

**MINUTES**

**Special Meeting of the  
City of Huntington Park City Council  
Wednesday, April 18, 2018**

Sergeant at Arms read the Rules of Decorum before the start

The special meeting of the City Council of the City of Huntington Park, California was called to order at 6:07 p.m. on Wednesday, April 18, 2018, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Jhonny Pineda presiding.

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

**CITY OFFICIALS/STAFF:** Ricardo Reyes, Interim City Manager; Cosme Lozano, Chief of Police; Vanessa Ibarra, Legal; Daniel Hernandez, Director of Public Works; Cynthia Norzagaray, Director of Parks and Recreation; Sergio Infanzon, Director of Community Development; Nita McKay, Director of Finance and Estefania Zamora, City Clerk’s Staff.  
**ABSENT:** Martha Castillo, Director of Human Resources; Donna G. Schwartz, City Clerk

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Mayor Macias.

**PUBLIC COMMENT** – None.

**REGULAR AGENDA**

**FINANCE**

**1. Fiscal Year 2017-18 Mid-Year Budget Review of the City’s Operating and Capital Improvement Program (CIP) Budget, Including Approving Certain Rate Adjustments and Maximum Rate Schedules and Other Related Action**

**RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Authorize the Interim City Manager to implement the approved amendments, including rate adjustments and accepting the maximum rate schedules as offered herein.

Interim City Manager Ricardo Reyes announced the item and introduced Director of Finance Nita Mckay who presented the staff report and a PowerPoint discussing the following: All Funds Comparison FY 2016-17 vs. FY 2017-18, General Fund Comparison FY 2016-17 vs. FY 2017-18 Budget and Actuals, FY 2017-18 General Funds Revenues, Sale Tax Revenues, Utility User’s Tax Revenue, Motor Vehicle License Fees, FY 2017-18 vs FY 2016-17 Revenue Comparison, Mid-Year Adjustment General Fund Revenues, FY 2017-18 General Fund Expenditures, FY 2017-18 vs. FY 2016-17 Expenditures Comparison, Highlights of Cost Saving Measures General Fund FY 2017-18 and the following departments mid-year budget appropriation.

Director of Finance Nita Mckay introduced Director of Public Works Daniel Hernandez, and Director of Community Development Sergio Infanzon who present PowerPoint slides on the Capital Improvement Projects.

Mr. Hernandez and Mr. Infanzon, turned it over to Ms. Mckay who ended the presentation in support of the following recommendations for the Fiscal Year 17/18 Mid-Year Budget Review.

**Motion:** Council Member Ortiz motioned to approve the recommended Mid-Year Budget Adjustments (see below) and to add a \*Recreation Coordinator position (\$61,664) to the Parks and Recreation Department, seconded by Vice Mayor Macias. Motion passed 5-0, by the following vote:

ROLL CALL:

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

**General Fund Estimated Revenues**

Building Permits	\$300,000
Engineering Permits	80,000
Dispensary Fees	60,000
Plan Checks	30,000
<b>Total Increase in Estimated Revenues</b>	<b>\$470,000</b>

**General Fund Appropriations (Expenditures)**

City Manager's Office – Legal Contractual Services (This reduction is recommended to cover a portion of the recommended increase to the Public Works Engineering Services below.)	\$(80,000)
City Manager's Office – City Attorney Legal Contractual Services (An amendment to the City Attorney's contract is recommended, as the law firm of Alvarez-Glasman & Colvin (AGC) has requested a rate increase of \$15 per hour for associates and \$25 per hour for partners. This is the first rate increase submitted by AGC in their three years of service. No appropriation necessary – Sufficient funding exists within the current budget.)	-
City Clerk's Office – Special Election – June 5, 2018	52,000
Community Development – \$5,880 - Graduate Management Intern Position (No appropriation necessary – Sufficient funding for remainder of Fiscal Year through vacant Planning Intern position.)	-
Community Development – Contractual Services for Building & Safety (This appropriation has no yet effect on the General Fund, as the increase to estimated revenues recommended above offsets the increased appropriations.)	390,000
Finance – \$23,500 - Temporary Hourly Senior Management Analyst Position (No appropriation necessary – Sufficient funding for remainder of Fiscal Year through salary/benefits savings from Director of Finance position.)	-
Public Works – Maintenance Supervisor (Replaces One Maintenance Worker)	3,280
Public Works – Contractual Engineering Services (This appropriation is partially funded by the increase to Engineering Permit Revenue recommended above. The remaining \$80,000 will be funded by a transfer from the City Manager's Office Legal Contractual Services.)	160,000
Public Works – Contractual Services - Catch Basin Cleaning	20,190
<b>Total Increase in Appropriations (Expenditures)</b>	<b>\$545,470</b>

**\*Parks and Recreation**

Recreation Coordinator \*\*\$61,664  
(Part-Time Hours) (\$61,664)

**Other Funds Appropriations (Expenditures)**

**Community Development Block Grant Fund/  
HOME Fund/Hazardous Lead Fund**

Community Development – \$17,580 - Office Assistant II  
(No appropriation necessary – Sufficient funding for remainder of  
Fiscal Year through staff vacancies in the HUD Grant Funds.)

**Proposition A Fund**

Public Works – Discounted Monthly Bus Passes for Residents \$160,000  
Public Works – Dial-a-Ride Rate Adjustment 40,000  
**Total Increase in Appropriations (Expenditures) \$200,000**

**Proposition C Fund**

Public Works – Maintenance Supervisor \$ 410  
(Replaces One Maintenance Worker)  
Public Works – Contractual Services - Bus Shelter Maintenance 83,700  
**Total Increase in Appropriations (Expenditures) \$ 84,110**

**Measure R Fund**

Public Works – Maintenance Supervisor  
(Replaces One Maintenance Worker) \$ 410

**Gasoline Tax Fund**

Public Works – Contractual Services - Traffic Calming Engineering \$100,000  
Public Works – Contractual Services - Street Sweeping for Alleys 48,900  
**Total Increase in Appropriations (Expenditures) \$148,900**

**Proposition A Fund/Proposition C Fund/Measure R Fund/**

**Fleet Maintenance Fund**

Public Works – \$53,500 - Reimbursable Fuel Charges - Transit Provider -  
(No financial impact, as these costs are reimbursable from the City's  
Transit Provider – Increase in revenues and expenditures/expenses.)

**Bullet Proof Vest Grant Fund**

Police – Bullet Proof Vests \$15,000

**Board of State & Community Corrections Fund**

Police – Southeast Region Mental Evaluation Team Project \$50,000

**Risk Management Fund**

Non Departmental – Liability Claims Settlements \$200,000

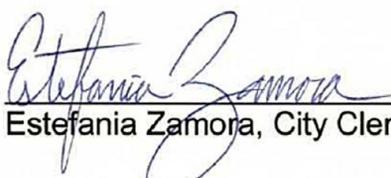
**Maximum Rates for Commercial and Multi-Family Residential Waste Accounts**

All Commercial and Multifamily Accounts will have an additional AB939 Fee of 2.30%

**ADJOURNMENT**

At 6:54 p.m. Mayor Pineda adjourned the City of Huntington Park City Council to a  
Regular Meeting on Tuesday, May 1, 2018, at 6:00 P.M.

Respectfully submitted,

  
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Estefania Zamora, City Clerk Staff