

CITY OF HUNTINGTON PARK

City Council Regular Meeting Agenda Tuesday, July 5, 2016

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

Graciela Ortiz
Mayor

Marilyn Sanabria
Vice Mayor

Jhonny Pineda
Council Member



Karina Macias
Council Member

Valentin Palos Amezquita
Council Member

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

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

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

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

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

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

Public Comment

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

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

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

All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

Additions/Deletions to Agenda

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

Important Notice

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

CALL TO ORDER

ROLL CALL

Mayor Graciela Ortiz
Vice Mayor Marilyn Sanabria
Council Member Valentin Palos Amezquita
Council Member Karina Macias
Council Member Jhonny Pineda

INVOCATION

PLEDGE OF ALLEGIANCE

PRESENTATIONS AND ANNOUNCEMENTS

Presentation by PD – K9 “Kilo” Meet and Greet

PUBLIC COMMENT

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

STAFF RESPONSE

RECESS TO CLOSED SESSION

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9 (d)(1)
H.P. Automotive and Tow, Inc. v. City of Huntington Park, et al.
L.A.S.C No. BC 621187

2. CONFERENCE WITH LABOR NEGOTIATOR
(Government Code Section 54957.6(a)) - Regarding Represented Employees
City’s Designated Representative(s) for Negotiations: Edgar Cisneros, City
Manager
Employee Organization: Police Officers Association (POA)

RECONVENE TO OPEN SESSION

CLOSED SESSION ANNOUNCEMENT

CONSENT CALENDAR

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

OFFICE OF THE CITY CLERK

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

1-1 Regular City Council Meeting held Tuesday, June 21, 2016; and

FINANCE

2. Approve Accounts Payable and Payroll Warrants dated July 5, 2016

END OF CONSENT CALENDAR

REGULAR AGENDA

OFFICE OF THE CITY CLERK

3. Approve Contract Services Agreement with Joel Gordillo for Media Technician Services

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve contract services agreement with Joel Gordillo for media technician services; and
2. Authorize the City Manager to execute the agreement.

4. Designation of Voting Delegate and Alternates for the League of California Cities Annual Conference, October 5-7, 2016, Long Beach, California

1. Appoint a voting delegate and two (2) alternates to represent the City at the 2016 League of California Cities Annual Conference business meeting.

COMMUNITY DEVELOPMENT

5. Discussion of Huntington Plaza Apartments (formerly known as Rugby Plaza Senior Housing) Development

- DISCUSSION ONLY -

REGULAR AGENDA (Continued)

PARKS AND RECREATION

6. Authorization to Appropriate Funds within the Arts and Public Places Budget to the Supplies & Expense Account

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve the request to increase the Appropriation of \$30,000 from the Art In Public Places account #232-0000-101.10-00 to the Supplies & Expense account, #232-6010-419.61-20 in the FY 2016-2017 Budget for City Hall Holiday Tree Decorations and Pacific Boulevard Christmas Decoration set up/tear down; and
2. Authorize the Finance Department to make the appropriate modification to the Budget.

POLICE

7. Approve Resolution Establishing a Police Department Records Retention Schedule (Policy) for the Retention and Disposition of Records

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Adopt Resolution No. 2016-28, Establishing a Police Department Records Retention Schedule (Policy), Authorizing the Retention and Disposition of Records Pursuant to the California State Archives Records Retention Guidelines.

PUBLIC WORKS

8. Approve Ratification of Expenditures and Appropriations for FY 15/16

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Ratification of appropriation of \$183,065 into account 220-0250-431.56-43 for FY 2015-16 for fixed route transit service due to increases to level of service;
2. Ratification of appropriation of \$14,207 into account 111-8027-431.56-59 for FY 2015-16 for recycling and trash compliance reporting services; and
3. Ratification of appropriation of \$37,515 into account 220-8070-431-56.41 for FY 2015-16 for graffiti removal services due to contract expiration and continued month-to-month interim service

END OF REGULAR AGENDA

DEPARTMENTAL REPORTS (Information only)

WRITTEN COMMUNICATIONS

COUNCIL COMMUNICATIONS

Council Member Valentin Palos Amezquita

Council Member Karina Macias

Council Member Jhonny Pineda

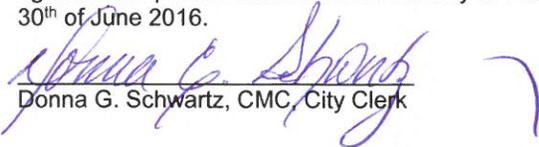
Vice Mayor Marilyn Sanabria

Mayor Graciela Ortiz

ADJOURNMENT

The City of Huntington Park City Council will adjourn to a Regular Meeting on Tuesday, July 19, 2016, at 6:00 P.M.

I Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted within 72 hours at City of Huntington Park City Hall and made available at www.hpca.gov on the 30th of June 2016.


Donna G. Schwartz, CMC, City Clerk

MINUTES

Regular Meeting of the
City of Huntington Park City Council
Tuesday, June 21, 2016

Sergeant at Arms read the Rules of Decorum

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:03 p.m. on Tuesday, June 21, 2016, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Graciela Ortiz presiding.

ROLL CALL

PRESENT: Council Members Valentin Palos Amezcuita, Jhonny Pineda (arrived at 8:03 p.m.), Karina Macias, Vice Mayor Marilyn Sanabria and Mayor Graciela Ortiz. CITY OFFICIALS/STAFF: Cosme Lozano, Chief of Police; Arnold Alvarez-Glasman, City Attorney; Josette Espinosa, Director of Parks and Recreation; Jan Mazyck, Interim Finance Director; Manuel Acosta, Economic Development Manager; Martha Castillo, Human Resources Director; Christina Dixon, Staff Analyst; Annie Ruiz, Accounting Manager, and Donna Schwartz, City Clerk. ABSENT: Edgar Cisneros City Manager and Michael Ackerman, Acting Public Works Director/City Engineer.

INVOCATION

The invocation was led by Mayor Ortiz.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by David Gomez-Fortiz, Gage Middle School.

PRESENTATIONS AND ANNOUNCEMENTS

Council presented a "Certificate of Recognition" to David Gomez-Fortiz for leading the Pledge of Allegiance.

Council presented "Certificates of Recognition" to the City of Huntington Park's Animal Enforcement Officers.

Kevin Hunt, representative from Central Basin Municipal Water District gave a presentation on Recycled Water.

Marty Blankenship, Bennett Landscaping, gave an update on Landscaping Improvements in the City.

Council announced a "Certificate of Recognition" was presented to Francisco Gonzalez (not in attendance), Northgate Market, for His Service and Commitment to Ending Hunger in our Community through His Monthly Food Donations to Saint Martha Church

Council announced a "Certificate of Recognition" was presented to Ana Robledo (not in attendance), for Her Service and Commitment to Ending Hunger in our Community through Her Monthly Food Donations to Saint Martha Church

Council announced a "Certificate of Recognition" was presented to Esmelinda Vaquero, (not in attendance), Dos Toros Market, for Her Service and Commitment to Ending Hunger in our Community through Her Monthly Food Donations to Saint Martha Church

PUBLIC COMMENT

1. Francisco Rivera, thanked everyone who has made a positive change in the city, acknowledged animal enforcement and Bennett Landscaping, commented on beautifying the community, sticky sidewalks, trash at bus stops, trash maintenance vendor not doing a good job, and people on boulevard with food stands.
2. Mike Eyer, commented on an ordinance regarding bicycles and skateboards on sidewalks, oaths taken by Council, and noted he had spoken with cadets and Police Officers with regards to enforcing the ordinance.

3. DeAnn D'Lean, commented on laws being broken, agenda requirements, Brown Act, and commented on her own city council.
4. Sandra Orozco, noted the absence of the City Manager and Council Member Pineda, Maywood fire, supports Council Member Amezquita, commented on City Attorney advising Council, acknowledged Director of Parks and Recreation for a job well done, commented on presentation by Bennett Landscaping, City opening three dispensaries, suggested opening hospitals, congratulated Central Basin for recognizing the City for saving water, announced she will be attending the Relay for Life event and acknowledged the Fire Department and Red Cross.
5. Rodolfo Cruz, spoke in regards to the city being a sanctuary, commented on affordable housing projects and Rugby Plaza, wells and the use of recycled water.
6. Arthur Schaper, commented on signing in at City Hall and speaking to the DA, noted a fire set in LA by an immigrant, Torrance's problem with coyotes, spoke in opposition to Council, acknowledged those killed in fire and asked to remove "illegals."
7. Nick Ioannidis, remarked city belongs to America, make improvements in city to make America beautiful, noted his museum and number of flags he has, problems he's had in the city, spoke in opposition to Council, commented on his citizenship and much noise occurring before the 4th of July.
8. La Comunidad Musulmana Ahmadia, commented on Christianity and Islam.
9. Betty Retama, commented on signing in at City Hall, questioned why it was enacted, commented on bicycles and skateboards on sidewalks, noted 5 people burned in the fire set by an immigrant, mentioned NRA and right to protect own family, and remarked power of people are stronger than people in power.
10. Janet West, We the People Rising, spoke in regards to SB10 Health Care Coverage feels it needs to be citizen verified and opposed to illegal immigrants being provided health care.

At 7:15 p.m. Vice Mayor Sanabria left the Council Chambers.

11. Wes Parker, spoke in opposition to illegal immigrants, Council and a remark made by a Council Member on racism.
12. Raul Rodriguez Jr., spoke in opposition to Council, commented on freedom, Obama destroying Country, SB10, asked to rescind the two illegals, commented on a forensic audit and asked City Attorney to do his job.
13. Robin Hvidston, asked to rescind the two commissioners, commented on a victim named Ruben killed by a gang member who was not in this country legally, acknowledged the family of the victim, the gang member being from HP, noted the visit to the site of the house that was burned, and acknowledged those who died.
14. Valentin Amezquita, commented on Severn Trent and his remark from a previous meeting to go out to bid for a more competitive contract pay less, to help residents enjoy the parks and lower fees for the kids, he proposed options to this contract to use the employees as city employees to save monies, commented on the ordinance regarding rent control for senior apartments, the Orlando incident and feels federal agencies need more resources to investigate terrorism and corruption, and noted Council Member Pineda's absence.
15. Janice Montgomery, commented on the presentations and those who were recognized for donating food to the hungry, commented on the commission appointments, Council's behavior during public comment, acknowledged wonderful residents who need jobs and spoke in opposition to Council.

STAFF RESPONSE

Mayor directed City Attorney to inform City Manager to look into Mr. Cruz's comment regarding Rugby Plaza and noted she had met with six of the residents.

Chief of Police Lozano responded to the comment by Mr. Eyer regarding the bicycle and skateboard ordinance. Mr. Lozano stated he directed his staff to pay closer attention but noted a lot of people use bikes and ride on the sidewalks since the streets are narrow and are concerned with their safety he closed with mentioning that the city is currently working on infrastructure improvements.

Council responded to the comment made by Mr. Rivera regarding overflow of trash cans on Pacific Boulevard and directed staff to review the current service and assess the additional services needed.

City Attorney Alvarez-Glasman respond to the comments made by Mr. Schaper and Ms. Retama regarding sign-in at City Hall. Mr. Alvarez-Glasman stated there is no required sign in to attend meetings.

CLOSED SESSION

At 7:40 p.m. City Attorney Alvarez-Glasman recessed to closed session.

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Government Code Section 54956.9 (d)(2)
Significant exposure to litigation – one potential case

At 8:02 p.m. Mayor Ortiz reconvened to open session. All Council Members present.

At 8:02 p.m. Council Member Pineda arrived.

At 8:02 p.m. Vice Mayor Sanabria reentered the Council Chambers.

CLOSED SESSION ANNOUNCEMENT

City Attorney Alvarez-Glasman announced Council, with the exception of Council Member Pineda who arrived after closed session, discussed closed session item 1, direction was given, no action taken, nothing to report.

CONSENT CALENDAR

Motion: Vice Mayor Sanabria motion to approve consent calendar, seconded by Council Member Macias. Motion passed by the following vote:

OFFICE OF THE CITY CLERK

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

- 1-1** Regular City Council Meeting held Tuesday, June 7, 2016

ROLL CALL:

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

- 1-2** Special Meeting held Tuesday, June 14, 2016

ROLL CALL:

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

FINANCE

2. Approve Accounts Payable and Payroll Warrants dated June 21, 2016

ROLL CALL:

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

END OF CONSENT CALENDAR

REGULAR AGENDA

COMMUNITY DEVELOPMENT

3. Authorization to Appropriate Funds to Contractual Service Account - Building and Safety Services

Motion: Council Member Pineda motioned to approve the Appropriation of \$177,700 into the Contractual Service account 111-5010-419.56-49 in the FY 2015-16 Budget for Building and Safety Services; and authorize the Finance Department to make the appropriate modification to the Budget, seconded by Vice Mayor Sanabria. Motion passed 5-0 by the following vote:

ROLL CALL:

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

FINANCE

4. Continued from the June 7, 2016, Regular City Council Meeting - Resolution Revising Fees to the City of Huntington Park Master Fee Schedule

Motion: Mayor Ortiz moved to adopt Resolution No. 2016-22, Revising Fees Amounts Applicable to Listed City Services in Accordance with the City of Huntington Park Master Fee Schedule *with changes to fees, as follows: page 4 under "Water Utility Deposit Fees" – Restaurant, change fee from \$1,000 to \$500. Page 5 under "Parking Citation Fees" – all fees listed \$54 change to \$50. Page 6 under "Parking Citation Fees" – Handicap Parking on/off Street change fee from \$358 to \$400. Page 9 under "Personnel" add specific fee for "Police Officer,"* seconded by Council Member Macias. Motion passed 4-0 by the following vote:

ROLL CALL:

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

5. Continued from the June 7, 2016, Regular City Council Meeting - Resolution Adopting a New Schedule of Fines for Parking Related Violations

Motion: Mayor Ortiz moved to adopt Resolution No. 2016-23, Repealing Resolution No. 2010-83 and Adopting a New Schedule of Fines for Parking Related Violations *with changes to fees as follows: under "Parking Citation Fees" – Handicap Parking on/off Street change fee from \$358 to \$400. Under "Personnel" add specific fee for "Police Officer,"* seconded by Council Member Pineda.

