements in Low and Moderate Income Areas**

**Five-Year Objectives:**

1. Maximize the effectiveness of available CDBG funds for infrastructure improvements.

**Accomplishments for FY 2012-13**

Objective 1:

**Capital Improvements Plan:** The City's Capital Improvements Plan (CIP) identifies infrastructure and public improvements to be undertaken in Huntington Park. The City has generally relied on a variety of other non-CDBG funding sources to pay for infrastructure improvements, and is actively addressing water, sewer, storm drain and street deficiencies through ongoing projects. Nonetheless, the City may direct CDBG funds towards infrastructure improvements in low and moderate income neighborhoods or in support of affordable housing as needed, and has assigned a medium priority to this need within the Consolidated Plan. During FY 2012-13, no CDBG funds were used in support of capital improvement projects.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress Toward 5-year Goal
1. Maximize the effectiveness of available CDBG funds for infrastructure improvements.	No projects funded	Met (Not identified as High Priority)

**Priority 6.1: Provide Needed Community Services to Those of Lower and Moderate Income**

**Five-Year Objectives:**

1. Allocate 15% of annual CDBG entitlement towards community services.
2. Youth Services:
  - Serve 11,750 youth through the following programs:
    - Parks and Recreation After School Program
    - Huntington Park Library Homework Center
    - Huntington Park Police Department Juveniles at Risk Program
3. Childcare Services:
  - Provide subsidized childcare to 500 children

4. **Community Beautification:**  
Serve all residents City-wide annually
5. **Health Services:**  
Provide health care to 2,500 people  
Serve 750 households with LBP education and prevention services
6. **Special Needs:**  
Provide meals to 425 seniors

#### **Accomplishments for FY 2012-13**

##### Objective 1:

In FY 2012-13, Huntington Park allocated \$217,615 towards public services, representing the full 15% of its annual CDBG entitlement.

##### Objective 2:

**Dept. of Parks and Recreation - After School Program:** This program is designed to deter gang membership, crime, vandalism, and drug usage through youth participation (ages 6-14) in a variety of programs sponsored by the City's Parks & Recreation Department. This program provides at-risk youth a safe location to go after school for wholesome programs, such as arts and crafts, games, sports, homework club, field trips and many other organized activities. Children have become more aware of good nutrition since the after school program implemented the state-funded snack program. The program is offered at Freedom Park, Perez Park, Robert Keller Park and the Huntington Park Community Center. During FY 2012-13, a total of 2,588 low and moderate income youth were served. Establishment of the program at the additional Community Center site has allowed for continued expansion of program activities.

**County of LA Public Library – Homework Assistance Center Program:** Through the efforts of the Huntington Park Library, 1<sup>st</sup> – 8<sup>th</sup> grade students from the community were able to receive guidance and encouragement in any subject area related to academics and personal growth during established and extended business hours. The library provided accessibility to its Homework Center, including five internet computers, and provided staff to assist with supervision of activities and homework assistance. The number of new enrollees at the Center was 120 students during the fiscal year, up approximately 62% from last year.

**Dept. of Parks and Recreation – Juveniles at Risk (JAR) Boot Camp Program:** The JAR program consists of five components: a one-week "boot camp" for children ages 12-15; a 12-week parenting class program for parents of the children enrolled in the boot camp; Sunday mentorship classes with JAR students; home and school follow ups; and culmination of the program and graduation. A total of 45 youth participated in the program in FY 2012-13, and parents report less stress in the household due to the improved communication skills learned through the program.

Objective 3:

***Southeast Rio Vista Family Y.M.C.A. – Kids Zone After School Program:*** In FY 2006-07, the Y.M.C.A.'s Day Care and Preschool Program was redesigned from a full day, day care and preschool program, to a "Kids Zone After School Program" offered from 4:00 to 9:00. The program serves youth ages 4 through 14, and provides a variety of after school activities including homework assistance, recreational activities and health and physical education. A total of 27 youth enrolled in the program during the 2012-13 fiscal year, a decrease from prior years due mainly to reduced CDBG funding in recent years.

Objective 4:

***Public Works - Graffiti Removal | Community Beautification:*** The City of Huntington Park has contracted with a private agency for the removal of graffiti, and targets public and private properties in low- to moderate-income neighborhoods. A graffiti hotline number has been established and residents of the community are reminded about a \$500 reward if a vandal is caught and found guilty for his or her actions. The City's goal is to eliminate graffiti within 24 to 48 hours, and search and destroy all visible graffiti. The Community Beautification Program was housed within the Police Department up until April 2008 when the contract for graffiti removal services was transferred under the management of the Public Works Department. The program continues to be integrated with the Neighborhood Improvement Program. As an area-wide benefit, the graffiti removal program serves the City's population of 57,751 residents residing within low/mod census tracts and block groups.<sup>2</sup>

Objective 5:

In previous years, the City assisted in the provision of health services by funding the St. Francis Medical Center Foundations' Healthy Communities Initiative and, more recently, the L.A. Community Legal Centers' Southeast Healthy Homes Program. However with continued reductions in CDBG entitlement funds, the City has opted to use its public service allocation on services with a higher community need. Therefore, no CDBG funds were allocated for the provision of health services in FY 2012-13. The City continues to be committed to health services and continues to support the health initiatives of the Huntington Park Health and Education Commission in promoting smoke free initiatives and support community healthy active living programs that promote good health in the City,

Objective 6:

***Steelworkers Oldtimers Foundation – Senior Nutrition Program:*** This program provides midday congregate meals at the Huntington Park Family Center, and home delivered meals to the frail elderly population. A total of 83 unduplicated seniors were

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<sup>2</sup> 18 of the City's 19 census tracts are majority (>50%) low/mod income, with two block groups within census tract 5345.02 the only non-low/mod areas in the City. Subtracting the population in these two block groups (3,597) from the City's total population of 61,348, results in a balance of 57,751 low/mod area residents.

served (1,796 hot delivered meals to homebound seniors; and 1,715 frozen delivered meals to homebound seniors). Additionally, 329 telephone reassurance calls were made to homebound seniors as they are the most frail and vulnerable of the population the Oldtimers Foundation serves. Nutrition information was also provided to clients.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress toward 5-year goal
1. Allocate 15% of annual CDBG entitlement towards community services.	Allocated 15% to services	Met
2. Youth Services: Serve 11,750 youth with after school programs, homework center, and JAR program	2,753 youth	65%
3. Childcare Services: Provide subsidized childcare to 500 children	27 children	31%
4. Community Beautification: Serve all residents City-wide	Served 57,751 low/mod area residents	Met
5. Health Services: Provide health care to 2,500 people Serve 750 households with LBP education and prevention	Program defunded Program defunded	13% 11%
6. Special Needs: Provide meals to 425 seniors	83 seniors	85%

**Priority 7.1: Improve the Business Climate for Existing Businesses and Attract new Businesses**

**Five-Year Objectives:**

1. Facilitate business expansion and economic development within Redevelopment Project Areas
2. Provide commercial rehabilitation grants and loans to 15 businesses

**Accomplishments for FY 2012-13**

Objective 1:

***Business Recruitment, Retention & Expansion Program:*** The primary function of this program was to promote economic development within the Redevelopment Project Areas, and was accomplished through the promotion of local job opportunities, the elimination of underutilized and deteriorating properties, and assisting in the revitalization of the business climate. Community Development Commission activities under this program included establishment of one or more development sites; land acquisition; assistance with on and off-site public improvements; loans to new and existing businesses; and other types of required assistance. Coupled with the dissolution of the Redevelopment Agency, the program did not receive CDBG funding in FY 2012-13.

***Business Assistance and Economic Development Program—Department of Community Development:*** This program provided technical support, business resources, and referrals to Huntington Park businesses citywide. The program also served to increase business retention and attraction services by providing business and financial planning assistance to new and existing businesses and served as a local resource center. Funds were used to host workshops and seminars with industry experts to help persons grow their business in Huntington Park. The program is administered by Huntington Park Business Improvement District (BID) staff and in FY 2012-13, assisted 25 businesses. The BID staff personally visited and outreached to these businesses to gauge their business needs. Many received marketing assistance, help with permit processing, and were invited to attend the workshops and seminars aimed at helping them manage and operate their business more efficiently and successfully.

Additionally, the City's Downtown Huntington Park Business Improvement District's efforts in FY 2012-13 focused on dramatic changes in Downtown Huntington Park. The Business Improvement District (BID) Board along with the BID Manager addressed the district's needs and implemented the goals of the Downtown Huntington Park Strategic Plan. The continued need to improve and implement the Downtown Strategic Plan, public safety, cleanliness, outreach, and marketing the BID has resulted in the accomplishment of several tasks in FY 2012-13. For example, the BID provided \$63,000 of its annual budget for marketing and promotional efforts of the Downtown Business Improvement District and \$750 towards merchant outreach. The BID also provided \$175,000 towards security and over \$40,000 for Downtown Huntington Park's street maintenance. The BID staff also assisted with the Recycling Management Development Zone application; the coordination of the start of the Enterprise Zone Program including preparing an EZ package and co-hosted EZ workshops; assisted with the implementation of the Downtown Business Watch Program with the Police Department; implemented the Downtown Huntington Park Customer Rewards Program and assist in the City's Commercial Rehabilitation Program.

