

# **CITY OF HUNTINGTON PARK**

## **City Council**

### **Regular Meeting**

#### **Agenda**

**Tuesday, October 16, 2018**

6:00 p.m.

City Hall Council Chambers

6550 Miles Avenue, Huntington Park, CA 90255

**Jhonny Pineda**

Mayor

**Karina Macias**

Vice Mayor

**Graciela Ortiz**

Council Member



**Marilyn Sanabria**

Council Member

**Manuel "Manny" Avila**

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 Jhonny Pineda  
Vice Mayor Karina Macias  
Council Member Manuel "Manny" Avila  
Council Member Graciela Ortiz  
Council Member Marilyn Sanabria

## **INVOCATION**

## **PLEDGE OF ALLEGIANCE**

## **PRESENTATIONS**

Presentation by Young Senator Esmeralda Ponce on her Experience in the Young Senators Program

Presentation by Metro Director Robert Garcia, Los Angeles Metropolitan Transportation Authority on Metro Projects in the Gateway Region that Benefit Huntington Park Residents and Businesses

Presentation by Los Angeles County Department of Public Works (DPW) on the Safe Clean Water Program - Measure W

## **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**

RECESS TO CLOSED SESSION



## **CLOSED SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS Regarding Represented Employees - Government Code Section 54957.6(a)  
City's Designated Representative(s) for Negotiations: Ricardo Reyes, City Manager and Nita McKay, Finance/Human Resources Director  
Employee Organization: General Employees Association (GEA)
2. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION  
Government Code Section 54957.9(d)(4) – [Two Matters]
3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Government Code Section 54956.9 (d)(1)  
Case name: MKay v. City of Huntington Park, et al.

RECONVENE TO OPEN SESSION

## **CLOSED SESSION ANNOUNCEMENT**

### **CONSENT CALENDAR**

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

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

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

- 1-1. Regular City Council Meeting held October 2, 2018.

### **FINANCE**

#### **2. Approve Accounts Payable and Payroll Warrant(s) dated October 16, 2018**

### **END OF CONSENT CALENDAR**



## REGULAR AGENDA

### CITY COUNCIL

#### **3. Council Appointment to Youth Commission**

##### RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Make appointment to the Youth Commission consistent with the provisions set forth in Resolution No. 2015-19 and Ordinance 939-NS.

### COMMUNITY DEVELOPMENT

#### **4. Consideration and Approval to Submit a Grant Application for Funding to Create a Transit Oriented Development (TOD) Strategic Implementation Plan for the West Santa Ana Branch (WSAB) Project**

##### RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve submittal of a grant application requesting funding to create a Transit Oriented Development Strategic Implementation Plan (TOD SIP) for the West Santa Ana Branch Project.

#### **5. Consideration and Approval for Authorization to Sponsor and Participate in the Eco-Rapid Transit Summit on October 25<sup>th</sup> and 26<sup>th</sup>, 2018 and Authorize Staff to Fund and Participate in the Eco-Rapid Transit Mobile Workshop to be held at Salt Lake Park on October 25, 2018**

##### RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Authorize staff to sponsor and participate in the Eco-Rapid Transit Summit on October 25<sup>th</sup> and 26<sup>th</sup>, 2018; and
2. Authorize staff to fund and participate in the Eco-Rapid Transit Mobile Workshop at Salt Lake Park on October 25<sup>th</sup>, 2018.

### PARKS AND RECREATION

#### **6. Consideration and Approval of Authorization and Ratification of Certain Expenditures for the City of Huntington Park's 2018 Holiday Parade**

##### RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Authorize and ratify the expenditures in a not-to-exceed amount of \$56,000 for TV production, TV Broadcasting and Parade Security for the 2018 Holiday Parade.



## **REGULAR AGENDA (CONTINUED)**

### **PARKS AND RECREATION (CONTINUED)**

**7. Consideration and Approval of Authorization and Ratification of Certain Expenditures for Production Services with Pageantry Parades to Plan and Produce the City of Huntington Park's 2018 and 2019 Holiday Parades**

1. Approve authorization of Pageantry Parades as a sole source, in a not-to-exceed amount of \$31,350 for the Annual Holiday Parade Production of 2018 and 2019; and
2. Authorize City Manager to enter into a two-year professional services agreement with Pageantry Parades to plan and produce the 2018 and 2019 holiday parades.

**8. Consideration and Approval of Expenditures for Holiday Tree Decorations at City Hall**

**RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Authorize the use of City Art in Public Places funds included in the FY 2018-19 adopted budget for the 3<sup>rd</sup> and final year agreement with Ambius; for the installation and take down of the holiday tree decorations at City Hall.

## **END OF REGULAR AGENDA**

### **PUBLIC HEARING**

### **FINANCE**

**9. Consideration and Approval of a Resolution Approving Amendments to the City of Huntington Park's Master Fee Schedule**

**RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Conduct a public hearing;
2. Take public testimony; and
3. Adopt Resolution No. 2018-26, Revising Certain Fee Amounts for City Services in Accordance with the City of Huntington Park Master Fee Schedule.



**DEPARTMENTAL REPORTS** (Information only)

**WRITTEN COMMUNICATIONS**

**COUNCIL COMMUNICATIONS**

**Council Member Manuel “Manny” Avila**

**Council Member Graciela Ortiz**

**Council Member Marilyn Sanabria**

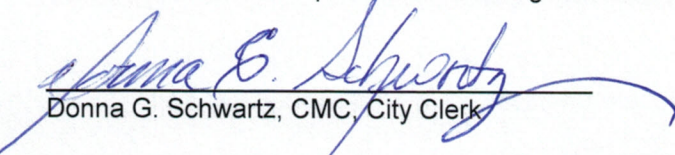
**Vice Mayor Karina Macias**

**Mayor Jhonny Pineda**

**ADJOURNMENT**

The City of Huntington Park City Council will adjourn to a Regular Meeting on Tuesday, November 6, 2018, at 6:00 P.M.

I Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted 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 11<sup>th</sup> day of October 2018.

  
Donna G. Schwartz, CMC, City Clerk



## **MINUTES**

Regular Meeting of the  
City of Huntington Park City Council  
Tuesday, October 2, 2018

Sergeant at Arms read the Rules of Decorum.

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:01 p.m. on Tuesday, October 2, 2018, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Jhonny Pineda presiding.

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

CITY OFFICIALS/STAFF: Ricardo Reyes, City Manager; Cosme Lozano, Chief of Police; Noel Tapia, Assistant City Attorney; Cynthia Norzagaray, Director of Parks and Recreation; Daniel Hernandez, Director of Public Works; Sergio Infanzon, Director of Community Development; Nita McKay, Director of Finance/Acting Director of Human Resources and Donna G. Schwartz, City Clerk.

### **INVOCATION**

Invocation was led by Mayor Pineda.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Ivan Yarza, Lucille Roybal-Allard Elementary School.

### **PRESENTATIONS**

Council presented a “Certificate of Appreciation,” to Ivan Yarza for leading the Pledge of Allegiance.

Council presented “Certificates of Recognition,” to Huntington Park Elementary School Students Violet Nunez, Ivan Yarza and Aracely Haro, who received 1<sup>st</sup> place in their Schools Art Contest and will be Participating in the 22<sup>nd</sup> Children’s Drawing Contest, “Este es mi Mexico,” Sponsored by the Ministry of Foreign Affairs through the Institute of Mexicans Abroad and the Consulate General of Mexico in Los Angeles.

Ms. Adriana Argaiz, Mexican Consulate representative, presented information on the 22<sup>nd</sup> Children’s Drawing Contest, acknowledged the students participating in the contest and presented the students with back packs.

Health and Education Commissioner Francisco Medina presented the students with bicycles for their accomplishment.

*Not in attendance* - Presentation by Young Senator Esmeralda Ponce on her Experience in the Young Senators Program.

### **PUBLIC COMMENT**

1. Rodolfo Cruz, voiced concern with drugs being sold in Keller Park while kids are walking to school, playground equipment, traffic and trash in the city.

### **STAFF RESPONSE**

City Manager Ricardo Reyes responded to Mr. Cruz’s comment regarding drugs being sold in the parks, stating this issue is dealt with on a daily basis by Public Works and the Police Department, allocations are currently being resourced to address the issues, partnerships with local non-profits are being established to address the issue and if Mr. Cruz has other concerns to feel free to contact the City Manager’s Office.

City Manager Ricardo Reyes pulled item 4.



## **CLOSED SESSION**

At 6:37 p.m. Assistant City Attorney Noel Tapia recessed to closed session.

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Government Code Section 54956.9(d)(1) [One Matter]  
HP Automotive and Tow, Inc., dba Huntington Park Tow Service v. City of Huntington Park, et al.  
Los Angeles Superior Court Case No. VC066929
2. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation  
Government Code Section 54956.9(d)(2) – [One Matter]  
BKK Landfill Tolling Agreement
3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Government Code Section 54956.9(d)(1) – [One Matter]  
City of Huntington Park v. Kevin Hunt; Central Basin Municipal Water District, et.al.  
LASC Case No. BS169612

At 7:12 p.m. Mayor Pineda reconvened to open session with all Council Members present with the exception of Council Member Ortiz who at 6:56 p.m. left the meeting.

## **CLOSED SESSION ANNOUNCEMENT**

Assistant City Attorney Noel Tapia announced all Council Members were present, stating Council was briefed and discussed closed session items 1-3. Items 1-3) no action was taken, noting to report.

## **CONSENT CALENDAR**

**Motion:** Council Member Sanabria moved to approve consent calendar, seconded by Vice Mayor Macias. Motion passed 4-0-1, by the following vote:

ROLL CALL:

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

## **OFFICE OF THE CITY CLERK**

1. Approved Minute(s) of the following City Council Meeting(s):
  - 1-1. Regular City Council Meeting held September 18, 2018.

## **FINANCE**

2. Approved Accounts Payable and Payroll Warrant(s) dated October 2, 2018.

## **END OF CONSENT CALENDAR**

## **REGULAR AGENDA**

## **PARKS AND RECREATION**

3. **Consideration and Approval of Expenditure and Installation, Storage, and Removal of Holiday Decorations on Pacific Boulevard**

City Manager Ricardo Reyes announced the item and introduced Parks & Recreation Director Cynthia Norzagaray who presented the staff report.



**Motion:** Council Member Sanabria motioned to authorize the use of Art in Public Places funds budgeted in FY 2018/19, authorize Parks and Recreation to sole source the installation and waive the formal bidding requirements of issuing this Purchase Order in compliance with Huntington Park Municipal Code, section 2-5.12(i), for the removal and storage of Holiday Decorations on Pacific Boulevard from Sierra Installations, Inc. using account #232-6010-419.56-41 in the amount \$26,275 and authorize staff to request a Purchase Order for Sierra Installations, Inc. in the Amount of \$26,275, seconded by Vice Mayor Macias. Motion passed 4-0-1, by the following vote:

ROLL CALL:

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

**POLICE**

*Item pulled by City Manager Ricardo Reyes during staff response.*

**4. Continued from the City Council Meeting of September 18, 2018 - Consideration and Approval for Authorization to Purchase One Police Department Patrol Operations Division Police Vehicle and Supplementary Equipment**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Authorize the requisition of funds to purchase one new Police Department Patrol Services Division police patrol vehicle from the FORD MOTOR COMPANY, specifically South Bay Ford in Hawthorne, CA., and install aftermarket emergency response equipment;
2. Authorize additional budget appropriation of \$68,024.22 from the Forfeiture Fund, Account #229-7010-421.74-10; and
3. Authorize the Chief of Police to purchase the vehicle and associated equipment.

**PUBLIC WORKS**

**5. Consideration and Approval of Acceptance of Work Performed by T2 Systems, Inc. for the Downtown Huntington Park “I-Park” System Implementation Project**

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

**Motion:** Vice Mayor Sanabria motioned to approve acceptance of work performed by T2 Systems, Inc. for the Downtown Huntington Park “i-Park” System Implementation Project for a final total amount of \$316,671.59, authorize staff to sign the “Notice of Completion” (NOC) and direct City Clerk to file the NOC with the Los Angeles County Recorder’s Office, seconded by Vice Mayor Macias. Motion passed 4-0-1, by the following vote:

ROLL CALL:

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

**END OF REGULAR AGENDA**



**DEPARTMENTAL REPORTS** (Information only)

**WRITTEN COMMUNICATIONS** - None.

**COUNCIL COMMUNICATIONS**

Council Member Manuel “Manny” Avila, wished Vice Mayor Macias a Happy Birthday.

Council Member Graciela Ortiz, left after closed session.

Council Member Marilyn Sanabria, thanked everyone for attending tonight’s meeting and announced the Haunt’ington Park Halloween Festival on October 31, 2018 from 5-9 p.m.

Vice Mayor Karina Macias, thanked staff for all their support, congratulated Parks and Recreation Director and staff for procuring a grant, wished Council Member Avila an early Happy Birthday, announced Saturday is a Tree Planting event and encouraged staff to participate and wished everyone a good night.

Mayor Jhonny Pineda, wished both Vice Mayor Macias and Council Member Avila a Happy Birthday.

**ADJOURNMENT**

Council Member Avila acknowledged the passing of Teresa Soria noting she was a longtime resident and a former commissioner and extended his condolences to the family.

At 7:09 p.m. Mayor Pineda adjourned the City of Huntington Park City Council in memory of Teresa Soria, who was the mother of Teresa Vidaurri, a former Parks & Recreation Commissioner and a longtime Huntington Park resident to a Regular Meeting on Tuesday, October 16, 2018, at 6:00 P.M.

Respectfully submitted,

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Donna G. Schwartz, CMC  
City Clerk



## City of Huntington Park List of Funds

Fund	Description	Fund	Description
111	General Fund	234	Congressional Earmark
114	Spec Events Contrib Rec	235	Federal Street Improvmnt
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 Traffic & 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  
10-16-2018**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
AARON CRUZ	69690/69423	111-6060-466.33-20	CONTRACT INSTRUCTOR	52.80
	69690/69690	111-6060-466.33-20	CONTRACT INSTRUCTOR	26.40
	69804/69940	111-6060-466.33-20	CONTRACT INSTRUCTOR	158.40
				<b>\$237.60</b>
ACTION DOOR REPAIR CORP.	23191	111-8022-419.43-10	CITY HALL DOOR INSPECTION	291.95
				<b>\$291.95</b>
ADRIANA ESCOBAR	HP050009132	111-0000-351.10-10	PARKING CITATION REFUND	85.00
				<b>\$85.00</b>
ALAN'S LAWN AND GARDEN CENTER, INC.	822851	111-8020-431.43-10	LAWN EQUIPMENT & SUPPLY	285.39
				<b>\$285.39</b>
ALEX J. ESCOBAR	10/1/18	746-0218-413.35-10	TUITION REIMBURSEMENT	2,299.70
	10/1/2018	746-0218-413.35-10	TUITION REIMBURSEMENT	3,124.00
				<b>\$5,423.70</b>
ALFREDO RUIZ	HP090001270	111-0000-351.10-10	PARKING CITATION REFUND	100.00
				<b>\$100.00</b>
ALL CITY MANAGEMENT SERVICES	55931	111-7022-421.56-41	CROSSING GUARD 8/12-8/25/18	5,842.74
	56183	111-7022-421.56-41	CROSSING GUARD 8/26-9/8/18	5,349.88
				<b>\$11,192.62</b>
AMERICAN CELEBRATIONS	194030	111-6020-451.61-35	P&R EVENT SUPPLIES	125.09
				<b>\$125.09</b>
ARAMARK UNIFORM & CAREER APPAREL	533646436	741-8060-431.56-41	PW UNIFORM LAUNDRY SRVC	123.61
				<b>\$123.61</b>
ARROYO BACKGROUND INVESTIGATIONS	1735	111-7010-421.56-41	BACKGROUND INVESTIGATION	1,600.00
				<b>\$1,600.00</b>
ARTURO CAMARGO	HP050011393	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				<b>\$55.00</b>
AT&T	10/01-10/31/18	111-9010-419.53-10	SALT LAKE PARK INTERNET	64.25
	8/28-9/27/18	111-9010-419.53-10	FREEDOM PARK INTERNET	54.25
	9/21-10/20/18	111-9010-419.53-10	COMM CENTR INTERNET	55.00
	9/23-10/22/18	111-9010-419.53-10	PW YARD INTERNET	99.25
	9/28-10/27/18	111-9010-419.53-10	RAUL PARK INTERNET	54.25
	9/28-10/27/18	111-9010-419.53-10	FREEDOM PARK INTERNET	54.25
				<b>\$381.25</b>
AT&T MOBILITY	X09142018	111-5055-419.53-10	CODE ENFORCEMENT CELL 8/7-9/6/18	175.83
	X09142018	239-5055-419.53-10	CODE ENFORCEMENT CELL 8/7-9/6/18	117.22
				<b>\$293.05</b>
B AND H SIGNS	17494	741-8060-431.43-20	PD DUI TRAILER GRAPHICS	995.00
	17522	741-8060-431.43-20	PD VEHICLE GRAPHICS	1,785.00
				<b>\$2,780.00</b>
BARR & CLARK INC	46475	246-0298-463.56-41	LEAD INSPECT-6321 GENTRY	540.00
	46476	246-0298-463.56-41	LEAD INSPECT-6321 GENTRY#B-C	825.00
	46539	246-0298-463.56-41	LEAD INSPECT-4225 E 61ST	540.00
	46541	246-0298-463.56-41	LEAD INSPECT-3536 61ST PL	540.00



**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
10-16-2018**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
BARR & CLARK INC	46542	246-0298-463.56-41	LEAD INSPECT-3536 E61ST PL#A	540.00
	46543	246-0298-463.56-41	LEAD INSPECT-6302 BENSON	540.00
	46595	246-0298-463.56-41	LEAD INSPEC-3534 LIVE OAK	540.00
	46615	246-0298-463.56-41	LEAD INSPECT 6700 HOLLENBECK	540.00
	46638	246-0298-463.56-41	LEAD INSPECT-6341 BISSELL ST	540.00
	46725	246-0298-463.56-41	LEAD INSPECT-6342 HOLLNBK	282.00
	46726	246-0298-463.56-41	LEAD INSPECT-6342 HOLLNBK	282.00
	46752	246-0298-463.56-41	LEAD INSPECT 6342 HOLLNBK	210.00
	46755	246-0298-463.56-41	LEAD INSPECT 6515 STATE	540.00
	46780	246-0298-463.56-41	LEAD INSPECT-6342 HOLLNBK	150.00
	46786	246-0298-463.56-41	LEAD INSPECT-4021 HILL ST	282.00
	46789	246-0298-463.56-41	LEAD INSPECT 7403 CA AVE	540.00
				<b>\$7,431.00</b>
BASHFORD ENTERPRISES	16346	239-0000-206.00-00	CDBG HOME REHAB RETENTION	328.65
				<b>\$328.65</b>
BEST POOL SERVICE, LLC	10010605	111-8023-451.61-20	SPLASH PAD CLEANING 8/2018	1,000.00
				<b>\$1,000.00</b>
BLANCA LAINEZ	66141/69589	111-0000-228.20-00	DEPOSIT REFUND	500.00
				<b>\$500.00</b>
BPS TACTICAL INC	18031484	111-7022-421.61-24	PD TACTICAL VESTS	558.45
	18031485	111-7022-421.61-24	PD TACTICAL VESTS	558.45
	18031486	111-7030-421.61-20	PD TACTICAL VESTS	3,909.15
				<b>\$5,026.05</b>
CALIF PUBLIC EMPLOYEES RETIREMENT	PPE 08/26/2018	802-0000-217.30-10	CALPERS RETIREMENT BENEFIT	34,890.84
	PPE 08/26/2018	802-0000-218.10-10	CALPERS RETIREMENT BENEFIT	61,322.15
				<b>\$96,212.99</b>
CALPERS	15433291	111-9013-413.56-41	MEDICAL BENEFITS 10/2018	369.80
	15433291	217-9010-413.28-00	MEDICAL BENEFITS 10/2018	161,558.33
	15433291	217-9010-413.56-41	MEDICAL BENEFITS 10/2018	385.21
	15433291	802-0000-217.50-10	MEDICAL BENEFITS 10/2018	160,782.28
				<b>\$323,095.62</b>
CARILO MARTIN DAVALOS	HP010009490	111-0000-351.10-10	PARKING CITATION REFUND	90.00
				<b>\$90.00</b>
CARLOS RAMIREZ	HP120001835	111-0000-351.10-10	PARKING CITATION REFUND	51.00
				<b>\$51.00</b>
CARPENTER ROTHANS & DUMONT LLP	31540	745-9031-413.32-70	3RD PARTY ADMIN LEGAL SRV	832.95
				<b>\$832.95</b>
CAVENAUGH & ASSOCIATES	11/12-11/16/18	111-7010-421.59-20	PD DUI TRAINING	548.00
				<b>\$548.00</b>
CELICA QUINONES	92218	111-0240-466.55-42	BLOCK PARTY ENTERTAINMENT	240.00
	9/27/2018	111-6010-451.59-15	CA P&R SOC COURSE 9/27/18	70.00
				<b>\$310.00</b>