Further discussion followed by Council regarding parking fees.

Vice Mayor Sanabria **called for the question**, seconded by Council Member Macias. Prior Motion (above) passed 4-1 by the following vote:

ROLL CALL:

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

6. Approve Contract with ADP for Payroll Processing Services

Motion: Vice Mayor Sanabria motioned to approve contract number FIN16-02 for Payroll Processing Services with ADP for an initial period of (4) years covering the payrolls for calendar years 2016, 2017, 2018 and 2019, for an amount not to exceed \$48,500 and authorize the City Manager or designees to execute the contract that is in the form of the vendor's Master Service Agreement, and various other documents that are required to implement the contract, seconded by Council Member Amezcuita.

Further discussion by Council regarding additional fee for Sungard services.

Substitute Motion: Council Member Macias motioned to approve contract number FIN16-02 for Payroll Processing Services with ADP for an initial period of (4) years covering the payrolls for calendar years 2016, 2017, 2018 and 2019, for an amount not to exceed \$48,500, authorize the City Manager or designees to execute the contract that is in the form of the vendor's Master Service Agreement, and various other documents that are required to implement the contract and *with the recommendation to negotiate reducing the cost for the Sungard services*, seconded by Mayor Ortiz. Motion passed 5-0 by the following vote:

ROLL CALL:

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

7. Approve Third Amendment to Professional Service Agreement (PSA) with LAN WAN Enterprises, Inc. for IT Support Services

Motion: Vice Mayor Sanabria motioned to approve the third amendment to professional services agreement (the "Amended Agreement") with LAN WAN Enterprises Inc. ("LAN WAN") to extend the period of performance by six months from June 30, 2016 to December 31, 2016 and increase the contract value by \$246,000 from \$168,000 to an amount not to exceed \$414,000 and authorize the City Manager to execute the Amended Agreement, seconded by Council Member Amezcuita.

Substitute Motion: Council Member Macias motioned to approve the third amendment to professional services agreement (the "Amended Agreement") with LAN WAN Enterprises Inc. ("LAN WAN") to extend the period of performance by *four months instead of six months and from June 30, 2016 to October 31, 2016 instead of June 30, 2016 to December 31, 2016* and increase the contract value by \$246,000 from \$168,000 to an amount not to exceed \$414,000 and authorize the City Manager to execute the Amended Agreement, seconded by Vice Mayor Sanabria. Motion passed 4-1 by the following vote:

ROLL CALL:

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

HUMAN RESOURCES

8. Approve Resolution Adopting the Memorandum of Understanding (MOU) with the Huntington Park Police Management Association (PMA) Pending Ratification by the PMA

Motion: Vice Mayor Sanabria motioned to ratify the revised Memorandum of Understanding (MOU) which has been approved by a majority of the PMA membership for the period July 1, 2016 through June 30, 2019, Adopt Resolution No. 2016-26 Approving and Adopting a Memorandum of Understanding (MOU) with the Huntington Park Police Management Association and Rescinding Resolution No. 2012-41 and approve additional budget appropriation of \$21,195 in order to offset the balance needed for Fiscal Year (FY) 2016-2017 payroll expenditures, seconded by Mayor Ortiz. Motion passed 5-0 by the following vote:

ROLL CALL:

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

END OF REGULAR AGENDA

PUBLIC HEARING

PUBLIC WORKS

9. Resolution Approving the 2015 Urban Water Management Plan (UWMP)

Motion: Council Member Macias motioned to adopt Resolution No. 2016-27, Adopting the 2015 Urban Water Management Plan (UWMP), authorize City Manager to submit the UWMP and any documents to the State Department of Water Resources and direct the Finance Department to carryover from FY15-16 to FY16-17 any unused, allocated and encumbered funds up to the not-to-exceed amount of \$31,878.00 previously approved by City Council, seconded by Council Member Pineda. Motion passed 5-0 by the following vote:

ROLL CALL:

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

DEPARTMENTAL REPORTS (Information only)

WRITTEN COMMUNICATIONS - None

COUNCIL COMMUNICATIONS

Council Member Valentin Palos Amezcuita, reiterated his comments from his public comment response on the Orlando incident, proposed ordinance regarding seniors, handicap parking and veteran buildings, commented on public health and safety, fire in Maywood, asked Chief of Police to be vigilant of manufacturing facilities who use or store chemicals that may pose an environmental threat to the community and for personnel to address any violations they may become aware of, suggested a museum for immigrants day pointing out the building between the library and the police station, noting the possibility of showing Nick Ioannidis and his collection of certificates and acknowledgements, reiterated parking being a problem and to start with bringing it to the attention of the Traffic Authority, asked to remove the red curbs, noted his no vote to the parking fees feels it's not fair and closed with asking that the meeting be adjourned in a moment of silence for those killed in Orlando.

COUNCIL COMMUNICATIONS (Continued)

Council Member Karina Macias, thanked staff for working hard, invited the public to attend and participate in the Tree People "Summer Tree Care" event on June 28th and to attend the library's lunch program held 12-1pm. Ms. Macias announced her attendance at the Eco Rapid Board meeting where a possible measure was discussed regarding Southeast cities being included in Measure R funds with regards to transportation projects.

Council Member Jhonny Pineda, feels the red curbs are for safety and to be mindful of what Council approves, he announced that Alta Med is having their "Healthy fun in the Sun" event at their facility on July 23 from 9-12pm and fully supports this event, he announced the reason for him being late to tonight's meeting was due to his attendance at the Gateway Cities Board meeting and the discussion to oppose the MTA Measure R expenditure plan and thanked staff and the police for all their support.

Vice Mayor Marilyn Sanabria, thanked everyone who attended tonight's meeting, thanked staff and City Manager for all their support and preparation of the agendas and staff reports for all the meetings that have been held this month, she announced the 4th of July event that will be held at Salt Lake Park and wished everyone a good night.

Mayor Graciela Ortiz, announced her attendance at the Los Angeles County Mayor's luncheon and how she has volunteered to sit on the committee for aging adults in the community. She announced the City's Clean-Up event on June 26th 9-11am at Freedom Park and the American Cancer Society's "Relay for Life" event held June 25-26th at Salt Lake Park. Ms. Ortiz thanked Director of Parks and Recreation for the softball program and announced the deadline for sign-ups, she thanked Chief of Police for taking charge tonight in place of the City Manager, thanked staff for all their support and let Council Member Amezcuita lead the moment of silence for the Orlando victims.

ADJOURNMENT

At 9:38 p.m. Mayor Ortiz adjourned the City of Huntington Park City Council to a Regular Meeting on Tuesday, July 5, 2016, at 6:00 P.M.

Respectfully submitted,

Donna G. Schwartz, CMC, City Clerk

City of Huntington Park List of Funds

Fund	Description	Fund	Description
111	General Fund	237	Community Planning
112	Waste Collection/Disposal	239	Federal CDBG Fund
114	Spec Events Contrib Rec	240	HUD EZ/EC Soc Sec Block
115	Contingency Fund	242	HUD Home Program
120	Special Revenue DNA ID	243	HUD 108 B03MC060566
121	Special Revnu Welfare Inm	245	EPA Brownfield
150	Emergency Preparedness	246	LBPHCP-Lead Base
151	Economic Development	247	Neighborhood Stabilization
201	Environmental Justice	248	Homelessness Prevention
212	P & R Grants	252	ABC
213	Park Facilities	275	Successor Agency
214	Recreation Field Charter	283	Sewer Maintenance Fund
216	Employees Retirement Fund	285	Solid Waste Mgmt Fund
217	OPEB	286	Illegal Disposal Abatemnt
219	Sales Tax-Transit Fund A	287	Solid Waste Recycle Grant
220	Sales Tax-Transit C	288	COMPBC
221	State Gasoline Tax Fund	334	Ped/Bike Path Fund
222	Measure R	349	Capital Improvement Fund
223	Local Origin Program Fund	475	Public Financng Authority
224	Office of Traffc & Safety	533	Business Improv Dist Fund
225	Cal Cops Fund	535	Strt Lght & Lndscp Assess
226	Air Quality Improv Trust	681	Water Department Fund
227	Offc of Criminal Justice	741	Fleet Maintenance
228	Bureau of Justice Fund	745	Worker's Compensation Fnd
229	Police Forfeiture Fund	746	Employee Benefit Fund
231	Parking System Fund	748	Veh & Equip Replacement
232	Art in Public Places Fund	779	Deferred Comp. Trust Fund
233	Bullet Proof Vest Grant	800	Pooled Cash
234	Congressional Earmark	801	Pooled Cash Fund
235	Federal Street Improvmnt	802	Pooled Interest

**City of Huntington Park
Demand Register
7-05-16**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount	Prepaid Y/N
1900 E SLAUSON AVE, LLC	21749-28326	681-0000-228.70-00	Deposit Refund	208.55	N
	21751-28328	681-0000-228.70-00	Deposit Refund	365.66	N
	21753-28330	681-0000-228.70-00	Deposit Refund	118.54	N
				692.75	
4IMPRINT INC	12250785	111-6030-451.61-35	Recreation Supplies	1,360.55	N
				1,360.55	
AAA ELECTRICAL SUPPLY INC	300219-00	535-8016-431.61-45	Street Lighting Supplies	337.46	N
	300246-00	535-8016-431.61-45	Street Lighting Supplies	79.37	N
	110160-00	535-8016-431.61-45	Street Lighting Supplies	254.08	N
				670.91	
ADAMSON POLICE PRODUCTS	INV212314	111-7010-421.61-21	Dept Supplies & Expenses	51.17	N
	INV211628	111-7010-421.61-21	Dept Supplies & Expenses	3.05	N
	INV209688	111-7010-421.61-21	Dept Supplies & Expenses	311.29	N
	INV209685	111-7010-421.61-21	Dept Supplies & Expenses	321.10	N
	INV211628	111-7022-421.61-24	Dept Supplies & Expenses	30.70	N
				717.31	
ADMINISTRATIVE SERVICES COOP, INC.	329575	219-0250-431.56-45	Dial-A-Ride (All City)	4,453.26	N
	33042	219-0250-431.56-45	Dial-A-Ride (All City)	31,728.77	N
	328646	219-0250-431.56-45	Dial-A-Ride (All City)	3,325.00	N
	329109	220-8010-431.56-45	Dial-A-Ride (All City)	34,380.97	N
	329575	220-8010-431.56-45	Dial-A-Ride (All City)	26,918.52	N
	328646	220-8010-431.56-45	Dial-A-Ride (All City)	60,784.58	N
				161,591.10	
ADOLFO PACHECO	58947/59012	111-6060-466.33-20	Contractual Srv Class	334.40	N
	59024/59132	111-6060-466.33-20	Contractual Srv Class	60.80	N
				395.20	
AFSCME COUNCIL 36	PPE 6-19-2016	802-0000-217.60-10	Association Dues	664.20	Y
				664.20	
ALEJANDRO LOPEZ	58827/59532	111-0000-228.20-00	Deposit Refund	250.00	N
				250.00	
ALL CITY MANAGEMENT SERVICES	43953	111-7022-421.56-41	Contract/Other	5,369.11	N
	43953	111-7040-421.56-41	Contract/Other	234.16	N
				5,603.27	
ALL DIGITAL INK	1299	111-7020-421.43-10	Buildings - O S & M	1,973.40	N
				1,973.40	
ALTEC INDUSTRIES INC	10583318	741-8060-431.43-20	Vehicles - O S & M	1,047.82	N
				1,047.82	

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ALVAREZ-GLASMAN & COLVIN	2016-05-15183	745-9031-413.32-70	Contractual Srv Legal	236.28	N
	2016-05-15182	745-9031-413.32-70	Contractual Srv Legal	189.08	N
	2016-05-15184	745-9031-413.32-70	Contractual Srv Legal	80.58	N
	2016-05-15186	745-9031-413.32-70	Contractual Srv Legal	3,288.70	N
				3,794.64	
AMERICAN EXPRESS	PQX70OUDLQT	111-0110-411.53-10	Cell Phone Allowance	31.86	Y
	424864945948	111-0110-411.58-19	Karina Macias	99.68	Y
	424864945948	111-0110-411.58-19	Karina Macias	278.83	Y
	4009999334	111-0110-411.58-19	Karina Macias	110.88	Y
	424864942204	111-0110-411.58-20	Valentin Palos Amezcuita	99.68	Y
	424864942204	111-0110-411.58-20	Valentin Palos Amezcuita	278.83	Y
	4009999268	111-0110-411.58-20	Valentin Palos Amezcuita	232.96	Y
	4009992752	111-0110-411.58-20	Valentin Palos Amezcuita	-88.48	Y
	424864943029	111-0110-411.58-21	Marilyn Sanabria	99.68	Y
	4009991132	111-0110-411.58-21	Marilyn Sanabria	126.08	Y
	5262411397066	111-0110-411.58-21	Marilyn Sanabria	329.66	Y
	424864945876	111-0110-411.58-22	Jhonny Pineda	99.68	Y
	4009999268	111-0110-411.58-22	Jhonny Pineda	232.96	Y
	5262411397066	111-0110-411.58-22	Jhonny Pineda	207.96	Y
	424864951667	111-0110-411.58-23	Graciela Ortiz	99.68	Y
	4009999268	111-0110-411.58-23	Graciela Ortiz	110.88	Y
	5262411397066	111-0110-411.58-23	Graciela Ortiz	21.00	Y
	766503	111-0110-411.61-20	Dept Supplies & Expense	209.49	Y
	QYMFWPIDQRJ	111-0110-411.61-20	Dept Supplies & Expense	47.05	Y
	RLJKDHW5DVQ	111-0110-411.61-20	Dept Supplies & Expense	504.11	Y
	32173926125	111-0110-411.66-05	Council Meeting Expenses	73.00	Y
	73028666139	111-0110-411.66-05	Council Meeting Expenses	140.00	Y
	42565148	111-0210-413.59-15	Professional Development	-40.00	Y
	QYMFWPIDQRJ	111-0210-413.61-20	Dept Supplies & Expense	22.50	Y
	84223696126	111-0230-413.54-00	Advertising & Publication	100.00	Y
	424864942644	111-0240-466.59-15	Professional Development	944.99	Y
	118696246	111-1010-411.59-15	Professional Development	779.40	Y
579851	111-3010-415.61-20	Dept Supplies & Expense	23.71	Y	
PSW7GS	111-3010-415.61-20	Dept Supplies & Expense	63.10	Y	
424864944035	111-5010-419.59-15	Professional Development	1,279.70	Y	
776053	111-5010-419.61-20	Dept Supplies & Expense	48.95	Y	
827826	111-6010-451.61-20	Dept Supplies & Expense	119.89	Y	