CDBG Funds will continue to be used for Business Assistance programs in FY 2013-14 but will be administered by another organization. The BID program was discontinued as of June 30, 2013 and will not have the staff to administer the program.

***FY 2012-13 Business Assistance and Economic Development Program  
Accomplishments:***

- Technical assistance provided to 25 businesses
- Assisted brokers and property owners with locating tenants for their commercial and industrial properties and decreasing vacancies
- The City participated in the following conferences to market and promote business opportunities: International Council of Shopping Centers (ICSC) conferences, National Division conferences, Gateway Cities Conference, and Urban Land Institute Conference. The City also participated in the California Association of Enterprise Zones Annual Conference and the California Association for Local Economic Development Annual Conference.

***Clean Up of Contaminated Site (Site Remediation for the Alameda Corridor of Cars Project):*** In March 2005, the CDC purchased properties located at 5959 through 6169, 6011, 6161, and 6169 Alameda Street. The CDC's objective is to revitalize and redevelop the area with an auto center project which would include the expansion of the existing Alexander MINI Cooper Dealership and the development of additional auto dealerships. The site, also known as the Southland Steel site, is within the Amended Merged Redevelopment Project Area and is approximately 4.92 acres. The CDC expects that the proposed auto center project will stimulate economic growth, increase the City's tax base and create new jobs for the community.

Shortly before acquisition, the CDC performed environmental assessments which revealed that the site contained contamination. Before proceeding with plans to revitalize the site, the CDC must remediate the existing environmental conditions. Consequently, in December 2005, the CDC and the Department of Toxic Substances Control (DTSC) entered into a California Land Reuse and Revitalization Act (CLRRRA) Agreement to facilitate the environmental assessment, clean-up and re-use of the Southland Steel site. The Agreement requires that the CDC prepare a Work Plan to implement characterization of the properties and support development of a Response Plan. The Commission retained an environmental advisor to prepare and oversee the implementation of the Work Plan. Staff and the Agency's environmental consultant are in the process on completing a characterization plan, which will submitted for DTSC review and approval.

Furthermore, during FY 2009, the CDC received a \$200,000 Clean-Up Grant from the Environmental Protection Agency to clean-up the property. The City will contribute twenty percent (20%) in CDBG funds as a match for the grant. The City completed the Site Characterization Report (SCR) and it was approved by the Department of Toxic Substance Control (DTSC) on July 21, 2011. However on July 21, 2011, the City postponed all activities related to the clean up due to the State's recent passage of AB X1 26 – the elimination of redevelopment agencies statewide. Because the site is owned by the City's redevelopment agency, the passage of this new legislation resulted in uncertainty and delays to the project schedule. In January 2012, the City decided to continue with remediation activities and identified other funds to help leverage costs associated with the clean-up. The City is committed to completing site remediation but due to the elimination of redevelopment the property must be sold as asset of the Redevelopment Agency. The City recently was authorized by the California Department of Finance to sell the property and is in negotiations with a local auto dealer to purchase the property and complete the

remediation of the site.

The following accomplishments were achieved using alternative sources of funding:

- ***Festival El Centro Retail Development Project:*** The City is assisting with the development of El Centro de Huntington Park, a major new retail shopping center project located on approximately 15 acres at the southeast corner of Slauson Avenue and Alameda Street. This project will help achieve several of the City's economic development goals. The project will replace a blighted area characterized by contaminated brownfields, mixed and incompatible land uses, insufficient lot sizes, lack of off-street parking, and dilapidated structures with a cohesive retail development at a prime intersection in the City. The project will also create new jobs and new revenues to the City.

During 2008 the CDC completed environmental assessments for the fifteen acre site. A portion of the site was revitalized with a development of a 13,000 square foot commercial retail/restaurant building at the south east corner of Slauson Avenue and Alameda Street. The developer has negotiated a lease agreement with a Subway Restaurant, and is continuing these efforts for other potential commercial, retail, and restaurant tenants. The City and the developer continue to market the remaining 13 acres for potential development of a commercial retail project.

- ***Downtown Public Improvement Project:*** During the 2009-10 fiscal year, the City was successful at receiving a \$2.67 million MTA grant award for the Pacific Boulevard Pedestrian Improvement project. The City's application was ranked 4th among 61 projects submitted in this category. The City will contribute a minimum of 30%, or approximately \$1,224,874, towards this project as a match. These funds will help beautify Pacific Boulevard in the City's downtown area. Specifically, funds will be utilized for pedestrian enhancements such as street trees, and other landscape, lighting and hardscape amenities. During 2012-13 fiscal year, the City allocated \$38,000 for the design and construction plans of the project. The MTA grant is slated to be available in FYI 2013-14. CDBG Funds have been allocated in FYI 2013-14 towards design and construction plans for the project.

Objective 2:

***Commercial Rehabilitation Grant Program:*** This program is funded through the City's Community Development Block Grant (CDBG) and is designed as an economic development tool to encourage economic growth and job creation. Up to \$50,000 in rehabilitation assistance is made available to eligible commercial property owners for facade and other exterior improvements, to improve handicap accessibility, and to correct code violations. This program must comply with the Davis-Bacon Act (prevailing wage) and other federal requirements.

To maximize the visual impact of the Downtown, staff solicited property owners within a target area of Pacific Boulevard between Florence Avenue and Gage Avenue. While the

City did not fund any new Commercial Rehabilitation loan's in FY 2012-13, it did work to complete all open commercial rehabilitation projects carried over into FY 2012-13.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress toward 5-year goal
1. Facilitate business expansion and economic development within Redevelopment Project Areas	Provided Assistance to 25 Businesses	Met
2. Provide commercial rehabilitation grants and loans to 15 businesses	0 grants funded	40%

**Priority 8.1: Provide for Necessary Planning Activities to Develop both Housing and Community Development Plans to Address Anticipated Need**

**Five-Year Objectives:**

**1. Continue to conduct planning relevant to the CDBG and HOME Program**

Objective 1:

**Consolidated Plan:** The City will annually review its Consolidated Plan, and update the Action Plan and other components as necessary. The City has entered into a professional services agreement with a housing consultant for administration of the CDBG and HOME programs for the City. As part of this agreement, the consultant maintains responsibility for preparation of the Consolidated Plan, Action Plans, CAPERs, and all other requirements of HUD programs. City Staff will

**Fair Housing and Tenant/Landlord Mediation Services:** Huntington Park contracts with the Fair Housing Foundation (FHF) to provide fair housing services for its residents. A variety of services are provided, including investigation of allegations or complaints regarding unfair housing practices, conducting community outreach and education, fair housing audits and testing, and providing counseling or referrals to other agencies when individuals may have been victims of discrimination. The FHF works with real estate agents, lenders, landlords, home-seekers and tenants to reduce incidents of discrimination against people because of race, color, religion, age, ancestry, sex, sexual orientation, familial status, national origin or physical or mental disability. In addition to fair housing issues, FHF provides counseling, information, referral and conciliation services to tenants and landlords seeking assistance with general housing issues and concerns. A total of 296 persons were assisted in FY 2012-13.

**Central Business District Specific Plan:** The City utilized a combination of CDBG economic development funds and an Economic Development Initiative grant to fund preparation of the Central Business District Specific Plan (CBD). The City desires the CBD to have more amenities, enhanced architecture/aesthetics, more compatible/complementary land uses, guidelines for display of merchandise, and an overall improved identity. The Plan was adopted in August 2008 and includes recommendations for development standards and design guidelines to promote retail, mixed use and office land uses; enhanced pedestrian amenities; traffic calming strategies; and creation of an identifiable sense of place.

**Progress Towards Five-Year Goals**

5-Year Objective	Accomplishments in 2012-13	Cumulative Progress toward 5-year goal
<b>1. Continue to conduct planning relevant to the CDBG and HOME Program:</b> Annually review Consolidated Plan Provide tenant/landlord services to 1,500 residents Implement Downtown Specific Plan	Ongoing 296 people assisted Ongoing	Met 52% Met

**C. AFFIRMATIVELY FURTHERING FAIR HOUSING**

In an effort to affirmatively further fair housing, the City entered into a contract with the Fair Housing Foundation (FHF) to provide comprehensive *fair housing services*. These services included: (1) Discrimination Counseling, Complaint Intake, and Investigation, (2) General Housing (Landlord/Tenant) Counseling and Resolutions, (3) Enforcement and Impact Litigation, (4) Education and Outreach. The FHF provided these services citywide at no cost to tenants/property owners/landlords and other housing advocates. Additionally, the FHF placed emphasis on the implementation of the following key components to furthering fair housing:

- Innovative and effective enforcement programs to eliminate housing discrimination
- In-depth testing and investigation of complaints alleging housing discrimination
- Audits of housing practices based on areas of concern uncovered through counseling and testing
- Intensified education and outreach services targeting areas of concern
- Workshops and presentations designed to educate the public on fair housing laws and issues
- General housing counseling and other appropriate referral services
- Tester and other volunteer training
- Promoting media interest in eliminating housing violations

### **Fair Housing Foundation Program Overview**

The Fair Housing Foundation received 296 landlord/ tenant calls during the reporting period, reflecting a slight increase in the number of calls in Huntington Park since last year, but still lower from a decade ago (2002-03: 382 calls; 2003-04: 360 calls; 2004-05: 306 calls; 2005-06: 271 calls; 2006-07: 259 calls; 2007-08: 204 calls; 2008-09: 263 calls; 2009-10: 303 calls; 2010-11: 233 calls; 2011-12: 245). The FHF counseled landlords and tenants on their rights and responsibilities and counseled each client initially to determine that no fair housing violations had occurred. The clients then received thorough information on the resolutions and resources available for their specific concerns.

