

# CITY OF HUNTINGTON PARK

## City Council

## Regular Meeting

### Agenda

**Tuesday, July 2, 2019**

6:00 p.m.

City Hall Council Chambers  
6550 Miles Avenue, Huntington Park, CA 90255

**Karina Macias**  
Mayor

**Manuel “Manny” Avila**  
Vice Mayor



**Graciela Ortiz**  
Council Member

**Marilyn Sanabria**  
Council Member

**Jhonny Pineda**  
Council Member

All agenda items and reports are available for review in the City Clerk's Office and [www.hpca.gov](http://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](http://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 Karina Macias  
Vice Mayor Manuel “Manny” Avila  
Council Member Graciela Ortiz  
Council Member Jhonny Pineda  
Council Member Marilyn Sanabria

## **INVOCATION**

## **PLEDGE OF ALLEGIANCE**

## **PRESENTATIONS**

“Certificates of Appreciation,” Presented to those who Volunteered in the Huntington Park 5K and Health and Education Expo held Saturday, May 18, 2019

Proclamation Presented to the Huntington Park/LA County Library in Recognition of Receiving the Gale/Library Journal 2019 Library of the Year Award

Greenway Linear Park Project Update

## **PUBLIC COMMENT**

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

## **STAFF RESPONSE**

## **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 June 18, 2019.

### **FINANCE**

#### **2. Approve Accounts Payable and Payroll Warrant(s) dated July 2, 2019.**

### **PUBLIC WORKS**

#### **3. Consideration and Approval for Authorization to Purchase Two Classic Trolleys**

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

1. Authorize City Manager or designee to purchase two classic trolleys from Specialty Vehicles;
2. Approve Specialty Vehicles as a sole source provider of specialty vehicles in-lieu of typical City procurement requirements; and
3. Approve an appropriation in the amount of \$85,550 in Account No. 111-8010-431.74-10 to purchase two trolleys.

## **END OF CONSENT CALENDAR**

## REGULAR AGENDA

### OFFICE OF THE CITY CLERK

#### **4. Designation of Voting Delegates and Alternates for the League of California Cities Annual Conference, October 16-18, 2019, Long Beach, California**

##### RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Appoint a voting delegate and two (2) alternates to represent the City at the 2019 League of California Cities Annual Conference business meeting.

### POLICE

#### **5. Consideration and Approval to Enter into a New Services Agreement with the County of Los Angeles Department of Animal Care and Control**

##### RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve new services agreement with the County of Los Angeles Department of Animal Care and Control for a period of five years, from July 1, 2019 through June 30, 2024; and
2. Authorize City Manager to execute the agreement.

## END OF REGULAR AGENDA

### DEPARTMENTAL REPORTS (Information only)

### WRITTEN COMMUNICATIONS

### COUNCIL COMMUNICATIONS

**Council Member Graciela Ortiz**

**Council Member Jhonny Pineda**

**Council Member Marilyn Sanabria**

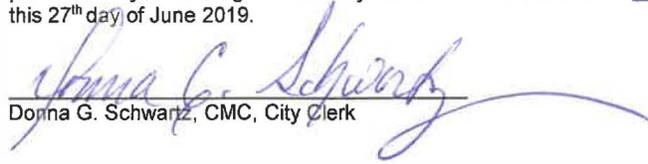
**Vice Mayor Manuel "Manny" Avila**

**Mayor Karina Macias**

### ADJOURNMENT

The City of Huntington Park City Council will adjourn to a Regular Meeting on Tuesday, July 16, 2019 at 6:00 P.M.

Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at City of Huntington Park City Hall and made available at [www.hpca.gov](http://www.hpca.gov) not less than 24 hours prior to the meeting. Dated this 27<sup>th</sup> day of June 2019.

  
Donna G. Schwartz, CMC, City Clerk

## MINUTES

Regular Meeting of the  
City of Huntington Park City Council  
Tuesday, June 18, 2019

Sergeant at Arms read the Rules of Decorum before the start.

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 18, 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; Arnold Alvarez-Glasman, City Attorney; Raul Alvarez, Assistant City Manager; Cynthia Norzagaray, Director of Parks and Recreation; Daniel Hernandez, Director of Public Works; Sergio Infanzon, Director of Community Development; Nita McKay, Director of Finance & Administrative Services and Donna G. Schwartz, City Clerk.

### INVOCATION

The invocation was led by Mayor Macias.

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alanis Rodriguez.

### PRESENTATIONS

Council presented a "Certificate of Appreciation," to Alanis Rodriguez for leading the Pledge of Allegiance.

Council presented a proclamation proclaiming "June 2019" as "LGBTQ Pride Month."

Council presented a "Certificate of Appreciation," to Juan Castillo, Representative of Latino Equality Alliance, for his work in the community.

Jason Gonzalez, representative from Knightscope, presented a PowerPoint presentation on the City of Huntington Park's New K5 Autonomous Data Machine aka HP RoboCop.

### PUBLIC COMMENT

1 & 2. Ana Maria Rojas and Haydee Luppino, voiced concern with Blue Shield not being able to obtain a permit for a Zumba class, commented on the parking requirements and asked Council for their assistance.

### STAFF RESPONSE

Mayor Macias asked staff to speak with Ms. Rojas and Ms. Luppino regarding their concerns.

City Attorney Alvarez-Glasman announced that a subsequent need item is requested to be added as agenda item number 10, Approving a Memorandum of Understanding Opt-In Program with the Los Angeles Regional Food Bank. The item was presented after the agenda was posted and there's an immediate need to take action and stated a motion to add was needed. **Motion:** Council Member Sanabria moved to add subsequent item as number 10, 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

## **CLOSED SESSION**

At 6:55 p.m. City Attorney Arnold Alvarez-Glasman, recessed to closed session.

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Government Code Section 54956.9(d)(4)  
Consideration of Initiation of Litigation – One Matter
2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Government Code Section 54956.9(1)(d)

Name of case: Prado, Case No. WCAB No. 14-120475

At 7:20 p.m. Mayor Macias reconvened to open session with all Council Members present

## **CLOSED SESSION ANNOUNCEMENT**

City Attorney Arnold Alvarez-Glasman announced all Council Members were present and briefed on closed session items 1 and 2. 1.) direction was given, no action taken, nothing to report. 2.) direction given to resolve the matter, no action taken, nothing to report.

## **CONSENT CALENDAR**

**Motion:** Council Member Sanabria moved to approve consent calendar, 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

## **OFFICE OF THE CITY CLERK**

1. Approved Minute(s) of the following City Council Meeting(s):
  - 1-1. Regular City Council Meeting held June 4, 2019.

## **FINANCE**

2. Approved Accounts Payable and Payroll Warrant(s) dated June 18, 2019.

## **CITY ATTORNEY**

3. Adopted Ordinance No. 2019-975, Amending Sections 4-7.1401, "Prohibited," Article 14 "Stopping, Standing, and Parking," of Chapter 7 "Traffic," Title 4 "Public Safety," of the City of Huntington Park's Municipal Code Relating to Obstruction of Driveways.
4. Adopted Ordinance No. 2019-976, amending Sections 5-33.01 and 5-33.03 in Chapter 33 at Title 5 of the Huntington Park Municipal Code relating to noise.

## **END OF CONSENT CALENDAR**

## **REGULAR AGENDA**

## **CITY MANAGER**

5. **Consideration and Approval of First Amendment to Employment Agreement and Related Ratification and Final Action for Chief of Police (Pursuant to Government Code Section 53262)**

City Manager Ricardo Reyes presented the staff report.

## **REGULAR AGENDA (CONTINUED)**

### **CITY MANAGER ITEM 5 (CONTINUED)**

**Motion:** Council Member Sanabria moved to approve first amendment to employment agreement extending term to June 20, 2025 with Cosme Lozano to continue serving as Chief of Police and authorize City Manager to negotiate final terms and execute the employment agreement, 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**

#### **6. Consideration and Approval of Resolutions Adopting the City of Huntington Park's Fiscal Year 2019-20 Operating and Capital Improvement Program (CIP) Budget and Other Related Actions and Establishing the Appropriation Limit for the Fiscal Year Beginning July 1, 2019 and Ending June 30, 2020**

City Manager Ricardo Reyes announced the item and introduced Finance & Administrative Director Nita McKay who presented the staff report and provided a PowerPoint presentation.

**Motion:** Council Member Sanabria moved to adopt Resolution No. 2019-13, Adopting a Budget for the Fiscal Year Commencing July 1, 2019 and ending June 30, 2020, Making Appropriations for the Conduct of City of Huntington Park Government, Establishing Policies for the Administration of the Adopted Budget, and for other Budget Related Purposes and adopt Resolution No. 2019-14, Establishing the Appropriation Limit Pursuant to the Provision of the California Constitution Article XIII B for the Fiscal Year Beginning July 1, 2019 and ending June 30, 2020, 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

Council Member Ortiz directed staff to notify residents ahead of time of any projects, when they start and when they are completed

Council Member Pineda directed staff to do more outreach to the community with regard to Capital Improvement Projects.

Council thanked finance staff and Finance & Administrative Services Director Nita McKay for all the time and effort put in preparing the budget.

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

#### **7. Consideration and Approval of First Amendment to Contract Services Agreement for Media Technician Services**

City Manager Ricardo Reyes announced the item and introduced City Clerk Donna Schwartz who presented the staff report.

**Motion:** Council Member Sanabria moved to approve first amendment to contract services agreement with Mr. Joel Gordillo for media technician services extending term for another three (3) years. Upon conclusion of the term, this agreement to come back to Council for review and approval and authorize City Manager to execute agreement, seconded by Council Member Ortiz. Motion passed 5-0, by the following vote:

**REGULAR AGENDA (CONTINUED)**

**OFFICE OF THE CITY CLERK ITEM 7 (CONTINUED)**

ROLL CALL:

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

**8. Consideration and Approval to Award a Professional Services Agreement (PSA) for Spanish Translation Services for City Council Meetings**

City Manager Ricardo Reyes announced the item and introduced City Clerk Donna Schwartz to present the staff report.

**Motion:** Council Member Ortiz moved to reject all bids and go back out to RFQ, seconded by Council Member Sanabria. Motion passed 4-0-1, by the following vote:

ROLL CALL:

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

**PUBLIC WORKS**

**9. Consideration and Approval of a Budget Appropriation for Repairs of the Mainline Sewer on Zoe Avenue Between Alameda Street and Albany Street**

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

**Motion:** Council Member Sanabria moved to approve an appropriation in the amount of \$131,250 from Account No. 283-8040-432.43-20 to pay Tunnelworks Services Inc. to line the mainline sewer using Cured in Place Pipe, approve an appropriation in the amount \$50,000 from Account No. 111-8020-432.76-03 to repair the section of the mainline sewer that has an electrical conduit going thru the 8-inch mainline sewer pipe, authorize City staff to take pictures and document the labor hours, equipment and material used to repair the junction of the mainline sewer and the electrical conduit for cost recovery purposes and authorize City Manager to approve Tunnelworks Services Inc.'s purchase order and the purchase order for the repairs to the mainline sewer and conduit repairs and for the Finance Department to execute all necessary documents to make the necessary payments to the contractors involved in the repairs to the mainline sewer, 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

**SUBSEQUENT NEED ITEM**

**10. Approve Memorandum of Understanding Opt-In Program for the Los Angeles Regional Food Bank**

City Manager Ricardo Reyes presented the staff report.

**Motion:** Council Member Ortiz moved to approve the Memorandum of Understanding (MOU) with the Los Angeles Regional Food Bank and authorize City Manager or Mayor to execute the MOU, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

## **REGULAR AGENDA (CONTINUED)**

### **SUBSEQUENT NEED ITEM 10 (CONTINUED)**

#### ROLL CALL:

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

### **END OF REGULAR AGENDA**

#### **DEPARTMENTAL REPORTS** (Information only)

#### **WRITTEN COMMUNICATIONS** – None.

#### **COUNCIL COMMUNICATIONS**

Council Member Graciela Ortiz, reminded the public a medical camp is scheduled for Sunday, July 7, 2019 and is still in need of two more Optometrist, that the event is free and will be held at Salt Lake Park. Ms. Ortiz commented on the changes to the streets noting on the HP strip that 300 parking spots were made and thanked everyone for all their hard work.

Council Member Jhonny Pineda, congratulated Chief of Police on the extension of his contract, thanked finance for a great job on the budget and asked his colleagues for their support on a pick-up game with a teen soccer team coming from Columbia on July 5, 2019 and wished all a good night.

Council Member Marilyn Sanabria, thanked everyone who attended tonight's meeting, congratulated Chief of Police, announced the Senior Pantry program on Thursday, welcomed HPRobocop, thanked staff for their efforts on the budget and wished all a good night.

Vice Mayor Manuel "Manny" Avila, congratulated Chief of Police and to Director of Finance & Administrative Services Nita McKay for a job well done on the budget, welcomed the new Assistant City Manager Raul Alvarez, thanked Director of Parks and Recreation Cynthia Norzagaray and to all staff for all their support.

Mayor Karina Macias, thanked staff for all their support to the community and on the budget and wished all a good night.

#### **ADJOURNMENT**

At 8:04 p.m. Mayor Macias adjourned the City of Huntington Park City Council to a Regular Meeting on Tuesday, July 2, 2019 at 6:00 P.M.