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CENTRAL FORD	324218	219-8085-431.43-21	SHUTTLE SEAT MOLDING	24.41
	324889	219-8085-431.43-21	AUTO PARTS PURCHASE	164.91
	324284	741-8060-431.43-20	AUTO ABS CONTROL MODULE	859.89
	324335	741-8060-431.43-20	AUTO ABS CONTROL MODULE	-110.25
				<b>\$938.96</b>
CESAR PADILLA	HP020004649	111-0000-351.10-10	PARKING CITATION REFUND	145.00
	HP040003804	111-0000-351.10-10	PARKING CITATION REFUND	144.00
				<b>\$289.00</b>
CHARTER COMMUNICATIONS	0514415092018	111-7010-421.53-10	PD INTERNET 9/30-10/29/18	514.85
	0444795092218	111-9010-419.53-10	CITY HALL INTERNET 10/2-11/1/18	1,999.00
	0389644092118	121-7040-421.56-14	PD TV SERVICES 10/1-10/30/18	232.01
				<b>\$2,745.86</b>
CLAUSTRO MARYVEL	32216450	111-0000-351.10-10	PARKING CITATION REFUND	393.50
				<b>\$393.50</b>
COMMERCIAL TIRE COMPANY	1-147599	741-8060-431.43-20	FLEET TIRES PURCHASE	929.97
				<b>\$929.97</b>
COMMUNITY VETERINARY HOSPITAL	359294	111-7030-421.61-20	PD K9 MEDICAL SERVICES	156.50
				<b>\$156.50</b>
CONRAD S. CHACON	9/10-9/14/18	111-7010-421.59-30	PER DIEM PD MNGR COURSE	288.00
				<b>\$288.00</b>
COPY SET	3333	287-8055-432.54-00	CLEAN UP EVENT PRINTS	65.70
				<b>\$65.70</b>
COUNTY OF L.A. DEPT OF PUBLIC WORKS	PW-18091001265	221-8014-429.56-41	TRAFFIC SIGNAL MAINT 8/2018	1,339.56
				<b>\$1,339.56</b>
CRISTINA RODRIGUEZ	32357393	111-0000-351.10-10	PARKING CITATION REFUND	107.50
	HP010003022	111-0000-351.10-10	PARKING CITATION REFUND	48.50
	HP040001194	111-0000-351.10-10	PARKING CITATION REFUND	302.00
				<b>\$458.00</b>
DAILY JOURNAL CORPORATION	B3168577	111-1010-411.54-00	CITY CLRK ORDINANCE PUBLICATION	63.00
	B3173245	111-1010-411.54-00	CITY CLRK ORDINANCE PUBLICATION	75.60
	B3173251	111-8080-431.54-00	PW ORDINANCE PUBLICATION	75.60
	B3177862	111-8080-431.54-00	PW ORDINANCE PUBLICATION	88.20
				<b>\$302.40</b>
DANIEL HERNANDEZ	449946	111-8080-431.61-20	PARKING REIMBURSE 9/20/18	8.00
				<b>\$8.00</b>
DANNY VELEZ	HP050006156	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				<b>\$55.00</b>
DATA TICKET INC.	92543	111-3010-415.56-41	BUSINESS LIC PROCESS 8/18	155.50
	92470	111-7065-441.56-41	ANIMAL CITATIONS 8/2018	27.50
	93155	111-9010-415.56-15	CITATION PROCESS 8/2018	9,989.27
	93155	111-9010-419.53-10	CITATION PROCESS 8/2018	597.69
				<b>\$10,769.96</b>



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DE LAGE LANDEN	60702244	111-9010-419.44-10	CITY CLERK COPIER LEASE 10/2018	2,080.95
				<b>\$2,080.95</b>
DENISE TRACEY DAVIS	HP020007845	111-0000-351.10-10	PARKING CITATION REFUND	160.00
				<b>\$160.00</b>
DEPARTMENT OF ANIMAL CARE & CONTROL	7/2018	111-7065-441.56-41	ANIMAL CARE COSTS 7/2018	14,280.82
	8/2018	111-7065-441.56-41	ANIMAL CARE COSTS 8/2018	18,366.47
				<b>\$32,647.29</b>
ERICK AGUILAR	HP110001240	111-0000-351.10-10	PARKING CITATION REFUND	153.00
				<b>\$153.00</b>
EXPERT ROOTER	096161	111-8023-451.43-10	P&R PLUMBING SERVICES	180.00
	096200	111-8023-451.43-10	P&R PLUMBING SERVICES	135.00
				<b>\$315.00</b>
EXPRESS TRANSPORTATION SERVICES LLC	HPE09302018	111-0000-362.20-15	HP EXPRESS PROP LEAS 9/18	-2,000.00
	HPE09302018	219-0000-362.20-10	HP EXPRESS BUS LEAS 9/18	-500.00
	HPE09302018	219-8085-431.56-43	HP EXPRESS 9/2018	25,134.93
	DAR10012018	219-8085-431.56-45	DIAL A RIDE 10/2018	56,315.00
	HPE09302018	220-0000-340.30-00	HP EXPRESS FARES 9/2018	-5,465.59
	HPE09302018	220-8085-431.56-43	HP EXPRESS 9/2018	26,860.94
	HPE09302018	222-8010-431.56-43	HP EXPRESS 9/2018	25,134.93
				<b>\$125,480.21</b>
FEDEX	6-306-56706	239-0260-463.61-20	COMMUNITY DEV SHIPPING CHARGE	33.50
				<b>\$33.50</b>
FELIX FERNANDO	HP040004109	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				<b>\$55.00</b>
FIRST CHOICE SERVICES	617948	111-9010-419.61-20	CITY WIDE COFFEE SUPPLIES	458.91
	946097	111-9010-419.61-20	COFFEE SUPPLIES RETURNED	-152.91
				<b>\$306.00</b>
GALLS, LLC	BC06745408	111-7022-421.61-24	PD UNIFORM EQUIPMENT	42.23
				<b>\$42.23</b>
GLOBALSTAR USA	9708062	111-7010-421.53-10	PD PHONE SRVC 8/16-9/15/18	82.66
				<b>\$82.66</b>
GORM INC	264460	111-8020-431.43-10	PW ADMIN CLEAN SUPPLIES	304.48
				<b>\$304.48</b>
GRAFFITI PROTECTIVE COATINGS INC.	1005-0818	111-8095-431.56-75	GRAFFITI SERVICES 8/2018	32,350.00
				<b>\$32,350.00</b>
GRAINGER	9842966203	535-8016-431.61-45	STREET LIGHT SUPPLIES	1,061.03
				<b>\$1,061.03</b>
GRANDA VASQUEZ LUIS	HP010008832	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				<b>\$55.00</b>
HASA, INC.	616684	681-8030-461.41-00	HYPOCHLORITE PURCHASE	187.64
	616685	681-8030-461.41-00	HYPOCHLORITE PURCHASE	281.46
	616686	681-8030-461.41-00	HYPOCHLORITE PURCHASE	98.85
	616688	681-8030-461.41-00	HYPOCHLORITE PURCHASE	182.61
				<b>\$750.56</b>

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JANETT MARITZA CHAIVEZ	HP050008335	111-0000-351.10-10	PARKING CITATION REFUND	141.00
				<b>\$141.00</b>
JAVIER CARRILLO	10/15-11/17/18	111-6030-451.33-90	REFEREE SERVICES	816.00
				<b>\$816.00</b>
JERRY'S AUTO BODY, INC.	31268	741-8060-431.43-20	AUTO PAINT SERVICES	1,997.96
				<b>\$1,997.96</b>
JESUS JAVIER LOPEZ	HP080001969	111-0000-351.10-10	PARKING CITATION REFUND	65.00
				<b>\$65.00</b>
JOEL GORDILLO	SEPT2018	111-1010-411.56-41	COUNCIL VIDEOGRAPHER 9/2018	1,650.00
				<b>\$1,650.00</b>
JOHN L RAINALDI	FY2017-18	111-0000-115.30-20	COUNTY TAX LIENS	155,960.60
	FY2017-18	111-0000-318.10-00	COUNTY TAX LIENS	-21,054.68
	FY2017-18	111-0000-395.10-00	COUNTY TAX LIENS	-15,596.06
				<b>\$119,309.86</b>
JUAN ABEL SOTO	HP030008378	111-0000-351.10-10	PARKING CITATION REFUND	144.00
				<b>\$144.00</b>
JUAN LOZANO	10/1/18	746-0218-413.35-10	TUITION REIMBURSEMENT	924.65
	10/1/2018	746-0218-413.35-10	TUITION REIMBURSEMENT	2,346.00
				<b>\$3,270.65</b>
JUAN OLIVARES	HP050011956	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				<b>\$55.00</b>
KAREN RUELAS	HP050002612	111-0000-351.10-10	PARKING CITATION REFUND	148.00
				<b>\$148.00</b>
KEYSTONE UNIFORMS	700020440	111-7010-421.61-20	PD ADMIN UNIFORMS	55.11
	700020781	111-7022-421.61-24	PD EXPLORERS UNIFORMS	401.05
	700018332	111-7030-421.61-20	PD DETECTIVES JACKETS	93.69
	700018389	231-7060-421.61-20	PD PARKING ENFORCEMENT	326.26
				<b>\$876.11</b>
KIM'S DESIGN & LIQUIDATION, LLC	00100118-3	111-8022-419.43-10	ENGINEERING-OFFICE COUNTER TOP	650.00
				<b>\$650.00</b>
KIRST PUMP	278230	111-8024-421.43-10	PD A/C UNIT REPAIR KIT	84.32
				<b>\$84.32</b>
KONICA MINOLTA BUSINESS SOLUTIONS	254379370	111-9010-419.43-15	REVENUES COPIER LEASE 9/2018	278.76
	254379371	111-9010-419.43-15	REVENUES COPIER LEASE 9/2018	155.44
	254379898	111-9010-419.43-15	ACCOUNTING COPIER LEASE 9/2018	357.56
	254379901	111-9010-419.43-15	ACCOUNTING COPIER LEASE 9/2018	333.95
				<b>\$1,125.71</b>
KUNIMASA TODA	HP100001518	111-0000-351.10-10	PARKING CITATION REFUND	126.00
				<b>\$126.00</b>
LAN WAN ENTERPRISE, INC	61695	111-7010-421.61-20	PD DISPATCH TV & WALLMOUNT	3,569.47
				<b>\$3,569.47</b>
LEE ANDREWS GROUP, INC	2018240	111-0210-413.56-41	PROFESSIONAL SRVCS 8/15-9/14	747.50
				<b>\$747.50</b>



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LEONARD GARCIA	058510	111-6020-451.61-35	OPEN STREETS EVENT SUPPLIES	19.73
	23	111-6020-451.61-35	P&R MOVIE NIGHT SUPPLIES	100.57
	24	111-6020-451.61-35	P&R BASEBALL CLINIC SUPPLIES	45.81
	2953	111-6020-451.61-35	P&R MOVIE NIGHT SUPPLIES	18.67
	62352	111-6020-451.61-35	FIELD TRIP PARKING EXPENSE	12.00
	68308	111-6020-451.61-35	FIELD TRIP PARKING EXPENSE	12.00
	7M42L913FHQT	111-6020-451.61-35	P&R BASEBALL CLINIC SUPPLIES	16.76
				<b>\$225.54</b>
LGP EQUIPMENT RENTALS INC	106686	111-8010-431.61-21	CONCRETE MIX SUPPLY	353.14
				<b>\$353.14</b>
LOS ANGELES TIMES	9/14-12/14/18	121-7040-421.56-14	PD NEWSPAPER SUBSCRIPTION	59.06
				<b>\$59.06</b>
LUCKY TOURS CHARTER INC	2298	219-8085-431.57-70	SENIOR TRIP TRANSPORTATION	650.00
				<b>\$650.00</b>
MANUEL GONZALEZ	HP090001752	111-0000-351.10-10	PARKING CITATION REFUND	25.00
				<b>\$25.00</b>
MARIA DORA LOPEZ	69882/69962	111-0000-347.50-00	DEPOSIT REFUND	35.00
				<b>\$35.00</b>
MARIA JULIETA TOVAR	HP030013195	111-0000-351.10-10	PARKING CITATION REFUND	23.00
				<b>\$23.00</b>
MARIA PRECIADO	204	285-8050-432.61-20	CLEAN UP EVENT-WATER	30.23
	204	287-8055-432.61-20	CLEAN UP EVENT-WATER	30.23
				<b>\$60.46</b>
MICHELE SMITH	HP040003996	111-0000-351.10-10	PARKING CITATION REFUND	60.00
				<b>\$60.00</b>
MID CITIES GRANTS LLC	012	239-0260-463.56-41	ADMIN SERVICE CDBG 8/2018	7,767.50
	012	242-0260-463.56-41	ADMIN SERVICE HOME 8/2018	910.00
	012	246-0298-463.56-41	ADMIN SERVICE LEAD 8/2018	195.00
				<b>\$8,872.50</b>
MIKE RAAHAUGE SHOOTING ENTERPRISES	1269	111-7010-421.56-41	PD PISTOL RANGE FEES	330.00
				<b>\$330.00</b>
MUNISERVICES, LLC	INV06-003782	111-3013-415.56-41	UTILITY USR TAX 7/18-9/18	6,303.94
				<b>\$6,303.94</b>
NAPA PARTS WHOLESALE	4832-279423	741-8060-431.43-20	AUTO OIL & FUEL FILTERS	350.35
	4832-280206	741-8060-431.43-20	AUTO BRAKE PADS	57.86
	4832-280231	741-8060-431.43-20	AUTO WHEEL HUB CAPS	149.83
	4832-280918	741-8060-431.43-20	AUTO AIRBAG LAMP	32.98
	4832-281907	741-8060-431.43-20	AUTO WINDSHIELD WIPER	516.56
	4832-283157	741-8060-431.43-20	AUTO WIRE CONNECTORS	20.70
	4832-283582	741-8060-431.43-20	AUTO WIRE CONNECTORS	98.67
				<b>\$1,226.95</b>
NAYELY RODRIGUEZ	69757/70133	111-0000-228.20-00	DEPOSIT REFUND	500.00
				<b>\$500.00</b>

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NEIL CASTELLI	10/1/18	746-0218-413.35-10	TUITION REIMBURSEMENT	2,518.00
	10/1/2018	746-0218-413.35-10	TUITION REIMBURSEMENT	3,273.43
				<b>\$5,791.43</b>
NETMOTION SOFTWARE, INC	10043435	111-7010-421.56-41	PD SOFTWARE LIC ENCRYPTION	2,480.63
				<b>\$2,480.63</b>
NEW CHEF FASHION INC.	923879	111-7010-421.61-20	PD EMPLOYEE UNIFORMS	65.69
	933357	111-7010-421.61-20	PD EMPLOYEE UNIFORMS	99.20
	933191	111-7022-421.61-24	PD EMPLOYEE UNIFORMS	198.41
				<b>\$363.30</b>
O'REILLY AUTO PARTS	2959-421546	741-8060-431.43-20	AUTO TRAILER LIGHT PARTS	48.17
	2959-421663	741-8060-431.43-20	AUTO TRAILER STAND	63.50
	2959-423353	741-8060-431.43-20	AUTO ENGINE PAINT	15.31
	2959-423387	741-8060-431.43-20	AUTO BRAKE PADS PD UNIT	574.94
	2959-423541	741-8060-431.43-20	AUTO WINDOW REGULATORS	829.97
	2959-423798	741-8060-431.43-20	AUTO FLYWHEEL PD UNIT	91.57
	2959-424028	741-8060-431.43-20	AUTO WHEEL NUTS	41.17
	2959-424133	741-8060-431.43-20	AUTO WATER PUMP	53.33
	2959-424140	741-8060-431.43-20	AUTO GASKET MAKER PD UNIT	37.21
	2959-424148	741-8060-431.43-20	AUTO DIPSTICK SEAL	1.45
	2959-424224	741-8060-431.43-20	AUTO SPARK PLUGS PD UNIT	133.08
	2959-425513	741-8060-431.43-20	AUTO THERMOSTAT PD UNIT	7.83
	2959-425638	741-8060-431.43-20	AUTO SENSOR UNIT	18.81
	2959-425674	741-8060-431.43-20	AUTO OIL SENSOR PD UNIT	40.77
	2959-425862	741-8060-431.43-20	ENGINE PARKING ENFORCEMNT	1,998.36
	2959-426033	741-8060-431.43-20	AUTO DASH BOARD CLUSTER	234.64
	2959-426603	741-8060-431.43-20	AUTO HOOD LIFT SUPPORT	82.83
	2959-426920	741-8060-431.43-20	AUTO ENGINE OIL ADDITIVE	131.31
	2959-428046	741-8060-431.43-20	FUEL INJECTOR TREATMENT	13.13
	2959-428047	741-8060-431.43-20	AUTO TAIL LAMP LIGHT	274.32
	2959-428095	741-8060-431.43-20	AUTO BRAKE CLEANER	35.35
	2959-428097	741-8060-431.43-20	AUTO TRANS FILTER KIT	11.19
	2959-428230	741-8060-431.43-20	AUTO FILTER KIT RETURNED	-20.36
	2959-428554	741-8060-431.43-20	AUTO SHIFT CABLE	10.47
	2959-428797	741-8060-431.43-20	AUTO BRAKE PAD SET	93.22
	2959-430602	741-8060-431.43-20	AUTO BRAKE ROTORS	255.14
	2959-430759	741-8060-431.43-20	AUTO O2 SENSOR	55.59
	2959-431320	741-8060-431.43-20	AUTO WASHER PUMP	17.73
				<b>\$5,150.03</b>
OK PRINTING DESIGN & DIGITAL PRINT	1023	111-6040-451.61-35	P&R BUSINESS CARDS-H.LEIVA	47.38
				<b>\$47.38</b>
OSUNA SINALOA AUTO GLASS CORP	1000713	741-8060-431.43-20	AUTO PD WINDOW FILM	355.88
	1000726	741-8060-431.43-20	AUTO PD WINDOW FILM	427.05
				<b>\$782.93</b>