In addition to having provided direct counseling and resolution services, the FHF provided Unlawful Detainer assistance. The FHF staff members are certified as mediators and are qualified to provide these services.

The FHF resolved general housing inquiries through a variety of methods:

**Counsel and Resolve:** Over eighty percent of all landlord tenant calls were resolved without referrals. Many client issues were resolved by counseling clients and informing them of the law, civil codes and remedies available. Many clients call regarding rent increases. In these cases, the FHF ensured that the owner/manager was following the law by serving either 30 or 60 day notices, informing the client that the City does not restrict rent increases nor places restrictions on them, and providing them with alternatives such as moving or possibly entering negotiations with the property owner/manager. In cases where the property owner/manager was the client, the FHF provided them with the proper procedures to follow for requesting the rent increases. If an owner needed to know the process for evictions, the FHF informed them of the proper procedures to follow, and provided the required forms. Many clients reported habitability issues. In these cases, the FHF provided the client with the remedies available, which included the "repair and deduct" and "rent withholding" methods for getting their repairs made to their units.

**Unlawful Detainer Assistance:** Clients receiving Unlawful Detainers were able to contact the FHF to receive assistance with completing their paperwork. Although FHF staff does not represent the client in court, FHF staff will attend the Unlawful Detainer hearing and speak as a witness when requested.

**Mediations:** FHF used mediations to resolve numerous disputes. In mediation, FHF staff acted as a neutral third party to facilitate dispute resolution between two disagreeing parties. In order to mediate, it was required that both parties agree to mediate and enter into good faith resolution agreements.

**Referrals:** Many clients contacted FHF with problems not related to fair housing or general housing issues, or they required services (such as on-site health department reviews) not provided by FHF. In these cases, the FHF provided referrals to other resources for assistance. The FHF also maintained an extensive referral list sorted

by jurisdiction or service type as a reference to the diversity of callers or walk-in clients who request assistance. The referrals lists included City and County housing departments, building and safety departments, health and sanitation departments, police departments, the County Assessor's office, and city council members' offices. Many landlord/tenant calls were directed to the County and State Departments of Consumer Affairs, or legal aid offices, bar associations, tenant advocacy groups, apartment owner associations, civil rights organizations, housing authority, or other resources.

### **Fair Housing Inquiries and Cases**

During FY 2012-13, the Fair Housing Foundation counseled ten individuals regarding fair housing and as a result opened five bonafide fair housing cases. Three of the fair housing inquiries involved alleged discrimination based on physical disability, one pertained to familial status, and one was based on gender discrimination. Of the five fair housing cases, two sustained allegations and three lacked sufficient evidence. One of the ways the FHF addressed the incidence of potential housing discrimination based on disability was by conducting rental audits to assess differential treatment, described below.

### **Random Audits to Identify Potential Discrimination**

Audits are random investigations without a bonafide complaint. Audits serve as an educational tool to reveal potential discrimination for specific protected classes in predominately underrepresented areas. In addition, audits are performed to meet the output requirement for bonafide cases if actual bonafide cases were not received.

Through counseling and case management, the FHF has identified that the majority of fair housing complaints being alleged in Huntington Park are on the basis of the following three protected classes: Disability, Race, and Familial Status. This year, FHF took proactive measures to address these issues in an informative and educational manner, developing a questionnaire pertaining to these three protected classes. The internet was used to randomly choose housing providers to participate. The questionnaire was used as a way to have one-on-one contact with the housing provider, introduce their services and engage in an open and interactive dialogue. FHF used this opportunity to address the most common concerns they found in the housing industry in Huntington Park.

In most cases, the FHF found that they were able to educate the housing providers and if successful, this would help to avoid complaints of housing discrimination filed against them. Suggestions were offered in order to address areas of concern and also see how knowledgeable the housing provider was in fair housing. FHF also notified the housing providers of free upcoming trainings available to them throughout the service area.

FHF's objective in implementing these new "Educational Audits" was to strengthen the bond between FHF and housing providers. The participants were very responsive to this approach which resulted in much success.

### **Outreach and Education Services**

The Fair Housing Foundation provides a comprehensive, extensive, and viable education

and outreach program. The purpose of this service is to educate tenants, landlords, owners, Realtors, and property management companies on fair housing laws; to promote media and consumer interest; and to secure grass root's involvement within the communities. In addition, FHF specifically targets outreach to persons and protected classes that are most likely to encounter housing discrimination.

FHF targets its education and outreach activities within the City limits to include:

- Increased public awareness;
- Training sessions to consumers including Tenant Workshops, Booths, and Presentations; and
- Training sessions to housing providers including Landlord Workshops, Certificate Management Trainings, and Realtor Trainings

In FY 2012-13, the FHF conducted the following Outreach and Education:

- Conducted 1 booth at events in Huntington Park
- Distributed over 3,500 pieces of FHF literature
- Conducted 2 Certificate Property Management Trainings held in the City, successfully training 9 rental property owners
- Held 2 Community Presentations including one on September 21, 2011 called "Parents with Exceptional Kids" and one on February 7, 2012 during a Neighborhood Improvement Meeting at Salt Lake Park.
- Held 1 walk-in clinics at the Huntington Park Library
- Distributed 1 fair housing newsletters, made 4 press releases in the Los Angeles Times, the Long Beach Press Telegram, the Orange County Register, the Los Angeles Sentinel, and the Los Angeles Times Magazine, produced 3 PSAs for radio, and conducted an interview on cable television.
- Maintained a fair housing website, and received over 6,700 website hits County-wide
- Conducted staff and tester trainings
- Held 4 workshops in Huntington Park for the community and housing industry
- Made one presentation to City Council
- Organized an annual Fair Housing poster contest in the schools, and hosted an annual fair housing reception

### **Analysis of Impediments to Fair Housing Choice**

In 2006 and 2007, the City of Huntington Park undertook a process to prepare a comprehensive update to the City's Analysis of Impediments to Fair Housing Choice (AI). A consultation workshop was conducted with organizations involved with housing issues in Huntington Park to discuss potential impediments to fair housing, and to brainstorm potential strategies for the City and its community partners to address. Attendees included the Fair Housing Council, affordable housing providers, lenders, property managers, homeless shelter providers, and groups representing special needs populations. The AI was completed and adopted by City Council in April 2007.

In an effort to address specific findings identified in the City's 2007 AI, the City in collaboration with the Fair Housing Foundation, lending institutions, the real estate association, and other service agencies have begun to undertake the following strategies:

#### **Education and Outreach Activities**

- In partnership with the FHF, continue multi-faceted fair housing outreach to Huntington Park residents, real estate professionals, apartment owners/managers, bankers and advocacy groups. Distribute multi-lingual fair housing literature to every household in the City through utility bill inserts, the City's quarterly newsletter, or other innovative ways to reach the general public.
- Coordinate FHF presentations in Huntington Park with the Community Development Department and the City's Neighborhood Improvement Coordinator to maximize the effectiveness and attendance at these meetings.
- Identify violations of housing discrimination as it pertains to families with children, educate property managers/owners of their obligations under the fair housing laws, and develop a citywide promotional campaign. The FHF will implement the following specific actions:
  - ✓ Conduct on-site surveys of ten rental properties to obtain information on barriers and violations as it pertains to families with children
  - ✓ Prepare written findings and action strategy
  - ✓ Develop topic specific literature on familial status discrimination and owner responsibilities. Obtain list of all rental property owners and distribute along with flyers announcing free Landlord Workshops and Certificate Management Trainings.
  - ✓ Develop promotional campaign focused on familial status discrimination.
- Identify rental properties advertising in Spanish only, inform property owners of their obligations to promote housing to all populations, and develop a topic specific promotional campaign. The FHF will implement the following specific actions:
  - ✓ Review Spanish and English-language newspapers to determine if the same rental advertisements are being published in both Spanish and English.
  - ✓ Scout neighborhoods and local businesses for rental vacancy signs in Spanish only.

- ✓ Prepare written findings and action strategy.
- ✓ Develop topic specific literature and promotional campaign on advertising guidelines and responsibilities that promote equal housing opportunities. Develop promotional campaign focused on advertising guidelines and responsibilities.
- Coordinate with the Rancho Southeast Association of Realtors (RSAR) on fair housing education and outreach to the local real estate community. Direct local realtors to RSAR's monthly courses aimed at assisting realtors in better serving the minority community.
- Continue open representation on Huntington Park's Commissions which address housing and related community development issues for residents to voice their concerns. These bodies include: Planning Commission; Parks and Recreation Commission; Health and Education Commission; Arts and Culture Commission; Youth Commission; and Historic Preservation Commission.