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AMERICAN EXPRESS	397209315	111-6010-451.61-20	Dept Supplies & Expense	59.00	Y
	397209315	111-6010-451.61-20	Dept Supplies & Expense	79.65	Y
	17267928	111-6020-451.61-35	Recreation Supplies	180.00	Y
	9001586	111-6020-451.61-35	Recreation Supplies	167.18	Y
	80P-577632907	111-7010-421.59-20	Professional Develop Post	1,344.70	Y
	5986106	111-7022-421.61-24	Dept Supplies & Expense	76.95	Y
	531616	111-7022-421.61-27	Dept Supplies & Expense	76.01	Y
	531616	111-7022-421.61-27	Dept Supplies & Expense	166.70	Y
	3667	111-7040-421.61-32	Dept Supplies & Expense	79.88	Y
	80P-5776427	111-7040-421.61-32	Dept Supplies & Expense	26.55	Y
	159269	111-7040-421.61-32	Dept Supplies & Expense	239.30	Y
	198374	111-7040-421.61-32	Dept Supplies & Expense	26.24	Y
	156893852	222-5030-431.70-02	Marketing & Events	722.50	Y
	786863	226-9010-419.74-20	Dept Supplies & Expense	78.43	Y
	156270208	239-5040-463.61-20	Dept Supplies & Expense	921.01	Y
	776053	239-5040-463.61-20	Dept Supplies & Expense	4.89	Y
	4769	239-6060-466.61-20	Dept Supplies & Expense	289.54	Y
	431019	239-6060-466.61-20	Dept Supplies & Expense	350.00	Y
156893852	246-5098-463.59-10	Tuition & Training	3,181.71	Y	
156893852	246-5098-463.59-15	Professional Development	138.38	Y	
				14,896.33	
AMERICAN FAMILY LIFE ASSURANCE	PPE 6-19-2016	802-0000-217.50-40	Life-Cancer Insurance	106.58	Y
				106.58	
ANABEL AVALOS	58944/59347	111-0000-347.50-00	Class Refund	30.00	N
				30.00	
ANGELA CORNEJO	06/20/2016	111-0110-411.66-05	Council Meeting Expenses	15.38	N
	06/20/2016	111-0210-413.61-20	Dept Supplies & Expense	7.69	N
				23.07	
ANGELICA MUSCHAMP	59464/59531	111-0000-347.50-00	Class Refund	35.00	N
				35.00	
ARAMARK UNIFORM & CAREER APPAREL	531581210	741-8060-431.61-20	Dept Supplies & Expense	81.74	N
	531564083	741-8060-431.61-20	Dept Supplies & Expense	80.84	N
	531649667	741-8060-431.61-20	Dept Supplies & Expense	89.88	N
	531632538	741-8060-431.61-20	Dept Supplies & Expense	89.88	N
	531615370	741-8060-431.61-20	Dept Supplies & Expense	89.88	N
	531598307	741-8060-431.61-20	Dept Supplies & Expense	89.88	N
				522.10	

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ASSOCIATED OF LOS ANGELES, INC.	S1112540.001	535-8016-431.61-45	Street Lighting Supplies	32.86	N
	S1110148.001	535-8016-431.61-45	Street Lighting Supplies	152.60	N
	S1112496.001	535-6090-452.61-20	Dept Supplies & Expense	27.73	N
				213.19	
AT&T MOBILITY	X06142016	111-7010-421.53-10	Telephone & Wireless	800.81	N
	X06142016	111-7010-421.53-10	Telephone & Wireless	3,508.44	N
	X05142016	111-8010-431.53-10	Telephone & Wireless	296.99	N
				4,606.24	
AT&T PAYMENT CENTER	5/4/16-5/6/16	111-7010-421.53-10	Telephone & Wireless	287.31	N
	6/7/16-7/6/16	111-9010-419.53-10	Telephone & Wireless	80.99	N
	6/7/16-7/6/16	111-9010-419.53-10	Telephone & Wireless	195.55	N
	6/7/16-7/6/16	111-9010-419.53-10	Telephone & Wireless	101.30	N
	6/7/16-7/6/16	111-9010-419.53-10	Telephone & Wireless	33.29	N
	6/7/16-7/6/16	111-9010-419.53-10	Telephone & Wireless	33.29	N
	6/7/16-7/6/16	111-9010-419.53-10	Telephone & Wireless	33.29	N
	6/7/16-7/6/16	111-9010-419.53-10	Telephone & Wireless	33.29	N
				798.31	
BALERNO CASTLE, LLC	22147-6402	681-0000-228.70-00	Deposit Refund	219.57	N
				219.57	
BENNETT LANDSCAPE	153899	111-8095-431.56-60	Contract Landscape Maint	20,666.67	N
				20,666.67	
BERCO MACHINE	4067	111-0000-228.70-00	Overpayment Refund	41.89	N
				41.89	
BLACK AND WHITE EMERGENCY VEHICLES	1357	229-7010-421.74-10	Equipment	15,044.50	N
	1358	229-7010-421.74-10	Equipment	15,044.50	N
				30,089.00	
BOB BARKER COMPANY INC.	WEB000430429	121-7040-421.56-14	Dept Supplies & Expense	868.78	N
	WEB000431609	121-7040-421.56-14	Dept Supplies & Expense	362.75	N
				1,231.53	
BSN SPORTS, LLC	97976427	111-6030-451.61-35	Recreation Supplies	412.19	N
	97976428	111-6030-451.61-35	Recreation Supplies	799.80	N
				1,211.99	
BURDGECOPPER	5053311	111-1010-411.61-20	Dept Supplies & Expense	83.78	N
				83.78	
CALIF PUBLIC EMPLOYEES RETIREMENT	PPE 5-22-2016	802-0000-217.30-10	PERS	34,062.23	N
	PPE 5-22-2016	802-0000-218.10-10	PERS Employer	29,949.41	N
	PPE 5-22-2016	802-0000-218.10-10	PERS Employer	40,415.28	N
				104,426.92	

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CANON	16180089	111-9010-419.43-15	Financial Systems	693.88	N
				693.88	
CARLOS GOMEZ	06/23/2016	746-0218-413.35-10	Tuition Assistance	452.93	N
	11-FY-16	745-9030-413.56-41	Contractual Srvc - Other	125.00	N
				577.93	
CARROLL SELLS COURT REPORTING	11399	745-9031-413.32-70	Contractual Srv Legal	556.75	N
				556.75	
CCAP AUTO LEASE LTD	06/17/2016	226-9010-419.74-10	Equipment	223.72	N
	06/17/2016	226-9010-419.74-10	Equipment	223.72	N
				447.44	
CDCE INCORPORATED	130892	741-8060-431.43-20	Vehicles - O S & M	400.00	N
				400.00	
CELL BUSINESS EQUIPMENT	IN1792603	111-0110-411.43-05	Office Equip - O S & M	34.90	N
	IN1792603	111-0210-413.43-05	Office Equip - O S & M	34.91	N
				69.81	
CENTRAL BASIN MWD	HP-MAY16	681-8030-461.41-00	Water Purchase/Resource	130,454.39	N
	2016-00001016	681-8030-461.41-00	Water Purchase/Resource	6,138.45	N
				136,592.84	
CENTRAL FORD	278618	741-8060-431.43-20	Vehicles - O S & M	304.22	N
	279434	741-8060-431.43-20	Vehicles - O S & M	211.55	N
	278995	741-8060-431.43-20	Vehicles - O S & M	315.24	N
	277774	741-8060-431.43-20	Vehicles - O S & M	52.71	N
	278049	741-8060-431.43-20	Vehicles - O S & M	69.91	N
	278046	741-8060-431.43-20	Vehicles - O S & M	121.57	N
	277746	741-8060-431.43-20	Vehicles - O S & M	192.28	N
	278135	741-8060-431.43-20	Vehicles - O S & M	93.90	N
				1,361.38	
CHAMPION CJD	337490	741-8060-431.43-20	Vehicles - O S & M	135.00	N
				135.00	
CHARTER COMMUNICATIONS	6/7/16-7/6/16	111-7010-421.53-10	Telephone & Wireless	1,250.00	N
				1,250.00	
CHRISTINA L. DIXON	424912	287-8057-432.61-20	Dept Supplies & Expense	84.31	N
				84.31	
CITY OF DOWNEY	06/29/2016	111-0210-413.59-15	Professional Development	220.00	N
				220.00	
CITY OF HUNTINGTON PARK FLEXIBLE	PPE 6-19-2016	802-0000-217.30-30	Med Reimb 125	537.52	Y
				537.52	

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CITY OF HUNTINGTON PARK GEA	PPE 6-19-2016	802-0000-217.60-10	Association Dues	133.15	Y
				133.15	
CLINICAL LAB OF SAN BERNARDINO, INC	950297	681-8030-461.56-41	Contractual Srvc - Other	518.50	N
				518.50	
COLONIAL SUPPLEMENTAL INSURANCE	PPE 6-19-2016	802-0000-217.50-40	Life-Cancer Insurance	1,552.77	Y
				1,552.77	
COMSERCO, INC.	74719	111-7010-421.44-10	Rent (Incl Equip Rental)	2,462.55	N
	74718	225-7120-421.74-10	Equipment	155.00	N
	74643	741-8060-431.56-41	Contractual Srvc - Other	91.00	N
	74639	741-8060-431.56-41	Contractual Srvc - Other	778.00	N
	74644	741-8060-431.56-41	Contractual Srvc - Other	778.00	N
	74640	741-8060-431.56-41	Contractual Srvc - Other	91.00	N
				4,355.55	
CONTRERAS GARDEN SUPPLY	06/20/2016	221-8010-431.61-20	Dept Supplies & Expense	76.00	N
				76.00	
CORCORAN QUALITY GRAPHICS, INC	2185	111-0210-413.56-41	Contractual Srvc - Other	4,469.00	N
				4,469.00	
COUNTY OF L.A. DEPT OF PUBLIC WORKS	16041311112	221-8014-429.56-41	Contractual Srvc - Other	769.05	N
	16060812847	221-8014-429.56-41	Contractual Srvc - Other	522.55	N
				1,291.60	
CWE	16125	111-8030-461.56-42	Storm Water WMP	45,431.20	N
				45,431.20	
D&V SPORTS	3008	111-6040-451.61-35	Recreation Supplies	175.00	N
	3009	111-6040-451.61-35	Recreation Supplies	175.00	N
				350.00	
DATAPROSE, INC.	DP1601432	681-3022-415.53-20	Postage	1,387.89	N
	DP1601432	681-3022-415.56-41	Contractual Srvc - Other	950.29	N
				2,338.18	
DEPARTMENT OF ANIMAL CARE & CONTROL	6/15/2016	111-7065-441.56-41	Contractual Srvc - Other	9,927.74	N
				9,927.74	
DONALD H. MAYNOR	DHM 7291	111-3013-415.56-41	Contractual Srvc - Other	1,596.16	N
	DHM 7398	111-3013-415.56-41	Contractual Srvc - Other	1,596.16	N
				3,192.32	
DUNN EDWARDS CORPORATION	2009206461	535-6090-452.61-20	Dept Supplies & Expense	230.34	N
				230.34	
DUO DIGITAL PRINTS, INC	17978	111-0000-228.70-00	Deposit Refund	51.00	N
				51.00	

