

# CALL AND NOTICE OF SPECIAL MEETING

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## CITY OF HUNTINGTON PARK

**NOTICE IS HEREBY GIVEN** That a Special Meeting of the City Council of the City of Huntington Park will be held on Tuesday, June 30, 2023, at 6:00 p.m. at City Hall Council Chambers, 6550 Miles Avenue, Huntington Park, CA 90255

**Tuesday, June 30, 2023**

**Marilyn Sanabria**  
Mayor

**Karina Macias**  
Vice Mayor

**Arturo Flores**  
Council Member



**Eduardo “Eddie” Martinez**  
Council Member

**Graciela Ortiz**  
Council Member

All agenda items and reports are available for review in the City Clerk's Office and [www.hpcalifornia.gov](http://www.hpcalifornia.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) 584-6161. 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 MEETING DISRUPTIONS**

Pursuant to Section 54957.95 of the Government Code, the presiding member of the legislative body conducting a meeting, or their designee, is authorized to remove, or cause the removal of, an individual for disrupting the meeting. Any such removal will be preceded by a warning to the disruptive individual by the presiding member of the legislative body or their designee that the individual's behavior is disrupting the meeting and that the individual's failure to promptly cease their disruptive behavior may result in their removal.

#### **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.hnpca.gov](http://www.hnpca.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 Marilyn Sanabria  
Vice Mayor Karina Macias  
Council Member Arturo Flores  
Council Member Eduardo "Eddie" Martinez  
Council Member Graciela Ortiz

**INVOCATION****PLEDGE OF ALLEGIANCE****PRESENTATION(S)**

NONE

**PUBLIC COMMENT**

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

**STAFF RESPONSE****CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered 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.

**CITY CLERK****1. CITY COUNCIL MEETING MINUTES**

RECOMMENDED THAT CITY COUNCIL:

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

1. Special City Council Meeting held June 13, 2023

## **FINANCE**

### **2. CHECK REGISTERS**

RECOMMENDED THAT CITY COUNCIL:

1. Approve Accounts Payable and Payroll Warrant(s) dated June 30, 2023;

## **PUBLIC WORKS**

### **3. APPROVE ACCEPTANCE OF WORK PERFORMED FOR CIP 2021-01 SB1 CDBG STREET RECONSTRUCTION PROJECT FY 2021-22**

RECOMMENDED THAT CITY COUNCIL:

1. Approve acceptance of work performed by Palp, Inc. dba Excel Paving Co. for the construction of CIP 2021-01 SB1 CDBG Street Reconstruction Project FY 2021-22 Project; and
2. Appropriate an additional amount of \$820,539 in General Fund monies to Account No. 111-8010-431.76-12 in order to meet the Maintenance of Effort requirements to receive SB1 funds; and
3. De-obligate the amount of \$820,539 in SB1 funds from Account No. 221-8010-431.76-12; and
4. Authorize staff to execute the Notice of Completion (NOC) and direct the City Clerk to file the NOC with the Los Angeles County Recorder's Office; and
5. Release the 5% retention amount to Palp, Inc. dba Excel Paving Co. 35 days of the effective date of the recordation of the NOC, if no Stop Notices are filed within the 35-day period.

## **END OF CONSENT CALENDAR**

## **SPECIAL AGENDA**

## **CITY MANAGER**

### **4. CONSIDERATION AND APPROVAL OF FINANCE DIRECTOR EMPLOYMENT AGREEMENT.**

RECOMMENDED THAT CITY COUNCIL:

1. Approve the Employment Agreement for the Director of Finance; and
2. Authorize the Mayor to execute the Agreement.

## **FINANCE**

### **5. CONSIDERATION AND APPROVAL OF A RESOLUTION ADOPTING THE CITY OF HUNTINGTON PARK'S STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2023-2024**

RECOMMENDED THAT CITY COUNCIL:

1. Adopt a Resolution adopting the City's Statement of Investment Policy for Fiscal Year 2023-2024.

### **6. CONSIDERATION AND APPROVAL OF RESOLUTIONS ADOPTING THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-24 OPERATING BUDGET AND OTHER RELATED ACTIONS AND ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024**

RECOMMENDED THAT CITY COUNCIL:

1. Resolution adopting a Budget for the Fiscal Year Commencing July 1, 2023 and ending June 30, 2024, Making Appropriations for the Conduct of City of Huntington Park Government, Establishing Policies for the Administration of the Adopted Budget, and for other Budget Related Purposes; and
2. Resolution establishing the Appropriation Limit Pursuant to the Provision of the California Constitution Article XIIIB for the Fiscal Year Beginning July 1, 2023 and ending June 30, 2024.

## **END OF SPECIAL AGENDA**

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

## **WRITTEN COMMUNICATIONS**

## **COUNCIL COMMUNICATIONS**

**Council Member Graciela Ortiz**

**Council Member Eduardo "Eddie" Martinez**

**Council Member Arturo Flores**

**Vice Mayor Karina Macias**

**Mayor Marilyn Sanabria**

## **ADJOURNMENT**

The City of Huntington Park City Council will adjourn tonight's meeting to a Regular Meeting on Tuesday, July 18, 2023 at 6:00 P.M.

I, Eduardo Sarmiento, 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 29th day of June 2023.

  
Eduardo Sarmiento, City Clerk

## ITEM 1

## **MINUTES**

Special Meeting of the  
City of Huntington Park City Council  
Tuesday, June 13, 2023

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:15 p.m. on Tuesday, June 13, 2023, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Eduardo "Eddie" Martinez presiding.

**PRESENT:** Councilmember(s): Graciela Ortiz, Karina Macias, Arturo Flores, Vice Mayor Marilyn Sanabria and Mayor Eduardo "Eddie" Martinez.

**ABSENT:** None

**CITY OFFICIALS/STAFF:** City Manager Ricardo Reyes; Cesar Roldan Director of Public Works; Raul Alvarez Assistant City Manager; Eduardo Sarmiento, City Clerk; Cosme Lozano Police Chief; Steve Foster Director of Community Development; Sergio Infanzon Director of Communications; Araceli Almazan City Attorney, Cynthia Norzagaray Director of Parks & Recreation.

### **INVOCATION**

Mayor Martinez led the invocation.

### **PLEDGE OF ALLEGIANCE**

Vice Mayor Sanabria led the Pledge of Allegiance.

### **PRESENTATION(S)**

- 1. RECOGNITION OF OUTGOING MAYOR EDUARDO "EDDIE" MARTINEZ BY SPECIAL GUESTS AND ORGANIZATIONS**

### **PUBLIC COMMENTS**

None

### **STAFF RESPONSE**

None

### **CLOSED SESSION**

None

### **CLOSED SESSION ANNOUNCEMENT**

None



## **SPECIAL AGENDA**

### **CITY CLERK**

#### **1. SELECTION OF MAYOR AND VICE MAYOR FOR A TERM OF ONE YEAR**

RECOMMENDED THAT CITY COUNCIL:

**MOTION:** Councilmember Ortiz moved to nominate Vice Mayor Marilyn Sanabria as Mayor of Huntington Park, seconded by Councilmember Macias. Motion carried by unanimous consent.

**AYES:** Council Member(s): Ortiz, Macias, Flores, and Vice Mayor Sanabria and Mayor Martinez

**NOES:** None

**MOTION:** Councilmember Ortiz moved to nominate Councilmember Macias as Vice Mayor of Huntington Park, seconded by Councilmember Flores. Motion carried by unanimous consent.

**AYES:** Council Member(s): Ortiz, Macias, Flores, Martinez and Mayor Martinez

**NOES:** None

## **END OF SPECIAL AGENDA**

### **DEPARTMENTAL REPORTS**

Directors each took the time to congratulate the new Mayor and Vice Mayor and provided information related to upcoming activities for their department.

### **WRITTEN COMMUNICATIONS**

None

### **COUNCIL COMMUNICATIONS**

Councilmember Martinez congratulated the new Mayor and Vice Mayor.

Councilmember Ortiz congratulated the new Mayor and Vice Mayor and outgoing Mayor Eduardo “Eddie” Martinez. She then thanked all the departments for their hard work including Parks and Recreation and Police Department.

Councilmember Flores congratulated the new Mayor and Vice Mayor. He then reminded staff to continue the communications efforts to all residents about the great summer programming for the community.

Vice Mayor Macias thanked staff for their support and leadership during this busy time of year. She then thanked her family for all their sacrifice and support during her journey as

a Councilmember and now Vice Mayor for a second time. She also thanked her Council colleagues for their vote of confidence in having her serve as Vice Mayor once again and pledged to continue her efforts in supporting the new Mayor and Councilmembers.

Mayor Sanabria thanked God and saints for the blessing bestowed on her. She thanked her late Grandmother, Mother, Father and Godfather for also standing with her and encouraging her to be a better woman and leader. She also thanked all her friends and family for their continued support. She closed by pledging to continue working hard for the community of Huntington Park alongside her City Council colleagues.

### **ADJOURNMENT**

Mayor Martinez adjourned the meeting at 7:09 p.m. The next City of Huntington Park City Council meeting will be held on Tuesday June 20, 2023 at 6:00 pm

Respectfully submitted

  
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Eduardo Sarmiento, City Clerk

## ITEM 2

### List of Funds - City of Huntington Park

FUND	DESCRIPTION	FUND	DESCRIPTION
111	General Fund	230	Homeland Security Fund
112	Waste Collection/Disposal	231	Parking System Fund
114	Spec Events Contributions	232	Art in Public Places Fund
115	General Fund Reserve	233	Bullet Proof Vest Grant
116	Retirement Fund	234	Congressional Earmark
120	Special Revenue DNA ID	235	Federal Street Improvmnt
121	Special Revnu Welfare Inm	236	HUD Economic Empowerment
122	Prevention Intervention	237	Community Planning
123	Board of Corrections LEAD	238	Air Pollution Grant
124	Auto Theft Prevention	239	Federal CDBG Fund
150	Emergency Preparedness	240	HUD EZ/EC Soc Sec Block
151	Economic Development	241	CalHome
152	Greenway Linear Park Proj	242	HUD Home Program
200	Local Grants	243	HUD 108 B03MC060566
201	State Grants	244	HUD EDI Grant
202	CFP Crosswalks	245	EPA Brownfield
203	Federal Grants	246	LBPHCP-Lead Base
204	SR2S Middleton Safe Route	247	Neighborhood Stabilization
205	CFP Pacific Blvd	248	Homelessness Prevention
206	CFP I Park Pay Station	249	DEPT OF TOXIC SUBSTANCES
207	CFP Signal Synchronizatio	250	DTSC Grant
208	CMAQ Metro Rapid	251	Land & Water Conservation
209	CFP City Street Resurfac	252	ABC
210	Measure M	253	DEBT SERVICE FUND
211	Road Maint & Rehab SB1	257	CDC Merged Project Fund
212	P & R Grants	258	CDC Merged Debt Service
213	Park Facilities	259	CDC Low/Mod Income Housin
214	Recreation Field Charter	262	CDC Neighbor Preservn Cap
215	Trees for A Better Enviro	263	CDC Neighbor Presrvn Debt
216	Employees Retirement Fund	264	CDC Nghbr Prsrvn Low/Mod
217	OPEB	267	CDC Sta Fe Redev Project
218	PARS	268	CDC Sta Fe Debt Service
219	Sales Tax-Transit Fund A	269	CDC Sta Fe Low/Mod Income
220	Sales Tax-Transit C	270	Successor Agency Merge
221	State Gasoline Tax Fund	271	Successor Agency Merg Prj
222	Measure R	272	Successor Agency Low Mod
223	Local Origin Program Fund	273	Successor Agency NHP
224	Office of Traffc & Safety	274	Successor Agency NHP Prj
225	Cal Cops Fund	275	Successor Agency
226	Air Quality Improv Trust	276	SUCCESSOR AGENCY-GF
227	Offc of Criminal Justice	283	Sewer Maintenance Fund
228	State Dept. of Justice	285	Solid Waste Mgmt Fund
229	Police Forfeiture Fund	286	Illegal Disposal Abatemnt

## List of Funds - City of Huntington Park

FUND	DESCRIPTION
287	Solid Waste Recycle Grant
288	COMPBC
293	PUBLIC FIN. AUTHOR.L/T DT
299	CDC Special Revenue Fund
322	STIP Transportation Fund
334	Ped/Bike Path Fund
335	Energy Efficient Grant
345	Rails To Trails Randolph
346	Bike Lane State Street
347	SRTS Middleton Elementary
348	Pacific Blvd Ped Improve
349	Capital Improvement Fund
475	HP PUBLIC FINANCE AUTHOR
533	Business Improv Dist Fund
535	Strt Lght & Lndscp Assess
681	Water Department Fund
741	Fleet Maintenance
742	Information Technology
745	Self Insurance
746	Employee Benefit Fund
748	Veh & Equip Replacement
779	Deferred Comp. Trust Fund
787	Citywide CIP
800	Pooled Cash
801	Pooled Cash Fund
802	Pooled Interest
993	Public Fin Authority LTD
994	General Fixed Assets Acct
995	General LTD Account Grp
996	General Long Term Debt
997	CDC Gnrl LTD Account Grp
998	Reserve Template Fund
999	Pooled Cash/Template

**City of Huntington Park  
Demand Register  
June 30, 2023**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
4IMPRINT INC	11292861	111-0110-411.56-26	SUPPLIES FOR COUNCIL MEMBER	642.91
				<b>\$642.91</b>
AARON CRUZ	5202	111-6060-466.33-20	DANCING CLASSES	352.00
	5203	111-6060-466.33-20	DANCING CLASSES	128.00
	5204	111-6060-466.33-20	DANCING CLASSES	256.00
				<b>\$736.00</b>
ADLERHORST INTERNATIONAL LLC	109888	111-7010-421.56-41	ANNUAL BILLING K9 ON SITE	5,800.00
	110181	111-7010-421.59-15	K-9 HANDLER COURSE	5,700.00
	110233	111-7022-421.61-24	K9 RELATED EXPENSES	387.90
				<b>\$11,887.90</b>
ADVANCE AUTO PARTS PROFESSIONAL	8799316555773	741-8060-431.43-20	AC MACHINE	59.69
	8799316655810	741-8060-431.43-20	AC MACHINE	59.69
				<b>\$119.38</b>
ALAN'S LAWN AND GARDEN CENTER, INC.	1165683	741-8060-431.43-20	PARTS FOR PW EQUIPMENT	248.73
				<b>\$248.73</b>
ALL AMERICAN ASPHALT	1	111-8010-431.76-32	CIP 2022-01 SB1 SLURRY PROJECT	174,049.12
				<b>\$174,049.12</b>
ALL CITY MANAGEMENT SERVICES, NC	86382	111-7022-421.56-41	SCHOOL GUARD CROSSING SVC	11,334.13
				<b>\$11,334.13</b>
ALONDRA RUIZ	06202023	111-0000-202.30-00	AVILAS FOUNDATION SCHOLAR	200.00
				<b>\$200.00</b>
ALTEC INDUSTRIES INC	51225551	741-8060-431.43-20	REPAIR FPR PW UNIT	3,675.59
				<b>\$3,675.59</b>
ALVAREZ-GLASMAN & COLVIN	202210111220230	745-9031-413.52-30	CLAIM SETTLEMENT	9,542.90
				<b>\$9,542.90</b>
AMAZON.COM SERVICES, INC.	1F1Y-FFNY-3KH3	111-6010-451.61-20	OFFICE SUPPLIES	13.22
	1JKJ-CP1K-HFXF	111-6010-451.61-20	OFFICE SUPPLIES	455.28
	1LQW-YTLJ-L37D	111-6010-451.61-20	OFFICE SUPPLIES	47.97
	1QY3-LM74-9XLQ	111-6010-451.61-20	OFFICE SUPPLIES	58.42
	1TV3-WQKM-44K3	111-6010-451.61-20	OFFICE SUPPLIES	11.01
	1Y7K-KHLD-C67G	111-6010-451.61-20	OFFICE SUPPLIES	44.64
	1YYJ-L466-336P	111-6010-451.61-20	OFFICE SUPPLIES	55.10
	1693-NCFC-9JNT	111-6020-451.61-35	CULTURAL ART SUPPLIES	29.09
	1GH7-L7DX-VWHH	111-6020-451.61-35	CULTURAL ART SUPPLIES	345.02
	1NXT-WGLD-3DXW	111-6020-451.61-35	CULTURAL ART SUPPLIES	99.23
	1VYQ-HT9K-J6MQ	111-6020-451.61-35	CULTURAL ART SUPPLIES	52.86
				<b>\$1,211.84</b>
AMTECH ELEVATOR SERVICES	151401191405	111-8022-419.56-41	ELEVATOR MAINTENANCE SVC	1,040.43
				<b>\$1,040.43</b>
AT&T	000020041933	111-7010-421.53-10	CALNET PD PHONES	1,598.21
	5/5/23-6/4/23	121-7040-421.56-14	PD INMATE PHONE SERVICE	100.94
				<b>\$1,699.15</b>
AZTECA SIGNS	7124	221-8012-429.61-20	TRAFFIC SIGNAL SUPPLIES	317.55
				<b>\$317.55</b>

**City of Huntington Park  
Demand Register  
June 30, 2023**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
BDG LAW GROUP	32852	745-9031-413.32-70	LEGAL SERVICES FOR APRIL	878.50
				<b>\$878.50</b>
BENEFIT ADMINISTRATION CORPORATION	6031163-IN	111-2030-413.56-41	FLEX ADMINISTRATION FEES	50.00
				<b>\$50.00</b>
BISHOP COMPANY	INV-877298	111-8020-431.43-10	PUBLIC WORKS SUPPLIES	120.86
				<b>\$120.86</b>
BLACK AND WHITE EMERGENCY VEHICLES	5013	111-7010-421.56-41	INSTALLATION EQUIPMENT	2,437.48
	4931	111-7010-421.74-10	INSTALLATION WIRING REPROGRAM	600.00
	5002	111-7010-421.74-10	INSTALLATION WIRING REPROGRAM	951.25
				<b>\$3,988.73</b>
BLUE - WHITE INDUSTRIES	733274	111-8023-451.61-20	PURCHASE OF 2 SPLASH PADS	1,773.54
				<b>\$1,773.54</b>
BRAVO SIGN & DESIGN, INC.	230052	111-8022-419.56-41	HP MONUMENT SIGN	17,040.25
	230051	232-6010-419.56-41	2-PEDESTALS VETERANS PARK	16,750.00
				<b>\$33,790.25</b>
BRIZUELA'S IRON WORK	140	111-8022-419.43-10	SECURITY BARS-COURTHOUSE	4,161.00
	0139	535-8090-452.43-20	PARK BENCH REPAIRS	1,450.00
				<b>\$5,611.00</b>
BUENA PARK HONDA	503715	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	4.50
	504335	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	1,478.92
	504336	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	31.70
	CM498739	741-8060-431.43-20	CREDIT FOR CAR PARTS	-17.24
	CM503522	741-8060-431.43-20	CREDIT FOR CAR PARTS	-17.24
				<b>\$1,480.64</b>
CALIFORNIA DEPARTMENT OF TAX AND	L0021362690	741-8060-431.42-05	PAYMENT HAZARDOUS WASTE	15.90
				<b>\$15.90</b>
CANNON CORPORATION	84834	111-8010-431.76-12	CIP 2021-01 SB1 CDBG	22,293.75
	84895	681-8030-461.43-30	WATER ENG & DESIGN SVCS	1,899.25
				<b>\$24,193.00</b>
CENTRAL FORD	27961	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	250.23
	28054	219-8085-431.43-21	CAR PARTS FOR SHUTTLE	243.10
	25769(25071)	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	382.22
	27656	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	283.50
	28326	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	1,968.82
				<b>\$3,127.87</b>
CHAMPION CJD	689541	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	420.82
				<b>\$420.82</b>
CHARTER COMMUNICATIONS	0467069060723	111-7010-421.53-10	FIBER INTERNET PD	1,650.00
	0511379061323	111-7010-421.53-10	INTERNET CLOUD BACKUP ANNEX	159.98
				<b>\$1,809.98</b>
CHRISTINA PARRA HERNANDEZ	23PD-02	111-7010-421.56-41	JAILER CUSTODY OFFICER SVC	300.00
				<b>\$300.00</b>
CINTAS CORPORATION NO 3	1903937057	741-8060-431.56-41	SUPPLIES FOR PUBLIC WORKS	550.97
	4156976968	741-8060-431.56-41	DRY CLEANING SVCS	469.77

**City of Huntington Park  
Demand Register  
June 30, 2023**

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
CINTAS CORPORATION NO 3	4157567971	741-8060-431.56-41	DRY CLEANING SVCS	469.77
	4158295984	741-8060-431.56-41	DRY CLEANING SVCS	442.46
	4159013794	741-8060-431.56-41	DRY CLEANING SVCS	442.46
				<b>\$2,375.43</b>
CITY CLERKS ASSOCIATION OF CA	200001820	111-1010-411.59-15	CLEANING MUNICIPAL CODE	75.00
				<b>\$75.00</b>
COLIMA GLASS & WINDOW CORP	4873	111-8023-451.56-41	POLICE DEPT GATE EXIT REPAIR	4,800.00
				<b>\$4,800.00</b>
CONCENTRA MEDICAL CENTERS	79397650	111-2030-413.56-41	PHYSICAL EXAM FOR EMPLOYEE	528.00
	794773943	111-2030-413.56-41	PHYSICAL EXAM FOR EMPLOYEE	1,485.00
				<b>\$2,013.00</b>
COUNTY OF L.A. DEPT OF PUBLIC WORKS	REPW23061207009	221-8014-429.56-41	SHARED TRAFFIC SIGNAL MAY	377.31
				<b>\$377.31</b>
DAKTRONICS, INC.	7041290	111-8022-419.43-10	REPLACEMENT OF CITY HALL SIGN	1,433.25
				<b>\$1,433.25</b>
DAPEER, ROSENBLIT & LITVAK	21600	111-5020-411.32-70	GENERAL CODE ENFORCEMENT	1,777.60
	21602	111-5020-411.32-70	SPECIALIZED LEGAL SERVICE	2,250.00
	21603	111-5020-411.32-70	SPECIALIZED LEGAL SERVICE	62.00
	21604	111-5020-411.32-70	SPECIALIZED LEGAL SERVICE	4,116.63
	21601	111-7010-421.56-41	PROFESSIONAL LEGAL SVCS	672.50
				<b>\$8,878.73</b>
DATA TICKET INC.	HUNTP010920	111-7010-421.56-41	HANHELD SOFTWARE LICENSE	29,400.00
				<b>\$29,400.00</b>
DE LAGE LANDEN	80146979	111-9010-419.44-10	PRINTER LEASE	2,092.12
				<b>\$2,092.12</b>
DELTA DENTAL	BE005565272	111-0000-217.50-20	DELTA CARE DPO	7,981.61
				<b>\$7,981.61</b>
DELTA DENTAL INSURANCE COMPANY	BE005562838	111-0000-217.50-20	DELTA CARE PMI BENEFITS	1,969.26
				<b>\$1,969.26</b>
DEPARTMENT OF ANIMAL CARE & CONTROL	06252023	111-7065-441.56-41	ANIMAL ENFORCEMENT	19,533.91
				<b>\$19,533.91</b>
DEPARTMENT OF JUSTICE	658900	111-7030-421.56-41	FINGERPRINT APPS	1,445.00
				<b>\$1,445.00</b>
DISABILITY RIGHTS CALIFORNIA	21STCP00834	111-5020-411.32-70	ATTORNEY FEES	153,160.55
				<b>\$153,160.55</b>
DOOLEY ENTERPRISES, INC.	65777	111-7010-421.74-10	DEPARTMENT AMMUNITION	1,517.12
				<b>\$1,517.12</b>
DUNN EDWARDS CORPORATION	2009347054 RI	111-8095-431.61-50	GRAFFITI ABATEMENT	945.19
	2009A10271	111-8095-431.61-50	SKID MOUNT GRAFFITI	699.36
	2009A11125	111-8095-431.61-50	PAINT GRAFFITI REMOVAL	945.21
				<b>\$2,589.76</b>
EADIE AND PAYNE, LLP	143826	111-3010-415.32-40	AUDIT FINANCIAL STATEMENT	12,955.00
				<b>\$12,955.00</b>
ELITE IRON DOORS & FENCES INC	21981	111-8024-421.43-10	INTERCOM - PD GATE	3,475.00



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ELITE IRON DOORS & FENCES INC	22001	111-8024-421.43-10	POLICE DEPT EXIT REPAIR	4,850.00
				<b>\$8,325.00</b>
ELSA COBIAN	06212023	111-7010-421.61-20	REIMBURSEMENT	501.93
				<b>\$501.93</b>
EMERGENCY RESPONSE CRIME SCENE	T2023-388	111-7010-421.61-20	MAT CLEANING TRANSPORT DISPOSAL	425.00
	T2023-391	111-7010-421.61-20	MAT CLEANING TRANSPORT DISPOSAL	750.00
				<b>\$1,175.00</b>
EMMANUEL SOBERANIS	05222023	111-7010-421.59-20	PER DIEM REIMBURSEMENT	384.81
				<b>\$384.81</b>
ERIKA VILLA	06202023	111-0000-202.30-00	AVILAS FOUNDATION SCHOLAR	200.00
				<b>\$200.00</b>
EXCEL PAVING COMPANY	9R1	111-8010-431.76-12	CIP 2021-01 SB1 ST. PROJ.	963,363.42
				<b>\$963,363.92</b>
FERGUSON ENTERPRISES INC	2577617	111-8023-451.61-20	SPLASH PAD SUPPLIES	444.02
	2596467	111-8023-451.61-20	PLUMBING SUPPLIES	67.03
	2585482	111-8024-421.43-10	PLUMBING SUPPLIES	99.01
				<b>\$610.06</b>
FM THOMAS AIR CONDITIONING INC	45367	111-8022-419.56-41	HVAC EQUIP. REPAIRS PD	7,140.00
	45368	111-8022-419.56-41	HVAC INSTALL-PD	29,526.00
				<b>\$36,666.00</b>
GEORGE CHEVROLET	141013CVW	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	25.87
	141027CVW	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	909.37
	141156CVW	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	336.05
	141412CVW	741-8060-431.43-20	CAR PARTS FOR PUBLIC WORK	373.10
	141447CVW	741-8060-431.43-20	CAR PARTS FOR PUBLIC WORK	328.23
	141612CVW	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	365.01
	141614CVW	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	4.24
	141653CVW	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	51.98
	141993CVW	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	208.44
	CM141027CVW	741-8060-431.43-20	CREDIT FOR PARTS	-165.38
	CM141156CVW	741-8060-431.43-20	CREDIT FOR PARTS	-13.51
	CM141186CVW	741-8060-431.43-20	CREDIT FOR PARTS	-44.10
	CM141412CVW	741-8060-431.43-20	CREDIT FOR PARTS	-113.74
	CM141993CVW	741-8060-431.43-20	CREDIT FOR PARTS	-13.51
				<b>\$2,252.05</b>
GEOSYNTEC CONSULTANTS, INC.	503502	111-5010-419.56-49	PROFESSIONAL SERVICES	17,478.81
	515616	111-5010-419.56-49	PROFESSIONAL SERVICES	9,747.37
				<b>\$27,226.18</b>
GOMEZ, MARYLOU	000002723	681-0000-228.70-00	WATER DEPOSIT REFUND	20.00
				<b>\$20.00</b>
GORM INC	319681	111-8010-431.61-20	TRASH LINERS ST RECEPTACLES	1,902.65
				<b>\$1,902.65</b>
GOVERNMENT STAFFING SERVICES	130159	111-3010-415.56-41	CONTRACTURAL SERVICES	5,795.00
	130169	111-3010-415.56-41	CONTRACTURAL SERVICES	1,710.00

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GOVERNMENT STAFFING SERVICES	130173	111-3010-415.56-41	CONTRACTURAL SERVICES	7,790.00
	130177	111-3010-415.56-41	CONTRACTURAL SERVICES	5,842.50
	130181	111-3010-415.56-41	CONTRACTURAL SERVICES	9,500.00
				<b>\$30,637.50</b>
GRAINGER	9726344386	111-8024-421.43-10	PD BUILDING SUPPLIES	945.04
	9726344394	111-8024-421.43-10	PD BUILDING SUPPLIES	66.54
				<b>\$1,011.58</b>
GUTIERREZ BACKGROUND INVESTIGATIONS	2023-6	111-7010-421.56-41	PARTIAL BACKGROUND CHECK	300.00
				<b>\$300.00</b>
H.P. TEST ONLY	23039	741-8060-431.43-20	SMOG TEST FOR PW UNIT	45.00
	23074	741-8060-431.43-20	SMOG TEST FOR PW UNIT	45.00
	23079	741-8060-431.43-20	SMOG TEST FOR POLICE UNIT	45.00
				<b>\$135.00</b>
HAJOCA CORPORATION	S168334179.001	111-8023-451.43-10	BATHROOM SUPPLIES	1,622.39
	S168354270.001	111-8024-421.43-10	PD BUILDING SUPPLIES	885.06
	S168473646.001	111-8024-421.43-10	PD BUILDING SUPPLIES	339.37
				<b>\$2,846.82</b>
HASA, INC.	892647	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL 18	326.87
	892648	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL 14	216.49
	894498	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL18	313.25
	894499	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL14	270.61
	894500	681-8030-461.41-00	SODIUM HYPOCHLORITE WELL12	541.22
				<b>\$1,668.44</b>
HDL COREN & CONE	SIN027364	111-9010-419.56-41	CONTRACT SERVICE PROPERTY TAX	2,240.20
				<b>\$2,240.20</b>
HDS WHITE CAP CONSTRUCTION SUPPLY	10018254636	221-8014-429.61-20	TRAFFIC SIGNAL REPAIR	377.31
				<b>\$377.31</b>
HEALTH AND HUMAN RESOURCE CENTER	E0295935	111-0000-217.50-60	MONTHLY MANAGEMENT JULY	213.84
				<b>\$213.84</b>
HECTOR G. MORENO	5192	111-6060-466.33-20	TAEKWONDO	120.00
	5201	111-6060-466.33-20	TAEKWONDO	432.00
				<b>\$552.00</b>
HINDERLITER DE LLAMAS & ASSOCIATES	SIN029093	111-9010-419.56-41	AUDIT SVC TRANSACTION TAX	627.60
				<b>\$627.60</b>
HOME DEPOT - PUBLIC WORKS	4370189	111-8010-431.61-20	ELECTRICAL SUPPLIES	324.18
	9972872	111-8010-431.61-20	CONCRETE	1,855.09
	2272064	111-8020-431.43-10	PW BUILDING SUPPLIES	83.42
	4231338	111-8020-431.43-10	CREDIT MEMO	-1.93
	4380725	111-8020-431.43-10	PW BUILDING SUPPLIES	373.55
	4380726	111-8020-431.43-10	PW BUILDING VARIOUS TOOLS	799.55
	5271921	111-8020-431.43-10	PW BUILDING SUPPLIES	613.84
	1272893	111-8022-419.43-10	PAINT SUPPLIES FOR CITY HALL	85.05
	4525848	111-8022-419.43-10	SUPPLIES FOR CITY HALL	39.58
	5263228	111-8022-419.43-10	PAINT SUPPLIES FOR CITY HALL	557.97

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HOME DEPOT - PUBLIC WORKS	5014658	111-8023-451.43-10	PARK BUILDING ASSEMBLY SUPPLIES	156.19
	9362351	111-8023-451.43-10	PARK BUILDING TOOLS	792.70
	9510433	111-8023-451.43-10	PARK BUILDING TOOLS	19.56
	4033903	111-8023-451.56-41	PARKS BUILDING GRAD STAGE	74.78
	4511714	111-8023-451.56-41	PARKS BUILDING GRAD STAGE	51.50
	5274136	111-8023-451.56-41	PARKS BUILDING GRAD STAGE	225.35
	7391661	111-8023-451.56-41	PARKS BUILDING GRAD STAGE	519.64
	972876	111-8023-451.56-41	PARKS BUILDING GRAD STAGE	152.72
	1214849	111-8024-421.43-10	CREDIT MEMO	-274.51
	1271442	111-8024-421.43-10	PD BUILDING SUPPLIES	293.20
	3030530	111-8024-421.43-10	PD BUILDING SUPPLIES	105.44
	5074633	111-8024-421.43-10	PD BUILDING SUPPLIES	549.04
	5263227	111-8024-421.43-10	PD BUILDING SUPPLIES	253.73
	6271031	111-8024-421.43-10	PD BUILDING SUPPLIES	24.05
	8513274	111-8024-421.43-10	PD BUILDING SUPPLIES	141.78
	9273091	111-8024-421.43-10	PD BUILDING SUPPLIES	77.06
	362409	111-8095-431.61-50	GRAFFITI SUPPLIES	710.37
	8973183	111-8095-431.61-50	GRAFFITI SUPPLIES	197.83
	8973184	111-8095-431.61-50	GRAFFITI SUPPLIES	260.37
	5014660	221-8010-431.61-20	CONCRETE CITY SIDEWALK	562.96
	8272388	221-8012-429.61-20	STREET SIGN MATERIALS	113.87
	3905110	239-6065-490.61-60	PARKS AND REC SUPPLIES	1,853.74
	3905113	239-6065-490.61-60	PARKS AND REC SUPPLIES	1,853.74
	7232709	239-6065-490.61-60	CREDIT MEMO	-38.59
	8903553	239-6065-490.61-60	PARKS AND REC SUPPLIES	951.42
	8270855	535-8016-431.61-45	ELECTRICAL SUPPLIES	82.83
	1523500	741-8060-431.43-20	SUPPLIES FOR GENERATOR	17.95
	1523520	741-8060-431.43-20	FUEL FOR GENERATOR	35.90
	5362299	741-8060-431.43-20	SUPPLIES FOR GENERATOR	17.95
	7520018	741-8060-431.43-20	FUEL GENERATOR PACIFIC BLVD.	35.90
	8531165	741-8060-431.43-20	PARTS FOR VACUUM FILTERS	233.54
	8533023	741-8060-431.43-20	STORAGE RACK FLEET DEPT	945.94
				<b>\$15,728.25</b>
IBE DIGITAL	455876	111-9010-419.44-10	INK TONER	18.07
				<b>\$18.07</b>
ICRMA	4313	745-9031-413.52-25	LIABILITY PROGRAM	2,949,770.00
	4293	745-9031-413.52-26	LIABILITY PROGRAM	159,247.27
				<b>\$3,109,017.27</b>
INFRASTRUCTURE ENGINEERS	28566	111-8031-433.76-17	CIP 2022-12 PROJECT 6900.39	12,901.00
	28545	111-8080-431.56-62	CITY SVCS PROJECT 6900.01	3,381.00
	28565	202-8080-431.76-23	CIP 2019-14 ATP CYCLE V	6,284.20
	28545	221-8010-431.56-41	CITY SVCS PROJECT 6900.01	5,733.00
	28568	222-8010-431.76-06	CIP 2019-02 PROJECT 6900.23	10,945.00