### **Enforcement Activities**

- Continue to provide investigation and response to allegations of illegal housing discrimination through the FHF. For cases that cannot be conciliated, refer to the Department of Fair Housing and Employment (DFEH), U.S. Department of Housing and Urban Development (HUD), small claims court, or to a private attorney, as warranted.
- Continue to review FHF quarterly discrimination reports to assess Huntington Park trends and patterns over time, and tailor fair housing education and outreach accordingly.
- Continue to provide general counseling and referrals over the phone regarding tenant-landlord issues through the City's Community Development Department and the FHF.
- Expand the Fair Housing Foundation's services to include collection of national origin data on both discrimination and general housing clients to determine whether discriminatory housing practices are occurring specifically based on national origin. *(FHF now collects national origin data)*. Analyze the results of this data, and develop recommendations for further action as warranted.
- Coordinate review of hate crime data on an annual basis between the Huntington Park Police Department and the FHF to evaluate as a potential fair housing issue.

### **Monitoring Lending, Housing Providers, and Local Real Estate Practices**

- In cooperation with FHF, monitor the reasons for denial of home purchase, refinancing and home improvement loans. Contact local lenders in Huntington Park

to provide additional education and outreach on the loan approval process, how to improve credit ratings, and available favorable home purchase tools. Assist lenders in marketing financial literacy programs at City Hall.

- Contact local lenders to request they direct applicants ineligible for privately financed home improvement loans to the City's rehabilitation loan program.
- Urge lending institutions to adopt fair housing guidelines that ensure, among other items, that those who are eligible to receive a prime loan based on their credit rating do so.
- Work through the Fair Housing Foundation to establish a "no Tolerance of Predatory Lending" educational campaign to warn against predatory lending practices. This campaign should provide suggestions to help homeowners avoid getting trapped into a predatory loan and provide information about how to look for the right loan.
- Request the Fair Housing Foundation contact *The Press* newspaper regarding inclusion of the Equal Housing Opportunity logo and/or a fair housing statement within the classified section of the *Huntington Park Bulletin* as recommended by state and federal regulations.
- Continue to include non-discriminatory and fair housing language in all City and Redevelopment Agency affordable housing contracts and agreements. Monitor property management firms of HOME and Agency-assisted projects for adherence with affirmative marketing actions and compliance with regulations in the advertisement of available units.

#### **Investigative Testing and Auditing Local Real Estate Markets**

- Continue to conduct audits to evaluate apparent patterns of discrimination in Huntington Park, such as issues related to familial status, national origin and disability. To the extent such audits reveal significant discrimination, widely publicize the results to serve as a deterrent to other property owners and landlords.

#### **Land Use Policies to Affirmatively Further Fair Housing**

- Amend the second unit ordinance consistent with AB 1866 to eliminate the Conditional Use Permit requirement and reduce parking to one space per unit. (*Completed in 2009*)
- Amend the City's Density Bonus/Affordable Housing Ordinance to reflect recent changes in State density bonus law. (*Completed in 2009*)
- Ensure that CUP conditions placed on community care facilities with seven or more occupants, transitional housing and emergency shelters are focused on neighborhood compatibility and ensuring proper management and licensing, and do

not act to constrain the provision of such facilities. *(In 2009, the City amended the Zoning Code to eliminate the CUP requirement for transitional and supportive housing within residential zones, and to eliminate the CUP requirement for emergency shelters within the MPD zone).*

### **Increasing Geographic Choice in Housing**

- Continue to facilitate the provision of affordable housing throughout the community through City assistance and site assembly, combined with various zoning incentives. Provide affordable and accessible housing to special needs populations, including the disabled, seniors and large family households.
- Continue to implement a neighborhood improvement program, code enforcement program, and residential rehabilitation program as key tools to sustaining neighborhoods.

### **D. AFFORDABLE HOUSING ACTIONS**

#### **Summary of Progress in Providing Affordable Housing**

Huntington Park has taken proactive measures to maintain, provide and create new avenues for affordable housing for low and moderate income renters and owners. During FY 2012-13, the City continued to administer programs targeted at reducing overcrowdedness, addressing substandard housing conditions, and increasing the supply of affordable housing.

A total of three households were assisted through the provision of grants through the Minor Home Repair Program, and one household was assisted with a residential rehabilitation loan. The following table shows the number of low and moderate income households assisted during the reporting period and the number of households assisted with housing that meets the Section 215 definition of affordable housing for rental and homeownership. The Section 215 definition of affordable housing is defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership, as further defined below.

Household Type	Minor Home Repair Program	Residential Rehabilitation Program	New Construction Program
<b>Unit Type</b>			
Single-Family	3	1	While no HOME funded affordable units were produced in 2012-13, the City approved additional funding for the Marconi Street Project; and continued to monitor progress on the 6337 Middleton St. project (23 units).
<b>Income Level</b>			
0 - 50% MFI	0	0	
51 - 80% MFI	3	0	
<b>Race/Ethnicity</b>			
White	2		
Black			
Hispanic	10	12	
Asian			
American-Indian			
<b>Special Needs</b>			
Elderly	1	1	
Disabled			
Female Headed Household	0	1	
<b>Total Assisted Households</b>	<b>3</b>	<b>1</b>	<b>0</b>

In fiscal year 2003-04, the City contributed \$940,000 in HOME funds for development of the Rita Court Project, a 15-unit detached, single-family residential project. In exchange for City assistance, the developer was to sell seven units to low-income homebuyers at an affordable price. Covenants stipulate that the seven restricted units are to remain affordable for 20 years. Four of the units were sold in 2004-05, with the remaining three units sold in 2005-06.

Huntington Park's annual housing goals which fulfill Section 215 affordable housing requirements are presented in Exhibit 3 (Table 3B – Annual Housing Completion Goals) at the end of this report.

Pursuant to Section 215, HUD defines a rental unit as an affordable housing unit if it is occupied by an extremely low, low or moderate income tenant and bears a rent eligible under HOME regulations. At least 20% of units in projects with 5 or more restricted units must have Low HOME rents, with the balance of restricted units subject to High HOME rents.

Section 215 defines ownership housing as affordable if it is purchased by an extremely low, low or moderate income homebuyer, and has a sales price that does not exceed the mortgage limits for the type of single family housing for the area under 203(b) limits and carries either resale or recapture provisions. Housing that is rehabilitated and owned by a

family when assistance is provided qualifies as affordable if it is occupied by an extremely low, low or moderate income family, and has an after-rehabilitation value that does not exceed the 203(b) mortgage limits.

**Efforts to Address “Worst Case”**

The City continues to respond to “worst case” housing needs, defined by HUD as low-income (<50% MFI) renter households who spend more than half of their income on housing costs, live in seriously inadequate housing, or both. The Census indicates that overpayment continues to be a critical factor that negatively impacts low income households, particularly in high cost areas like metropolitan Los Angeles. It is defined that a household is experiencing a “housing cost burden” if it is paying more than 30 percent of its income on housing, and a “severe cost burden” if it is spending greater than 50 percent of income on housing.

The table below shows the incidence of overpayment in Huntington Park based on the most recent data available from the census (2000). As indicated, nearly half of all the City’s renters experienced a cost burden of at least 30 percent, with 22 percent of renters experiencing a severe cost burden of at least 50 percent. Among low income renters (< 50% MFI), 47 percent were spending over half their incomes on housing, considered a “worst case” housing need.

<b>Overpayment</b>	<b>Households</b>	<b>Percent</b>
<b>Owners</b>		
>30% Income on Housing Costs	1,613	46%
<b>Renters</b>		
>30% Income on Housing Costs	4,896	47%
>50% Income on Housing Costs	2,284	22%
Low Income (<50% MFI)	(2,083)	(47%)

Source: U.S. Census, 2000.

Note: >50% Household Income is a subset of >30% Household Income

To address its worst case housing needs related to housing overpayment, the City supported its local Community Housing Development Organization (CHDO) during FY 2012-13 to continue the acquisition and rehabilitation of rental properties and provide units at affordable rents. Acquisition and rehabilitation activities currently underway on the 6700-6702/6614 Middleton Street and 6303 Marconi Street projects will contribute another 12 units to the total units available to lower income family households by 2013, with an additional 23 units in the pipeline at 6337 Middleton for completion by 2014. Participation in HUDs Housing Choice Voucher Program also addresses lower income housing overpayment, with 432 Huntington Park households receiving assistance (August 2011).

To address habitability issues, the City continued to provide rehabilitation assistance to owners to remediate substandard housing conditions, and utilized its Code Enforcement Program to remove code deficiencies from residential properties.

The City or its CHDO did not carry out activities during Fiscal Year 2012-13 which resulted in the displacement of households. The City is aware of and follows appropriate displacement and relocation procedures when applicable.