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ENTERPRISE FM TRUST	FBN3024221	226-9010-419.74-20	Equipment	1,762.09	N
	FBN3024221	229-7010-421.74-10	Vehicle Leases	122.41	N
				1,884.50	
ESTELA RAMIREZ	58997/59523	111-6060-466.33-20	Contractual Srv Class	228.80	N
				228.80	
EXPERT ROOTER	92748	111-6022-451.43-10	Buildings - O S & M	88.00	N
				88.00	
EXPRESS PIPE & SUPPLY CO., LLC	S5896011.002	111-6022-451.43-10	Buildings - O S & M	125.98	N
	S5897323.001	111-6022-451.43-10	Buildings - O S & M	497.43	N
				623.41	
F&A FEDERAL CREDIT UNION	PPE 6-19-2016	802-0000-217.60-40	Credit Union	17,495.50	Y
				17,495.50	
FAIR HOUSING FOUNDATION	11	239-5060-463.56-41	Contractual Srv - Other	930.67	N
				930.67	
FEDEX	5-446-17760	111-3010-415.61-20	Dept Supplies & Expense	86.56	N
				86.56	
FERNANDO MEDINA JR.	06/21/2016	111-6010-451.56-41	Contractual Srv - Other	72.00	N
	06/21/2016	111-6010-451.56-41	Contractual Srv - Other	696.00	N
				768.00	
FERNANDO NUNEZ	57170/59575	111-0000-347.25-00	Class Refund	28.00	N
				28.00	
FIESTA FOODS GROUP, LLC	18614	111-0000-228.70-00	Overpayment Refund	248.47	N
				248.47	
GALANTE EVENTS	5	239-6060-466.61-20	Dept Supplies & Expense	630.00	N
				630.00	
GALLS, LLC	BC0281328	111-7010-421.61-21	Dept Supplies & Expense	358.81	N
				358.81	
GRAFFITI PROTECTIVE COATINGS INC.	1005-0516	111-8095-431.56-75	Contract Grafitti Removal	23,100.00	N
	1005-0516	220-8070-431.56-41	Contractual Srv - Other	4,150.00	N
	1005-0516	239-8095-431.56-75	Contract Grafitti Removal	5,000.00	N
				32,250.00	
GREGORIA NORIEGA	55497/59342	111-0000-228.20-00	Deposit Refund	575.00	N
				575.00	
HERNANDEZ SIGNS, INC.	2252	535-8016-431.61-45	Street Lighting Supplies	1,167.75	N
				1,167.75	
HGT PROPERTIES, INC	11882	111-0000-228.70-00	Overpayment Refund	65.10	N
				65.10	

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HUNTINGTON PARK POLICE MGMT ASSN.	PPE 6-19-2016	802-0000-217.60-10	Association Dues	150.00	Y
				150.00	
HUNTINGTON PARK POLICE OFFICER ASSN	PPE 6-19-2016	802-0000-217.60-10	Association Dues	3,840.63	Y
				3,840.63	
IBE DIGITAL	38171A	111-1010-411.61-20	Dept Supplies & Expense	16.35	N
	38390A	111-1010-411.61-20	Dept Supplies & Expense	16.35	N
				32.70	
IMPACT TIRE SERVICE	1767	741-8060-431.43-20	Vehicles - O S & M	15.00	N
	5808	741-8060-431.43-20	Vehicles - O S & M	25.00	N
	5857	741-8060-431.43-20	Vehicles - O S & M	25.00	N
	5837	741-8060-431.43-20	Vehicles - O S & M	25.00	N
				90.00	
INDEPENDENT CITIES RISK MGMT	2016-0042	745-9031-413.52-20	Ins - Liability Premium	492.37	N
				492.37	
INDUSTRIAL CHEM LABS & SVCS	197999	221-8010-431.61-20	Dept Supplies & Expense	260.21	N
				260.21	
INTER VALLEY POOL SUPPLY, INC	86222	681-8030-461.41-00	Water Purchase/Resource	333.54	N
	86221	681-8030-461.41-00	Water Purchase/Resource	166.77	N
	86062	681-8030-461.41-00	Water Purchase/Resource	216.80	N
	86063	681-8030-461.41-00	Water Purchase/Resource	288.51	N
	86061	681-8030-461.41-00	Water Purchase/Resource	265.16	N
	86403	681-8030-461.41-00	Water Purchase/Resource	190.12	N
	86698	681-8030-461.41-00	Water Purchase/Resource	171.77	N
	86699	681-8030-461.41-00	Water Purchase/Resource	255.16	N
				1,887.83	
INTERWEST CONSULTING GROUP, INC	27466	111-6010-451.56-41	Contractual Svc - Other	4,237.50	N
				4,237.50	
JCL TRAFFIC	86218	221-8010-431.61-20	Dept Supplies & Expense	865.90	N
	86128	221-8012-429.61-20	Dept Supplies & Expense	865.90	N
	86120	221-8012-429.61-20	Dept Supplies & Expense	1,999.28	N
	85946	334-4010-431.73-10	Improvements	1,056.46	N
	86129	334-4010-431.73-10	Improvements	719.40	N
	86217	334-4010-431.73-10	Improvements	301.64	N
				5,808.58	
JDS TANK TESTING & REPAIR INC	8984	741-8060-431.43-20	Vehicles - O S & M	135.00	N
				135.00	
JERRY'S AUTO BODY, INC.	30148	741-8060-431.43-20	Vehicles - O S & M	995.22	N
				995.22	

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JOEL GORDILLO	JUNE 2016	111-0210-413.56-41	Contractual Srvc - Other	1,650.00	N
				1,650.00	
JOHN CASTRO	04/20/2016	111-7010-421.59-30	Prof Dev - STC & Training	22.46	N
				22.46	
JOSE SANCHEZ	56995/59573	111-0000-347.25-00	Class Refund	28.00	N
				28.00	
JOSUE VAZQUEZ	58690/59339	111-0000-228.20-00	Deposit Refund	500.00	N
				500.00	
JUAN A. PRECIADO	06/23/2016	746-0218-413.35-10	Tuition Assistance	258.00	N
				258.00	
LA COUNTY SHERIFF'S DEPT	164506SS	111-7040-421.56-41	Contrat/Other	983.22	N
				983.22	
LACMTA	800063719	219-0250-431.58-50	Bus Passes	4,960.00	N
				4,960.00	
LAN WAN ENTERPRISE, INC	55131	111-0210-413.43-05	Office Equip - O S & M	208.19	N
	67937	111-1010-411.61-20	Dept Supplies & Expense	539.23	N
	55448	111-3010-415.74-10	Equipment	1,315.76	N
	55449	111-9010-419.74-10	Equipment	1,077.08	N
	55447	239-5055-419.74-10	Equipment	1,990.08	N
				5,130.34	
LAW OFFICES OF CARPENTER & ROTHANS	27474	745-9031-413.32-70	Contractual Srv Legal	1,430.66	N
	27420	745-9031-413.32-70	Contractual Srv Legal	5,966.77	N
				7,397.43	
LB JOHNSON HARDWARE CO #1	682432	111-6022-451.43-10	Street Lighting Supplies	35.94	N
	682141	535-8016-431.61-45	Buildings - O S & M	44.97	N
				80.91	
LEGAL SHIELD	06/15/2016	802-0000-217.60-50	Legal Shield Plan	241.10	N
				241.10	
LEGALTEL, INC	2232	745-9031-413.32-70	Contractual Srv Legal	375.00	N
				375.00	
LEONARD GARCIA	423019	111-6020-451.61-35	Recreation Supplies	300.00	N
				300.00	
LOGAN SUPPLY COMPANY, INC.	87793	111-6022-451.43-10	Buildings - O S & M	247.29	N
				247.29	
LONG BEACH BMW	140352	741-8060-431.43-20	Vehicles - O S & M	6,059.60	N
	139996	741-8060-431.43-20	Vehicles - O S & M	1,199.36	N
	139997	741-8060-431.43-20	Vehicles - O S & M	1,243.59	N
				8,502.55	

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LUCKY TOURS CHARTER INC	63016-1	219-0250-431.57-70	Recreation Transit	750.00	N
				750.00	
LUISANA CANDELARIO	06/23/2016	746-0218-413.35-10	Tuition Assistance	328.72	N
				328.72	
MAKING A DIFFERENCE SHIRTS	1676	111-5010-419.56-41	Contractual Svc - Other	383.00	N
				383.00	
MANUEL PRIETO	58964/59206	111-6060-466.33-20	Contractual Srv Class	182.40	N
	58965/59506	111-6060-466.33-20	Contractual Srv Class	136.00	N
				318.40	
MATSUMOTO CONSULTING LLC	16-06-23 HP	111-3013-415.56-41	Contractual Svc - Other	4,000.00	N
				4,000.00	
MCCULLAH FENCE COMPANY	20160412	111-8020-431.43-10	Buildings - O S & M	1,000.00	N
				1,000.00	
MELISSA NAVA	58308/59338	111-0000-228.20-00	Deposit Refund	150.00	N
				150.00	
MISC-DEMOLITION DEPOSIT REFUNDS	4257	111-0000-322.20-00	C&D Refund	800.00	N
	5162	111-0000-322.10-10	C&D Refund	1,000.00	N
				1,800.00	
MONICA ALMEDA	57066/59348	111-0000-347.20-00	Class Refund	65.00	N
				65.00	
MUNISERVICES, LLC	41925	111-3013-415.56-41	Contractual Svc - Other	4,788.48	N
				4,788.48	
NAPA PARTS WHOLESALE	169258	741-8060-431.43-20	Vehicles - O S & M	257.20	N
	171569	741-8060-431.43-20	Vehicles - O S & M	209.11	N
				466.31	
NATION WIDE RETIREMENT SOLUTIONS	PPE 6-19-2016	802-0000-217.40-10	Deferred Compensation	17,488.91	Y
				17,488.91	
NATIONWIDE ENVIRONMENTAL SERVICES	27561	220-8070-431.56-41	Contractual Svc - Other	9,288.50	N
	27516	220-8070-431.56-41	Contractual Svc - Other	2,401.15	N
	27516	221-8010-431.56-41	Contractual Svc - Other	28,186.15	N
	27516	231-3024-415.56-41	Contractual Svc - Other	6,829.30	N
				46,705.10	
NERY RIVERA	58808/59551	111-0000-347.70-00	Deposit Refund	2,500.00	N
				2,500.00	
NETWORK DEPOSITION SERVICES, INC	A16050657	745-9031-413.32-70	Contractual Srv Legal	239.30	N
	A16050684	745-9031-413.32-70	Contractual Srv Legal	195.05	N
	A16050666	745-9031-413.32-70	Contractual Srv Legal	198.00	N
				632.35	

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NEW CHEF FASHION INC.	828296	239-5055-419.61-20	Dept Supplies & Expense	26.16	N
				26.16	
NIDYA MONTEON	55470/59340	111-0000-228.20-00	Deposit Refund	500.00	N
				500.00	
NORMA PRECIADO	58670/59345	111-0000-347.20-00	Class Refund	60.00	N
				60.00	
NORMA URENA	58969/59243	111-6060-466.33-20	Contractual Srv Class	316.80	N
				316.80	
O'REILLY AUTO PARTS	2959-116302	741-8060-431.43-20	Vehicles - O S & M	166.70	N
	2959-116327	741-8060-431.43-20	Vehicles - O S & M	476.40	N
	2959-105049	741-8060-431.43-20	Vehicles - O S & M	35.96	N
	2959-110481	741-8060-431.43-20	Vehicles - O S & M	124.92	N
	2959-114120	741-8060-431.43-20	Vehicles - O S & M	30.74	N
	2959-111495	741-8060-431.43-20	Vehicles - O S & M	52.95	N
	2959-110494	741-8060-431.43-20	Vehicles - O S & M	-18.00	N
	2959-111128	741-8060-431.43-20	Vehicles - O S & M	15.61	N
	2959-115900	741-8060-431.43-20	Vehicles - O S & M	13.25	N
	2959-115913	741-8060-431.43-20	Vehicles - O S & M	44.13	N
	2959-114149	741-8060-431.43-20	Vehicles - O S & M	185.26	N
	2959-114476	741-8060-431.43-20	Vehicles - O S & M	278.22	N
	2959-106195	741-8060-431.43-20	Vehicles - O S & M	10.41	N
	2959-108547	741-8060-431.43-20	Vehicles - O S & M	44.80	N
	2959-108314	741-8060-431.43-20	Vehicles - O S & M	453.10	N
	2959-106234	741-8060-431.43-20	Vehicles - O S & M	306.38	N
	2959-106168	741-8060-431.43-20	Vehicles - O S & M	101.82	N
				2,322.65	
OEM AUTO PAINT SUPPLIES	92738	535-6090-452.61-20	Dept Supplies & Expense	620.57	N
				620.57	
OK PRINTING DESIGN & DIGITAL PRINT	212	111-5010-419.61-20	Dept Supplies & Expense	214.50	N
	213	111-0210-413.61-20	Dept Supplies & Expense	47.25	N
				261.75	
ORANGE COAST TITLE COMPANY	150-1752910-05_	111-5010-419.56-41	Contractual Srv - Other	250.00	N
	150-1752899-05	111-5010-419.56-41	Contractual Srv - Other	250.00	N
	150-1752908-05	111-5010-419.56-41	Contractual Srv - Other	250.00	N
	150-1752901-05	111-5010-419.56-41	Contractual Srv - Other	500.00	N
				1,250.00	
ORANGE LINE DEVELOPMENT AUTHORITY	6	220-8010-431.56-41	Contractual Srv - Other	4,794.82	N
				4,794.82	

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OSCAR HARO	57680/59574	111-0000-347.25-00	Class Refund	28.00	N
				28.00	
PAC HP HOLDINGS LLC	06/21/2016	111-7010-421.61-21	Dept Supplies & Expense	121.55	N
				121.55	
PARAMOUNT ICELAND INC.	59103/59279	111-6060-466.33-20	Contractual Srv Class	76.80	N
				76.80	
PARS	34574	217-0230-413.56-41	Contractual Srv - Other	2,185.45	N
	34656	111-9010-419.56-41	Contractual Srv - Other	398.21	N
				2,583.66	
PITNEY BOWES	3100234545	111-7040-421.44-10	Rent (Incl Equip Rental)	541.92	N
	3100257527	111-9010-419.44-10	Rent (Incl Equip Rental)	834.57	N
				1,376.49	
PRO FORCE LAW ENFORCEMENT	276347	229-7010-421.74-10	Equipment	1,453.34	N
	277030	233-7010-421.74-10	Equipment	1,453.34	N
				2,906.68	
PRUDENTIAL OVERALL SUPPLY	50879171	111-7010-421.61-21	Contractual Srv - Other	17.87	N
	50878215	111-6010-451.56-41	Contractual Srv - Other	78.57	N
	50878214	111-6010-451.56-41	Dept Supplies & Expense	42.43	N
				138.87	
PURCHASE POWER	06/12/2016	111-7040-421.56-41	Postage	1,152.10	N
	6/14/2016	111-9010-419.53-20	Contract/Other	2,000.00	N
				3,152.10	
R.H.F. INC.	70661	111-7010-421.61-21	Dept Supplies & Expense	85.00	N
	70662	111-7010-421.61-21	Dept Supplies & Expense	85.00	N
	70663	111-7010-421.61-21	Dept Supplies & Expense	85.00	N
	70664	111-7010-421.61-21	Dept Supplies & Expense	85.00	N
	70665	111-7010-421.61-21	Dept Supplies & Expense	85.00	N
				425.00	
RAUL VERGARA	58547/59595	111-0000-228.20-00	Deposit Refund	500.00	N
				500.00	
RESOURCE BUILDING MATERIALS	1953987	535-6090-452.61-20	Dept Supplies & Expense	693.34	N
				693.34	
RICARDO CARVAJAL	57277/59533	111-0000-228.20-00	Deposit Refund	403.00	N
				403.00	
RICOH AMERICAS CORP	50392542	111-6010-451.56-41	Contractual Srv - Other	233.90	N
				233.90	
RICOH USA, INC.	5042771140	111-6010-451.56-41	Contractual Srv - Other	149.51	N
				149.51	