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INFRASTRUCTURE ENGINEERS	28569	222-8010-431.76-06	CIP2019-02 PROJECT 6900.23	1,495.00
	28545	222-8080-431.56-41	CITY SVC PROJECT 6900.01	25,000.00
	28545	681-8030-461.56-41	CITY SVC PROJECT 6900.01	3,380.00
				<b>\$69,119.20</b>
IOWA AMERICAN RESCUE DBA HOT CANYON LLC	6232023	111-7010-421.74-10	SERT TEAM EQUIPMENT	3,250.00
				<b>\$3,250.00</b>
JAZLIN MONTALVO	06202023	111-0000-202.30-00	AVILAS FOUNDATION SCHOLAR	300.00
				<b>\$300.00</b>
JAZMIN MORAN	06202023	111-0000-202.30-00	AVILAS FOUNDATION SCHOLAR	200.00
				<b>\$200.00</b>
JC SIGNS	777	111-6020-451.56-41	EVENT SIGNAGE SERVICES	800.00
	795	111-8023-451.56-41	WELCOME TO HP SIGN	10,800.00
				<b>\$11,600.00</b>
JERRY'S AUTO BODY, INC.	32763	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	1,284.14
				<b>\$1,284.14</b>
JOEL GORDILLO	JG202306	111-1010-411.56-41	MEDIA TECHNICIAN SERVICES	1,650.00
				<b>\$1,650.00</b>
JTB SUPPLY COMPANY INC	112106	221-8014-429.56-41	TRAFFIC SIGNAL SUPPLIES	1,809.59
	112124	221-8014-429.56-41	TRAFFIC SIGNAL SUPPLIES	12,018.47
	111953	221-8014-429.61-20	TRAFFIC LIGHT SUPPLIES	2,209.41
	112094	221-8014-429.61-20	TRAFFIC SIGNAL SUPPLIES	12,148.96
				<b>\$28,186.43</b>
KEYSTONE UNIFORM DEPOT	069535	111-7010-421.61-20	EMPLOYEE UNIFORMS	2,027.55
	069554	111-7010-421.61-20	EMPLOYEE UNIFORMS	1,951.79
				<b>\$3,979.34</b>
KIMBALL MIDWEST	101010526	111-8020-431.61-20	EQUIPMENT FOR BUILDING	167.58
	101091368	111-8024-421.43-10	EQUIPMENT FOR BUILDING	479.44
	101156342	741-8060-431.43-20	SUPPLIES FOR PUBLIC WORKS	451.88
				<b>\$1,098.90</b>
KONICA MINOLTA BUSINESS SOLUTIONS	287613030	111-6010-451.56-41	COPIER LEASE	241.40
				<b>\$241.40</b>
L.N. CURTIS AND SONS	INV711739	111-7022-421.61-28	EQUIPMENT FOR PD	695.40
				<b>\$695.40</b>
LACMTA	HP06152023	219-8085-431.58-50	MAY 2023 POSITION SUMMARY	687.77
				<b>\$687.77</b>
LAN WAN ENTERPRISE, INC	74210	111-9010-419.56-41	MONTHLY RECURRING ADD ONS	3,111.00
	74231	787-8915-499.56-41	CITY WIDE WIFI PROJECT	1,689,782.36
				<b>\$1,692,893.36</b>
LB JOHNSON HARDWARE CO.	127181	111-8023-451.43-10	PLUMBING SUPPLIES PARK	3.48
	423709	111-8023-451.43-10	BATHROOM SIGNS KELLER PARK	96.34
	127289	111-8024-421.43-10	PD WIFI SUPPLIES	323.08
	127373	111-8024-421.43-10	PLUMBING SUPPLIES PD	10.94
	127382	111-8024-421.43-10	PD WIFI SUPPLIES	17.50
	127384	111-8024-421.43-10	PD WIFI SUPPLIES	284.68

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LB JOHNSON HARDWARE CO.	127396	221-8014-429.61-20	TRAFFIC SIGNAL REPAIR	143.07
	127425	221-8014-429.61-20	TRAFFIC SIGNAL REPAIR	6.46
				<b>\$885.55</b>
LEGAL SHIELD	0143713	111-0000-217.60-50	IDENTITY THEFT PROTECTION	28.90
				<b>\$28.90</b>
LEXIPOL LLC	INVLEX17472	111-7010-421.56-41	ANNUAL LAW ENFORCEMENT	12,096.00
				<b>\$12,096.00</b>
LINDE GAS & EQUIPMENT INC.	36371068	535-8016-431.61-45	WELDING MATERIALS ST LIGHT	104.58
				<b>\$104.58</b>
LUXURY AUTO BODY	PW6018	741-8060-431.43-20	PD UNIT PAINT JOB	5,592.35
	PW6019	741-8060-431.43-20	REPAIR & PAINT PD UNIT	2,367.93
	PW6020	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	1,472.75
				<b>\$9,433.03</b>
MARISOL NIETO	06142023	111-2030-413.61-20	BREAKFAST FOR MEETING	87.90
				<b>\$87.90</b>
MARX BROS FIRE EXTINGUISHER CO INC.	E32253	111-8022-419.56-41	ANNUAL INSPECTION FIRE EXT	1,064.63
	E32254	111-8022-419.56-41	ANNUAL INSPECTION FIRE EXT	541.00
				<b>\$1,605.63</b>
MATTHEW RINCON	01092023	111-7010-421.59-20	MILEAGE REIMBURSEMENT	33.88
	01092023	111-7010-421.59-20	PER DIEM REIMBURSEMENT	625.00
				<b>\$658.88</b>
MAYWOOD MUTUAL WATER COMPANY, NO. 1	06072023	283-8040-432.56-41	WATER CONSUMPTION REPORT	1,200.00
				<b>\$1,200.00</b>
MERRIMAC ENERGY GROUP	22225498	741-8060-431.62-30	FUEL PURCHASE	6,607.03
				<b>\$6,607.03</b>
MIKE PARSA	05232023	111-7010-421.59-20	PER DIEM REIMB	164.50
	06212023	111-7010-421.61-20	REIMBURSEMENT OF HOTEL	501.93
				<b>\$666.43</b>
MODEL 1 COMMERCIAL VEHICLES	XA101001598	219-8085-431.43-21	BUS PARTS	50.78
				<b>\$50.78</b>
MOTOPOST USA	1028	111-7010-421.74-10	MOTOR OFFICER UNIFORM	1,729.53
	1029	111-7010-421.74-10	MOTOR OFFICER UNIFORM	2,142.07
				<b>\$3,871.60</b>
MOTOROLA SOLUTIONS, INC	8230412586	111-7010-421.56-41	RADIO SYSTEM SVC RENEWAL	25,878.96
				<b>\$25,878.96</b>
MUNICIPAL WASTE SOLUTIONS	2005	285-8050-432.56-41	SB 1383 -EFT COMPLIANCE	6,927.50
				<b>\$6,927.50</b>
NACHO'S LOCK & KEY SERVICE	174800	111-8024-421.43-10	LOCKS FOR POLICE DEPT	1,354.46
				<b>\$1,354.46</b>
NATIONAL RECREATION AND PARK ASSN	377449	111-6010-451.64-00	PARKS AND REC MEMBERSHIP	180.00
				<b>\$180.00</b>
NATIONWIDE ENVIRONMENTAL SERVICES	33298	111-8031-433.56-41	CATCH BASINS CLEANING SVC	19,230.48
	33187	221-8010-431.56-41	ST SWEEPING SVCS MAY 2023	60,045.87
				<b>\$79,276.35</b>

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NEW CHEF FASHION INC.	1057199	111-7010-421.61-20	UNIFORMS POLO SHIRTS	148.80
				<b>\$148.80</b>
NICK ALEXANDER RESTORATION	5028	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	350.00
	5029	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	480.00
				<b>\$830.00</b>
O'REILLY AUTO PARTS	2959-327495	111-8023-451.61-20	SPLASH PAD SUPPLIES	1,084.00
	2959-323542	741-8060-431.43-20	CAR PARTS FOR PUBLIC WORK	24.62
	2959-323815	741-8060-431.43-20	CAR PARTS FOR PUBLIC WORK	170.75
	2959-324297	741-8060-431.43-20	CAR PARTS FOR PUBLIC WORK	826.84
	2959-324433	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	123.62
	2959-324934	741-8060-431.43-20	CAR PARTS FOR PUBLIC WORK	405.54
	2959-326713	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	44.94
	2959-326727	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	329.25
	2959-327140	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	38.00
	2959-327496	741-8060-431.43-20	CAR PARTS FOR POLICE UNIT	872.80
				<b>\$3,920.36</b>
OLIVAREZ MADRUGA, LLP	22450	745-9031-413.32-70	SETTLEMENT PAYMENT	4,584.55
				<b>\$4,584.55</b>
PACIFIC PRODUCTS & SERVICES LLC	32115	221-8010-431.61-21	SUPPLIES FOR ST. SIGNS	4,992.07
				<b>\$4,992.07</b>
PARS	53337	111-9010-419.56-41	PARS ARS FEES	560.86
	53394	216-3010-415.56-41	PARS REP FEES	2,609.54
				<b>\$3,170.40</b>
PERFORMANCE NURSERY	0000251851	535-8090-452.43-20	FICUS GREEN FOR SALT LAKE	1,373.13
				<b>\$1,373.13</b>
PREFERRED IMPRESSIONS INC	26913	111-7010-421.61-20	VEHICLE GRAPHICS	705.60
				<b>\$705.60</b>
PRO-JECT RESTAURANT CORP	000024585	681-0000-228.70-00	WATER BILL REFUND	471.83
				<b>\$471.83</b>
PSYCHOLOGICAL CONSULTING ASSOC, INC	526375	111-7010-421.56-41	PRE EMPLOYMENT EVALUATION	440.00
	526430	111-7010-421.56-41	PRE EMPLOYMENT EVALUATION	440.00
				<b>\$880.00</b>
PURCHASE POWER	800090000114260	111-7010-421.56-41	POSTAGE FEES	1,099.69
	800090900355810	111-9010-419.53-20	CURRENCY REFILL POSTAGE	2,909.15
				<b>\$4,008.84</b>
QDOXS	IN52153	111-8020-431.43-05	XEROX COPIER CONTRACT	23.49
	IN52153	285-8050-432.43-05	XEROX COPIER CONTRACT	23.49
	IN52153	681-8030-461.43-05	XEROX COPIER CONTRACT	23.49
				<b>\$70.47</b>
R & A TANK TECHNOLOGIES LLC	060623-04	741-8060-431.43-20	DESIGNATED OPERATOR JUNE	150.00
				<b>\$150.00</b>
R & R INDUSTRIES, INC.	647114	111-0110-411.56-26	PURCHASED SHIRT COUNCIL MEMBER	442.95
	647832	111-0110-411.56-26	PURCHASED SHIRT COUNCIL MEMBER	-83.47
				<b>\$359.48</b>

**City of Huntington Park  
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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
REXEL COMMERCIAL & INDUSTRIAL	S136555983	535-8016-431.61-45	LIGHT FIXTURES	10,985.34
	S136762406	535-8016-431.61-45	DUAL METER -ST. LIGHTING	5,081.48
				<b>\$16,066.82</b>
RIO HONDO COLLEGE	F23-04-ZHPK	111-7010-421.56-41	COURSE ENROLLMENT	1,189.50
	X23-12-ZHPK	111-7010-421.56-41	COURSE ENROLLMENT	1,264.00
	S23-247-ZHPK	111-7010-421.59-30	COURSE ENROLLMENT	237.10
	X23-09-ZHPK	111-7010-421.59-30	COURSE ENROLLMENT	60.04
				<b>\$2,750.64</b>
RIVERSIDE COUNTY SHERIFF'S DEPT	06142023	111-7010-421.59-20	SENIOR OFFICER TRAINING	267.00
				<b>\$267.00</b>
SAFETY KLEEN	91643661	741-8060-431.43-20	FLEET SHOP BRAKE CLEANER	797.54
				<b>\$797.54</b>
SANCHEZ AWARDS	2266	111-0110-411.66-05	PLAQUE FOR OUTGOING MAYOR	189.63
	2267	111-0110-411.66-05	PLAQUE FOR OUTGOING MAYOR	189.63
				<b>\$379.26</b>
SATURN HOLDINGS, LLC	000024711	681-0000-228.70-00	WATER REFUND	19.58
				<b>\$19.58</b>
SMART & FINAL	3192200011404	111-7010-421.61-20	MEETING SUPPLIES	97.14
				<b>\$97.14</b>
SONSRAY MACHINERY, LLC	PSO078800-1	741-8060-431.43-20	TIRES FOR TRACTOR	1,173.43
				<b>\$1,173.43</b>
SOPHIA BEJARANO	06202023	111-0000-202.30-00	AVILAS FOUNDATION SCHOLAR	200.00
				<b>\$200.00</b>
SPARTANS CARWASH	156	111-7022-421.61-29	FULL DETAILING SVCS PD	660.00
				<b>\$660.00</b>
STAPLES ADVANTAGE	8070433790	111-0310-413.61-20	OFFICE SUPPLIES CITY WIDE	468.89
	8070433790	111-1010-411.61-20	OFFICE SUPPLIES CITY WIDE	126.83
	8070118142	111-2030-413.61-20	OFFICE SUPPLIES CITY WIDE	1,142.37
	8070118142	111-3010-415.61-20	OFFICE SUPPLIES CITY WIDE	862.21
	8070433790	111-3010-415.61-20	OFFICE SUPPLIES CITY WIDE	383.44
	8070118142	111-5010-419.61-20	OFFICE SUPPLIES CITY WIDE	544.81
	8070433790	111-5010-419.61-20	OFFICE SUPPLIES CITY WIDE	249.52
	8070118142	111-6010-451.61-20	OFFICE SUPPLIES CITY WIDE	1,265.81
	8070433790	111-6065-466.61-20	OFFICE SUPPLIES CITY WIDE	119.83
	8070118142	111-7010-421.61-20	OFFICE SUPPLIES CITY WIDE	348.17
	8070433790	111-7010-421.61-20	OFFICE SUPPLIES CITY WIDE	126.70
	8070118142	111-7022-421.61-27	OFFICE SUPPLIES CITY WIDE	480.84
	8070118142	111-8020-431.61-20	OFFICE SUPPLIES CITY WIDE	143.60
	8070433790	111-8020-431.61-20	OFFICE SUPPLIES CITY WIDE	181.68
	8070433790	239-0280-490.61-20	OFFICE SUPPLIES CITY WIDE	296.69
				<b>\$6,741.39</b>
STEAMX, LLC	65868	111-8095-431.61-50	GRAFFITI REMOVAL SUPPLIES	1,048.52
	65974	111-8095-431.61-50	GRAFFITI SUPPLIES	1,283.48
				<b>\$2,332.00</b>
SUNBELT RENTALS INC	136387579-0009	111-8010-431.44-10	RENTAL OF DIESEL GENERATOR	3,302.50

**City of Huntington Park  
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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
SUNBELT RENTALS INC	138489350-0002	111-8010-431.44-10	RENTAL OF DIESEL GENERATOR	741.48
				<b>\$4,043.98</b>
SVPP PROPERTIES, LLC	000024471	681-0000-228.70-00	WATER BILL REFUND	95.44
				<b>\$95.44</b>
T-MOBILE USA	4/21/23-5/20/23	111-0110-411.53-10	COUNCIL CELL PHONES	198.20
	4/21/23-5/20/23	111-0210-413.53-10	ADMINISTRATION CELL PHONES	169.74
	4/21/23-5/20/23	111-1010-411.53-10	CITY CLERK CELL PHONE	39.64
T-MOBILE USA	4/21/23-5/20/23	111-2030-413.53-10	HR CELL PHONE	29.52
				<b>\$437.10</b>
T2 SYSTEMS CANADA INC.	IRIS0000121774	111-8010-415.56-41	DIGITAL IRIS SUBSCRIPTION	2,370.00
				<b>\$2,370.00</b>
TAPCO	I755895	221-8014-429.61-20	REPLACEMENT FOR BEACON	1,545.38
	SO729871	221-8014-429.61-20	RAPID FLASHING BEACONS	8,786.25
				<b>\$10,331.63</b>
THE HITT COMPANIES, INC	OE-120125	111-0110-411.66-05	EMBOSSER FOR PRESENTATION	30.56
	OE-120087	111-6010-451.56-41	ENGRAVING SERVICES	14.53
				<b>\$45.09</b>
THREE G'S PLUMBING	22913	111-8024-421.43-10	SVC CALL FOR PLUMBING PD	425.00
				<b>\$425.00</b>
TIME WARNER CABLE	106964801060123	111-7010-421.53-10	ICI SYSTEM JPA	651.70
				<b>\$651.70</b>
TIREHUB, LLC	35034970	741-8060-431.43-20	TIRES FOR POLICE UNIT	721.57
				<b>\$721.57</b>
TRIANGLE SPORTS	41891	111-6030-451.61-35	BASEBALL SUPPLIES	394.20
				<b>\$394.20</b>
TRITECH SOFTWARE SYSTEMS	382644	111-7010-421.56-41	RENEWAL RMS CAD LICENSING	9,603.25
	382644	111-7040-421.56-41	RENEWAL RMS CAD LICENSING	50,000.00
				<b>\$59,603.25</b>
U.S. ARMOR CORPORATION	42385	111-7010-421.61-20	PD BULLET PROOF VEST	388.41
	42467	111-7010-421.61-20	PD BULLET PROOF VEST	390.37
	42471	111-7010-421.61-20	PD BULLET PROOF VEST	388.41
	42469	111-7022-421.61-24	PD BULLET PROOF VEST	474.05
	42481	111-7022-421.61-24	PD BULLET PROOF VEST	474.05
	42385	233-7010-421.74-10	PD BULLET PROOF VEST	388.41
	42467	233-7010-421.74-10	PD BULLET PROOF VEST	390.36
	42471	233-7010-421.74-10	PD BULLET PROOF VEST	388.41
				<b>\$3,282.47</b>
UNITED INDUSTRIES	228045	111-8095-431.61-50	SUPPLIES FOR GRAFFITI REMOVAL	128.41
				<b>\$128.41</b>
UTILITY SERVICE CO., INC.	583137	681-8030-461.76-18	CIP 2020-03 RESERVOIR WELL	647,714.83
				<b>\$647,714.83</b>
VELADA CONSULTING LLC	51	111-0310-413.56-41	CONSULTING SERVICES	7,500.00
				<b>\$7,500.00</b>



**City of Huntington Park  
Demand Register  
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Payee Name	Invoice Number	Account Number	Description	Transaction Amount
VERIPIC INC	34688	111-7040-421.56-41	EVIDENCE PAD APPLICATION	7,200.00
				<b>\$7,200.00</b>
VICTORIA TIRE CENTER DRIVE	145742	741-8060-431.43-20	WHEEL ALIGNMENT POLICE UNIT	65.00
				<b>\$65.00</b>
VISION SERVICE PLAN-CA	818184512	111-0000-217.50-30	MONTHLY VISION SVC JULY	7,409.02
	818184518	111-0000-217.50-30	MONTHLY VISION SVC PLAN	232.00
				<b>\$7,641.02</b>
VULCAN MATERIALS COMPANY	328655	221-8010-431.61-21	ASPHALT CITY ST	57.55
	410257	221-8010-431.61-21	ASPHALT CITY ST	46.39
	73589200	221-8010-431.61-21	ASPHALT CITY ST	120.26
				<b>\$224.20</b>
WALTERS WHOLESALE ELECTRIC COMPANY	S123281059.001	111-8022-419.43-10	SUPPLIES FOR CITY HALL	29.02
	S123281059.002	111-8022-419.43-10	SUPPLIES FOR CITY HALL	31.92
	S123071135.001	111-8095-431.61-50	PAINT SUPPLIES BUS SHELTER	982.56
				<b>\$1,043.50</b>
WATER REPLENISHMENT DISTRICT OF	CBWM23-064	681-8030-461.42-05	WATERMASTER SERVICE	5,283.97
				<b>\$5,283.97</b>
WESTCHESTER MEDICAL GROUP	CH139-0066	111-2030-413.56-41	TREADMILL STRESS TEST	315.00
				<b>\$315.00</b>
				<b>\$7,537,631.96</b>

ITEM 3



# **CITY OF HUNTINGTON PARK**

Public Works Department  
City Council Agenda Report

June 30, 2023

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

Dear Mayor and Members of the City Council:

## **APPROVE ACCEPTANCE OF WORK PERFORMED FOR CIP 2021-01 SB1 CDBG STREET RECONSTRUCTION PROJECT FY 2021-22 PROJECT**

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

1. Approve acceptance of work performed by Palp, Inc. dba Excel Paving Co. for the construction of CIP 2021-01 SB1 CDBG Street Reconstruction Project FY 2021-22 Project;
2. Appropriate an additional amount of \$820,539 in General Fund monies to Account No. 111-8010-431.76-12 in order to meet the Maintenance of Effort requirements to receive SB1 funds;
3. De-obligate the amount of \$820,539 in SB1 funds from Account No. 221-8010-431.76-12;
4. Authorize staff to execute the Notice of Completion (NOC) and direct the City Clerk to file the NOC with the Los Angeles County Recorder's Office; and
5. Release the 5% retention amount to Palp, Inc. dba Excel Paving Co. 35 days of the effective date of the recordation of the NOC, if no Stop Notices are filed within the 35-day period.

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

At the May 17, 2022 City Council meeting, the City Council awarded the construction contract to Palp, Inc. dba Excel Paving Co. The project consisted of the following: street reconstruction of the entire length of Miles Avenue and Santa Fe Avenue, enhancement of ADA ramps, repainting existing pavement markings and ladder (continental) style crosswalks. The contractor was issued the Notice to Proceed and scheduled work commenced on August 29, 2022. Cannon, construction oversight, have deemed the

# **APPROVE ACCEPTANCE OF WORK PERFORMED FOR CIP 2021-01 SB1 CDBG STREET RECONSTRUCTION PROJECT FY 2021-22 PROJECT**

June 30, 2023

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project substantially completed in accordance with the improvement plans and contract specifications. There are no unresolved stop notices or outstanding construction claims against the contractor. Staff recommends accepting the project as substantially complete and releasing the final retention payment within the prescribed timeline.

## **LEGAL AND PROGRAM REQUIREMENTS**

The State Controller's Office (SCO) completed its desk review of the City of Huntington Park's certified Annual Street Report (ASR) for the period of July 1, 2021, through June 30, 2022. SCO identified the street related expenditures reported by the City in its ASR that were funded by the General Fund and/or other discretionary funding sources. SCO further assessed whether the City complied with the maintenance-of-effort (MOE) requirement of the Road Maintenance and Rehabilitation Program (RMRP) in accordance with Streets and Highways Code section 2036. Streets and Highways Code section 2036(a) states, in part:

*Cities and counties shall maintain their existing commitment of local funds for street, road, and highway purposes in order to remain eligible for an allocation or apportionment of funds pursuant to Section 2032. On July 16, 2021, the Governor signed Assembly Bill 149 (AB 149) into law amending section 2036 of the Streets and Highways Code.*

Streets and Highway Code section 2036(i) states:

*For the 2021–22 fiscal year, the Controller shall adjust the annual expenditure requirements in subdivisions (b) and (c) in proportion to any decrease in taxable sales within the applicable city or county from the 2018–19 fiscal year to the 2020–21 fiscal year. The Controller shall not make an adjustment if taxable sales increased.*

The City's established MOE for the RMRP is \$1,137,822. The City did not qualify for an AB 149 adjustment for FY 2021-22. The City is required to meet the MOE amount annually in order to remain eligible for its annual RMRP fund allocation. SCO's review determined that the City expended a total of \$317,283 for street-related purposes from our discretionary funding sources in FY 2021-22 and did not meet the MOE amount. The City's MOE shortfall for FY 2021-22 is \$820,539 and it puts the City at risk of losing its funding eligibility for the RMRP funds it received during FY 2021-22 totaling \$1,165,072.

If deemed ineligible, future RMRP fund allocations will be withheld equaling an amount not less than the FY 2021-22 allocation. Thus, the city should expend from its discretionary funding sources on street-related purposes an amount not less than \$820,539 during FY 2022-23 to remain eligible for the RMRP funds it received in FY 2021-22.

Regarding the construction contract, it is recommended that the Mayor and Members of the City Council accept the project as satisfactory and complete. Upon acceptance of the

**APPROVE ACCEPTANCE OF WORK PERFORMED FOR CIP 2021-01 SB1 CDBG STREET RECONSTRUCTION PROJECT FY 2021-22 PROJECT**

June 30, 2023

Page 3 of 4

project, staff will file the "Notice of Completion" (Attachment 1) with the County Recorder's Office for the project. Thirty-five (35) days after the recordation of the Notice of Completion by the County Recorder's Office, the City will release the Labor and Materials Bond to the bonding company and make final payment of the retention being withheld from the payment to Contractor, if no Stop Notices are filed within the 35-day period.

**FISCAL IMPACT/FINANCING**

City Council awarded the construction contract to Palp, Inc. dba Excel Paving Co. in the amount of \$5,492,893.61. City authorized a construction contingency of \$368,537.11, for a total construction contract amount of \$5,861,430.72.

SCO notified the City of its MOE obligations with respect to the use of annual SB1 fund allocations. Staff recommends the appropriation of an additional amount of \$820,539 in General Fund monies to Account No. 111-8010-431.76-12 in order to meet the MOE requirement and continue to receive future SB1 funds and to de-obligate the amount of \$820,539 in SB1 funds from Account No. 221-8010-431.76-12 and place back into the coffers.

The table below provides the breakdown in final costs allocated by the various funding sources.

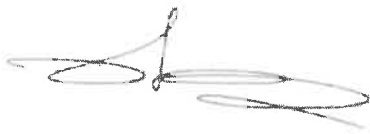
<b>Funding Source</b>	<b>Account Number</b>	<b>Amount</b>
CDBG	239-8010-431.76-12	\$2,961,496.00
RMRA SB1 "Gas Tax"	221-8010-431.76-12	\$1,395,209.21
MOE – General Fund	111-8010-431.76-12	\$905,654.10
	<b>Total Project Cost =</b>	<b>\$5,262,359.31</b>

The contractor's final total project invoice amount was \$5,262,359.31. The final retention payment may be released for payment to the contractor thirty-five (35) days after the Notice of Completion is recorded. No additional budget appropriation is requested at this time.

**CONCLUSION**

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

Respectfully submitted,



**RICARDO REYES**  
City Manager

**APPROVE ACCEPTANCE OF WORK PERFORMED FOR CIP 2021-01 SB1 CDBG  
STREET RECONSTRUCTION PROJECT FY 2021-22 PROJECT**

June 30, 2023

Page 4 of 4

A handwritten signature in black ink, appearing to read "Cesar Roldan", is positioned above the printed name.

CESAR ROLDAN  
Director of Public Works

**ATTACHMENTS**

1. Notice of Completion CIP 2021-01 SB1 CDBG Street Reconstruction Project FY 2021-22 Project

## ATTACHMENT "A"

(NO FEE PURSUANT TO GOVT. CODE SECT. 6103)

RECORDING REQUESTED BY:

CITY OF HUNTINGTON PARK

AND WHEN RECORDED MAIL TO:

City Clerk's Office

Attn: City Clerk

(Name)

6550 MILES AVE.

(Street Address)

HUNTINGTON PARK, CA 90255-4393

(City, State, and Zip)

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

(Notice pursuant to Civil Code Section 3093, must be recorded within 10 days after completion)

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is: City of Huntington Park
3. The full address of the owner is: 6550 Miles Avenue, Huntington Park, CA 90255-4393
4. The nature of the interest or estate is: Street reconstruction of the entire length of Miles Avenue and Santa Fe Avenue, enhancement of ADA ramps, repainting existing pavement markings and ladder (continental) style crosswalks.  
(If Other Than Fee, Strike, "In Fee" And Insert, For Example, "Purchaser Under Contract of Purchase" Or Lessee")
5. The full names and full addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

6. A work of improvement on the property hereinafter described was completed on June 30, 2023  
(Date)  
The work done was: Construction of various safe routes to school pedestrian and ADA enhancements throughout 22 locations
7. The name of the contractor, if any, for such work of improvement is:

Palp, Inc. dba Excel Paving Co.

(If no Contractor for work of improvement, insert "none")

May 17, 2023

(Date of Contract)

8. The street address of said property is: Miles Avenue and Santa Fe Avenue
9. The property on which said work of improvement was completed is in the City of Huntington Park, County of Los Angeles, State of California.

Ricardo Reyes, City Manager  
City of Huntington Park

Date

## VERIFICATION

I have read the foregoing Notice of Completion and know its content. I am the Acting City Clerk of the City of Huntington Park and am authorized to make this verification for and on its behalf, and I make this verification for that reason. I declare under penalty of perjury under the law of the State of California that the foregoing is true and correct and was duly and regularly ordered to be recorded in the Office of the Los Angeles County Registrar-Recorder/County Clerk.

Eduardo Sarmiento, City Clerk  
City of Huntington Park

Date



ITEM 4



# CITY OF HUNTINGTON PARK

City Manager's Office  
City Council Agenda Report

June 30, 2023

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 FINANCE DIRECTOR EMPLOYMENT AGREEMENT**

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

1. Approve the Employment Agreement for the Director of Finance; and
2. Authorize the Mayor to execute the Agreement.

### **BACKGROUND**

The City of Huntington Park has been without a full-time Finance Director since October 14, 2022. In an effort to fill this position, the City initiated a recruitment process but did not receive any applications from interested candidates. As a result, the day-to-day management of the Finance Department was negatively affected. To address this issue, the City entered into a short-term professional services agreement with MuniTemps on December 6, 2022. Under this agreement, Mr. John Herrera, CPA, was appointed Interim Finance Director, and Mr. Jeff Jones assumed the role of Interim Finance Manager.

Since February 2023, Mr. Jones has diligently and effectively served as the Interim Finance Manager full-time. Given his successful tenure and the need for continuity and trust in the Finance Department, the City Manager recommends hiring Mr. Jones as the City's full-time Finance Director. Mr. Jones has over 20 years of experience in managerial accounting in the private and public sectors. He has worked extensively with Herrera & Associates CPAs, a municipal accounting firm. He has been involved in various accounting and budget preparation projects for cities such as San Jacinto, Murrieta, Imperial, and Huntington Park. His experience includes "cleaning up the books," preparing audit reports, ensuring compliance with federal audit requirements, and managing organizational development and operations. Mr. Jones holds a Master's in Business Administration from the University of Redlands and a Bachelor of Science in Accounting from Utah Valley University.

## **CONSIDERATION AND APPROVAL OF FINANCE DIRECTOR AGREEMENT**

June 30, 2023

Page 2 of 2

### **FISCAL IMPACT/FINANCING**

If approved, Mr. Jones will be compensated with a monthly salary of \$13,000.00 starting from July 1, 2023.

### **CONCLUSION**

To ensure the smooth functioning of the Finance Department and restore trust, I recommend approving the Employment Agreement for Mr. Jeff Jones as the City's Finance Director. By authorizing the Mayor to execute the agreement, Mr. Jones can assume all the duties and responsibilities associated with the position.

RICARDO REYES  
City Manager

### **ATTACHMENT(S)**

A. Employment agreement with Jeff Jones as Director of Finance

# ATTACHMENT "A"



**2023**

**EMPLOYMENT AGREEMENT**

**(Engagement: Finance Director)**

**(Parties: City of Huntington Park and Jeff Jones)**

THIS EMPLOYMENT AGREEMENT ("Agreement") is made and entered into this 1st day of July, 2023, by and between the CITY OF HUNTINGTON PARK ("CITY"), a California municipal corporation, and Jeff Jones ("DIRECTOR" and sometimes referred to herein as "Employee"), an individual. For the purposes of this Agreement CITY and DIRECTOR may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or DIRECTOR interchangeably. This Agreement sets forth all terms and conditions of employment concerning the employment of Jeff Jones to the position of the Interim Finance Director for the City of Huntington Park, California.

**RECITALS**

WHEREAS, CITY desires to employ the services of Employee as Finance Director and subject to the terms, conditions, and benefits set forth in this Agreement; and

WHEREAS, the City Council of the City of Huntington Park (the "Council") and DIRECTOR believe that an agreement negotiated between the City Council, on behalf of the City, and DIRECTOR can be mutually beneficial to the City, DIRECTOR, and the community they serve; and

WHEREAS, the Council and DIRECTOR believe an agreement will enhance the excellence and continuity of the management of the City's Finance Department for the benefit of its residents; and

WHEREAS, the City now desires to employ the services of DIRECTOR pursuant to the terms, conditions and provisions of this Agreement; and

WHEREAS, DIRECTOR has agreed to accept employment with the City, subject to the terms, conditions and provisions of this Agreement; and

WHEREAS, in accordance with the City of Huntington Park Municipal Code, both parties now desire to set forth the terms, conditions, and provisions of the employment relationship between City and DIRECTOR.

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

### **OPERATIVE PROVISIONS**

#### **1. Position, Duties and Term.**

1.1 **Position.** DIRECTOR accepts employment with CITY as its DIRECTOR and shall perform all functions, duties and services set forth in Section 1.4 [Duties] of this Agreement.