Although disabled housing needs were not identified as a high priority in the 5-Year Consolidated Plan, the City recognized the importance of attempting to address their needs. The City allocates a substantial amount of grant funds towards the Minor Home Repair Program. Improvements to improve handicap accessibility are eligible under this program. Through its Affordable Housing Development Program, the City also accommodates the disabled population through improvements to make rental housing more accessible. And lastly, several outside agencies such as the Salvation Army, Southeast Churches Service Center, and the Oldtimers Foundation each provide much needed public services to the elderly, disabled and persons at risk of becoming homeless.

### **Huntington Park Affordable Housing Strategy**

In mid 2009, the Community Development Commission (CDC) of the City of Huntington Park retained a consultant to assist in the development of an Affordable Housing Strategy. The purpose of the Strategy is to develop a five-year guide for the implementation of affordable housing programs and projects which will maximize financial resources and effectively address Huntington Park's housing needs and priorities.

Development of the Housing Strategy involved the following steps:

- Review of existing and projected housing needs
- Evaluation of constraints, including Redevelopment housing obligations
- Evaluation of existing and potential financial, land and regulatory resources
- Evaluation of a potential inclusionary housing ordinance
- Recommendation of Affordable Housing Priorities
- Recommendation of implementation programs and projects

City Council approved formation of an Affordable Housing Stakeholders Committee to work with the consultant and City staff in developing the Strategy. The fifteen member Committee included a broad cross-section of community stakeholders, including:

- ✓ Residential developers (for profit and non-profit)
- ✓ Housing and social service providers
- ✓ Property managers
- ✓ City Council representatives
- ✓ City Commission representatives (Planning, Historic Preservation, Health and Education)

The Affordable Housing Stakeholders Committee met three times from November 2009 through January 2010. The Committee was provided with extensive background information, and combined with each member's unique expertise and perspective, provided a solid foundation for their input on Huntington Park's housing needs, current funding challenges, potential future opportunities, and recommended funding priorities. The Committee's recommendations form the basis of the draft Affordable Housing Strategy. A public hearing on the draft Strategy was conducted before the Planning Commission in June 2011.

The Affordable Housing Strategy establishes the following guiding principles for housing assistance:

1. Emphasize housing activities which **sustain and strengthen neighborhoods**. Stabilize the existing housing stock through:
  - Neighborhood improvement activities
  - Code enforcement
  - Affordable housing via acquisition/rehabilitation
  - Residential rehabilitation
  - Lead based paint abatement
2. Expand **neighborhood improvement activities** and fund rehabilitation of deteriorated rental housing via increased CDBG funding. Establish a self-funded Systemic Rental Property Inspection program to free up CDBG funds and complement neighborhood enhancement activities.
3. **Target housing funds** for acquisition/rehabilitation and neighborhood improvement activities in neighborhoods most in need, such as Bissel, Malabar, and Middleton.
4. Incorporate a **strong community education** component within the Neighborhood Improvement Strategy to ensure rental property owners and tenants understand their respective rights and responsibilities. Coordinate education with the Fair Housing Foundation and Lead Based Paint Program community outreach activities.
5. Identify mechanisms to **mitigate the displacement impacts** to tenants of enhanced code enforcement.
6. Pursue **acquisition of foreclosed condominiums** for sale to low and moderate income homebuyers, combined with rehabilitation assistance to ensure housing quality.
7. Encourage **housing suitable for large families** in all programs.
  - Prioritize funding for housing with three or more bedrooms.
  - Ensure sufficient unit square footage for families in both for-sale and rental housing.
  - Pursue reconfiguration of rental housing in conjunction with acquisition/rehabilitation to increase the number of bedrooms in units.

- Promote funding availability for bedroom additions as part of Huntington Park's rehabilitation loan program.
- 8. Balance funding assistance between **affordable ownership and rental** housing. Support housing developments that offer a **mix of income** levels.
- 9. Encourage **deeper affordability** in rental housing projects receiving City funds/incentives.
- 10. **Pursue leverage** of City assistance in new construction and acquisition/rehabilitation projects, emphasizing deeper affordability and housing suitable for large families.
- 11. Pursue funding sources **unrestricted as to immigration status** to better serve Huntington Park's population.
- 12. Adopt a 15% low and moderate income **inclusionary housing requirement** for all ownership housing projects of 8+ units, and rental housing receiving City assistance. Structure the City's inclusionary housing ordinance to offer incentives to offset the cost of providing affordable units.
- 13. **Establish local preferences** for housing programs for persons who live in Huntington Park, and secondarily for persons who work in Huntington Park, within the parameters of State and Federal housing laws.
- 14. **Create community** in conjunction with housing by encouraging family resource centers/support services to be provided in conjunction with housing.

#### E. CONTINUUM OF CARE

##### Actions to Plan/Implement Continuum of Care

The Continuum of Care model addresses the following issues as it relates to Huntington Park:

- Actions to prevent homelessness
- Actions to address emergency shelter and transitional housing needs
- Actions to preserve and maintain existing affordable housing

In May 2009, the City received \$656,002 in Homelessness Prevention and Rapid Re-Housing Funds through the American Recovery and Reinvestment Act of 2009 (HPRP). As authorized, the intent of the HPRP is to extend homelessness prevention assistance to households who would become homeless but for assistance, in part because of the economic crisis, as well as to provide assistance to rapidly re-house persons who have become homeless.

During FY 2010-11 the City negotiated a partnership between the Los Angeles Homeless Services Authority (LAHSA) and Volunteers of America Greater Los Angeles (VOALA), a nonprofit organization in Greater Los Angeles that provides a diverse range of human services to the community. VOALA was charged with the task of targeting individuals and families currently housed in the City who are at risk of becoming homeless and those who are already experiencing homelessness. LAHSA, to whom HPRP funds were directly subgranted to, was responsible for the administration of HPRP funds and Data Collection and Evaluation. The HPRP program included financial assistance, housing relocation and stabilization, and rapid re-housing services.

VOALA's case managers worked diligently to carefully assess and evaluate each client to meet their unique needs of keeping them housed; this included clients who were homeless and needed to be re-housed. The services provided included but were not limited to receiving rental subsidies; monetary assistance to pay back-due rent and/or utilities; motel vouchers; security deposits; emergency eviction assistance; and supportive services such as referring them to receive employment services, food and clothing, public benefits, and financial planning. To meet the needs of the community and the population at hand, VOALA did a great amount of outreach to ensure that HPRP services were well known throughout Huntington Park and the surrounding communities. Some continuous outreach activities included: attending community resource and health fairs, doing presentations about HPRP services at local community/faith based organizations as well as elementary, middle and high schools. Local businesses were informed of the services and very importantly, case managers targeted and informed property management companies as well as several property owners in the surrounding areas. By FY 2012-13, all funds had been expended and no more activity took place.

In the past, Huntington Park also received approximately \$75,000 in annual Emergency Shelter Grant (ESG) funds which it used to support the local Salvation Army/Southeast Community Corps in the provision of homeless services. However, the City no longer receives ESG funding. To address this gap in services, the City has shifted a portion of its CDBG public service funds towards homeless service providers. In addition, the City has strengthened its linkage with the Los Angeles Homeless Services Authority (LAHSA) to ensure that an adequate level of service is being provided to the City's homeless and to those-at-risk of becoming homeless. The City continues to attend meetings sponsored by LAHSA and continues to link homeless families and individuals and those-at-risk of becoming homeless with the appropriate services including those provided by the local Salvation Army, Southeast Churches Service Center, Bell Shelter, and other local agencies. The City understands that homelessness is caused by a variety of factors and that only through coordination of services and resources can the City be better positioned to address the issue. The City will continue to seek partnership and funding opportunities, such as receiving future ESG funding if eligible, to address continuum of care needs.

### **Actions to Prevent Homelessness**

Under the Homelessness Prevention and Rapid Re-Housing Program, the Volunteers of America Greater Los Angeles (VOALA) targeted individuals and families housed in the City

of Huntington Park who were at risk of becoming homeless and were in need of temporary financial assistance and/or services to prevent homelessness. Additionally, they targeted individuals and households experiencing homelessness in the City (residing in emergency or transitional shelters or on the street) who are in need of temporary financial assistance and/or services to obtain housing. No HPRP services were provided in FY 2012-13 as the entire grant was expended in the previous program year.

Additionally, through their office in Huntington Park, the Salvation Army/Southeast Communities Corps provides the following emergency services: daily meals; emergency food boxes for families; monthly food bags for seniors; showers; clothing; furniture; bus tokens; emergency motel vouchers; utility assistance, and referrals to outside agencies. The Programs Manager reports that it served 1,400 Huntington Park residents in FY 2012-13. Due to the increase in demand for services during the current economic downturn, the Salvation Army has been unable to address the significant need for rental assistance and utility assistance. The City dedicated \$13,774 in CDBG funding to the Salvation Army in FY 2012-13.

The City also provided CDBG funding support to the Southeast Churches Service Center (SCSC). The SCSC Emergency Food Program provides emergency "brown bag" groceries to families in need, and served 2,939 unduplicated persons during FY 2012-13. The Center also provides bus tokens and taxi vouchers to link clients with other service agencies.

The City contracts with the Fair Housing Foundation (FHF) to provide a wide range of fair housing services to ensure equal housing opportunities for its residents. By mediating disputes between tenants and landlords, FHF helps to minimize evictions and unjust rent increases.