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Payee Name	Invoice Number	Account Number	Description	Transaction Amount	Prepaid Y/N
RIO HONDO COLLEGE	7/11/16-7/15/16	111-7010-421.59-20	Professional Develop Post	38.00	N
				38.00	
ROBERTSONS	784466	221-8010-431.61-20	Dept Supplies & Expense	472.97	N
				472.97	
ROCIO GARFIAS	59020/59341	111-0000-228.20-00	Deposit Refund	200.00	N
				200.00	
SANTA FE BUILDING MAINTENANCE	14944	111-6022-451.56-41	Contract/Other	8,137.52	N
	14944	111-7020-421.56-41	Contractual Srvc - Other	6,152.79	N
	14944	111-8022-419.56-41	Contractual Srvc - Other	3,797.54	N
				18,087.85	
SC FUELS	3078885	741-8060-431.62-30	Metro Transit Fuel & Oil	18,215.47	N
				18,215.47	
SEVERN TRENT ENVIRONMENTAL SERVICES	STES 2084722	283-8040-432.56-41	Contractual Srvc - Other	15,065.09	N
	STES 2084722	681-8030-461.56-41	Contractual Srvc - Other	87,206.69	N
				102,271.78	
SHELL FLEET PLUS	79043758606	111-7010-421.61-21	Dept Supplies & Expense	132.30	N
				132.30	
SMART & FINAL	186514	111-0230-413.59-15	Professional Development	58.07	N
				58.07	
SMITH FASTENER	64110	535-6090-452.61-20	Dept Supplies & Expense	12.23	N
				12.23	
SOURCE ONE OFFICE PRODUCTS, INC.	OE-QT-26822-1	111-3010-415.61-20	Dept Supplies & Expense	186.87	N
				186.87	
SOUTH BAY FORD	HP16002	229-7010-421.74-10	Equipment	64,970.60	N
				64,970.60	
SOUTHERN CALIFORNIA EDISON	4/19/16-5/18/16	535-8016-431.62-10	Heat Light Water & Power	1,544.05	N
	5/5/16-6/6/16	231-3024-415.62-10	Heat Light Water & Power	601.87	N
	5/18/16-6/17/16	111-8020-431.62-10	Heat Light Water & Power	1,048.28	N
	4/7/16-5/6/16	221-8014-429.62-10	Heat Light Water & Power	2,975.29	N
	5/6/16-6/7/16	111-7020-421.62-10	Heat Light Water & Power	5,223.12	N
	5/6/16-6/7/16	221-8014-429.62-10	Heat Light Water & Power	48.35	N
	5/3/16-6/2/16	681-8030-461.62-20	Heat Light Water & Power	18,459.91	N
	5/3/16-6/2/16	111-6022-451.62-10	Power Gas & Lubricants	7,662.72	N
				37,563.59	
SPARKLETTS	15187658 060816	741-8060-431.43-20	Dept Supplies & Expense	17.10	N
	4532412 052616	111-1010-411.61-20	Dept Supplies & Expense	9.36	N
	15010561 060416	111-5010-419.61-20	Dept Supplies & Expense	21.43	N

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SPARKLETTS	15010561 060416	239-5040-463.61-20	Dept Supplies & Expense	21.43	N
	15010561 060416	242-5060-463.61-20	Vehicles - O S & M	21.42	N
				90.74	
STAPLES ADVANTAGE	8039479665	111-0110-411.61-20	Dept Supplies & Expense	36.58	N
	8039479665	111-0210-413.61-20	Dept Supplies & Expense	14.34	N
	8039479665	111-0230-413.61-20	Dept Supplies & Expense	-85.86	N
	8034250418	111-0230-413.61-20	Dept Supplies & Expense	62.35	N
	8039479665	111-1010-411.61-20	Dept Supplies & Expense	247.68	N
	8039479665	111-3010-415.61-20	Dept Supplies & Expense	297.53	N
	8034250418	111-3010-415.61-20	Dept Supplies & Expense	972.78	N
	8039479665	111-5010-419.61-20	Dept Supplies & Expense	184.65	N
	8039479665	111-6010-451.61-20	Dept Supplies & Expense	76.38	N
	8034250418	111-6010-451.61-20	Dept Supplies & Expense	47.12	N
	8039479665	111-7010-421.61-21	Dept Supplies & Expense	159.83	N
	8039479665	111-7010-421.61-21	Dept Supplies & Expense	137.06	N
	8034250418	111-7010-421.61-21	Dept Supplies & Expense	40.88	N
	8034250418	111-7010-421.61-21	Dept Supplies & Expense	297.57	N
	8039479665	111-7040-421.61-32	Dept Supplies & Expense	219.07	N
	8039479665	111-7040-421.61-33	Dept Supplies & Expense	29.46	N
	8039479665	111-8020-431.61-20	Dept Supplies & Expense	244.09	N
	8034250418	239-5060-463.61-20	Dept Supplies & Expense	727.04	N
				3,708.55	
STAPLES CREDIT PLAN	71895	111-5010-419.61-20	Dept Supplies & Expense	100.89	N
	70107	111-5010-419.61-20	Dept Supplies & Expense	19.59	N
				120.48	
STATE OF CALIFORNIA	7/25/16-7/28/16	111-7010-421.59-20	Professional Develop Post	275.00	N
				275.00	
STEAMX, LLC	40687	741-8060-431.43-20	Vehicles - O S & M	447.45	N
				447.45	
SUNSET VANS INC.	10568	741-8060-431.43-20	Vehicles - O S & M	134.45	N
	10567	741-8060-431.43-20	Vehicles - O S & M	115.08	N
				249.53	
SUPERIOR COURT OF CALIFORNIA	10/1-10/31/15	111-3010-415.56-10	Parking Citation Surcharge	20,326.25	N
	11/1-11/30/15	111-3010-415.56-10	Parking Citation Surcharge	18,075.00	N
				38,401.25	
SUSAN CRUM	617500704334	111-0210-413.61-20	Dept Supplies & Expense	27.21	N
				27.21	

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THE GAS COMPANY	06/16/2016	111-6022-451.62-10	Heat Light Water & Power	220.19	N
	06/16/2016	111-8020-431.62-10	Heat Light Water & Power	120.09	N
	06/16/2016	111-7020-421.62-10	Heat Light Water & Power	394.15	N
	06/16/2016	111-7020-421.62-10	Heat Light Water & Power	445.08	N
	06/16/2016	681-8030-461.62-20	Power Gas & Lubricants	135.53	N
				1,315.04	
TOYETTA BEUKES	04-25-16	111-7030-421.56-41	Contract/Other	730.00	N
				730.00	
TRAFFIC PARTS	424793	221-8014-429.61-20	Dept Supplies & Expense	254.40	N
				254.40	
TRANSTECH ENGINEERS, INC.	16021703	111-4010-431.56-62	Contract Engineer Service	2,429.49	N
	16020303	221-4010-431.73-10	Improvements	6,954.54	N
	16021703	221-4010-431.73-10	Improvements	2,398.00	N
	20161775	221-4010-431.73-10	Improvements	12,845.46	N
	20161777	221-4010-431.73-10	Improvements	3,870.00	N
	20161779	221-4010-431.73-10	Improvements	3,060.00	N
	20161787	221-4010-431.73-10	Improvements	450.00	N
	20161788	221-4010-431.73-10	Improvements	495.00	N
	20161790	221-4010-431.73-10	Improvements	135.00	N
	20161791	221-4010-431.73-10	Improvements	45.00	N
	20161778	226-9010-419.74-20	Improvements	90.00	N
	20161780	226-9010-419.74-20	Improvements	810.00	N
	20161781	226-9010-419.74-20	Improvements	315.00	N
	20161782	226-9010-419.74-20	Improvements	3,555.00	N
	20161783	226-9010-419.74-20	Improvements	225.00	N
	20161784	226-9010-419.74-20	Improvements	585.00	N
	20161789	226-9010-419.74-20	Improvements	360.00	N
	20161792	226-9010-419.74-20	Improvements	315.00	N
	20161793	226-9010-419.74-20	Improvements	315.00	N
20161794	226-9010-419.74-20	Improvements	315.00	N	
				39,567.49	
TRIANGLE SPORTS	32978	111-6030-451.61-35	Recreation Supplies	1,380.76	N
	33069	111-6040-451.61-35	Recreation Supplies	163.50	N
				1,544.26	
TRIMMING LAND CO INC	3167	535-6090-452.56-60	Contract Landscape Labor	500.00	N
	3219	535-6090-452.56-60	Contract Landscape Labor	487.50	N
	3294	535-6090-452.56-60	Contract Landscape Labor	1,170.00	N
				2,157.50	

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TYCO INTEGRATED SECURITY	26321116	111-7010-421.56-41	Contract/Other	3,361.91	N
				3,361.91	
U.S. BANK	PPE 6-19-2016	802-0000-217.30-20	PARS	2,421.41	Y
	PPE 6-19-2016	802-0000-217.30-20	PARS	2,449.00	Y
	PPE 6-19-2016	802-0000-218.10-05	PARS EMPLOYER	7,827.33	Y
	PPE 6-19-2016	802-0000-218.10-05	PARS EMPLOYER	3,275.00	Y
				15,972.74	
U.S. HEALTH WORKS	2929790-CA	111-0230-413.56-41	Contractual Srvc - Other	76.00	N
				76.00	
UNIFIED NUTRIMEALS	2112	111-6055-451.57-42	Youth Nutrition Program	1,387.20	N
				1,387.20	
VIRIDIANA VELASCO	59272/59343	111-0000-347.50-00	Class Refund	35.00	N
				35.00	
WALTERS WHOLESALE ELECTRIC COMPANY	7239303-00	535-8016-431.61-45	Street Lighting Supplies	294.73	N
	2001064-01	535-8016-431.61-45	Street Lighting Supplies	1,318.53	N
				1,613.26	
WELLS FARGO BANK-FIT	PPE 6-19-2016	802-0000-217.20-10	Federal W/Holding	11,935.18	Y
	PPE 6-19-2016	802-0000-217.20-10	Federal W/Holding	36,474.31	Y
				48,409.49	
WELLS FARGO BANK-MEDICARE	PPE 6-19-2016	802-0000-217.10-10	Medicare	3,748.45	Y
	PPE 6-19-2016	802-0000-217.10-10	Medicare	7,103.18	Y
				10,851.63	
WELLS FARGO BANK-SIT	PPE 6-19-2016	802-0000-217.20-20	State W/Holding	3,655.29	Y
	PPE 6-19-2016	802-0000-217.20-20	State W/Holding	10,843.87	Y
				14,499.16	
WEST GOVERNMENT SERVICES	834120675	111-7030-421.56-41	Contract/Other	525.20	N
				525.20	
WESTERN EXTERMINATOR COMPANY	4203580	535-6090-452.56-60	Contractual Srvc - Other	134.00	N
	4203580	111-6022-451.56-41	Contract/Other	88.50	N
	4203580	111-8022-419.56-41	Contractual Srvc - Other	47.00	N
	4203580	111-8020-431.56-41	Contractual Srvc - Other	64.50	N
	4203580	111-7020-421.56-41	Contract Landscape Labor	48.00	N
				382.00	
WESTERN FENCE & SUPPLY CO	20760-45423	535-6090-452.61-20	Dept Supplies & Expense	234.54	N
				234.54	

**City of Huntington Park
Demand Register
7-05-16**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount	Prepaid Y/N
WILLDAN FINANCIAL SERVICES	010-29813	535-8016-431.56-41	Contractual Srvc - Other	1,929.38	N
	010-29814	111-9010-419.56-41	Contractual Srvc - Other	75.00	N
				2,004.38	
XPRESS FLEETWASH LLC	6317	741-8060-431.43-20	Vehicles - O S & M	1,003.00	N
				1,003.00	
				1,216,614.50	



CITY OF HUNTINGTON PARK

Office of the City Clerk
City Council Agenda Report

July 5, 2016

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 CONTRACT SERVICES AGREEMENT WITH JOEL GORDILLO FOR MEDIA TECHNICIAN SERVICES

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve contract services agreement with Joel Gordillo for media technician services; and
2. Authorize the City Manager to execute the agreement.

BACKGROUND

Per the City's procurement policy, a Request for Qualifications (RFQ) for media technician was released on June 16, 2016. The RFQ was subsequently advertised in the newspaper and published on the City website.

A total of one (1) bid was submitted to the city by the June 29, 2016, RFQ deadline as follows:

Vendor	Bid Amount
Joel Gordillo	\$19,800

City staff has reviewed the proposal and feels Joel Gordillo has the qualifications necessary to perform the media technician services. Staff is very familiar with Mr. Gordillo's services as he has worked for the city on a contractor basis since 2001 in this very same capacity, for the City of Huntington Park.