Respectfully submitted

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Donna G. Schwartz, CMC  
City Clerk

## City of Huntington Park List of Funds

<b>Fund</b>	<b>Description</b>	<b>Fund</b>	<b>Description</b>
111	General Fund	234	Congressional Earmark
114	Spec Events Contrib Rec	235	Federal Street Improvmt
120	Special Revenue DNA ID	237	Community Planning
121	Special Revnu Welfare Inm	239	Federal CDBG Fund
122	Prevention Intervention	240	HUD EZ/EC Soc Sec Block
123	Board of Corrections - LEAD	242	HUD Home Program
124	Auto Theft	243	HUD 108 B03MC060566
150	Emergency Preparedness	245	EPA Brownfield
151	Economic Development	246	LBPHCP-Lead Base
201	Environmental Justice	247	Neighborhood Stabilization
202	CFP Crosswalks	248	Homelessness Prevention
204	SR2S Middleton Safe Route	252	ABC
205	CFP Pacific Blvd	275	Successor Agency
206	CFP iPark Pay Station	283	Sewer Maintenance Fund
207	CFP Signal Synchronization	285	Solid Waste Mgmt Fund
208	CMAQ Metro Rapid	286	Illegal Disposal Abatemnt
209	CFP City Street Resurfacing	287	Solid Waste Recycle Grant
216	Employees Retirement Fund	288	COMPBC
217	OPEB	334	Ped/Bike Path Fund
219	Sales Tax-Transit Fund A	349	Capital Improvement Fund
220	Sales Tax-Transit C	475	Public Financng Authority
221	State Gasoline Tax Fund	533	Business Improv Dist Fund
222	Measure R	535	Strt Lght & Lndscp Assess
223	Local Origin Program Fund	681	Water Department Fund
224	Office of Traffc & Safety	741	Fleet Maintenance
225	Cal Cops Fund	745	Worker's Compensation Fnd
226	Air Quality Improv Trust	746	Employee Benefit Fund
227	Offc of Criminal Justice	748	Veh & Equip Replacement
228	Bureau of Justice Fund	779	Deferred Comp. Trust Fund
229	Police Forfeiture Fund	800	Pooled Cash
231	Parking System Fund	801	Pooled Cash Fund
232	Art in Public Places Fund	802	Pooled Interest
233	Bullet Proof Vest Grant		

**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
WR-7-2-2019**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
AARON CRUZ	72987/73181	111-6060-466.33-20	CONTRACT INSTRUCTOR	264.00
	7303/73264	111-6060-466.33-20	CONTRACT INSTRUCTOR	316.80
	73145/73193	111-6060-466.33-20	CONTRACT INSTRUCTOR	158.40
				<b>\$739.20</b>
ABBA TERMITE & PEST CONTROL	39153	111-7065-441.61-20	BEE TREATMENT/SERVICE	195.00
				<b>\$195.00</b>
ABI DOCUMENT SUPPORT SERVICES, LLC	OPP170047-03-01	745-9031-413.33-70	3RD PARTY LEGAL 1/30/19	74.30
				<b>\$74.30</b>
ABIGAIL VALLE	3/18-3/20/2019	111-7010-421.59-20	PD SLI TRAINING PER DIEM	159.25
	3/18-3/20/2019	111-7010-421.59-20	TRAINING MILEAGE REIMBURSE	112.87
	4/15-4/17/2019	111-7010-421.59-20	PD SLI TRAINING PER DIEM	159.25
	4/15-4/17/2019	111-7010-421.59-20	TRAINING MILEAGE REIMBURSE	112.87
	5/20-5/22/2019	111-7010-421.59-20	PD SLI TRAINING PER DIEM	159.25
	5/20-5/22/2019	111-7010-421.59-20	TRAINING MILEAGE REIMBURSE	112.87
				<b>\$816.36</b>
ALFRED D. MARTINEZ	131888	111-7010-421.61-20	PD MEETING/EVENT EXPENSE	48.57
				<b>\$48.57</b>
ALVAREZ-GLASMAN & COLVIN	2018-11-18076	745-9031-413.32-70	LEGAL SRVCS 11/2018	10,317.18
	2018-11-18077	745-9031-413.32-70	LEGAL SRVCS 11/2018	11,416.00
	2019-01-18335	745-9031-413.32-70	LEGAL SRVCS 1/2019	975.15
	2019-02-18399	745-9031-413.32-70	LEGAL SRVCS 2/2019	1,723.20
	2019-02-18400	745-9031-413.32-70	LEGAL SRVCS 2/2019	853.50
	2019-02-18401	745-9031-413.32-70	LEGAL SRVCS 2/2019	2,160.00
	2019-03-18421	745-9031-413.32-70	LEGAL SRVCS 3/2019	2,626.36
	2019-03-18422	745-9031-413.32-70	LEGAL SRVCS 3/2019	18,583.76
	2019-03-18438	745-9031-413.32-70	LEGAL SRVCS 3/2019	977.50
	2019-03-18439	745-9031-413.32-70	LEGAL SRVCS 3/2019	6,274.59
	2018-07-17660	745-9031-413.33-70	LEGAL SERVICES 7/2018	160.21
	2019-04-18480	745-9031-413.33-70	LEGAL SERVICES 4/2019	50.00
	2019-04-18481	745-9031-413.33-70	LEGAL SERVICES 4/2019	2,325.00
	2019-04-18482	745-9031-413.33-70	LEGAL SERVICES 4/2019	19,560.08
				<b>\$78,002.53</b>
AMERICAN EXPRESS	AQ30FE7B912C	111-0000-143.20-00	PD NARCOTICS COURSE	225.00
	2Q100XHRX9R	111-0110-411.61-20	COUNCIL OFFICE SUPPLIES	362.27
	01740020	111-0110-411.66-05	COUNCIL MEETING EXPENSE	123.02
	67900026	111-0110-411.66-05	COUNCIL MEETING EXPENSE	90.56
	100155284102	111-0210-413.59-15	LEAGUE OF CA REGISTRATION	45.00
	000UH7TT4Q81730	111-0210-413.61-20	ADMIN MEETING/EVENT EXPNS	53.85
	21105179144	111-0210-413.61-20	ADMIN MEETING/EVENT EXPNS	20.50
	2Q100XHRX9R	111-0210-413.61-20	ADMIN OFFICE SUPPLIES	45.23
	99999999127	111-0210-413.61-20	CITY SPRING NEWSLETTER	2,747.74
	435832676288	111-5030-465.59-15	LODGING EXPENSE CM	123.58
	435832676396	111-5030-465.59-15	LODGING EXPENSE M. AVILA	41.04
	435832676396	111-5030-465.59-15	LODGING EXPENSE M.AVILA	123.58

**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
WR-7-2-2019**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
AMERICAN EXPRESS	435832677041	111-5030-465.59-15	LODGING EXPENSE J.PINEDA	123.58
	435832677703	111-5030-465.59-15	LODGING EXPENS M.SANABRIA	123.58
	435832678196	111-5030-465.59-15	LODGING EXPENSE K.MACIAS	123.58
	435832678748	111-5030-465.59-15	LODGING EXPENSE CM ADMIN	123.58
	435832678805	111-5030-465.59-15	LODGING EXPENSE G.ORTIZ	123.58
	435903268991	111-5030-465.59-15	LODGING EXPENSE CM	302.72
	435903268991	111-5030-465.59-15	LODGING EXPNSE CD DIRECTR	123.58
	435903271887	111-5030-465.59-15	LODGING EXPNSE CD ANALYST	123.58
	435903273312	111-5030-465.59-15	LODGING ASSOC PLANNER	123.58
	45299930	111-5030-465.59-15	EXPO DISPLAY TOOK KIT	82.30
	5262470999477	111-5030-465.59-15	FLIGHT EXPENSE M.AVILA	207.96
	5262470999479	111-5030-465.59-15	FLIGHT EXPENSE K.MACIAS	207.96
	5262474147389	111-5030-465.59-15	FLIGHT EXPENSE G.ORTIZ	347.95
	5269838696296	111-5030-465.59-15	FLIGHT EXPENSE G.ORTIZ	20.00
	52698386962967	111-5030-465.59-15	FLIGHT EXPENSE G.ORTIZ	20.00
	533702790	111-5030-465.59-15	LODGING CM ADMIN	454.00
	533702790	111-5030-465.59-15	LODGING COUNCIL G.ORTIZ	457.00
	540003100	111-5030-465.59-15	LODGING COUNCIL J.PINEDA	345.80
	540003100	111-5030-465.59-15	LODGING COUNCIL K.MACIAS	345.80
	540003100	111-5030-465.59-15	LODGING COUNCIL M.AVILA	345.90
	590703408	111-5030-465.59-15	LODGING REFUND CM ADMIN	-151.28
	596704774	111-5030-465.59-15	LODGING REFUND G.ORTZ	-82.85
	596704774	111-5030-465.59-15	LODGING REFUND M.SANABRIA	-82.85
	IN948909	111-5030-465.59-15	COMM DEV CONVENTION SUPPLY	1,449.98
	275821	111-6010-451.59-15	P&R CONFERENCE LODGING	539.13
	275822	111-6010-451.59-15	P&R CONFERENCE LODGING	539.13
	275823	111-6010-451.59-15	P&R CONFERENCE LODGING	539.13
	3000402429	111-6010-451.59-15	CONFERENCE LODGING	123.70
	3000402430	111-6010-451.59-15	CONFERENCE LODGING	123.70
	3000402431	111-6010-451.59-15	CONFERENCE LODGING	123.70
	3757125495	111-6010-451.59-15	PARKS SUMMIT REGISTRATION	210.00
	44100040	111-6010-451.59-15	P&R CONFERENCE MEALS	46.97
	70012	111-6010-451.59-15	P&R CONFERENCE MEALS	30.59
	851808991	111-6020-451.56-41	EVENT PORTABLE RESTROOMS	530.00
	10016221154	111-6020-451.61-35	P&R MEMORIAL EVENT EXPNSE	425.49
	00010080600	111-6065-466.61-20	P&R SENIOR DANCE SUPPLIES	136.13
	00510100014	111-6065-466.61-20	P&R SENIOR DANCE SUPPLIES	33.08
	10156320190	111-6065-466.61-20	P&R SENIOR DANCE EXPENSE	654.84
	100158769647	111-7010-421.59-15	PD TRAINING NARCO COURSE	135.00
	1409267	111-7010-421.59-15	PD SLI TRAINING LODGING	284.46
	1409273	111-7010-421.59-15	PD SLI COURSE LODGING	462.69
	728237	111-7010-421.59-15	PD SLI COURSE LODGING	422.61

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AMERICAN EXPRESS	73011009137	111-7010-421.59-15	PD MAAD CEREMONY REGISTRATN	50.00
	OPSNT_F1DRW	111-7010-421.59-15	PD BEHAVIORAL COURSE 5/24	150.00
	100154643306	111-8080-431.59-15	SEMINAR REGISTRATN PW DIR	600.00
	1164852660	111-8080-431.59-15	LODGING EXPENSE-PW DIR	164.44
	1172006475	111-8080-431.59-15	LODGING EXPENSE-PW DIR	3.19
	986995320	111-8080-431.59-15	LODGING DEPOSIT-PW DIR	165.96
				<b>\$15,754.34</b>
AP TECHNOLOGY, LLC	IN022191	111-9010-419.56-41	FINANCE SIGNATURE SOFTWARE	190.00
				<b>\$190.00</b>
ARROYO BACKGROUND INVESTIGATIONS	1966	111-7010-421.56-41	PD INVESTIGATION SRVCS	800.00
				<b>\$800.00</b>
ASSOCIATE ELECTRIC	9466/4578/22142	111-0000-322.10-10	ELECTRICAL PERMIT REFUND	53.88
				<b>\$53.88</b>
AT&T PAYMENT CENTER	6/7-7/6/2019	111-9010-419.53-10	CITYWIDE PHONE SERVICES	80.35
	6/7-7/6/2019	111-9010-419.53-10	CITYWIDE PHONE SERVICES	33.03
	6/7-7/6/2019	111-9010-419.53-10	CITYWIDE PHONE SERVICES	33.03
	6/7-7/6/2019	111-9010-419.53-10	CITYWIDE PHONE SERVICES	33.03
	6/7-7/6/2019	111-9010-419.53-10	CITYWIDE PHONE SERVICES	33.03
	6/7-7/6/2019	111-9010-419.53-10	CITYWIDE PHONE SERVICES	100.52
	6/7-7/6/2019	111-9010-419.53-10	CITYWIDE PHONE SERVICES	194.02
				<b>\$507.01</b>
BENEFIT ADMINISTRATION CORPORATION	6028266-IN	111-2030-413.56-41	ADMIN & BANK FEES 5/2019	80.00
				<b>\$80.00</b>
BLUEBIRD I TRUST	22071-14998	681-0000-228.70-00	WATER CREDIT REFUND	79.87
				<b>\$79.87</b>
BRINK'S INCORPORATED	2695385	111-9010-419.33-10	ARMORED TRANSPORT 5/2019	497.28
				<b>\$497.28</b>
CAL PRIVATE BANK-FIT	PPE 06/02/19	111-0000-217.20-10	FEDERAL TAX DEPOSIT	51,581.74
	PPE 06/16/19	111-0000-217.20-10	FEDERAL TAX DEPOSIT	100,651.96
				<b>\$152,233.70</b>
CAL PRIVATE BANK-MEDICARE	PPE 06/02/19	111-0000-217.10-10	MEDICARE TAX DEPOSIT	7,438.62
	PPE 06/16/19	111-0000-217.10-10	MEDICARE TAX DEPOSIT	12,221.61
				<b>\$19,660.23</b>
CAL PRIVATE BANK-SIT	PPE 06/02/19	111-0000-217.20-20	STATE TAX DEPOSIT	18,530.46
	PPE 06/16/19	111-0000-217.20-20	STATE TAX DEPOSIT	31,954.29
				<b>\$50,484.75</b>
CALIF PUBLIC EMPLOYEES RETIREMENT	PPE 05/19/2019	802-0000-217.30-10	RETIREMENT BENEFIT	35,960.09
	PPE 06/02/2019	802-0000-217.30-10	RETIREMENT BENEFIT	36,509.18
	PPE 05/19/2019	802-0000-218.10-10	RETIREMENT BENEFIT	62,506.85
	PPE 06/02/2019	802-0000-218.10-10	RETIREMENT BENEFIT	63,003.55
				<b>\$197,979.67</b>
CALIFORNIA BUILDING STANDARDS COMM	10/2018-12/2018	111-0000-322.40-05	QTRLY STATE BUILDING FEES	50.40
				<b>\$50.40</b>

