

MINUTES

**Special Meeting of the
City of Huntington Park City Council
Friday, April 12, 2019**

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 6:08 p.m. on Friday, April 12, 2019, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Karina Macias presiding.

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

CITY OFFICIALS/STAFF: Ricardo Reyes, 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 Donna G. Schwartz, City Clerk.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilwoman Sanabria.

PUBLIC COMMENT – None.

STAFF RESPONSE – None.

City Manager Ricardo Reyes requested that a subsequent need item regarding an emergency repair to mainline sewer on Zoe Avenue be added to the agenda.

Motion: Council Member Sanabria moved to approve adding the subsequent item under regular agenda, seconded by Council Member Ortiz. Motion passed 5-0, by the following vote:

ROLL CALL:

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

REGULAR AGENDA

SUBSEQUENT NEED ITEM - PUBLIC WORKS

1. Consideration and Approval to Perform Repairs on the Mainline Sewer on Zoe Avenue Between Alameda Street and Albany Street

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

- 1. Pursuant to Municipal Code Section 2-5.13, Emergency purchase, authorize the City Manager to proceed without solicitation of bids to a contract for construction of the repair/replacement of approximately seven mainline sewer segments on Zoe Avenue between Alameda Street and Albany Street; and
- 2. Authorize the expenditure of up to \$70,000 to make the sewer repairs; and
- 3. Authorize City manager final execution of an agreement subject to the City Attorney's review.

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

Council Member Ortiz requested Council be provided all the information with regard to the contractors before award.

Motion: Council Member Sanabria moved to approve, pursuant to Municipal Code Section 2-5.13, "Emergency Purchase," authorize the City Manager to proceed without solicitation of bids to a contract for construction of the repair/replacement of approximately seven mainline sewer segments on Zoe Avenue between Alameda Street and Albany Street, and authorize the expenditure of up to \$70,000 to make the sewer repairs and authorize City manager final execution of an agreement subject to the City Attorney's review, seconded by Council Member Ortiz. Motion passed 5-0, by the following vote:

ROLL CALL:

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

FINANCE

2. Fiscal Year 2018-19 Mid-Year Budget Review of the City's Operating and Capital Improvement Program (CIP) Budget, Including Approving Certain Budget Amendments to Estimated Revenues and Appropriations

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Authorize the City Manager to implement the approved budget amendments summarized in this report.

City Manager Ricardo Reyes announced the item and introduced Director of Finance Nita McKay who presented the staff report and provided a PowerPoint discussing the following: All Funds Comparison FY 2017-18 vs. FY 2018-19, General Fund Comparison FY 2017-18 vs. FY 2018-19, General Fund Comparison FY 2017-18 vs. FY 2018-19 Actuals, FY 2018-19 General Fund Revenues, Sales Tax Revenues, Motor Vehicle License Fees, Utility User's Tax Revenues, FY 2018-19 vs. FY 2017-18 General Fund Revenue Comparison, Mid-Year Budget Adjustments – General Fund Revenues, FY 2018-19 General Fund Expenditures, FY 2018-19 vs. FY 2017-18 General Fund Expenditures Comparison, General Fund – Departmental, Non-Departmental, and Recommended FY 2018-19 Mid-Year Budget Adjustments.

At 6:32 p.m. Council Member Sanabria left the chambers.

At 6:39 p.m. Council Member Sanabria re-entered the chambers.

Council Member Ortiz directed the City Manager and Finance to look into what can be done to enable the Parks and Recreation Department to accept and secure cash when residents are paying for the programs they offer. Council Member Sanabria agrees with Council Member Ortiz and added to be able to pay at City hall. Council Member Pineda also agrees and for employees to be able to take on other roles assigned with regard to events.

Council Member Sanabria and Vice Mayor Avila both thanked Ms. McKay for doing a great job and Vice Mayor Avila acknowledged all staff for all their support.

Motion: Council Member Pineda moved to authorize City Manager to implement the approved budget amendments summarized below, seconded by Council Member Sanabria. Motion passed 4-1, by the following vote:

ROLL CALL:

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

Approved Mid-Year Adjustments:

General Fund Estimated Revenues

Sales Taxes	\$164,500
Motor Vehicle License Fees	87,760
Parking Citations	107,700
Municipal Court - Vehicle Code Fines	72,000
Engineering Permits	75,600

Total Increase in General Fund Estimated Revenues **\$507,560**

One-Time Decrease in General Fund Estimated Revenues

Measure S Sales Taxes (First Quarter of Fiscal Year) **\$(1,110,860)**
(State did not collect this revenue until October 1, 2018 because of time needed at State level for set-up.)
(No reductions in appropriations necessary, as \$1,572,702 was earmarked to be committed to fund balance for Financial Sustainability Reserve.)

General Fund Appropriations (Expenditures)

City Manager's Office – Assistant City Manager Position **\$40,700**
(This appropriation is for the remainder of the fiscal year. The annual cost for salary & benefits is \$201,200.)

City Manager's Office – Legal Contractual Services 70,000

City Clerk's Office – Special Election – March 5, 2019 250,000

City Clerk's Office – Senior Deputy City Clerk position to replace Junior Deputy City Clerk position -
(No appropriation necessary – Sufficient funding for remainder of Fiscal Year through vacancy savings on Junior Deputy City Clerk position. The annual additional cost for salary & benefits is \$19,030.)

Human Resources – Civil Service Commission Hearings 65,000

Finance & Human Resources – Administrative Assistant Position -
(No appropriation necessary – Sufficient funding for remainder of Fiscal Year through vacancy savings from one part-time Office Assistant in each department. The annual additional cost for salary & benefits is \$44,600.)

Non-Departmental – HdL Business License Software 50,500

Non-Departmental – Sales Tax Sharing Agreement 38,000

Non-Departmental – Contractual Services – Banking Fees and Internet Services 40,450

Total Increase in General Fund Appropriations (Expenditures) **\$554,650**

Other Funds Appropriations (Expenditures)

Gasoline Tax Fund

Public Works – Contractual Services – Bus Stop/Parklet/Catch Basin Cleaning/Street Sweeping Services **\$ 80,200**

Supplemental Law Enforcement Fund

Police – GIS Mapping Software License for Patrol and Dispatch & Tasers for New Officers **\$ 15,000**



Police Asset Forfeiture Fund

Police – Jail Operations Overtime to Cover Vacancies **\$ 75,000**

Water Enterprise Fund

Public Works – Electricity for Water Wells **\$122,000**

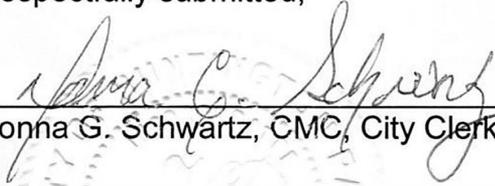
Fleet Maintenance Fund

Public Works – Fuel for City Vehicles and Transit **\$ 76,000**
Program Buses

ADJOURNMENT

At 7:07 p.m. Mayor Macias adjourned the City of Huntington Park City Council to a Regular Meeting on Tuesday, April 16, 2019.

Respectfully submitted,



Donna G. Schwartz, CMC, City Clerk