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PACIFIC ALTERNATORS	9381	741-8060-431.43-20	ENGINE STARTER	225.00
				<b>\$225.00</b>
PLS CHECK CASHERS OF CALIFORNIA INC	PPE 09/09/2018	111-0000-101.10-00	CHECK#172471 FEE	1,665.23
	PPE 09/09/2018	111-3010-415.56-41	CHECK#172471 FEE	25.00
				<b>\$1,690.23</b>
PRUDENTIAL OVERALL SUPPLY	52158390	111-8022-419.43-10	CITY HALL MAT SERVICES	31.20
	52167714	111-8022-419.43-10	CITY HALL MAT SERVICES	31.20
				<b>\$62.40</b>
PSYCHOLOGICAL CONSULTING ASSOC, INC	523417	111-7022-421.56-41	PRE-EMPLOYMENT EVALS	400.00
				<b>\$400.00</b>
PVP COMMUNICATIONS	124266	111-7022-421.61-29	MOTORCYCLE EQUIPMENT	138.04
	124591	111-7022-421.61-29	MOTORCYCLE EQUIPMENT	190.00
				<b>\$328.04</b>
READYREFRESH	0810034574871	111-7010-421.61-20	PD WATER 8/13-9/12/18	244.02
				<b>\$244.02</b>
RICOH AMERICAS CORP	60689936	111-6010-451.56-41	P&R COPIER ADMIN FEE	44.63
				<b>\$44.63</b>
RICOH USA, INC.	5054549929	111-6010-451.56-41	P&R COPIER LEASE 9/19-10/18/18	226.28
				<b>\$226.28</b>
RIO HONDO COLLEGE	F18-109-ZHK	111-7010-421.59-20	PD ARREST COURSE 9/10/18	18.40
				<b>\$18.40</b>
RIVERSIDE COUNTY SHERIFF'S DEPT	10/01-10/05/18	111-7010-421.59-20	PD LEADERSHIP TRAINING	228.00
				<b>\$228.00</b>
ROCIO ALEMAN	69690/70134	111-0000-228.20-00	DEPOSIT REFUND	70.00
				<b>\$70.00</b>
ROCIO GODINEZ	3150083	111-0000-351.10-10	PARKING CITATION REFUND	60.00
				<b>\$60.00</b>
SANTA FE BUILDING MAINTENANCE	17259	111-6010-451.56-41	P&R CLEANING SERVICES	200.00
	17260	111-6010-451.56-41	P&R CLEANING SERVICES	400.00
	17261	111-6010-451.56-41	P&R CLEANING SERVICES	200.00
	17262	111-6010-451.56-41	P&R CLEANING SERVICES	200.00
	17263	111-6010-451.56-41	P&R CLEANING SERVICES	200.00
	17283	111-6010-451.56-41	P&R CLEANING SERVICES	255.00
				<b>\$1,455.00</b>
SIERRA INSTALLATIONS INC	18216	232-6010-419.56-41	XMAS DECORATION INSTALL	15,765.00
				<b>\$15,765.00</b>
SMART & FINAL	062064	111-6020-451.61-35	P&R AFTERSCHOOL SUPPLIES	52.96
	010795	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	85.14
	040183	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	48.08
	040764	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	37.97
	050761	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	64.95
	051406	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	53.38
	37275	111-7010-421.61-20	PD MEETING/EVENT SUPPLIES	34.55
				<b>\$377.03</b>

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10-16-2018**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
SOCORRO REYES VALERIO	HP030017092	111-0000-351.10-10	PARKING CITATION REFUND	55.00
				<b>\$55.00</b>
SOUTH COAST AIR QUALITY MGMT DISTR.	3315844	741-8060-431.42-05	EMISSIONS FEES	813.58
	3319299	741-8060-431.42-05	EMISSIONS RENEWAL FY18-19	131.79
	3329507	741-8060-431.42-05	GENERATOR EMISSIONS FEES	406.79
	3332526	741-8060-431.42-05	EMISSIONS RENEWAL FY18-19	131.79
				<b>\$1,483.95</b>
SOUTHERN CALIFORNIA EDISON	07/30-9/07/18	111-8022-419.62-10	VARIOUS SERVICE ACCTS	2,343.60
	08/06-09/20/18	111-8022-419.62-10	VARIOUS SERVICE ACCTS	1,524.77
	07/30-9/07/18	111-8023-451.62-10	VARIOUS SERVICE ACCTS	8,227.13
	8/6-9/5/2018	221-8014-429.62-10	VARIOUS SERVICE ACCTS	2,999.97
	8/24-9/25/18	535-8016-431.62-10	STREET LIGHT-3220 OLIVE	34.34
	07/30-9/07/18	681-8030-461.62-20	VARIOUS SERVICE ACCTS	38,395.16
				<b>\$53,524.97</b>
STANDARD INSURANCE COMPANY	10/2018	802-0000-217.50-70	LIFE INSURANCE 10/2018	1,171.58
	10/2018	802-0000-217.50-70	LIFE, AD&D, LTD INS 10/2018	7,063.73
				<b>\$8,235.31</b>
STAPLES ADVANTAGE	8051705942	111-0210-413.61-20	CM SUPPLIES 9/6-10/6/18	127.44
	8051705942	111-1010-411.61-20	CITY CLERK SUPPLIES 9/6-10/6/18	206.14
	8051705942	111-5010-419.61-20	COMM DEV SUPPLIES 9/6-10/6/18	385.22
	8051705942	111-6010-451.61-20	P&R ADMIN SUPPLIES 9/6-10/6/18	2,122.14
	8051705942	111-6020-451.61-35	P&R CLASS SUPPLIES 9/6-10/6/18	70.42
	8051705942	111-7010-421.61-20	PD ADMIN SUPPLIES 9/6-10/6/18	148.34
	8051705942	111-7030-421.61-20	PD INVESTIGATIONS 9/6-10/6/18	636.18
	8051705942	111-7040-421.61-31	PD RECORDS 9/6-10/6/18	-70.09
	8051705942	111-7040-421.61-32	PD COM CENTER 9/6-10/6/18	321.88
	8051705942	111-7040-421.61-33	PD EVIDENCE 9/6-10/6/18	83.61
	8051705942	111-8020-431.61-20	PW SUPPLIES 9/6-10/6/18	72.81
	8051705942	285-8050-432.61-20	PW SUPPLIES 9/6-10/6/18	164.71
				<b>\$4,268.80</b>
SUPERION, LLC	215769	111-9010-419.43-15	EMPLOYEE SELF SRVC 10/1/18-9/30/19	1,164.00
				<b>\$1,164.00</b>
SUPERIOR COURT OF CALIFORNIA	AUG-18	111-9010-415.56-10	PARKING CITATION SURCHARG	24,497.52
				<b>\$24,497.52</b>
SUSAN CRUM	3820-6939-4318	111-0210-413.61-20	STATE OF THE CITY SUPPLIES	35.29
	1078	111-0240-466.61-20	CITY HALL LOBBY SUPPLIES	15.38
	S0773TT2	111-0240-466.61-20	CITY HALL LOBBY SUPPLIES	60.62
				<b>\$111.29</b>
T2 SYSTEMS CANADA INC.	D0000045279	231-8010-415.56-41	DIGITAL IRIS SRVC 10/2018	2,250.00
				<b>\$2,250.00</b>
THE FLAG SHOP	197378	111-7010-421.61-20	PD HONOR GUARD FLAGS	1,376.96
				<b>\$1,376.96</b>

**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
10-16-2018**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
THE PUN GROUP, LLP	111712	111-3010-415.32-40	AUDIT-CITY FINANCIALS YR END 6/2018	28,000.00
				<b>\$28,000.00</b>
TIREHUB, LLC	4087514	741-8060-431.43-20	TIRE PURCHASE	340.20
	4140241	741-8060-431.43-20	TIRE PURCHASE	492.36
	4143073	741-8060-431.43-20	TIRE PURCHASE	864.00
	4219181	741-8060-431.43-20	TIRE PURCHASE	574.35
	4755729	741-8060-431.43-20	TIRE PURCHASE	314.29
				<b>\$2,585.20</b>
TOWN HALL STREAMS	9303	111-1010-411.56-41	COUNCIL STREAMING 10/2018	300.00
				<b>\$300.00</b>
TRIANGLE SPORTS	37106	111-6030-451.61-35	YOUTH SPORTS JERSEYS	690.40
	37107	111-6030-451.61-35	YOUTH SPORTS JERSEYS	226.67
				<b>\$917.07</b>
UPS	0000F911X6388	111-7010-421.61-20	PD SHIPPING	2.33
				<b>\$2.33</b>
VALLEY ALARM	836662	111-8020-431.56-41	ALARM SERVICES 9/2018	665.34
	836662	111-8022-419.56-41	ALARM SERVICES 9/2018	665.33
	836662	111-8023-451.56-41	ALARM SERVICES 9/2018	665.33
				<b>\$1,996.00</b>
VERIZON WIRELESS	9814776971	111-0110-411.53-10	CM MOBILE 8/17-9/19/18	307.80
	9814776971	111-0210-413.53-10	COUNCIL MOBILE 8/17-9/19/18	163.13
	9814776971	111-6010-419.53-10	P&R MOBILE 8/17-9/19/18	104.09
	9814776971	111-9010-419.53-10	FINANCE MOBILE 8/17-9/19/18	67.56
				<b>\$642.58</b>
VICTOR SMOG TEST CENTER	41013	741-8060-431.43-20	FLEET SMOG CHECK	33.00
	41200	741-8060-431.43-20	FLEET SMOG CHECK	33.00
				<b>\$66.00</b>
WALTERS WHOLESALE ELECTRIC COMPANY	S111190807.001	111-8020-431.43-10	ELECTRICAL SUPPLIES	327.53
	S111165053.001	111-8023-451.43-10	ELECTRICAL SUPPLIES	400.89
	S111165857.001	111-8023-451.43-10	SECURITY LED LIGHTS	502.01
	S111437322.001	535-8016-431.61-45	SECURITY LIGHT REPLACEMENT	124.22
	S111458533.001	535-8016-431.61-45	ELECTRICAL SUPPLIES	915.22
				<b>\$2,269.87</b>
WELLS FARGO	2410085	111-0110-411.58-09	ADMIN-COMMUNICATION COURSE	179.00
	2410085L	111-0110-411.58-09	ADMIN-COURSE SUPPLY	34.27
	2443106	111-0110-411.66-05	COUNCIL MEETING DINNER	50.00
	2469216	111-0110-411.66-05	COUNCIL MEETING DINNER	251.10
	2449215	111-0210-413.61-20	GRAPHICS SUBSCRIPTION	116.76
	2469216	111-0210-413.61-20	DEPT HEAD MEETING SUPPLY	33.95
	2469216LV	111-0210-413.61-20	CONFERENCE ROOM REMOTE	14.51
	2416407	111-0240-466.55-42	STATE OF THE CITY ADDR5 SUPPLIES	47.95
				<b>\$727.54</b>



**CITY OF HUNTINGTON PARK  
DEMAND REGISTER  
10-16-2018**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
WESTERN EXTERMINATOR COMPANY	6321036	111-8022-419.56-41	EXTERMINATOR 8/2018	49.00
	6321036	111-8023-451.56-41	EXTERMINATOR 8/2018	92.50
	6321036	111-8024-421.56-41	EXTERMINATOR 8/2018	50.00
	6321036	535-8090-452.56-60	EXTERMINATOR 8/2018	139.50
				<b>\$331.00</b>
WILLDAN FINANCIAL SERVICES	010-39284	111-9010-419.56-41	TAX ADMIN 10/2018-12/2018	125.00
	010-39283	535-8016-431.56-41	TAX ADMIN 10/2018-12/2018	2,148.12
				<b>\$2,273.12</b>
XEROX CORPORATION	094705989	111-8020-431.43-05	PW COPIER LEASE 8/21-9/21	107.92
	094705989	285-8050-432.43-05	PW COPIER LEASE 8/21-9/21	107.91
	094705989	681-8030-461.43-05	PW COPIER LEASE 8/21-9/21	107.92
				<b>\$323.75</b>
YASMIN CRUZ	69369/69738	111-6060-466.33-20	CONTRACT INSTRUCTOR	152.00
	69636/69916	111-6060-466.33-20	CONTRACT INSTRUCTOR	577.60
	69734/69977	111-6060-466.33-20	CONTRACT INSTRUCTOR	334.40
	69899/70048	111-6060-466.33-20	CONTRACT INSTRUCTOR	152.00
				<b>\$1,216.00</b>
ZAP MANUFACTURING INC	1631	221-8012-429.61-20	REFURBISH TRAFFIC SIGNS	956.99
				<b>\$956.99</b>
				<b>\$1,001,903.99</b>



# CITY OF HUNTINGTON PARK

City Clerk's Office  
City Council Agenda Report

October 16, 2018

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:

## **COUNCIL APPOINTMENT TO YOUTH COMMISSION**

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

1. Make appointment to the Youth Commission consistent with the provisions set forth in Resolution No. 2015-19 and Ordinance 939-NS.

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

On May 18, 2015, the City Council adopted Resolution No. 2015-19 which established a new process for making appointments to various City Commissions.

On June 1, 2015, the City Council adopted Ordinance No. 939-NS, Establishing a Youth Commission. All members shall be between the ages of 14 and 19 years of age at the time of appointment. Each member shall remain in good academic standing with their respective schools as defined by each school, and/or submit two letters of recommendations as a requirement of the application process.

Individuals appointed to the Youth Commission will be required to submit to a LiveScan and subsequently take an Oath of Office.

### **FISCAL IMPACT**

There is no fiscal impact. Compensation for Youth Commission is \$25 a month per Commissioner for an annual amount of \$3,000, which has been budgeted for FY 2018-2019 to account 111-0123-413.19-05.

## **COUNCIL APPOINTMENT TO YOUTH COMMISSION**

October 16, 2018

Page 2 of 2


### **CONCLUSION**

Terms will run concurrent with the Council Member who appoints. After appointment City Clerk will notify applicant(s) of the nomination(s).

Respectfully submitted,



**RICARDO REYES**  
City Manager



**Donna G. Schwartz, CMC**  
City Clerk





# CITY OF HUNTINGTON PARK

Community Development Department  
City Council Agenda Report

October 16, 2018

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 SUBMIT A GRANT APPLICATION FOR FUNDING TO CREATE A TRANSIT ORIENTED DEVELOPMENT (TOD) STRATEGIC IMPLEMENTATION PLAN FOR THE WEST SANTA ANA BRANCH (WSAB) PROJECT**

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

1. Approve submittal of a grant application requesting funding to create a Transit Oriented Development Strategic Implementation Plan (TOD SIP) for the West Santa Ana Branch Project.

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

The California Legislature passed, and Governor Edmund Brown signed into law, Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017. It is a transportation funding bill that will provide a reliable source of funds to maintain and integrate the State's multi-modal transportation system. Along with the \$9.5 million in traditional State and federal grants, approximately, \$25 million in SB 1 funds for Sustainable Communities Grants is available for the Fiscal Year 2019-2020 grant cycle.

The WSAB Transit Corridor extends 20 miles from the City of Artesia to Union Station. It consists of low levels of existing development, disadvantaged populations, and some of California's most impacted environmental justice census tracts. The 13 cities along the WSAB corridor would be well-served by a unified TOD strategy to leverage the investment of future rail infrastructure, provide economic development opportunities, and ensure considerations for equitable and sustainable growth are included in this process. The TOD SIP is well-positioned to provide an implementation strategy that considers both corridor-wide and station-area specific opportunities.

# **CONSIDERATION AND APPROVAL TO SUBMIT A GRANT APPLICATION FOR FUNDING TO CREATE A TRANSIT ORIENTED DEVELOPMENT (TOD) STRATEGIC IMPLEMENTATION PLAN FOR THE WEST SANTA ANA BRANCH (WSAB) PROJECT**

October 16, 2018

Page 2 of 3

The TOD SIP is part of a number of investments and technical support that Metro is providing to WSAB cities in the spirit of a February 2016 Metro Board motion, which directed staff to allocate funding to pursue Sustainable Transit-Oriented Communities (TOC) predevelopment and planning activities for the WSAB Transit Corridor. WSAB cities have received over \$1.5 million from Metro's TOD Planning Grant, on top of the \$2 million FTA TOD SIP grant. Metro has also funded Eco-Rapid over \$250,000 to support planning studies along the WSAB corridor.

## **FISCAL IMPACT/FINANCING**

The grant requires for the City to provide a minimum local funding match of 11.47 percent. The local entire minimum 11.47 percent match may be in the form of an eligible in-kind contribution. Staff time from the primary applicant counts as cash match. Measure M Local Return Funds will be also eligible to be utilized as matching funds. The grant amount ranges from \$100,000 up to \$1,000,000

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The TOD SIP will be completed in early 2019; however, in late August of 2018, the State released guidelines for the next round of SBI's Sustainable Transportation Planning Grant Program, which is administered by Caltrans. Grant applications are due in November 2, 2018. These grant funds are complementary to the TOD SIP work and are a good opportunity to get an early start on implementation work that we anticipate will be part of the final plan.

To take advantage of this opportunity, METRO staff has identified existing consultant grant writing capacity to offer free grant writing assistance to up to six cities that are ready to develop grant applications. METRO is also exploring a strategic partnership with Smart Growth America to provide technical assistance to Eco-Rapid and the cities, as well as bring national best practices into the work effort. Metro staff offered this grant writing assistance to the WSAB cities.

## **CONCLUSION**

Upon Council approval, City staff will work with METRO staff to submit an application requesting funding to create a Transit Oriented Development Strategic Implementation Plan (TOD SIP) for the West Santa Ana Branch Project. Also, staff will effectively track staff time to fulfill the local in-kind matching contribution during the potential three (3) year process to develop the strategy.

**CONSIDERATION AND APPROVAL TO SUBMIT A GRANT APPLICATION FOR FUNDING TO CREATE A TRANSIT ORIENTED DEVELOPMENT (TOD) STRATEGIC IMPLEMENTATION PLAN FOR THE WEST SANTA ANA BRANCH (WSAB) PROJECT**

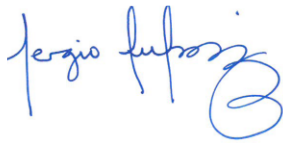
October 16, 2018

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Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ricardo Reyes', with a stylized flourish at the end.

**RICARDO REYES**  
City Manager

A handwritten signature in blue ink, appearing to read 'Sergio Infanzon', with a large circular flourish at the end.

**SERGIO INFANZON**  
Director of Community Development

**ATTACHMENT(S)**

- A. Letter from METRO offering grant assistance for the West Santa Ana Branch Cities in Support of the TOD SIP



# ATTACHMENT “A”



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

**September 5, 2018**

**TO: BOARD OF DIRECTORS**

**THROUGH: PHILLIP A. WASHINGTON** *psw*  
**CHIEF EXECUTIVE OFFICER**

**FROM: THERESE W. MCMILLAN** *TW*  
**CHIEF PLANNING OFFICER**

**SUBJECT: GRANT ASSISTANCE FOR WEST SANTA ANA BRANCH  
CITIES IN SUPPORT OF TOD STRATEGIC  
IMPLEMENTATION PLAN**

**ISSUE**

In October 2016, Metro, in partnership with the City of South Gate and the Eco-Rapid Transit Joint Powers Authority (JPA) was awarded a \$2 million TOD Planning Grant from the FTA to develop a TOD Strategic Implementation Plan (SIP) for the WSAB Corridor. Work is underway on the SIP, with completion estimated in early 2019. However, staff has identified an immediate opportunity to support WSAB cities to seek grant funding to implement the recommendations generated in the SIP. This Board Box is to notify the Board of Directors that the Countywide Planning & Development department is offering grant assistance to WSAB cities to support implementation of the anticipated recommendations in the TOD SIP. This immediate grant assistance opportunity can pilot a longer term concept of providing grant assistance for TOC activities. If successful, it may be considered as an approach for other cities in other corridors that are similarly positioned as the WSAB, at this point in time.

**BACKGROUND**

The WSAB Transit Corridor extends 20 miles from the City of Artesia to Union Station. It consists of low levels of existing development, disadvantaged populations, and some of California's most impacted environmental justice census tracts. The 13 cities along the WSAB corridor would be well-served by a unified TOD strategy to leverage the investment of future rail infrastructure, provide economic development opportunities, and ensure considerations for equitable and sustainable growth are included in this process. The TOD SIP is

well-positioned to provide an implementation strategy that considers both corridor-wide and station-area specific opportunities.

The TOD SIP is part of a number of investments and technical support that Metro is providing to WSAB cities in the spirit of a February 2016 Metro Board motion, which directed staff to allocate funding to pursue Sustainable Transit-Oriented Communities (TOC) predevelopment and planning activities for the WSAB Transit Corridor. WSAB cities have received over \$1.5 million from Metro's TOD Planning Grant, on top of the \$2 million FTA TOD SIP grant. Metro has also funded Eco-Rapid over \$250,000 to support planning studies along the WSAB corridor.