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CALPRIVATE BANK	24492153QS0YRY8	111-0110-411.58-22	CONTRACT CITIES SEMINAR	600.00
	24431063F2DK8R1	111-0110-411.61-20	COUNCIL OFFICE SUPPLIES	45.36
	24692163Q2XRVRA	111-0110-411.61-20	COUNCIL OFFICE SUPPLIES	126.09
	24431063F2DK8R1	111-0210-413.61-20	ADMIN OFFICE SUPPLIES	99.99
				<b>\$871.44</b>
CARL WARREN & CO.	1879307	745-9031-413.33-70	3RD PARTY ADMIN 5/2019	375.00
	1879308	745-9031-413.33-70	3RD PARTY ADMIN 5/2019	1,125.00
	1879309	745-9031-413.33-70	3RD PARTY ADMIN 5/2019	1,500.00
				<b>\$3,000.00</b>
CARPENTER ROTHANS & DUMONT LLP	32692	745-9031-413.32-70	LEGAL SRVCS 3/2019	2,542.50
				<b>\$2,542.50</b>
CENTRAL BASIN MWD	HP-MAY19	681-8030-461.41-00	POTABLE WATER 5/2019	117,962.42
				<b>\$117,962.42</b>
CHARTER COMMUNICATIONS	0514415060119	111-7010-421.53-10	PD INTERNET 5/30/19-6/29/19	644.85
	0019175060119	111-9010-419.53-10	CABLE SRVC CITY HALL CM	3.22
	0389644060119	121-7040-421.56-14	PD TV SRVC 5/31/19-6/30/19	276.81
				<b>\$924.88</b>
CITY OF HUNTINGTON PARK FLEXIBLE	PPE 06/02/19	111-0000-217.30-30	MEDICAL REIMBURSE 125	642.32
	PPE 06/16/19	111-0000-217.30-30	MEDICAL REMIBURSE 125	642.32
				<b>\$1,284.64</b>
COLONIAL SUPPLEMENTAL INSURANCE	PPE 06/02/19	111-0000-217.50-40	COLONIAL SUPPLEMENTAL INS	1,049.12
	PPE 06/16/19	111-0000-217.50-40	COLONIAL SUPPLEMENTAL INS	1,049.12
				<b>\$2,098.24</b>
CONCENTRA MEDICAL CENTERS	64476003	111-2030-413.56-41	MEDICAL SERVICES 5/31-6/4/2019	825.50
	64534353	111-2030-413.56-41	MEDICAL SERVICES 6/6/2019	346.50
				<b>\$1,172.00</b>
CR&R INCORPORATED	0013705	111-8027-431.56-59	REFUSE COLLECTION 6/2019	16,680.00
				<b>\$16,680.00</b>
CSULB FOUNDATION	8/29/2019	111-0000-143.20-00	PD TRAINING MENTAL HEALTH	146.00
				<b>\$146.00</b>
DJR WELCH ATTORNEY'S AT LAW	2:17-CV-01467-S	745-9031-413.52-30	CLAIM SETTLEMENT	259,338.47
				<b>\$259,338.47</b>
DAILY JOURNAL CORPORATION	B3249478	239-0260-463.54-00	CDBG NEWSPAPER PUBLICATION	382.20
				<b>\$382.20</b>
DANIEL RODRIGUEZ	JUNE2019	111-7022-421.16-20	RESERV OFCR UNIFORM ALLOWANCE	550.00
				<b>\$550.00</b>
DATAPROSE, INC.	DP1901638	681-3022-415.53-20	WATER BILLS POSTAG 5/2019	1,493.18
	DP1901638	681-3022-415.56-41	WATER BILLS 5/2019	1,016.84
				<b>\$2,510.02</b>
DAVID VALDOVINOS	72912/73012	111-6060-466.33-20	CONTRACT INSTRUCTOR	67.20
	73002/73203	111-6060-466.33-20	CONTRACT INSTRUCTOR	156.80
				<b>\$224.00</b>
DELTA GRAPHICS	15542	111-0210-413.56-41	HP NEWSLETTER POSTAGE	1,092.30
				<b>\$1,092.30</b>

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DEPARTMENT OF CONSERVATION	10/2018-12/2018	111-0000-322.40-00	COMM DEV QTRLY SMIP FEES	168.00
				<b>\$168.00</b>
DEPARTMENT OF JUSTICE	376987	111-7030-421.56-41	PD FINGERPRINT APPS	311.00
				<b>\$311.00</b>
DMI SOLUTIONS	32919230	111-8022-419.43-10	DUCH DOOR INSTALL	1,960.00
				<b>\$1,960.00</b>
EDWIN RUANO	7775	114-6010-451.56-41	P&R COMM CNTR BLINDS	1,040.00
	7780	114-6010-451.73-10	P&R-NEW FLOOR RUBBER	6,350.00
				<b>\$7,390.00</b>
ESTELA RAMIREZ	72861/73232	111-6060-466.33-20	CONTRACT INSTRUCTOR	396.00
				<b>\$396.00</b>
EVREX CORPORATION	83555	111-5010-419.61-20	COM DEV LASER TONER	341.28
				<b>\$341.28</b>
EXPERT ROOTER	097093	111-8020-431.43-10	PW PLUMBING SRVC 5/28	148.08
	097095	111-8022-419.43-10	CITY HALL PLUMBING SRVC	135.00
				<b>\$283.08</b>
F&A FEDERAL CREDIT UNION	PPE 06/02/19	111-0000-217.60-40	EMPLOYEE F&A CREDIT UNION	9,295.50
	PPE 06/16/19	111-0000-217.60-40	FEDERAL CREDIT DEDUCTION	9,295.50
				<b>\$18,591.00</b>
FEDEX	6-548-15562	111-0210-413.61-20	ADMIN CDBG SHIPPING 4/25/19	97.78
	6-548-15562	111-1010-411.61-20	CITY CLERK SHIPPING 5/2019	51.33
	6-569-64173	111-7010-421.61-20	PD SHIPPING CHARGES 5/22/19	10.89
				<b>\$160.00</b>
GABRIEL DIAZ	5/19-5/22/2019	111-5030-465.59-15	ICSC CONVENTION PER DIEM	213.50
				<b>\$213.50</b>
GATEWAY CITIES COUNCIL OF	6/20-6/22/2019	111-0110-411.58-22	CONFERENCE REGISTRATION	417.00
				<b>\$417.00</b>
GATEWAY URGENT CARE CENTER	00153805-00	111-2030-413.56-41	MEDICAL SRVCS 5/22-6/6/19	500.00
				<b>\$500.00</b>
GEO PLASTICS	72162	287-8057-432.61-20	OIL RECYCLING CONTAINERS	1,378.13
				<b>\$1,378.13</b>
GRAFFITI PROTECTIVE COATINGS INC.	1005-0319	111-8095-431.56-75	GRAFFITI REMOVAL 3/2019	56,289.00
				<b>\$56,289.00</b>
HASA, INC.	640839	681-8030-461.41-00	HYPO SODIUM CHLORITE	174.16
	640840	681-8030-461.41-00	HYPO SODIUM CHLORITE	223.46
				<b>\$397.62</b>
HECTOR G. MORENO LOREDO	72875/73223	111-6060-466.33-20	CONTRACT INSTRUCTOR	537.60
				<b>\$537.60</b>
HUNTINGTON PARK POLICE MGMT ASSN.	PPE 06/02/19	111-0000-217.60-10	PD MGMT ASSOC DUES	150.00
	PPE 06/16/19	111-0000-217.60-10	PD MGMT ASSOCIATION DUES	150.00
				<b>\$300.00</b>
HUNTINGTON PARK POLICE OFFICER ASSN	PPE 06/02/19	111-0000-217.60-10	POA ASSOCIATION DUES	6,672.50
	PPE 06/16/19	111-0000-217.60-10	POA ASSOCIATION DUES	6,672.50
				<b>\$13,345.00</b>

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HUNTINGTON PARK RUBBER STAMP CO.	RGC018633	111-6010-451.61-20	P&R ADMIN SUPPLIES	61.79
				<b>\$61.79</b>
INFRASTRUCTURE ENGINEERS	23945	111-5010-419.56-49	BUILDING SAFETY SRVC 3/2019	39,661.75
	24074	111-5010-419.56-49	BUILDING SAFETY SRVC 4/2019	40,835.00
	24146	221-8014-429.56-41	TRAFFIC CONTROL PLAN 5/2019	1,420.00
	24168	221-8014-429.56-41	ADT SPEED SURVEY 5/2019	511.20
				<b>\$82,427.95</b>
ITRON, INC.	519769	681-3022-415.56-41	METER DEVIC SOFTWARE MAINT	684.35
				<b>\$684.35</b>
J316 BUILDER	MAY 2019	111-8020-431.56-41	JANITORIAL SRVCS 5/2019	1,440.58
	MAY 2019	111-8022-419.56-41	JANITORIAL SRVCS 5/2019	4,305.23
	MAY 2019	111-8023-451.56-41	JANITORIAL SRVCS 5/2019	11,472.56
	MAY 2019	111-8024-421.56-41	JANITORIAL SRVCS 5/2019	3,700.84
				<b>\$20,919.21</b>
JAVIER CARRILLO	5/21-6/22/2019	111-6030-451.33-90	P&R YOUTH SPORTS REFEREE	150.00
				<b>\$150.00</b>
JESSICA MONROY	70813/73367	111-0000-228.20-00	P&R DEPOSIT REFUND	250.00
				<b>\$250.00</b>
JOSE MARIO LOPEZ	T101-0056842	111-8010-431.15-25	BOOT REIMBURSEMENT	26.25
	T101-0056842	111-8020-431.15-25	BOOT REIMBURSEMENT	21.00
	T101-0056842	111-8022-419.15-25	BOOT REIMBURSEMENT	10.50
	T101-0056842	111-8023-451.15-25	BOOT REIMBURSEMENT	10.50
	T101-0056842	111-8024-421.15-25	BOOT REIMBURSEMENT	10.50
	T101-0056842	111-8080-431.15-25	BOOT REIMBURSEMENT	10.50
	T101-0056842	220-8010-431.15-25	BOOT REIMBURSEMENT	5.25
	T101-0056842	222-8080-431.15-25	BOOT REIMBURSEMENT	10.50
				<b>\$105.00</b>
JOSEFINA CHAVEZ	72257/73368	111-0000-228.20-00	P&R DEPOSIT REFUND	500.00
				<b>\$500.00</b>
JOSEPH R. SETTLES	4/4-4/6/2019	111-7010-421.59-20	PD SLI TRAINING PER DIEM	148.50
	5/9-5/11/2019	111-7010-421.59-20	PD SLI TRAINING PER DIEM	148.50
	6/6-6/8/2019	111-7010-421.59-20	PD SLI TRAINING PER DIEM	148.50
				<b>\$445.50</b>
KARBOARD	32881	287-8057-432.54-00	USED OIL EVENT-OIL MATS	1,999.18
				<b>\$1,999.18</b>
KEVIN AGUILAR	1022975382	111-5030-465.59-15	EVENT PRESENTATION PRINTS	19.93
	1022975394	111-5030-465.59-15	EVENT PRESENTATION PRINTS	64.77
	5/19-5/22/2019	111-5030-465.59-15	ICSC CONVENTION PER DIEM	213.50
				<b>\$298.20</b>
KEYSTONE UNIFORMS	700032921	111-7010-421.61-20	PD OFFICER UNIFORMS	77.12
	700032922	111-7010-421.61-20	PD OFFICER UNIFORMS	181.86
				<b>\$258.98</b>