Lower income households overpaying for housing are likely to be at risk of becoming homeless upon loss of employment. The City coordinates with the Los Angeles County Housing Authority to provide Section 8 rental assistance to homeless individuals and families as well as those at risk of becoming homeless. Approximately 430 low income households in Huntington Park currently receive assistance.

### **Actions to Address Emergency Shelter and Transitional Housing Needs**

- The Volunteers of American Greater Los Angeles (VOALA) assists persons and households with the following emergency shelter and transitional housing needs: rapid re-housing assistance (moving assistance); housing subsidies (rental subsidies); eviction prevention services (monetary assistance to pay back-due rent and/or utilities); transition age youth assistance; and housing relocation assistance (one-time relocation subsidy, moving assistance, security/utility deposits). The objective of this program was to increase the number of individuals and families prevented from becoming homeless – either by staying in their own homes or moving into permanent housing.

- While no emergency shelters are located in Huntington Park, a 350-bed regional shelter is located in the adjacent City of Bell. The Bell Shelter is operated by the Salvation Army, and offers overnight accommodations and a continuum of other services, including food, showers, laundry, mental health services, alcohol and drug treatment, job search services, adult education classes, and medical services.
- The City has amended its Zoning Code to allow transitional and supportive housing by right in residential zones, and emergency shelters by right within the MPD zone.
- The City provides funding support to the Salvation Army/Southeast Services Corps which serves as a referral agency for shelters in the area. The Salvation Army also provides bus tokens to assist in transportation to the shelters, as well as motel vouchers.

### **Actions to Preserve and Maintain Existing Affordable Housing**

This section of the Continuum of Care has been outlined in the earlier section of the CAPER on priority housing needs. The identified priorities areas are as follows: Priority 1.1: Address neighborhood conditions and overcrowded housing; Priority 1.2: Expand the supply of affordable housing; Priority 1.3: Preserve existing affordable housing.

Examples of programs provided under these priorities include:

- Affordable housing development
- Section 8 rental assistance
- Preservation of existing assisted housing
- Residential rehabilitation program
- Code enforcement program

## **F. OTHER ACTIONS**

### **Obstacles to Serving Underserved Needs**

The lack of affordable housing negatively impacts many households in Huntington Park. Additionally, the scarcity of resources results in “underserved” needs. The City has to date entered into five Affordable Housing Agreements with Oldtimers Housing Development Corporation for the acquisition, rehabilitation and management of six rental properties totaling 36 units. The funds spent on acquisition, rehabilitation, and relocation total approximately \$10.65 million, which includes \$5.17 million in HOME funds, \$4.18 million in low-mod set-aside, and \$1.29 million in private financing. The City has also entered into an Affordable Housing Agreement with LINC CDC to redevelop a 55-room motel that is proposed to be rehabilitated into a 22-unit affordable housing project. The agreement committed \$1.5 million in HOME funds, and the developer will secure over \$8 million in other funding sources for the project.

### **Foster and Maintain Affordable Housing**

One of the priorities of the City is to preserve the existing affordable housing stock through rehabilitation, and increase the supply of affordable housing through homebuyer assistance and new construction. The City has been working to eliminate barriers to affordable housing by its continued participation in Homebuyer Programs. Also, as discussed above, the City has entered into Affordable Housing Agreements for acquisition and rehabilitation of six rental properties. The Affordable Housing Agreements were facilitated via the framework of a CHDO Reservation Agreement between the City's Community Development Commission and the Oldtimers Housing Development Corporation-IV whereby \$5.70 million was set aside specifically for the fostering and maintenance of affordable housing. The City has also entered into an Affordable Housing Agreement with LINC CDC to redevelop a 55-room motel that is proposed to be rehabilitated into a 22-unit affordable housing project. The agreement committed \$1.5 million in HOME funds, and the developer will secure over \$8 million in other funding sources for the project.

### **Overcome Gaps in the Institutional Structure**

During the year, the Community Development Department was responsible for administering the City's housing programs, managing the allocations of CDBG and HOME funds, and building and planning. The Department of Parks and Recreation administered the CDBG funded After School Program and the Fitness Center public facility project at Salt Lake Park and Raul R. Perez Park; the Police Department administered the Code Enforcement Program, the Neighborhood Improvement Program, and the Juveniles at Risk program; and the Public Works Department managed the Community Beautification/Graffiti Removal Program.

Through the City's Inter-departmental Team, comprised of staff from Community Development, Code Enforcement, Public Works, Parks and Recreation, Building and Safety, and Police Departments, the City is working closer with residents and property owners to improve the City's physical appearance, promote neighborhood improvement programs/projects, work with and develop self-sustaining neighborhood associations (neighborhood/resident groups), and educate community residents, property owners, and businesses of City codes, processes, and services.

In response to a HUD Monitoring visit and HUD Single Audit conducted during past fiscal years, the City has undertaken numerous actions to improve administration of the CDBG and HOME program. These include:

- Contracting out partial administration of the HUD program to a consulting firm with experienced staff members assigned to the project.
- Establishment of protocols for file management and record retention, monitoring HOME rental projects, monitoring community service subrecipients, and CHDO certification and recertification procedures.
- Establishment of Affirmative Marketing and Minority Outreach Plan, and Layering

Review Guidelines.

- Establishment of processes to conduct eligibility reviews, report on accomplishments, and track performance of both City and public service agency programs.

In addition, the City hired a consultant who developed new program guidelines for the Residential Rehabilitation Program. The guidelines were adopted by City Council to enhance program effectiveness which include: increasing the maximum loan amount from \$25,000 to \$50,000; providing funds as a grant (for lead hazard abatement) and zero interest deferred loan; and preparation and dissemination of bilingual program marketing materials.

Lastly, the City has executed with its Community Housing Development Organization (CHDO), the Oldtimers Housing Development Corporation – IV, a CHDO Operating Expense Agreement. Under this Agreement the CHDO was able to process an Organizational and Professional Services Agreement with a consultant hired to help the CHDO build capacity in implementing affordable housing projects. Key components of the consultant contract include staff training, improving the organizational structure, reviewing and recommending revisions to the CHDO's key documents (e.g. articles of incorporation, bylaws, etc.), and enhancing internal management and fiscal policies and procedures. The City's goal is to equip the CHDO with the necessary tools and knowledge to carry out the City's vision of revitalizing low and moderate neighborhoods in Huntington Park.

### **Public Housing and Residential Initiatives**

Although there is no public housing in Huntington Park, the City maintained contractual arrangements with the Los Angeles County Housing Authority for the provision of Section 8 vouchers and certificates to Huntington Park residents.

### **Lead-Based Paint Hazard**

In January 2010, the City received a \$1.57 million grant under the Federal Lead Based Paint Hazard Control Grant Program to provide low and moderate income households with such services as lead based paint testing, remediation, removal of pest infestation, weatherization services, and outreach. Under the program, the City of Huntington Park provides up to \$14,440 toward owner-occupied properties and up to \$7,500 for rental properties located in the City. The Program also promotes education for owners and tenants to help prevent childhood lead poisoning. FY 2012-13 was the City's second year administering the Lead Hazard Control Program and it has been challenging. To date, program accomplishments include 90 assessments/evaluations; 51 units abated; 25 currently in the "pipeline"; and 30 individuals trained in Renovation, Repair, and Painting (RRP) by an Environmental Protection Agency (EPA) accredited provider.

The City also continued its education and outreach efforts by continuing to make available, at various locations, an abundance of educational and resource materials to alert, inform, and educate the public (and participants in the City's rehabilitation and repair programs)

about the hazards of lead-based paint. Information was provided on both the dangers of lead-based paint and on possible abatement measures. The City has required subrecipient agencies and contractors to become familiar with the new regulations and has included language in each of the subrecipients' agreements. Some of the agencies have already provided training to their employees, including sending them to HUD-sponsored workshops. Information leaflets, flyers and handouts were distributed at various locations accessible to the public. These locations included the City Hall lobby, City Clerk's Office, the local public library, and other public facilities.

Huntington Park is one of 10 cities selected by the Los Angeles County Childhood Lead Poisoning Prevention Program (CLPPB) for primary prevention activities. Community outreach about lead poisoning will be programmed in conjunction with the CLPPB, including grant applications and seeking other funding sources.

### **Compliance and Monitoring**

The City monitors subrecipients funded to administer public service, housing rehabilitation, and other community development activities to ensure strict compliance with applicable HUD laws, regulations, and program guidelines. The City also monitors federally assisted (principally supported with HOME funds) new construction and acquisition-rehabilitation projects throughout the prescribed affordability periods for each project.

Yearly, the City reviews applications for project funding (through the Action Plan process) to ensure that the needs identified in the 5-year Consolidated Plan are addressed. Additionally, the City provides technical assistance to subrecipient agencies and monitors their progress in projects implementation.