The TOD SIP will be completed in early 2019; however, in late August the State released guidelines for the next round of SB1's Sustainable Transportation Planning Grant Program, which is administered by Caltrans. Grant applications are due in November 2018. These grant funds are complementary to the TOD SIP work and are a good opportunity to get an early start on implementation work that we anticipate will be part of the final plan. To take advantage of this opportunity, staff has identified existing consultant grant writing capacity to offer grant writing assistance to up to six cities that are ready to develop grant applications. We are also exploring a strategic partnership with Smart Growth America to provide technical assistance to Eco-Rapid and the cities, as well as bring national best practices into the work effort. Metro staff offered this grant writing assistance to the WSAB cities earlier today.

While there are 13 cities on the WSAB alignment, it is not likely that all cities will be able to dedicate the staff time required to complete a grant with a short turnaround. In addition, the SB1 Planning Grant requires that cities are up to date and compliant with their General Plan Housing Elements, which renders several cities ineligible at this time. To the extent that staff receives more than six requests for grant writers, we will develop an alternative strategy.

Apart from this immediate grant opportunity, there are several additional grant programs that could support implementation of the recommendations in the TOD SIP, along with future rounds of the SB1 Planning Grant. Staff has informed the WSAB cities that we will be procuring a grant writer that can provide dedicated grant writing assistance to WSAB cities to pursue funding for TOD SIP implementation activities over the next three years. Staff will develop a simple application and vetting process for future grant writing assistance and launch a pilot TOC Grant Assistance program.

## **NEXT STEPS**

Staff will provide grant writing assistance to up to six cities that are eligible and ready to apply for the SB1 Planning grant due November 2, 2018. Staff will also begin the procurement process to select a grant writer to provide additional grant



writing assistance for the next three years, and will develop a simple application and vetting process for this grant writing assistance.

For additional questions or clarifications, please contact Jenna Hornstock, Executive Officer, Transit Oriented Communities, at (213) 922-7437 or [hornstockj@metro.net](mailto:hornstockj@metro.net).



# CITY OF HUNTINGTON PARK

Community Development Department  
City Council Agenda Report

October 16, 2018

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 SPONSOR AND PARTICIPATE IN THE ECO-RAPID TRANSIT SUMMIT ON OCTOBER 25<sup>TH</sup> AND 26<sup>TH</sup>, 2018 AND AUTHORIZE STAFF TO FUND AND PARTICIPATE IN THE ECO- RAPID TRANSIT MOBILE WORKSHOP TO BE HELD AT SALT LAKE PARK ON OCTOBER 25<sup>TH</sup>, 2018**

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

1. Authorize staff to sponsor and participate in the Eco-Rapid Transit Summit on October 25<sup>th</sup> and 26<sup>th</sup>, 2018; and
2. Authorize staff to fund and participate in the Eco-Rapid Transit Mobile Workshop at Salt Lake Park on October 25<sup>th</sup>, 2018.

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

The City of Huntington Park is a member of Eco-Rapid Transit. This contribution will help to defray costs of the Joint Powers Authority used to pay for the transit summit and planning services necessary for all of our participation in the development of the West Santa Ana Branch rail transit project and transit-oriented development in the station areas. As part of this effort, we are being asked to partner and provide planning funds to conduct a mobile workshop on the afternoon of Thursday, October 25<sup>th</sup> in Huntington Park.

Eco-Rapid Transit and Metro have been working together on a \$2 million Federal Transit Administration Transit Oriented Development Grant and this station area has become a prime example of the need for multi-jurisdictional planning in a station area. While the station itself is planned for Huntington Park, it is located at the edge of the city within walking distance of Bell and Cudahy while providing important connectivity to Maywood and Bell Gardens.

**CONSIDERATION AND APPROVAL FOR AUTHORIZATION TO SPONSOR AND PARTICIPATE IN THE ECO-RAPID TRANSIT SUMMIT ON OCTOBER 25<sup>TH</sup> AND 26<sup>TH</sup>, 2018 AND AUTHORIZE STAFF TO FUND AND PARTICIPATE IN THE ECO- RAPID TRANSIT MOBILE WORKSHOP TO BE HELD AT SALT LAKE PARK ON OCTOBER 25<sup>TH</sup>, 2018**

October 16, 2018

Page 2 of 2

The mobile workshop may also include the Pacific/Randolph Station which also has implications beyond the City of Huntington Park with connectivity issues to Vernon, Bell and Maywood.

This is an opportunity to highlight our city not only within the region but also to transit summit participants from around the country. The transit summit is expected to draw over 200 people with interest in the rail transit project and economic development opportunities in the station areas. In addition, some of this work helps with preliminary discussions and background information necessary for the preparation of a Metro grant application.

**FISCAL IMPACT/FINANCING**

Staff is seeking permission to fund this effort in the amount up to \$2,500. This will be absorbed within the Community Development Department's Fiscal Year 2018-19 Budget. This will pay for summit registration, planning effort for the mobile workshop and related expenses. It can include transportation funds for planning and conference registration for Eco-Rapid Transit Board representatives and city staff.

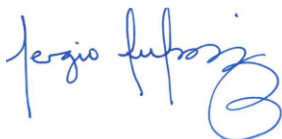
**CONCLUSION**

Upon Council approval, City staff will work with Eco-Rapid to coordinate the transit mobile workshop.

Respectfully submitted,



RICARDO REYES  
City Manager



SERGIO INFANZON  
Director of Community Development



# CITY OF HUNTINGTON PARK

Department of Parks and Recreation  
City Council Agenda Report

October 16, 2018

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 OF AUTHORIZATION AND RATIFICATION OF CERTAIN EXPENDITURES FOR THE CITY OF HUNTINGTON PARK'S 2018 HOLIDAY PARADE**

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

1. Authorize and ratify the expenditures in a not-to-exceed amount of \$56,000 for TV production, TV Broadcasting and Parade Security for the 2018 Holiday Parade.

### **HOLIDAY PARADE MEDIA PRODUCTION:**

The Holiday Parade (the "Parade") has been a part of the City of Huntington Park for over sixty-seven years, and continues to be a traditional holiday event that the community looks forward to each year. This will be the third fiscal year that the City assumes the full responsibility of the Parade's organization. The parade has been estimated to attract over 15,000 attendees and continues to grow each passing year. This year, the Parade will take place on Saturday December 8, 2018 from 6:00 p.m. – 7:30 p.m. The costs associated with the media production and security are outlined below:

**TV Production services and closed captioning:** A private contractor is necessary in order to oversee the filming, production and closed captioning required for the parade to be televised. Staff made attempts to contact two production contractors to submit quotes and was only successful in obtaining one from Billy Valdivia Entertainment whom is available to provide the services. The cost to produce the Annual Holiday Parade is \$14,800. The Holiday Parade Committee recommends this contractor as this is all inclusive of producing, directing, lighting, sound engineering, technical support, set up, announcer, 4 cameras, 2 On Air Talents, 1 Field Reporter, Post Production services and editing as well as delivery of digital format for television broadcasting and website Upload.



# CONSIDERATION AND APPROVAL OF AUTHORIZATION AND RATIFICATION OF CERTAIN EXPENDITURES FOR THE CITY OF HUNTINGTON PARK'S 2018 HOLIDAY PARADE

October 16, 2018

Page 2 of 3

**TV Broadcasting air time and live streaming:** In order to televise the Holiday Parade and ensure it caters to a large viewer population within and outside the City of Huntington Park, it required identifying well known broadcasting stations. Staff reached out to three television stations (ABC7, KTLA5 and NBC) and received quotes from one offering available air time and a Grand Marshall.

<b>ABC 7</b>
Air Date: December 22, 2018
Air Time: 10:00 a.m. – 11:00 a.m.
Cost: \$10, 000

The Holiday Parade Committee recommends ABC 7.

**Parade Security:** In order to provide a safe and enjoyable experience for all participants and spectators of the Holiday Parade, it is necessary to obtain security guard services to assist the Huntington Park Police Department in ensuring safety. Staff reached out to five security guard companies and received quotes from three.

<b>Security Guard Co.</b>	<b>Supreme Shield Security</b>	<b>American Eagle Protective Services</b>	<b>Access Control Security</b>
Personnel	48 Guards, 4 Guard Supervisors	48 Guards, 4 Guard Supervisors	48 Guards, 4 Guard Supervisors
Time	From 4:00 p.m. – 09:00 p.m.	From 4:00 p.m. – 09:00 p.m.	From 4:00 p.m. – 09:00 p.m.
Cost	Cost: \$5, 780	Cost: \$5, 500	Cost: \$11, 700

The Holiday Parade Committee recommends going with American Eagle Protective Services.

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

Each year, the City of Huntington Park staff and residents alike, look forward to the Annual Holiday Parade as it unites the community and provides delight to everyone. The Holiday Committee has been working diligently to ensure that all aspects are covered and that it is completed with careful consideration of the costs and expenses associated with it. Therefore, the Committee recommends Billy Valdivia Entertainment as that is the only contractor who submitted a quote. The Holiday Committee also recommends ABC 7, as they have a large viewership, great ratings and the City of Huntington Park has also worked with them in the past. Lastly, the Holiday Committee recommends going with American Eagle Protective Services as they provided a very reasonable bid and they have experience in professional handling of special events.

**CONSIDERATION AND APPROVAL OF AUTHORIZATION AND RATIFICATION OF  
CERTAIN EXPENDITURES FOR THE CITY OF HUNTINGTON PARK'S 2018  
HOLIDAY PARADE**

October 16, 2018

Page 3 of 3

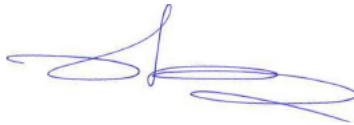
**FISCAL IMPACT/FINANCING**

Funding for the 2018 Holiday Parade was approved in the City's FY 18-19 Adopted Budget under account #111-6010-466.55-35

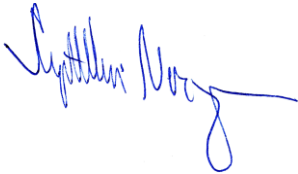
**CONCLUSION**

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ricardo Reyes', with a stylized, flowing script.

RICARDO REYES  
City Manager

A handwritten signature in blue ink, appearing to read 'Cynthia Norzagaray', with a stylized, flowing script.

CYNTHIA NORZAGARAY  
Director of Parks and Recreation

**ATTACHMENT(S)**

- A. American Eagle Protective Services Proposal
- B. Supreme Shield Security Services Proposal
- C. Access Control Security Services Proposal

# ATTACHMENT “A”

**AEPS**  
**AMERICAN EAGLE PROTECTIVE SERVICES, INC**  
SECURITY PROFESSIONALS WITH INTEGRITY

---

**PROPOSAL FOR**



**HUNTINGTON PARK**  
THE CITY OF PERFECT BALANCE *California*

**AMERICAN EAGLE PROTECTIVE SERVICES, INC.**

425 W. Kelso Street  
Inglewood, CA 90301  
310-412-0019 phone  
310-412-0042 fax

**PPO#17622**

**September 25, 2018**

**\*\*CONFIDENTIAL\*\***

Information provided in this proposal is considered proprietary to American Eagle Protective Services, Inc., (AEPS) and is required to be kept private by the designated addressee. Copies may be produced and distributed, within the organization of the addressee for the purpose of complete evaluation during the addressee's submission period. No Entity outside of the organization of the addressee is to receive a copy of this proposal or be made privy to the contents herein.

**Licensed Bonded and Insured Since 1998**



**AEPS**

**AMERICAN EAGLE PROTECTIVE SERVICES, INC**  
SECURITY PROFESSIONALS WITH INTEGRITY

---



September 25, 2018

Ms. Cynthia  
Holiday Parade  
**City of Huntington Park**  
**3401 Florence Ave.**

Dear Ms. Cynthia,

Thank you for the opportunity to present to you -- our proposal for unarmed, uniform contract security services for **City of Huntington Park**. In an effort to acquire your business we have attempted to fully understand your safety needs and concerns for asset protection, as well as your image objectives.

Within our proposal, we have identified many reasons why you should select American Eagle Protective Services, Inc. (AEPS), as your security services partner. The following information will serve, as an introduction to the services we have to offer.

Since 1998 American Eagles Protective Services, Inc. has had the belief that personalized service is the key to lasting quality relationships and success. Our staff specializes in addressing the needs specific to *each and every client*. AEPS supplies both armed and unarmed security officers for many companies around Southern California. Therefore, we understand quality services, asset protection and budgets are extremely important to our clients, their administrative staff and management teams.

Keeping all this in mind -- we know that success is a function of team performance, and that the officers assigned to **City of Huntington Park** location will come to work knowing that their efforts are valued and respected. We've confirmed this fact, after reviewing your website --- illustrating the high quality of service **City of Huntington Park** provides to its customers each and every day.

For the past decade AEPS has provided a variety of services to public and private businesses of all kinds, those who trust their food and merchandising warehouses, distribution centers, financial institutions, high-rise offices, and multi-use facilities, commercial centers and other establishments to us. These are not responsibilities we take lightly!

The AEPS management team is a group of seasoned professionals with considerable knowledge. Together, we bring more than 10 years of experience in specialized security, ownership, and ongoing training practices. AEPS management has been empowered by its ownership to handle and address any and all needs of our clients' at the local level. There's no waiting for an east-coast office to open -- we're just a phone call away.

American Eagle Protective Services operates a *24-hour call center* for the convenience of our clients and staff. We believe this to be of benefit to you, as we will be available to respond expeditiously to **City of Huntington Park** needs and requests, as well as, dispatch officers and field supervisors, manage your concerns, participate and oversee the work and ongoing training efforts 24-hours a day, 7 days a week.

Our goal is simple. We want to clearly understand your needs the first time -- by not only meeting them, but also exceeding your expectations. We aspire to making **City of Huntington Park** thoroughly satisfied with the quality of service provided by a security company -- more importantly by American Eagle Protective Services, Inc.

City of Huntington Park requirements for security services considerations are as follows

1. A security provider, which can meet your challenges and expectations in an atmosphere of constant change. In other word, a service provider who can meet your growing needs in a flexible and professional manner.
2. A security provider, who understands the environment and the customers you serve.
3. When needed placement and replacement of officers must be provided by the security provider in a timely manner.
4. A security provider who can be responsive to the needs of **City of Huntington Park** its staff and its customers
5. A security provider who can provide customer service and management support even after the sell is done.

**Key Objectives:**

- Improve Quality
- Increase Flexibility
- Improve Service
- Maximize Control of Locations
- Gain More Cost Efficiency
- Limit Liability

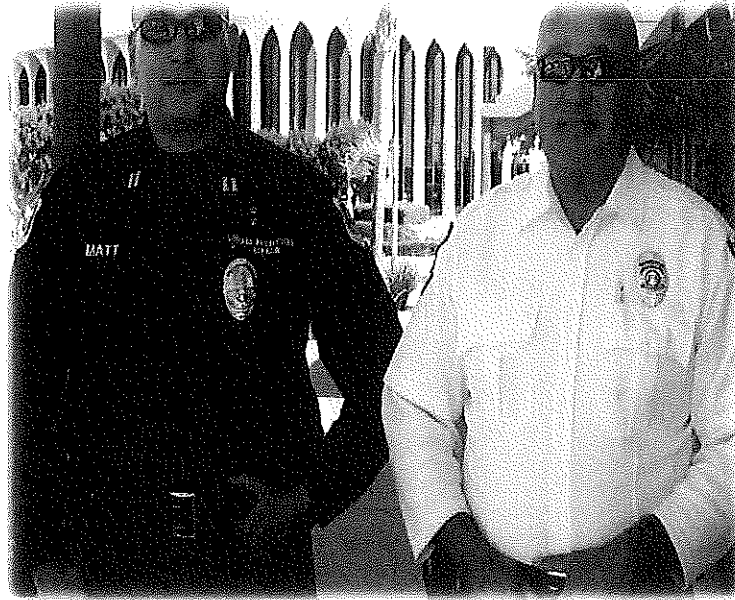
**Benefits for Selecting American Eagle Protective Services:**

- Control operating costs
- Eliminate peak staffing problems
- Provide the best quality services, products and people
- Increase customer satisfaction
- Reduce overall management burden, while retaining control of strategic decision making

**General Duties of Security Officers:**

This should include, but not be limited to:

- a. The ability to observe and report
- b. Response to emergencies through the contact of Fire, Police or Medical, as required
- c. Monitoring and control of access and egress of customers and others, while on premise
- d. Maintain surveillance of property utilizing foot patrol, as directed by management and/or post orders.
- e. Advice **City of Huntington Park** management direct of all-unusual incidents and/or emergencies, as observed by the officer while on the premise.
- f. Strong customer service and relations skills by the officer, with a friendly, but professional demeanor to all visitors.
- g. Conduct periodic patrols of the premises and ensuring that there is not a breach of security.



6. Security officers must be congenial in their duties; they do not become overly friendly, with other staff members and/or visitors, etc.
7. Attention must be given to security officer's ability to communicate clearly and accurately (including complete reports – DAR's, as required by **City of Huntington Park** our employ.
8. AEPS officers must be available for special events on a periodic basis with a minimum advance notice of 24-hours -- by **City of Huntington Park**.
9. In addition to meeting your budgetary needs, frequency of contacts by contract management personnel will be available. Should a service issue occur, you may rest assured that it will be resolved to your satisfaction, and not just given "lip service."
10. Service Resources - To be successful in today's business environment, AEPS realizes it has to be more than just your "guard" company; it has to be your best-in-class consultant.

## **INVESTMENT**

AEPS has carefully considered your security requirements, the equipment needed and the tasks our security officers must complete to provide you with a quality security program. With these elements in mind, American Eagle Protective Services submits the following rates for your consideration:



## BILLING RATES FOR CENTER FOR CITY OF HUNTINGTON PARK

<u>Job Classification</u>	<u>Hourly Bill Rate</u>	<u>Holiday Rate per Hour</u>	<u>Total amount</u>
Unarmed Officer	\$21.00	\$31.50	5 hoursx48 officersx\$21=\$5,040
Supervisors	\$23.00	\$34.50	5 hoursx4 officersx\$23= \$460

***American Eagle Protective Services, Inc. Requires Net 30 Days for Payment of Invoices***

***Note:*** Upon the assignment of location by ***City of Huntington Park***—American Eagle Protective Services will implement

*Field Manager for **City of Huntington Park** account at no additional charge.*

Should there be a change in the State of California's "minimum wage" or the "living wage ordinance", or other imposed costs that are beyond the control of American Eagle Protective Services and that have an adverse effect on the operating costs of this account, agrees to revise billing rates that will reimburse American Eagle Protective Services for its added costs.

## QUALITY SECURITY OFFICERS

The significance of minimum wage is that it sets the point at which the least qualified individuals are hired and it affects the starting point of wage leverage for the more desirable employees. In a labor-intensive business, the process for having the lowest possible bill rate translates into employees being paid the lowest possible wage. American Eagle Protective Services recognizes that doing so would compromise our service quality and your assets!

## PERSONNEL POLICIES AND PRACTICES

**Guard Turnover Rate** - The Company currently strives for and actively maintains a turnover rate of less than 15% per Year. We are actively working on reducing that to less than 10% per Year. The average in the Security Industry is approximately 100 to 200% per year, primarily due to the lack of benefits and low pay. We recognize that, and therefore we pay slightly higher than the local average. We pay our

employees a Bonus for outstanding performance. This bonus is paid once a quarter, and is based upon the employees being on-time, properly uniformed, no disciplinary actions or problems, and no customer complaints. The Bonus Check is passed out to all employees who qualify for the Bonus, at a ceremony. This way it maximizes the exposure and the recognition for the qualifying employees and serves as a motivational tool for those who did not receive the bonus. We also provide our employees with advancement opportunities and direct feedback on their performance. We pay a little more, but we demand a lot more from our employees.