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KONICA MINOLTA BUSINESS SOLUTIONS	259144538	111-0110-411.43-05	COUNCIL COPIER LSE 5/2019	105.22
	259144538	111-0210-413.43-05	ADMIN COPIER LSE 5/2019	105.22
	259144610	111-7010-421.44-10	PD COPIER LEASE 5/2019	210.44
	259144621	111-7010-421.44-10	PD COPIER LEASE 5/2019	66.64
	259144530	111-7022-421.56-41	PD COPIER LEASE 5/2019	210.44
	259145095	111-7022-421.56-41	PD COPIER LEASE 5/2019	139.36
	259144461	111-7030-421.44-10	PD COPIER LEASE 5/2019	298.91
	259144185	111-7040-421.44-10	PD COPIER LEASE 5/2019	298.91
	259144908	111-7040-421.44-10	PD COPIER LEASE 5/2019	379.63
				<b>\$1,814.77</b>
LAN WAN ENTERPRISE, INC	63957	111-0110-411.74-10	COUNCIL PRINTER PURCHASE	739.59
	63430	111-0210-413.74-10	CM ADMIN LAPTOP PURCHASE	1,115.19
	63946	111-7010-421.56-41	PD SERVER RENEWAL	6,783.47
	63947	111-7010-421.56-41	PD VMWARE SUBSCRIPTION	2,738.76
	63052-R	111-9010-419.43-15	EGNYTE FILE SOFTWARE	1,000.00
	63806	111-9010-419.43-15	IT SERVICES 6/2019	43,375.00
	63909	111-9010-419.43-15	CITY HALL SERVER WARRANTY	8,219.73
				<b>\$63,971.74</b>
LB JOHNSON HARDWARE CO #1	101339	111-8020-431.43-10	PW PLIERS AND HARDWARE	26.26
	101442	111-8023-451.43-10	GYM LIGHTS PURCHASE	16.39
	101796	535-8016-431.61-45	STREET LIGHT FUSES	13.12
	102309	535-8090-452.61-20	PW PVC PIPES & FITTINGS	92.18
				<b>\$147.95</b>
LEGAL SHIELD	6/2019	802-0000-217.60-50	ID THEFT PREMIUM 6/2019	80.70
				<b>\$80.70</b>
LENTZ LOCK AND KEY LLC	12318	111-7010-421.61-20	PD LOCKSMITH SRVC/KEYS	184.35
				<b>\$184.35</b>
LOS ANGELES TIMES	6/2-9/1/2019	121-7040-421.56-14	PD NEWSPAPER SUBSCRIPTION	76.00
				<b>\$76.00</b>
LYNBERG & WATKINS APC	51317	745-9031-413.32-70	LEGAL SRVCS 3/2019	6,288.10
	51318	745-9031-413.32-70	LEGAL SRVCS 3/2019	2,414.00
	51319	745-9031-413.32-70	LEGAL SRVCS 3/2019	764.00
	51520	745-9031-413.32-70	LEGAL SRVCS 4/2019	4,233.65
	51521	745-9031-413.32-70	LEGAL SRVCS 4/2019	1,292.00
	51554	745-9031-413.32-70	LEGAL SRVCS 4/2019	2,326.81
				<b>\$17,318.56</b>
MANUEL PRIETO	73020/73262	111-6060-466.33-20	CONTRACT INSTRUCTOR	152.00
				<b>\$152.00</b>
MAYRA HERNANDEZ	72223/73366	111-0000-228.20-00	P&R DEPOSIT REFUND	500.00
				<b>\$500.00</b>
MCA DIRECT	2019048	111-1010-411.61-20	CLERK BOOK MINUTE HOLDERS	413.88
				<b>\$413.88</b>
MERRIMAC ENERGY GROUP	2191571	741-8060-431.62-30	FUEL PURCHASE	27,306.15
				<b>\$27,306.15</b>

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MIRACLE PLAYGROUND SALES	22252	111-8023-451.61-20	SPARE PARTS SPLASH PAD	3,193.14
				<b>\$3,193.14</b>
MUNISERVICES, LLC	INV06-006180	111-3013-415.56-41	UTILITY USER TAX	4,202.62
				<b>\$4,202.62</b>
NAJAR INVESTIGATIONS, INC.	190609	111-2030-413.56-41	EMPLOYMENT BACKGROUND SRV	1,200.00
				<b>\$1,200.00</b>
NATION WIDE RETIREMENT SOLUTIONS	PPE 06/02/19	111-0000-217.40-10	EMPLOYEE DEFERRED COMP	15,555.83
	PPE 06/16/19	111-0000-217.40-10	EMPLOYEE DEFERRED COMP	31,836.76
				<b>\$47,392.59</b>
NEAR-CAL CORP	34037/9746	111-0000-322.10-10	BUILDING PERMIT REFUND	368.00
				<b>\$368.00</b>
NICHOLS CONSULTING ENGINEERS, CHTD	966013004B	221-8080-431.73-10	PAVEMENT MGMT PROG	640.00
	966013005A	221-8080-431.73-10	PROF SRVC-PAVMENT MGT PRO	1,200.00
	966013005B	221-8080-431.73-10	PAVEMENT MGMT PROG	1,966.00
				<b>\$3,806.00</b>
NIEVES, JOSE	16815-5922	681-0000-228.70-00	WATER DEPOSIT REFUND	50.00
				<b>\$50.00</b>
NORTH STAR LAND SCAPE LLC	1596-08	231-8010-415.56-41	LANDSCAPE MAINTN-5/2019	2,000.00
	1596-08	535-8090-452.56-60	LANDSCAPE MAINTN-5/2019	21,075.57
				<b>\$23,075.57</b>
OK PRINTING DESIGN & DIGITAL PRINT	1391	111-0110-411.61-20	ART COMPETITION POSTER	42.05
	1248	111-5010-419.61-20	BUSINESS DIVISION INVOICIS	154.75
	1396	111-7010-421.61-20	PD BUSINESS CARDS	47.05
				<b>\$243.85</b>
PARAMOUNT ICELAND INC.	73083/73140	111-6060-466.33-20	CONTRACT INSTRUCTOR	169.60
				<b>\$169.60</b>
PARS	43054	111-9010-419.56-41	PARS ARS FEES 4/2019	420.56
	43129	216-3010-415.56-41	PARS REP FEES 4/2019	2,318.54
				<b>\$2,739.10</b>
PAUL MUNOZ	4/15-4/19/2019	111-7010-421.59-20	TRAINING MILEAGE REIMBURSEMENT	151.96
	4/15-4/19/2019	111-7010-421.59-20	TRAINING PER DIEM REIMBURSE	75.00
				<b>\$226.96</b>
PAUL WEINRICH	JUNE2019	111-7022-421.16-20	RESERV OFCR UNIFORM ALLOW	550.00
				<b>\$550.00</b>
PRESENTA PLAQUE CORPORATION	24461	111-0110-411.61-20	COUNCIL PRESENTATION SUPPLY	616.64
				<b>\$616.64</b>
PRUDENTIAL OVERALL SUPPLY	52244708	111-6010-451.56-41	P&R MAT CLEANING 4/30/19	132.81
	52249138	111-6010-451.56-41	P&R MAT CLEANING 5/15/19	132.81
	52253771	111-6010-451.56-41	P&R MAT CLEANING 5/28/19	132.81
	52258302	111-6010-451.56-41	P&R MAT CLEANING 6/11/19	132.81
	52259126	111-7040-421.56-41	PD MAT CLEANING 6/13/19	21.28
				<b>\$552.52</b>
QUEZADA, VERONICA	19543-14094	681-0000-228.70-00	WATER CREDIT REFUND	79.03
				<b>\$79.03</b>

**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
WR-7-2-2019**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount	
RESOURCE BUILDING MATERIALS	2624938	535-8090-452.61-20	MONUMENT CEMENT SEALER	285.29	
				<b>\$285.29</b>	
RICARDO MARQUEZ	78403	111-8010-431.15-25	BOOT REIMBURSEMENT	20.00	
	78403	111-8020-431.15-25	BOOT REIMBURSEMENT	20.00	
	78403	111-8080-431.15-25	BOOT REIMBURSEMENT	10.00	
	78403	220-8010-431.15-25	BOOT REIMBURSEMENT	10.00	
	78403	221-8010-431.15-25	BOOT REIMBURSEMENT	70.00	
	78403	221-8012-429.15-25	BOOT REIMBURSEMENT	70.00	
				<b>\$200.00</b>	
RIVERSIDE COUNTY SHERIFF'S DEPT	BCTC0014610	111-0000-143.20-00	PD FIREARMS COURSE 8/12-8/16	312.00	
				<b>\$312.00</b>	
ROBERT MOLINA	71286/73400	111-0000-347.20-00	P&R DEPOSIT REFUND	28.00	
	6/2/2019	111-6030-451.33-90	P&R YOUTH SPORT REFEREE	26.00	
				<b>\$54.00</b>	
ROBERTO HERNANDEZ	JUNE2019	111-7022-421.16-20	RESERV OFCR UNIFORM ALLOWANCE	550.00	
				<b>\$550.00</b>	
RODRIGUEZ, JAIME	23549-738	681-0000-228.70-00	WATER CREDIT REFUND	90.58	
				<b>\$90.58</b>	
SHELL FLEET PLUS	59644485	741-8060-431.62-30	PD FUEL PURCHASE 6/6/19	417.82	
				<b>\$417.82</b>	
SMART & FINAL	043844	111-2030-413.61-20	HR INTERVIEW/MEETING SUPPLY	61.55	
				<b>\$61.55</b>	
SOUTHERN CALIFORNIA EDISON	5/7-6/6/2019	111-8024-421.62-10	PD ELECTRICAL FACILITIES	5,123.36	
	5/7-6/6/2019	221-8014-429.62-10	55ST/PACIFIC TRAFFIC SIGNAL	44.40	
	5/6-6/5/2019	231-8010-415.62-10	PARKING LOTS	721.46	
				<b>\$5,889.22</b>	
SPARKLETTS	15142085 062019	111-0110-411.66-05	ADMIN WATER 6/2019	77.29	
	15142085 062019	111-0210-413.61-20	COUNCIL WATER 6/2019	77.29	
	15142085 062019	111-1010-411.61-20	CLERK WATER 6/2019	16.50	
	15142085 062019	111-2030-413.61-20	HR WATER 6/2019	14.20	
	15142085 062019	111-3010-415.61-20	FINANCE WATER 6/2019	53.95	
	15142085 062019	111-5010-419.61-20	COMMUNITY DEV WATER 6/2019	25.47	
	15142085 062019	111-5055-419.61-20	CODE ENFORCE WATER 6/2019	25.47	
	15142085 062019	111-6010-451.61-20	P&R WATER 6/2019	35.96	
	19438227 060519	111-7010-421.56-41	PD WATER 6/2019	122.85	
	15142085 062019	111-8020-431.61-20	PW ADMIN WATER 6/2019	85.93	
	15142085 062019	111-8080-431.61-20	PW ENGINEERING WATER 6/2019	25.47	
					<b>\$560.38</b>
	ST FRANCIS, LLC.	1661061	221-8014-429.56-41	TS MAINTENANCE 4/2019	5,683.00
1661062		221-8014-429.56-41	TS MAINTENANCE 5/2019	5,683.00	
				<b>\$11,366.00</b>	
SUPERIOR COURT OF CALIFORNIA	MAY2019	111-9010-415.56-10	PARKING CITATION SURCHRG	26,091.75	
				<b>\$26,091.75</b>	

**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
WR-7-2-2019**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
THE GAS COMPANY	5/9-6/10/2019	111-8020-431.62-10	GAS SRVC-VARIOUS LOCATIONS	142.78
	5/9-6/10/2019	111-8023-451.62-10	GAS SRVC-VARIOUS LOCATIONS	1,234.15
				<b>\$1,376.93</b>
THE GREATER HUNTINGTON PARK	48666/0995/0996	681-0000-228.30-00	PW HYDRANT WATER DEPOSIT	800.00
				<b>\$800.00</b>
THE RACK DEPOT INC	19-0417	535-8016-431.61-45	PW ELECTRIC SHOP SHELVING	790.49
				<b>\$790.49</b>
THE SEMINAR GROUP	50101042	111-1010-411.59-15	LAW SEMINAR CONFRNCE	649.00
				<b>\$649.00</b>
TRI-TECH FORENSICS INC	180468	111-7022-421.61-24	PD PATROL SUPPLIES	349.50
				<b>\$349.50</b>
U.S. BANK	PPE 06/02/19	111-0000-217.30-20	EMPLOYEE PARS DEDUCT	3,937.62
	PPE 06/16/19	111-0000-217.30-20	EMPLOYEE PARS CONTRIBUTION	3,841.58
	PPE 06/02/19	111-0000-218.10-05	EMPLOYER CONTRIBUTION	14,188.81
	PPE 06/16/19	111-0000-218.10-05	EMPLOYER CONTRIBUTION	3,275.00
	PPE 06/16/19	111-0000-218.10-05	EMPLOYER PARS CONTRIBUTION	10,525.04
				<b>\$35,768.05</b>
ULINE	109259501	111-7040-421.61-33	PD EVIDENCE SUPPLIES	451.02
				<b>\$451.02</b>
UNDERGROUND SERVICE ALERT OF SO CAL	18DSBFEE2530	221-8014-429.56-41	STATE FEE REGULATORY FEE	143.16
	520190129	221-8014-429.56-41	UNDERGROUND SRVC ALERTS	269.05
				<b>\$412.21</b>
VISION SERVICE PLAN-CA	807056439	802-0000-217.50-30	VISION PREMIUM 7/2019	28.74
				<b>\$28.74</b>
WALTERS WHOLESALE ELECTRIC COMPANY	S112521211.001	111-8022-419.43-10	A/C ELECTRICAL PARTS	68.99
	S112447051.001	111-8023-451.43-10	OUTDOOR LIGHT FIXTURES	166.05
	S113087676.001	111-8024-421.43-10	SECURITY LED FLOOD LIGHTS	505.18
	S113063111.002	221-8014-429.61-20	PW HARD HATS PURCHASE	208.05
				<b>\$948.27</b>
WATER REPLENISHMENT DISTRICT OF	4/2019	681-8030-461.41-00	WATER ASSESSMENT 4/2019	82,716.00
				<b>\$82,716.00</b>
WEST GOVERNMENT SERVICES	840391148	111-7030-421.56-41	PD INVESTIGATION SRVCS	648.96
	840471127	111-7030-421.56-41	PD INVESTIGATION SRVCS	65.52
				<b>\$714.48</b>
XEROX CORPORATION	097113900	111-8020-431.43-05	PW COPIER LEASE 4/30-5/21	141.26
	097113900	681-8030-461.43-05	PW COPIER LEASE 4/30-5/21	141.25
				<b>\$282.51</b>
				<b>\$1,511,702.08</b>



# CITY OF HUNTINGTON PARK

Public Works Department  
City Council Agenda Report

July 2, 2019

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

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE TWO CLASSIC TROLLEYS**

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

1. Authorize City Manager or designee to purchase two classic trolleys from Specialty Vehicles;
2. Approve Specialty Vehicles as a sole source provider of specialty vehicles in-lieu of typical City procurement requirements; and
3. Approve an appropriation in the amount of \$85,550 in Account No. 111-8010-431.74-10 to purchase two trolleys.