1.2 **Period of Employment/Commencement Date.** DIRECTOR's employment with CITY shall be "at-will" pursuant to the provisions of Government Code section 36506. DIRECTOR's employment shall be subject to the provisions of this Agreement and provisions applicable to the office of the DIRECTOR contained in the CITY's Municipal Code and THE City's personnel rules, policies, regulations and procedures, as it may be amended from time to time. The Date for DIRECTOR's commencement to serve as DIRECTOR shall be July 1, 2023.

1.3 **At-Will.** DIRECTOR acknowledges that he or she is an at-will employee of CITY who shall serve at the pleasure of the City Council at all times during the period of his or her service hereunder. To the extent they conflict with his or her at-will status, the terms of the CITY's personnel rules, policies, regulations, procedures, ordinances, and resolutions including, without limitation, CITY's Personnel Policies, as they may be amended or supplemented from time to time, shall apply to DIRECTOR, and nothing in this Agreement is intended to, or does, confer upon DIRECTOR any right to any property interest in continued employment, or any due process right to a hearing before or after a decision by the City Manager to terminate his employment, except as is expressly provided in Section 4 [Termination] of this Agreement. Nothing contained in this Agreement shall in any way prevent, limit or otherwise interfere with the right of CITY to terminate the services of DIRECTOR as provided in Section 4 [Termination]. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of DIRECTOR to resign at any time from this position with CITY, subject only to the provisions set forth in Section 4 [Termination] of this Agreement.

1.4 **Duties.** DIRECTOR shall serve as the Finance Director and shall be vested with the powers, duties and responsibilities as set forth in the job description attached to this Agreement and as defined by the City Manager and/or the City Council, the terms of which are incorporated herein by reference, as may be amended from time to time. DIRECTOR shall provide service at the direction and under the supervision of the City Manager and City Council. It is the intent of the Parties that the DIRECTOR shall keep the City Manager and City Council fully apprised of all significant ongoing operations of CITY. To that end, DIRECTOR shall report directly to the City Manager and will periodically, or as may be otherwise specifically requested by the City Council, provide oral or written status reports to the City Council on his or

her activities and those of CITY.

DIRECTOR's duties shall include, but are not limited to:

- a. Attending all meetings of the City Council, including regular and special meetings, unless excused by the City Manager. The DIRECTOR shall receive notice of all regular and special meetings of the City Council, and accept requests for occasional meetings with City Council member(s);
- b. Prepare agenda documents and staff reports for any regular or special meetings of the City Council pertaining to his or her Department;
- c. Directing the work of all office of the Finance employees and endeavor to implement changes that the DIRECTOR believes will result in greater efficiency, economy, or improved public service in the provision of CITY services;
- d. Recommending to the City Council from time to time the adoption of such measures as the Finance Director may deem necessary or expedient for the health, safety, or welfare of the community or the improvement of administrative services;
- e. Conducting research in administrative practices for the Finance Department in order to bring about greater efficiency and economy in CITY government and develop and recommend to the City Council long range plans to improve CITY operations and prepare for future CITY growth and development;
- f. Providing management training and developing leadership qualities among staff as necessary to foster a team that can plan for and meet future challenges and changes;
- g. Providing support of CITY government in emergencies as authorized by the CITY's Municipal Code and California law; and
- h. Participating in and involvement with local, regional, and statewide professional organizations beneficial to the CITY.

It is the intent of the City Council that the Finance Director will function as the DIRECTOR of the CITY's Finance Department. DIRECTOR shall provide such services as customary and appropriate to the position of DIRECTOR, together with additional services assigned from time to time by the City Council or City Manager as may be consistent with California law and the CITY's Municipal Code and policies. DIRECTOR shall devote his or her best efforts and attention to the performance of these duties. Notwithstanding DIRECTOR's duties as Finance

Director, nothing in this Agreement shall be construed to prohibit direct communications between the City Council and employees of the CITY in a manner consistent with the CITY's personnel rules, administrative policies and City Council policies.

**1.5 Hours of Work.** DIRECTOR shall devote the time necessary to adequately perform his or her duties as DIRECTOR during the term of employment. DIRECTOR shall always make himself or herself available by telephone to the City Manager and City Council. The position of Finance Director shall be deemed exempt under state and federal wage and hour laws. DIRECTOR shall not be entitled to any compensation for overtime.

**1.6 Other Activity.** In accordance with Government Code section 1126, during the period of his employment, DIRECTOR shall not accept, without the express prior written consent of the City Council, any other employment or engage, directly or indirectly, in any other business, commercial, or professional activity, whether or not for pecuniary advantage, that is or may be competitive with CITY, that might cause a conflict-of-interest with CITY, or that otherwise might interfere with the business or operation of CITY or the satisfactory performance of DIRECTOR's duties as DIRECTOR.

**1.7 Term.** DIRECTOR's term of employment as Finance Director shall commence on July 1, 2023, and continue to July 1, 2025 (referred hereinafter as the "Term"), and the City Council reserves the sole discretion under this Agreement to extend the Term for an additional period of time as determined by the City Council.

## **2. Compensation and Benefits.**

Effective for the duration the time periods covered by this agreement, City agrees to compensate DIRECTOR at an annual salary of \$156,000. DIRECTOR will not be entitled to any additional compensation including overtime compensation. However, DIRECTOR shall receive all benefits afforded to Department Heads in current City service; including without limitation vacation time, sick leave or other leave time, and any post-employment benefits to which the DIRECTOR shall be eligible. Furthermore, DIRECTOR shall receive annual increases in benefits and salary to the same rate/amount as received by other Department Heads. (Or as stated in the Non-Represented Employees Compensation and Benefit Plan).

In addition to the above-stated salary, DIRECTOR shall receive the following benefits:

- a. The City shall provide a cellular telephone for official use only during DIRECTOR's tenure under this Agreement.
- b. The City shall provide DIRECTOR with his or her choice of medical, dental, vision, long-term disability, and life insurance plans as provided to all other City employees. The City is to provide the



Employee with the Public Employees Retirement System (CalPERS) benefit to the corresponding formula designated by CalPERS.

- c. DIRECTOR shall be entitled to receive forty (40) hours per year of administrative leave. If this Agreement is extended to an additional year(s), any remaining administrative leave shall not carry forward to the following year(s).
- d. DIRECTOR shall be entitled to eight (8) hours of sick leave for every month of employment. In the last pay period of each fiscal year, one-half (50%) of the employee's unused accrued sick leave from that fiscal year (48 hours maximum), shall be cashed out by the City at the employee's regular rate of pay in effect on June 30th.

### **3. Taxes.**

Employee DIRECTOR shall be responsible for his or her federal, state, local or other taxes resulting from any compensation or benefits provided to him or her by the City under this Agreement. The City may withhold all federal, state, local or other taxes as may be required pursuant to law or governmental regulation or ruling from any compensation or benefits provided under this Agreement. The City shall not be liable (except in cases of City's errors or omissions) for any state or federal tax consequences to Employee, to any designated beneficiary hereunder, and/or to the heirs, administrators, executors, successors, and assigns of Employee. Employee shall assume sole liability for any state or federal tax consequences of this Agreement or any related agreement and agrees to indemnify and hold the City harmless from such tax consequences.

### **4. Termination.**

#### **4.1 Termination by City for Convenience.**

- (a) Except as otherwise provided under Subsection (b) of this Section below, CITY may terminate DIRECTOR at any time for convenience and without cause, by providing DIRECTOR thirty (30) days prior written notice thereof together with the applicable "severance payment" provided for below. In lieu of providing thirty (30) days prior written notice of termination, CITY may place DIRECTOR on paid administrative leave status during the thirty (30) day notice period or any portion thereof. CITY may dismiss DIRECTOR notwithstanding anything to the contrary contained in or arising from any Employment Policies or past CITY practices relating to the employment, discipline, or termination of its employees. The "severance payment shall be an amount equal to three (3) months base salary, less any and all applicable or legally required deductions. DIRECTOR agrees to sign a confidentiality agreement upon termination of this agreement regardless of being terminated with cause or without cause, as permitted by law. DIRECTOR shall also receive all applicable accrued

vacation and/or sick leave as provided herein together with any extension of benefits required and permitted under California law. The foregoing notwithstanding, in no event shall the "severance payment" include the payment of any sums prohibited pursuant to Government Code Section 53260 and any such sums shall be deducted from the "severance payment."

- (b) Within ninety (90) calendar days of a swearing-in after a CITY election, CITY may not act to terminate DIRECTOR for convenience as authorized under Subsection (a) of this Section, above. The foregoing notwithstanding, nothing in this Subsection (b), shall preclude CITY from terminating DIRECTOR employment for cause at any time as provided elsewhere under Section 4 of this Agreement.

**4.2 Termination by Employee.** DIRECTOR may terminate his or her employment for any reason, and at any time, with or without cause, by providing CITY with no less than thirty (30) days prior written notice. In such event, CITY shall have the option, in its complete discretion, to make DIRECTOR's termination effective upon any date preceding the 30-day notice period, provided CITY pays DIRECTOR all compensation due and owing him or her through the last day actually worked, plus an amount equal to the Base Salary DIRECTOR would have earned through the balance of the thirty (30) day notice period. DIRECTOR shall not receive a "severance payment" in the event he or she terminates employment with CITY pursuant to this Section 4.

**4.3 Termination for Cause by City.** CITY may immediately terminate DIRECTOR's employment with CITY and this Agreement at any time by providing DIRECTOR's written notice of his termination for cause. No "severance payment" shall be paid in the event DIRECTOR's employment is terminated for cause, except that CITY shall pay DIRECTOR for his accrued and unused vacation and sick leave, as provided for in this Agreement and as permitted by law. For purposes of this Agreement, cause for termination shall include, but not be limited to, the following: (i) theft or attempted theft; (ii) material dishonesty; (iii) willful or persistent material breach of duties; (iv) engaging in unlawful discrimination or harassment of employees or any third party while on CITY premises or on CITY time; (v) conviction of either a felony, a criminal offense involving moral turpitude, or a felony or misdemeanor under the Political Reform Act or Government Code section 1090; and/or (vi) unauthorized absences. DIRECTOR expressly waives any right to any pre-termination or post-termination disciplinary, review or appeal proceedings set forth under CITY's Employment Policies. DIRECTOR also expressly waives any right to any pre-termination or post-termination disciplinary, review or appeal proceedings set forth under the laws of the State of California or federal law, except to the extent that the contractual waiver contemplated herein is prohibited by applicable law.

**4.4 Termination Obligation.** DIRECTOR shall have the option to purchase and keep all mobile electronic devices and/or laptop issued to him or her by CITY for fair market value and DIRECTOR agrees that all other CITY property, including without limitation, all equipment, tangible, Proprietary Information (as defined below), documents, records, notes, contracts, and computer-generated materials furnished to or prepared by him or her

incident to his or her employment are the property of CITY and shall be returned promptly to CITY upon termination of DIRECTOR's employment. DIRECTOR's obligations under this subsection shall survive the termination of his or her employment and the expiration or early termination of this Agreement.

**4.5 Benefits Upon Termination.** All benefits to which DIRECTOR is entitled under this Agreement shall cease upon DIRECTOR's termination in accordance with this Section 4 (Termination), unless expressly continued under this Agreement, under any specific written policy or benefit plan applicable to DIRECTOR, or unless otherwise required by law.

**4.6 Cessation of Work Due to Non-Permanent Illness or Injury.** In addition to any right of termination set forth under Sections 4.1, above, CITY reserves the right to terminate DIRECTOR's employment along with this Agreement if DIRECTOR ceases to work as a result of illness or injury: (i) which does not arise out of the course of employment; (ii) which does not limit a major life activity within the meaning of California's Fair Employment and Housing Act; and (iii) where the cessation of work continues beyond a period of twenty (20) consecutive days beyond a period of thirty (30) consecutive days of incapacity due to the illness or injury.

**4.7 Disability.** In addition to any right of termination set forth under Section 4.1, above, CITY reserves the right to terminate DIRECTOR's employment along with this Agreement after DIRECTOR suffers any physical or mental disability that does not arise out of the course of employment and that prevents the performance of DIRECTOR's essential job duties, unless reasonable accommodation can be made to allow DIRECTOR to continue working. The foregoing notwithstanding, CITY may terminate DIRECTOR if the disability poses a direct threat to CITY, DIRECTOR or any other employees working for CITY and any reasonable accommodation attempted by CITY would not mitigate or eliminate such a threat.

**4.8 Illness, Injury or Disability Arising Out of the Course of Employment.** In the event DIRECTOR suffers a physical or mental disability arising out of the course of employment, CITY's ability to terminate DIRECTOR solely and exclusively on the basis of the illness, injury or disability shall be subject to applicable workers' compensation laws for the State of California, the Americans with Disabilities Act (42 U.S.C. § 12101 et seq.) and the California Fair Employment and Housing Act. Further, DIRECTOR's exclusive remedy or remedies against CITY for such illness, injury or disability shall be those legally required under the workers' compensation laws of the State of California.

**4.9 Medical Examination.** DIRECTOR agrees to submit to a medical and/or psychological examination by a qualified physician or psychiatrist selected by the CITY, in the event a decision must be made under Sections 4.6 through 4.8. CITY and DIRECTOR shall receive a copy of all medical reports related to the examination.

**4.10 Death of Employee.** This Agreement along with DIRECTOR's employment shall terminate automatically upon DIRECTOR's death.

## **5. Annual Evaluation.**

At a time agreed upon by the City Manager and DIRECTOR, the City Manager will annually review and evaluate the performance of Jeff Jones as DIRECTOR and may use an experienced professional outside facilitator mutually agreed upon by the City Council and DIRECTOR to do so. The purpose of the review shall be to provide DIRECTOR with feedback on his or her performance, including the performance of the duties set forth in Section 1.4 above, progress in meeting, achieving, or exceeding City Council defined goals, objectives, priorities, activities, and programs, and to identify areas requiring improvement and how such improvement may be accomplished. In conducting the performance evaluation and considering adjustments to DIRECTOR's compensation, the City Council may consider, among other things, DIRECTOR's:

- a. overall performance as DIRECTOR, including leadership and management skills;
- b. professional ethics;
- c. progress in meeting, achieving, or exceeding City Council defined goals, objectives, priorities, activities, and programs;
- d. involvement in local, regional, and statewide organizations beneficial to the CITY;
- e. the financial feasibility or desirability of authorizing any proposed adjustment to compensation in light of current and/or projected economic conditions, including whether the CITY is operating with a balanced budget;
- f. prevailing job market conditions and compensation trends; and
- g. such other factors as the City Manager may find relevant.

The City Council shall at all times retain discretion to agree to or deny any proposed increase to DIRECTOR's compensation terms, notwithstanding the findings or determinations of any performance review. Failure of CITY to provide a performance evaluation shall not limit CITY's ability to terminate this Agreement pursuant to Section 4 [Termination].

## **6. Business Expenses.**

The CITY shall reimburse DIRECTOR for all reasonable CITY related business expenses incurred by him or her in accordance with submittal, processing, and payment policies of the CITY.

## **7. Professional Membership and Training Expenses.**

Upon obtaining prior consent from the City Council, CITY shall reimburse DIRECTOR for reasonable expenses associated with DIRECTOR's membership, training, and travel to participate in local, regional, and statewide organizations beneficial to the CITY.

## **8. Business Related Equipment**

(a) CITY CELL PHONE AND TABLET. CITY shall provide DIRECTOR with a CITY-owned cellular phone, laptop or tablet and requisite service plan for both, at no cost to DIRECTOR, in so far as such CITY-provided equipment is necessary for the performance of CITY related business and is, in fact, used exclusively for CITY business. DIRECTOR shall have the option to purchase at a fair market value and keep or return the cellular phone and the laptop or tablet to the CITY upon the expiration or termination of this Agreement or upon request by the City Council. If items are returned to CITY, CITY shall have the right to inspect all equipment usage bills and demand compensation for any charges incurred in violation of this Agreement.

(b) PERSONAL CELLULAR PHONE. DIRECTOR acknowledges that, as of the Effective Date, he or she possesses a personal cellular phone and plan for his personal use and shall maintain such personal cellular phone and plan for the duration of this Agreement to ensure that usage of the CITY-provided cellular phone is strictly for CITY-related business.

(c) CELLULAR PHONE AND TABLET USE. DIRECTOR shall at all times follow applicable state or federal laws or regulations regarding the use of the CITY provided laptop or iPad and cellular telephone and will be subject to the CITY's usage policies for such equipment.

(d) PRIVACY. All the documents and information contained in, or transmitted from the CITY-provided cellular phone and laptop or iPad, including but not limited to text messages, voicemail messages, electronic mail messages and electronically stored documents, are the property of the CITY and may be accessed by the CITY at any time without notice to DIRECTOR. DIRECTOR understands and acknowledges that he or she has no right to privacy when using the CITY-provided cellular phone or iPad.

## **9. Proprietary Information.**

"Proprietary Information" means all information and any idea pertaining in any manner to the business of CITY and its respective officials, officers, employees, clients, consultants, or business associates, which was produced by any employee or agent of CITY in the course of his or her employment or otherwise produced or acquired by or on behalf of CITY. Proprietary Information shall include, without limitation, trade secrets, product ideas, inventions, processes, formulae, data, know-how, software and other computer programs, copyrightable material, marketing plans, strategies, sales, financial

reports, forecasts and customer lists. All Proprietary Information not generally known outside of CITY's organization, and all Proprietary Information so known only through improper means, shall be deemed "Confidential Information." During DIRECTOR'S employment by CITY, DIRECTOR shall use Proprietary Information, and shall disclose Confidential Information, only for the benefit of CITY and as is or may be necessary to perform DIRECTOR'S job responsibilities under this Agreement. Following termination, DIRECTOR shall not use any Proprietary Information and shall not disclose any Confidential Information, except with the express written consent of CITY. DIRECTOR obligations under this Section shall survive the termination of his employment and the expiration of this Agreement.

#### **10. Conflict of Interest.**

DIRECTOR shall not, during the term of this Agreement, individually, as a partner, joint venture, officer, or shareholder, invest or participate in any business venture conducting business in the corporate limits of CITY, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without prior approval of the CITY. DIRECTOR shall also be subject to the conflict of interest provisions of the Government Code of the State of California, the City's Municipal Code, and any other conflict of interest regulations applicable to DIRECTOR employment with the City. For and during the Term of this Agreement and any extension term, DIRECTOR further agrees that except for a personal residence or residential property acquired or held for future use as his or her personal residence, DIRECTOR will not invest in any other real estate or property improvements within the corporate limits of CITY without the prior consent of the City Manager.

### **GENERAL PROVISIONS**

#### **11. Notices.**

All notices, requests, demands and other communications under this Agreement shall be in writing and shall be effective upon delivery by hand or three (3) business days after deposit in the United States mail, postage prepaid, certified, or registered, and addressed to CITY at the address below, and or at the last known address maintained in DIRECTOR personnel file. DIRECTOR agrees to notify CITY in writing of any change in his address during his employment with CITY. Notice of change of address shall be effective only when accomplished in accordance with this Section.

CITY's Notice Address:

City of Huntington Park  
6550 Miles Avenue  
Huntington Park, California 90255  
Attn: Mayor and City Clerk

DIRECTOR Address: [Deliver to last updated address in personnel file]

**12. Indemnification.**

Subject to, in accordance with, and to the extent provided by the California Tort Claims Act (Government Code Section 810 et seq.) CITY will indemnify, defend, and hold DIRECTOR harmless from and against any action, demand, suit, monetary judgment or other legal or administrative proceeding, and any liability, injury, loss or other damages, arising out of any negligent act or omission occurring during the Term of this Agreement or any extension term. The City shall have the discretion to compromise or settle any such claim, demand or action and pay the amount of any settlement or judgment rendered thereon. Notwithstanding the foregoing, the City shall have no duty to indemnify, defend, or hold DIRECTOR harmless from any criminal proceeding, or with regard to any civil, criminal or administrative proceeding initiated by him.

**13. Bonding.**

CITY shall bear the full cost of any fidelity or other bonds required of the DIRECTOR under any laws or ordinance.

**14. Entire Agreement.**

This Agreement is intended to be the final, complete, and exclusive statement of the terms of DIRECTOR employment by CITY. This Agreement supersedes all other prior and contemporaneous agreements and statements, whether written or oral, express or implied, pertaining in any manner to the employment of DIRECTOR, and it may not be contradicted by evidence of any prior or contemporaneous statements or agreements. To the extent that the practices, policies, or procedures of CITY, now or in the future, apply to DIRECTOR and are inconsistent with the terms of this Agreement, the provisions of this Agreement shall control. However, as noted in Section 2 above, DIRECTOR shall be eligible to participate in any other CITY programs/employment benefits to the extent they are offered to non-represented CITY employees.

**15. Amendments.**

This Agreement may not be amended except in a written document signed by DIRECTOR, approved by CITY and signed by City Attorney.

**16. Waiver.**

Failure to exercise any right under this Agreement shall not constitute a waiver of such right.

**17. Assignment.**

DIRECTOR shall not assign any rights or obligations under this Agreement. CITY may, upon prior written notice to DIRECTOR, assign its rights and obligations hereunder.

**18. Severability.**

If any court of competent jurisdiction holds any provision of this Agreement to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

**19. Governing Law.**

This Agreement shall be governed by and construed in accordance with the laws of the State of California and the Parties agree that venue shall be in Los Angeles County, California.

**20. Interpretation.**

This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit nor against the party responsible for any particular language in this Agreement. Captions are used for reference purposes only and should be ignored in the interpretation of the Agreement. This Agreement may be altered, amended or modified only by an instrument in writing; executed by the parties to this Agreement and by no other means. Each party waives their future right to claim, contest, or assert that this Agreement was modified, cancelled superseded or changed by any oral agreement, course of conduct, waiver or estoppel.

**21. Acknowledgment.**

DIRECTOR acknowledges that he has had the opportunity to consult legal counsel in regard to this Agreement, that he has read and understands this Agreement, that he is fully aware of its legal effect, and that he has entered into it freely and voluntarily and based on his own judgment and not on any representations or promises other than those contained in this Agreement.

**SIGNATURE PAGE TO FOLLOW**

**REMAINDER OF PAGE BLANK INTENTIONALLY**



IN WITNESS WHEREOF, CITY has caused this Agreement to be signed and executed on its behalf by its Mayor and duly attested to by its City Clerk, and DIRECTOR has signed and executed this Agreement, as of the date first indicated above.

CITY OF HUNTINGTON PARK

JEFF JONES

By: \_\_\_\_\_  
Ricardo Reyes  
City Manager

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

APPROVED AS TO FORM:

ATTEST:

By: \_\_\_\_\_  
Arnold M. Alvarez-Glasman  
City Attorney

By: \_\_\_\_\_  
Eduardo Sarmiento  
City Clerk

ITEM 5



# **CITY OF HUNTINGTON PARK**

Finance Department  
City Council Agenda Report

June 30, 2023

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 ADOPTING THE CITY OF HUNTINGTON PARK'S STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2021-2022**

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

1. Adopt a Resolution adopting the City's Statement of Investment Policy for Fiscal Year 2023-2024.

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

California Government Code Section 53646 requires the City to annually submit to the City Council for approval the City's Statement of Investment Policy. The City's Statement of Investment Policy is attached as Exhibit A to the Resolution. No changes are recommended to the City's Statement of Investment Policy.

It should be noted that the City's Statement of Investment Policy complies with State Statute allowable investments. Additionally, recommended investment objectives of first Safety, second Liquidity and third Yield will be closely followed.

### **FISCAL IMPACT/FINANCING**

The City follows the practice of pooling cash and investments. Investment income revenues are recorded in the various City funds based upon the cash balances of each City fund.

**CONSIDERATION AND APPROVAL OF A RESOLUTION ADOPTING THE CITY OF  
HUNTINGTON PARK'S STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR  
2023-2024**

June 30, 2023

Page 2 of 2

**CONCLUSION**

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

Respectfully submitted,

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

**RICARDO REYES**  
City Manager

**JOHN HERRERA, CPA**  
Interim Director of Finance

**ATTACHMENT(S)**

- A. Resolution of the City Council of the City of Huntington Park Adopting the City's Statement of Investment Policy (Exhibit A) for Fiscal Year 2023-2024

# ATTACHMENT "A"

**EXHIBIT A**

**CITY OF HUNTINGTON PARK  
STATEMENT OF INVESTMENT POLICY  
FOR FISCAL YEAR 2023-2024**

**I. PURPOSE**

The purpose of the City's Investment Policy is to provide comprehensive guidelines for the responsible management of the City's funds that are available for investment. These may include, but are not limited to, temporarily idle cash, reserve funds, trust, agency, and capital funds. The Investment Policy Statement is approved annually by the City Council.

**II. POLICY STATEMENT**

The investment practices and policies of the City are based on compliance with State law and prudent money management. It is the City's policy to invest public funds in a prudent manner which will provide the highest yield consistent with the maximum security and preservation of invested principal, while meeting the daily cash flow demands of the City, while conforming to all applicable federal, state and local statutes governing the investment of public funds.

**III. SCOPE**

This investment policy applies to all financial assets of the City. Financial assets are reported in the City's Comprehensive Annual Financial Report and are accounted for in the following funds:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Debt Service Funds
- Enterprise Funds
- Internal Service Funds
- Trust and Agency Funds
- Any new funds created by the City Council

The provisions of the related bond indentures or resolutions shall govern investments of bond proceeds.

IV. **PRUDENCE**

Government Code Section 53600.3 provides that the “prudent investor” standard is to be used by the Treasurer as a fiduciary of public funds. This standard provides that when investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, the Treasurer shall act with care, skill, prudence and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

V. **DELEGATION OF AUTHORITY**

Authority to manage the City’s investment program is derived from the California Government Code. Management responsibility for the investment program is hereby delegated to the Treasurer who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials, and their procedures in the absence of the Treasurer.

The Treasurer shall establish written investment policy procedures for the operation of the investment program consistent with this investment policy. The procedures should include references to safekeeping, wire transfer agreements, collateral/depository agreements, banking services contracts, and other investment-related activities. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

The Treasurer can designate a staff person(s) to be responsible for investment transactions and to sign as a secondary signature on time deposits and other public fund accounts. The City may engage the support services of outside professionals in regard to its investment program, as

long as it can be clearly demonstrated that these services produce a financial advantage and protection of the portfolio.

VI. **OBJECTIVES**

The objectives for investing and managing public funds and the order of priority are as follows:

- A. **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the City will diversify its investments to the extent possible by investing in a variety of securities offering independent returns and financial institutions, as well as investing in high investment grade securities.
- B. **Liquidity:** The City's investment portfolio shall remain sufficiently liquid to enable the City to meet all operating requirements that are reasonably anticipated. Liquidity refers to the ability to sell an investment at any given moment with a minimal chance of losing some portion of principal or interest.
- C. **Yield:** The City's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

VII. **AUTHORIZED INVESTMENTS**

While the Government Code Section 53600 *et seq.* authorizes the investment in a variety of securities, including U. S. Treasuries, U. S. Government Agencies, Commercial Paper, Negotiable Certificates of Deposit, Repurchase Agreements, Money Market Mutual Funds, Investment Pools, among others, the City invests in the following:

- A. **TREASURY ISSUES:** Treasury Bills, Treasury Notes, and Treasury Bonds. The maximum maturity shall not be greater than five (5) years.
- B. **FEDERAL AGENCIES:** Federal National Mortgage Association (FNMA) securities, Federal Home Loan Bank (FHLB) securities,



Federal Home Loan Mortgage Corporation (FHLMC), Federal Farm Credit Bureau (FFCB) securities, Government National Mortgage Association (GNMA) securities, Small Business Administration (SBA) securities, Student Loan Marketing Association (SLMA) securities, etc. The City restricts the maximum percentage of investment in Federal Agencies to 25%, per issuer. The maximum maturity shall not be greater than five (5) years.

- C. DEMAND DEPOSITS/SAVINGS ACCOUNTS:** A standard account with a bank or other financial institution.
- D. CERTIFICATES OF DEPOSIT:** A type of collateralized bank deposit with a specific maturity evidenced by a certificate. The City restricts the maximum percentage of investment in Certificates of Deposit to 25% of the City's total portfolio. The maximum maturity shall not be greater than five (5) years.
- E. NEGOTIABLE CERTIFICATES OF DEPOSIT (NCD):** To be eligible for purchase by the City, the NCD must be issued by a Nationally or State-Chartered bank, State or Federal savings and loan association, and must meet one of the following criteria:
- Be a California Bank rated "A" or better by a nationally recognized statistical rating organization (NRSRO);
  - Be a major national or regional bank outside California rated "A" or better by a NRSRO;
  - Be a savings and loan association operating in California rated "A" or better by a NRSRO;
  - Purchases of negotiable certificates of deposits may not exceed 30% of the total portfolio.

The maximum maturity shall not be greater than five (5) years.

- F. LOCAL AGENCY INVESTMENT FUND (LAIF):** The aggregate of all funds from political subdivisions that are placed in the custody of the State of California Treasurer for the benefit of local agencies. State law (California Government Code Section 16429.1) establishes the maximum deposits for each local agency.
- G. MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS:** To be eligible for purchase by the City, the investment instruments

must meet multiple minimum requirements. Instruments must receive the highest ranking, or the highest letter and numerical rating as provided for by a NRSRO, must comply with all investment restrictions and regulations that apply to public agencies in California Code 53601 (a-k, m-o), and must follow regulations specified by the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1, et seq.).

The Treasurer is required to conduct an annual analysis of any pooled investments and money market funds for local government investment with the exception of LAIF. State statute no longer requires any further analysis of LAIF by the City Treasurer because LAIF is managed by the State Treasurer of California and is highly scrutinized by many institutions.

#### VIII. **ETHICS AND CONFLICTS OF INTEREST**

The Treasurer and all investment personnel shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair his/her ability to make impartial investment decisions. The Treasurer and all investment personnel shall disclose to the City Manager any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any material personal financial/investment positions that could be related to the performance of the City's investment portfolio.

The State of California's Fair Political Practices Commission Statement of Economic Interests, Form 700, shall be completed on an annual basis by the Treasurer and other employees designated in Government Code Section 87200.

#### IX. **REPORTING**

In addition to general reporting and updates to the City Manager, the Treasurer will submit to each member of the City Council a periodic report (either semi-annually or annually). The report shall contain a complete description of the portfolio, including the types of investments, issuers, maturity dates, par values and current market values. In the case of funds invested in the Local Agency Investment Fund (LAIF), and funds held by trustees or fiscal agents, and current statements from those institutions will satisfy the reporting requirements. The report will also include a certification

of the following:

“All investment activities since the last report have been made in full compliance with the investment policy.”

X. **INTERNAL CONTROL**

The Treasurer shall establish a system of written internal controls which will be reviewed annually with the City's independent (external) auditor. The controls shall be designed to prevent loss of public funds due to fraud, employee error and misrepresentation by third parties and imprudent actions by employees of the Treasurer's Office.

XI. **ADOPTION**

The investment policy shall be adopted annually by resolution.

## ITEM 6



# CITY OF HUNTINGTON PARK

Finance Department  
City Council Agenda Report

June 30, 2023

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 RESOLUTIONS ADOPTING THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-24 OPERATING BUDGET AND OTHER RELATED ACTIONS AND ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024**

**IT IS RECOMMENDED THAT CITY COUNCIL ADOPT:**

1. Resolution adopting a Budget for the Fiscal Year Commencing July 1, 2023 and ending June 30, 2024, Making Appropriations for the Conduct of City of Huntington Park Government, Establishing Policies for the Administration of the Adopted Budget, and for other Budget Related Purposes; and
2. Resolution establishing the Appropriation Limit Pursuant to the Provision of the California Constitution Article XIIIB for the Fiscal Year Beginning July 1, 2023 and ending June 30, 2024.

Presented for City Council's consideration and adoption is the City of Huntington Park's Fiscal Year 2023-24 Annual Operating and Capital Improvement Program Budget.

A summary of The complete Fiscal Year 2023-24 Operating Budget and complete listing of full-time positions and part-time positions are attached to the budget resolution as Exhibit A.

Respectfully submitted,

**CONSIDERATION AND APPROVAL OF RESOLUTIONS ADOPTING THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2023-24 OPERATING BUDGET AND OTHER RELATED ACTIONS AND ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024**

June 30, 2023

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

**RICARDO REYES**  
City Manager

JOHN HERRERA, CPA Interim  
Director of Finance

**ATTACHMENT(S)**

- A. Resolution No. 2023-XX.
- B. FY 2023-24 Operating Budget

## ATTACHMENT "A"

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**WHEREAS**, the City Manager has submitted to the City Council a proposed budget detailing an expenditure plan and estimated revenues for funding such expenditure plan for the upcoming Fiscal Year beginning July 1, 2023 and ending June 30, 2024; and,

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

**SECTION 2.** That the following procedures are hereby established to govern the administration of the budget for Fiscal Year commencing July 1, 2020 and ending June 30, 2021.

- I. Authorized Positions: The positions as they appear in Exhibit “A” and made part hereof by this reference, are authorized and approved for the fiscal year commencing July 1, 2023 and ending June 30, 2024.
- II. Limitation of Expenditures: Subject to the further provisions of the Resolution, the appropriations provided for herein constitute the maximum amounts authorized for obligation and/or expenditure. The City Manager and each Department Director/Chief/Head shall be responsible for ensuring that the maximum amounts provided for herein are not exceeded. Additional appropriations shall be made only by official action of the City Council.
- III. Control of Expenditures: All obligations and expenditures shall be incurred and made in the manner provided by pursuant to State Laws



and City ordinances, resolutions and all financial and procurement policies without exception.

IV. Creation of Funds: Each and every Fund listed in the attached preliminary budget is hereby created, continued, established, and/or reestablished as the case may be, and each Fund shall constitute a distinct accounting entity.

V. Budgeted Funds: This annual budget resolution shall apply to all funds except for new appropriations for which legislative action by the City Council is required.

VI. Budget Adjustments within Funds: Transfers of amounts herein appropriated with departments, between departments and within the various funds herein created shall require the approval of the City Manager **provided** that the total appropriation for each Fund is not exceeded.