During fiscal year 2012-13 the City conducted on-site audits of subrecipients receiving CDBG funding. This level of monitoring served the following functions:

- validate the accuracy of information presented in the program participant's performance reports;
- follow-up on problems identified during the Consolidated Annual Performance and Evaluation Report (CAPER) assessment that are not resolved as of the date of the monitoring;
- determine compliance for those activities where there is sufficient information to make eligibility and/or national objective determinations;
- evaluate the reasonableness of judgments made for those activities that necessarily involve high levels of program participant judgment;
- ascertain the program participant's ability to ensure that activities carried out by subrecipients meet compliance requirements;

- verify the accuracy of the program participant's records; and
- identify apparent causes of any problem(s) and offer recommendations for corrective actions.

The City has also developed monitoring protocols for HOME assisted rental housing projects that entail either annual desk audits or on-site audits during which project owners are to certify continuing compliance with occupancy and affordability requirements. Subject to a project's size, the City is also to conduct property inspections on an annual to triennial basis. FY 2009-10 monitoring of the following HOME assisted affordable housing projects began in July 2011: Bissell I located at 6342-6344 Bissell Street; Bissell II located at 6308-6312 Bissell Street; Bissell III located at 6340 Bissell Street; Casa Bonita located at 6512-6532 Rugby Avenue; Rugby Plaza Senior Apartments located at 6330 Rugby Avenue; and the Malabar Apartments located at 6822 Malabar Street. The Middleton projects were not monitored as they are still underway.

### **Reduce Number of Families in Poverty**

Some of the factors contributing to the existence of below-poverty level households in Huntington Park are low education attainment levels, lack of marketable job skills and formal training, and shortage of affordable childcare, which prevents single parents from joining the work force. The City will continue to encourage activities to increase employment opportunities that result in the reduction of the number of households with incomes below the poverty line.

### **G. LEVERAGING RESOURCES**

As a testament of the City's interest in leveraging available resources, the City made a concerted effort to acquire resources beyond the entitlement amounts granted by the CDBG, HOME, CDBG-R, and HPRP Programs. During FY 2012-13, the City continuously reviewed opportunities to apply for public and private funding, both on its own and in collaboration with other agencies. The City maintained contractual arrangements with the Los Angeles County Housing Authority for the provision of Section 8 vouchers and certificates to Huntington Park residents.

The City also worked with their local CHDO, the Oldtimers Housing Development Corporation-IV, to negotiate and facilitate affordable housing projects which ultimately resulted in the private financing of approximately \$1.75 million, which represents over 20% of the total cost of implementing the City's affordable housing program.

In 2010, the City applied for a Pedestrian Improvement Grant from the Metropolitan Transportation Authority (MTA) and was awarded a \$2,676,000 grant for pedestrian oriented improvements in the downtown to improve mobility and spire economic

development in the downtown. The grant requires a match from local sources, such as CDBG. The City plans to start the design and public outreach process in FY 2012-13.

The City has also initiated the creation of a Business Improvement District (BID) in the downtown. The BID generates approximately \$350,000 a year for a downtown program consisting of marketing, events, and seminars and trainings for business owners – all geared to spur economic development in the area.

In January 2010, the City received a \$1.57 million grant under the Federal Lead Based Paint Hazard Control Grant Program to provide low and moderate income households with such services as lead based paint testing, remediation, removal of pest infestation, weatherization services, and outreach. The program provides up to \$14,440 towards owner-occupied properties and up to \$7,500 for rental properties located in the City. The Program also promotes education for owners and tenants to help prevent childhood lead poisoning.

Lastly, the City negotiated an Affordable Housing Agreement with another local CHDO, LINC CDC, for property located at 6337 Middleton Street. The property currently consists of a 55-room motel that will be acquired and rehabilitated into a 22-unit affordable housing project. The City committed \$1.5 million in HOME funds to the project, and the developer will leverage these funds with over \$8 million in other sources, including Low Income Housing Tax Credits (9%), Multifamily Housing Program: Supportive Housing (MHP-SP) funds, County funds, and a private loan.

#### **H. CITIZEN COMMENTS**

In accordance with HUD requirements and the City's Citizen Participation Plan, the City published a public notice in the Press Telegram on August 29, 2013 to solicit comments and encourage citizen participation in the submittal of this Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER was made available at the City Clerk's Office, the Community Development Department, and the Huntington Park Family Center for public review, and a public hearing will be held before the City Council on September 16, 2013.

#### **I. SELF-EVALUATION**

The City made significant progress in achieving its 5-Year Consolidated Plan and its FY 2012-13 Annual Action Plan goals and objectives. The City expended CDBG and HOME funds for a variety of programs and projects to benefit low-and moderate-income households. Low-and moderate income beneficiaries included the elderly, female-headed households, families, youth, homeless, and those at risk of becoming homeless.

The City continued to implement Affordable Housing Agreements for the acquisition, rehabilitation and management of six rental properties totaling 36 units and provided over \$4 million in HOME funds as gap financing for the projects. The City increased their

conditional commitment of \$2.64 million in HOME funds to \$4.5 million to the Oldtimers Housing Development Corporation CHDO for the acquisition and rehabilitation of these affordable housing projects. In addition, the City entered into Affordable Housing Agreement with LINC Community Development Corporation for redevelopment of a motel into a 22 unit affordable rental housing project. The City committed \$1.5million to this project.

The Code Enforcement and Neighborhood Improvement Programs have been successful in forming a working partnership between the City and residents, resulting in improved quality of life, increased community participation and pride, empowerment of residents, and a sense that residents are “taking back their neighborhood”.

The primary barriers the City faces in implementing its strategies are: 1) scarcity of local funds to supplement Federal funding, and 2) gaps in the institutional structure. The City continues to expend all of its annual CDBG and HOME allocations. Additionally, as a way to effectively administer and implement the CDBG and HOME programs, City staff is implementing upgrades and enhancements of the current program. These include:

- Contracting out partial administration of the HUD program to a consulting firm with experienced staff members assigned to the project.
- Establishment of protocols for file management and record retention, monitoring HOME rental projects, and CHDO certification and recertification procedures.
- Establishment of Affirmative Marketing and Minority Outreach Plan, and Layering Review Guidelines.
- Establishment of processes to conduct eligibility reviews, report on accomplishments, and track performance.
- Entering into a CHDO Operating Expense Agreement with the Oldtimers Housing Development Corporation – IV whereby a total of \$41,060 was awarded for organizational and professional development services for the implementation of affordable housing developments.

**IV. PROGRAM NARRATIVES**

**A. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

1. Assess the relationship of CDBG funds to the priorities, needs, and goals in the Consolidated Plan.

The City's priorities, needs, and goals were addressed through a number of activities. These activities are more fully described in this document under "Assessment of Progress Toward One-Year and five-Year Goals and Objectives" Section (Section III.B.).

2. Describe the nature of and reasons for any changes to program objectives.

The majority of the City's program goals and objectives will remain unchanged.

3. Assess efforts in carrying out planned action described in the One-Year Action Plan.

The City carried out all activities described in its Action Plan and followed its HUD approved Consolidated Plan. The City pursued all available resources, including from the County of Los Angeles and through the Mortgage Credit Certificate Bond funds to help increase home ownership. The City provided all requested certifications of consistency for HUD Programs. The City did not hinder Consolidated Plan implementation by any action or any willful inaction.

Furthermore, in accordance with HUD's new Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs, the City continues to report quantifiable goals, objectives and performance of the City's CDBG program activities. Cumulative measures of performance can be found in the tables attached for each objective in Section III (B) -*Assessment of Progress Toward One-Year and Five-Year Goals and Objectives*.

4. Evaluate the extent to which CDBG funds were used exclusively for the three national objectives and to benefit low to moderate income persons.

All of the City's grant funds were used exclusively for one of the three national objectives, and except for Planning and Administration, all CDBG funds were used for activities that benefit low- and moderate-income persons.

5. Describe any displacement activity involved with acquisition, rehabilitation or demolition of real property.

On December 3, 2007, the Community Development Commission (CDC) and the Oldtimers Housing Development Corporation -IV entered into an Affordable Housing Agreement (Agreement) to acquire and rehabilitate a six-unit property located at 6700 Middleton Street. Shortly after the acquisition of the property at 6700

Middleton Street, the adjacent property located at 6614 Middleton Street became available for purchase. Staff and Oldtimers, the City's designated Community Housing Development Organization ("CHDO") determined that the acquisition of two contiguous properties would provide an excellent opportunity to consolidate both lots and develop a high quality and larger project that would make positive impact on the entire neighborhood. As a result, the AHA was Amended and Restated in October 2008, to provide total of \$1.34 million in HOME funds and \$450,000 in tax increment low and moderate-income housing (Set-Aside) funds to acquire the second property at 6614 Middleton and fund soft costs associated with merging and developing a concept plan both properties. The Agreement was subsequently amended in May of 2011 to provide funding for construction costs. The proposed project includes the construction and rehabilitation of 11 residential dwellings. The agreement provides for a \$4.7 million loan to the Developer (\$2.0 million in Federal HOME funds and \$2.7 million in redevelopment low-mod set aside funds). As a result of the project all seven tenants residing at the properties were be permanently displaced.

6. Describe economic development activities for which the low/mod jobs national objective has not been met.

The only aspect of this section that is applicable to the City of Huntington Park is the program income section. The City's only source of program income is the repayment of residential rehabilitation loans, which is entirely funded with HOME funds.