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

The City intends to increase its public transportation program by providing a trolley service on Pacific Boulevard in order to improve patron mobility along this major thoroughfare.

### **LEGAL REQUIREMENT**

Municipal Code Section 2-5.14, titled "Sole source vendors", provides that the City's formal bidding requirements shall be waived in areas where only a single vendor can reasonably provide the product being purchased. Here, the City would like to purchase two trolleys to improve patron mobility along Pacific Blvd which is a major thoroughfare for residents. City staff has determined that these trolleys will address an important transportation need at a low cost. The manufacturing and sales of such trolleys is not common. To City staff's knowledge, this company uniquely manufactures and sells this specific trolley for this cost. The City has selected Specialty Vehicles to provide the City the desired trolleys. Due to the relative scarcity of retail providers of the desired trolleys, the City has determined that Specialty Vehicles qualifies as a sole source vendor. As a result, the City is waiving its formal bidding requirements. The City has determined that

## **CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO PURCHASE TWO CLASSIC TROLLEYS**

July 2, 2019

Page 2 of 2

the application of the City's formal bidding requirements would be inefficient and would lead to a greater expenditure of City funds.

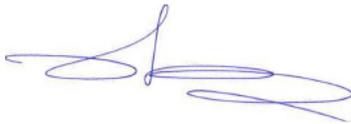
### **FISCAL IMPACT/FINANCING**

The Fiscal Year 2019-20 Budget includes an appropriation of \$65,450. An additional appropriation in the amount of \$85,550 is requested in account number 111-8010-431.74-10 to purchase the two trolleys.

### **CONCLUSION**

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

Respectfully submitted,



RICARDO REYES  
City Manager



DANIEL HERNANDEZ  
Director of Public Works

### **ATTACHMENT(S)**

A. Quote

# ATTACHMENT "A"



Specialty Vehicles  
 440 Mark Leany Drive  
 Henderson, NV 89011  
 1-800-SVI-TRAM  
 Fax: 702-567-3020  
 www.specialtyvehicles.com

# Invoice

Date	Invoice #
6/18/2019	29787

<b>Bill To</b>		<b>Ship To</b>	
City of Huntington Park 6550 Miles Ave. Huntington Park, CA 90255		City of Huntington Park 6900 Bissell St. Huntington Park, CA 90255	
<b>P.O. No.</b>	<b>Terms</b>	<b>Ship Via</b>	<b>OC/WO#</b>
	As agreed	Deliver	
<b>Description</b>	<b>Quantity</b>	<b>Price Each</b>	<b>Amount</b>
Used 2003 Gasoline Classic Trolley, VIN#1FCLF53S130A05718	1	75,000.00	75,000.00T
Used 2003 Gasoline Classic Trolley, VIN#1FCLF53S330A05719	1	75,000.00	75,000.00T
Delivery of Trolleys to City of Huntington Park	2	500.00	1,000.00T
Trolleys As Is, Where Is, No Warranties Expressed or Implied			
<b>VIN#</b>	See Above		<b>Subtotal</b>
<b>Year:</b>	2003	<b>Make/Model:</b>	Classic Trolley
			<b>Sales Tax (0.0%)</b>
			<b>Total Invoice</b>
			<b>Payments/Credits</b>
			<b>Balance Due</b>
			\$151,000.00
			\$0.00
			\$151,000.00
			\$0.00
			\$151,000.00



# CITY OF HUNTINGTON PARK

Office of the City Clerk  
City Council Agenda Report

July 2, 2019

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 16-18, 2019, 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 2019 League of California Cities Annual Conference business meeting.

### **BACKGROUND**

The League's 2019 Annual Conference is scheduled for October 16-18, 2019, in Long Beach, California. The annual business meeting will be held on Friday, October 18 at the Long Beach Convention Center. The current Council representative to the League of California Cities is Council Member Graciela Ortiz with the alternate being Council Member 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 August 30, 2019.

### **FISCAL IMPACT/FINANCING**

No fiscal impact

**DESIGNATION OF VOTING DELEGATE AND ALTERNATES FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE, OCTOBER 16-18, 2019, LONG BEACH, CALIFORNIA**

July 2, 2019

Page 2 of 2

**CONCLUSION**

Upon Council approval, City Clerk will complete the 2019 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,



RICARDO REYES  
City Manager



DONNA G. SCHWARTZ, CMC  
City Clerk

**ATTACHMENT(S)**

- A. League of California Cities Letter dated June 10, 2019
- B. Annual Conference Voting Procedures
- C. 2019 Annual Conference Voting Delegate/Alternate Form

# ATTACHMENT "A"

Council Action Advised by August 30, 2019
---

2019 JUN 13 AM 10:02

June 10, 2019

**TO: Mayors, City Managers and City Clerks**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference – October 16 - 18, Long Beach**

The League's 2019 Annual Conference is scheduled for October 16 – 18 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for 12:30 p.m. on Friday, October 18, 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, October 4. This will allow us time to establish voting delegate/alternate records prior to the conference.**

Please note the following procedures 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](http://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 Sacramento Convention Center, will be open at the following times: Wednesday, October 16, 8:00 a.m. – 6:00 p.m.; Thursday, October 17, 7:00 a.m. – 4:00 p.m.; and Friday, October 18, 7:30 a.m.–11:30 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’s office by Friday, October 4. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

# ATTACHMENT "B"



## 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.

# ATTACHMENT "C"



CITY: \_\_\_\_\_

2019 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, October 4, 2019. 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: \_\_\_\_\_

Email \_\_\_\_\_

Mayor or City Clerk \_\_\_\_\_
(circle one) (signature)

Date \_\_\_\_\_ Phone \_\_\_\_\_

Please complete and return by Friday, October 4, 2019

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

FAX: (916) 658-8240
E-mail: dyacub@cacities.org
(916) 658-8254



# CITY OF HUNTINGTON PARK

Police Department  
City Council Agenda Report

June 18, 2019

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

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL TO ENTER INTO A NEW SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE AND CONTROL**

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

1. Approve new services agreement with the County of Los Angeles Department of Animal Care and Control for a period of five years, from July 1, 2019 through June 30, 2024; and
2. Authorize City Manager to execute the agreement.

### **BACKGROUND**

Animal Enforcement personnel provide service to the community by responding on hundreds of calls for service each year and providing pro-active patrols to address animal care and safety. This involves picking up stray, unwanted, injured, and deceased animals. As a result, the City requires to contract with the County of Los Angeles Animal Care and Control for sheltering of live and injured animals and proper disposal of deceased animals. The City and County have been bound to this agreement for decades, which has proven to be the most conducive and cost effective method for the City to provide this service to the community. The current agreement is due to expire June 30, 2019.

The billing rates for sheltering services are reviewed yearly by the County of Los Angeles and rates are adjusted accordingly throughout the length of the agreement by way of Amendments. The rates are determined based on the City's level of use. The below table depicts the current year actual cost to date (FY 18-19), the predicted cost for FY 19-20, and the anticipated cost increase.

<b>Contract Year</b>	<b>Cost</b>
18-19 (actual)	160,023
19-20 (anticipated)	174,855
Anticipated increase	14,832 (9.27%)

**CONSIDERATION AND APPROVAL TO ENTER INTO A NEW SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE AND CONTROL**

June 18, 2019

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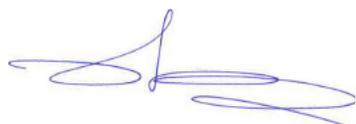
**FISCAL IMPACT**

This contract is budgeted for Fiscal Year 2019-20 under Contractual Services, account #111-7065-441-56-41. Charges are based upon actual services performed for the City. Staff will evaluate at mid-year to determine if additional appropriations are necessary.

**CONCLUSION**

Upon Council approval, staff will proceed with recommended actions.

Respectfully submitted,



RICARDO REYES  
City Manager



COSME LOZANO  
Chief of Police

**ATTACHMENT(S)**

A. New Services Agreement

# ATTACHMENT "A"



LOS ANGELES COUNTY  
**ANIMAL CARE & CONTROL** | redefining CARE



Marcia Mayeda, Director

May 6, 2019

Mr. Ricardo Reyes  
 Acting City Manager  
 City of Huntington Park  
 6550 Miles Avenue Room 205  
 Huntington Park, CA 90255

Dear Mr. Reyes:

2019 MAY -8 PM 3:16  
 CITY OF HUNTINGTON PARK  
 ADMINISTRATION

**NEW SERVICES AGREEMENT, FISCAL YEAR 2019-20  
 SERVICE LEVELS, AND BILLING RATES**

Thank you for your ongoing partnership in protecting the people and animals in your city and the County of Los Angeles. As we advised in our letters dated January 16, 2019, and March 28, 2019, the current five-year City-County Municipal Services Agreement (Agreement) for animal care and control services is due to expire on June 30, 2019. The purpose of this letter is three-fold and will address the new Services Agreement, Fiscal Year (FY) 2019-20 service levels, and billing rates.

**City-County Municipal Services Agreement and Service Level Request**

The new Agreement (enclosed) was approved by the County of Los Angeles Board of Supervisors (Board) on April 30, 2019. The Department of Animal Care and Control (Department) is seeking your cooperation in executing the Agreement to ensure uninterrupted services within your jurisdiction. This new Agreement will be effective upon the execution of both parties. Please review, obtain the signature of your authorized representative, and submit two copies to the Department by Thursday, June 13, 2019. A copy of the executed Agreement will be provided to you, following the signature by our Director.

Agoura ACC  
 29525 Agoura Road  
 Agoura Hills, CA 91301  
 (818) 991-0071

Baldwin Park ACC  
 4275 N Eiton Street  
 Baldwin Park, CA 91706  
 (626) 962-3577

Carson/Gardena ACC  
 216 W Victoria Street  
 Gardena, CA 90248  
 (310) 523-9566

Castaic ACC  
 31044 N Charlie Canyon Rd  
 Castaic, CA 91384  
 (661) 257-3191

Downey ACC  
 11258 S Garfield Ave  
 Downey, CA 90242  
 (562) 940-6898

Lancaster ACC  
 5210 W Avenue I  
 Lancaster, CA 93536  
 (661) 940-4191

Palmdale ACC  
 38550 Sierra Highway  
 Palmdale, CA 93550  
 (661) 575-2838

Administrative Office  
 5898 Cherry Avenue  
 Long Beach, CA 90805  
 (800) 253-3555

Mr. Ricardo Reyes  
May 6, 2019  
Page 2 of 3

The completed documents should be submitted to:

County of Los Angeles  
Department of Animal Care and Control  
Attention Contract Management Division  
5898 Cherry Avenue  
Long Beach, CA 90805

To ensure the implementation or continuation of requested services within your jurisdiction, please complete and include the enclosed Service Level Request (SLR) (Attachment B). We request that your city submit the initial SLR form by the deadline to ensure newly selected services will take effect on the first day of July. Your City is only required to complete the attached SLR one time for the duration of the five-year contract unless you wish to amend services.

The completion of this SLR is consistent with the terms of the Services Agreement, providing the Department with an acknowledgment of planned services and allowing for operational planning and deployment of resources. You may submit an amended SLR at any time. Any additions or deletions to services will be scheduled for implementation upon agreement by both parties.

### **Fiscal Year 2019-20 Billing Rates and Methodology**

As we have previously communicated, the County of Los Angeles Board of Supervisors (Board) has suspended the implementation of the new billing methodology presented to your city last year. A consultant will be engaged to perform a fiscal and operational audit of the Department after which the Board will determine what further action, if any, should be taken.

The initial billing rates for FY 2019-20 have been developed in accordance with the methodology that has been used for the last five years which provides for annual adjustments by the County Auditor-Controller (A-C). We will advise you of any changes to billing rate calculations upon the completion of the fiscal and operational audit. The billing rates for FY 2019-20, beginning July 1, 2019, include rate increases determined by the A-C, based on the current methodology. The rates are summarized on the first page of the City-County Municipal Services Billing Rates (Attachment C).

The FY 2019-20 rate for Dog and Cat Kennel Services per day (depicted on Attachment C) has been determined by the Auditor-Controller to be \$49.03. This compares to the FY 2018-19 rate of \$44.85, as referenced in the June 14, 2018, correspondence to you.