VII. Budgetary Fund Balances: The transfer of any amount from one Fund to another Fund and/or the appropriation of funds from Fund Balances shall only be made pursuant to this budget resolution or subsequent official action of the City Council. Such transfer and/or appropriations shall be considered amendments to the budget for the Fiscal Year commencing July 1, 2023 and ending June 30, 2024.

**SECTION 3.** That **certain** unexpended balances for previously authorized construction/improvement work and purchase orders for goods and services that have been initiated but not completed at June 30, 2023 or at the close of the Fiscal Year 2022-23 as determined by the Director of Finance, may be carried over **provided** that the Department Director/Chief/Head has taken care and action to initiate such encumbrance requests for the Fiscal Year beginning July 2022 and ending June 2023.

**SECTION 4.** This Resolution shall take effect upon adoption. The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED AND ADOPTED** this 30<sup>th</sup> day of June, 2023.

\_\_\_\_\_  
Marilyn Sanabria, Mayor

ATTEST:

\_\_\_\_\_  
Eduardo "Eddie" Sarmiento,  
City Clerk

## ATTACHMENT "B"

# **City of Huntington Park**



## **Proposed Operating Budget Fiscal Year 2023 - 2024**

**City of Huntington Park  
List of Principal Officials**

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**CITY COUNCIL**

Mayor..... Marilyn Sanabria  
Vice Mayor..... Karina Macias  
Council Member ..... Graciela Ortiz  
Council Member ..... Arturo Flores  
Council Member ..... Eduardo “Eddie” Martinez

**ADMINISTRATION AND DEPARTMENT HEADS**

City Manager .....Ricardo Reyes  
City Attorney ..... Arnold Alvarez-Glasman  
Assistant City Manager.....Raul Alvarez  
City Clerk.....Eduardo “Eddie” Sarmiento  
Director of Communications and Community Relations ..... Sergio Infanzon  
Director of Community Development.....Steve Forster  
Director of Finance .....John Herrera, CPA  
Director of Parks and Recreation..... Cynthia Norzagaray  
Chief of Police ..... Cosme Lozano  
Director of Public Works ..... Cesar Roldan  
Human Resources..... Marisol Nieto

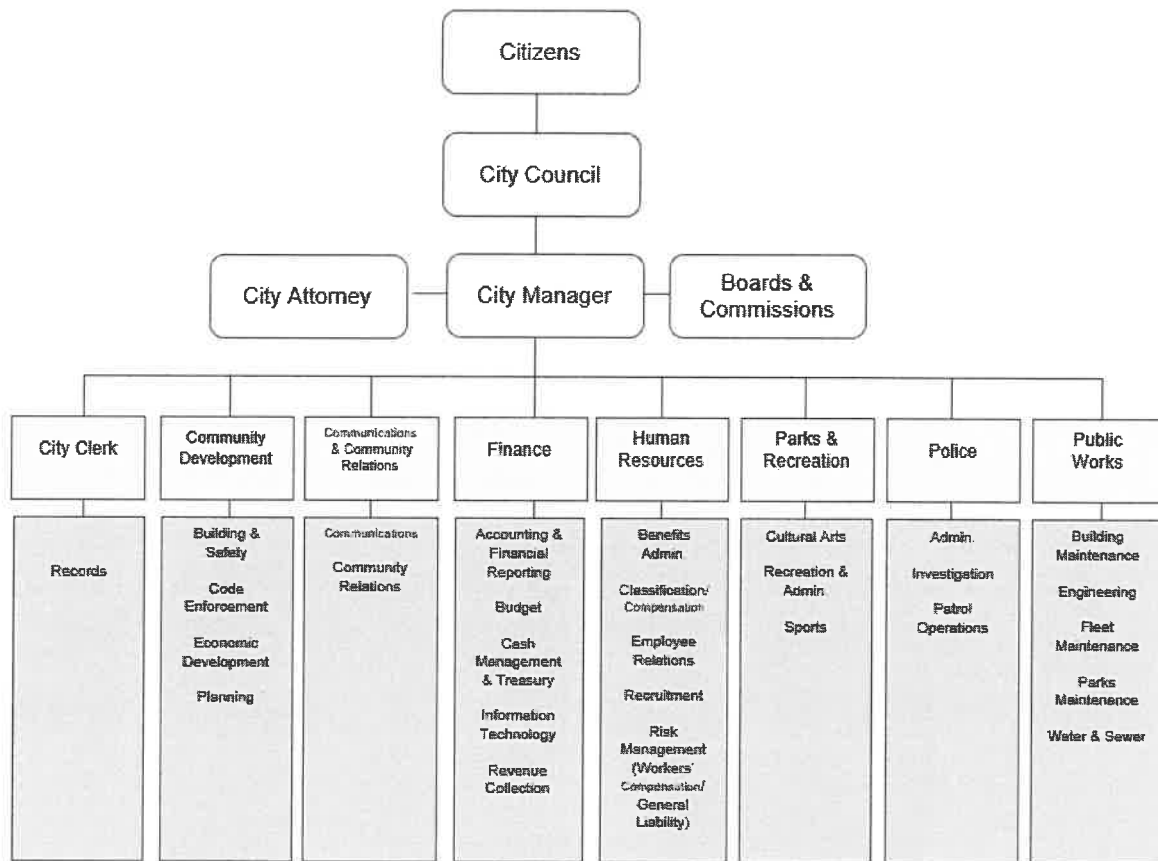


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# City Organizational Chart

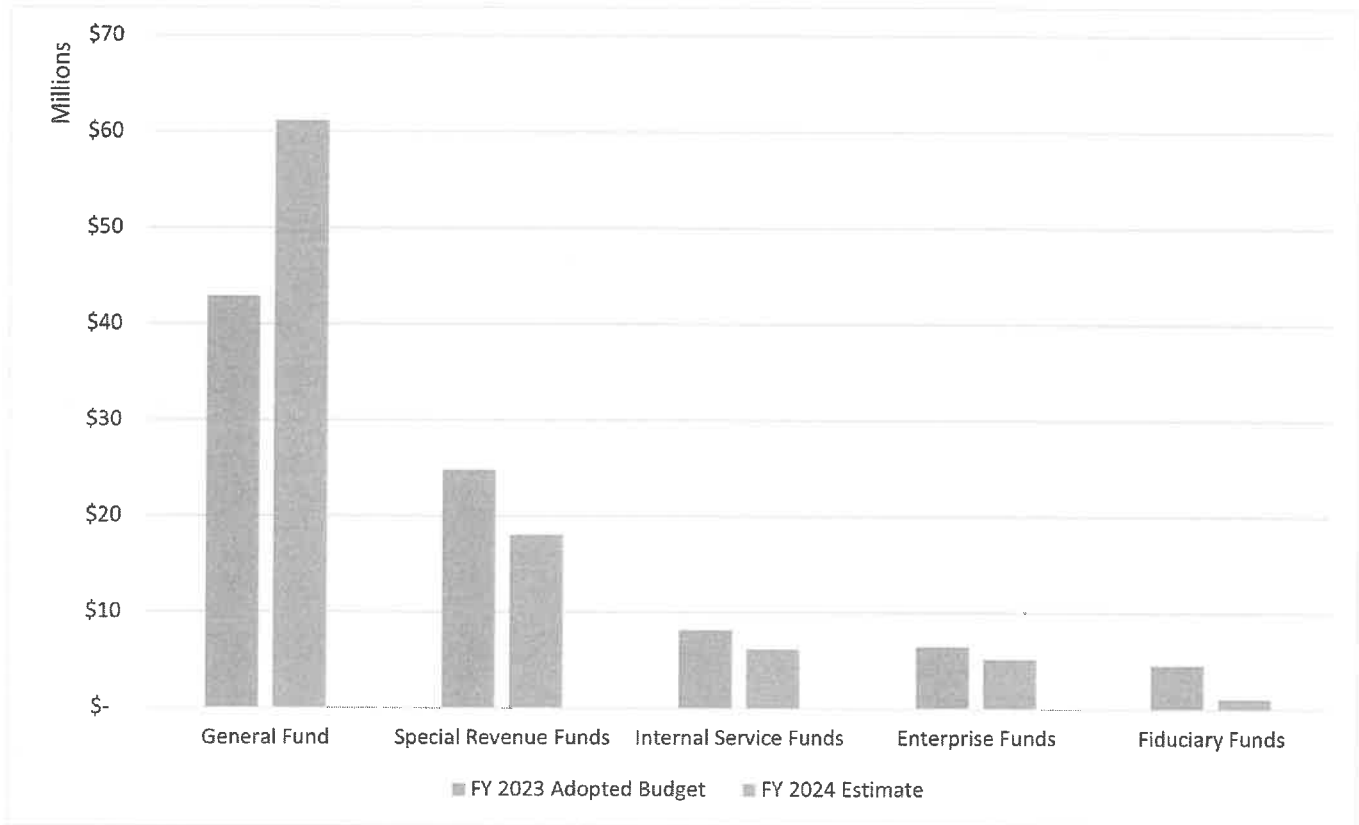






## Revenues

Revenues	FY 2023 Adopted Budget	FY 2024 Estimated Budget	\$ Difference FY 2024 - FY 2023	% Change FY 2024 - FY 2023
General Fund	\$ 42,857,700	\$ 61,128,189	\$ 18,270,489	42.6%
Special Revenue Funds	24,799,000	18,068,900	(6,730,100)	-27.1%
Internal Service Funds	8,176,800	6,170,500	(2,006,300)	-24.5%
Enterprise Funds	6,428,700	5,138,700	(1,290,000)	-20.1%
Fiduciary Funds	4,537,200	1,087,000	(3,450,200)	-76.0%
<b>Total</b>	<b>\$ 86,799,400</b>	<b>\$ 91,593,289</b>	<b>\$ 4,793,889</b>	<b>5.5%</b>



**FY 2024 Estimated Revenue Budget: \$91,593,289**

**FY 2023 Adopted Revenue Budget: \$86,799,400**

# Revenues

		FY 2023 Adopted	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>GENERAL FUND</b>					
<b>PROPERTY TAXES</b>					
111-0000-311.10-10	Property Tax Secured	1,019,900	970,300	(49,600)	-4.9%
111-0000-311.40-00	Real Property Transfer	81,400	120,200	38,800	47.7%
111-0000-311.50-00	Home Owner Tax Relief	2,300	2,800	500	21.7%
111-0000-311.60-00	RDA Pass Through	446,600	370,200	(76,400)	-17.1%
<b>PROPERTY TAXES TOTAL</b>		<b>1,550,200</b>	<b>1,463,500</b>	<b>(86,700)</b>	<b>-5.6%</b>
<b>SALES TAX</b>					
111-0000-313.10-00	Sales & Use Tax	8,090,600	8,986,262	895,662	11.1%
111-0000-313.10-05	Measure S Sales Tax	5,744,300	6,798,000	1,053,700	18.3%
111-0000-342.10-10	Public Safety Augmentation	195,100	193,500	(1,600)	-0.8%
<b>SALES TAX TOTAL</b>		<b>14,030,000</b>	<b>15,977,762</b>	<b>1,947,762</b>	<b>13.9%</b>
<b>UTILITY USERS' TAX</b>					
111-0000-316.10-00	Utility Users' Tax	4,292,800	4,434,300	141,500	3.3%
111-0000-316.10-05	Prepaid Wireless	131,600	5,200	(126,400)	-96.0%
111-0000-316.15-00	Telephone UUT	794,300	730,600	(63,700)	-8.0%
<b>UTILITY USERS' TAX TOTAL</b>		<b>5,218,700</b>	<b>5,170,100</b>	<b>(48,600)</b>	<b>-0.9%</b>
<b>MOTOR VEHICLE LICENSE FEES</b>					
111-0000-336.40-00	Motor Vehicle In-Lieu Pmt	7,291,600	7,177,200	(114,400)	-1.6%
111-0000-336.20-00	Motor Vehicle License Fee	46,700	70,100	23,400	50.1%
<b>MOTOR VEHICLE LICENSE FEES TOTAL</b>		<b>7,338,300</b>	<b>7,247,300</b>	<b>(91,000)</b>	<b>-1.2%</b>
<b>LICENSES AND PERMITS</b>					
111-0000-321.10-50	Animal License	14,300	14,400	100	0.7%
111-0000-322.10-10	Building	525,000	574,100	49,100	9.4%
111-0000-322.10-40	Misc. Building	-	100	100	0.0%
111-0000-322.10-45	Occupancy Permit	10,500	6,800	(3,700)	-35.2%
111-0000-322.10-50	Encroachment Fees	50,400	80,400	30,000	59.5%
111-0000-322.60-05	Fireworks Fee	3,700	3,800	100	2.7%
111-0000-342.10-20	Burglar Alarm Fees	500	-	(500)	-100.0%
<b>LICENSES AND PERMITS TOTAL</b>		<b>604,400</b>	<b>679,600</b>	<b>29,600</b>	<b>4.9%</b>
<b>COMMUNITY DEVELOPMENT FEES</b>					
111-0000-322.20-00	Plan Check	173,300	420,000	246,700	142.4%
111-0000-322.30-00	Engineering Plan Check	2,600	-	(2,600)	-100.0%
111-0000-322.40-00	SMIP FEES	2,300	3,300	1,000	43.5%
111-0000-322.40-05	BSASRF	1,100	1,900	800	72.7%
111-0000-322.55-05	Dispensary Fee	220,500	181,700	(38,800)	-17.6%
111-0000-341.10-00	Zoning & Subdivision	226,200	150,200	(76,000)	-33.6%
	Residential Pre-Sale				
111-0000-342.20-00	Inspection	18,500	19,800	1,300	7.0%
111-0000-399.90-40	Engineering Permits	157,500	252,100	94,600	60.1%
<b>COMMUNITY DEVELOPMENT FEES TOTAL</b>		<b>802,000</b>	<b>1,029,000</b>	<b>19,900</b>	<b>2.5%</b>
<b>BUSINESS LICENSE</b>					
111-0000-321.10-00	Business	1,323,100	1,086,100	(237,000)	-17.9%
111-0000-321.10-20	Processing Fee Business	181,200	159,900	(21,300)	-11.8%
111-0000-321.10-30	SB1186-Disability Access	15,500	12,500	(3,000)	-19.4%
<b>BUSINESS LICENSE TOTAL</b>		<b>1,519,800</b>	<b>1,258,500</b>	<b>(261,300)</b>	<b>-17.2%</b>

# Revenues

GENERAL FUND CONTINUED		FY 2023 Adopted	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>OTHER GOVERNMENTAL REVENUE</b>					
111-0000-331.55-00	American Rescue Plan	440,500	-	(440,500)	-100.0%
111-0000-333.30-00	Meas. W-Safe Clean Water	-	441,300	441,300	0.0%
111-0000-335.20-10	STC Training for Corrections	1,100	6,000	4,900	445.5%
111-0000-335.20-15	Mental Health Trng Grant	-	-	-	0.0%
111-0000-335.20-20	Standard Training	-	7,000	7,000	0.0%
111-0000-335.46-00	Senior Meal Program	10,500	-	(10,500)	-100.0%
111-0000-335.50-05	Settlement Revenue	-	-	-	0.0%
111-0000-335.55-00	Urban Forestry Grant	-	-	-	0.0%
111-0000-335.76-06	Slauson Congestion Relief	-	-	-	0.0%
<b>OTHER GOVERNMENTAL REVENUE TOTAL</b>		<b>452,100</b>	<b>454,300</b>	<b>2,200</b>	<b>0.5%</b>
<b>CHARGES FOR SERVICES</b>					
111-0000-342.10-30	Special Police Services	61,700	75,600	13,900	22.5%
111-0000-342.10-40	Vehicle Impound Release	70,100	111,700	41,600	59.3%
111-0000-342.10-45	Towing Admin Fees	54,900	60,200	5,300	9.7%
111-0000-342.10-55	Booking Fee City of Vernon	40,400	25,200	(15,200)	-37.6%
111-0000-342.30-10	Meter Parking	404,300	381,300	(23,000)	-5.7%
111-0000-346.10-00	Animal Various Services	1,100	900	(200)	-18.2%
111-0000-344.20-30	UPW Admin Reimb	59,500	118,100	58,600	98.5%
111-0000-344.20-40	UPW Bulky Reimb	29,800	59,000	29,200	98.0%
111-0000-362.20-10	Lease Payment	-	425,900	425,900	0.0%
111-0000-362.40-10	Parking Pilot Program	12,600	13,827	1,227	9.7%
111-0000-395.10-00	Reimbursements	10,500	16,200	5,700	54.3%
111-0000-395.10-05	Damage to City Property	21,000	35,300	14,300	68.1%
111-0000-395.30-00	State Mandated Costs	-	14,800	14,800	0.0%
111-0000-395.40-05	Staff Time P.D.	-	13,400	13,400	0.0%
111-0000-395.40-10	StaffTime Other Depts	-	-	-	0.0%
<b>CHARGES FOR SERVICES TOTAL</b>		<b>765,900</b>	<b>1,351,427</b>	<b>585,527</b>	<b>76.4%</b>
<b>PARKS AND RECREATION FEES</b>					
111-0000-347.20-00	Sports Youth	46,000	21,700	(24,300)	-52.8%
111-0000-347.20-05	Splash Pad Fees	9,500	2,000	(7,500)	-78.9%
111-0000-347.25-00	Sports Adult	11,600	-	(11,600)	-100.0%
111-0000-347.30-00	Personnel Fees	63,000	2,000	(61,000)	-96.8%
111-0000-347.40-00	Pre-School	12,600	1,100	(11,500)	-91.3%
111-0000-347.50-00	Special Interest	31,500	6,100	(25,400)	-80.6%
111-0000-347.60-00	Excursions	2,600	1,000	(1,600)	-61.5%
111-0000-347.70-00	Facility Fees	210,000	14,800	(195,200)	-93.0%
111-0000-347.70-05	Passes	21,000	2,600	(18,400)	-87.6%
111-0000-347.90-00	Misc Revenue	-	-	-	0.0%
<b>PARKS AND RECREATION FEES TOTAL</b>		<b>407,800</b>	<b>51,300</b>	<b>(356,500)</b>	<b>-87.4%</b>
<b>FINES AND FORFEITURES</b>					
111-0000-335.20-30	Welfare Inmate	500	-	(500)	-100.0%
111-0000-342.40-00	Administrative Hearing Fee	190,700	-	(190,700)	-100.0%
111-0000-351.10-10	Citations	1,788,000	2,029,400	241,400	13.5%
111-0000-351.10-30	Local Municipal Court	7,400	1,300	(6,100)	-82.4%
111-0000-351.30-00	Vehicle Code Fines	45,200	21,000	(24,200)	-53.5%
<b>FINES AND FORFEITURES TOTAL</b>		<b>2,031,800</b>	<b>2,051,700</b>	<b>19,900</b>	<b>1.0%</b>

# Revenues

		FY 2023 Adopted	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>GENERAL FUND CONTINUED</b>					
<b>MISCELLANEOUS REVENUE</b>					
111-0000-391.10-70	Special Events	-	-	-	0.0%
111-0000-395.10-10	Employee Benefit Share	-	200	200	0.0%
111-0000-399.77-05	Special Events	-	17,200	17,200	0.0%
111-0000-399.90-30	Cash Short/Over	-	-	-	0.0%
111-0000-399.90-90	Miscellaneous Income	10,500	37,500	27,000	257.1%
111-0000-399.90-92	NSF Fees	-	-	-	0.0%
<b>MISCELLANEOUS REVENUE TOTAL</b>		<b>10,500</b>	<b>54,900</b>	<b>44,400</b>	<b>422.9%</b>
<b>INVESTMENT AND RENTAL INCOME</b>					
111-0000-361.10-00	Interest Income	157,500	1,500,000	1,342,500	852.4%
111-0000-362.10-00	Rents & Concessions	15,800	12,200	(3,600)	-22.8%
111-0000-362.20-15	Metro Transit Lease	36,800	33,500	(3,300)	-9.0%
<b>INVESTMENT AND RENTAL INCOME TOTAL</b>		<b>210,100</b>	<b>1,545,700</b>	<b>1,380,000</b>	<b>656.8%</b>
<b>TRANSFERS IN</b>					
111-0000-391.10-90	Pension Tax	-	-	-	0.0%
111-0000-391.20-10	Water	-	-	-	0.0%
Fund Balance for ARPA					
111-0000-391.82-99	Senior PRG	3,888,000	1,755,800	(2,132,200)	-54.8%
Fund Balance ARPA					
111-0000-391.82-99	Improvements	-	-	-	
111-0000-391.82-99	Transfer from Fund 122		100	100	0.0%
111-0000-391.82-99	Transfer from Fund 210		141,500	141,500	0.0%
111-0000-391.82-99	Transfer from Fund 216		7,662,700	7,662,700	0.0%
111-0000-391.82-99	Transfer from Fund 217		1,578,300	1,578,300	0.0%
111-0000-391.82-99	Transfer from Fund 219		1,648,400	1,648,400	0.0%
111-0000-391.82-99	Transfer from Fund 220		1,285,600	1,285,600	0.0%
111-0000-391.82-99	Transfer from Fund 221		1,629,500	1,629,500	0.0%
111-0000-391.82-99	Transfer from Fund 222		669,800	669,800	0.0%
111-0000-391.82-99	Transfer from Fund 224		46,300	46,300	0.0%
111-0000-391.82-99	Transfer from Fund 225		166,300	166,300	0.0%
111-0000-391.82-99	Transfer from Fund 226		57,200	57,200	0.0%
111-0000-391.82-99	Transfer from Fund 227		58,900	58,900	0.0%
111-0000-391.82-99	Transfer from Fund 229		10,100	10,100	0.0%
111-0000-391.82-99	Transfer from Fund 232		13,000	13,000	0.0%
111-0000-391.82-99	Transfer from Fund 239		62,400	62,400	0.0%
111-0000-391.82-99	Transfer from Fund 275		28,900	28,900	0.0%
111-0000-391.82-99	Transfer from Fund 535		101,100	101,100	0.0%
111-0000-391.82-99	Transfer from Fund 681		255,200	255,200	0.0%
111-0000-391.82-99	Transfer from Fund 741		256,300	256,300	0.0%
111-0000-391.82-99	Transfer from Fund 745		3,804,000	3,804,000	0.0%
111-0000-391.82-99	Fund Balance for CIP	2,297,700	-	(2,297,700)	-100.0%
<b>TRANSFERS IN TOTAL</b>		<b>6,185,700</b>	<b>21,231,400</b>	<b>15,045,700</b>	<b>243.2%</b>
<b>FRANCHISE FEE</b>					
111-0000-318.10-00	Franchise Fee	1,640,500	1,467,400	(173,100)	-10.6%
<b>FRANCHISE FEE TOTAL</b>		<b>1,640,500</b>	<b>1,467,400</b>	<b>(173,100)</b>	<b>-10.6%</b>
<b>TRANSIENT OCCUPANCY TAX</b>					
111-0000-318.30-00	Transient Occupancy Tax	89,900	94,300	4,400	4.9%
<b>TRANSIENT OCCUPANCY TAX TOTAL</b>		<b>89,900</b>	<b>94,300</b>	<b>4,400</b>	<b>4.9%</b>
<b>GENERAL FUND TOTAL</b>		<b>42,857,700</b>	<b>61,128,189</b>	<b>18,062,189</b>	<b>42.1%</b>

# Revenues

		FY 2023 Adopted	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>SPECIAL REVENUE FUNDS</b>					
<b>SPECIAL EVENTS CONTRIBUTIONS</b>					
114-0000-361.10-00	Interest Income	-	100	100	0.0%
114-0000-364.10-00	Special Event	-	500	500	0.0%
114-0000-364.10-05	Prior Year Received	-	-	-	0.0%
<b>SPECIAL EVENTS CONTRIBUTIONS TOTAL</b>		-	<b>600</b>	<b>600</b>	<b>0.0%</b>
<b>SPECIAL REVENUE DNA ID</b>					
120-0000-355.20-05	County of L.A.	-	2,600	2,600	0.0%
120-0000-355.20-10	Prior Year Received	-	-	-	0.0%
120-0000-361.10-00	Interest Income	-	100	100	0.0%
<b>SPECIAL REVENUE DNA ID TOTAL</b>		-	<b>2,700</b>	<b>2,700</b>	<b>0.0%</b>
<b>INMATE WELFARE</b>					
121-0000-361.10-00	Interest Income	-	-	-	0.0%
<b>INMATE WELFARE TOTAL</b>		-	-	-	<b>0.0%</b>
<b>PREVENTION INTERVENTION</b>					
122-0000-361.10-00	Interest Income	-	100	100	0.0%
<b>PREVENTION INTERVENTION TOTAL</b>		-	<b>100</b>	<b>100</b>	<b>0.0%</b>
<b>GREENWAY LINEAR PARK PROJECT</b>					
152-0000-334.71-00	Greenway Linear Park Proj	-	-	-	0.0%
152-0000-361.10-00	Interest Income	-	-	-	0.0%
<b>GREENWAY LINEAR PARK PROJECT TOTAL</b>		-	-	-	<b>0.0%</b>
<b>LOCAL GRANTS</b>					
200-0000-XXX.XX-XX	Place Holder	-	-	-	0.0%
<b>ATP RANDOLPH RAILS TO TRAILS TOTAL</b>		-	-	-	<b>0.0%</b>
<b>STATE GRANTS</b>					
201-0000-336.XX-XX	Place Holder	-	-	-	0.0%
<b>ATP RANDOLPH RAILS TO TRAILS TOTAL</b>		-	-	-	<b>0.0%</b>
<b>CROSSWALK SAFETY</b>					
202-0000-336.75-00	Crosswalk Safety	1,564,500	6,900	(1,557,600)	-99.6%
202-0000-361.10-00	Interest Income	-	-	-	0.0%
<b>CROSSWALK SAFETY TOTAL</b>		<b>1,564,500</b>	<b>6,900</b>	<b>(1,557,600)</b>	<b>-99.6%</b>
<b>FEDERAL GRANTS</b>					
203-0000-361.10-00	Miscellaneous Revenues	-	-	-	0.0%
<b>ATP RANDOLPH RAILS TO TRAILS TOTAL</b>		-	-	-	<b>0.0%</b>
<b>MEASURE M</b>					
210-0000-314.50-00	Measure M	889,800	1,099,200	209,400	23.5%
210-0000-361.10-00	Interest Income	3,200	2,400	(800)	-25.0%
<b>MEASURE M TOTAL</b>		<b>893,000</b>	<b>1,101,600</b>	<b>208,600</b>	<b>23.4%</b>
<b>EMPLOYEES' RETIREMENT</b>					
216-0000-311.10-10	Secured	4,190,000	3,309,800	(880,200)	-21.0%
216-0000-311.50-00	Home Owner Tax Relief	17,500	10,200	(7,300)	-41.7%
216-0000-311.60-00	Residual Tax	4,717,100	4,300,400	(416,700)	-8.8%
216-0000-319.10-00	Penalties & Interest Delq	12,900	25,300	12,400	96.1%
216-0000-361.10-00	Interest Income	10,500	17,000	6,500	61.9%
<b>EMPLOYEES' RETIREMENT TOTAL</b>		<b>8,948,000</b>	<b>7,662,700</b>	<b>(1,285,300)</b>	<b>-14.4%</b>

# Revenues

		FY 2023 Adopted	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>SPECIAL REVENUE FUNDS CONTINUED</b>					
<b>SALES TAX- TRANSIT PROPOSITION A</b>					
219-0000-314.10-00	Prop A	1,262,000	1,548,000	286,000	22.7%
219-0000-314.30-00	MTA Bus Passes	5,300	4,500	(800)	-15.1%
219-0000-340.10-00	Dial-A-Ride Services	1,100	1,200	100	9.1%
219-0000-340.30-00	Fixed Route Fares	31,500	29,900	(1,600)	-5.1%
219-0000-361.10-00	Interest Income	2,000	800	(1,200)	-60.0%
219-0000-362.20-10	Lease Payment	-	-	-	0.0%
219-0000-395.41-15	Fuel Reimbursement	115,500	64,000	(51,500)	-44.6%
<b>SALES TAX- TRANSIT PROPOSITION A TOTAL</b>		<b>1,417,400</b>	<b>1,648,400</b>	<b>231,000</b>	<b>16.3%</b>
<b>SALES TAX- TRANSIT PROPOSITION C</b>					
220-0000-314.20-00	Prop C	1,046,700	1,284,100	237,400	22.7%
220-0000-361.10-00	Interest Income	3,000	1,500	(1,500)	-50.0%
220-0000-395.41-15	Fuel Reimbursement	-	-	-	0.0%
<b>SALES TAX- TRANSIT PROPOSITION C TOTAL</b>		<b>1,049,700</b>	<b>1,285,600</b>	<b>235,900</b>	<b>22.5%</b>
<b>STATE GASOLINE TAX</b>					
221-0000-335.40-10	Fund 2105	353,700	308,900	(44,800)	-12.7%
221-0000-335.40-20	Fund 2106	202,300	181,100	(21,200)	-10.5%
221-0000-335.40-30	Fund 2107	449,900	364,300	(85,600)	-19.0%
221-0000-335.40-40	Fund 2107.5	7,900	7,700	(200)	-2.5%
221-0000-335.45-00	Road and Maint Rehab SB1	1,200,500	1,211,000	10,500	0.9%
221-0000-335.50-00	2103	481,500	449,600	(31,900)	-6.6%
221-0000-335.60-10	TCRF Loan Repayment	-	-	-	0.0%
221-0000-361.10-00	Interest Income	21,000	3,400	(17,600)	-83.8%
<b>STATE GASOLINE TAX TOTAL</b>		<b>2,716,800</b>	<b>2,526,000</b>	<b>(190,800)</b>	<b>-7.0%</b>
<b>MEASURE R</b>					
222-0000-336.87-00	I Park Pay Station	-	-	-	0.0%
222-0000-340.65-05	Street Project	785,100	962,900	177,800	22.6%
222-0000-361.10-00	Interest Income	10,500	1,400	(9,100)	-86.7%
222-0000-395.41-15	Fuel Reimbursement	-	-	-	0.0%
<b>MEASURE R TOTAL</b>		<b>795,600</b>	<b>964,300</b>	<b>168,700</b>	<b>21.2%</b>
<b>OFFICE OF TRAFFIC &amp; SAFETY</b>					
224-0000-335.30-96	OTS STEP	93,900	40,300	(53,600)	-57.1%
224-0000-351.50-00	Vehicle Impound PT0703	5,300	4,300	(1,000)	-18.9%
224-0000-361.10-00	Interest Income	200	1,700	1,500	750.0%
<b>OFFICE OF TRAFFIC &amp; SAFETY TOTAL</b>		<b>99,400</b>	<b>46,300</b>	<b>(53,100)</b>	<b>-53.4%</b>
<b>CAL COPS</b>					
225-0000-361.10-00	Interest Income	1,100	200	(900)	-81.8%
	Supplemental Law				
225-0000-335.30-10	Enforcement	167,900	-	(167,900)	-100.0%
225-0000-399.90-91	Miscellaneous Income	-	166,100	166,100	0.0%
<b>CAL COPS TOTAL</b>		<b>169,000</b>	<b>166,300</b>	<b>(2,700)</b>	<b>-1.6%</b>
<b>AIR QUALITY IMPROVEMENT TRUST</b>					
226-0000-330.10-00	AB2766	41,800	56,800	15,000	35.9%
226-0000-361.10-00	Interest Income	500	400	(100)	-20.0%
<b>AIR QUALITY IMPROVEMENT TRUST TOTAL</b>		<b>42,300</b>	<b>57,200</b>	<b>14,900</b>	<b>35.2%</b>

# Revenues

		FY 2023 Adopted	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>SPECIAL REVENUE FUNDS CONTINUED</b>					
<b>OFFICE OF CRIMINAL JUSTICE</b>					
227-0000-331.20-00	JAG 2017	27,600	58,900	31,300	113.4%
227-0000-361.10-00	Interest Income	-	-	-	0.0%
<b>OFFICE OF CRIMINAL JUSTICE TOTAL</b>		<b>27,600</b>	<b>58,900</b>	<b>31,300</b>	<b>113.4%</b>
<b>POLICE FORFEITURE</b>					
229-0000-352.15-05	L.A. Impact Reimbursement	-	-	-	0.0%
229-0000-352.20-00	Treasury Fed Asset	10,500	10,100	(400)	-3.8%
229-0000-361.10-00	Interest Income	-	-	-	0.0%
<b>POLICE FORFEITURE TOTAL</b>		<b>10,500</b>	<b>10,100</b>	<b>(400)</b>	<b>-3.8%</b>
<b>ART IN PUBLIC PLACES</b>					
232-0000-318.50-00	Art In Pblc Place Assessment	6,300	12,900	6,600	104.8%
232-0000-361.10-00	Interest Income	200	100	(100)	-50.0%
<b>ART IN PUBLIC PLACES TOTAL</b>		<b>6,500</b>	<b>13,000</b>	<b>6,500</b>	<b>50.0%</b>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>					
239-0000-331.40-10	HCDA	5,032,300	510,500	(4,521,800)	-89.9%
239-0000-361.10-00	Interest Income	-	-	-	0.0%
239-0000-399.90-91	Miscellaneous Income	-	100	100	0.0%
<b>COMMUNITY DEVELOPMENT BLOCK GRANT TOTAL</b>		<b>5,032,300</b>	<b>510,600</b>	<b>(4,521,700)</b>	<b>-89.9%</b>
<b>CALHOME</b>					
241-0000-331.XX-00	TBD	-	-	-	0.0%
241-0000-361.10-00	Interest Income	-	-	-	0.0%
<b>CALHOME TOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>HUD HOME PROGRAM</b>					
242-0000-331.30-00	County Grant	63,200	27,700	(35,500)	-56.2%
242-0000-361.10-00	Interest Income	-	1,200	1,200	0.0%
<b>HUD HOME PROGRAM TOTAL</b>		<b>63,200</b>	<b>28,900</b>	<b>(34,300)</b>	<b>-54.3%</b>
<b>SOLID WASTE RECYCLE GRANT</b>					
287-0000-334.10-00	Beverage Container Grant	-	15,000	15,000	0.0%
287-0000-334.20-00	Used Oil Recycling Grant	16,800	8,500	(8,300)	-49.4%
287-0000-361.10-00	Interest Income	200	100	(100)	-50.0%
287-0000-399.90-91	Miscellaneous Income	-	-	-	0.0%
<b>SOLID WASTE RECYCLE GRANT TOTAL</b>		<b>17,000</b>	<b>23,600</b>	<b>6,600</b>	<b>38.8%</b>
<b>PED/BIKE PATH</b>					
334-0000-334.30-00	TDA/Bike Path	47,300	63,100	15,800	33.4%
334-0000-361.10-00	Interest Income	-	-	-	0.0%
<b>PED/BIKE PATH TOTAL</b>		<b>47,300</b>	<b>63,100</b>	<b>15,800</b>	<b>33.4%</b>
<b>PUBLIC FINANCING AUTHORITY</b>					
475-0000-361.10-00	Interest Income	47,300	2,900	(44,400)	-93.9%
475-0000-395.10-00	Reimbursements	-	-	-	0.0%
<b>PUBLIC FINANCING AUTHORITY TOTAL</b>		<b>47,300</b>	<b>2,900</b>	<b>(44,400)</b>	<b>-93.9%</b>
<b>STREET LIGHT &amp; LANDSCAPE ASSESSMENT</b>					
535-0000-311.30-30	Measure L	1,843,600	1,888,900	45,300	2.5%
535-0000-361.10-00	Interest Income	8,000	200	(7,800)	-97.5%
<b>STREET LIGHT &amp; LANDSCAPE ASSESSMENT TOTAL</b>		<b>1,851,600</b>	<b>1,889,100</b>	<b>37,500</b>	<b>2.0%</b>
<b>SPECIAL REVENUES GROUP TOTAL</b>		<b>24,799,000</b>	<b>18,068,900</b>	<b>(6,730,100)</b>	<b>-27.1%</b>