**Recruitment** - We usually try whenever possible to hire the Security Officers currently working on the contract, since this provides them with an incentive to stay. We recognize their knowledge and experience. This also makes the transition a lot smoother. We also actively recruit from local trade schools, Police Academies, Military Bases, Out-placement centers for local Military and Police Departments, Junior Colleges, Universities, Job Service Centers and referrals from current employees. All personnel are required to undergo a full Background Investigation including Drug Screening.

**RECRUITING SOURCES:** The following list is not all inclusive, but does represent the hierarchy and priority that is used:

- |    |                                |            |
|----|--------------------------------|------------|
| 1. | Retain Current Officers        | 75% to 80% |
| 2. | Promotion from within          | 2% to 3%   |
| 3. | Military Out-placement Centers | 5% to 7%   |
| 4. | Classified Advertising         | 5% to 6%   |
| 5. | Word of Mouth                  | 1% to 2%   |
| 6. | Technical Schools              | 1% to 2%   |

**Affirmative Action**— We are an equal opportunity employer, we are looking for the best qualified personnel for our contract and a Reserve force that we maintain for all contracts. We will actively seek applicants from all ethnic backgrounds and genders. We do not discriminate based upon age, but we do require that our personnel be physically qualified to perform the duties of the contract, which includes being on your feet, being able to render assistance during emergencies and being able to control crowds, and if necessary to take physical action to protect personnel and property.

**Background Checks** – All employees are subject to a detailed Background Investigation that includes all prior employers in the last 5 years. All time must be accounted for. All Applicants are checked to ensure that they are not illegal aliens; they must have a U.S. Birth Certificate, Naturalization Certificate, or a Genuine INS Green Card. We perform a Police Record Check in all Counties, Communities and States where the individual has either worked or lived in the last five years. We perform a National Records Check for possible Criminal Record, we require that there be no gaps in either employment or residence history. If ex-military we require a DD-214. We also check with at least three non-family personal references.

**Hiring Practices and Procedures** – We will accept Applications from any and all applicants, we will check all prior employers, we require each applicant to provide us with a copy of their Drivers License, their State Guard Card, Social Security Card, Birth Certificate or Naturalization Certificate, Passport, High School Diploma or GED Certificate, CPR and First Aid Certificate, DD-214, Proof of either background or training, and College Transcripts if available. We require that all applicants must undergo a Physical Examination including Drug Screening, Visual Examination and Hearing Test, as a condition of employment. We check with Drivers License Bureau (DMV) to determine if there is any history of Substance Abuse, we check for a possible history of Domestic Abuse for all Security Officers.

**Drug Testing** – We are a Zero Tolerance Company, we require all personnel to take a Drug Screen as a condition of employment. We also will conduct follow-up Drug Screens when- ever we have

reason to believe that an employee undergoes either a work performance or attitude change, or if we have reason to suspect a problem.

**Promotions and Demotions** – We do not normally consider demotions except as a disciplinary issue. If the disciplinary issue is sufficient for us to consider demotion, then the possibility is very strong that we will have terminated the person for sub-standard performance. The exception is when a person is employed in a position that is changed to reflect a new skill requirement that the individual cannot perform. We normally promote all of our Supervisors from within our ranks, thereby providing our personnel with the opportunity to seek promotion.

**Rate of Pay** - We offer all employees performing the same job on the same contract the same Rate of Pay and Benefits as specified in the applicable local or Federal Wage Determination. There is no discrimination allowed or tolerated. The only justification for a different rate of pay is the result of the person being assigned to a position requiring additional responsibilities, such as being a Supervisor or a Lead Guard.



## **QUALITY ASSURANCE PLAN**

We are driven by our client's needs and we stress this in all aspects of job performance, employee reviews and training. We require that our Supervisors perform periodic and surprise inspection of all of our contracts and personnel. Any time that a Corporate Officer visits a contract site, he/she will inspect the personnel and prepare an inspection report. We closely monitor any and all Inspection reports,

performance records, and complaints. We do not ignore any complaints no matter how minor.

All posts will report via telephone to the local Area Supervisor at the start and end of each shift. In addition all posts will be physically inspected not less than once a week, and more often if the results indicate any problems. We will not tolerate any slackness in performance, attitude or appearance.

The Area Supervisor will be in contact with the Contract Manager and will maintain a list of personnel on-call for fill-in as needed. We will have a ready reserve equal to 10% of the total staffing required to perform the contract. In addition we will maintain a contract ratio of 90% Full Time Employees and 10% Part Time Employees. A Full Time Employee is defined as a person working 40 Hours per Week, while a Part Time Employee is one that is assigned from 20 to 30 Hours per Week. This provides us with a cadre of personnel already working on the contract that can be called immediately for a fill-in, subject only to the requirement that no employee will work more than 12 consecutive Hours in a 24 Hour period. The priority will be to ensure that no post is ever left unfilled for any reason. If the post is one where we have a Guard on duty, he/she will not be allowed to leave until a spot relief is on site. If a post is not manned due to a "no show", then the Area Supervisor will fill the post until a replacement can arrive.

## **ON SPECIAL EVENTS**

- *Minimum 24-hours Advance Notice Required for All Special Events*
- *Minimum 6 hour guarantee per Officer per event required*
- *One (1) Lead Officer will be assigned to the event for every five (5) Officers requested*

## *Value Added Services Include:*

- **24/7 Communication Center** – When you are not available at your property American Eagle Protective Services is. With a local 24-hour communication center connected to the Security Officer and client, AEPS provides local response in the event of an emergency.
- **Communication Devices** – The officer will be equipped with a cell phone for this site.
- **Detailed Post Instructions** – Written instruction used to train security officers on what, when and how to perform security duties, while on assignment with **City of Huntington Park**.
- **Local Management Team** – For additional client support when you need us.
- **Drug Testing**
- **Field Supervision**

## **POST ORDERS**

It is preferable that the responsibility and authority of the security officer, the rules of the property and specific duties of the security staff be in writing. American Eagle Protective Services and **City of Huntington Park** will participate in the development of post orders with careful thought being given to the limitation of authority, actions to take when rules violation or crime occurs, and reaction to emergencies. *American Eagle Protective Services will require joint approval between City of Huntington Park and AEPS, Inc. on all written post orders prior to AEPS officer implementation.*

Post orders left behind by a predecessor security agency, or client-produced orders that have not been reviewed for a year or more, are evaluated for content and accuracy. Memos and notes to the security staff are evaluated and the current staff interviewed to determine how the job is really done. American Eagle Protective Services priorities include the production and maintenance of up-to-date post orders.

## **UNIFORM POLICY**

American Eagle Protective Services uniform policy provides our clients with flexibility and ensures that our security officers project an effective presence. AEPS offers a variety of uniform styles for any given security environment in which they have been assigned. The goal of the uniform selection is to set the tone for the function of the security officer and to establish his or her presence in the most effective manner.

All uniforms will be tailored to fit correctly, and worn uniforms will be replaced immediately during the duration of the contract.

Full cost of our standard uniforms will be the responsibility of American Eagle Protective Services. American Eagle Protective Services understands the importance of image for the employees and the public, and wants to ensure that each officer will have a clean, pressed uniform every day he or she is on duty.

Uniforms for the **City of Huntington Park** assignment will consist of the following for each security officer:

- (5) Hat
- (4) Shirt
- (3) Pair of pants
- (2) Ties (all shift personnel)
- (1) Bomber jacket
- Other weather gear as needed**

## **AMERICAN EAGLE PROTECTIVE SERVICES SERVICING LOCATION**

The American Eagle Protective Services headquarters will be servicing **City of Huntington Park** and is located at 425 W. Kelso Street Inglewood, CA 90301. The main telephone number is 310-412-0019. Our communication's center direct telephone number is 310-412-0019 and is answered twenty-four hours a day.



## AMERICAN EAGLE PROTECTIVE SERVICE, INC. EMERGENCY CONTACT LIST

<b>Position/Function</b>	<b>Name</b>	<b>Contact Number</b>
<b>American Eagle Protective Service, Inc. – Corporate Office Fax Number</b>	Monday – Friday 8:00 a.m.- 5:00 p.m.	310-412-0019  310-412-0042
<b>Lead Field Supervisor</b>	TBD Upon Award	310-412-0019
<b>Field Supervision</b>	All	TBD
<b>24-hour Dispatch Center</b>	AEPS Communications	310-412-0019
<b>Director of Client Relations</b>	Cathie Davis	310-472-7821
<b>Director of Administration</b>	Joelle Bonds  M-F 9:00 a.m.-5:00 p.m.	310-412-0019
<b>Sales &amp; Marketing</b>	Veronica Bautista	310-484-9615
<b>General Manager</b>	Yvette Silva	310-412-0019
<b>Vice President Operations</b>	John Labidi	213-276-4555

AMERICAN EAGLE HAS LISTED A FEW OF OUR PAST AND PRESENT CLIENTS TO ILLUSTRATE OUR CAPABILITIES AND TO PROVIDE YOU WITH CURRENT REFERENCES

**Rite Aids**  
**Numerous Locations**  
**Contact: Matt Megill**  
**Corporate Operations Manager**

**Autry Museum**  
**210 S. Victory Blvd.**  
**Burbank, CA 91502**  
**Contact: Everett Drayton**  
**Director of Security**

**Aids Healthcare Foundation**  
**1300 N. Vermont Ave., Suite 407**  
**Los Angeles, CA 90027**  
**Contact: Jesse Galan**  
**Office Administrator**

**Soltek Pacific Construction**  
**2424 Congress Street**  
**San Diego, CA 92210**  
**Contact: Derek Good**  
**Superintendent**

**Furniture of America**  
**730 Epperson Dr.**  
**City of Industry, CA 91748**  
**Contact: Vincent Deng**  
**Director of Administration**

**NMS Properties, Inc.**  
**1430 5<sup>th</sup> Street Suite 101**  
**Los Angeles, CA 90017**  
**Contact: Eddie Valentin**  
**Development Associate**

**Henkels & McCoy**  
**2840 Ficus Street**  
**Pomona, CA 91766**  
**Contact: Joshua Shook**  
**Project Manager**

**Museum of Latin American Art**  
**628 Alamitos Ave.**  
**Long Beach, California 90802**  
**Contact: Anthony Hampton**  
**Director of Security**

**Pacific Logistics Corp.**  
**7255 Rosemead Blvd.**  
**Pico Rivera, CA 90660**  
**Contact: Ovie De La Torre**  
**Corporate Safety Admin.**

**City of Los Angeles**  
**Numerous Locations**  
**Los Angeles, CA**  
**Contact: Keith Boles**  
**General Manager**

**Bank of America**  
**400 National Way**  
**Simi Valley, CA 93065**  
**Contact: Steve Wilson**  
**Regional Account Manager**

**Southern California Edison**  
**1450 Iowa Ave. Suite 120**  
**Riverside, CA 92507**  
**Contact: Gene Scott**  
**Southern California Edison Project Manager**

For additional information -- Visit us on the web at: <http://aeprotectiveservices.com>

American Eagle Protective Services has earned the reputation as one of the most pro-active, service-oriented management companies in the security industry. We are committed to maintaining this reputation with our current clients. We would certainly like this opportunity to demonstrate our capabilities of consistent high quality for you, your clients, and your community.

Once again, thank for your consideration and the opportunity to share our information. Should you have any questions and or comments regarding our services or this submission, I can be reached at the telephone numbers listed below.

Respectfully,

Veronica Bautista  
Business Development Director  
*American Eagle Protective Services*  
Telephone: 310.412.0019  
Fax: 310.412.0042  
Cell: 310.484.9615

## ATTACHMENT “B”

## Cynthia Norzagaray

---

**From:** alex galvan <alex@supremeshieldinc.com>  
**Sent:** Friday, September 28, 2018 12:45 PM  
**To:** Cynthia Norzagaray  
**Subject:** RE: Supreme Shield Security

Hello Cynthia ,

Of course I remember you, we spoke last year regarding this same event. Sorry for responding so late , I have been out on job sights and on the road most of the day and I did not have the opportunity to respond. We are definitely available and would be happy to work with you on this project. The prices are the same as last year, \$22 / hr for unarmed guards and \$25 / hr for supervisors. We would be providing you with 48 guards from 4pm t 9pm for a total 240 hours.

Your cost for the unarmed guards is 240 hours X \$22 = \$5,280 .

Your cost for 4 Supervisors is 20 hours x \$25 = \$500  
Your total cost is \$5,280 + \$500 = \$5,780.

Thank you for considering us for your security guard needs. Please let me know when you would like to proceed . I look forward to working with you.

*Alejandro Galvan*  
*Supreme Shield Security*  
*Director of Operations*  
*Cell 424-757-7386*

---- On Thu, 27 Sep 2018 15:29:21 -0700 CNorzagaray@hpcg.gov wrote ----

Hi Alejandro,

Not sure if you remember me, but my name is Cynthia Norzagaray; I'm the Director of Parks and Recreation for the City of Huntington Park. I am reaching out to you with the hopes that you might be able to provide me with an estimate for your services. The City will be hosting our annual Holiday Parade again this year and I wanted to reach out and see if your company is (a) available and (b) what that cost would look like. Can you please provide me with an actual dollar quote for services? These are the specific details:

## ATTACHMENT “C”





Tuesday, October 09, 2018

**Huntington Park Holiday Parade**  
6550 Miles Avenue  
Huntington Park, California 90255  
(Cell) 323-973-0092

**Dear Cynthia**

**Access Control Security (ACS)** is a quality conscious company that provides exceptional security services to its clients. Our assertion to be a leader in our profession and our pledge of continued improvement has put us among the fastest growing security companies in the region.

**ACS** provides uniformed armed and unarmed security guards to its clientele. The needs of the customers vary as do the locations. We render services to shopping malls, apartment complexes, office buildings, warehouses, clubs, gated communities, and individuals with specific security needs. At **ACS** our aim is to deliver professional security services. We go to great lengths in hiring our personnel. We follow tough standards and make certain that only the best of the best are inducted into our team.

We are a unique, multifaceted, highly sophisticated and innovative company that will not only meet your expectations, but also surpass them. We encounter each new challenge with great determination, dedication and diligence that enables us to gain greater strides in this industry. You can depend on **Access Control Security** for all your security needs. We have a record of customer satisfaction and retention, which speaks for our performance.

Enclosed you will find information regarding our functioning, services, rates and references. We hope you will find everything superb and up to the standards you require. If you have any queries, please feel free to contact the undersigned.

Looking forward to hearing from you soon.

Sincerely,

*Salman Sarfraz*

Salman Sarfraz  
Operations Manager - Mobile phone (714) 715-0556  
[Salman@247acs.com](mailto:Salman@247acs.com)

**Integrity. Vigilance. Helpfulness.**



## COST OF SERVICE

Once again, thank you for providing ACS with the opportunity to submit our proposal for security services. "Access Control Security" has a thorough and complete understanding of the work to be accomplished and is committed to providing the highest level of quality service.

Description	Hourly Rate	
December 8, 2018 for the Huntington Park Holiday Parade 4pm-9pm (5 hours total)	\$11700.00 will be the Total cost for the event if you pay with a check in advance. If you pay with a credit card there will be an additional fee 3% Visa, Master Card and 5% fee American Express. fee	
48 Unarmed Security Officers and 4 Supervisors: 52 Guards total at the Rate of \$45.00 per for 5 hours: 52X5=260 hours 260X\$45=\$11700.00		

**Holiday Rates will apply on each of the following:**

- ◆ New Year's Day
- ◆ Presidents' Day
- ◆ Memorial Day
- ◆ Independence Day
- ◆ Labor Day
- ◆ Thanksgiving Day
- ◆ Christmas Day

### **Overtime rates apply when:**

A specific security officer is requested to work in excess of more than 40 hours per week, or 8 hours per day, or when extra coverage is requested by the client with less than 24 hours' notice to Access Control Security Services.

**Note:** All overtime approved by an authorized representative of your company before it can be applied.

### **Billing**

The security officers' work week runs from Monday through Sunday. Invoices are submitted on a semi-monthly and monthly basis, and are payable upon request unless other arrangements have been made prior to the contract start date.



# CITY OF HUNTINGTON PARK

Department of Parks and Recreation  
City Council Agenda Report

October 16, 2018

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 OF AUTHORIZATION AND RATIFICATION OF CERTAIN EXPENDITURES FOR PRODUCTION SERVICES WITH PAGEANTRY PARADES TO PLAN AND PRODUCE THE CITY OF HUNTINGTON PARK'S 2018 AND 2019 HOLIDAY PARADES**

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

1. Approve authorization of Pageantry Parades as a sole source, in a not-to-exceed amount of \$31,350 for the Annual Holiday Parade Production of 2018 and 2019; and
2. Authorize City Manager to enter into a two-year professional services agreement with Pageantry Parades to plan and produce the 2018 and 2019 holiday parades.

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

Each year, the City of Huntington Park staff and residents alike, look forward to the Annual Holiday Parade as it really brings together the community and provides enjoyment to all. The Holiday Committee worked diligently to ensure that all elements were completed with mindfulness of the costs and expenses associated with it. Pageantry Parades has extensive production experience in parades and provided the City with wonderful service and coordination in the past years; so much so that it was deemed necessary to secure them early for our 2019 parade. The cost for the 2018 Parade Production is \$15,550 and the 2019 Parade Production is \$15,800. The total final cost to produce both of the parades is \$31,350.

### **FISCAL IMPACT/FINANCING**

Funding for the 2018 Holiday Parade Production was approved in the City's FY 18-19 Adopted Budget in account # 111-6010-466.55-35

**CONSIDERATION AND APPROVAL OF AUTHORIZATION AND RATIFICATION OF CERTAIN EXPENDITURES FOR PRODUCTION SERVICES WITH PAGEANTRY PARADES TO PLAN AND PRODUCE THE CITY OF HUNTINGTON PARK'S 2018 AND 2019 HOLIDAY PARADES**

October 16, 2018

Page 2 of 2

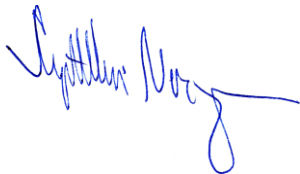
**CONCLUSION**

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ricardo Reyes', with a stylized, flowing script.

RICARDO REYES  
City Manager

A handwritten signature in blue ink, appearing to read 'Cynthia Norzagaray', with a stylized, flowing script.

CYNTHIA NORZAGARAY  
Director of Parks and Recreation

**ATTACHMENT(S)**

- A. Draft Professional Services Agreement (PSA)
- B. Pageantry Productions proposal

# ATTACHMENT “A”



## **PROFESSIONAL SERVICES AGREEMENT**

(Engagement: SERVICE BEING PROVIDED)

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this **[DATE] 2018** (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") [NAME OF CONSULTANT]. (hereinafter, "CONSULTANT"). For the purposes of this Agreement CITY and CONSULTANT may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONSULTANT interchangeably.

### **RECITALS**

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

WHEREAS, on [DATE], the CITY entered into a Professional Services Agreement (the "Master Agreement") with [NAME OF CONSULTANT] to provide [SERVICES]; and

WHEREAS, on [DATE], the Professional Services Agreement was assigned to the CONSULTANT, which assignment the City agreed to on [DATE]. CONSULTANT then commenced providing [SERVICES] services under the terms and conditions of said Master Agreement; and

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

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

WHEREAS, the execution of this Agreement was approved by the Huntington Park City Council at its Regular Meeting of [DATE].