Mr. Ricardo Reyes  
May 6, 2019  
Page 3 of 3

If you have any questions, concerns, or are interested in scheduling a meeting, please contact Ms. Whitney Duong, Contract Management Division Liaison, at (562) 256-2412 or via e-mail at [wduong@animalcare.lacounty.gov](mailto:wduong@animalcare.lacounty.gov).

Sincerely,



MARCIA MAYEDA  
Director

MM:BW:AMJ:WD:mr  
s:\cc\sa\fy 19-20\new sa ltr to cities (may 2019) final.doc

Enclosures

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT  
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COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE  
AND CONTROL AND CITY OF HUNTINGTON PARK

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CITY-COUNTY MUNICIPAL SERVICES AGREEMENT  
COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE  
AND CONTROL AND CITY OF HUNTINGTON PARK

THIS MUNICIPAL ANIMAL CARE AND CONTROL AGREEMENT ("Agreement") between the COUNTY OF LOS ANGELES ("the County") and the CITY OF HUNTINGTON PARK ("the City"), together known as "the Parties," is made and entered into July 1, 2019, or when signed by all Parties, whichever is later.

RECITALS

- a. The City desires to contract with the County to perform the animal care and control functions described in this Agreement; and
- b. The County is agreeable to providing such services on the terms and conditions set forth in this Agreement; and
- c. Such agreements are authorized and provided for by the provisions of Section 56-1/2 and 56-3/4 of the Charter of the County of Los Angeles and Section 51300 et seq. of the Government Code of the State of California.

NOW THEREFORE, in consideration of the mutual covenants contained in this Agreement, and for good and valuable consideration, the Parties mutually agree as follows:

1.0 AGREEMENT TO PROVIDE SERVICES UNDER STATE AND LOCAL STATUTES

- 1.1 The County agrees, through the County Department of Animal Care and Control ("the Department"), to provide general animal care and control services within the corporate limits of the City to the extent and in the manner stated in the Agreement and its Attachments.
- 1.2 Except as otherwise specifically stated in the Agreement, the services will only encompass duties and functions of the type coming within the jurisdiction of and customarily provided by the County under the Charter of the County, the Los Angeles County Code, and the statutes of the State of California. The County will provide services in accordance with the provisions of Title 10, "Animals," of the Los Angeles County Code, and all amendments enacted to Title 10, except as otherwise agreed by the Parties in the most recently executed Service Level Request.

## 2.0 ADMINISTRATION OF PERSONNEL

- 2.1 The County will control all aspects of the services provided by the County including, but not limited to, standards of performance, discipline of officers and staff, and all employment-related matters.
- 2.2 In the event of a dispute between the Parties regarding the duties and services to be provided, or the minimum level or manner of performance of such services, the City will be consulted and agreement between the Parties attempted. If agreement cannot be reached, the County will make the final and conclusive determination of the dispute.
- 2.3 All City employees who work with the Department under the Agreement will remain employees of the City and will not have any claim or right to employment, civil service protection, salary, benefits, or claims of any kind from the County. No City employee will become an employee of the County unless by specific additional agreement in the form of a merger contract, which must be concurrently adopted by the City and the County. Except as otherwise specifically set forth in the Agreement or in the attached Service Level Request, to the extent the County provides the City with animal licensing services, neither the City employees nor their agents will perform any function related to the licensing of animals, including collection of license fees, penalties, or field enforcement fees. Field enforcement fees will only be collected by the Department for services performed by employees of the Department.
- 2.4 For the purposes of performing services under the Agreement, and only for the purpose of giving authority for Department staff to provide these services, every County officer and/or employee engaged in performing any service will be deemed to be a contracted officer or employee of the City while performing service for the City, provided the service is within the scope of the Agreement and is a municipal function.
- 2.5 The City will not assume any liability for the direct payment of salaries, wages, or other compensation to County personnel performing services under the Agreement. Except as described under Section 5.0, the City will not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of his/her employment while providing services under the Agreement.
- 2.6 The County agrees that it is subject to the County Civil Services Rules prohibiting discrimination based on non-merit factors.

### 3.0 DEPLOYMENT OF PERSONNEL

- 3.1 The Department in cooperation with the City will determine how to provide the services required by the Agreement.
- 3.2 The City agrees to complete an Attachment B, Service Level Request form, specifying the level of service to be provided, which will be signed and authorized by the City and the Department representative and attached to the Agreement. The Department will issue annual notifications of any change to the billing rate as stated in Paragraph 8.2. Unless the City changes other provisions within the most recent executed Service Level Request, it is not necessary to execute a revised Service Level request to reflect a billing rate change.
- 3.3 The City may at any time request a change in level of service by completing a revised Attachment B, Service Level Request form, and submitting the form to the Department. The revised level of service to be provided and current fiscal year billing rate will be signed and authorized by the City and the Department representative and attached to the Agreement as an amendment. Changes requested at times other than the beginning of the fiscal year will be implemented as soon as practical, as determined by the Department. The Department reserves the right to approve or disapprove requests on the Service Level Request in accordance with Section 3.1 of this Agreement.
- 3.4 The City is not limited to the services indicated but may also request any other services in the field of public safety, animal welfare, or related fields within the legal power of the Director of the Department to provide. The County reserves the right to determine, in its sole discretion, whether the Department can provide requested services.

### 4.0 PERFORMANCE OF CONTRACT

- 4.1 For performing services under the Agreement, the County will provide all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the agreed level of service.
- 4.2 Nothing in the Agreement prohibits the City from providing, at the City's expense, additional resources for the County to utilize in performance of the services.
- 4.3 Any use of special supplies, stationery, notices, forms, in other than standard Department format, must be approved by the Director of the Department and supplied by the City at its own cost and expense.

- 4.4 If requested, the Department will use its best efforts to attend one in-person meeting with the City, up to three hours duration, per quarter at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of the Department's contract management staff's time at meetings requested by the City. Due to a lack of availability of meeting space in County facilities, the City will provide a mutually agreed upon meeting space and location for all in-person meetings or meet at the Department's headquarters in Long Beach, California.
- 4.5 If requested, the Department will use its best efforts to send representatives to the City's Council meetings for proposed ordinance changes, contract revisions, or any related animal issues where input from the Department is needed.
- 4.6 If requested, the Department will use best efforts to coordinate a conference call meeting once per month at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of County representatives' time at meetings requested by the City.
- 4.7 The Department will make available upon request, at no charge to the City, the reports listed on the Attachment A, Description of Services, at the intervals indicated in that attachment. For any additional reports that are not included on Attachment A, Description of Services, or those requested at more frequent intervals, the Department will account for the hours of staff time required to produce the reports. The County will provide, at no charge to the City, up to 12 hours of staff time annually for any additional requested reports. The City will be responsible for any excess hours at the current billing rate for staff time as listed in Attachment C, City-County Municipal Services Billing Rates.

## 5.0 INDEMNIFICATION

- 5.1 The Parties have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991, and/or a revised Joint Indemnity Agreement approved by the Board of Supervisors on August 9, 1993. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into the Agreement as if set out in full in the Agreement.

- 5.2 In the event the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date will supersede the Joint Indemnity Agreement previously in effect between the Parties.

## 6.0 TERM OF CONTRACT

- 6.1 Unless sooner terminated as provided for in the Agreement, the Agreement will be effective July 1, 2019, or when signed by the Parties, whichever is later, and will remain in effect until June 30, 2024, unless sooner terminated or extended.
- 6.2 At the option of the Board of Supervisors and with the consent of the City Council, the Agreement may be renewable for successive periods not to exceed five (5) years each.

## 7.0 RIGHT OF TERMINATION

- 7.1 Either Party may terminate the Agreement as of the first day of July of any year upon notice in writing to the other Party of at least sixty (60) days before the termination date.
- 7.2 Despite any provision to the contrary in the Agreement, the City may terminate the Agreement upon notice in writing to the County given within sixty (60) calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed under the Agreement. In such an event the Agreement will terminate sixty (60) calendar days from the date of the City's notice to the County.
- 7.3 The Agreement may be terminated at any time, with or without cause, by either Party upon written notice given to the other Party at least one hundred eighty (180) days before the date specified for that termination.
- 7.4 In the event of an unresolved dispute, either Party may terminate the Agreement by giving not less than sixty (60) days' notice in writing to the other Party. A dispute is unresolved when both Parties agree that there is no resolution and no intent by either Party to continue to seek a resolution.
- 7.5 In the event of a termination, each Party will fully discharge all obligations owed to the other Party that accrued before the date of the termination, and each Party will be released from all obligations which would otherwise accrue after the date of termination.

## 8.0 CONTRACT SUM

- 8.1 The City will pay for the services provided under the terms of the Agreement at the current fiscal year rate established by the County

Auditor-Controller and set forth in the current Attachment C, City-County Municipal Services Billing Rates.

- 8.2 The rates indicated in the City-County Municipal Services Billing Rates form will be readjusted by the County annually, effective the first day of July each year, to reflect the cost of services in accordance with the policies and procedures for the determination of rates established by the County.
- 8.3 The City will be billed based on the current service level described in the latest Attachment C, City-County Municipal Services Billing Rates form, submitted by the City and approved by the County.
- 8.4 The cost of additional services requested under the Agreement and not set forth in the Service Level Request form will be determined by the Department in accordance with the policies and procedures established by the County.

## 9.0 PAYMENT PROCEDURES

- 9.1 The County, through the Department, will submit a summary invoice covering all services performed during the month to the City within twenty-five (25) days after the close of each calendar month. The City will pay the County for all undisputed amounts within thirty (30) days after the date of the invoice.
- 9.2 If payment is not delivered to the County office described on the invoice within sixty (60) days after the date of the invoice, the County is entitled to recover interest on the unpaid amount. For all disputed amounts, the City will provide the County with written notice of the dispute including the invoice date, amount, and reason(s) for the dispute within twenty-one (21) days after receipt of the invoice. The Parties will confirm the resolution of the dispute in writing. For any disputed amounts, interest will accrue if payment is not received within sixty (60) days after the date of the written resolution.
- 9.3 Interest will be calculated at the rate of seven percent (7%) annually or any portion thereof, from the last day of the month for which the services were performed, or in the case of disputed amounts, from the date of the written resolution.
- 9.4 Despite the provisions of Government Code Section 907, if payment is not delivered to the County office described on the invoice within sixty (60) days after the date of the invoice, or in the case of disputed amounts, from the date of the written resolution, the County may satisfy such indebtedness, including interest on unpaid amounts, from any funds of the City on deposit with the County, without giving further notice to the City of the County's intention to do so.

## 10.0 NOTICES

10.1 Each Party must designate a Primary Contact, identified in Attachment B, Service Level Request, to facilitate the services which are the subject of the Agreement. Except for necessary communications required for day-to-day facilitation of the services under the Agreement, which may be delivered by telephone, email, or in person, all notices or demands required, permitted, or desired to be given by one Party to the other must be in writing and mailed to the other Party's Primary Contact at the address identified in Attachment B, Service Level Request. Addresses and persons to be notified may be changed by either Party by giving written notice to the other Party.

10.2 Notices to the County of Los Angeles must be addressed as follows:

County of Los Angeles Department of Animal Care and Control  
Contract Management Division  
Attn: Contract City Liaison  
5898 Cherry Avenue  
Long Beach, CA 90805  
Phone: (562) 256-2412

10.3 Notices to the City must be addressed to the contact person listed on the most recent Service Level Request on file and/or the current City Official or City Manager.

## 11.0 AMENDMENTS

11.1 All changes, modifications, or amendments to the Agreement must be in writing and duly executed by the Director of the Department, or his/her designee, and an authorized representative of the City.

## 12.0 AUTHORIZATION WARRANTY

12.1 The City represents and warrants that the person executing the Agreement for the City is an authorized agent who has actual authority to bind the City to each term, condition, and obligation of the Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

12.2 The County represents and warrants that the person executing the Agreement for the County is an authorized agent who has actual authority to bind the County to each term, condition, and obligation of the Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

### 13.0 ENTIRE AGREEMENT

13.1 The Agreement, including Attachment A, Description of Services, the most recent Attachment B, Service Level Request, and the latest Attachment C, City-County Municipal Services Billing Rates, along with the applicable Assumption of Liability or Joint Indemnity Agreement referenced under Section 5.0, constitute the complete and exclusive statements of the Parties which supersede all previous agreements, written or oral, and all communications between the Parties relating to the subject matter of the Agreement. All changes or amendments to the Agreement must be in writing and mutually executed by authorized personnel on behalf of the Parties. The Director of the Department or his/her designee is authorized by the County to execute amendments.

### 14.0 CONSTRUCTION OF AGREEMENT

14.1 Each Party has participated in the drafting and preparation of the Agreement, and each Party agrees that the Agreement will not be construed against any Party on the grounds that the Party drafted the Agreement.

### 15.0 IMPLEMENTATION OF AGREEMENT

15.1 Each Party agrees to execute the documentation required and to take such other actions as may be reasonably necessary to accomplish the purposes of the Agreement.

### 16.0 COUNTERPARTS

16.1 The Agreement may be executed in counterparts (including via facsimile), which will become effective only when every Party has signed and delivered a counterpart. The originals of any counterpart signature pages will be delivered to the County and retained as part of the original Agreement.

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT  
COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE  
AND CONTROL AND CITY OF HUNTINGTON PARK

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors has caused the Agreement to be executed by the Director of the Department of Animal Care and Control and the City has caused the Agreement to be executed on its behalf by its authorized representative.