## Revenues

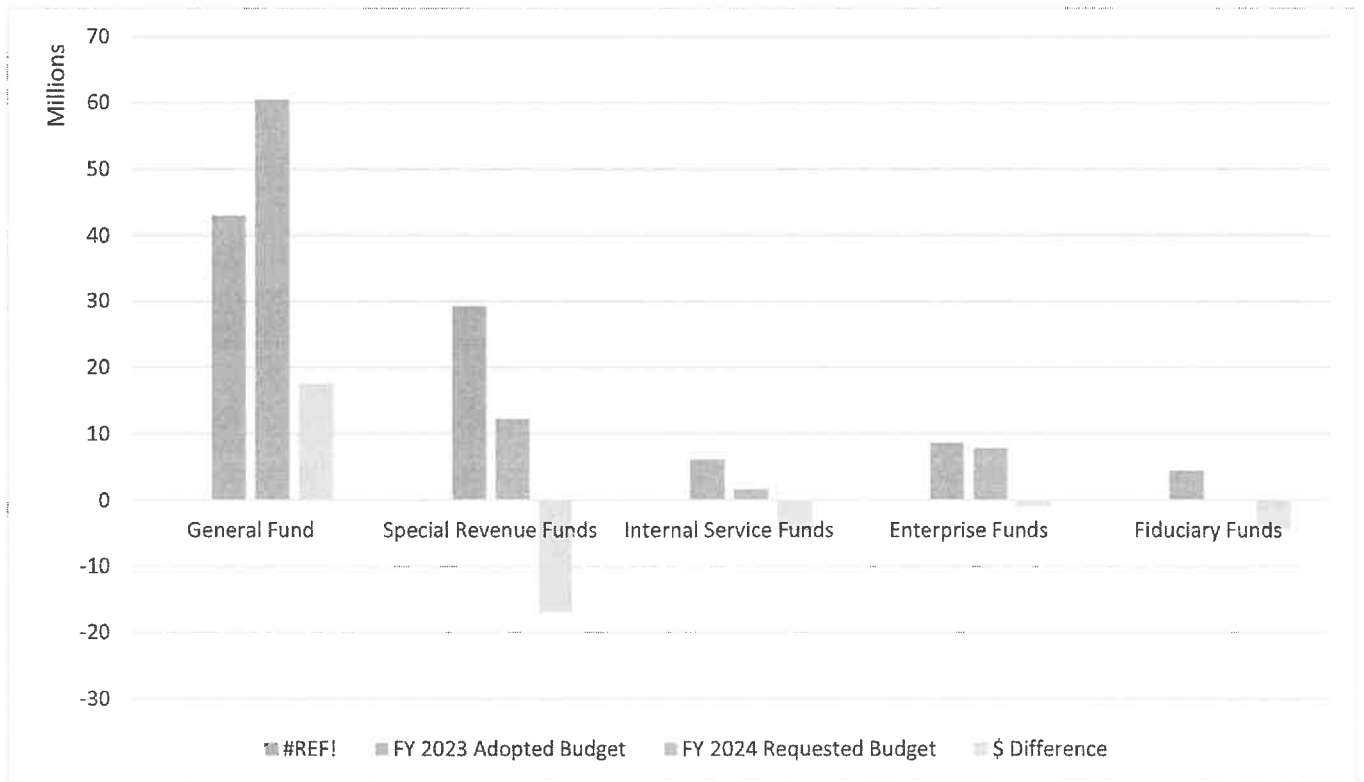
ENTERPRISE FUNDS		FY 2023 Adopted	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>SEWER MAINTENANCE</b>					
283-0000-344.30-00	Sewer Maintenance	296,800	258,300	(38,500)	-13.0%
283-0000-361.10-00	Interest Income	5,300	1,300	(4,000)	-75.5%
<b>SEWER MAINTENANCE TOTAL</b>		<b>302,100</b>	<b>259,600</b>	<b>(42,500)</b>	<b>-14.1%</b>
<b>SOLID WASTE MANAGEMENT</b>					
285-0000-334.10-00	Beverage Container Grant	-	-	-	0.0%
285-0000-344.20-10	AB 939 Fees	206,600	187,000	(19,600)	-9.5%
285-0000-361.10-00	Interest Income	5,300	1,400	(3,900)	-73.6%
285-0000-399.90-90	Miscellaneous Income	-	-	-	0.0%
<b>SOLID WASTE MANAGEMENT TOTAL</b>		<b>211,900</b>	<b>188,400</b>	<b>(23,500)</b>	<b>-11.1%</b>
<b>WATER</b>					
681-0000-322.55-05	Dispensary Fee	52,600	28,400	(24,200)	-46.0%
681-0000-345.10-10	Water	5,754,400	4,623,500	(1,130,900)	-19.7%
681-0000-345.10-20	Meter Services	-	-	-	0.0%
681-0000-345.10-40	Delinquent Charges	28,000	6,800	(21,200)	-75.7%
681-0000-345.10-60	Meter Recalibration	-	-	-	0.0%
681-0000-361.10-00	Interest Income	53,000	2,900	(50,100)	-94.5%
681-0000-395.10-05	Damage to City Property	-	-	-	0.0%
681-0000-399.10-10	Reimbursements	5,300	6,800	1,500	28.3%
681-0000-399.10-20	Stand By Charges	21,400	22,300	900	4.2%
681-0000-399.10-35	Lease Payments	-	-	-	0.0%
<b>WATER TOTAL</b>		<b>5,914,700</b>	<b>4,690,700</b>	<b>(1,224,000)</b>	<b>-20.7%</b>
<b>ENTERPRISE FUND GROUP TOTAL</b>		<b>6,428,700</b>	<b>5,138,700</b>	<b>(1,290,000)</b>	<b>-20.1%</b>

## Revenues

		2018-19 Actual	FY 2024 Estimate	Difference \$ (FY 24 - FY23)	% Change FY24 Estimate / FY23 Adopted
<b>INTERNAL SERVICE FUNDS</b>					
<b>OTHER POST-EMPLOYMENT BENEFITS</b>					
217-0000-361.10-00	Interest Income	-	100	100	0.0%
217-0000-391.10-05	Pension Tax	-	2,000	2,000	0.0%
217-0000-391.10-10	General Fund	1,856,600	1,467,900	(388,700)	-20.9%
217-0000-391.20-10	Water	49,200	36,700	(12,500)	-25.4%
217-0000-391.20-20	Sewer	1,900	2,100	200	10.5%
217-0000-391.20-30	Solid Waste	1,400	1,000	(400)	-28.6%
217-0000-391.40-10	Prop C Sales Tax	11,200	16,700	5,500	49.1%
217-0000-391.40-20	Prop A Sales Tax	7,700	5,300	(2,400)	-31.2%
217-0000-391.40-22	Measure R	3,800	2,900	(900)	-23.7%
217-0000-391.40-30	Gas Tax	106,100	32,000	(74,100)	-69.8%
217-0000-391.65-40	Street Light Assessment	16,200	7,600	(8,600)	-53.1%
217-0000-391.81-20	Successor Agency	11,900	4,000	(7,900)	-66.4%
217-0000-395.10-00	Reimbursements	-	-	-	0.0%
<b>OTHER POST-EMPLOYMENT BENEFITS TOTAL</b>		<b>2,066,000</b>	<b>1,578,300</b>	<b>(487,700)</b>	<b>-23.6%</b>
<b>FLEET MAINTENANCE</b>					
741-0000-361.10-00	Interest Income	-	100	100	0.0%
741-0000-391.10-10	General Fund	994,800	788,100	(206,700)	-20.8%
<b>FLEET MAINTENANCE TOTAL</b>		<b>994,800</b>	<b>788,200</b>	<b>(206,600)</b>	<b>-20.8%</b>
<b>RISK MANAGEMENT</b>					
745-0000-361.10-00	Interest Income	-	1,100	1,100	0.0%
745-0000-391.10-05	Pension Tax	-	11,700	11,700	0.0%
745-0000-391.10-10	General Fund	4,395,800	3,328,900	(1,066,900)	-24.3%
745-0000-391.20-10	Water	580,900	386,200	(194,700)	-33.5%
745-0000-391.20-20	Sewer	35,400	29,500	(5,900)	-16.7%
745-0000-391.20-30	Solid Waste	6,400	3,400	(3,000)	-46.9%
745-0000-391.40-10	Prop C Sales Tax	7,000	16,100	9,100	130.0%
745-0000-391.40-20	Prop A Sales Tax	4,700	2,800	(1,900)	-40.4%
745-0000-391.40-22	Measure R	2,300	1,500	(800)	-34.8%
745-0000-391.40-30	Gas Tax	66,000	16,500	(49,500)	-75.0%
745-0000-391.65-40	Street Light Assessment	10,100	4,000	(6,100)	-60.4%
745-0000-391.81-20	Successor Agency	7,400	2,100	(5,300)	-71.6%
745-0000-395.10-00	Reimbursements	-	200	200	0.0%
<b>RISK MANAGEMENT TOTAL</b>		<b>5,116,000</b>	<b>3,804,000</b>	<b>(1,312,000)</b>	<b>-25.6%</b>
<b>INTERNAL FUND GROUP TOTAL</b>		<b>8,176,800</b>	<b>6,170,500</b>	<b>(2,006,300)</b>	<b>-24.5%</b>
<b>FIDUCIARY FUNDS</b>					
<b>SUCCESSOR AGENCY</b>					
275-0000-312.50-05	RPTTF ALLOCATION	4,537,200	1,087,000	(3,450,200)	-76.0%
275-0000-361.10-00	Interest Income	-	-	-	0.0%
275-0000-363.10-00	Rental Southland Steel	-	-	-	0.0%
<b>SUCCESSOR AGENCY TOTAL</b>		<b>4,537,200</b>	<b>1,087,000</b>	<b>(3,450,200)</b>	<b>-76.0%</b>

## Expenditures

Expenditures	FY 2023 Adopted Budget	FY 2024 Requested Budget	\$ Difference FY 2024 - FY2023	% Difference FY 2024 - FY2023
General Fund	\$ 42,932,200	\$ 60,492,012	\$ 17,559,812	40.9%
Special Revenue Funds	29,256,800	12,298,611	(16,958,189)	-58.0%
Internal Service Funds	6,149,500	1,647,300	(4,502,200)	-73.2%
Enterprise Funds	8,656,600	7,779,179	(877,421)	-10.1%
Fiduciary Funds	4,398,600	-	(4,398,600)	-100.0%
<b>Total</b>	<b>\$ 91,393,700</b>	<b>\$ 82,217,102</b>	<b>\$ (9,176,598)</b>	<b>-10.0%</b>



**FY 2024 Requested Expenditure Budget: \$82,217,102**

**FY 2023 Adopted Expenditure Budget: \$91,393,700**



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# City Council

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## Mission Statement

Dedicated to improving the quality of life for the residents of our community, in an environment of excellence, with financial integrity, and with mindfulness of the impact on our taxpayers.

## Departmental Oversight

- City Attorney
- City Manager
- Boards & Commissions

## Responsibilities

The Council makes policy determinations, approves agreements & contracts, adopts ordinances, resolutions (local laws) & regulations, and authorizes all expenditures of City funds. In addition, the City Council reviews and adopts an annual City Budget.

### Major Accomplishments 2022-23

- ❖ Led efforts to provide the same level of municipal services to residents through the Covid-19 pandemic
- ❖ Enacted monthly senior voucher program to assist residents during the Covid-19 pandemic
- ❖ Enacted Citywide Wi-Fi program for residents of Huntington Park
- ❖ Hosted several food drives for residents during the Covid-19 pandemic
- ❖ Successfully brought back the Huntington Park Holiday Parade after the Covid-19 pandemic
- ❖ Successfully brought back the "Haunt"ington Park Halloween event for City residents
- ❖ Enacted an Education Compact with LAUSD to assist City students with various resources

### Expected Outcomes 2023-24

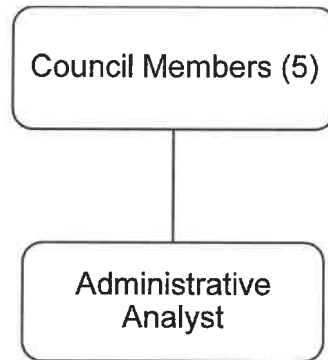
- ❖ Continue monthly senior voucher program to assist post Covid-19 pandemic
- ❖ Continue to provide exceptional municipal services to the residents of the City of Huntington Park while enjoying a balanced budget.
- ❖ Continue to implement safety measures at City Hall and other city facilities that will serve to create a welcoming and secure atmosphere for employees and guests alike.

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## City Council

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### Organizational Chart by Position



# City Council

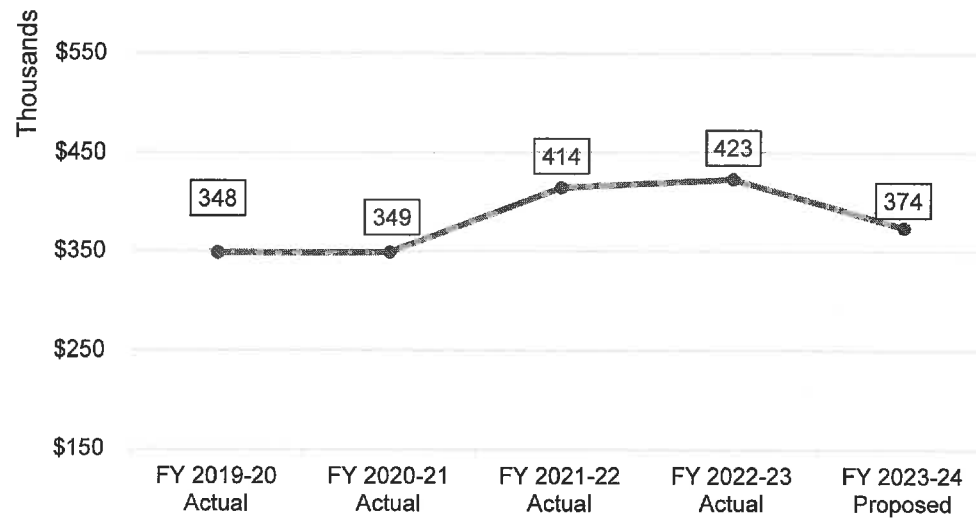
<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	140,000	140,200	200	0.1%
Additional Pay	2,100	2,700	600	28.6%
Allowances	700	800	100	14.3%
Overtime	-	-	-	0.0%
Holiday Payout	-	-	-	0.0%
Sick Leave Buy Back	1,500	4,300	2,800	186.7%
PARS/PERS Retirement	29,900	21,900	(8,000)	-26.8%
CalPERS Unfunded Liability	46,300	-	(46,300)	-100.0%
Fringe Benefits	80,700	100,500	19,800	24.5%
Medicare	2,100	2,100	-	0.0%
<b>Salary &amp; Benefits Total</b>	<b>303,300</b>	<b>272,500</b>	<b>(30,800)</b>	<b>-10.2%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Community Outreach/Materials	38,300	40,000	1,700	4.4%
Council Meeting Expenses	5,800	20,088	14,288	246.3%
Material and Supplies	3,600	2,800	(800)	-22.2%
Membership and Dues	-	1,000	1,000	0.0%
Office Equipment Maintenance	1,600	-	(1,600)	-100.0%
Professional Development	23,000	26,000	3,000	13.0%
Public Events	-	14,100	14,100	0.0%
Telephone & Wireless	4,800	-	(4,800)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>77,100</b>	<b>103,988</b>	<b>26,888</b>	<b>34.9%</b>
<b><u>Internal Service Charges</u></b>				
General Liability	26,700	-	(26,700)	-100.0%
Office Equipment Maintenance	-	1,612	1,612	0.0%
Workers' Compensation	15,500	-	(15,500)	-100.0%
<b>Internal Service Charges Total</b>	<b>42,200</b>	<b>1,612</b>	<b>(40,588)</b>	<b>-96.2%</b>
<b><u>Capital Outlay</u></b>				
Improvements	-	-	-	0.0%
Equipment	-	-	-	0.0%
<b>Capital Outlay Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>Total Expenditures/Expenses</b>	<b>422,600</b>	<b>378,100</b>	<b>(44,500)</b>	<b>-10.5%</b>

## TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2023 BUDGET AMOUNT</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	360,000	378,100	18,100	5.0%
216- Employees Retirement	62,600	-	(62,600)	-100.0%
227 - OFFICE OF CRIMINAL JUSTICE	-	-	-	0.0%
	<b>422,600</b>	<b>378,100</b>	<b>(44,500)</b>	<b>-10.5%</b>

## City Council

Departmental Expenditures  
Fiscal Years 2019-20 to 2023-24







# City Manager

## Mission Statement

To oversee all quality-of-life aspects for the City of Huntington Park residents with professional public administration that is responsive, effective, and efficient and spearheading the implementation and application of City Council policies and directives through the delivery of high-quality municipal services through department managers and staff.

## Departmental Oversight

- City Clerk
- Community Development
- Finance
- Human Resources
- Parks & Recreation
- Police
- Public Works
- Communications and Community Relations

## Responsibilities

The City Manager oversees the general operations of the various city departments. The City Manager identifies, promotes, and practices a high standard of ethics and values and proactively provides guidance and expertise to the City Council on issues and matters of importance to the City's operations. The City Manager provides information in a timely and consistent manner by updating and adding information to the City's website and social media platforms to better disseminate information to the community. The City Manager also identifies opportunities for increased and improved organizational efficiencies.

### Major Accomplishments 2022-23

- ❖ Successfully oversaw efforts to stabilize and maintain the same level of municipal services during the Covid -19 pandemic
- ❖ Successfully restructured the Police Department to enhance operational efficiency, oversight, and accountability across all ranks.
- ❖ Added a new Captain to provide more robust command-level support to the Chief of Police.
- ❖ Restructured and rebuilt the Finance Department to improve financial planning and analysis, financial reporting, increased accountability, enhanced compliance, and cost savings.
- ❖ Improved quality control and oversight of city personnel and operations by adding middle-to-upper managers to multiple departments, including a Human Resources Supervisor, Code Enforcement Manager, Project Manager, Finance Manager, and Fleet-Street Manager.
- ❖ Led the development and opening of a new Target retail store in previously blighted area
- ❖ Successfully negotiated and enacted new Memorandum of Understanding (MOU) with City represented employees
- ❖ Established new Department of Communications and Community Relations
- ❖ Successfully recruited new Director of Community Development
- ❖ Successfully recruited new Interim Finance Director

### Expected Outcomes 2023-24

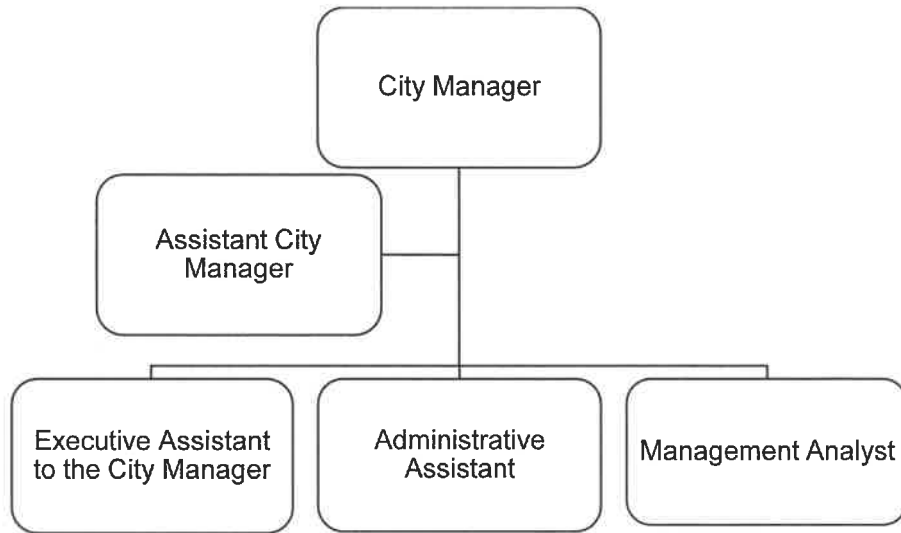
- ❖ Continue efforts to open of new Farmer Boys restaurant in previously blighted area
- ❖ Continue efforts to open new Raising Cane restaurant in previously blighted area
- ❖ Continue efforts to open new Ross development on Pacific Blvd.
- ❖ Implement Tyler Munis management software system for all City Departments
- ❖ Recruit permanent Finance Director
- ❖ Enact balance budget for Fiscal Year 2023-24
- ❖ Develop Comprehensive and Robust Administrative Policies and Procedures
- ❖ Update the Employer-Employee Rules and Regulations
- ❖ Update the Civil Service Rules

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## City Manager

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### Organizational Chart by Position

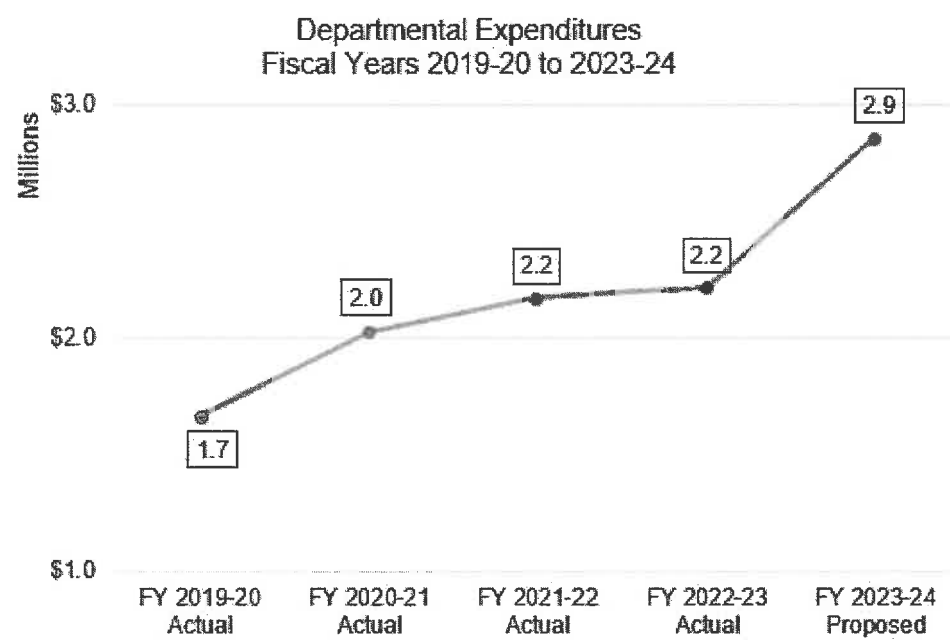


## City Manager

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	498,400	444,200	(54,200)	-10.9%
Salaries Temporary/Part Time	-	-	-	0.0%
Additional Pay	8,600	2,700	(5,900)	-68.6%
Allowances & Stipends	-	6,000	6,000	0.0%
Holiday Pay	-	-	-	0.0%
Overtime	-	-	-	0.0%
Sick Leave Buy Back	6,700	9,100	2,400	35.8%
Payout	-	20,500	20,500	0.0%
PARS/PERS Retirement	45,400	54,100	8,700	19.2%
CalPERS Unfunded Liability	130,900	-	(130,900)	-100.0%
Fringe Benefits	98,700	89,800	(8,900)	-9.0%
Medicare	7,600	6,600	(1,000)	-13.2%
City Paid Deferred Compensation	18,300	23,800	5,500	30.1%
<b>Salary &amp; Benefits Total</b>	<b>814,600</b>	<b>656,800</b>	<b>(157,800)</b>	<b>-19.4%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Council Meeting Expenses	-	-	-	0.0%
Equipment Lease	89,500	982,212	892,712	997.4%
Legal Services	591,600	880,000	288,400	48.7%
Material and Supplies	13,700	3,400	(10,300)	-75.2%
Membership and Dues	-	71,600	71,600	0.0%
Office Equipment Maintenance	1,600	1,000	(600)	-37.5%
Professional Development	231,700	10,000	(221,700)	-95.7%
Professional/Contractual Services	276,700	250,000	(26,700)	-9.6%
Public Events	1,000	3,000	2,000	200.0%
Telephone & Wireless	3,600	-	(3,600)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>1,209,400</b>	<b>2,201,212</b>	<b>991,812</b>	<b>82.0%</b>
<b><u>Internal Service Charges</u></b>				
Workers' Compensation	40,700	-	(40,700)	-100.0%
Fleet Maintenance	-	-	-	0.0%
General Liability	152,500	-	(152,500)	-100.0%
<b>Internal Service Charges Total</b>	<b>193,200</b>	<b>-</b>	<b>(193,200)</b>	<b>-100.0%</b>
<b><u>Capital Outlay</u></b>				
Equipment	-	-	-	0.0%
<b>Capital Outlay Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>Total Expenditures/Expenses</b>	<b>2,217,200</b>	<b>2,858,012</b>	<b>640,812</b>	<b>28.9%</b>

### TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2023 ADOPTED BUDGET</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
111- General fund	2,021,600	2,858,012	836,412	41.4%
216- Employees Retirement	176,300	-	(176,300)	-100.0%
219- Sales Tax- Transit Prop A	19,300	-	(19,300)	-100.0%
229 - POLICE FORFEITURE	-	-	-	0.0%
	<b>2,217,200</b>	<b>2,858,012</b>	<b>640,812.00</b>	<b>28.9%</b>





# City Clerk

## Mission Statement

To oversee and administer democratic processes such as elections, access to city records, and all legislative actions for residents of Huntington Park, ensuring transparency to the public.

## Responsibilities

- Elections Official
- Local Legislation Auditor
- Municipal Officer
- Political Reform Filing Officer
- Records & Archives
- Public Inquiries & Relationships

## Department Responsibilities

The City Clerk is the local official who administers democratic processes such as elections, access to city records, and all legislative actions ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk manages public inquiries and relationships and arranges ceremonial and official functions.

### Accomplishments in FY 2022-23

- ❖ Adoption of new Records Retention Schedule
- ❖ Achieved professional designation as Certified Municipal Clerk governed by City Clerk Association of California
- ❖ Recovered \$45,000 in property damages to repair and replace damaged city infrastructure
- ❖ Facilitation of upgrade to City Council Chamber audio visual system
- ❖ Execute consolidation and oversight of Statewide Direct Primary Election
- ❖ Implemented the utilization of DocuSign for expeditious routing of vital documents and contracts
- ❖ Implemented the utilization of Zoom videoconferencing option to increase transparency and participation in City Council meetings and all other Brown Act body meetings
- ❖ Risk Management Certification
- ❖ Active Board Member on Independent Risk Management Authority

### Goals and Objective in FY 2023-24

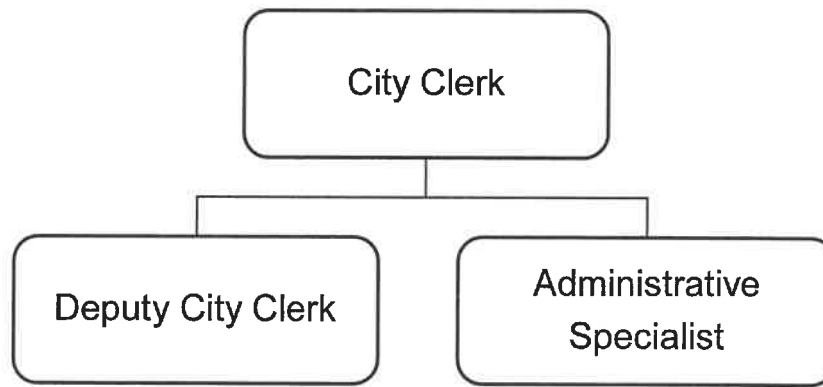
- ❖ Coordinate closely with all departments to ensure records retention schedule is being followed and coordinate annual document purging events
- ❖ Completion of Risk Management Certification process
- ❖ Continue close coordination with all departments related to agenda management and timely submission of staff reports
- ❖ Coordinate with Information Technology staff to execute audio visual improvements in City Council Chambers
- ❖ Coordinate closely with executive team in preparation of 2024 election cycle
- ❖ Hiring of Jr. Deputy City Clerk
- ❖ Obtain Notary Commission both City Clerk staff
- ❖ Passport Services and Training
- ❖ Continue staff professional development in Pursuit of Clerk Designation

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## City Clerk

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### Organizational Chart by Position





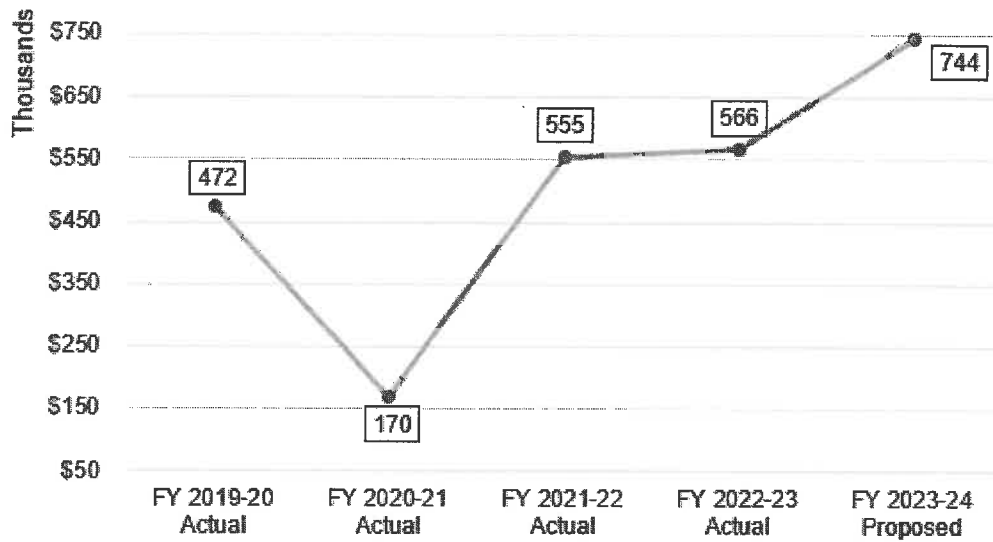
## City Clerk

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	191,800	248,200	56,400	29.4%
Salaries Temporary/Part Time	-	-	-	0.0%
Additional Pay	6,400	8,100	1,700	26.6%
Allowances	-	-	-	0.0%
Overtime	1,000	-	(1,000)	-100.0%
Payout	-	7,000	7,000	0.0%
Sick Leave/Vacation Buy Back	800	4,700	3,900	487.5%
PARS/PERS Retirement	18,700	20,500	1,800	9.6%
CalPERS Unfunded Liability	11,400	-	(11,400)	-100.0%
Fringe Benefits	59,500	58,900	(600)	-1.0%
Medicare	2,900	3,800	900	31.0%
<b>Salary &amp; Benefits Total</b>	<b>292,500</b>	<b>351,200</b>	<b>58,700</b>	<b>20.1%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Advertising & Publication	9,700	9,700	-	0.0%
Material and Supplies	3,800	149,000	145,200	3821.1%
Membership and Dues	900	400	(500)	-55.6%
Municipal Election	153,000	153,000	-	0.0%
Office Equipment Maintenance	-	-	-	0.0%
Professional Development	-	7,750	7,750	0.0%
Professional/Contractual Services	59,200	72,700	13,500	22.8%
Telephone & Wireless	-	-	-	0.0%
<b>Maintenance &amp; Operations Total</b>	<b>226,600</b>	<b>392,550</b>	<b>165,950</b>	<b>73.2%</b>
<b><u>Internal Service Charges</u></b>				
General Liability	30,600	-	(30,600)	-100.0%
Office Equipment Maintenance	-	200	200	0.0%
Workers' Compensation	16,700	-	(16,700)	-100.0%
<b>Internal Service Charges Total</b>	<b>47,300</b>	<b>200</b>	<b>(47,100)</b>	<b>-99.6%</b>
<b><u>Capital Outlay</u></b>				
Improvements	-	-	-	0.0%
Equipment	-	224	224	0.0%
Vehicle Replacement	-	-	-	0.0%
<b>Capital Outlay Total</b>	<b>-</b>	<b>224</b>	<b>224</b>	<b>0.0%</b>
<b>Total Expenditures/Expenses</b>	<b>566,400</b>	<b>744,174</b>	<b>177,774</b>	<b>31.4%</b>

### TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2023 BUDGET AMOUNT</u>	<u>FY 2024 REQUESTED</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	536,300	744,174	207,874	38.8%
216- Employees Retirement	30,100	-	(30,100)	-100.0%
	<b>566,400</b>	<b>744,174</b>	<b>177,774</b>	<b>-61%</b>

Departmental Expenditures  
Fiscal Years 2019-20 to 2023-24





# Communications & Community Relations

## Mission Statement

To inform the public in a timely and concise manner about city issues, programs, meetings, and services to enhance their awareness, understanding, interest, involvement, and provide innovative and creative communications solutions to promote the City's initiatives, and overall mission.