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

I.  
ENGAGEMENT TERMS

- 1.1 SCOPE OF SERVICES: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONSULTANT agrees to perform the services and tasks set forth in that certain document entitled "Scope of Services" and attached hereto as **Exhibit "A"** (hereinafter referred to as the **"Scope of Services"**). CONSULTANT further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and work necessary to competently perform and timely complete the services and tasks as set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."
- 1.2 TERM: This Agreement shall have an initial term of [NUMBER] years commencing from the Effective Date unless terminated as provided elsewhere in this Agreement (hereinafter, the "Term"). Upon the conclusion of the Term, this Agreement may be renewed for a [YEARS] year extension term, upon mutual agreement of the Parties and approval from City Council, unless either Party issues written notice sixty (60) days in advance of its intent not to authorize an additional extension term. Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause as further set out herein.
- 1.3 COMPENSATION: During the term of this Agreement and any extension term provided herein, CONSULTANT shall perform the Services set forth in Section 1.2 above, at the rates of compensation set forth in the Rate Schedule reflected in **Exhibit "A"**. Subject to the CPI Index Adjustment section of **Exhibit "A"**, CONSULTANT further agrees that the total compensation for the Work shall not exceed the sum total of \$[AMOUNT] DOLLARS per year / (\$[AMOUNT]) per month (hereinafter, the "Base Fee"). CONSULTANT shall not exceed the Contract Price unless such added expenditure is first approved by the CITY Council acting in consultation with the City Manager. In the event CONSULTANT's charges are projected to exceed the Contract Price prior to the expiration of the Term or any single extension term, CITY may suspend CONSULTANT's performance of any additional Work outside the Work as defined in Exhibit A, pending CITY approval of any anticipated expenditures in excess of the Contract Price or any other CITY-approved amendment to the compensation terms of this Agreement.
- 1.4 PAYMENT OF COMPENSATION: On the first of each month, CONSULTANT shall submit to CITY an itemized invoice for that month's Base Fee and indicating the additional services and tasks performed during the recently concluded calendar month, including services and tasks performed and the reimbursable out-of-pocket expenses incurred. If the amount of CONSULTANT's monthly compensation is a function of hours worked by CONSULTANT's personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a



grand total for all services performed. Within thirty (30) calendar days of receipt of each invoice, CITY shall pay any undisputed amounts. Within thirty (30) calendar days of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed amounts included in the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.

- 1.5 ACCOUNTING RECORDS: CONSULTANT shall maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the reasonable right to access and examine such records, without charge. CITY shall own and further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.
- 1.6 ABANDONMENT BY CONSULTANT: In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONSULTANT shall deliver to CITY immediately and without delay, all written materials, including any electronic communications, records and other work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONSULTANT's cessation or abandonment.

## II.

### PERFORMANCE OF AGREEMENT

- 2.1 CITY'S REPRESENTATIVES: The CITY hereby designates the City Manager (hereinafter, the "CITY Representative") to act as its representative for the performance of this Agreement. The City Manager shall be the chief CITY Representative. The CITY Representative or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONSULTANT shall not accept directions or orders from any person other than the CITY Representative or their designee.
- 2.2 CONSULTANT REPRESENTATIVE: CONSULTANT hereby designates [WHO CONSULTANT DESIGNATES] to act as its representative for the performance of this Agreement (hereinafter, "CONSULTANT Representative"). CONSULTANT Representative shall have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. CONSULTANT Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Agreement. Notice to the CONSULTANT Representative shall constitute notice to CONSULTANT.

CONSULTANT may, by written notice to CITY, advise CITY of any change in CONSULTANT Representative.

**2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS:**

CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONSULTANT shall be subject to inspection and approval by CITY Representatives or their designees.

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

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

The Parties acknowledge and agree that CONSULTANT shall perform, at CONSULTANT's own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT's failure to comply with its obligation set out herein or failure on the part of CONSULTANT's employees, agents, CONSULTANTS, subCONSULTANTS and subconsultants to fulfill its obligations herein. Such effort by CONSULTANT to correct any errors or omissions shall be commenced as soon as reasonably practicable upon their discovery or notice by either Party and shall be completed within seven (7) calendar days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing, in accordance with applicable industry standards. The Parties acknowledge and agree that CITY's

acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONSULTANT, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and in accordance with applicable industry standards of CONSULTANT's profession.

2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONSULTANT are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement. In recognition of this interest, CONSULTANT agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONSULTANT's duties or obligations under this Agreement without the prior written consent of the CITY, which consent shall not be unreasonably withheld. CITY shall have up to sixty (60) calendar days to consider any proposed assignment by CONSULTANT. CONSULTANT can withhold consent where the CITY determines that the proposed assignee does not have the financial capacity to comply with the terms of this Agreement. In the absence of CITY's prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.

2.6 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONSULTANT: The Work shall be performed by CONSULTANT or under CONSULTANT's strict supervision. CONSULTANT will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent CONSULTANT basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT's competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and shall at all times be under CONSULTANT's exclusive direction and control. CONSULTANT shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.

2.7 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONSULTANT's officers, employees, agents, CONSULTANTs, subCONSULTANTs or subconsultants is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONSULTANT, a

threat to persons or property, or if any of CONSULTANT's officers, employees, agents, CONSULTANTS, subCONSULTANTS or subconsultants fail or refuse to perform the Work in accordance with this Agreement, such officer, employee, agent, CONSULTANT, subCONSULTANT or subconsultant shall be promptly removed by CONSULTANT and shall not be reassigned to perform any of the Work.

2.8 COMPLIANCE WITH LAWS: CONSULTANT shall keep itself informed of and in compliance with all applicable federal, State or local laws to the extent such laws control or otherwise govern the performance of the Work. CONSULTANT's compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements. To the extent that any changes in applicable law result in an increase in CONSULTANT's cost of performance, the Parties shall negotiate in good faith to reach a mutually agreeable price adjustment. Should the Parties fail to reach such an agreement within 30 days (or such other agreeable time period) of CONSULTANT's notice to CITY of its increased cost of performance, either Party may terminate this Agreement upon 60 days' written notice.

(a) In the event that water treatment violations occur following the effective date of this Agreement, subject to Sub-Section (b) below and the applicable Force Majeure provisions, the CONSULTANT shall, in respect of violations that may be imposed by Applicable Law and to the extent due to CONSULTANT's fault, be responsible for: fines, penalties, or damages. Prior to settlement or payment of any such fines, penalties or damages, the CONSULTANT reserves the right to contest government or private actions, suits or proceedings for violations through administrative procedures or otherwise.

(b) To the extent that violations of applicable laws, rules, regulations or permits are caused by failures in the facilities or causes beyond CONSULTANT's control, including the CITY's failure to approve recommended repairs or maintenance, CONSULTANT will use its best efforts to maximize performance of the Facilities but shall not be responsible for associated violations or damages, fines or penalties which result.

2.9 NON-DISCRIMINATION: In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, subCONSULTANT, subconsultant, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.

2.10. INDEPENDENT CONSULTANT STATUS: The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and shall at all times remain, wholly independent CONSULTANTS and are not officials, officers, employees, departments or subdivisions of CITY. CONSULTANT shall be solely responsible for the negligent acts and/or omissions of its employees, agents, CONSULTANTS, subCONSULTANTS and subconsultants. CONSULTANT and all persons retained or employed by CONSULTANT shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or

against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

2.11 CITY RESPONSIBILITIES: During the term of this Agreement, the CITY shall:

- a) obtain and maintain all state, federal, and local permits and licenses required for ownership, operation and maintenance of the Facilities, including without limitation, the CITY's Permits;
- c) comply with Applicable Law relating to the management, ownership, operation, maintenance, repair and replacement of the Facilities (to the extent that the responsibility of complying with those laws is not specifically assumed by the CONSULTANT under this Agreement). The CONSULTANT shall not be responsible for the CITY's failure to comply with any provision of Applicable Law that is not otherwise specifically assumed by the CONSULTANT hereunder.

### III. INSURANCE

3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: Prior to the beginning of and throughout the duration of the Work, CONSULTANT will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONSULTANT shall procure and maintain the following insurance coverage, at its own expense:

- A. Commercial General Liability Insurance: CONSULTANT shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per occurrence and Four Million Dollars (\$4,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and contractual liability.
- B. Automobile Liability Insurance: CONSULTANT shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage.
- C. Workers' Compensation Insurance/ Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California. However, if the CONSULTANT has no employees, for example a sole practitioner or a partner in a firm with only contracted support staff, then Workers' Compensation is not required by the State. CONSULTANT shall the city's form stating they are either the owner of the organization or a partner, and are exempt from the State's workers'

compensation requirements because they have no employees and agree to hold the Entity harmless from loss or liability for such. A waiver must be signed.

- 3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.3 The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).
- 3.4 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A:VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.
- 3.5 PRIMACY OF CONSULTANT'S INSURANCE: All policies of insurance provided by CONSULTANT shall be primary to any coverage available to CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONSULTANT's insurance and shall not contribute with it.
- 3.6 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT or CONSULTANT's officers, employees, agents, subCONSULTANTS or subconsultants from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.
- 3.7 VERIFICATION OF COVERAGE: CONSULTANT acknowledges, understands and agrees, that CITY's ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY's financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONSULTANT warrants, represents and agrees that it shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article. **The certificates of insurance and**

**endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf.** All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONSULTANT's commencement of any work or any of the Work. Upon CITY's written request, CONSULTANT shall also provide CITY with certified copies of all required insurance policies and endorsements.

#### IV. INDEMNIFICATION

- 4.1 The Parties agree that CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to this Agreement subject to Paragraph 4.2 and 4.3. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONSULTANT acknowledges that CITY would not enter into this Agreement in the absence of CONSULTANT's commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 Work of CONSULTANT's Design Professionals Services: Except for direct claims by the Parties against each other, the duty to indemnify, defend and hold harmless as set forth under this subsection shall apply to the negligence, recklessness or willful misconduct of any individual who qualifies as a "design professional" within the meaning of subsection (c)(2) of section 2782.8 of the California Civil Code in so far as such negligence, recklessness or willful misconduct occurs in the performance work or activities that must be performed by a "design professional." Subject to the limitation of the preceding sentence, to the fullest extent permitted by law, CONSULTANT shall immediately defend and indemnify and hold harmless the CITY Indemnities, defined above, from and against any and all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of the negligence, recklessness, or willful misconduct of CONSULTANT or any of CONSULTANT's officers, employees, servants, agents, CONSULTANTs, subCONSULTANTs or authorized volunteers or any other person or entity involved by, for, or with or on behalf of CONSULTANT in the performance of design professional services under this Agreement. The Parties understand and agree that the duty of CONSULTANT to indemnify, defend and hold harmless pursuant to this subsection includes the duty to defend as set forth in section 2778 of the California Civil Code. CONSULTANT's obligation to indemnify applies except to the extent that it is finally adjudicated that the liability was caused by the active negligence or sole willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of an indemnified party, then CONSULTANT's



indemnification obligation shall be reduced in proportion to the established comparative liability.

- 4.3 Work of All Other Persons/Non-Design Professionals: Except for direct claims by the Parties against each other and as otherwise provided under Section 4.2 of this Article, above, to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other reasonable costs and fees of litigation) of every nature to the extent caused by CONSULTANT's negligent performance under this Agreement, including but not limited to the negligent acts, errors or omissions of CONSULTANT or CONSULTANT's officers, employees, agents, servants, CONSULTANTs, subCONSULTANTs or subconsultants or the failure of the same to comply with any of the duties, obligations or standards of care set forth herein. The duty to indemnify, defend and hold harmless under this subsection shall not encompass a duty to indemnify, defend or hold harmless for liability, loss, suit, damage, expense, or cost to the extent caused by the negligence or willful misconduct of any or all of the City Indemnitees. The duty to indemnify, defend and hold harmless as set forth under this subsection is intended to encompass liabilities, losses, damages, expense and costs not otherwise subject to subsection 4.2, above.
- 4.4 CITY shall have the right to offset against the amount of any compensation due CONSULTANT under this Agreement any amount due CITY from CONSULTANT as a result of CONSULTANT's failure to pay CITY promptly any indemnification arising under this Article and related to CONSULTANT's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.5 The obligations of CONSULTANT under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives its statutory immunity under such statutes or laws as to CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers.
- 4.6 CONSULTANT agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every subCONSULTANT or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. In the event CONSULTANT fails to obtain such indemnity obligations from others as required herein, CONSULTANT agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONSULTANT's subCONSULTANTs or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY's choice.

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

## V. TERMINATION

5.1 TERMINATION WITHOUT CAUSE: Except for the first two years of this Agreement, either Party may, by written notice to the other, immediately terminate this Agreement at any time for convenience and without cause by giving written notice to Consultant of such termination, which notice shall specify the effective date of such termination, which effective date shall not be less than 90 days from the written notice. Upon such termination for convenience, CONSULTANT shall be compensated only for those services and tasks which have been performed by CONSULTANT up to the effective date of the termination. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONSULTANT in connection with the performance of the Work. CONSULTANT shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY's written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY's ability to terminate this Agreement for convenience as provided under this Section.

### 5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:

- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event

of Default within the applicable cure period or any extended cure period allowed under this Agreement.

B. CONSULTANT shall cure the following Events of Defaults within the following time periods:

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

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

C. CITY shall cure any Event of Default asserted by CONSULTANT within forty-five (45) calendar days of CONSULTANT's issuance of a Default Notice, unless the

Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY's failure to timely pay any undisputed sums to CONSULTANT as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONSULTANT's Default Notice to CITY.

- D. Either Party may also immediately suspend performance under this Agreement pending the Defaulting Party's cure of any Event of Default by giving said Party written notice of the Party's intent to suspend performance (hereinafter, a "Suspension Notice"). A Party may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONSULTANT shall be compensated only for those services and tasks which have been rendered by CONSULTANT in accordance with this Agreement up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY's ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
  - i. Upon a thirty (30) day written notice to CONSULTANT, the CITY may terminate this Agreement in whole or in part;
  - ii. Upon written notice to CONSULTANT, the CITY may extend the time of performance;
  - iii. The CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONSULTANT's breach of the Agreement or to terminate the Agreement; or
  - iv. The CITY may exercise any other available and lawful right or remedy.
- G. In the event CITY is in breach of this Agreement, CONSULTANT's sole remedy shall be the suspension or termination of this Agreement and/or the recovery of

any unpaid sums lawfully owed to CONSULTANT under this Agreement for completed services and tasks.

- 5.3 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

## VI. MISCELLANEOUS PROVISIONS

- 6.1 DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY: All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all materials, equipment, reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONSULTANT in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONSULTANT shall require all subCONSULTANTS and subCONSULTANT working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any subCONSULTANT or subCONSULTANT as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.
- 6.2 CONFIDENTIALITY: All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONSULTANT without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONSULTANT shall not use CITY's name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.

- 6.3 **FALSE CLAIMS ACT:** CONSULTANT warrants and represents that neither CONSULTANT nor any person who is an officer of, in a managing position with, or has an ownership interest in CONSULTANT has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., Section 3789 et seq. and the California False Claims Act, Government Code Section 12650 et seq.
- 6.4 **NOTICES:** All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

**CONSULTANT:**  
[NAME AND ADDRESS]

**CITY:**  
City of Huntington Park  
[DEPARTMENT]  
6550 Mile Avenue  
Huntington Park, CA 90255  
Attn: [REP FOR CITY, TITLE]  
Phone: (626) XXXXX  
Fax: (626) XXXXX

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

- 6.5 **COOPERATION; FURTHER ACTS:** The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 **SUBCONTRACTING:** CONSULTANT shall not subcontract any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. Subcontracts (including without limitation subcontracts with subCONSULTANTS), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement with the exception of provisions relating to insurance requirements and indemnification.
- 6.7 **CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS:** CITY reserves the right to employ other CONSULTANTS in connection with the various projects worked upon by CONSULTANT.
- 6.8 **PROHIBITED INTERESTS:** CONSULTANT warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift or other

consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

6.9 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.

6.10 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, the venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.

6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.

6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.

6.13 NO THIRD PARTY BENEFIT: There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.

6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.

6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.

6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.



- 6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 COUNTERPARTS: This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterparts shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONSULTANT and the two remaining counterparts shall remain with the City for archiving and day-to-day reference by the department responsible for administering the Agreement on the City's behalf.
- 6.21 Notwithstanding any provision to the contrary contained in this Agreement, in no event shall either party be liable for punitive damages.
- 6.22 FORCE MAJEURE: A party's performance of any obligation under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of any event of Force Majeure. In any such event, the party unable to perform shall be required to resume performance of its obligations under this Agreement upon the termination of the event or cause that excused performance hereunder. "Force Majeure" herein means an event which is beyond the reasonable control of a party, including without limitation: (a) acts of God; (b) flood, fire, earthquake, hurricane or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law that prevents CONSULTANT from performing its obligations as set forth in this Agreement; (e) actions, embargoes or blockades in effect on or after the date of this Agreement; (f) action by any governmental authority that prevents CONSULTANT from performing its obligations as set forth in this Agreement; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances, other than those involving the affected parties employees; (i) shortage of adequate power or transportation facilities.

**[SIGNATURE PAGE TO FOLLOW]**

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

**CITY OF HUNTINGTON PARK:**

**[NAME OF CONSULTANT]**

**By:** \_\_\_\_\_  
[REP FOR CITY]  
[TITLE]

**By:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**APPROVED AS TO FORM:**

**By:** \_\_\_\_\_  
City Attorney

**EXHIBIT “A”  
SCOPE OF WORK  
(SEE ATTACHED)**

DRAFT

## ATTACHMENT “B”

## PROPOSAL



**PAGEANTRY PARADES**  
**PO Box 2400**  
**DOWNEY, CA 90242**

**AUGUST 9, 2018**

**PHONE**  
(562) 746 - 2300

**FAX**  
(562) 869 - 1927

**E-MAIL**  
[PAGEANTRYEVENTS@AOL.COM](mailto:PAGEANTRYEVENTS@AOL.COM)

**HUNTINGTON PARK HOLIDAY PARADE**  
**ATTN: RICARDO REYES - CITY MANAGER**  
**6550 MILES AVENUE**  
**HUNTINGTON PARK, CA 90255**

WE AT **PAGEANTRY PARADES**, HEREBY FURTHER KNOWN AS **PAGEANTRY**, AGREE TO ASSIST THE CITY OF HUNTINGTON PARK, HEREBY FURTHER KNOWN AS **HPHP**, IN PRODUCING THEIR 68TH ANNUAL HUNTINGTON PARK HOLIDAY PARADE ON SATURDAY - DECEMBER 8, 2018 @ 6:00PM AND 69TH ANNUAL HUNTINGTON PARK HOLIDAY PARADE ON SATURDAY - DECEMBER 14, 2019 @ 6:00PM. WE AGREE TO ASSIST THE **HPHP** WITH THE USE OF OUR MOST UP-TO-DATE MAILING LIST TO OBTAIN ENTRIES FOR THE DAY OF PARADE.

**I. PAGEANTRY IS RESPONSIBLE FOR THE FOLLOWING ITEMS:**

- A. GRAND MARSHAL PLAQUE (1)
- B. ALL NECESSARY PARTICIPANT VEHICLE PASSES
- C. ALL NECESSARY UNIT NUMBERS WITH PINS FOR DAY OF PARADE
- D. PARADE STAFF, INCLUDING BUT NOT LIMITED TO, CHECK-IN, FORMATION AREA, AND ANNOUNCER (IF NEEDED)
- E. A REPRESENTATIVE TO ATTEND ALL NECESSARY PARADE MEETINGS
- F. PREPARE AND MAIL ALL APPLICATIONS, LETTERS OF ACCEPTANCE, NON-ACCEPTANCE, MAPS, PASSES, ETC ...
- G. MAINTAIN A DATABASE OF ALL COMPLETED APPLICATIONS AND VIP / DIGNITARIES AND FORMULATE THE PARADE LINE-UP
- H. WRITE THE PARADE SCRIPT AND PROVIDE TWO (2) HARD COPIES IN A FOLDER TO THE ANNOUNCER(S) AND / OR TV FOR USE DAY OF THE EVENT
- J. ANSWER CALLS, E-MAILS, AND FAXES TO THE **PAGEANTRY** OFFICE FROM **HPHP**, PARTICIPANTS, AND LOCAL AGENCIES DURING OFFICE HOURS; MONDAY - FRIDAY (10:00AM - 4:00PM)
- K. COORDINATE / MANAGE ALL ASPECTS OF THE PARADE ON THE DAY OF THE EVENT INCLUDING BUT NOT LIMITED TO CHECK IN, FORMATION AREA(S), COMMUNICATION WITH STAFF, TV CREW, VOLUNTEERS, AND CITY OFFICIALS, AND HAVING ON HAND ALL NECESSARY PAPERWORK ( LINE-UPS. MAPS, LETTERS, PASSES, SCRIPTS, VIP / DIGNITARY SIGNS), AND ANY ADDITIONAL PARADE COMMITTEE APPROVED ITEMS ( AWARDS, RIBBONS, ETC)

- L. COORDINATE WITH LOCAL OFFICIALS IN REGARDS TO PERMITS, STREET CLOSURES, BARRICADES / BARRIERS, PORTABLE RESTROOMS, CITY STAFFING REQUIRED FOR THE PARADE
- M. USE APPROVED BAND TRANSPORTATION / ASSISTANCE FUNDS TO SECURE MARCHING BANDS FOR THE PARADE
- N. ACQUIRE VIP CARS ( CONVERTIBLES ) FOR USE BY DIGNITARIES IN THE PARADE.