7. CDBG Financial Summary.

Please refer to attached Integrated Disbursement and Information System (IDIS) produced reports that summarize the financial status of the CDBG program and respective projects and activities. Each report highlights different data and information on the City's progress to achieve its goals and objectives.

**B. HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)**

1. Analysis of the extent to which HOME funds were distributed among different categories of housing needs identified in the approved Consolidated Plan.

HOME funds were committed in Fiscal 2012-13 to support two of the City's housing priorities:

- Over three-quarters of Huntington Park's housing stock is over 30 years old, the age at which housing begins to require major rehabilitation improvements. To better respond to this apparent housing need, the City has revamped its homeowner rehabilitation program to include a forgivable component of \$25,000 for certain repairs needed to correct building code violations and make health and safety improvements to the building exterior.
- The City's Consolidated Plan observed that Huntington Park has low rental

vacancy rates combined with high levels of severe renter overcrowding and severe renter overpayment. Consequently, the City has given high priority to expanding the supply of affordable housing. To that end, the City dedicated over \$4.52 million of gap financing for affordable housing projects with the Oldtimers Housing Development Corporation (OHDC) to assist in the acquisition and rehabilitation of 36 units in the Bissell Street and Middleton/Malabar Focus Neighborhoods. It has also provided an additional \$1.5 million in HOME funds to LINC Housing to undertake an adaptive reuse project. The proposed development site is a former 55-unit motel, which would be acquired and rehabilitated as an affordable rental housing project with an estimated 22 units.

2. A report on match contributions.

HOME Match Report (HUD-4107A)) has been included to report on match contributions for the period covered by the consolidated plan program year. The HOME Program requires a match of every dollar drawn. Since its inception, the City of Huntington Park has received a 100% match reduction due to fiscal distress and HUD – 40107A is enclosed reflecting the City's waiver of the match obligation.

3. HUD Form – 40107.

Part III of HUD-4107 also has been included to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs). The City continuously updates a list of contractors and vendors, including minority and women owned businesses. A majority of the City's businesses are minority-owned businesses. Requests for bids or proposals are circulated in a wide number of media and publications to ensure the largest possible number of contractors are aware of contracting and business opportunities available in the City.

4. Contracts and subcontracts with minority and women owned businesses.

The City continuously updates a list of contractors and vendors, including minority and women owned businesses. A majority of the City's businesses are minority-owned businesses. Requests for bids or proposals are circulated in a wide number of media and publications to ensure the largest possible number of contractors are aware of contracting and business opportunities available in the City.

5. The results of on-site inspections of rental housing.

The City has adopted protocols for monitoring the City's six current HOME-assisted affordable rental housing projects: the Rugby Senior Apartments, the three Bissell Street acquisition and rehabilitation projects, the Casa Bonita Apartments, the two Middleton Street acquisition/rehabilitation projects, the Malabar acquisition/rehabilitation project, and the Marconi single-family residence. Monitoring 6700-02/6614 Middleton Street, 6337 Middleton, and 6303 Marconi Street projects will begin one-year after rehabilitation is completed.

<b>Date Built/ Rehabilitated</b>	<b>Project Name</b>	<b>Address</b>	<b>Project Type</b>	<b>Affordability Period</b>
1997	Rugby Senior Apartments	6330 Rugby Ave.	Senior Housing	2050
2001	Bissell I Apartments	6342-6344 Bissell St.	Family Housing	2062
2002	Casa Bonita	6512 Rugby Ave.	Senior Housing	2030
2003	Bissell II Apartments	6308-6312 Bissell St.	Family Housing	2062
2007	Bissell III Apartments	6340 Bissell St.	Family Housing	2062
2009	Malabar St. Apartments	6822 Malabar St.	Family Housing	2064
To be determined	Middleton St. Apartments	6700-02/6614 Middleton St.	Family Housing	To be determined
To be determined	Middleton St. Apartments	6337 Middleton	Family Housing	To be determined
To be determined	Marconi Single Family Home	6303 Marconi	Family Housing	To be determined

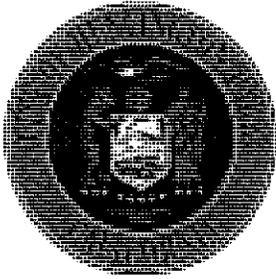
Monitoring will occur at two levels:

- Annually, a desk audit will be performed wherein the owner/property manager will submit information certifying household sizes, household incomes and rents for all HOME-restricted units; and
- Triennially, an on-site visit will be conducted that will include a property inspection (as provided under the Proposed HOME Rule, otherwise, every three years or annually for, respectively, projects of 5-24 units and projects of 26 or more units) and an in-depth review of all the HOME and federal cross-cutting requirements, e.g., affirmative marketing and tenant selection procedures.

On-site monitoring for FY 2012-13 of the six affordable rental developments including unit inspections to ensure compliance with the City's property standards will start in October 2013. Code violations and required improvements will be reported to the property owners/managers and the City will work with each to repair the deficiencies.

While the City has the prerogative to monitor on-site more frequently, especially if a project is at risk because of outstanding findings or insufficient capacity, inspections and site visits will typically occur in accordance with the HOME Final Rule at 24 CFR 92.504(d):

Total Number of Units	Minimum Schedule
1 – 4 units	every 3 years
5 – 25 units	every 2 years
26+ units	annually



# CITY OF HUNTINGTON PARK

Police Department  
City Council Agenda Report

September 16, 2013

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:

## **APPROVE PURCHASE OF COMPUTER HARDWARE AND TECHNOLOGY EQUIPMENT FOR ENHANCED CRIME REPORTING AND TRACKING**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Approve the purchase of Dell computers, monitors, software, and Crossroads Software for the Police Department for an amount not to exceed \$67,762.45 using 2009 ARRA Justice Assistance Grant funds.
2. Authorize the Finance Department to issue necessary purchase orders and make payments to facilitate the successful completion of this project.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Police Department has grant funding available for technology upgrades to enhance capabilities for crime reporting, crime tracking and crime trend analysis through field-based reporting software. The funding is available through the 2009 American Recovery and Reinvestment Act (ARRA) Justice Assistance Grant (JAG) program. The deadline to expend the grant funds is September 30, 2013.

The Police Department's Information Technology (IT) specialists have researched our current systems, evaluated our needs and made purchase recommendations for hardware and software to enhance our systems and operations. Currently, the majority of desktops used by the Police Department are older Pentium 4 processors with limited RAM, which are running the outdated Microsoft Windows XP operating system. Microsoft's support for Windows XP officially ends on April 8, 2014, meaning that patches and security updates will no longer be available, which is a violation of Criminal Justice Information System (CJIS) requirements. In addition, current and new versions of other public safety-related software will no longer function on the hardware and software currently used by the Police Department, which will ultimately impact our services to the community.

APPROVE PURCHASE OF COMPUTER HARDWARE AND TECHNOLOGY  
EQUIPMENT FOR ENHANCED CRIME REPORTING AND TRACKING

September 16, 2013

Page 2 of 2

**FISCAL IMPACT/FINANCING**

The technology equipment purchase is for a not to exceed amount of \$67,762.45. The purchase will be made entirely with grant funds from the Police Department's 2009 ARRA JAG grant, which expires on September 30, 2013. The attached price matrix shows the per unit price of each component.

**CONTRACTING PROCESS**

The Police Department solicited quotes from three vendors for the purchase of computers, monitors, Microsoft Office software, and collision database software. Quotes were solicited from Dell, CDWG, and through Los Angeles County's contracted technology vendor, En Pointe Technologies. In addition to price considerations, the purchased equipment must be received by the Police Department by the September 30, 2013, deadline.

Based on these factors, the Police Department requests to purchase the hardware and software from Dell and Crossroads Software. It is important to note that the collision database software is proprietary software developed by Crossroads Software and, as such, is not available for purchase through third-party vendors.

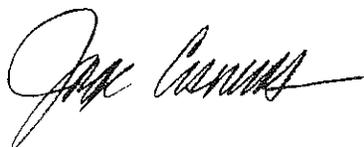
**CONCLUSION**

Upon approval, Finance Department will issue the necessary purchase orders to complete the grant-funded technology enhancements.

Respectfully submitted,



RENE BOBADILLA  
City Manager, P.E.



JORGE CISNEROS  
Chief of Police

**ATTACHMENTS:**

A: Price comparison matrix

## Attachment A

### Price Comparison Matrix

(Per unit prices)

Item	Dell	LA County (En Pointe)	CDWG	*Crossroads Software
**Computers	679	882	860	N/A
Monitors (Dell P2213)	184	181	183	N/A
Microsoft Office 2013 Software	271	245	277	N/A
Collision Database Software	N/A	N/A	N/A	2,900
Total per unit price:	\$1,134	\$1,308	\$1,320	\$2,900

*\*NOTE: The collision database software is proprietary software developed by Crossroads Software and, as such, is not available for purchase through third-party vendors.*

*\*\*NOTE: Vendors provided quotes for the most comparable computer model and configuration they provide. The models quoted are as follows:*

*Dell: OptiPlex 3010*

*LA County (En Pointe): OptiPlex 7010*

*CDWG: HP SB 6300*