CITY OF HUNTINGTON PARK

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
City of Huntington Park, City Manager  
Date

By \_\_\_\_\_  
MARCIA MAYEDA  
Director, Animal Care and Control  
Date

By \_\_\_\_\_  
City Clerk  
Date

APPROVED AS TO FORM:

MARY C. WICKHAM  
County Counsel

By \_\_\_\_\_  
City Attorney  
Date

By \_\_\_\_\_  
Deputy County Counsel  
Date

**COUNTY OF LOS ANGELES  
DEPARTMENT OF ANIMAL CARE AND CONTROL  
DESCRIPTION OF SERVICES**

**I. Animal Care Services**

The Department maintains several animal care centers that accept stray and relinquished animals. The Department also receives and maintains animals that are victims of abuse or neglect, under a quarantine order, or that pose a risk to the public. Stray or lost animals are held for an initial period to give an owner the opportunity to reclaim them. Owner-relinquished animals are held for an initial period prior to euthanasia pursuant to State law. The hold period may vary and may be extended in an attempt to reunite the animal with an identified owner or for other reasons.

The Department is dedicated to providing appropriate and safe housing to all animals in the Department's animal care centers. The Department is required by law to provide a safe environment with proper food, water, shelter, opportunity for exercise, and medical care for the animals it houses. Medical care may be provided by Department staff or, at the Department's sole discretion, outsourced to a contracted veterinarian.

As requested by the City in Attachment B, Service Level Request, the Department will provide the City with Full Care Center Services; Animal Care for Transfer only; or No Care Center Services.

**A. Full Care Center Services**

All animals collected in the field within the boundaries of the City or determined to have originated within the boundaries of the City may be housed at a County animal care center. Impounded animals will be vaccinated and provided medical care, food, and shelter. The Department may post an animal's picture on the Department's website to assist residents in reclaiming a lost or missing pet. Residents may also visit the associated animal care center to find their lost or missing pet. The hours of operation of each animal care center may be found on the Department's website.

The Department will make reasonable attempts to house animals from the City at the animal care center closest to the City. The nearest animal care center to the City will be designated as the primary animal care center. There may be circumstances in which the Department will house animals collected from the City at an alternate location.

Full Animal Care Center services include:

- Providing food, water, shelter, enrichment, and medical care for animals in the Department's care;
- Holding stray animals and attempting to reunite them with their owners;
- Accepting unwanted animals surrendered by their owners;
- Making best efforts to find new adoptive homes for domestic animals and livestock;
- Quarantine and observation of animals for rabies and other diseases at the direction of the Department of Public Health;
- Working with wildlife rehabilitators to rescue sick and injured wildlife;
- Providing emergency care and housing to pets and livestock displaced by wildfires or other disasters;
- Holding animals that are the subject of criminal investigations or other legal or administrative proceedings;
- Spay and neuter services for dogs and cats pursuant to State law;
- Medical treatment and surgeries to make animals more adoptable;
- Euthanizing sick, injured, dangerous, unweaned, feral, or un-adopted animals;
- Public services, including prevention of animal abuse, neglect, or abandonment through outreach and education, and intervention through finding alternatives to relinquishment and assisting at-risk populations;
- Filing annual reports to the State of California as required by law;
- Disposal of dead animals;
- Maintaining a website with pictures of stray and surrendered animals to facilitate reuniting the animals with their owners or finding new adoptive homes;
- Connecting pet owners to services to increase owner retention of pets; and
- Maintaining regular hours of operation for the public.

## **B. Animal Care for Transfer**

If the City has opted for animal care for transfer services in Attachment B, the Department will provide temporary housing until the City has transported the animal(s) to another animal care facility. Services will be the same as described for Full Shelter Service above. The Department will only release animals to be transported to an animal care facility approved in advance by the Department and documented in Attachment B. The Department will only release an animal to persons capable of transferring an animal safely in a vehicle appropriate for the humane transfer of the animal. The City will be responsible for all costs of the temporary care and housing at the Department's animal care center, as well as the subsequent costs of transportation, care, and housing at the animal care location of the City's

choice. The Department may refuse to release an animal for transport if, in the reasonable assessment of the Department, the vehicle in which the City desires the animal(s) to be transported poses an unacceptable risk of harm to the animal(s) or others, or if the animal is ill or injured to the extent that transportation would cause further injury or suffering.

The Department will not provide transportation from the field or from a County animal care center to any alternate animal care location, except as necessary for the needs of the County. If necessary, the Department may transport an animal(s) to an alternative animal care location of the City's choice and the City will be responsible for the cost of such transport at the current billing rate for field service staff.

The City will be responsible for all costs for the impound, care, and housing at the Department's animal care center, as well as the subsequent costs of care and housing at any animal care facility of the City's choice. The City's designated shelter location is listed in Attachment B, Service Level Request.

## **II. Field Services**

The County will provide the services set forth below in accordance with the provisions of the Los Angeles County Code, Title 10, "Animals," and all future amendments, except as otherwise agreed to by the Parties in Attachment B, Service Level Request.

A request by the City for the Department to enforce Los Angeles County Code, Title 10, Chapter 37, will authorize the Department to provide an administrative hearing process to accomplish the enforcement when applicable.

In order to harmonize the terms of this Agreement with the provisions of the City's municipal code, the City must adopt Title 10 "Animals" of Los Angeles County Code ("Title 10"). The City may adopt or opt out of provisions of Title 10 only as agreed to by the Department. The City is encouraged, but not required to, adopt Title 10 in such a way as to incorporate all future amendments.

The Department will inform the City of any proposed changes to Title 10 with as much advance notice as practical, with the intention to provide the City with an opportunity to submit input to the Department and the County related to the proposed changes. The Department shall notify the City of the passage of any change to Title 10 by the County Board of Supervisors as soon as practical. The Department will inform the City whether the City may adopt or opt out of the changes to Title 10.

## **Description of Field Services**

The Department will provide sufficient resources and services for animal control field services. Services consist of Department personnel performing a variety of tasks utilizing appropriate equipment. These tasks include:

- Promptly responding to reports of vicious and dangerous animals that pose a threat to public safety;
- Capturing and impounding stray domestic animals;
- Capturing and impounding or returning domestic animals at large;
- Accepting and caring for animals surrendered by their owners;
- Removal of dead land animals (limited to a maximum of 150 pounds) from public and private property as set forth in Section 10.12.130 of the County Code;
- Educating the public and enforcing State laws and local ordinances, including leash laws, animal cruelty laws, and the laws relating to keeping of wild or exotic animals;
- Investigating cases for possible criminal prosecution, including misdemeanor and felony crimes; issuing citations; collecting evidence; preparing reports; testifying in court and other hearings;
- Investigating appropriate cases for potential administrative actions pertaining to animals; preparing appropriate documentation to pursue administrative declarations; conducting administrative hearings, consistent with state and County laws; and defending declarations that are challenged in court;
- Rescuing ill, injured, or abused animals;
- Enforcing animal nuisance complaints such as excessive animal noise and other violations; issue administrative or criminal citations as appropriate;
- Assisting local law enforcement with their investigations when animals are involved, such as the service of search warrants and impounding animals belonging to persons taken into custody;
- Responding to emergencies such as fires, earthquakes, floods, and other natural or manmade disasters to rescue and temporarily house animals, or to provide care for animals in evacuation zones;
- Maintain a 24 hour dispatch and communications center to receive calls for service and dispatch staff for field response as appropriate; and
- Maintaining records as necessary.

### **A. Standard Service Plan**

The standard service plan includes answering calls for service 24 hours per day, seven days per week, dispatching or assigning field staff, and performing duties in the field based on priority, location, and availability of staff. Services provided under the Standard Service Plan are similar to those services the Department provides to unincorporated communities in Los Angeles County.

## **B. Limited Service Plan**

The limited service plan includes standard services on a part-time basis during days and hours specified in the Service Level Request. Billing rates are described in Attachment C, City-County Municipal Services Billing Rates.

## **III. Individual Animal Licensing Services**

Adult dogs four months and older are required by State law to have individual licenses. The City may request that the Department enforce licensing requirements in the City for dogs, cats, or other animals as described in Attachment B. The City may adopt the County's fees for animal licenses or set its own fees as permitted in Attachment B.

License renewal notices are mailed or transmitted by the Department to the animal owner of record. The renewal and payment is received and processed annually on a fee-per-license basis. A current license will be required before an animal will be released to a resident of the City. Fees from licenses collected will be credited to the City monthly in arrears.

The Department's animal licensing services include:

- Issuing animal licenses for pets as requested by the City;
- Processing license applications, payments, and information changes;
- Issuing license renewal notices;
- Assessing and collecting fees, penalties, and other financial remittances; and
- Maintaining a database for animal licensing, records of calls for service, and actions taken.

## **IV. Additional Outreach and Enforcement Services Options**

The City may request the Department to provide additional services as outlined below.

### **A. Animal License Enforcement Services**

License Enforcement Services provides staff to perform individual animal license enforcement in designated areas within the City. This program includes:

- Issuing new licenses and renewing expired licenses;
- Issuing citations to violators of animal licensing ordinances;
- Collecting license revenue, delinquency charges, and authorized fees; and
- Recording licensing data in the Department's database.

## **B. Animal Facility Licensing**

The Department's Animal Facility Licensing program provides staff to perform animal facility inspection and licensing to animal-related businesses or organizations that require a license under Title 10 of the County Code. Animal-related facilities are inspected annually to ensure the well-being of the animals as well as the health and safety of the public. Licensees are provided a letter grade based on the results of the inspection.

The Department retains facility license fees to offset the cost of annual inspections and related administrative costs. Staff time for licensing and inspections are not billed to the City. Investigations in response to complaints about activities at a licensed location are conducted by field officers based in the Department's animal care centers, and are billed in accordance with Attachment C, City-County Municipal Services Billing Rates.

This program includes:

- Annual inspection of any premise used by an animal related business or non-profit organization, including grooming shops, pet shops, boarding facilities or breeding facilities, animal menageries, and all other places where animals are maintained for profit or business activities;
- Issuing grades to animal facilities consistent with the requirements of Section 10.28.270 of the County Code;
- Follow-up inspections of animal facilities as necessary;
- Collection of license fees to offset the cost of services; and
- Documentation and maintenance of records as necessary.

## **C. Vaccination and Microchip Clinics**

California Health and Safety Code Section 121690(f) states that every city and county, "shall provide dog vaccination clinics, or arrange for dog vaccination at clinics". The Department holds periodic low cost rabies vaccination and microchip clinics at its animal care centers. If the City chooses additional rabies vaccination and microchip clinics, the following services are offered:

- Providing or assisting in arranging for low cost vaccinations and microchips;
- Staffing low cost vaccination and microchip clinics with medical personnel and necessary support staff, subject to availability;
- Licensing animals vaccinated at the clinic; and
- Assisting jurisdictions in promoting these community based clinics.

#### **D. Spay/Neuter Trust Fund**

The City may elect to contribute \$5.00 per altered and unaltered dog license to the Spay/Neuter Trust Fund. Participation in the Spay/Neuter Trust Fund allows the Department to offer a low-cost or free spay/neuter program for the City's residents who wish to have their pets spayed or neutered. The Department staff will work with animal care center veterinary clinics and mobile veterinary clinics to assist qualified residents in obtaining spay/neuter services in an area near them.

#### **V. Records**

Upon reasonable notice, the Department shall make available to authorized representatives of the City of «City», for examination, audit, excerpt, copy, or transcription, any pertinent transaction, activity, or other record relating to the Agreement. The City shall ensure such records are handled in a manner consistent with all applicable privacy laws and all laws related to the Public Records Act (Government Code sections 6250 et. seq.).

Upon request, the following standard reports are available from the Department on a monthly basis:

1. Dogs and/or Cats Impounded
2. Animals Returned to Owners
3. Dogs and/or Cats Abandoned
4. Special Intake Dog & Cat
5. Other Animals Impounded
6. Quarantined Dogs and/or Cats
7. Special Intake Other Animals
8. Private Veterinarian (Outside Medical Expense)
9. Dead Animal Pick Up Requests
10. Types of Calls for Service
11. Location of Impound

In accordance with Section 4.7 of the Services Agreement, the Department will provide up to 12 hours of staff time annually for producing special reports to the City at no cost. Additional staff time will be charged to the City at the current reimbursement rate for applicable staff time.