It is recommended that Mr. Gordillo be awarded the contract services agreement. The agreement will have a three (3) year term with two (2) two (2) year renewal options for up to 7 years, exercisable at the City Manager's sole discretion, unless terminated as provided in the Agreement.

APPROVE CONTRACT SERVICES AGREEMENT WITH JOEL GORDILLO FOR MEDIA TECHNICIAN SERVICES

July 5, 2016

Page 2 of 2

The scope of services to be performed include:

- Attend all regular and special City Council meetings
- Perform such services at additional official meetings at the request of the City Clerk or City Manager up to one meeting a month
- Record meetings using City equipment
- Operate A/V equipment in Council chambers during meetings
- Manage programming on City's local access cable channel
- Load Council meeting video to local access cable channel
- Film City-sponsored events, as-needed
- Produce DVDs of Council meetings and provide to City Clerk
- All video content is property of the City of Huntington Park and must be provided to the City upon request

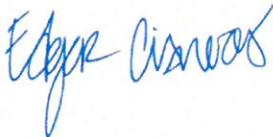
FISCAL IMPACT/FINANCING

The funding of \$30,000 per year for this service is included in the FY 2016/17 budget in account number 111-1010-411.56-41, Contractual Services. Since this may potentially be a multi-year contract, the Office of the City Clerk will be accountable for budgeting the cost in future years, including any option exercised.

CONCLUSION

Upon approval, the City Manager will execute the contract services agreement with Joel Gordillo for media technician services.

Respectfully submitted,



EDGAR P. CISNEROS
City Manager



Donna G. Schwartz, CMC
City Clerk

ATTACHMENT(S)

A. Contract Services Agreement with Joel Gordillo



CONTRACT SERVICES AGREEMENT
(Engagement: Media Technician Services)
(Parties: City of Huntington Park and Joel Gordillo)

THIS CONTRACT SERVICES AGREEMENT ("Agreement") is made and entered into this day of 2016, (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") and Joel Gordillo (hereinafter, "CONTRACTOR"). For the purposes of this Agreement CITY and CONTRACTOR may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONTRACTOR interchangeably.

RECITALS

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

WHEREAS, CITY requires assistance with providing media technical services in connection with official meetings and events of the City and cable channel; and

WHEREAS, CONTRACTOR represents that it is fully qualified to perform such media technical services by virtue of its experience and the training, education and expertise of its principals and employees; and

WHEREAS, CONTRACTOR further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement; and

WHEREAS, the execution of this Agreement was approved by the Huntington Park City Council at its regular meeting of _____, 2016.

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

I.
ENGAGEMENT TERMS

1.1 **SCOPE OF SERVICES**: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONTRACTOR agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the "**Scope of Services**").

CONTRACTOR further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."

- 1.2 TERM: This Agreement shall have an initial term of three (3) years with two (2) two (2) year renewal options for up to 7 years, exercisable at the City Manager's sole discretion, unless terminated as provided elsewhere in this Agreement (hereinafter, the "Term"). Upon the conclusion of the Term, this Agreement may renew on a month-to-month basis unless terminated by either party. Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause.
- 1.3 COMPENSATION: During the term of this Agreement and any extension term provided herein, CONTRACTOR shall perform the Services set forth in Section 1.2 above, at the rates of compensation set forth in **Exhibit "A"**. CONTRACTOR further agrees that the total compensation for work performed during the initial term of this agreement, inclusive of any extension term, shall not exceed the sum total of NINETEEN THOUSAND EIGHT HUNDRED (\$19,800) (hereinafter, the "Contract Price"), a year, unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Director of the Finance Department. In the event CONTRACTOR's charges are projected to exceed the Contract Price prior to the expiration of the Term or any single extension term, CITY may suspend CONTRACTOR's performance pending CITY approval of any anticipated expenditures in excess of the Contract Price or any other CITY-approved amendment to the compensation terms of this Agreement.
- 1.4 PAYMENT OF COMPENSATION: Following the conclusion of each calendar month, CONTRACTOR shall submit to CITY an itemized invoice indicating the services and tasks performed during the recently concluded calendar month, including services and tasks performed and the reimbursable out-of-pocket expenses incurred. If the amount of CONTRACTOR's monthly compensation is a function of hours worked by CONTRACTOR's personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within fifteen (15) calendar days of receipt of each invoice, CITY shall notify CONTRACTOR in writing of any disputed amounts included in the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONTRACTOR.
- 1.5 ACCOUNTING RECORDS: CONTRACTOR shall maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge, during normal business hours. CITY shall further have the right to

audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

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

II.

PERFORMANCE OF AGREEMENT

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

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

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

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

A. CONTRACTOR shall perform all Work skillfully, competently and to the highest standards of CONTRACTOR's profession;

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

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

2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONTRACTOR are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONTRACTOR or on behalf of CONTRACTOR in the performance of this Agreement. In recognition of this interest, CONTRACTOR agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONTRACTOR's duties or obligations under this Agreement without the prior written consent of the CITY. In the absence of CITY's prior written consent, any attempted assignment

or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.

- 2.6 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work shall be performed by CONTRACTOR or under CONTRACTOR's strict supervision. CONTRACTOR will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONTRACTOR on an independent contractor basis and not as an employee. CONTRACTOR reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONTRACTOR's competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONTRACTOR are not employees of CITY and shall at all times be under CONTRACTOR's exclusive direction and control. CONTRACTOR shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONTRACTOR shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.
- 2.7 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONTRACTOR's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONTRACTOR, a threat to persons or property, or if any of CONTRACTOR's officers, employees, agents, contractors, subcontractors or subconsultants fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, contractor, subcontractor or subconsultant shall be promptly removed by CONTRACTOR and shall not be re-assigned to perform any of the Work.
- 2.8 COMPLIANCE WITH LAWS: CONTRACTOR shall keep itself informed of and in compliance with all applicable federal, State or local laws to the extent such laws control or otherwise govern the performance of the Work. CONTRACTOR's compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.
- 2.9 NON-DISCRIMINATION: In the performance of this Agreement, CONTRACTOR shall not discriminate against any employee, subcontractor, subconsultant, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10 INDEPENDENT CONTRACTOR STATUS: The Parties acknowledge, understand and agree that CONTRACTOR and all persons retained or employed by CONTRACTOR are, and shall at all times remain, wholly independent contractors and are not officials, officers, employees, departments or subdivisions of CITY. CONTRACTOR shall be solely responsible for the negligent acts and/or omissions of its employees, agents, contractors, subcontractors and

subconsultants. CONTRACTOR and all persons retained or employed by CONTRACTOR shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONTRACTOR under this Agreement or is otherwise expressly conferred by CITY in writing.

III.

[SECTION III LEFT BLANK INTENTIONALLY]

IV.

INDEMNIFICATION

- 4.1 The Parties agree that CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of CONTRACTOR's commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 To the fullest extent permitted by law, CONTRACTOR shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole negligence or willful misconduct of the CITY.
- 4.3 CITY shall have the right to offset against the amount of any compensation due CONTRACTOR under this Agreement any amount due CITY from CONTRACTOR as a result of CONTRACTOR's failure to pay CITY promptly any indemnification arising under this Article and related to CONTRACTOR's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.4 The obligations of CONTRACTOR under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONTRACTOR expressly waives its statutory immunity under such statutes or laws as to CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers.
- 4.5 CONTRACTOR agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every subcontractor or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. In the event CONTRACTOR fails to obtain such indemnity obligations from others as required herein,

CONTRACTOR agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONTRACTOR's subcontractors or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY's choice.

- 4.6 CITY does not, and shall not, waive any rights that it may possess against CONTRACTOR because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

V. TERMINATION

5.1 TERMINATION WITHOUT CAUSE: CITY may, by written notice to CONTRACTOR, immediately terminate this Agreement, in whole or in part, at any time for convenience and without cause by giving written notice to Consultant of such termination, which notice shall specify the effective date of such termination. Upon such termination for convenience, CONTRACTOR shall be compensated only for those services and tasks which have been performed by CONTRACTOR up to the effective date of the termination. CONTRACTOR may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONTRACTOR to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONTRACTOR in connection with the performance of the Work. CONTRACTOR shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY's written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY's ability to terminate this Agreement for convenience as provided under this Section.

5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:

- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice

to the defaulting Party (hereinafter referred to as a “Default Notice”) which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.

- B. CONTRACTOR shall cure the following Events of Defaults within the following time periods:
- i. Within three (3) business days of CITY’s issuance of a Default Notice for any failure of CONTRACTOR to timely provide CITY or CITY’s employees or agents with any information and/or written reports, documentation or work product which CONTRACTOR is obligated to provide to CITY or CITY’s employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or
 - ii. Within fourteen (14) calendar days of CITY’s issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

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

statement representation or warranty by CONTRACTOR relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY shall cure any Event of Default asserted by CONTRACTOR within forty-five (45) calendar days of CONTRACTOR's issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY's failure to timely pay any undisputed sums to CONTRACTOR as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONTRACTOR's Default Notice to CITY.
- D. CITY, in its sole and absolute discretion, may also immediately suspend CONTRACTOR's performance under this Agreement pending CONTRACTOR's cure of any Event of Default by giving CONTRACTOR written notice of CITY's intent to suspend CONTRACTOR's performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONTRACTOR shall be compensated only for those services and tasks which have been rendered by CONTRACTOR to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY's ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
 - i. Upon written notice to CONTRACTOR, the CITY may immediately terminate this Agreement in whole or in part;
 - ii. Upon written notice to CONTRACTOR, the CITY may extend the time of performance;
 - iii. The CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONTRACTOR's breach of the Agreement or to terminate the Agreement; or

iv. The CITY may exercise any other available and lawful right or remedy.

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

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

H. If it is determined that the termination for default is deemed to be the responsibility of the City, then it shall be converted to a termination for convenience.

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

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

VI. MISCELLANEOUS PROVISIONS

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

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

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

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

CONTRACTOR:
[ADDRESS ON FILE]

CITY:
City of Huntington Park
City Manager's Office
6550 Miles Avenue
Huntington Park, CA 90255
Attn: Edgar P. Cisneros, City Manager
Phone: (323) 584-2222
Fax: (323) 584-6313

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

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

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

- 6.7 CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS: CITY reserves the right to employ other contractors in connection with the various projects worked upon by CONTRACTOR.
- 6.8 PROHIBITED INTERESTS: CONTRACTOR warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONTRACTOR, to solicit or secure this Agreement. Further, CONTRACTOR warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONTRACTOR, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 6.9 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.10 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 NO THIRD PARTY BENEFIT: There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.
- 6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

- 6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.
- 6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONTRACTOR prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 COUNTERPARTS: .This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterparts shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONTRACTOR and the two remaining counterparts shall remain with the City for archiving and day-to-day reference by the department responsible for administering the Agreement on the City's behalf.

[SIGNATURE PAGE TO FOLLOW]

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

CITY OF HUNTINGTON PARK:

By: _____
Edgar P. Cisneros, City Manager

JOEL GORDILLO:

By: _____
Name: _____
Title: _____

APPROVED AS TO FORM:

By: _____
Arnold Alvarez-Glasman, City Attorney

EXHIBIT "A"

SCOPE OF WORK

The CONTRACTOR's duties shall include, but not be limited to, the following:

- Attend all regular and special City Council meetings
- Perform such services at additional official meetings at the request of the City Clerk or City Manager up to one meeting a month
- Record meetings using City equipment
- Operate A/V equipment in Council chambers during meetings
- Manage programming on City's local access cable channel
- Load Council meeting video to local access cable channel
- Film City-sponsored events, as-needed
- Produce DVDs of Official/Council meetings and provide to City Clerk
- All video content is property of the City of Huntington Park and must be provided to the City upon request

With respect to the management of programming for the City's local access cable channel:

1. The Parties recognize the local cable access channel is an invaluable community resource but also recognize that the proper use of this resources requires the careful development of rules and procedures that fairly and lawfully address issues relating to equal access, the proper use of public resources, the use of public resources as relates to political campaigns, obscenity issues and the balancing of First Amendment speech issues with the City's own public policy objectives. To this end, CONTRACTOR agrees to comply with City's policies and procedures governing the use of the local cable access channel.
2. The City Representatives reserve the right to modify or otherwise amend CONTRACTOR's proposed programming in their sole and absolute discretion.
3. Following the execution of the Agreement, the City Representatives shall set forth a schedule of performance which, among other things, shall set forth the deadline for providing written proposals to the City, deadlines for the development of rules and regulations for the operation of public access channel.



CITY OF HUNTINGTON PARK

Office of the City Clerk
City Council Agenda Report

July 5, 2016

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

Dear Mayor and Members of the City Council:

DESIGNATION OF VOTING DELEGATE AND ALTERNATES FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE, OCTOBER 5-7, 2016, LONG BEACH, CALIFORNIA

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Appoint a voting delegate and two (2) alternates to represent the City at the 2016 League of California Cities Annual Conference business meeting.

BACKGROUND

The League's 2016 Annual Conference is scheduled for October 5-7, 2016, in Long Beach, California. The annual business meeting will be held on Friday, October 7 at the Long Beach Convention Center. The current Council representative to the League of California Cities is Mayor Graciela Ortiz with the alternate being Vice Mayor Marilyn Sanabria.

In order to cast a vote on matters pertaining to municipal or League policy, the League has requested that the City Council take formal action to designate a voting delegate and up to two alternates at this time in order to submit those names to the league by its deadline of July 31, 2016.

FISCAL IMPACT/FINANCING

No fiscal impact

RECOMMENDATION

It is recommended that City Council make appointments for a voting delegate and two (2) alternates to represent the City at the 2016 League of California Cities Annual Conference business meeting.