## Departmental Oversight

- Monthly Electronic Newsletter
- City's Facebook Social Media page
- City's Instagram Social Media page
- City's Twitter Social Media page
- Media Consulting Program
- City's Portal Website
- Art Walk Annual Festival
- State of the City Program
- Marketing Campaign Programs
- Planning and Implementation of Special Programs and Activities Designed by the Administration and City Council

## Responsibilities

Communications advances the City's strategic vision to help position the City as a thriving, healthy, smart, and innovative community. Our goal is to create an internal public relations agency that serves each of the City's businesses through media strategy and response, marketing, graphic design, print production, social media, web management, and video production. The Department also provides support to Council and other departments with the planning, and implementation of activities and programs.

## Major Accomplishments 2022-2023

- ❖ Successfully Coordinated the First Annual Art Walk Festival.
- ❖ Successfully Coordinated the 2022 State of the City Event.
- ❖ Successfully Coordinated Two Job Fairs and Two Workshops (Interviewing Skills and How to Build A Resume) for the Residents.
- ❖ Successfully Coordinated, In Conjunction with the Police Department, Two Spay and Neuter Events and a Free Dogs and Cats Vaccination Event.
- ❖ Successfully Coordinated the First Health Fair – Environmental Justice and Education
- ❖ Successfully Coordinated, In Conjunction with the Mexican American Opportunity Foundation, the First GET UP! GET MOVING! Health Fair.
- ❖ In Conjunction with METRO, we Successfully Coordinated a Workshop for Residents to Provide Feedback on a 710 Freeway related project.
- ❖ Successfully Launched the Monthly Electronic Newsletter.
- ❖ Provided Support to Coordinate Food Distributions.
- ❖ Coordinated, In Conjunction with Community Development, Different Public Review Workshops for the Environmental Justice and Housing Elements.
- ❖ Coordinated, In Conjunction with Community Development and the City Attorney's Office, a Public Engagement Campaign to Provide Feedback and Comments for the Environmental Justice and Housing Elements.
- ❖ Created and Coordinated the Meetings of the Environmental Advisory Committee, as dictated by the Attorney's General Office, to provide guidance and community feedback in the development of the Environmental Justice Element.

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## Communications & Community Relations

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- ❖ Coordinated, In Conjunction with City's Departments and City Council, the Distribution of Turkeys and Thanksgiving's Dinner Groceries to the Residents of the City.
- ❖ Coordinated, In Conjunction with City's Departments and the Office of Speaker Rendon, the Distribution of Turkeys and Thanksgiving Dinner Groceries.
- ❖ Provided Support to City's Departments to Promote the following Events: PD National Night Out (August 2<sup>nd</sup>, 2022), Community Clean-Up (September 24<sup>th</sup>, 2022), National Coffee with a Cop Day (October 5<sup>th</sup>, 2022), Haunting'ton Park Halloween 2022 (October 31<sup>st</sup>, 2022), Veterans Day (November 10<sup>th</sup>, 2022), Holiday Tree Lighting (December 5<sup>th</sup>, 2022), 2022 Mayor's Holiday Decorating Contest (December 15<sup>th</sup>, 2022), Veteran's Brunch (February 25<sup>th</sup>, 2023).
- ❖ Provided Support to the Committees that Successfully Organized the 71<sup>st</sup> Annual Huntington Park Holiday Parade 2022 (December 10<sup>th</sup>, 2022).

### Expected Outcomes 2022-2023

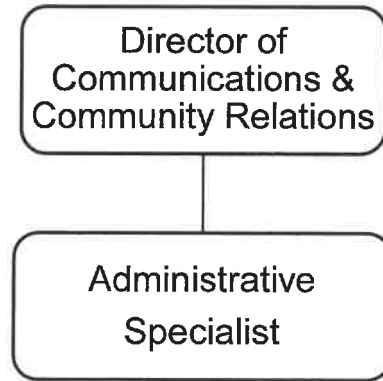
- ❖ Continue to provide support to all City's Departments with the promotion and advertising of their special events and activities.
- ❖ Continue to run a pro-active, educational, inventive, and creative advertising and public relations program that includes:
  - Publicize and advertise the City of Huntington Park's resources, initiatives, programs, and services.
  - Support city programs and services via marketing and communications.
  - Increase community involvement and collaboration.
  - Improve the representation of the City of Huntington Park.
  - Promote and coordinate special events.
  - Develop programs for the web, social, and digital media.
  - Develop a proactive public relation strategy.
- ❖ **Communications and Community Relations Department Future Goals**
  - Continue to provide support to all City's Departments with the promotion and advertising of their special events and activities.
  - Continue to run a pro-active, educational, inventive, and creative advertising and public relations program.
  - Provide a Legislative Report after every City Council meeting.
  - Create a Printed or Electronic Quarterly Magazine/Brochure.
  - Launch a Campaign to Promote/Create City Branding and City Identities.
  - Design logos or slogans that could be used to create – coffee mugs, reusable shopping bags, hats, hoodies, shirts for community engagement.
  - Discuss the possibility to create a public not-for profit "Merch Store".
  - Update the Information Included in the City's Website.
  - Launch a Marketing Campaign to Promote the City's Portal.
  - Discuss the Possibility to Launch a City's Podcast.
  - Produce short videos to advertise and promote main City's activities.
  - Coordinate the Acquisition of Electronic and Audiovisual Equipment for Conference Rooms and Special Events.
  - Acquire the Necessary Equipment to create better posters/flyers and edit videos.
  - Acquire a Drone.
  - Acquire a Bigger City Logo Backdrop and other related equipment.

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## Communications & Community Relations

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### Organizational Chart by Position



## Communications & Community Relations

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	184,800	197,500	12,700	6.9%
Additional Pay	4,300	2,700	(1,600)	-37.2%
Allowances	700	800	100	14.3%
Overtime	1,000	2,500	1,500	150.0%
Sick Leave/Vacation Buy Back	-	5,000	5,000	0.0%
PARS/PERS Retirement	14,600	16,100	1,500	10.3%
Fringe Benefits	36,400	35,900	(500)	-1.4%
Medicare	2,700	3,000	300	11.1%
<b>Salary &amp; Benefits Total</b>	<b>244,500</b>	<b>263,500</b>	<b>19,000</b>	<b>7.8%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Art Walk on Pacific	45,000	45,000	-	0.0%
Community Outreach	8,200	55,000	46,800	570.7%
Material and Supplies	2,000	2,500	500	25.0%
Professional Development	-	1,700	1,700	0.0%
Professional/Contractual Services	107,100	190,000	82,900	77.4%
State of the City	10,000	10,000	-	0.0%
Spay/Neuter Program	-	20,000	20,000	0.0%
Turkey Give-Away	-	10,000	10,000	0.0%
<b>Maintenance &amp; Operations Total</b>	<b>172,300</b>	<b>334,200</b>	<b>161,900</b>	<b>94.6%</b>
<b><u>Internal Service Charges</u></b>				
Workers' Compensation	15,600	-	(15,600)	-100.0%
General Liability	20,300	-	(20,300)	-100.0%
<b>Internal Service Charges Total</b>	<b>35,900</b>	<b>-</b>	<b>(35,900)</b>	<b>-100.0%</b>
<b><u>Capital Outlay</u></b>				
Improvements	-	-	-	0.0%
Equipment	-	10,000	10,000	0.0%
Vehicle Replacement	-	-	-	0.0%
<b>Capital Outlay Total</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>0.0%</b>
<b>Total Expenditures/Expenses</b>	<b>452,700</b>	<b>607,700</b>	<b>155,000</b>	<b>34.2%</b>

### TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	452,700	607,700	155,000	34.2%
216- Employees Retirement	-	-	-	-
	<b>452,700</b>	<b>607,700</b>	<b>155,000</b>	<b>34.2%</b>





# Community Development

## Planning & Building Divisions

### Mission Statement

To provide comprehensive municipal services that implements a comprehensive general plan within the city's corporate boundaries to the standards and expectations set forth by the City Council. Process all project and building permits. With 3 full-time planners and 1 part-time staff members in the Planning Division and 5 contractual staff in the Building Division within the Community Development Department to provide quality community service and improve the quality of life in the City of Huntington Park.

### Departmental Oversight

- General Plan Development
- Land Use Zoning Implementation
- Specific Plan Implementation
- Zoning Project Entitlements
- Environmental Reviews
- Planning Grants
- Pre-Construction Consultation
- Plan Check Services
- Inspection Services
- Community Event Permits
- Business License Clearance
- Customer Service

### Responsibilities

**Development Guidance** – Provide development standard consultation with applicants, property owners, architects, consultants, and general members of the public.

**Zoning Entitlements** – Process development permits, conditional use permits, subdivisions, and other land use permits that require Planning Commission approval with findings and justifications.

**Community Permits** – Process resident and business owner permits for special events, temporary uses, fireworks, yard sales, etc.

**Long Range Planning** – Work with the community, city and state officials, and planning consultants to develop general plan updates and the creation of specific plans and special districts for the proper guidance and development of the city.

**Planning Grants** – Apply for and implement various planning and transportation grants.

**Building Permits** – Process and review applications and plans for construction to ensure structural stability and proper minimum/maximum design to be compliant with the zoning and building codes.

**Building Inspections** – Provide inspection services for the monitoring and evaluation of construction methods and requirements for safety and code compliance purposes. Identify any violations and/or corrections.

**Business Zoning Clearances** – Ensure that a proposed use is allowed per the underlying zone and appropriate for the property and/or unit the applicant plans to occupy.

**Customer Service** – Provide customer service through the public counter, emails, and phone for property, zoning, and project inquiries through research, guidance and coordination with other departments when not Planning or Building & Safety, and provide the most accurate information available in an expedited and reliable manner.

### Major Accomplishments 2022-2023

- ❖ Completion of WSAB TOD Strategic Implementation Plan with Eco-Rapid for the Matching Grant of \$81,111 from Metro (currently in process to close out last invoice and reimbursement.)
- ❖ Awarded a first round Equitable Community Revitalization Grant from the Department of Toxic Substances Control (DTSC) for \$290,000 to conduct a City Wide Assessment, a prequel to rounds two and three.
- ❖ Approved plans for new Farmer Boys at the new Target Center
- ❖ Approved plans for a new Starbucks at Florence and Salt Lake
- ❖ Approved Plans for Ross Department Store on Pacific Boulevard
- ❖ Approved Plans for Community of Friends senior housing on State Street
- ❖ Created new procedures for Minor Conditional Use Permits

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## Community Development

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- ❖ Created new procedures for Transfers of Conditional Use Permits
- ❖ Created new procedures and application forms for Sidewalk Vendors
- ❖ Hired four (4) new permanent Planning Division staff members (Associate Planner, Assistant Planner, Planning Intern, and Administrative Assistant)
- ❖ On time submission of the General Plan Annual Report to HCD and OPR
- ❖ On time submission of the annual Housing Element Update Report to HCD and OPR
- ❖ Building Division Projects Processed (976+):
  - 574 Plan Checks (\$525,602)
  - 976 Permits (\$720,517)
  - 1,598 Inspections
  - 1,289 Visitors
  - Hired a new staff including Building Official, Lead Building Technician and Building Technician
  - Revamped plan check procedures and filing systems creating an organized and efficient counter to improve customer service at the counter and assist planning department
  - Improve the wait time for plan check processing and pick up
  - Put in place new financial and status reports for revenue analysis and updated report for permits/plan check/visitors/inspections for regular updates
- ❖ Planning Division Projects Processed (685 plus visitors):
  - 171 Business Licenses
  - 3 Conditional Use Permits (CUPs)
  - 4 CUP Transfers
  - 2 Development Permits
  - 25 Film Permits
  - 11 Home Enterprise Permits
  - 114 Minor Development Permits (MDPs)
  - 306 Miscellaneous Permits
  - 6 Preliminary Reviews
  - 26 Sign Design Reviews
  - 17 Special Event Permits
  - 2,044 Visitors

### Preliminary Goals 2023-2024

- ❖ Continue working towards the adoption and certification of the 2021-2029 Housing Element, Safety Element, and Environmental Justice Element.
- ❖ Bring approved major retail projects on-line with the new Starbucks coffee shop at Florence and Salt Lake, and the new Raising Cane's restaurant on Slauson Avenue.
- ❖ Initiate the electronic permitting system for plan checking, permit issuances, and inspection reports.
- ❖ Apply for second round for Investigation Phase of the ECRG program from DTSC for environmental clean-up of the parks.

# Community Development

## Housing Division

### Mission Statement

To provide public services and programs that are beneficial to the residents by providing the resources for a safe and sanitary home. The Division currently has 5 housing programs to assist with rent, house rehabilitation, and homeownership.

### Division Oversight

- CalHome Fund
- HOME Fund
- CDBG Fund
- CDBG-CV Fund
- HOME ARP Fund

### Responsibilities

- 1) CalHome Fund
  - Owner Occupied Rehabilitation Program is a loan of up to \$100,000, with simple interest at 3% to rehabilitate residents' homes.
  - First Time Home Buyer Program is a loan of up to \$100,000, with simple interest at 3% to assist first-time home buyers with the down payment.
- 2) HOME Fund
  - Home Repair Program to provide up to \$25,000 monetary assistance to homeowners for eligible home rehabilitation improvements.
  - First Time Home Buyer Program to provide up to \$100,000 monetary assistance to income-qualifying, creditworthy, first-time home buyer residents.
- 3) CDBG Fund
  - Inner City Visions to assist people experiencing homelessness.
  - Fair Housing Foundation to assist renters and owners with their housing rights.
  - Public Facility Improvements for Street Repair Program, and Chelsey Park.
  - Parks and Recreation Senior Program to offer activities and social engagement for seniors.
  - Parks and Recreation After School Program to offer activities and new skill learning.
  - Facility Improvements to HUB Cities Career Center
  - City Wi-Fi Project to provide access to residents located within CDBG census tracts.
- 4) CDBG-CV Fund
  - Inner City Visions to assist residents impacted by COVID-19 from experiencing homelessness.
  - Salvation Army to provide food and toiletries to residents affected by the COVID-19 pandemic.
  - Emergency Rental Assistance Program to assist with up to 3 months of back rent due to COVID-19.
- 5) HOME ARP Fund
  - Funds to finance a non-congregate shelter for the 4 qualifying populations.

### Preliminary Goals 2023-2024

- ❖ Focus on meeting grant expenditure deadlines and delivering timely responses to residents' and stakeholders' questions and concerns. We strive to ensure community engagement to have a steady flow of program applications and ensure they are processed in a timely manner for eligible residents and households. The measure to track and report accountability are presented to the Director of Community Development on a continuous basis with a monthly metric report to show program progress, including tables and charts, to enhance clarity on household and resident services that are being responded to and in the process to receive a grant or loan.

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# Community Development

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## Code Enforcement Division

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### Mission Statement

The Division focuses on maintaining, improving, and preserving property standards within the community. The importance of enforcing regulations related to ADU conversions, illegal units, and building code violations is to ensure that our division is reactive to any complaints and proactive on any foreseeable enforcement measure. With four full-time personnel, the Department is focused on maintaining the City's building and property standards, enhancing public safety, and fostering compliance through both proactive and reactive enforcement measures.

### Departmental Oversight

- Building Maintenance
- Property Maintenance
- ADU Conversions
- Illegal Units
- Building Code Violations
- Proactive Enforcement
- Reactive Enforcement

### Responsibilities

**Building Maintenance** – Ensuring compliance with building and property maintenance standards of existing buildings through code regulations that provide clear and specific plans.

**Property Maintenance** – Establish compliance that is in the context of community development and maintenance standards to swiftly address building code violations to enhance public safety.

**ADU Conversion**– Ensure safe and healthy living conditions and offer a habitable living unit for single-family units and detached single-family units.

**Illegal Units** – Identity illegal, unwanted, non-conforming, or unpermitted units, being used as habitable space, within the community.

**Building Code Violations** – Require property owners to adhere to California Building/Housing Codes to create safe living conditions for the community.

**Proactive Enforcement** – Remain vigilant and focused on routine patrol, scheduled inspections, specific agendas, and enforcement of target areas on the edge of projecting blight conditions.

**Reactive Enforcement** – Responsive to community complaints and offering solutions to resolve identified issues.

### Major Accomplishments 2022-2023

- ❖ Implemented a Code Enforcement Manager to increase oversight of community needs, managing over 1,000 Code Enforcement cases, and focused on timely compliance to close the cases.
- ❖ Focused on residential and commercial properties that were in blight condition for a long period of time and brought them up to code.
- ❖ Same-day response time to address fire and safety issues from abandoned residential and commercial businesses.
- ❖ Completed the Commercial Property Business License Validation Project on Pacific Boulevard.

### Expected Outcomes 2023-2024

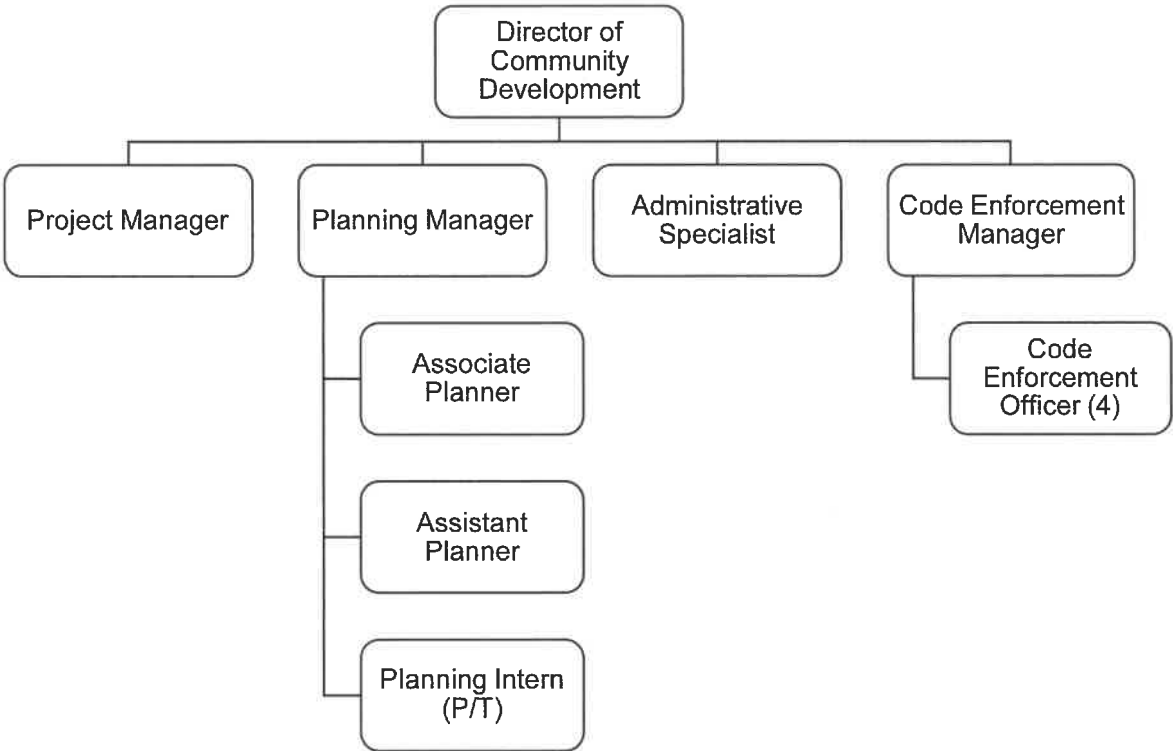
- ❖ Address community needs and treat each situation as an opportunity to improve the health and safety of residents, business owners, and visitors to the City of Huntington Park. To attain results that adhere to City Council needs and assure they align with the Community Department goals and objectives. Focus to be placed on the main thoroughfares of the City to enhance the beautification of the community and assist new businesses to prosper in the City. Code Enforcement understands the difficult part is changing the attitude and behavior of the community while understanding the fundamentals of demographics and leveraging communication to create positive relationships.

### Preliminary Goals 2023-2024

- ❖ Remain focused on the goals of the City and establish goals and objectives that align with desired results. Health and safety are key in attracting future business growth to the community. In partnership with the Housing Division, we are providing opportunities for the community by introducing them to grants and resources that offer solutions to those who live and conduct business in the community. The Code Enforcement Division is committed to maintaining building and property standards by increasing public safety and awareness through enforcement measures.

# Community Development

Organizational Chart by Position



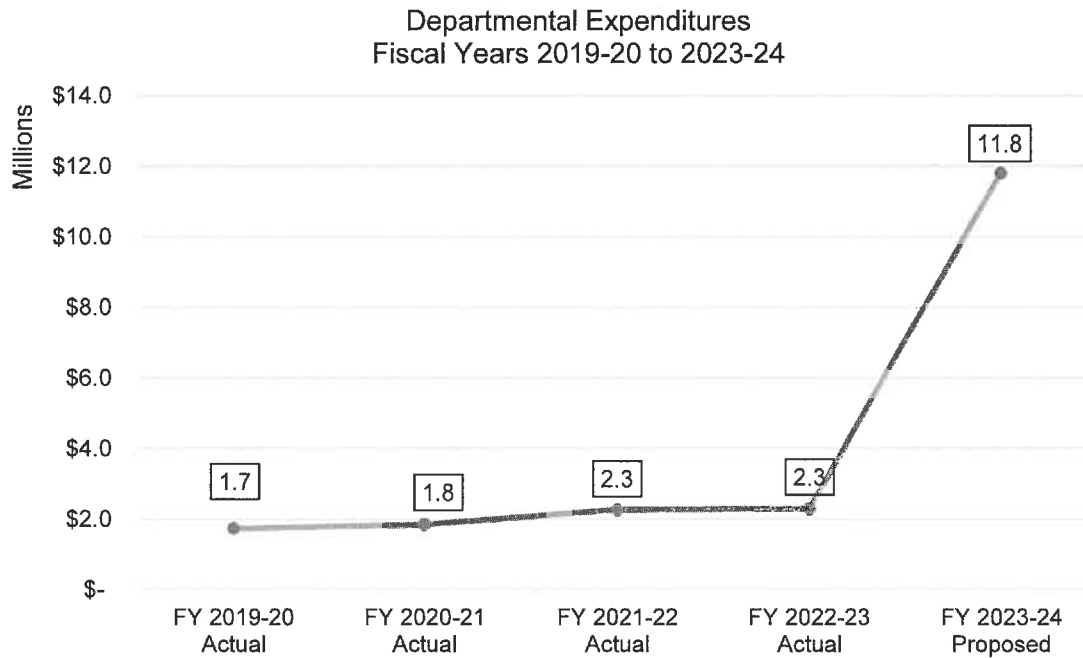
# Community Development

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	860,500	1,066,000	205,500	23.9%
Salaries Temporary/Part Time	14,600	39,700	25,100	171.9%
Additional Pay	24,200	10,800	(13,400)	-55.4%
Premium Pay	-	7,200	7,200	0.0%
Allowances & Stipends	9,000	3,700	(5,300)	-58.9%
Overtime	6,300	5,000	(1,300)	-20.6%
Vacation Payout*	-	7,600	7,600	0.0%
Sick Leave/Vacation Buy Back	9,200	16,000	6,800	73.9%
PARS/PERS Retirement	120,500	146,400	25,900	21.5%
CalPERS Unfunded Liability	175,700	-	(175,700)	-100.0%
Fringe Benefits	190,100	232,000	41,900	22.0%
Medicare	13,200	16,400	3,200	24.2%
<b>Salary &amp; Benefits Total</b>	<b>1,423,300</b>	<b>1,550,800</b>	<b>127,500</b>	<b>9.0%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Advertising and Publication	-	1,000	1,000	0.0%
After School Program (Fund 239)	-	259,700	259,700	0.0%
Building Inspection	561,000	-	(561,000)	-100.0%
Emergency Housing Asst (Fund 239)	-	500,000	500,000	0.0%
Fair Housing Services (Fund 239)	-	20,000	20,000	0.0%
First Time Home Buyer (Fund 239)	-	500,000	500,000	0.0%
First Time Home Buyer (Fund 242)	-	2,018,200	2,018,200	0.0%
Homeless Services Program (Fund 239)	-	125,000	125,000	0.0%
Hybrid Learning Program (Fund 239)	-	85,200	85,200	0.0%
Material and Supplies	8,200	3,400	(4,800)	-58.5%
Membership and Dues	-	500	500	0.0%
Miscellaneous Refunds	-	-	-	0.0%
Office Equipment Maintenance	-	-	-	0.0%
Postage	300	-	(300)	-100.0%
Professional Development	-	14,250	14,250	0.0%
Professional/Contractual Services	14,800	2,591,431	2,576,631	17409.7%
Residential Rehab (Fund 242)	-	2,417,200	2,417,200	0.0%
Salvation Army Southeast (Fund 239)	-	125,000	125,000	0.0%
Senior Meal Program	-	187,500	187,500	0.0%
Senior Program (Fund 239)	-	75,000	75,000	0.0%
Telephone & Wireless	2,200	-	(2,200)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>586,500</b>	<b>8,923,381</b>	<b>8,336,881</b>	<b>1421.5%</b>
<b><u>Internal Service Charges</u></b>				
Workers' Compensation	74,400	-	(74,400)	-100.0%
Fleet Maintenance	43,100	-	(43,100)	-100.0%
General Liability	175,100	-	(175,100)	-100.0%
<b>Internal Service Charges Total</b>	<b>292,600</b>	<b>-</b>	<b>(292,600)</b>	<b>-100.0%</b>
<b><u>Capital Outlay</u></b>				
Equipment	-	8,675	8,675	-
Improvements (Fund 239)	-	1,322,900	1,322,900	-
Vehicle Replacement	-	-	-	-
<b>Capital Outlay Total</b>	<b>-</b>	<b>1,331,575</b>	<b>1,331,575</b>	<b>-</b>
<b>Total Expenditures/Expenses</b>	<b>2,302,400</b>	<b>11,805,756</b>	<b>9,503,356</b>	<b>412.8%</b>

## Community Development

### TOTAL BY FUND

FUND TITLE	FY 2023 Adopted Budget	FY 2024 Requested	\$ Change	% Change
111- General Fund	2,045,200	3,169,640	1,124,440	55.0%
216- Employees Retirement	257,200	-	(257,200)	-100.0%
239- Community Development Block Grant	-	3,413,100	3,413,100	0.0%
241 - CalHome	-	631,116	631,116	0.0%
242 - HUD Home Program	-	4,591,900	4,591,900	0.0%
	<u>2,302,400</u>	<u>11,805,756</u>	<u>9,503,356</u>	<u>412.8%</u>







# Human Resources

## Mission Statement

To attract, develop, and retain a diverse, and productive workforce that provides exceptional customer service to the citizens and patrons of Huntington Park.

## Departmental Oversight

- Recruitment/Selection
- Employee Relations
- Benefits Administration
- Workers Compensation/Risk Management
- Classification/Compensation

## Responsibilities

The Human Resources Department conducts recruitment and selection activities to attract, retain, and develop highly competent, qualified employees who are dedicated to delivering quality service to the citizens and customers of the City of Huntington Park.

- Provides advice and assistance to other departments relating to personnel matters.
- Maintains the City's classification and compensation plans.
- Administers employee benefits programs that include the retirement plan, health, dental, vision insurance plans, and other City optional benefits.
- Oversees and manages employee leave of absences in accordance with applicable Federal, State, and Local laws and regulations.
- Provides new employee orientation and job-related workers' compensation/risk management training.
- Administers the City's workers' compensation/risk management program ensuring the safety of all City employees.
- Provides administrative support to the Civil Service Commission and departmental employee hearings.
- Administers the employee's appreciation events and service awards programs.
- Conducts labor relations activities including employee disciplinary actions and appeals.
- Conducts benchmarking research and meet with professional consulting organizations regarding classification and wage compensation market studies for competitive salary schedules, cost of living adjustments, benefits, classifications, and other terms and conditions of the employment agreement.
- Administers the provisions of the collective bargaining agreements and non-represented compensation plan.
- Develops and maintains a timely employer/employee performance evaluation system.
- Maintains employee records and administers verifications of employment.

### Major Accomplishments January 2022 – May 2023 (present)

- Conducted 55 employee recruitments.
- Hired 54 new employees (31 full-time; 23 part-time, includes commissioners)
- Processed 43 Employee Separations (Retirements, resignations, etc.) (29 F/T, 14 P/T) Closed – 39 worker's compensation claims.
- Assist with legal/administrative negotiations of newly approved/adopted non-represented compensation plan, effective January 1, 2023
- Continue to be a strategic partner with all departments through even-handed and firm application of the laws, rules, and regulations under which the City operates and the recommendation of appropriate corrective action when necessary.

### Expected Outcomes FY 2022/2023

- Implement a new records retention tracking system and online employment application software Complete the mandatory AB1825 Sexual Harassment Prevention Training for all supervisory staff Complete the recruitment and hiring of all open positions.

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## Human Resources

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### Goals and Objectives 2023-2024

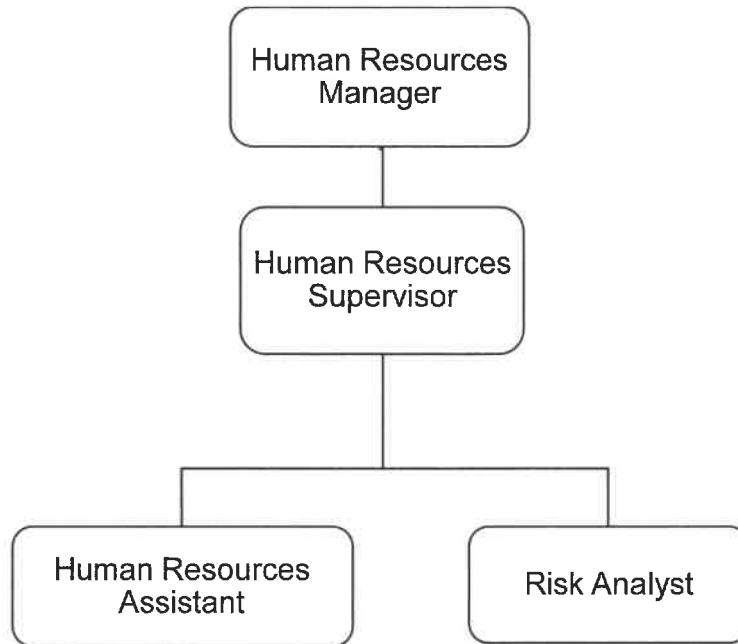
- Retain motivated, highly productive, customer service driven individuals by providing them a supportive work environment, fair and competitive wages and benefits, and training and development that will encourage professional growth and opportunity.
- Promote cost-effective recruitment strategies which will result in the attraction and selection of qualified and diverse individuals, demonstrating commitment to equality and diversity.
- Support Training & Development; Succession and leadership development planning.
- Revise and update the Civil Service Rules & Regulations, last adopted August 19, 1963; (includes the selection, employment, classification, advancement suspension, discharge, and retrenchment of appointed offices and employees of the City).
- Work with ICRMA (Independent Cities Risk Management Authority) to provide employee training to deepen the safety culture and reduce worker's compensation claims and City liability.