[ LIMITED TO TEN TRIPS UNLESS OTHERWISE AGREED TO BY **PAGEANTRY** ]  
[ A TRIP CONSTITUTES ONE TIME THROUGH THE PARADE ]

- O. MAINTAIN A MINIMUM INSURANCE COVERAGE OF ...

#### GENERAL LIABILITY

- \$1,000,000 ( EACH OCCURRENCE )
- \$2,000,000 ( GENERAL AGGREGATE )

#### AUTO LIABILITY

- HIRED
- NON OWNED
- SCHEDULED
- PHYSICAL DAMAGE

#### WORKERS COMPENSATION

## II. **PAGEANTRY** WILL PROVIDE UPON REQUEST AND BUDGET APPROVAL BY **HPHP** THE FOLLOWING ITEMS:

- A. PARADE JUDGING ASSOCIATION TO JUDGE ALL NON-DIGNITARY UNITS IN THE PARADE AND COORDINATE THE AWARD CEREMONY UPON THE CONCLUSION OF THE PARADE

- B. AWARDS PACKAGE

#### A MINIMUM OF 3 TOP AWARDS

- MUSICAL SWEEPSTAKES AWARD (1) - HIGHEST SCORING BAND
- SANTA AWARD (1) - HIGHEST SCORING NOVELTY OR DANCE UNIT
- MAYOR'S AWARD (1) - BEST LOCAL ENTRY

ALL NECESSARY 1ST, 2ND, AND 3RD PLACE AWARDS FOR EACH CLASS / CATEGORY OFFERED

- C. ACQUIRE A SANTA CLAUS FOR THE USE IN THE PARADE AND AT THE VIP HOSTING FOR THE HOURS OF 5:00PM - 8:00PM, OR UPON THE CONCLUSION OF THE PARADE, WHICHEVER COMES FIRST
- D. ACQUIRE THE REVIEWING / JUDGES STAND INCLUDING, ELECTRICAL POWER, PA SYSTEM, MICROPHONE, TABLES, AND CHAIRS FOR EVENING OF THE PARADE
- E. ANY ITEM(S), LISTED OR UNLISTED, UNDER ADDITIONAL BUDGET ITEMS ( SECTION III ) THAT HAVE NOT BEEN SPECIFICALLY NAMED IN THIS SECTION



### III. FEE SCHEDULE

#### 2018 HUNTINGTON PARK HOLIDAY PARADE

##### MAIN BUDGET ITEMS: ( REQUIRED )

PARADE COORDINATION	-----	\$10,250.00
<hr/>		
TOTAL MAIN BUDGET ITEMS	-----	\$10,250.00

##### SECONDARY BUDGET ITEMS: ( REQUIRED )

BAND ASSISTANCE	-----	\$ 4,000.00
VIP CAR TRIPS ( 10 )	-----	\$ 1,000.00
VIP / DIGNITARY SIGNS ( 10 )	-----	\$ 300.00

---

#### 2019 HUNTINGTON PARK HOLIDAY PARADE

##### MAIN BUDGET ITEMS: ( REQUIRED )

PARADE COORDINATION	-----	\$10,500.00
<hr/>		
TOTAL MAIN BUDGET ITEMS	-----	\$10,500.00

##### SECONDARY BUDGET ITEMS: ( REQUIRED )

BAND ASSISTANCE	-----	\$ 4,000.00
VIP CAR TRIPS ( 10 )	-----	\$ 1,000.00
VIP / DIGNITARY SIGNS ( 10 )	-----	\$ 300.00

---

##### 2018 / 2019 ADDITIONAL BUDGET ITEMS: ( IF REQUESTED )

NEW ORLEANS JAZZ BAND	-----	\$ 4,000.00
PROFESSIONAL FLOATS ( EACH )	-----	\$ 4,000.00
PROFESSIONAL JUDGES ASSOCIATION	-----	\$ 1,500.00
HORSE DRAWN VEHICLES ( EACH )	-----	\$ 1,000.00
VIP / DIGNITARY RIBBONS	-----	\$ 500.00
ANTIQUE FIRE TRUCK	-----	\$ 500.00
CERTIFICATE OF INSURANCE	-----	\$ 250.00
VIP CARS ( EACH, ADDITIONAL )	-----	\$ 100.00
PLAQUES ( EACH, ADDITIONAL )	-----	\$ 80.00
VIP / DIGNITARY SIGNS ( PER SET )	-----	\$ 30.00
SCRIPTS ( EACH, ADDITIONAL )	-----	\$ 30.00
SANTA CLAUS	-----	\$ TBD
ADDITIONAL INSURANCE	-----	\$ TBD

**IV. HPHP HEREBY AGREES TO PROVIDE / PERFORM THE FOLLOWING:**

- A. PARADE HOSTING FOR DIGNITARIES
- B. PORTABLE RESTROOMS IN THE FORMATION AREA, DISBANDING AREA, ANNOUNCERS STAND, AND THE PARADE ROUTE
- C. DISTRIBUTE APPLICATIONS TO LOCAL ENTRIES
- D. DISTRIBUTE ALL PRESS RELEASES TO LOCAL MEDIA
- E. ACT AS LIAISON BETWEEN LOCAL SERVICE CLUBS, BUSINESSES, CITY AGENCIES AND **PAGEANTRY**
- F. CLEAR ALL NECESSARY PERMITS
- G. ACQUIRE THE GRAND MARSHAL AND ANY PARADE MARSHALS
- H. PROVIDE OWN BANNERS AND BANNER CARRIERS
- I. ARRANGE FOR REVIEWING STAND INCLUDING, ELECTRICAL POWER, TABLES, CHAIRS AND SOUND SYSTEM (WITH MICROPHONE) FOR DAY OF PARADE
- J. SUPPLY ADDITIONAL STAFF FOR DAY OF PARADE
- K. ARRANGE AND CARRY NECESSARY INSURANCE
- L. COORDINATE FOR THE FORMATION, PARADE ROUTE AND DISBANDING AREAS TO BE POSTED WITH "NO PARKING" SIGNS
- M. ARRANGE FOR AWARDS CEREMONY TO ANNOUNCE WINNERS
- N. ACQUIRE SANTA FOR USE IN PARADE

## **V. PAYMENT**

WE PROPOSE TO FURNISH LABOR AND / OR MATERIALS, COMPLETED AND IN ACCORDANCE WITH / TO THE ABOVE SPECIFICATIONS, AND SUBJECT TO THE CONDITIONS OUTLINED IN THIS AGREEMENT FOR THE MINIMUM SUM UNDER MAIN BUDGET ITEMS AND SECONDARY BUDGET ITEMS OF ...

*Fifteen Thousand Five Hundred Fifty Dollars and Zero Cents* **\$15,550.00**

### **PAYMENT IS DUE IN FULL AS FOLLOWS:**

#### **PAYABLE TO:**

**PAGEANTRY PARADES**  
C/O DAVID & ELIZABETH SARELL  
PO Box 2400  
DOWNEY, CA 90242  
(562) 746 - 2300

#### **EVENT:**

68TH ANNUAL HUNTINGTON PARK HOLIDAY PARADE

#### **DATE / TIME:**

SATURDAY - DECEMBER 8, 2018 @ 5:00PM

#### **EVENT:**

69TH ANNUAL HUNTINGTON PARK HOLIDAY PARADE

#### **DATE / TIME:**

SATURDAY - DECEMBER 14, 2019 @ 5:00PM

## VI. CANCELLATION POLICY

IN THE EVENT OF CANCELLATION, THE FOLLOWING POLICIES AND / OR PENALTIES WILL BE IN EFFECT.

### 68TH ANNUAL HUNTINGTON PARK HOLIDAY PARADE

IF CANCELLED BY:

09/08/18 @ 12:00PM	-----	\$6,000.00*
10/08/18 @ 12:00PM	-----	\$7,250.00*
11/08/18 @ 12:00PM	-----	\$8,500.00*

### 69TH ANNUAL HUNTINGTON PARK HOLIDAY PARADE

IF CANCELLED BY:

09/14/19 @ 12:00PM	-----	\$6,000.00*
10/14/19 @ 12:00PM	-----	\$7,250.00*
11/14/19 @ 12:00PM	-----	\$8,500.00*

\* FOR **MAIN BUDGET ITEMS** ONLY, DOES NOT INCLUDE SECONDARY BUDGET ITEMS NOR PENALTIES INCURRED FOR CANCELLATION OF CONFIRMED **ADDITIONAL BUDGET ITEMS** SUCH AS HORSE DRAWN VEHICLES, FLOATS, JUDGES, VIP RIBBONS, ETC ...

UPON WRITTEN NOTICE OF CANCELLATION, **PAGEANTRY** WILL SUBMIT A FINAL INVOICE(S) FOR TOTAL CANCELLATION COSTS. PAYMENT OF INVOICE(S) SHOULD BE MADE WITHIN 15 DAYS OF CANCELLATION NOTICE.

ANY NOTICE GIVEN AFTER 11/08/18 @ 12:00PM AND 11/14/19, RESPECTIVELY, WILL RESULT IN A PENALTY OF 100% OF ALL **MAIN BUDGET ITEMS, SECONDARY BUDGET ITEMS, AND ADDITIONAL BUDGET ITEMS** CONFIRMED BY **PAGEANTRY** AT THE TIME OF CANCELLATION.

## VII. CONFIDENTIALITY AGREEMENT

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS RESPECTFULLY SUBMITTED ARE BETWEEN **PAGEANTRY** AND **HPHP** AND THEIR RESPECTIVE REPRESENTATIVES. THE CONTENTS OF THIS AGREEMENT ARE A PRIVATE CONTRACT BETWEEN THE TWO PARTIES AND AS SUCH THE DETAILS SHALL NOT BE SHARED WITH ANY PERSON, ORGANIZATION, OR ENTITY WITHOUT THE EXPRESS WRITTEN CONSENT OF **PAGEANTRY** AND/OR DAVID & ELIZABETH SARELL.

## VIII. ACCEPTANCE

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS RESPECTFULLY SUBMITTED ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZING **PAGEANTRY** TO DO THE WORK AS SPECIFIED.

### DATE OF ACCEPTANCE:

BY: Elizabeth A. Sarell  
( PAGEANTRY PARADES )

DATE: 8/09/18

BY: David A. Sarell  
( PAGEANTRY PARADES )

DATE: 8/09/18

BY: \_\_\_\_\_  
( CITY OF HUNTINGTON PARK )

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

BY: \_\_\_\_\_  
( CITY OF HUNTINGTON PARK )

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

ALL PARADE PAPERWORK (APPLICATIONS, MAPS, PASSES, ACCEPTANCE LETTERS, ETC ..), THE INFORMATION AND LANGUAGE CONTAINED WITHIN, AND THE SUBMITTED APPLICATIONS, WHETHER ON-LINE OR HARD COPY, WITH THE EXCEPTION OF LOCAL ENTRY CONTACT INFORMATION, IS THE SOLE PROPERTY OF **PAGEANTRY** AND DAVID & ELIZABETH SARELL. ANY USE OF THESE FORMS, INFORMATION, OR LANGUAGE WITHOUT THE EXPRESS WRITTEN CONSENT OF **PAGEANTRY** AND/OR DAVID & ELIZABETH SARELL IS PROHIBITED.



# CITY OF HUNTINGTON PARK

Department of Parks and Recreation  
City Council Agenda Report

October 16, 2018

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 OF EXPENDITURES FOR HOLIDAY TREE DECORATIONS AT CITY HALL**

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

1. Authorize the use of City Art in Public Places funds included in the FY 2018-19 adopted budget for the 3<sup>rd</sup> and final year agreement with Ambius; for the installation and take down of the holiday tree decorations at City Hall.

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

At the regularly scheduled City Council Meeting on September 6, 2016, the City Council approved to enter into a 3-year agreement with vendor Ambius, for installation and take down of holiday decorations for the live Sequoia tree located outside City Hall. Year 1 commenced in December 2016, year 2 was in December 2017 and this December 2018 will be the final year of the 3-year agreement.

The live Sequoia tree has been a large part of the City's celebrations and is a fixture within the community during the holidays. At the City's annual Tree Lighting Ceremony, the decorated tree is the focal point and truly allows everyone the ability to enjoy the lights and the holiday season.

Staff is requesting authorization to utilize City Art in Public Places funds for year 3 of the 3-year agreement with Ambius for the installation and take down of the holiday decorations for the tree outside of City Hall.

# **CONSIDERATION AND APPROVAL OF EXPENDITURES FOR HOLIDAY TREE DECORATIONS AT CITY HALL**

October 16, 2018

Page 2 of 2

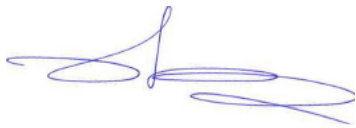
## **FISCAL IMPACT/FINANCING**

Funding for the 2018 Holiday Tree Decorations was approved in the City's FY 18-19 Adopted Budget under account #232-6010-419.56-41

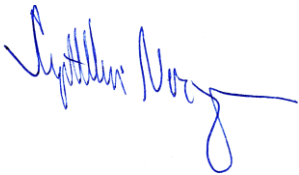
## **CONCLUSION**

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ricardo Reyes', with a stylized, flowing script.

**RICARDO REYES**  
City Manager

A handwritten signature in blue ink, appearing to read 'Cynthia Norzagaray', with a stylized, flowing script.

**CYNTHIA NORZAGARAY**  
Director of Parks and Recreation

## **ATTACHMENT(S)**

A. Ambius, 3 Year Contract Services Agreement

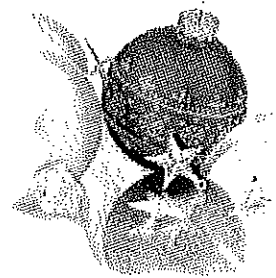
# ATTACHMENT “A”



## Quote



Attn Ms Espinosa  
City of Huntington Park  
6550 Miles Avenue  
HUNTINGTON PARK CA 90255



Quote            Q118466  
Date             August 25, 2016  
Product         Holiday  
Regarding       Holiday Rental

		Amount
1	<u>Ground Level - Front of City Hall</u>	4,129.65
	1 Decor, Lights and Packages for Existing 25' Tree	
	Lift to be provided by City.	
	Installation Date: TBD	
	Take Down Date: TBD	
	3 Year Contract (2016, 2017, 2018)	
Short Term Hire amount per year		4,129.65
Charge for Delivery and Installation		454.26

All prices are exclusive of Tax and valid until 10/24/16

Presented by Clinton Jorth • Service Manager • [clinton.jorth@ambius.com](mailto:clinton.jorth@ambius.com) • (310) 261 0926

Ambius • 311 N Crescent Way • Anaheim, CA • 92801 • Phone: 562.463.0660 • Fax: 562.463.0884 • [www.ambius.com](http://www.ambius.com)  
Home Office: Rentokil North America, Inc. 1125 Berkshire Blvd. Suite 150 Wyomissing, Pa. 19610

## ANNUAL RENTAL AGREEMENT

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This agreement (the "Agreement") is made as of the date of acceptance indicated below, and is by and between Ambius, a registered trade name of Rentokil North America, Inc. ("Ambius" or the "Company") and the customer identified below (the "Customer" or "You") on the terms and conditions set forth in this Agreement.

Ambius will provide City of Huntington Park with all service necessary to prepare, freshen, install and remove the holiday décor.

Ambius proposes:

Rent the attached listed holiday decor for \$4,129.65\* annually.

Charge for delivery and installation is \$454.26\*.

(\*) These prices exclude applicable taxes.

1. THE SERVICES. Ambius will provide You with the holiday decor, replicas and further items described and for the prices set forth on the attached Quote (the "Services").
2. PAYMENT TERMS. Ambius will provide You with an annual, one-time invoice for the Services and items set forth on Quote. You agree to pay the invoice within ten (10) days. You will be liable for any returned check fees and any collection costs, including reasonable attorney fees and court costs, for any invoices not otherwise timely paid, and interest at the rate of 1% per month may be added to all unpaid invoices. You may pay these invoices by 1) Electronic Funds Transfer (please contact [eft.coordinator-us@ambius.com](mailto:eft.coordinator-us@ambius.com) for information); 2) direct debit ; 3) bank check; or 4) credit card.
3. TERM AND EXPIRATION. This Agreement will be for a 36 month term unless otherwise set forth on Quote. All property being provided to You under this Agreement will remain the property of Ambius, and You will be responsible for any property that is damaged beyond reasonable use or otherwise not able to be recovered by Ambius at the end of this term. To the extent that You cancel this Agreement prior to the expiration of the term or a renewal term for no fault of Ambius, You agree to pay Ambius for 50% of the amount to be invoiced for the remainder of that term or renewal term. This amount constitutes liquidated damages and not a penalty, and is in recognition of the difficulty of Ambius in establishing the amount of damages or costs for any such early termination.
4. INSURANCE AND LIMITATION OF LIABILITY. The Company will maintain general liability and property damage insurance as necessary given the scope and nature of the Services. The Company will be responsible for those damages, claims, causes of action, injuries or legal costs, whether incurred by You or a third party, to the extent of its own direct negligence or misconduct, and then only to an amount not to exceed the annual value of this Agreement. In no event will any party to this Agreement be liable to the other for incidental, consequential or purely economic damages. Additionally, Ambius is not responsible for any damage or harm to walls or structures caused by removal of material therefrom.

Ambius accepts no responsibility for decorative containers supplied by You or by Ambius once outside their manufacturer's warranty.

5. CUSTOMER RESPONSIBILITIES. Ambius assumes all responsibility for the care and maintenance of the plants and associated material being provided under this Agreement. Further, Ambius is not responsible for damage to the plants and material related to temperature extremes, light levels changed since installation, catastrophic events such as fire, floods or unexpected freezes, malicious or accidental damage by third parties, or interference by Your employees in the maintenance of the provided plants. Ambius is also not responsible for any damage or harm to walls or structures to the extent any material is required to be removed or taken down after being attached thereto. You will provide Ambius access to water. You must allow unrestricted access to the plants during normal working hours.
6. FORCE MAJEURE. The Company shall not be liable for any delay in performing the Services, nor liable for any failure to provide the Services, due to any cause beyond its reasonable control.
7. ANTI-CORRUPTION AND BRIBERY. Each party represents that neither it nor anyone acting on its behalf has offered, given, requested or accepted any undue financial or other advantage of any kind in entering into this Agreement, and that it will comply with all applicable laws and regulations pertaining to corruption, competition and bribery in carrying out the terms and conditions of this Agreement.
8. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the state in which the Services are performed.
9. ENTIRE AGREEMENT. This Agreement and its Quote constitute the entire agreement between the parties with respect to the subject matter and replaces any prior agreements or understandings, whether in writing or otherwise. This Agreement may not be modified or amended except by written agreement executed by both parties. In the event that any provision of this Agreement is determined to be void, invalid, or unenforceable, the validity and enforceability of the remaining provisions of this Agreement shall not be affected.
10. NOTICE. Any written notice provided under this Agreement may be sent via overnight mail, certified mail, hand delivery or electronic mail with delivery confirmation, to the individuals and addresses listed below.
11. BINDING. This Agreement shall inure to the benefit of and be binding upon the legal representatives and successors of the parties.