DESIGNATION OF VOTING DELEGATE AND ALTERNATES FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE, OCTOBER 5-7, 2016, LONG BEACH, CALIFORNIA

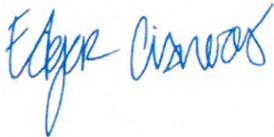
July 5, 2016

Page 2 of 2

CONCLUSION

After appointing a delegate and alternate(s) City Clerk will complete the 2016 Annual Conference Voting Delegate/Alternate Form and fax to the League of California Cities affirming that the designation reflects the action taken by the council.

Respectfully submitted,



EDGAR P. CISNEROS
City Manager



DONNA G. SCHWARTZ, CMC
City Clerk

ATTACHMENTS

- A. League of California Cities Letter dated June 10, 2016
- B. Annual Conference Voting Procedures 2016 Annual Conference
- C. 2016 Annual Conference Voting Delegate/Alternate Form

Council Action Advised by July 31, 2016

June 10, 2016

TO: Mayors, City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – October 5 – 7, Long Beach**

The League's 2016 Annual Conference is scheduled for October 5 – 7 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for noon on Friday, October 7, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

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

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 23, 2016. This will allow us time to establish voting delegate/alternate records prior to the conference.

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

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

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

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

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 5, 8:00 a.m. – 6:00 p.m.; Thursday, October 6, 7:00 a.m. – 4:00 p.m.; and Friday, October 7, 7:30–10:00 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

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

Once again, thank you for completing the voting delegate and alternate form and returning it to the League office by Friday, September 23. If you have questions, please call Kayla Gibson at (916) 658-8247.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

Annual Conference Voting Procedures

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



CITY: _____

2016 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, September 23, 2016. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

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

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

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

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

Name: _____ E-mail _____

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

Date: _____

Please complete and return by Friday, September 23, 2016

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

FAX: (916) 658-8240
E-mail: kgibson@cacities.org
(916) 658-8247



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

July 5, 2016

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:

DISCUSSION OF HUNTINGTON PLAZA APARTMENTS (FORMALLY KNOWN AS RUGBY PLAZA SENIOR HOUSING) DEVELOPMENT

- DISCUSSION ONLY -

BACKGROUND

The Huntington Plaza Apartments (formally known as Rugby Plaza Senior Apartments) is located at 6330 Rugby Avenue and is an age-restricted low-income rental facility comprised of 147 one-bedroom units and 37 two-bedroom units. All of the units are income-restricted to 50% or 60% of the annual Area Median Income (AMI) (see attached maximum rental schedule and income requirements). The Project includes a two-level parking structure owned by the City, as well as 11,900 square feet of commercial space (located on the second level of the parking structure) that is currently sublet to AltaMed for its Adult Day Care facility.

The project was built on a City owned parking lot that was quick claimed to the City's Redevelopment Agency (RDA) in 1970. In 1990, the City sold the parking lot for \$337,000 (Maintaining a public parking easement on the property) to City Housing-Rugby Associates L.P. In 1995, the City/RDA entered into a Development and Disposition Agreement (DDA) with Housing-Rugby Associates L.P. where the City partnered with the Housing-Rugby Associates L.P. to build a parking structure using a \$2.8 million HUD Section 108 loan and the developer constructed the housing units over the parking structure. As part of the DDA the Developer and City agreed to lease the required parking to the Developer for the commercial space and apartment units. The DDA also provided an option to purchase the lease for predetermine amount.

The \$9.5 million Project was built and financed in 1995 through the combination of low-income housing tax credits, multifamily housing tax-exempt bonds, \$2,970,000 HUD Section 108 Loan Guarantee, and \$400,000 City's HOME funds.

Under a DDA with the City and Redevelopment Agency, City Housing – Rugby Associates, LP (Original owners) exercised its option to purchase the Parking Structure

DISCUSSION OF HUNTINGTON PLAZA APARTMENTS (FORMALLY KNOWN AS RUGBY PLAZA SENIOR HOUSING) DEVELOPMENT

July 5, 2016

Page 2 of 3

and Easement at the Rugby Plaza Senior Housing Project ("Project") for \$4,881,852. The amount and terms of this sale were previously set forth in the Second Amendment to the Parking Garage Lease, dated April 7, 1997.

The purchase of the Parking Garage and Easement is part of the sale and refinancing of the Project by the new owner, Huntington Park 607, LP, comprised of USA Properties Fund Inc., Oldtimers Housing Development Corporation and Riverside Charitable Corporation ("New Project Owner"). Upon the sale of the Parking Garage, the City used the proceeds of the sale to pay off the existing HUD 108 loan amount of \$668,000 and provide a \$1.9 million loan, to the New Project Owner, for the acquisition and rehabilitation of the Rugby Plaza Senior Housing Project. The remaining \$2.3 million received from the proceeds of the sale was placed in the City's General Fund account.

The total cost for acquisition, rehabilitation, and construction by the New Owner of the Project was equal to \$19.8 million. Project funding was obtained from multiple sources, including: tax-exempt bonds (City is not responsible for paying back), low-income tax credits (City is not responsible for paying back), a City loan, and project income. The City approved a TEFRA resolution that allowed the New Project Owner to apply for bond and tax credits allocation in March 2013 (in the amount of \$10 million which the City is not responsible for paying back). The New Project Owner will adhere to affordable housing covenants, including State Tax Credit Allocation Committee and Debt Limit Allocation Committee affordability restrictions for 55 years, City Affordability guidelines for 20 years, and existing Federal HOME restrictions until 2016.

In addition to the predetermined purchase price the City received a perpetual easement to use and maintain the first floor parking structure.

FISCAL IMPACT/FINANCING

The Parking Garage Lease had a predetermined purchase price of \$5.8 million, equal to the principal lease balance plus the accumulated rent, which the City was to receive for the sale of the parking structure at the end of the Lease Agreement in 20 years (i.e. 2017). The lease also provided a schedule that calculated the amount due, if purchased prior to the end of the lease. The option was exercised prior to the lease term, at year 16. According to the lease schedule, \$4,881,852 was to be payable to the City (see attached):

- \$1,868,214 principal lease balance +
- \$3,013,638 accumulated rent

The proceeds from the sale of the Parking Garage were used as follows:

1. \$668,000 to repay the existing HUD 108 Loan for the Project
2. \$1,900,000 loan to finance the rehabilitation costs for the Project
3. \$2,313,852 distributed to the City General Fund

DISCUSSION OF HUNTINGTON PLAZA APARTMENTS (FORMALLY KNOWN AS RUGBY PLAZA SENIOR HOUSING) DEVELOPMENT

July 5, 2016

Page 3 of 3

The terms of the \$1.9 million loan are outlined below:

- 3.0% annual (simple) interest
- 55 year final maturity
- Deferred principle and interest payments, due on or earlier of maturity (55 years), or the sale / refinance of the Project subject to available funds.
- Subordinate to construction and permanent financing.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Under the proposed transaction the Project Owner granted the City an easement to the first floor public parking garage. This easement will allow the City to operate (and maintain) 130 public parking spaces in perpetuity.

Respectfully submitted,



EDGAR P. CISNEROS
City Manager



MANUEL ACOSTA
Economic Development Manager



CITY OF HUNTINGTON PARK

Parks and Recreation Department
City Council Agenda Report

July 5, 2016

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:

AUTHORIZATION TO APPROPRIATE FUNDS WITHIN THE ARTS AND PUBLIC PLACES BUDGET TO THE SUPPLIES & EXPENSE ACCOUNT

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve the request to increase the Appropriation of \$30,000 from the Art In Public Places account #232-0000-101.10-00 to the Supplies & Expense account, #232-6010-419.61-20 in the FY 2016-2017 Budget for City Hall Holiday Tree Decorations and Pacific Boulevard Christmas Decoration set up/tear down; and
2. Authorize the Finance Department to make the appropriate modification to the Budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Every November, the Parks and Recreation Department has the exciting task of getting the City ready for the holidays. This entails securing a vendor to set up and tear down all of the Christmas Decorations on Pacific Avenue as well as installing and removing the Christmas Tree Decorations for the outdoor Christmas Tree at City Hall.

Staff is anticipating that all over the street decorations will be set up one week prior to the City's annual Holiday Christmas Parade which is typically scheduled the third week of November.

FISCAL IMPACT/FINANCING

Funds in the amount of \$30,000 for the annual Pacific Boulevard Christmas Decorations set up/tear down and City Hall Christmas Tree are available, the cash balance for #232-000-101.10-00 is \$118,000. It is recommended that the City Council authorize the increase in the appropriation of \$30,000 in the Art in Public Places account #232-0000-101.10.00, to be placed in #232-6010-419.73-10. These funds can only be utilized for very specific City projects/events. Our annual decorating program is an approved project.

AUTHORIZATION TO APPROPRIATE FUNDS WITHIN THE ARTS AND PUBLIC PLACES BUDGET TO THE SUPPLIES & EXPENSE ACCOUNT

July 5, 2016

Page 2 of 2

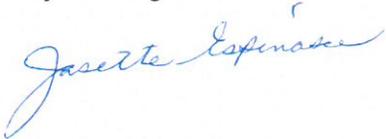
CONCLUSION

Upon Council approval Finance Department will make the appropriate modification to the budget.

Respectfully submitted,



EDGAR P. CISNEROS
City Manager



Josette Espinosa
Parks & Recreation Director



CITY OF HUNTINGTON PARK

Police Department
City Council Agenda Report

July 5, 2016

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 RESOLUTION ESTABLISHING A POLICE DEPARTMENT RECORDS RETENTION SCHEDULE (POLICY) FOR THE RETENTION AND DISPOSITION OF RECORDS

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Adopt Resolution No. 2016-28, Establishing a Police Department Records Retention Schedule (Policy), Authorizing the Retention and Disposition of Records Pursuant to the California State Archives Records Retention Guidelines.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the proposed Police Department Records Retention Schedule (Policy) is to provide efficient guidelines for creating, using, maintaining, retaining, preserving and disposing of police records currently under the Police Chief's charge that are no longer required under current law.

The retention of records created and maintained by cities is generally addressed by Government Code Section 34090. That statute identifies records that must be kept permanently and establishes the authority of the City Council to adopt retention terms for records or copies of records that are no longer required. Also in accordance with Government Code 34090, is Penal Code Section 832.5 which requires the Police Department to retain certain reports and records relating to administrative investigations for a period of at least five years before disposing of such records. In order to implement the provisions of Government Code 34090, the legislative body must adopt a resolution to approve the disposition of records, as identified in the proposed schedule.

The attached proposed records retention schedule identifies the terms for retention and statutory references that support staffs recommendations.

APPROVE RESOLUTION ESTABLISHING A POLICE DEPARTMENT RECORDS RETENTION SCHEDULE (POLICY) FOR THE RETENTION AND DISPOSITION OF RECORDS

July 5, 2016

Page 2 of 2

No document listed in the attached shall be destroyed if the police department has received correspondence pertaining to a complaint in a civil action. However, immediately following the final resolution of the civil action, records subject to the attachments may be destroyed.

FISCAL IMPACT/FINANCING

There is no General Fund impact associated with adoption of the proposed records retention schedule. Should the schedule not be approved, there could potentially be long-term costs associated with the maintenance and retrieval of records that are no longer required. These costs are undetermined at this time.

CONCLUSION

Upon Council approval, City Clerk's Office will provide certified copies of said resolution to the City Manager's Office and to the Police Department.

Respectfully submitted,



EDGAR P. CISNEROS
City Manager



COSME LOZANO
Chief of Police

ATTACHMENT(S)

- A. Resolution No. 2016-28, Establishing a Police Department Records Retention Schedule (Policy), Authorizing the Retention and Disposition of Records Pursuant to the California State Archives Records Retention Guidelines
- B. "Exhibit A" Proposed Records Retention Schedule (Policy)



RECORDS RETENTION SCHEDULE

Police Department

If a Record Type is not listed within the Retention Schedule, refer to the State of California Records Management Guidelines. Non-permanent records are stored in our records center facility until the required retention period is met. Litigation, complaints and/or claims suspend normal retention period; retention resumes after settlement or completion.

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Administration					
Asset Forfeiture Files		5 years	5 years	GC §34090	
Budget Records / Worksheets		2 years	2 years	GC §34090	
Department Correspondence	E-mails and chats	2 years	2 years	GC §34090	
Department Memorandums and Notices	Filed by employees, included supporting documentation	Closed +5 years	Closed +5 years	GC §34090	
Grievances	Files by employees, includes supporting documentation	Admin Value		GC §34090	
Internal Affairs Investigations, Disciplinary files, Complaints	Initiated either by citizen complaints or internally initiated by staff; includes complaint, reports & findings	Closed +5 years	Closed +5 years	PC §832.5(b) EVC §1045 GC §12946	PC §832.5: 5 years after case closure, confidential document not for public exposure; EVC §1045: Public access on internal affairs cases, 5 year access limit; GC §12946: Personnel records, 2 years after termination; State and Federal laws require retention until final disposition of formal complaint; State requires 2 years after legal action is taken; Statute of limitations is 4 years for misconduct.