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## Human Resources

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### Organizational Chart by Position



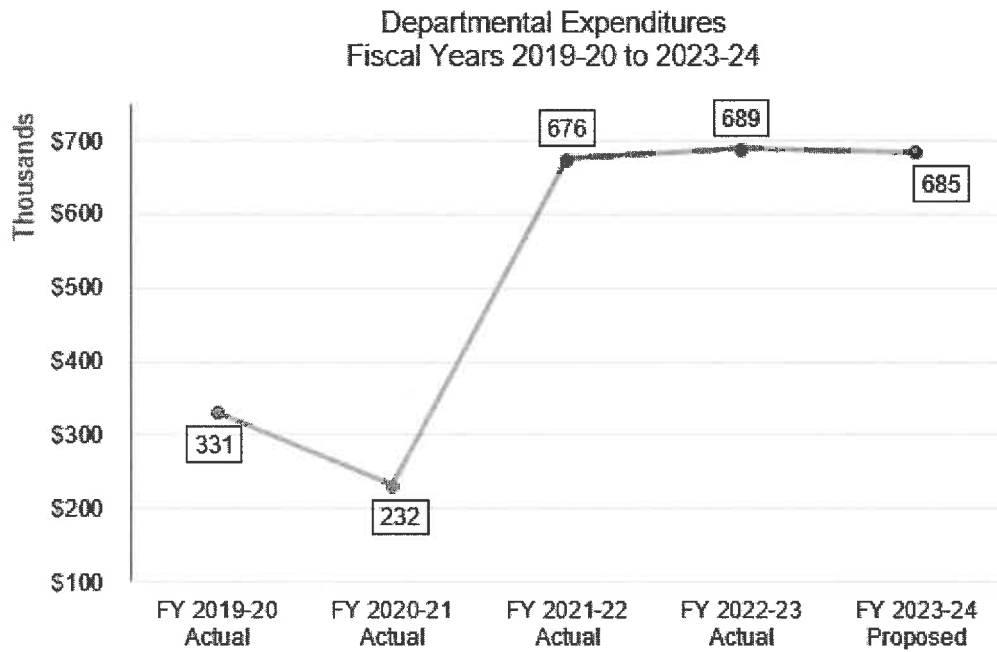
## Human Resources

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	322,000	267,900	(54,100)	-16.8%
Salaries Temporary/Part Time	-	-	-	0.0%
Additional Pay	3,600	8,100	4,500	125.0%
Allowances & Stipends	5,100	-	(5,100)	-100.0%
Overtime	1,000	5,000	4,000	400.0%
Holiday Payout	-	-	-	0.0%
Sick Leave/Vacation Buy Back	300	7,000	6,700	2233.3%
Payout	-	13,200	13,200	0.0%
PARS/PERS Retirement	32,000	24,900	(7,100)	-22.2%
CalPERS Unfunded Liability	16,600	-	(16,600)	-100.0%
Fringe Benefits	91,200	70,700	(20,500)	-22.5%
Medicare	4,800	3,900	(900)	-18.8%
<b>Salary &amp; Benefits Total</b>	<b>476,600</b>	<b>400,700</b>	<b>(75,900)</b>	<b>-15.9%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Advertising and Publication	-	1,000	1,000	0.0%
City Wide Training	5,100	2,500	(2,600)	-51.0%
Civil Service Hearings	30,600	-	(30,600)	-100.0%
Employee Recognition	4,100	-	(4,100)	-100.0%
Legal Services	-	16,000	16,000	0.0%
Material and Supplies	5,600	8,700	3,100	55.4%
Membership and Dues	1,800	1,800	-	0.0%
Professional Development	-	5,000	5,000	0.0%
Professional/Contractual Services	98,500	245,000	146,500	148.7%
Replacement Benefit IRC	32,000	-	(32,000)	-100.0%
Telephone & Wireless	800	-	(800)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>178,500</b>	<b>280,000</b>	<b>101,500</b>	<b>56.9%</b>
<b><u>Internal Service Charges</u></b>				
Workers' Compensation	10,100	-	(10,100)	-100%
General Liability	24,100	-	(24,100)	-100%
<b>Internal Service Charges Total</b>	<b>34,200</b>	<b>-</b>	<b>(34,200)</b>	<b>-100.0%</b>
<b><u>Capital Outlay</u></b>				
Improvements	-	-	-	0.0%
Equipment	-	4,500	4,500	0.0%
<b>Capital Outlay Total</b>	<b>-</b>	<b>4,500</b>	<b>4,500</b>	<b>0.0%</b>
<b>Total Expenditures/Expenses</b>	<b>689,300</b>	<b>685,200</b>	<b>(4,100)</b>	<b>-0.6%</b>

## Human Resources

### TOTAL BY FUND

FUND TITLE	FY 2023 Adopted Budget	FY 2024 Requested	\$ Change	% Change
111- General Fund	491,600	685,200	193,600	39.4%
216- Employees Retirement	70,500	-	(70,500)	-100.0%
745- Risk Management	127,200	-	(127,200)	-100.0%
	<u>689,300</u>	<u>685,200</u>	<u>(4,100)</u>	<u>-0.6%</u>





## FINANCE DEPARTMENT

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### Mission Statement

Ensure financially strong and effective City government, adhering to best practices in accounting, auditing, budgeting, and financial reporting. Implement financial policies and procedures continuously reviewed and improved to maintain the financial integrity of the City and expand the fiscal capacity of the organization.

### Departmental Oversight

- Accounting, Auditing, and Reporting
- Accounts Payable / Procurement
- Accounts Receivable / Revenue Collection
- Business Licensing
- Payroll / Tax Reporting & Compliance
- Utility Billing and Customer Service
- Bonds & Debt Administration
- Budget Preparation & Quarterly Reports

### Department Responsibilities

The Finance Department is responsible for oversight and internal controls over expenditures and revenues, and provides financial accounting and reporting services in the most economical and fiscally responsible manner. Through oversight of the City's balance sheet, the Department manages assets and liabilities, and residual equity (fund balances), with periodic reporting to management and Council.

The Department has 15 FTE (full-time equivalent) positions, which includes a Director, Manager, Accountant, Management Analyst, Administrative Analyst, and 10 Accounting Assistants. The Department is a full-service fiscal services office with Accounts Payable, Payroll, Accounts Receivable, Utility Billing, Business Licensing, Budget Preparation, Debt Administration, Audit, and Financial Reporting.

### Accomplishments in FY 2022-23

- ❖ Backfilled the vacant Finance Director and Finance Manager through MuniTemps Staffing
- ❖ Prepared FY 2023 Budget for adoption by Council which was 8 months delinquent.
- ❖ Obtained City Council approval for \$450k ROAR project to clean up delinquent audits.
- ❖ Began training of all Finance Department staff using municipal accounting standards.
- ❖ Completed the bank reconciliations for June 2020 through June 2021.
- ❖ Close the books and delivered a final Trial Balance for fiscal year ending June 30, 2021
- ❖ Prepared the PBCs (provided by client) audit schedules required for the 2020 audit.
- ❖ Prepared a Quarterly Financial Budget Report as a new management reporting tool.
- ❖ Presented Q2 (Mid-Year Budget) budget update to City Council.
- ❖ Presented Q3 budget update to the City Council.
- ❖ Prepare the FY 2023-24 City Budget for adoption by Council on June 30, 2023.
- ❖ Fill vacant positions in Finance through the MuniTemps temporary staffing contract.
- ❖ Begin update of fiscal policies & procedures for accounting and purchasing.

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## Finance

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### Expected Outcomes in FY 2023-24

- ❖ Complete all monthly bank reconciliations for July 2020 through May 31, 2024.
- ❖ Close the books in the Naviline financial system through June 30, 2023.
- ❖ Presented Q4 2023, Q1 2024, Q2 2024, and Q3 2024 Quarterly Budget Updates to Council.
- ❖ Obtain a final audit report for Fiscal Years 2020, 2021, 2022, and 2023 for ROAR project goals.
- ❖ Begin implementation of the Tyler Munis ERP system on July 1, 2023 for non-Finance modules.
- ❖ Begin implementation of Finance modules of Tyler Munis ERP on June 30, 2024.
- ❖ Prepare the FY 2025 / FY 2026 Two-Year Budget for adoption by June 30, 2024.
- ❖ Fill vacant positions in Finance through the MuniTemps temporary staffing contract while permanent positions are recruited and filled by Human Resources.
- ❖ Train Finance Department staff through Herrera & Associates municipal finance training program.
- ❖ Complete a Finance Department Policies and Procedures Manual.

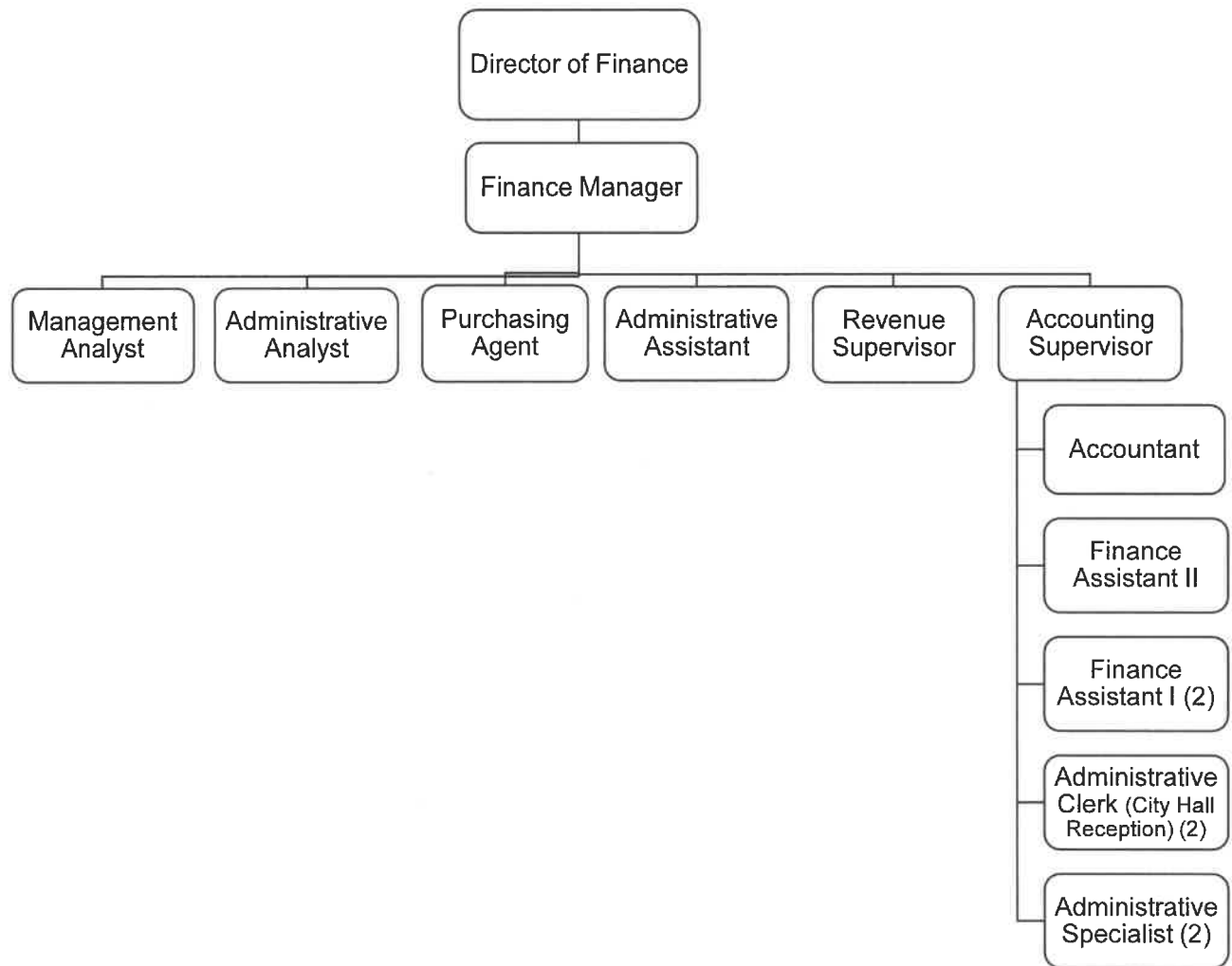


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## Finance

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### Organizational Chart by Position



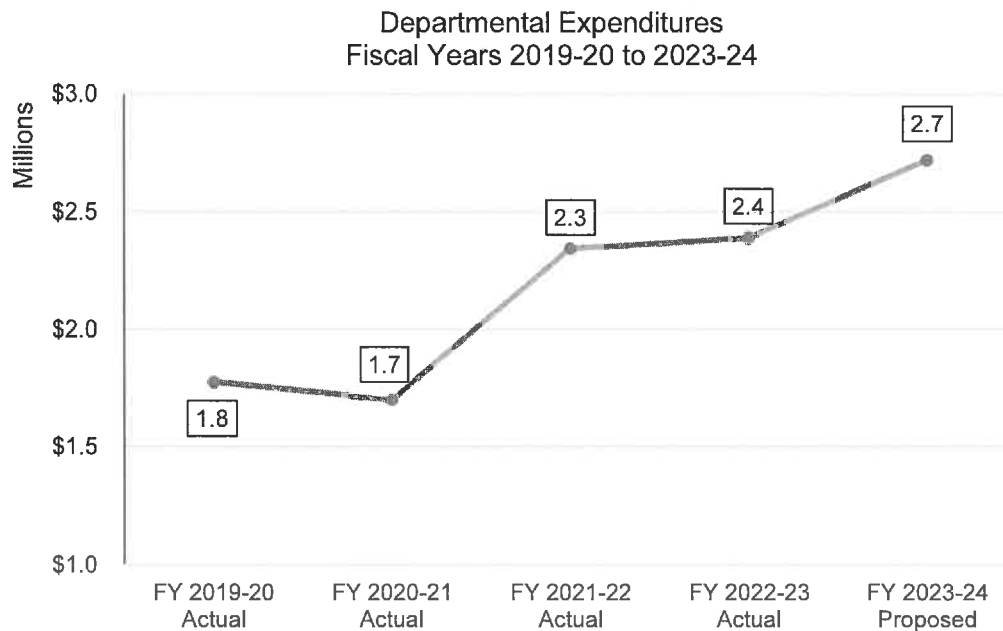
## Finance

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	1,183,600	1,424,500	240,900	20.4%
Salaries Temporary/Part Time	15,200	-	(15,200)	-100.0%
Additional Pay	27,000	24,300	(2,700)	-10.0%
Allowances & Stipends	-	-	-	0.0%
Overtime	9,700	10,000	300	3.1%
Vacation Payout	-	10,000	10,000	0.0%
Sick Leave/Vacation Buy Back	15,500	8,700	(6,800)	-43.9%
PARS/PERS Retirement	168,900	157,400	(11,500)	-6.8%
CalPERS Unfunded Liability	220,100	-	(220,100)	-100.0%
Fringe Benefits	242,200	326,900	84,700	35.0%
Medicare	17,800	21,000	3,200	18.0%
<b>Salary &amp; Benefits Total</b>	<b>1,900,000</b>	<b>1,982,800</b>	<b>82,800</b>	<b>4.4%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Advertising and Publication	-	-	-	0.0%
Audit Fees	168,600	502,000	333,400	197.7%
Material and Supplies	19,400	14,800	(4,600)	-23.7%
Membership and Dues	700	-	(700)	-100.0%
Postage	20,400	-	(20,400)	-100.0%
Professional Development	-	24,000	24,000	0.0%
Professional/Contractual Services	129,100	150,000	20,900	16.2%
Telephone and Wireless	800	-	(800)	-100.0%
Trustee Fees	2,800	-	(2,800)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>341,800</b>	<b>690,800</b>	<b>349,000</b>	<b>102.1%</b>
<b><u>Internal Service Charges</u></b>				
Fleet Maintenance	-	7,500	7,500	0.0%
General Liability	84,000	-	(84,000)	-100.0%
Office Equipment Maintenance	-	15,000	15,000	0.0%
Workers' Compensation	64,500	-	(64,500)	-100.0%
<b>Internal Service Charges Total</b>	<b>148,500</b>	<b>22,500</b>	<b>(126,000)</b>	<b>-84.8%</b>
<b><u>Capital Outlay</u></b>				
Equipment	-	25,000	25,000	0.0%
<b>Capital Outlay Total</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>0.0%</b>
<b>Total Expenditures/Expenses</b>	<b>2,390,300</b>	<b>2,721,100</b>	<b>330,800</b>	<b>13.8%</b>

## Finance

### TOTAL BY FUND

FUND TITLE	FY 2023 Adopted Budget	FY 2024 Requested	\$ Change	% Change
111- General Fund	1,187,200	2,721,100	1,533,900	129.2%
216- Employees Retirement	348,900	-	(348,900)	-100.0%
219 - Sales Tax-Transit Proposition A	51,500	-	(51,500)	-100.0%
220 - Sales Tax-Transit Proposition C	30,900	-	(30,900)	-100.0%
222 - Measure R	35,900	-	(35,900)	-100.0%
275 - Successor Agency	117,200	-	(117,200)	-100.0%
283 - Sewer Maintenance	18,400	-	(18,400)	-100.0%
285 - Solid Waste Management	12,600	-	(12,600)	-100.0%
535 - Street Light & Landscape	58,900	-	(58,900)	-100.0%
681 - Water	431,700	-	(431,700)	-100.0%
745- Risk Management	97,100	-	(97,100)	-100.0%
<b>TOTAL FINANCE BY FUND</b>	<b>2,390,300</b>	<b>2,721,100</b>	<b>330,800</b>	<b>13.8%</b>





# Parks & Recreation

## Mission Statement

To improve the quality of life of Huntington Park residents by creating affordable, accessible, and equitable recreation and leisure opportunities that promote the benefits of living a healthier lifestyle. We accomplish this through innovative and traditional programming facilities and parks.

## Departmental Oversight

- Cultural Arts
- Recreation Administration
- Sports

## Responsibilities

### Major Accomplishments 2022-2023

Provided various programs and services to the community including recreation classes, special events, tiny tots program, afterschool programming, free food program, youth and adult sports leagues, athletic and social facilities, and open park space.

#### Administration Division

- ❖ Program and class registration with online capabilities
- ❖ Facility reservations, rentals, and membership
- ❖ City Buildings management and counter hours at two park sites
- ❖ Increased capacity of programs to serve large numbers of individuals and provide greater opportunities for participation in Tae Kwon Do, Ballet, and Folklorico

#### Cultural Arts Division

- ❖ Annual city-wide events: 5K and Health Expo, Summer Nights, "Hanut"ington Park Halloween, Veteran's Day Ceremony, Tree Lighting, Ceremony, Memorial Day Ceremony, Veteran's Day Lunch, Winter Drive-thru and Toy Giveaway
- ❖ Free after-school program at park sites
- ❖ Senior Program computer classes
- ❖ Summer Soccer Program
- ❖ Playground supervision and inspection
- ❖ Received grant funds for Freedom Park funded by Prop 68
- ❖ Hosted Medical Camp and Resource Fair
- ❖ Back-to-School Fair in partnership with Telemundo
- ❖ Four family events for Summer Nights in the Park
- ❖ Pet Vaccine Clinic
- ❖ Earth Day Community Clean-Up Event
- ❖ Senior Prom in partnership with multiple cities
- ❖ Hosted a Job Fair for Farmer job workers in partnership with United Food and Commercial Workers Union
- ❖ Emergency Senior Meal program for over 200 seniors

# **Parks & Recreation**

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## **Youth & Adult Sports**

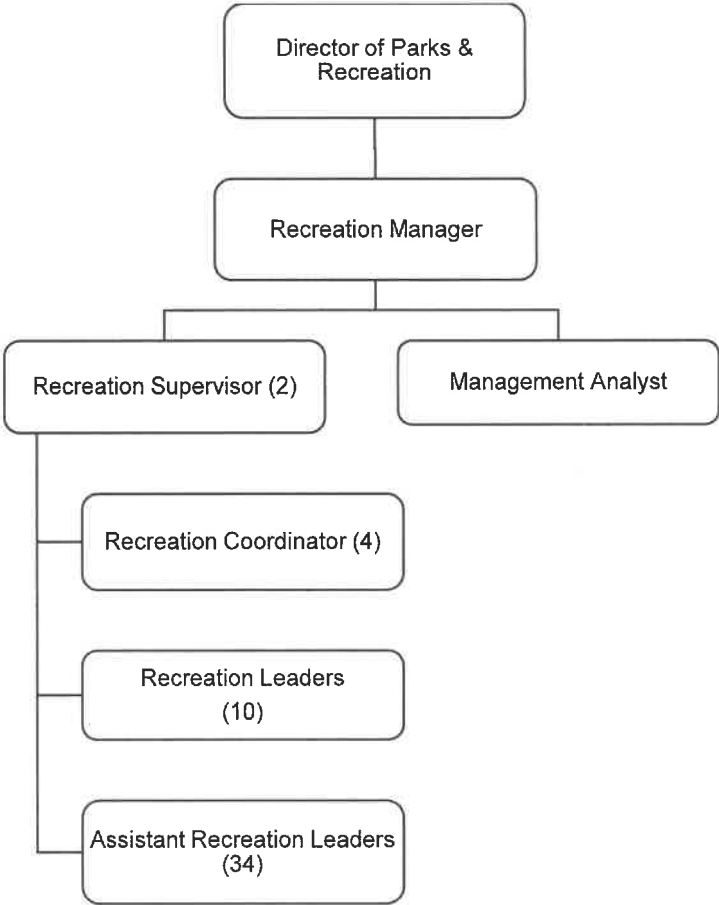
- ❖ Reinstated girls' softball league
- ❖ Youth Sports leagues and awarded the Dodger DreamTeam Grant
- ❖ Scheduling and management of athletic facilities for city-sponsored programs
- ❖ Scheduling and management of athletic facilities for local schools
- ❖ Field Maintenance and preparation

## **Expected Outcomes 20223-2024**

- ❖ Increase public safety by requesting access to security camera systems and additional police presence during peak hours for additional surveillance of community parks.
- ❖ Implement programming and coordinate operations for the Splash Pad at Salt Lake Park.
- ❖ Continue to provide various and affordable programs and services to fulfill the need of the community.
- ❖ Continue to increase opportunities for professional staff development and retention.
- ❖ Promote cost-effective strategies which will attract and select qualified and diverse individuals for the community.
- ❖ Increase maintenance of park facilities indoor and outdoor.

# Parks & Recreation

## Organizational Chart by Position



## Parks & Recreation

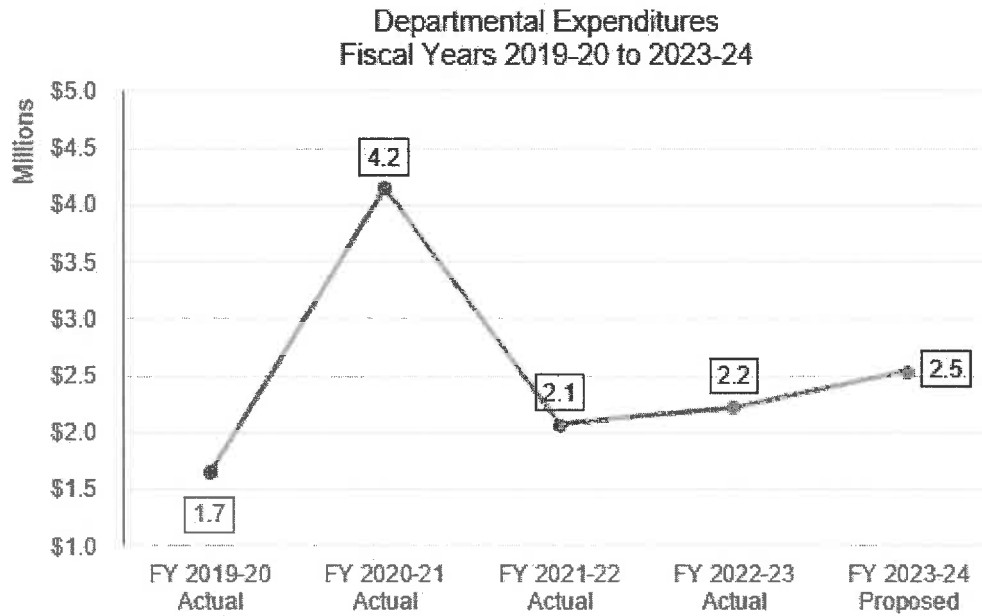
<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	709,200	757,286	48,086	6.8%
Salaries Temporary/Part Time	195,400	558,800	363,400	186.0%
Additional Pay	22,000	27,000	5,000	22.7%
Allowances & Stipends	12,200	2,825	(9,375)	-76.8%
Overtime	1,400	23,200	21,800	1557.1%
Vacation Payout	-	2,900	2,900	0.0%
Sick Leave Buy Back	9,100	6,642	(2,458)	-27.0%
PARS/PERS Retirement	73,400	95,771	22,371	30.5%
CalPERS Unfunded Liability	153,100	-	(153,100)	-100.0%
Fringe Benefits	174,100	192,616	18,516	10.6%
Medicare	13,600	19,500	5,900	43.4%
<b>Salary &amp; Benefits Total</b>	<b>1,363,500</b>	<b>1,686,540</b>	<b>323,040</b>	<b>23.7%</b>
<b><u>Maintenance &amp; Operations</u></b>				
5k & Health Expo	45,000	-	(45,000)	-100.0%
Advertising and Publication	-	-	-	0.0%
Art Walk on Pacific	25,500	2,000	(23,500)	-92.2%
Covid-19 Supplies	-	-	-	0.0%
Diabetic Friendly Menu Pilot Program	20,000	-	(20,000)	-100.0%
Equipment Rentals	5,100	-	(5,100)	-100.0%
Food Pantry	5,100	-	(5,100)	-100.0%
Fourth of July	25,500	40,000	14,500	56.9%
Halloween	15,300	35,000	19,700	128.8%
Holiday Parade	61,200	94,700	33,500	54.7%
Improvements	25,500	-	(25,500)	-100.0%
Maintenance	6,100	-	(6,100)	-100.0%
Material and Supplies	144,800	103,958	(40,842)	-28.2%
Membership and Dues	1,400	800	(600)	-42.9%
Office Equipment Maintenance	3,200	-	(3,200)	-100.0%
Professional Development	-	12,474	12,474	0.0%
Professional/Contractual Services	143,900	79,300	(64,600)	-44.9%
Public Events	400	25,000	24,600	6150.0%
Recreational Transit	-	10,000	10,000	0.0%
Referee Services	8,200	12,200	4,000	48.8%
Senior Dance Program	8,200	30,000	21,800	265.9%
Senior Meal Program	10,200	16,000	5,800	56.9%
Telephone & Wireless	1,400	-	(1,400)	-100.0%
Youth Football Program	15,000	-	(15,000)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>571,000</b>	<b>461,432</b>	<b>(109,568)</b>	<b>-19.2%</b>
<b><u>Internal Service Charges</u></b>				
Workers' Compensation	59,100	-	(59,100)	-100.0%
Fleet Maintenance	34,500	-	(34,500)	-100.0%
General Liability	123,800	-	(123,800)	-100.0%
<b>Internal Service Charges Total</b>	<b>217,400</b>	<b>-</b>	<b>(217,400)</b>	<b>-100.0%</b>
<b><u>Capital Outlay</u></b>				
Equipment	71,900	237,400	165,500	230.2%
Improvements	-	150,000	150,000	0.0%
<b>Capital Outlay Total</b>	<b>71,900</b>	<b>387,400</b>	<b>315,500</b>	<b>438.8%</b>
<b>Total Expenditures/Expenses</b>	<b>2,223,800</b>	<b>2,535,372</b>	<b>311,572</b>	<b>14.0%</b>



## Parks & Recreation

### TOTAL BY FUND

FUND TITLE	FY 2023 Adopted Budget	FY 2024 Requested	\$ Change	% Change
111 - GENERAL	1,717,600	2,535,372	817,772	47.6%
114 - SPECIAL EVENTS CONTRIBUTION	-	-	-	0.0%
216 - EMPLOYEES RETIREMENT	226,500	-	(226,500)	-100.0%
232 - ART IN PUBLIC PLACES	200,100	-	(200,100)	-100.0%
239 - COMMUNITY DEVELOPMENT BLOCK GRANT	79,600	-	(79,600)	-100.0%
<b>TOTAL PARKS &amp; RECREATION BY FUND</b>	<b>2,223,800</b>	<b>2,535,372</b>	<b>311,572</b>	<b>14.0%</b>





# Police

## Mission Statement

The men and women of the Huntington Park Police Department are dedicated to service through excellence in performance. We believe teamwork between the community and the police is essential in achieving our mission. With mutual respect, trust, and pride in our organization and by using traditional values and innovative techniques, we strive to ensure the community's right to a safe environment while being aligned with the direction of the City and managing our fiscal year budget in a prudent and responsible manner.

## Department Divisions

- Administration
- Investigations
- Field Operations
- Support Services

## Responsibilities

**Administration Division** – Provides support to the Office of the Chief of Police. Ensures effective oversight and management of all Divisions. Directs and coordinates public safety and law enforcement services to the community. Develops goals, objectives, and strategic planning throughout the Department. Works closely with the City Manager to ensure the mission and direction of the Police Department align with that of the City. Works closely with other City Departments to ensure the hiring of personnel and to coordinate activities and support to City staff. Administers training of personnel, performance measures, and discipline. Manages the Department's fiscal year budget and ensures responsible spending.

**Field Operations Division** – Provides public safety and law enforcement services to the community year-round, 24 hours daily. Provides patrol officers to respond to calls for service, including emergency response to critical incidents and life/safety situations. Investigates crimes, traffic collisions, and public safety concerns and engages in proactive patrolling and crime prevention, traffic enforcement, and community relations. Provides oversight and management of various units, including Dispatch Center, Inmate Jail, K-9 program, Traffic Enforcement, Parking Enforcement, Animal Safety Enforcement, and Public Safety Officer program.

**Investigations Division** – Investigates all crimes in the community, ranging from petty theft to homicide. Coordinates prosecution of suspects with the District Attorney's Office. Collaborates with the Los Angeles County Office of Juvenile Diversion to divert juveniles from the criminal justice system. Administers the Mental Evaluation Team and Department of Mental Health program to provide services and shelter to the homeless and mentally ill in the community. Provides oversight of the Gang Enforcement program and coordinates focused gang enforcement activities. Administers the Police Honor Guard program and manages the department's evidence system.

**Support Services Division** – Provides support to all divisions in the areas of recruitment, police community events and programs, technology improvements, fleet purchases and maintenance, equipment/supplies, maintenance of the police facility and management of outside vendor contracts and services.

## Major Accomplishments 2022-2023

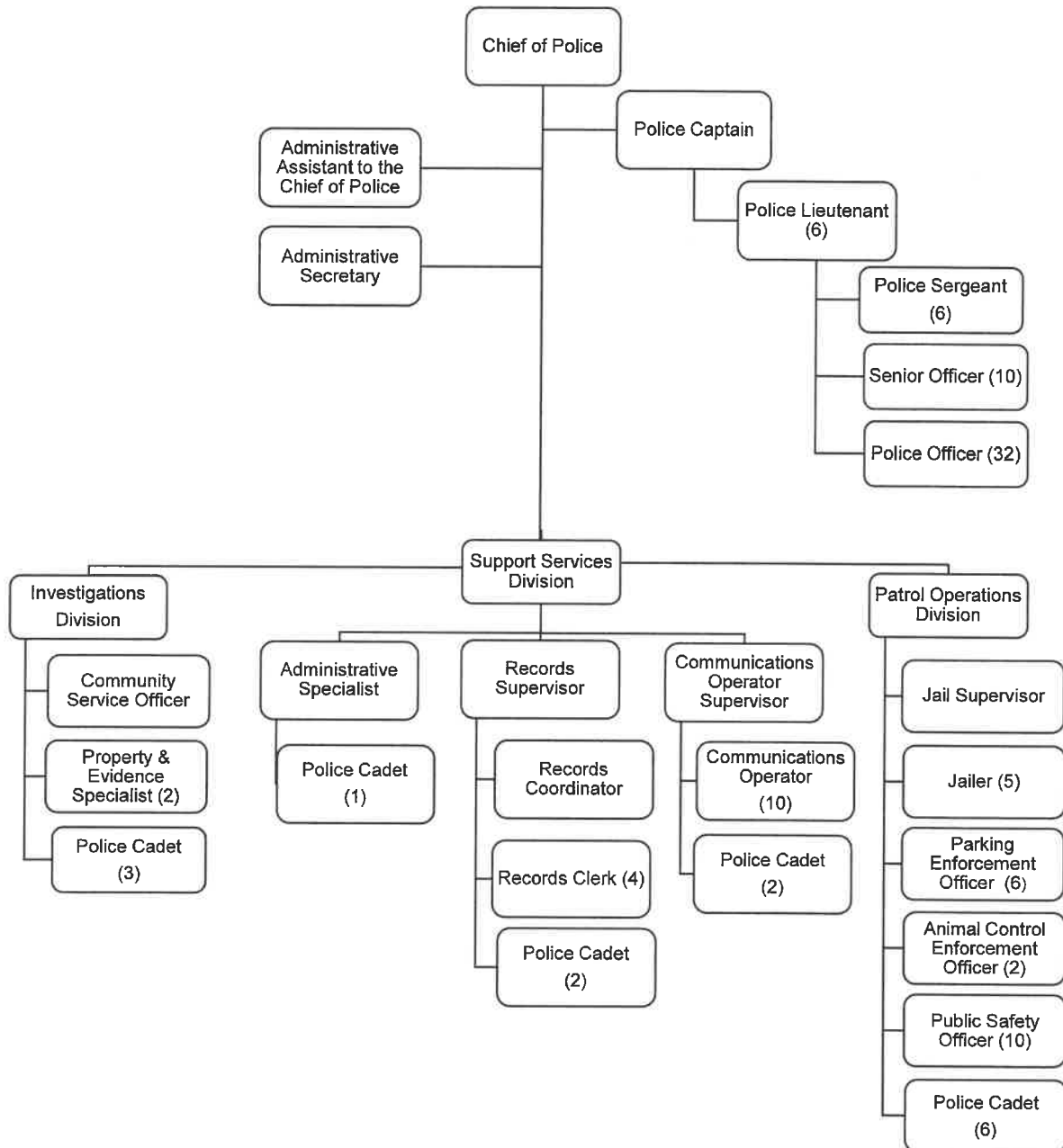
- ❖ Secured 1 million dollars in federal grant funding to upgrade and modernize the City's Emergency Operations Center.
- ❖ Completed various technology projects, including the upgrade of the citywide Automated License Plate Reader camera system.
- ❖ Completed "Active Shooter" refresher training for all sworn police officers.