Authorization of this agreement indicates acceptance of the terms and requirements.

**BILLING INFORMATION:**

Q118466  
City of Huntington Park  
6550 Miles Avenue  
HUNTINGTON PARK CA 90255

**SERVICE ADDRESS:**

City of Huntington Park  
6550 Miles Avenue  
HUNTINGTON PARK CA 90255

AMBIUS

By: AL Martin

Printed Name: AL Martin

Title: Vice President

Electronic Mail:

311 N CRESCENT WAY

Address:

ANAHEIM, CA 92801

Date Accepted by Customer:

9-26-16

CUSTOMER

By: Josette Espinosa

Printed Name:

Title: Director of Parks & Recreation

Electronic Mail: JESPINOSA@cityof.com

3401 E Florence Ave

Address:

Huntington Park, CA 90255



# CITY OF HUNTINGTON PARK

Finance Department  
City Council Agenda Report

October 16, 2018

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 OF A RESOLUTION APPROVING AMENDMENTS TO THE CITY OF HUNTINGTON PARK'S MASTER FEE SCHEDULE**

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

1. Conduct a public hearing;
2. Take public testimony; and
3. Adopt Resolution No. 2018-26, Revising Certain Fee Amounts for City Services in Accordance with the City of Huntington Park Master Fee Schedule.

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

The City of Huntington Park maintains a Master Fee Schedule which lists all fees charged by the City for services performed. The listing is categorized by department and includes business license processing fees, copies produced by the City Clerk's Office, fees charged for police services for special events, recreational classes, rental of City facilities, conditional use permit transfers, utility company street cuts and numerous other fees.

Fees within the City's Master Fee Schedule are based on the personnel costs related to salaries and benefits of employees performing the review and processing of services on behalf of the City and the number of hours involved in processing the services. Cities are allowed to recover the full cost of providing services to the public. Cities are not allowed to make a profit, but they are allowed to recoup their costs in providing the service to the public.

The City increased certain fees on the Master Fee Schedule for Fiscal Year 2017-18. For this next fiscal year, the City chose to hire a company that specializes in conducting fee analyses, including calculating full cost recovery and a comparative analysis that incorporates neighboring municipalities' fees. This analysis performed verifies that the

**CONSIDERATION AND APPROVAL OF A RESOLUTION APPROVING  
AMENDMENTS TO THE CITY OF HUNTINGTON PARK'S MASTER FEE SCHEDULE**

October 16, 2018

Page 2 of 2

full cost recovery method produces fees that are both appropriate and competitive when compared to other municipalities.

Matrix Consulting Group, Ltd performed the necessary analysis and made recommendations for possible fee increases based upon their calculations, as well as a comparative analysis to other municipalities.

Staff is recommending the fee increases included on Exhibit A to the attached resolution.

**FISCAL IMPACT/FINANCING**

Based on prior years' volume, the recommended increases to the City's Master Fee Schedule is estimated to increase General Fund revenues an additional \$264,180 per fiscal year.

**CONCLUSION**

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

Respectfully submitted,



RICARDO REYES  
City Manager



NITA MCKAY  
Director of Finance

**ATTACHMENT(S)**

- A. Resolution No. 2018-26, Revising Certain Fee Amounts for City Services in Accordance with the City of Huntington Park Master Fee Schedule (Exhibit A "Proposed Fee Changes")
- B. Schedule of Estimated Revenues Based on Proposed Fee Increases to the Master Fee Schedule

# ATTACHMENT “A”

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**WHEREAS**, cost recovery for related services is essential to providing the public with the services listed; and

**WHEREAS**, the amounts set forth in Exhibit A, are equal to or less than the cost of providing the services for which the fees are charged.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK DOES HEREBY RESOLVE AS FOLLOWS:**

**PASSED, APPROVED AND ADOPTED this 16<sup>th</sup> day of October 2018.**

ATTEST:

Donna G. Schwartz, CMC  
City Clerk



## EXHIBIT “A”

## Proposed Fee Changes to the Master Fee Schedule for Fiscal Year 2018-19

Fee Name	Current Fee FY 2017-18	Proposed Fee FY 2018-19
<b><u>FINANCE</u></b>		
Business License Application Processing	28.96	75.00
Business License Renewal Processing Fee	26.03	47.00
Business License Change of Location Processing Fee	26.03	75.00

### **PLANNING**

#### **Administrative Applications, Permits & Reviews**

##### **Activity in Public Places Permits:**

Conditional Use Permit Transfer	125.00	316.00
Home Family Day Care Center Permit	100.00	256.00
Minor Development Permit	280.00	412.00
Minor Modifications to Entitlements	250.00	665.00
Preliminary Plan Reviews (1st and 2nd) - (Each)	250.00	930.00
Preliminary Plan Reviews (Each additional review)	95.00	333.00
Sign Program Review	95.00	684.00

##### **Special Event Permit:**

Temporary Use Permit	280.00	307.00
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#### **Discretionary Applications, Permits & Reviews**

##### **Activity in Public Places Permits:**

Amendment to Major Development Permit	500.00	661.00
Conditional Use Permit	2,350.00	4,972.00
Development Agreement	2,475.00	3,789.00
General Plan Amendment	3,750.00	6,387.00
Major Amendment to Entitlements	500.00	1,951.00
Major Development Permit	1,875.00	4,972.00
Minor Conditional Use Permit	2,200.00	2,474.00
Misc. Agreements with Payment Processing	650.00	2,643.00
Technical Study/Analysis Review	Consultant Cost	2,643.00
Zoning Variance	2,350.00	4,972.00
Zone Change	2,500.00	5,616.00
Zoning Ordinance Amendment	3,100.00	6,647.00

##### **Subdivisions**

Certificate of Compliance	190.00	1,316.00
Tentative Parcel Map	2,175.00	2,644.00
Tentative Tract Map	2,175.00	2,644.00

##### **Environmental Reviews (CEQA)**

Fee Name	Current Fee FY 2017-18	Proposed Fee FY 2018-19
Env. Assessment w/Negative Declaration	535.00	1,179.00
Env. Assessment w/Mitigated Negative Declaration	Consultant + 10% Admin	1,622.00
<b>Appeals</b>		
Appeals to City Council	625.00	1,299.00
Appeals to Planning Commission	625.00	1,299.00
<b>Misc. Letters, Forms &amp; Services</b>		
Rebuild Letter	50.00	90.00
Zoning Letter	50.00	90.00
General Plan Copy	65.00	267.00
Land Use/Zoning Map (Color)	3.00	267.00
Plan Vellum	13.00	267.00
Search and Copy of Microfiche/Scanned Permit	19.00	267.00

**POLICE****Personnel**

Police Sergeant	75.79	147.00
Overtime	113.69	220.00
Senior Officer	66.08	132.00
Overtime	99.12	197.00
Police Officer	58.85	113.00
Overtime	88.28	170.00
Communication Operator (Dispatcher)	46.96	110.00
Overtime	70.44	164.00
Parking Enforcement Officer	40.63	97.00
Overtime	60.95	145.00

**General Administrative Fees**

Arrest Reports	26.86	32.00
Redacted Reports (in addition to Report Fee)	26.86	32.00
Reports Requested By Mail (in addition to Basic Report)	20.14	32.00

**Finger Printing:**

Repossessions	15.82	18.00
Incident Reports	26.86	32.00
CAD Reports	20.14	32.00

**Traffic Collision Reports:**

Residents	26.86	32.00
Booking Sips/Dispositions	17.45	32.00
Clearance Letters	17.45	72.00
Pick up & Disposal of Deceased Animals	20.14	191.00
Pick up of Live Animals	20.14	191.00
Animal Litter Pickup	20.14	191.00

Fee Name	Current Fee FY 2017-18	Proposed Fee FY 2018-19
Emergency Care & Relinquishment Back to Owner	80.58	167.00
<b>Traffic /Equipment Citation Review</b>		
HP Police Citations	10.27	28.00

## **PARKS & RECREATION**

### **Freedom Park**

#### **Multi-Purpose Athletic Facility**

Groups #1-6 Weekday	11.00	16.00
Groups #1-6 Weekend	16.00	21.00
Group #7 Weekday	21.00	26.00
Group #7 Weekend	26.00	31.00
Private Party Weekday	31.00	36.00
Private Party Weekend	36.00	41.00

#### **Freedom Park Basketball Court #1**

Groups #1-6 Weekday	21.00	30.00
Groups #1-6 Weekend	26.00	35.00
Group #7 Weekday	21.00	30.00
Group #7 Weekend	26.00	35.00
Private Party Weekday	26.00	35.00
Private Party Weekend	26.00	35.00

#### **Freedom Park Basketball Court #1-2**

Groups #1-6 Weekday	31.00	44.00
Groups #1-6 Weekend	31.00	44.00
Group #7 Weekday	31.00	49.00
Group #7 Weekend	31.00	49.00
Private Party Weekday	41.00	54.00
Private Party Weekend	41.00	54.00
Commercial	41.00	54.00

### **Raul R. Perez Memorial Park**

#### **Multi-Purpose Athletic Facility**

Groups #1-6 Weekday	11.00	16.00
Groups #1-6 Weekend	16.00	21.00
Group #7 Weekday	21.00	26.00
Group #7 Weekend	26.00	31.00
Private Party Weekday	31.00	36.00
Private Party Weekend	36.00	41.00
Commercial	51.00	56.00

#### **Multi-Purpose Athletic Facility 1/2 Field**

Groups #1-6 Weekday	9.00	13.00
Groups #1-6 Weekend	11.00	15.00
Group #7 Weekday	13.00	17.00
Group #7 Weekend	16.00	20.00

Fee Name	Current Fee FY 2017-18	Proposed Fee FY 2018-19
Private Party Weekday	16.00	20.00
Private Party Weekend	21.00	25.00
<b>Basketball Court #1 or #2</b>		
Groups #1-6 Weekday	21.00	30.00
Groups #1-6 Weekend	26.00	35.00
Group #7 Weekday	21.00	30.00
Group #7 Weekend	26.00	35.00
Private Party Weekday	26.00	35.00
Private Party Weekend	26.00	35.00
<b>Basketball Court #1 and #2</b>		
Groups #1-6 Weekday	41.00	59.00
Groups #1-6 Weekend	51.00	61.00
Group #7 Weekday	41.00	51.00
Group #7 Weekend	51.00	61.00
Private Party Weekday	51.00	61.00
Private Party Weekend	51.00	61.00
<b><u>Salt Lake Park Baseball &amp; Softball Facilities</u></b>		
<b>Ball Field #1, #2, or #3</b>		
Groups #1-6 Weekday	11.00	16.00
Groups #1-6 Weekend	16.00	21.00
Group #7 Weekday	16.00	21.00
Group #7 Weekend	21.00	26.00
Private Party Weekday	26.00	31.00
Private Party Weekend	29.00	32.00
Commercial	36.00	41.00
<b>Ball Field #4</b>		
Groups #1-6 Weekday	11.00	16.00
Groups #1-6 Weekend	16.00	21.00
Group #7 Weekday	16.00	21.00
Group #7 Weekend	21.00	26.00
Private Party Weekday	26.00	31.00
Private Party Weekend	31.00	36.00
Commercial	36.00	41.00
<b>Ball Field Grass #1, #2, #3 or #4</b>		
Groups #1-6 Weekday	9.00	13.00
Groups #1-6 Weekend	11.00	15.00
Group #7 Weekday	13.00	17.00
Group #7 Weekend	16.00	20.00
Private Party Weekday	16.00	20.00
Private Party Weekend	19.00	23.00
<b>Batting Cages (15 Minutes)</b>		
Groups #1-6 Weekday	9.00	13.00

Fee Name	Current Fee FY 2017-18	Proposed Fee FY 2018-19
Groups #1-6 Weekend	9.00	13.00
Group #7 Weekday	11.00	15.00
Group #7 Weekend	11.00	15.00
Private Party Weekday	12.00	16.00
Private Party Weekend	12.00	16.00
<b>Batting Cages (30 Minutes)</b>		
Groups #1-6 Weekday	16.00	23.00
Groups #1-6 Weekend	16.00	23.00
Group #7 Weekday	19.00	26.00
Group #7 Weekend	19.00	26.00
Private Party Weekday	21.00	28.00
Private Party Weekend	21.00	28.00
<b>Batting Cages (60 Minutes)</b>		
Groups #1-6 Weekday	26.00	37.00
Groups #1-6 Weekend	26.00	37.00
Group #7 Weekday	28.00	39.00
Group #7 Weekend	28.00	39.00
Private Party Weekday	31.00	42.00
Private Party Weekend	31.00	42.00
<b><u>Salt Lake Park Gymnasium (Basketball &amp; Volleyball)</u></b>		
<b>Gymnasium</b>		
Groups #1-6 Weekday	26.00	37.00
Groups #1-6 Weekend	41.00	52.00
Group #7 Weekday	31.00	42.00
Group #7 Weekend	51.00	62.00
Private Party Weekday	67.00	78.00
Private Party Weekend	82.00	93.00
Commercial	87.00	98.00
<b>Gymnasium 1/2 Court</b>		
Groups #1-6 Weekday	16.00	23.00
Groups #1-6 Weekend	21.00	28.00
Group #7 Weekday	21.00	28.00
Group #7 Weekend	26.00	33.00
Private Party Weekday	26.00	33.00
Private Party Weekend	31.00	38.00
<b><u>Salt Lake Park Soccer Fields</u></b>		
<b>Kevin De Leon Soccer Field A or B</b>		
Groups #1-6 Weekday	21.00	30.00
Groups #1-6 Weekend	26.00	35.00
Group #7 Weekday	26.00	35.00
Group #7 Weekend	31.00	40.00
Private Party Weekday	31.00	40.00

Fee Name	Current Fee FY 2017-18	Proposed Fee FY 2018-19
Private Party Weekend	36.00	45.00
<b>Kevin De Leon Soccer Field A and B (Entire Field)</b>		
Groups #1-6 Weekday	36.00	51.00
Groups #1-6 Weekend	41.00	56.00
Group #7 Weekday	41.00	56.00
Group #7 Weekend	46.00	61.00
Private Party Weekday	46.00	61.00
Private Party Weekend	51.00	66.00
Commercial	77.00	92.00
<b>Kevin De Leon Soccer Field 1/4 Soccer Field (Club Day Only)</b>		
Groups #1-6 Weekday	11.00	16.00
Groups #1-6 Weekend	16.00	21.00
Group #7 Weekday	16.00	21.00
Group #7 Weekend	21.00	26.00
Private Party Weekday	21.00	26.00
Private Party Weekend	26.00	31.00
<b>Soccer Square (Full Field)</b>		
Groups #1-6 Weekday	11.00	16.00
Groups #1-6 Weekend	16.00	21.00
Group #7 Weekday	21.00	26.00
Group #7 Weekend	26.00	31.00
Private Party Weekday	31.00	36.00
Private Party Weekend	36.00	41.00
Commercial	51.00	56.00
<b>Soccer Square A or B (1/2 Field)</b>		
Groups #1-6 Weekday	9.00	13.00
Groups #1-6 Weekend	11.00	15.00
Group #7 Weekday	16.00	20.00
Group #7 Weekend	21.00	25.00
Private Party Weekday	21.00	25.00
Private Party Weekend	26.00	30.00
Commercial	46.00	50.00
<b>Salt Lake Park Outdoor Courts (Basketball, Tennis &amp; Volleyball Courts)</b>		
<b>Tennis Court (Single Court)</b>		
Groups #1-6 Weekday	21.00	30.00
Groups #1-6 Weekend	21.00	30.00
Group #7 Weekday	26.00	35.00
Group #7 Weekend	26.00	35.00
Private Party Weekday	26.00	35.00
Private Party Weekend	26.00	35.00
Commercial	31.00	40.00
<b>Tennis Court (All 5 Courts)</b>		

Fee Name	Current Fee FY 2017-18	Proposed Fee FY 2018-19
Groups #1-6 Weekday	31.00	44.00
Groups #1-6 Weekend	31.00	44.00
Group #7 Weekday	36.00	49.00
Group #7 Weekend	36.00	49.00
Private Party Weekday	41.00	54.00
Private Party Weekend	41.00	54.00
Commercial	41.00	54.00
<b>Outdoor Basketball Court (Single Court)</b>		
Groups #1-6 Weekday	16.00	23.00
Groups #1-6 Weekend	21.00	28.00
Group #7 Weekday	21.00	28.00
Group #7 Weekend	26.00	33.00
Private Party Weekday	26.00	33.00
Private Party Weekend	31.00	38.00
Commercial	31.00	38.00
<b>Outdoor Basketball Court (All 5 Courts)</b>		
Groups #1-6 Weekday	41.00	59.00
Groups #1-6 Weekend	51.00	69.00
Group #7 Weekday	41.00	59.00
Group #7 Weekend	51.00	69.00
Private Party Weekday	51.00	69.00
Private Party Weekend	51.00	69.00
Commercial	57.00	75.00
<b>Volleyball Court (Single Court)</b>		
Groups #1-6 Weekday	11.00	16.00
Groups #1-6 Weekend	16.00	21.00
Group #7 Weekday	16.00	21.00
Group #7 Weekend	21.00	26.00
Private Party Weekday	21.00	26.00
Private Party Weekend	26.00	31.00
Commercial	31.00	36.00



## ATTACHMENT “B”

	<u>Volume</u>	<u>FY 2017-18 Revenue</u>	<u>FY 2018-19 Revenue</u>
<b>Finance</b>			
<b>111-0000-321.10-20</b>			
Application Processing	848	24,559	63,600
Renewal Processing	3,411	88,804	160,317
Total	4,259	113,363	<b>223,917</b>
<b>Planning</b>			
<b>111-0000-341.10-00</b>			
Conditional Use Permit Transfer	3	375	948
Minor Development Permit	96	26,880	39,552
Minor Modifications to Entitlements	1	250	665
Preliminary Plan Reviews (1st and 2nd) -(Each)	12	3,000	11,160
Preliminary Plan Reviews (Each additional review)	2	190	666
Sign Program Review	3	285	2,052
Temporary Use Permit	13	3,640	3,991
Conditional Use Permit	9	21,150	44,748
Major Development Permit	10	18,750	49,720
Minor Conditional Use Permit	1	2,200	2,474
Zoning Ordinance Amendment	3	9,300	19,941
Certificate of Compliance	21	3,990	27,636
Env. Assessment w/Negative Declaration	2	1,070	2,358
Appeals to City Council	1	625	1,299
Rebuild Letter	1	50	90
Zoning Letter	7	350	630
Land Use/Zoning Map (Color)	2	6	534
Total	187	92,111	<b>208,464</b>
<b>Police</b>			
<b>111-0000-342.10-30</b>			
Arrest Reports	1,252	33,629	40,064
Reports Requested by Mail	1,130	22,758	36,160
Traffic Collision Report	226	6,070	7,232
Booking Sips	202	3,525	6,464
Repossessions	105	1,661	1,890
Total	2,915	67,643	<b>91,810</b>
<b>111-0000-346.10-00</b>			
Pick up & Disposal of Deceased Animals	38	765	7,258
Emergency Care & Relinquishment Back to Owner	1	81	167
Total	39	846	<b>7,425</b>
<b>Parks &amp; Recreation</b>			
<b>111-0000-347.70-00</b>			
Ballfield 1, 2, or 3	211	4,672	5,667
Ballfield 4	98	2,198	2,688
Kevin De Leon Soccer Circle	465	15,173	17,912
Soccer Square	205	4,588	5,504
Basketball Gymnasium	191	7,728	8,799
Perez Park Multi-Purpose Athletic Facility	25	497	602
Freedom Park Soccer Fields	23	463	562
Salt Lake Park Tennis courts	10	310	420
Total	1,228	35,628	<b>42,155</b>
		309,591	573,771
<b>Estimated Increase in General Fund Revenues</b>		<b>\$</b>	<b>264,180</b>