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Personnel Background Packet - Unsuccessful (not hired)	Investigation backgrounds on applicants for employment	3 years	3 years	GC §12946	GC §12946: 2 years unless a complaint has been filed, then maintain until the proceedings have been terminated; An EEOC complaint can be filed within 49 months; Department preference
Personnel Background Packet - Successful (hired)	Personnel Files - Police Department Employees	Separation + 5 years	Separation + 5 years	GC §12946 GC§34090	Department preference; State Law requires 2-3 years
Officer Involved Shooting		Permanent	Permanent	PC §832.5(b) EVC §1045 GC §12946	PC §832.5: 5 years after case closure, confidential document not for public exposure; EVC §1045: Public access on internal affairs cases, 5 year access limit; State Recommendation: Closure of case plus 25 years: DOJ regulates, if not involving felonies, the report can be destroyed after 3 years, provided that accounting of the incident has been placed with the case file.
Overtime Slips / Time Off Slips		2 years	2 years	GC §34090	
Parade and Special Events Files	Reports, memos, correspondence, scripts, supplier information, assignments, deployments, supporting documentation.	Closed +2 years	Closed +2 years	GC §34090	
Time Sheets / Time Cards		2 years	2 years	GC §34090	
Video Recordings	In-car video, jail and station security video	1 year	1 year	GC §34090.6	
Weapons, Database	Departmentally-owned weapons, personal weapons, alternate weapons, secondary handguns	Permanent	Permanent		State Recommendation: Destroyed weapons entries are kept on line with DOJ indefinitely, unless cancelled by entering agency.
Communications					
Alarm Records		2 years	2 years	GC §34090 et seq.: DP	
Computer Aided Dispatch	Daily logs, unit and call history records	5 years	5 years	GC §34090	

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Dispatch Tapes, Radio Transmission and Telephone Recordings	Recordings of calls made to Communications Department	2 years	2 years	GC §34090 GC §34989.6 (b)	Exception: Recordings used as evidence in a criminal prosecution or claim failed or litigation or potential claims and litigation shall be preserved for 100 days after conclusion of the court action. FCC requires one year retention.
Mobile Data Terminal (MDT) Messages		2 years	2 years	GC §34090	
Jail (Detention)					
Bail		2 years	2 years	GC §34090	
Daily Logs	Daily report of staffing, bookings/releases, transfers, inmate records, transportation, inspection files	Current +6 years	Current +6 years	GC §34090	State Recommendation
LiveScan Applications		1 year	1 year	GC §34090	
Security / Surveillance Video	Detention Facility	1 year	1 year	GC §34090.6 (a)	
Investigations					
Automated License Plate Reader (ALPR) Data		5 years	5 years	GC §34090	If evidence, to follow Evidence/Property Files Retention
Field Interview Cards		2 years	2 years	GC §34090	
Gang Files		5 years	5 years	GC §34090	
Homicide Case Books / Files		Permanent	Permanent	GC §34090	
Informant Files	Includes legal notifications, identification information, payment information, activities information	Termination + 10 years	Termination +10 years	GC §34090	
Pawn Slips		2 years	2 years	GC §34090	Originals entered into the State Automated Property System
Registration Files	Includes arson, sex and narcotics	Life of registration within jurisdiction	Life of registration within jurisdiction		Fingerprint card, photo, information also forwarded to DOJ

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Subpoena Duces Tecum	Includes subpoena logs	Current +2 years	Current +2 years		
Operations Support / Information Technology					
Backup Tapes / Disks		2 years	2 years	GC §34090	
Software Licenses, Warrantees, Installation Media		Admin Value	Admin Value		Department preference
Patrol Operations					
Logs	Equipment, schedules, assignments, extra patrol requests	2 years	2 years	GC §34090	
Pursuit Critiques		2 years	2 years	GC §34090	
Use of Force Reviews	Includes review forms, arrest copies and logs	Current + 2 years	Current + 2 years	GC §34090	
Canine Program Files	Police dogs action reports, monthly reports	5 years	5 years	GC §34090	3 years is required for animal care / treatment records. FA §32003(e), PC §597.1(d); GC §34090 et seq.
Officer Recordings		2 years	2 years	GC §34090	If evidence, to follow Evidence/Property Files Retention
Taser Use Reports		2 years	2 years	GC §34090	
PAS Device Calibration Logs		5 years	5 years	GC §34090	
Property / Evidence					
Destruction Logs	Guns / Narcotics	Permanent	Permanent		State recommendation
Evidence / Property	Property files, including interview audio recordings, all evidence	Closed	Closed	GC §34090	Closed meaning after appeals and/or adjudication
Evidence / Property Database		Permanent	Permanent		State recommendation
Photos	Includes crime scene, registrant/applicant, photo file, accident	Report Retention	Report Retention		State recommendation
Property Tag Logs		2 years	2 years	GC §34090	
Records Bureau					

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Audits - CJIS, CORI		2 years	2 years	GC §34090	
Citations - Moving Violations		2 years	2 years	GC §34090.7	Original is forwarded to court; GC 34090.7: Little or no reference value in second year
Clearance Letters		2 years	2 years	PC 11105.3, 136300 (c)(8), and 13321	Local record review for visa, immigration, foreign adoption, housing authority, persons of record
Crimes Against Children	Includes all variations and subsections of child abuse and child molestation	Permanent	Permanent	PC §288(A)(B) PC §647.6 PC §11169 PC §11170	PC §11169: Maintain; PC §11170: 10 years from date of reporting, DOJ recommendations; Department preference
Court Orders	Includes restraining orders, emergency protective orders, temporary restraining orders, legal stipulations, orders after hearing	Upon Expiring	Upon Expiring	PC §273.5, 273.6, 646.9, 12028.5, 13700; FC 6380-6383	Destroy after law enforcement actions described in PC 273.5, 273.6, 646.9, 12028.5, 13700 and Family Code Sections 6380-6383 are fulfilled and effective date of restraining orders has expired.
DR (Department Report) Assignment Log	Consecutive listing of numerical report numbers issued to cases	2 years	2 years	GC §34090	
Factually Innocent (Adult Sealings)	Adult (Sealed/Factually Innocent) sealed by court order	CL +3 years	CL +3 years	PC §851.8(a)	PC §851.8(a): Factually innocent records, 3 years after arrest, with district attorney approval. Individual petitions court, court approves, issues order to seal record, PD seals record and notifies DOJ. CL=Date of Arrest
Felonies	Except homicide, juvenile, child abuse and sexual assault, misdemeanor and infraction crime and supplemental reports	10 years	10 years	PC §290 PC §799 PC §800 PC §801	Providing there are no outstanding warrants, deaths, and it is not classified under PC §800, §290 and H&S §11850; Prosecution for an offense punishable by imprisonment in state prison for eight years or more must commence within 6 years after offence commission.
Felonies: Homicide, Falsification of Public Records, Kidnapping, Elder Abuse, Sexual Assault and Neglect, Misuse of Public Funds, Trainwrecking, Treason, Suicide, Rape Cases (crimes subject to death penalty or without statute of limitations		Permanent	Permanent	PC §209 (b) PC §799	State recommendation: Permanent but department preference

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Field Interview Cards		2 years	2 years	GC §34090	
Hate Crimes (State Reporting)		2 years	2 years	GC §34090	
Incident Reports	Lost and found, missing person and runaway (cleared), natural death	Current + 2 years	Current + 2 years	GC §34090	
Juvenile Sealings	Juvenile sealed by court order	5 year from date judge signs order	5 year from date judge signs order	CCP §340.1, GC §34090; W&I §389(a), 781 (d)	W&IC §781: When juvenile reaches the age of 38 for murder and/or sex crimes occurring before the child reaches age 14, DO NOT DESTROY. Individual petitions court, court approves, issued order to seal record, PD seals record and notifies DOJ.
Marijuana Cases	Arrest/conviction H&S §11357 (b), (c), (d), (e), or H&S §11360 (b) violations (occurring after January 1, 1996)	Current + 2 years	Current + 2 years	GC §34090	
Misdemeanors		7 years	7 years	GC §34090	Provided there are no outstanding warrants, deaths, missing persons, identifiable property and it is not classified under PC §800 and §290 and H&S §11850
Missing Person (Unsolved)		Permanent	Permanent	GC §34090	
Missing Person (Cleared)		7 years	7 years	GC §34090	
Pawn Slips		2 years	2 years	GC §34090	Originals entered into the State Automated Property System
Private Property Impound (PPI) and Repossessed Vehicle		2 years	2 years	GC §34090	
Reports: Montly Statistics / Uniform Crime Reports (UCR) - Summaries (BCS)		2 years	2 years	GC §34090	Monthly statistic reports reported to DOJ and FBI
Ride-A-Long Waiver Form		2 years	2 years	GC §34090	

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Statistical Reports (Crime Analysis)	Internally generated information using activity logs, citizen calls, or current/past crime statistic reports. Reports created for variety of purposes including increases/decreases in criminal activity; Officer deployment, workload, time usage.	Current + 2 years	Current + 2 years	GC §34090	
Suspicious Deaths		Permanent	Permanent	GC §34090 PC §799	PC §799: Indefinite for acts committed by a minor; Prosecution may commence at any time; Indefinite retention recommended by DOJ and CA Law Enforcement Officers Association; No statutes of limitations on actions
Subpeonas	Binder and log	2 years	2 years	GC §34090	
Traffic Collision Reports		7 years	7 years	GC §34090	
Traffic Collision Reports (Fatality)		Permanent	Permanent	GC §34090	
Validation List (DOJ NCIC Validation)		2 years	2 years	GC §34090	
Warrants	Warrants (Recalled or Served)	2 years	2 years	GC §34090	
Traffic					
Emergency Cost Recovery / DUI Claims		7 years	7 years	GC §34090	Includes Notice to Bill, Finance Dept. has original invoice
Fatal Traffic Collisions		Permanent	Permanent	GC §34090	CA Law Enforcement Warrant Officers Association and State Guidelines recommend keeping permanently
Notice to Defendant (Owner's Responsibility)		2 years	2 years	GC §34090	

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
PAS Device Calibration Logs		2 years	2 years	GC §34090	
Parking Citations		2 years	2 years	GC §34090	
Public Information Request (PRA)		2 years	2 years	GC §34090	
Special Operations (EAP)		5 years	5 years	GC §34090	
Traffic Citations		2 years	2 years	GC §34090	Original is forwarded to court
Training & Recruitment					
Carry Concealed Weapon Permit (CCW)		Expiration +2 years	Expiration +2 years	GC §34090	
Emergency Management		2 years	2 years	GC §34090	
General Orders / Policies & Procedures / Operation Directives		Supercede +5 years	Supercede +5 years	GC §34090	
Personnel Background Packet - Unsuccessful (not hired)	Investigation backgrounds on applicants for employment	3 years	3 years	GC §12946	GC §34090
Personnel Training Files	Includes tests, bulletins, certificates, range files, program information, needs assessment, field training	Separation +5 years	Separation +5 years	8 CCR §3203 29 CFR 1627.3(b)(2); GC §12946 GC§34090, 53235.2(b)	
Radar Calibration Records		Life of contract, building or equipment	Life of contract, building or equipment		
Range - Course of Fire		Permanent	Permanent		State recommendation
Range Inventory	Includes quarterly reports of inventories of weapons and ammunition held by Department Range	Supercede +2 years	Supercede +2 years	GC §34090	

Record Type	Records Description	Retention Period		Legal Citation	Remarks
		Office Area	Total Retention		
Reserve Hours - Monthly Summary		2 years	2 years	GC §34090	
Special Events (logs, deployments)		2 years	2 years	GC §34090	
Traffic Complaints		5 years	5 years	GC §34090	
Traffic Hearing Officer Records		2 years	2 years	GC §34090	
Traffic Statistics		2 years	2 years	GC §34090	
Training Bulletin / Roll-Call		Permanent	Permanent	GC §34090	Department Preference
Training Database		Permanent	Permanent	GC §34090	Department Preference
Training Requests & Approvals		2 years	2 years	GC §34090	Department Preference
Volunteer / Internship Backgrounds		2 years from separation	2 years from separation	GC §34090	Department Preference



CITY OF HUNTINGTON PARK

Finance Department
City Council Agenda Report

July 5, 2016

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 RATIFICATION OF EXPENDITURES AND APPROPRIATIONS FOR FY 15/16

IT IS RECOMMENDED THAT THE CITY COUNCIL RATIFY PAYMENTS AND APPROPRIATIONS MADE REGARDING THE FOLLOWING ITEMS:

1. Ratification of appropriation of \$183,065 into account 220-0250-431.56-43 for FY 2015-16 for fixed route transit service due to increases to level of service;
2. Ratification of appropriation of \$14,207 into account 111-8027-431.56-59 for FY 2015-16 for recycling and trash compliance reporting services; and
3. Ratification of appropriation of \$37,515 into account 220-8070-431-56.41 for FY 2015-16 for graffiti removal services due to contract expiration and continued month-to-month interim service

PURPOSE/JSTIFICATION OF RECOMMENDED ACTION

As Council may recall, at the budget workshop and as a part of the discussion related to the implications for a year-end close vis-à-vis the City's current financial position at that time. One of the concerns at that time was expenditures were less than where we would have estimated them to be in May FY15/16 given expenditures in May FY14/15.

In attempting to close out FY 15/16, and in the attempt to have Finance's approval for certain payments, it became apparent that some invoices were withheld for lack of sufficient budget. The City has incurred these costs and is obligated to make the payments. The payments relate to the following vendors and account numbers:

1. Metro West Inc. (Fixed route transit service). Service levels were increased without the corresponding additional appropriation;
2. HF&H (recycling and trash compliance consultants). While revenues were received in an amount sufficient to pay the contract, they were absorbed by negative fund balances;

**APPROVE RATIFICATION OF EXPENDITURES AND APPROPRIATIONS FOR
FY 15/16**

July 5, 2016

Page 2 of 2

3. GPC Graffiti Removal Services. The GPC contract adopted in May should have been calculated in an amount sufficient to cover the non-contract period which including the months of January through April.

FISCAL IMPACT

Like other appropriations made throughout the entire FY 15/16, this adds to the expenditure budget.

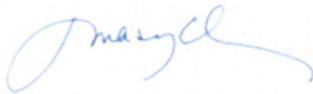
CONCLUSION

Staff recommends that Council ratify the foregoing expenditures and appropriations in order to close out FY 15/16 year.

Respectfully submitted,



EDGAR P. CISNEROS
City Manager



Jan Mazyck
Interim Finance Director