**CITY-COUNTY MUNICIPAL SERVICES AGREEMENT**

**COUNTY OF LOS ANGELES  
DEPARTMENT OF ANIMAL CARE AND CONTROL**

**AND**

**THE CITY OF**

**HUNTINGTON PARK**

**FISCAL YEAR 2019-20 SERVICE LEVEL REQUEST**

**I. Animal Care Center Services**

The level of animal care center service that the City requests and the County agrees to, is (select one of the three options below):

Full Service

Primary animal care center: Downey Animal Care Center

Animal Care Center Services for Transfer

City's Animal Care Facility contact information:

Agency Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

No Animal Care Center Services

**II. Field Services**

The level of field service that the City requests and the County agrees to, is (select one of the three options below):

- Standard Service Plan
- Limited Service Plan (check all applicable boxes below)

<b>Full County Field Services</b>	
County provides service on following days/times (please identify):	
Weekend days and holidays (please identify days and hours):	
<b>X Priority County Field Services - Priority 1 Calls Only (As Determined by Department Policy)</b>	
County provides service on following days/times (please identify):	
Weekend days and holidays (please identify days and hours):	
<b>Standby County Field Services (Service Requests only from City Personnel; the City will screen calls from the public)</b>	
County provides service on following days/times (please identify):	
Weekend days and holidays (please identify days and hours):	
<b>Humane Investigations only – as needed</b>	

City's Animal Control (Field Services) contact information:

Department Name: JUAN LOZANO AEO  
 Telephone: 323-826-6682  
 Address: 6542 MILES AVE  
HP CA. 90255

- No Field Services

### III. Individual Animal Licensing

- The City agrees to have the County provide individual animal licensing and has adopted the license fees outlined in Los Angeles County Code.
- The City agrees to have the County provide individual animal licensing and has adopted the following license fees (please provide a copy of the applicable ordinance or resolution):

Altered Dog	\$	Altered Cat	\$
Unaltered Dog	\$	Unaltered Cat	\$
Senior-owned Altered Dog	\$	Senior age is defined as age	
Military Veteran w/ Disability Altered Dog	\$		
Delinquency Charge	\$	Delinquency charge applies after:	days
Other Special License Fee	\$	Description/criteria:	
Field Enforcement Fee* (select one)	<input type="checkbox"/> \$40.00		
	<input type="checkbox"/> \$0.00		

\*Only applicable when licensing is initiated in the field by Department employees.  
 Current license fees adopted by the City on \_\_\_\_\_, 20\_\_\_\_\_.

No Animal Licensing Services

#### IV. Outreach and Enforcement Services

##### A. Animal License Field Enforcement

- The City requests the County to provide animal license field enforcement in the City, in the area(s) designated by the City and agreed to by the Department.
- No animal license field enforcement services.

##### B. Animal Facility Inspection and Licensing (Costs included in overhead— not billed)

- The City requests the County to license animal-related facilities (including inspection and grading services) in the City.
- No animal facility licensing services--the City will conduct its own program. (Please provide contact information below.)

The City's animal facility program contact information:

Department Name: FINANCE

Telephone: 323 - 584 - 6232

Address: 6550 MILES AVE  
HP CA. 90255

##### C. Vaccination and Microchip Clinic(s)

- The City requests the County to provide or assist in arranging for vaccination clinic(s) in the City, utilizing Department personnel to also license animals during the vaccination clinic(s), at the applicable rate for staff time.
- No vaccination or licensing clinic services.

##### D. Spay/Neuter Trust Fund

- Participate in the Spay/Neuter Trust Fund to allow residents access to low-cost spay/neuter services.
- No participation in the Spay/Neuter Trust Fund.

**V. Enforcement of County Code**

- The City agrees to the enforcement of Title 10 with no exceptions.
- The City agrees to the enforcement of Title 10 with the following pre-approved exception(s): (please mark all that apply)

- 10.20.350: Mandatory Spay and Neuter. The City does not require the spay/neuter of:
  - Dogs
  - Cats

- 10.20.185: Mandatory Microchipping. The City does not require the microchipping of:
  - Dogs
  - Cats

- 10.20.038: Number of dogs and cats. In the City the following number of animals are allowed per household:  
Dogs \_\_\_\_\_ Cats \_\_\_\_\_ Total of \_\_\_\_\_ dogs/cats

- 10.20.030: Mandatory Cat Licensing. Domestic cats are subject to:
  - Voluntary Cat Licensing
  - No Cat Licensing

- 10.28.020: Animal Facility Licensing. The County will not license/inspect animal facilities.

- 10.40.060: Excessive Animal Noise Complaints. The City will conduct its own noise enforcement.

City's Animal Noise Complaint contact information:

Department Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

**VI. Requested Additions to Title 10 Enforcement**

Please list individual municipal code sections requested to be enforced by the Department. (Please ensure your municipal code contains adequate enforcement authority.)

City Code Section No.	City Code Section Title	COUNTY	
		Approved	Not Approved

## VII. Contact Information

### County Primary Contact

Name: Whitney Duong  
Title: Contract Management Division Liaison  
Address: 5898 Cherry Avenue  
Long Beach, CA 90805  
Telephone: (562) 256-2412  
E-mail: WDuong@animalcare.lacounty.gov

### County Alternate Contact

Name: Marissa Muller  
Title: Contract Management Analyst  
Address: 5898 Cherry Avenue  
Long Beach, CA 90805  
Telephone: (562) 256-2417  
E-mail: MMuller@animalcare.lacounty.gov

### City Primary Contact

Name: CONRAD S. CHACON  
Title: LIEUTENANT  
Address: 6542 MILES AVENUE  
HUNTINGTON PARK CA. 90255  
Telephone: (323) 826-6625  
E-mail: CCHACON@HPPOLICE.ORG

### City Alternate Contact

Name: COSME LOZANO  
Title: CHIEF OF POLICE  
Address: 6542 MILES AVE.  
HUNTINGTON PARK CA. 90255  
Telephone: (323) 826-6629  
E-mail: CLOZANO@HPPOLICE.ORG

**VIII. Annual/Amended Service Request Approval**

For the City:

_____ Authorized City Representative (Printed Name)	_____ Authorized Signature (Signature)	_____ Date
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_____ Title	_____ Telephone Number
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For the County:

_____ Marcia Mayeda Director Dept. of Animal Care and Control	_____ Authorized Signature (Signature)	_____ Date
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**COUNTY OF LOS ANGELES  
DEPARTMENT OF ANIMAL CARE AND CONTROL  
CITY-COUNTY MUNICIPAL SERVICES  
BILLING RATES**

**I. Billing Period**

These billing rates are effective from July 1, 2019, until the consultant's audit report is completed and further action is taken by the County of Los Angeles Board of Supervisors (through June 30, 2020, or sooner).

**II. Billing Rates**

<b>Animal Care Center Services</b>	
<b>Shelter Services:</b>	
Daily Rate for stray or relinquished dogs and cats (up to a maximum of 5 days)	\$49.03 per day
Daily Rate for stray or relinquished other species of animals (up to a maximum of 5 days)	\$12.28 per day
Daily Rate for dogs and cats of "legal hold" animals (See Paragraph III.D "Billing for 'legal hold' animals")	\$49.03 per day
Daily Rate for other species of "legal hold" animals (See Paragraph III.D "Billing for 'legal hold' animals")	\$12.28 per day
Animal License Field Enforcement per hour	\$76.19 per hour
Dog/Cat License processing per license	\$3.26 per license
Field Services per hour	\$107.58 per hour
<b>Additional Administrative Services</b>	
Attendance at meetings in excess of contract allowance	\$233.52 per hour
Production of reports in excess of contract allowance	\$109.16 per hour
<b>Liability Trust Fund</b>	
Liability Trust Fund	4.5 % of hourly rate*

\*Percentage is based on, and in addition to, the hourly rate for hours actually billed for Field Services and animal license Field Enforcement.

### **III. Billing Methodology for Care Center Services**

The City is financially responsible for the care of animals impounded within the City's jurisdiction. If an animal is claimed by its owner, the redemption fees collected from the owner will be credited to the City up to the maximum amount billed to the City for that animal. The County assumes responsibility for the physical care and disposition of all animals coming into the Department's possession or custody.

#### **A. Cost Allocation for Care Center Services**

During the billing period, the costs of providing Care Center Services are allocated as follows:

Daily rate per dog, cat, and other species of animals impounded:

- a. A daily dog/cat and other species of animals impoundment rate is established annually based upon the costs of housing animals. The daily rate is billed for all dogs/cats and other species of animals housed, up to the maximum amount of days for each type, except as outlined in paragraph D below. During the billing period, the cost of care for dog/cat and other species of animals in excess of capped days are subsidized, except as outlined in paragraph D below.
- b. For dogs, cats, and other species of animals impounded in circumstances described in paragraph D below, that are held beyond the maximum billed length of stay, a daily impoundment rate is established annually based upon the costs of the time allocated to the impoundment, care (including medical care), and feeding of those animals. The City will be billed at the daily rate for all days those animals are housed by the Department.

#### **B. Medical Costs**

Medical costs (excluding spay/neuter surgeries) provided by the Department's medical staff are included in the overhead to establish the cost-recovery rate for boarding, and are not billed separately or in addition to that rate. The Department reserves the right to send any animal to a private veterinary facility for examination, treatment, and/or hospitalization as the Department deems necessary in its sole and absolute discretion. All expenses incurred by the Department for outside medical services, for animals from the City, will be billed to the City.

**C. Cost Offsets**

The City will receive a credit from the County for all applicable redemption fees collected from or on behalf of the owner of an animal that is claimed from the custody of the Department, up to the maximum amount billed to the City for that animal. The Department reserves the right to waive fees when appropriate in the Department's sole and absolute discretion.

The City will not receive any credit for adoption fees (whether paid by an individual or an organization).

**D. Billing for "Legal Hold" and Other Shelter Services:**

Dogs, cats, and other species of animals that are housed for a "legal hold" and other shelter services are billed at the daily rate for the time the animal is housed by the Department (from intake to disposition). Legal hold animals are held in accordance with applicable statutory guidelines, and/or at the sole and absolute discretion of the Department based on pending or anticipated criminal, civil, or administrative action.

<b>"Legal Hold" and Other Shelter Type Descriptions</b>		<b>Total Number of Days Billed</b>
<b>Quarantine Observation Animals</b>	<p>Per applicable state law, any animal of a species susceptible to rabies that bites a person and breaks the skin is required to be quarantined for 10 to 30 days (depending on the species). Animals susceptible to rabies that have contact with a wild (potentially rabid) animal must be quarantined for 30 days or six months (depending on the species and vaccination status).</p> <p>Animals in the custody of the Department that are reported to have either bitten or been exposed to a potentially rabid animal, will be placed in quarantine/isolation and observed for symptoms of rabies for the required period.</p> <p>Additionally, although rare, the Department of Public Health has the authority to quarantine animals for other specified diseases. Any quarantine for a disease other than rabies will be specified by disease.</p>	Unlimited days

<b>Special Intake:</b>	<p>Animals that are seized pursuant to a search warrant, Penal Code Sections 597.1 or 599aa, or as evidence in a criminal investigation may be held up to the time of disposition of the criminal matter.</p> <p>Animals subject to the jurisdiction of the Coroner's Office may be held until released by that Office.</p> <p>Animals in the custody of the Department that are the subject of anticipated or pending civil litigation or administrative regulation may be held through the pendency of that action, and any appeal stemming from that action.</p>	Unlimited days
<b>Return to Owner Animals:</b>	<p>Any animal with traceable identification that is brought to the Animal Care Center, whether by the Department staff or the public, will be held for ten (10) calendar days for the owner to reclaim it. The owner or person entitled to the custody of any animal impounded can redeem such animal by paying impound, boarding, and private veterinary fees accruing up to the time of such redemption.</p>	10 days
<b>Abandoned Animals:</b>	<p>Animals that are found to be abandoned in a private property will be held at the Animal Care Center at least fifteen (15) calendar days to determine whether the owner had an agreement with someone to care for the animal in their absence.</p>	15 days



**COUNTY OF LOS ANGELES  
DEPARTMENT OF ANIMAL CARE AND CONTROL  
ESTIMATED SERVICE LEVELS SCHEDULE**



**CITY OF HUNTINGTON PARK**

City / Service Description	# Animals	Estimated Actual FY 2018-19				Estimated FY 2019-20 (Assuming same units of service)			
		Rate	Unit Type	# Units	* Cost	** Rate	Unit Type	# Units	* Cost
<b>Sheltering Services</b>									
Kennel Housing - Dog & Cat	857	\$ 44.85	Days	3,301	\$ 148,050	\$ 49.03	Days	3,301	\$ 161,848
Kennel Housing - Other Animals	42	\$ 12.74	Days	134	\$ 1,707	\$ 12.28	Days	134	\$ 1,646
Special Care/ Observation	47	\$ 44.85	Days	217	\$ 9,732	\$ 49.03	Days	217	\$ 10,640
Disposal of Dead Animals	51	\$ 16.56	Each	51	\$ 845	\$ 20.24	Each	51	\$ 1,032
Private Vet		Varies	Each	46	\$ 8,045	Varies	Each	46	\$ 8,045
					\$ 168,379				\$ 183,211
<b>Field Services</b>									
Calls For Service		\$ 101.83	Hours	-	\$ -	\$ 107.58	Hours	-	\$ -
Animal License Enforcement Services		\$ 72.20	Hours	-	\$ -	\$ 76.19	Hours	-	\$ -
					\$ -				\$ -
<b>Other</b>									
Liability Insurance (4.5% of total Field and Animal License Enforcement Services)				\$ -	\$ -			\$ -	\$ -
License Processing Fee		\$ 3.34	Each	-	\$ -	\$ 3.26	Each	-	\$ -
					\$ -				\$ -
<b>Revenue:</b>									
Fees Collected From Residents					\$ (8,356)				\$ (8,356)
License/Penalty Fees					\$ -				\$ -
					\$ (8,356)				\$ (8,356)
<b>Total City Net Cost</b>					<b>\$ 160,023</b>				<b>\$ 174,855</b>

\* Service Levels Schedule is an ESTIMATE only for your reference (based on current FY 2018-19 10 months actual). City is liable for actual costs.  
 \*\* FY 2019-20 billing rates are approved by Los Angeles County Auditor-Controller to be effective on July 1, 2019 through June 30, 2020, or sooner.