## Expected Outcomes 2023-2024

- ❖ Develop the design of the new Emergency Operations Center and break ground on the project.
- ❖ Continue to cultivate and retain a distinguished workforce, consisting of dedicated and respected professionals, through enhanced training, education and mentoring of new and current police personnel.
- ❖ Enhance community engagement through community programs and events and by expanding volunteer opportunities through the Police Explorer, Police Volunteer, and Reserve Police Officer programs

# Police

## Organizational Chart by Position



## Police

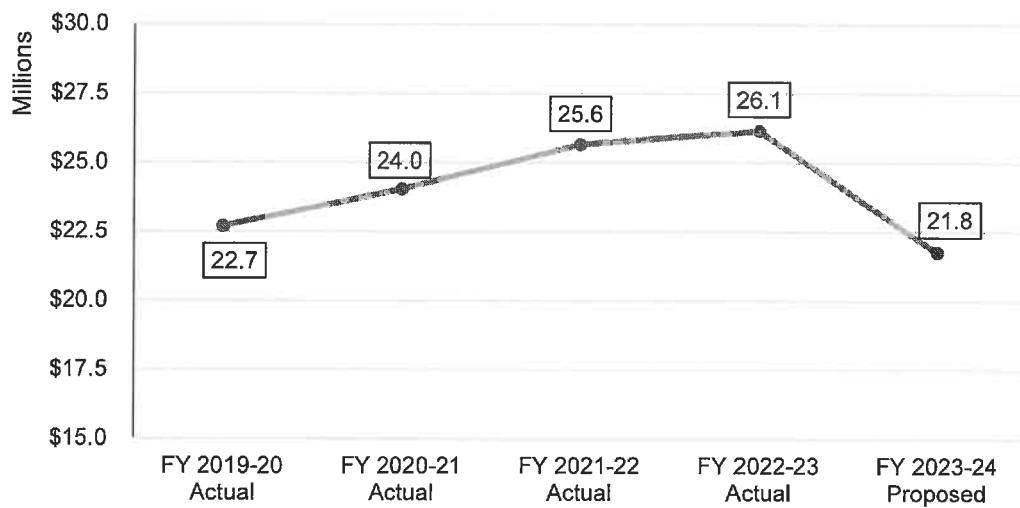
<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	8,389,500	9,013,600	624,100	7.4%
Salaries Temporary/Part Time	217,600	632,900	415,300	190.9%
Additional Pay	364,000	540,800	176,800	48.6%
Allowances & Stipends	94,800	84,900	(9,900)	-10.4%
Overtime	767,500	879,000	111,500	14.5%
Holiday/Vacation Payout	341,600	79,300	(262,300)	-76.8%
Vacation Payout	95,600	10,100	(85,500)	-89.4%
Sick Leave/Vacation Buy Back	95,800	34,500	(61,300)	-64.0%
PARS/PERS Retirement	1,889,100	1,901,600	12,500	0.7%
CalPERS Unfunded Liability	3,611,900	-	(3,611,900)	-100.0%
Fringe Benefits	1,841,200	1,814,100	(27,100)	-1.5%
Medicare	134,500	148,300	13,800	10.3%
<b>Salary &amp; Benefits Total</b>	<b>17,843,100</b>	<b>15,139,100</b>	<b>(2,704,000)</b>	<b>-15.2%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Citation Parking Collections	-	-	-	0.0%
Electric and Gas Charges	83,600	-	(83,600)	-100.0%
Equipment Rental	25,500	-	(25,500)	-100.0%
IT Services	296,300	-	(296,300)	-100.0%
Material and Supplies	106,900	230,600	123,700	115.7%
Medical Services	21,400	-	(21,400)	-100.0%
Moving Violations Surcharge	316,200	-	(316,200)	-100.0%
Pension Obligation Bonds	2,402,700	2,431,100	28,400	1.2%
Professional Development	5,100	167,000	161,900	3174.5%
Professional/Contractual Services	542,400	2,293,196	1,750,796	322.8%
Retiree Health Insurance Premium	1,305,000	-	(1,305,000)	-100.0%
Telephone & Wireless	127,500	-	(127,500)	-100.0%
Vehicle Leases	25,500	-	(25,500)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>5,258,100</b>	<b>5,121,896</b>	<b>(136,204)</b>	<b>-2.6%</b>
<b><u>Internal Service Charges</u></b>				
Workers' Compensation	786,700	-	(786,700)	-100.0%
Fleet Maintenance (Includes Fuel)	552,200	581,500	29,300	5.3%
General Liability	1,561,700	-	(1,561,700)	-100.0%
<b>Internal Service Charges Total</b>	<b>2,900,600</b>	<b>581,500</b>	<b>(2,319,100)</b>	<b>-80.0%</b>
<b><u>Capital Outlay</u></b>				
Equipment	239,000	-	(239,000)	-100.0%
Improvements	-	910,000	910,000	0.0%
<b>Capital Outlay Total</b>	<b>239,000</b>	<b>910,000</b>	<b>671,000</b>	<b>280.8%</b>
<b>Total Expenditures/Expenses</b>	<b>26,240,800</b>	<b>21,752,496</b>	<b>(4,488,304)</b>	<b>-17.1%</b>

# Police

## TOTAL BY FUND

FUND TITLE	FY 2023 Adopted Budget	FY 2024 Requested	\$ Change	% Change
111 - GENERAL	16,843,000	21,752,496	4,909,496	29.1%
121 - WELFARE INMATE	8,100	-	(8,100)	-100.0%
122 - PREVENTION INTERVENTION	27,400	-	(27,400)	-100.0%
216 - EMPLOYEES RETIREMENT	7,621,800	-	(7,621,800)	-100.0%
217 - OTHER POST-EMPLOYMENT BENEFITS	1,305,000	-	(1,305,000)	-100.0%
224 - OFFICE OF TRAFFIC & SAFETY	72,700	-	(72,700)	-100.0%
225 - CAL COPS	239,000	-	(239,000)	-100.0%
226 - AIR QUALITY MANAGEMENT TRUST	25,500	-	(25,500)	-100.0%
227 - OFFICE OF CRIMINAL JUSTICE	2,700	-	(2,700)	-100.0%
229 - POLICE FORFEITURE	-	-	-	0.0%
230 - Homeland Security Fund	-	-	-	0.0%
233 - Bullet Proof Vest Grant	-	-	-	0.0%
<b>TOTAL POLICE BY FUND</b>	<b>26,145,200</b>	<b>21,752,496</b>	<b>(4,392,704)</b>	<b>-16.8%</b>

Departmental Expenditures  
Fiscal Years 2019-20 to 2023-24





# Public Works

## Mission Statement

To provide comprehensive municipal services that is environmentally conscious, structurally proficient and above-all enhance the safety of our community. The Department develops, builds and maintains the City's infrastructure to the standards and expectations set forth by the City Council. With 23 full-time personnel and five part-time staff members housed within 10 divisions, the Department is focused on maintaining the City's infrastructure.

## Departmental Oversight

- Building Maintenance
- Electrical Maintenance
- Engineering
- Fleet Maintenance
- Parks and Trees
- Recycling/Waste Management
- Street Maintenance
- Stormwater
- Transportation
- Water/Sewer

## Responsibilities

**Building Maintenance** – General and preventative maintenance services of City-owned buildings and facilities.

**Electrical** – Maintenance of City-owned streetlights, traffic signals and electrical equipment.

**Engineering** – Management, inspection, engineering design and construction of various capital improvement projects. Investigation and solution oriented towards citizen's inquiries and requests. Administer maintenance and professional services contracts. Review development applications to determine and mitigate impacts to the public right of way. Issue public right-of-way permits to utility companies and state licensed contractors.

**Fleet Maintenance** – Maintenance and repair of the City's fleet and equipment. Create service reminders to keep up with preventive maintenance. Optimize Inventory Management.

**Park and Trees** – Maintenance of public right-of-way trees, park grounds, sports fields, playgrounds, basketball/tennis/volleyball courts, splash pad, and irrigation systems.

**Recycling/Waste Management** – Education, promotion and preparation of recycling and waste management. Operational compliance of the City's programs to comply with State conservation mandates.

**Street Maintenance** – Routine maintenance of the public right-of-way which includes streets, alleys, sidewalks, curb & gutters, traffic signs and roadway striping.

**Stormwater** – Maintain the drainage infrastructure, which includes routine inspections, cleaning storm drainpipes and ditches, and repairing & installing drainage systems as needed. Oversee capital improvement projects. Inspect new construction sites for compliance with erosion control and city development standards and monitor for illegal dumping & litter. Operational compliance of the City's programs to comply with Federal, State, and local environmental protection mandates. Develop and implement Illicit Connection/Illicit Discharge Inspection Program.

**Transportation** – Provides the community with safe and reliable transportation to key destinations/landmarks. Provides dependable Dial-A-Ride service to City residents in need of transportation.

**Water and Sewer Utilities** – Monitor and maintain the City's water infrastructure system to provide safe and clean potable water for the City's residents and businesses. Maintain the sanitary sewer system to mitigate potential sanitary sewer overflows.

## Major Accomplishments 2022-2023

- ❖ CIP 2016-01 Active Transportation Program Cycle 2 Pedestrian Enchantment Improvement
- ❖ CIP 2017-03 Active Transportation Program Cycle 3 Pedestrian Enchantment Improvement
- ❖ CIP 2018-05 Traffic Signal Synchronization Project
- ❖ CIP 2019-06 Street Enhancement Project
- ❖ CIP 2019-07 Water Main Replacement Project – Hill Street & Cudahy Street



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## Public Works

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- ❖ CIP 2019-11 High-Intensity Activated crossWalk Traffic Signal at Gage Avenue & Bissell Street
- ❖ CIP 2020-01 SB1 Street Enhancement Project
- ❖ CIP 2020-03 Cottage Reservoir Rehabilitation at Well 15 Project
- ❖ CIP 2021-02 Connector Pipe Screen & Automatic Retractable Screens Installation Project
- ❖ CIP 2021-01 SB1 Community Development Block Grant Street Enhancement Project
- ❖ CIP 2022-01 SB1 Slurry Seal Project
- ❖ CIP 2022-05 Salt Lake Park Outdoor Basketball Court Rehabilitation Project
- ❖ Cal Fire Urban & Community Forestry Grant FY 21-22 – Urban Forest Master Plan
- ❖ Streets paved: 3.5 lane miles
- ❖ Number of pedestrian ramps removed and replaced in compliance with ADA standards: 51
- ❖ Sidewalk in need of repair: 2,804 square feet
- ❖ Number of traffic safety control devices including flashing beacons and rectangular rapid-flashing beacons: 8
- ❖ Number of crosswalks restriped to comply with safety standards: 83
- ❖ Number of speed bumps placed as traffic calming measures: 7
- ❖ Number of new stop signs installed: 13
- ❖ Number of additional parking spaces added along Randolph Street between Alameda Street and Santa Fe Avenue: 91
- ❖ Number of encroachment permits issued to utility companies and state licensed contractors: 411
- ❖ Number of locations where graffiti was removed: 10,576
- ❖ Number of bulky & illegal dumping items removed from the public right-of-way: 5,739
- ❖ Number of traffic signals repaired: 137
- ❖ Number of streetlights repaired: 378
- ❖ Number of street signs repaired/removed and replaced: 97
- ❖ Number of potholes repaired: 367

### Expected Outcomes 2023-2024

- ❖ Public service is the key to the realization of the health and wellness of our community. Supporting the City Council's vision with encouragement from the City Manager's Office helps the Department achieve its goals of improving the quality of life for the constituents and stakeholders of Huntington Park. Public Works has identified several focal indicators to meet the community's needs and has implemented internal fundamentals to assist in mitigating future adversities. Focal points include sustainability, resiliency, equity, environmental justice, and the overall wellbeing of our infrastructure network. The Department recognizes the difficulties facing the City in complying with Federal, State, and Local requirements and is up to the challenge to help find solutions to implement positive change. Adversities facing a disadvantaged community will be overcome through awareness from the City and its Departments and the community as a collective. Strategically finding ways to improve individual's health and wellness through education, volunteerism, and social change are accomplished through exceptional organizational culture and uplifting of community values.

# Public Works

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## Preliminary Goals 2023-2024

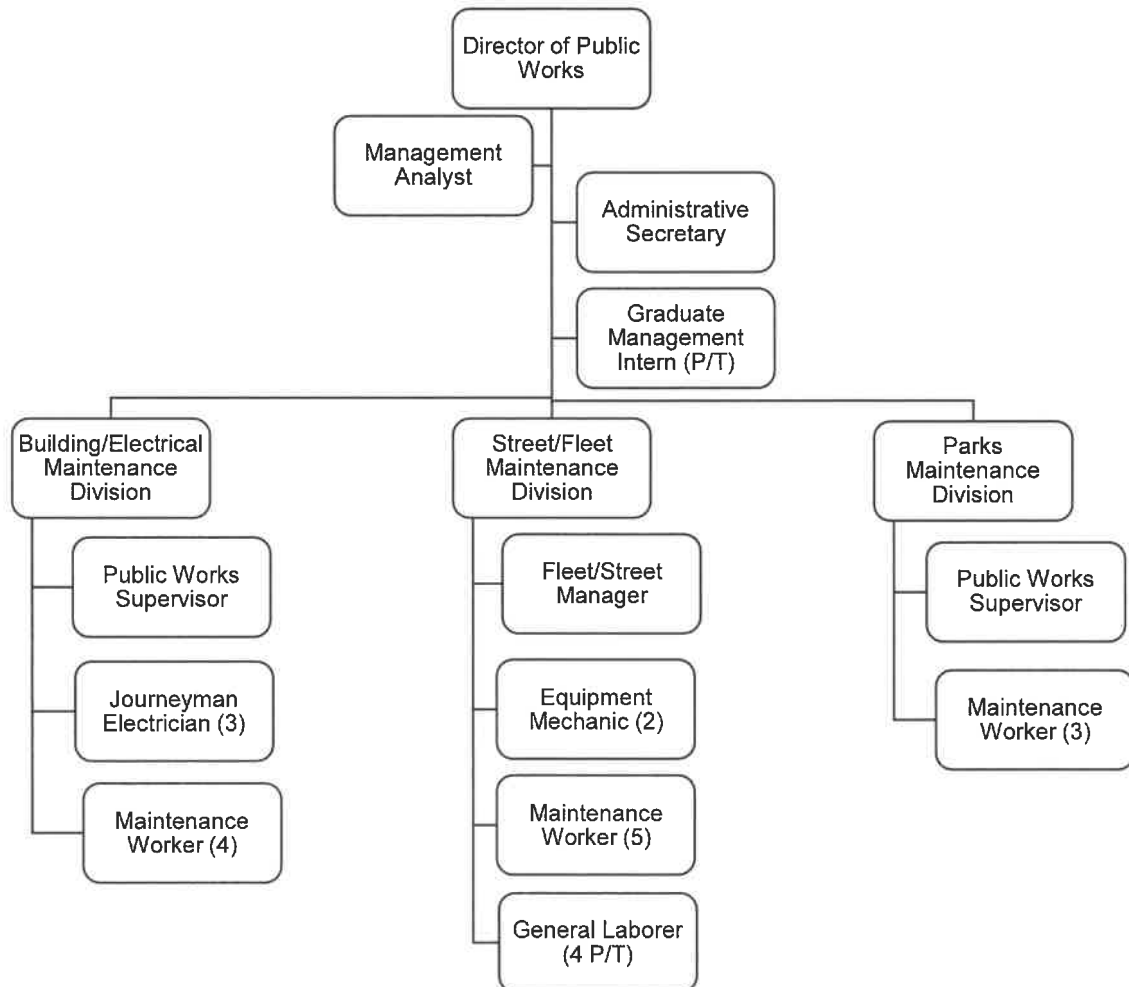
- ❖ Focus on foundational standards of accountability for asset and personnel management and work to deliver safe and fiscally responsible projects and programs. The department strives to address internal and external challenges by better preparing to plan and build for the future while ensuring quality of life for all stakeholders. Goals and objectives include providing exceptional public services by maintaining and improving the condition of the roadways, by keeping the drainage system free of debris and contaminants, by maintaining and operating traffic signs, and pavement markings in a safe and effective manner, by providing a safe and reliable public water and sewer systems and by providing an efficient and responsive department that effectively delivers capital projects.

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## Public Works

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### Organizational Chart by Position



## Public Works

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Salaries &amp; Benefits</u></b>				
Salaries Permanent/Full Time	1,711,300	1,765,500	54,200	3.2%
Salaries Temporary/Part Time	95,100	107,200	12,100	12.7%
Additional Pay	75,000	64,800	(10,200)	-13.6%
Allowances & Stipends	6,100	6,600	500	8.2%
Overtime	89,700	113,700	24,000	26.8%
Holiday/Vacation Payout	-	2,400	2,400	0.0%
Sick Leave/Vacation Buy Back	21,500	12,000	(9,500)	-44.2%
PARS/PERS Retirement	347,300	342,500	(4,800)	-1.4%
CalPERS Unfunded Liability	359,400	-	(359,400)	-100.0%
Fringe Benefits	483,000	503,000	20,000	4.1%
Medicare	27,800	28,200	400	1.4%
<b>Salary &amp; Benefits Total</b>	<b>3,216,200</b>	<b>2,945,900</b>	<b>(270,300)</b>	<b>-8.4%</b>
<b><u>Maintenance &amp; Operations</u></b>				
Account Write Off	-	-	-	0.0%
Advertising and Publication	17,300	6,000	(11,300)	-65.3%
Building Maintenance	127,500	586,400	458,900	359.9%
Bus Passes	65,300	25,000	(40,300)	-61.7%
Dial-A-Ride	858,600	867,960	9,360	1.1%
Electric and Gas Charges	652,800	60,000	(592,800)	-90.8%
Equipment Rental	13,300	4,000	(9,300)	-69.9%
Fixed Route Transit	1,252,200	1,245,630	(6,570)	-0.5%
Fuel and Oil	362,100	470,900	108,800	30.0%
Material and Supplies	458,900	559,500	100,600	21.9%
Membership and Dues	45,200	-	(45,200)	-100.0%
Office Equipment Maintenance	4,100	18,600	14,500	353.7%
Other Improvements	-	-	-	0.0%
Permits and Fees	133,800	130,500	(3,300)	-2.5%
Professional Development	-	25,000	25,000	0.0%
Professional/Contractual Services	4,968,200	5,238,502	270,302	5.4%
Recreation Transit	10,200	-	(10,200)	-100.0%
Storm Water WMP	-	163,306	163,306	0.0%
Street Light Supplies	-	-	-	0.0%
Telephone & Wireless	65,500	-	(65,500)	-100.0%
Vehicle/Transit Maintenance	322,300	475,500	153,200	47.5%
Water and Sewer Maintenance	377,400	-	(377,400)	-100.0%
Water Purchase/Supply	3,031,400	2,961,000	(70,400)	-2.3%
<b>Maintenance &amp; Operations Total</b>	<b>12,766,100</b>	<b>12,837,798</b>	<b>71,698</b>	<b>0.6%</b>
<b><u>Internal Service Charges</u></b>				
Workers' Compensation	182,200	-	(182,200)	-100.0%
Fleet Maintenance	336,500	450,000	113,500	33.7%
General Liability	1,505,700	-	(1,505,700)	-100.0%
<b>Internal Service Charges Total</b>	<b>2,024,400</b>	<b>450,000</b>	<b>(1,574,400)</b>	<b>-77.8%</b>

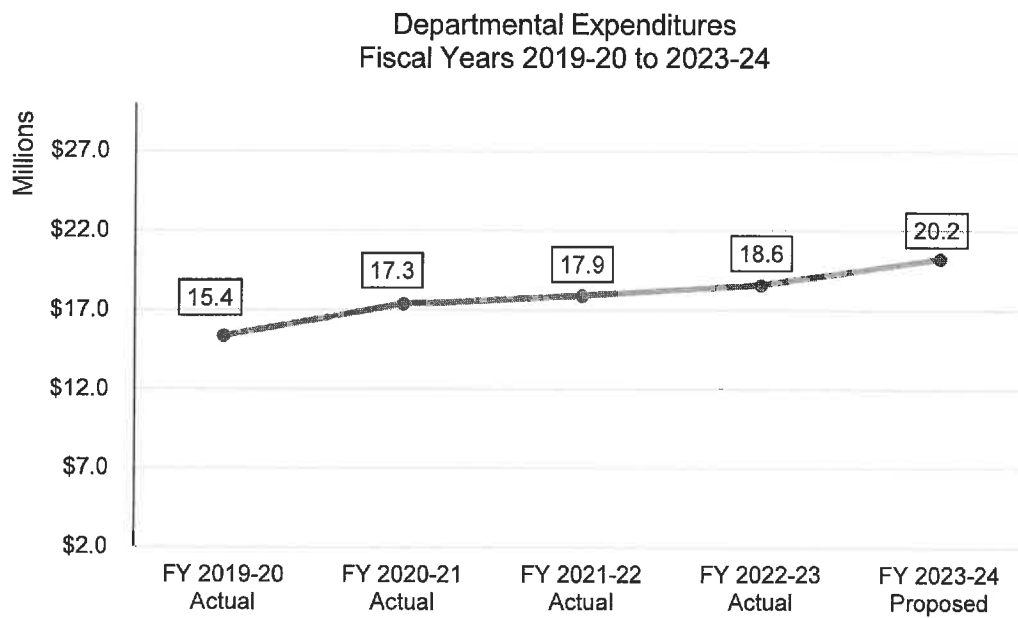
## Public Works

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Capital Outlay</u></b>				
Equipment	573,100	1,221,137	648,037	113.1%
Improvements	-	2,192,361	2,192,361	0.0%
Water & Sewer Master Plan	-	600,000	600,000	0.0%
Streetlight Renovations	-	-	-	0.0%
City Wide Fire Alarm Syst	-	-	-	0.0%
Zoe Ave Trench & Pavement	-	-	-	0.0%
<b>Capital Outlay Total</b>	<b>573,100</b>	<b>4,013,498</b>	<b>3,440,398</b>	<b>600.3%</b>
<b>Total Expenditures/Expenses</b>	<b>18,579,800</b>	<b>20,247,196</b>	<b>1,667,396</b>	<b>9.0%</b>

### TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	4,466,000	8,253,622	3,787,622	84.8%
210- Measure M	47,700	-	(47,700)	-100.0%
216- Employees Retirement	427,700	-	(427,700)	-100.0%
219- Sales Tax-Transit Prop A	1,450,000	-	(1,450,000)	-100.0%
220- Sales Tax-Transit Prop C	889,300	-	(889,300)	-100.0%
221- State Gasoline Tax	2,007,500	1,329,121	(678,379)	-33.8%
222- Measure R	805,800	-	(805,800)	-100.0%
283- Sewer Maintenance	231,100	521,600	290,500	125.7%
285- Solid Waste Management	54,200	90,625	36,425	67.2%
287- Solid Waste Recycle Grant	32,200	23,264	(8,936)	-27.8%
535- Street Light and Landscape	1,275,800	1,255,810	(19,990)	-1.6%
681- Water	5,926,100	7,125,854	1,199,754	20.2%
741- Fleet Maintenance	966,400	1,647,300	680,900	70.5%
	<b>18,579,800</b>	<b>20,247,196</b>	<b>1,667,396</b>	<b>9.0%</b>

## Public Works





## Non-Departmental

<u>Expenditure/Expense Classification</u>	<u>FY 2023 Adopted Budget</u>	<u>FY 2024 Requested</u>	<u>\$ Change</u>	<u>% Change</u>
<b><u>Maintenance &amp; Operations</u></b>				
Bank Services	102,000	3,300	(98,700)	-96.8%
Citation Parking Collections	-	40,300	40,300	0.0%
County Admin Fee	16,800	-	(16,800)	-100.0%
Covid-19 Supplies	-	-	-	0.0%
Debt Service	7,354,600	1,938,300	(5,416,300)	-73.6%
Electric and Gas Charges	-	673,000	673,000	0.0%
Equipment	-	85,900	85,900	0.0%
Equipment Rental	46,400	58,600	12,200	26.3%
Financial Systems	467,700	588,100	120,400	25.7%
Housing Authority	-	-	-	0.0%
Interest Charges	-	137,600	137,600	0.0%
Land Sale Costs	-	-	-	0.0%
Legal Services	-	404,300	404,300	0.0%
Material and Supplies	4,100	31,800	27,700	675.6%
Miscellaneous Refunds	-	28,800	28,800	0.0%
Other Expenses	-	499,800	499,800	0.0%
Penalties & Interest	-	10,800	10,800	0.0%
Postage	10,700	25,900	15,200	142.1%
Professional/Contractual Services	443,400	1,014,100	570,700	128.7%
Retiree Health Insurance Premium	690,400	1,526,600	836,200	121.1%
Risk Management Claims	1,723,800	-	(1,723,800)	-100.0%
Risk Management Premium	2,785,400	3,354,400	569,000	20.4%
Sales Tax Rebate	329,500	-	(329,500)	-100.0%
Senior Income PRG	3,888,000	-	(3,888,000)	-100.0%
Telephone & Wireless	177,700	279,500	101,800	57.3%
Transfers	-	-	-	0.0%
Tuition Assistance	25,500	50,000	24,500	96.1%
Uniforms	-	1,000	1,000	0.0%
Unemployment Insurance	66,300	-	(66,300)	-100.0%
<b>Maintenance &amp; Operations Total</b>	<b>18,132,300</b>	<b>10,752,100</b>	<b>(7,380,200)</b>	<b>-40.7%</b>
<b><u>Internal Service Charges</u></b>				
Other Post-Employment Benefits	2,006,900	3,081,600	1,074,700	53.6%
Ins - Unemployment	-	29,400	29,400	0.0%
Ins - Benefits Active EEs	-	266,100	266,100	0.0%
Ins - Liability Premium	-	2,590,150	2,590,150	0.0%
Workers' Compensation	-	360,500	360,500	0.0%
<b>Internal Service Charges Total</b>	<b>2,006,900</b>	<b>6,327,750</b>	<b>4,320,850</b>	<b>215.3%</b>
<b><u>Capital Outlay</u></b>				
Equipment	-	802,146	802,146	0.0%
<b>Capital Outlay Total</b>	<b>-</b>	<b>802,146</b>	<b>802,146</b>	<b>0.0%</b>
<b>Total Expenditures/Expenses</b>	<b>20,139,200</b>	<b>17,881,996</b>	<b>(2,257,204)</b>	<b>-11.2%</b>

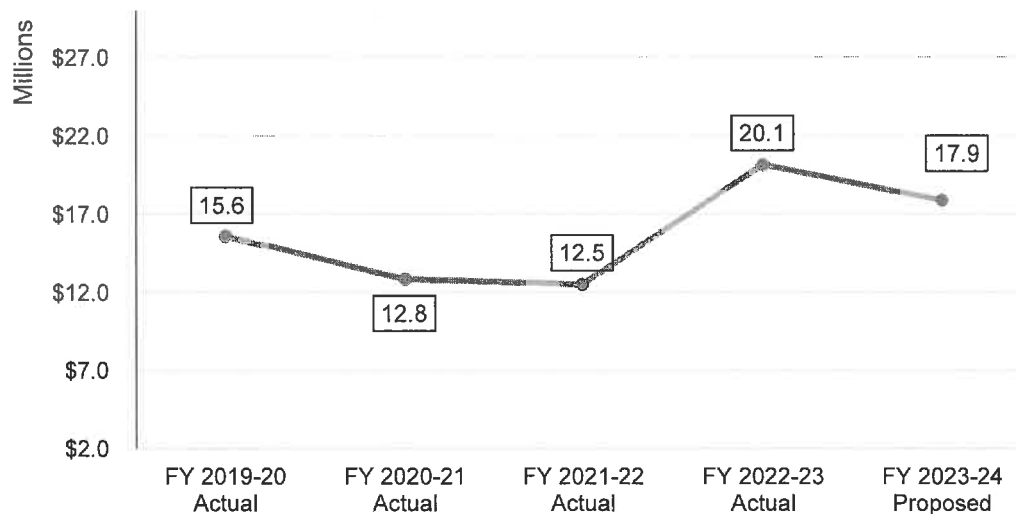


## Non-Departmental

### TOTAL BY FUND

FUND TITLE	FY 2023 Adopted Budget	FY 2024 Requested	\$ Change	% Change
111 - GENERAL	10,513,300	16,786,596	6,273,296	59.7%
216 - EMPLOYEES' RETIREMENT	2,500		(2,500)	-100.0%
217 - OTHER POST-EMPLOYMENT BENEFITS	701,900		(701,900)	-100.0%
219 - SALES TAX- TRANSIT PROPOSITION A	6,800		(6,800)	-100.0%
220 - SALES TAX- TRANSIT PROPOSITION C	21,200		(21,200)	-100.0%
221 - STATE GASOLINE TAX	40,600		(40,600)	-100.0%
222 - MEASURE R	3,600		(3,600)	-100.0%
275 - SUCCESSOR AGENCY	4,281,400		(4,281,400)	-100.0%
283 - SEWER MAINTENANCE	2,600	2,200	(400)	-15.4%
285 - SOLID WASTE MANAGEMENT	1,300	1,100	(200)	-15.4%
475 - PUBLIC FINANCING AUTHORITY	574,700		(574,700)	-100.0%
535 - STREET LIGHT & LANDSCAPE	990,800	1,054,300	63,500	6.4%
681 - WATER	46,600	37,800	(8,800)	-18.9%
745 - RISK MANAGEMENT	2,951,900		(2,951,900)	-100.0%
	<u>20,139,200</u>	<u>17,881,996</u>	<u>(2,257,204)</u>	<u>-11.2%</u>

Departmental Expenditures  
Fiscal Years 2019-20 to 2023-24





## Special Events

	FY 2023-24
<u>Expenditure/Expense Classification</u>	<u>Requested Budget Amount</u>
<b><i>Special Events</i></b>	
4TH OF JULY	46,500
5K EVENT	28,750
ART WALK	50,000
CITIZEN'S/COMMUNITY ACADEMY	500
COFFEE WITH A COP	1,500
DIA DE LOS MUERTOS	8,000
DODGER EVENT	1,000
EARTH DAY	12,300
GRADUATION STAGE AT CITY HALL	2,600
HALLOWEEN	45,500
HOLIDAY PARADE	300,200
LE TORCH RUN	2,000
MAYOR HOLIDAY AWARD	1,250
MEET YOUR POLICE	2,500
MEMORIAL DAY	5,850
NATIONAL NIGHT OUT	6,000
PERFORMING ARTS AT PARKS	25,000
ROUND TABLE MEETINGS	1,750
SPAY & NEUTER	20,150
SPECIAL PRESENTATIONS	3,510
STATE OF THE CITY	11,000
SUMMER NIGHTS	1,500
TEEN ACADEMY	3,000
TOY DRIVE	6,300
TREE LIGHTING CEREMONY	41,124
TURKEY GIVE-A-WAY	11,500
VETERANS DAY	4,000
VETERANS DAY BRUNCH	5,140
<b>Total Special Events</b>	<b>648,424</b>



## Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year 2022-2023 Filled	Fiscal Year 2022-2023 Adopted	Fiscal Year 2023-2024 Requested
<b>City Council</b>				
	City Council	5	5	5
	Administrative Analyst	1	1	1
	<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>City Manager</b>				
	City Manager	1	1	1
	Assistant City Manager	1	1	1
	Executive Assistant to the City Manager	1	1	1
	Management Analyst	-	-	1
	Administrative Assistant	1	1	1
	<b>Total</b>	<b>4</b>	<b>4</b>	<b>5</b>
<b>City Clerk</b>				
	City Clerk	1	1	1
	Deputy City Clerk	-	1	1
	Junior Deputy City Clerk	-	1	1
	Administrative Assistant	-	-	-
	Administrative Specialist	1	1	1
	<b>Total</b>	<b>2</b>	<b>4</b>	<b>4</b>
<b>Communications &amp; Community Relations</b>				
	Director of Communications & Community Relations	1	1	1
	Administrative Specialist	1	1	1
	<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Community Development</b>				
	Director of Community Development	1	1	1
	Administrative Clerk	1	1	1
	Administrative Specialist	1	1	1
	Project Manager	1	1	1
	Planning Manager	1	1	1
	Assistant Planner	1	1	1
	Associate Planner	1	1	1
	Code Enforcement Manager	1	1	1
	Code Enforcement Officer	3	4	4
	Planning Intern (P/T)	1	1	1
	<b>Total</b>	<b>12</b>	<b>13</b>	<b>13</b>
<b>Human Resources</b>				
	Human Resources Manager	-	-	1
	Human Resources Supervisor	1	1	1
	Risk Analyst	-	-	1
	Human Resources Assistant	1	1	1
	<b>Total</b>	<b>2</b>	<b>2</b>	<b>4</b>

## Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year 2022-2023 Filled	Fiscal Year 2022-2023 Adopted	Fiscal Year 2023-2024 Requested
<b>Finance</b>				
	Director of Finance	-	1	1
	Finance Manager	-	1	1
	Accounting Supervisor	-	-	1
	Administrative Assistant	1	1	1
	Administrative Analyst	1	1	1
	Management Analyst	1	1	1
	Accountant	1	1	1
	Purchasing Agent	-	-	1
	Revenue Supervisor	-	-	1
	Finance Assistant II	1	2	1
	Finance Assistant I	2	3	2
	Administrative Specialist	2	3	2
	Administrative Clerk	2	2	2
	<b>Total</b>	<b>11</b>	<b>16</b>	<b>16</b>
<b>Parks and Recreation</b>				
	Director of Parks & Recreation	1	1	1
	Recreation Manager	1	1	1
	Recreation Supervisor	2	2	2
	Community Services Supervisor	1	1	1
	Management Analyst	1	1	1
	Recreation Coordinator	3	4	4
	Recreation Leader	3	10	10
	Assistant Recreation Leader (P/T)	20	34	34
	<b>Total</b>	<b>32</b>	<b>54</b>	<b>54</b>
<b>Police - Sworn</b>				
	Chief of Police	1	1	1
	Police Captain	1	1	1
	Police Lieutenant	5	5	5
	Police Lieutenant (Professional Standards P/T)	-	1	1
	Police Sergeant	5	10	10
	Senior Officer	5	5	5
	Police Officer	24	32	32
	Police Officer Trainee	2	4	4
	Police Officer Recruit	1	-	-
	Police Sergeant (Fire Range Master P/T)	-	-	-
	<b>Total</b>	<b>44</b>	<b>59</b>	<b>59</b>

## Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year 2022-2023 Filled	Fiscal Year 2022-2023 Adopted	Fiscal Year 2023-2024 Requested
<b>Police (Non-Sworn)</b>				
	Administrative Assistant to the Chief of Police	1	1	1
	Administrative Secretary	1	1	1
	Administrative Specialist	1	1	1
	Animal Enforcement Officer	1	1	2
	Communications Operator Supervisor	1	1	1
	Communications Operator	9	10	10
	Communications Operator (P/T)	-	-	-
	Community Service Officer	1	2	2
	Jailer Supervisor	1	1	1
	Jailer	4	4	4
	Parking Enforcement Officer	6	6	6
	Police Cadets (P/T)	6	14	14
	Police Records Supervisor	1	1	1
	Police Records Coordinator	-	1	1
	Police Records Clerk	3	3	3
	Public Safety Officer	10	10	10
	Property & Evidence Specialist	1	2	2
	<b>Total</b>	<b>47</b>	<b>59</b>	<b>60</b>
<b>Public Works</b>				
	Director of Public Works	1	1	1
	Administrative Secretary	1	1	1
	Fleet / Street Manager	1	1	1
	Equipment Mechanic	2	2	2
	Journeyman Electrician	3	3	3
	Maintenance Worker	12	12	12
	Management Analyst	1	1	1
	Public Works Supervisor	2	2	2
	General Laborer (P/T)	3	4	4
	Graduate Management Intern (P/T)	-	1	1
	<b>Total</b>	<b>26</b>	<b>28</b>	<b>28</b>
<b>Grand Total</b>		<b>188</b>	<b>247</b>	<b>251</b>

