

CALL AND NOTICE OF SPECIAL MEETING

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 25, 2024, at 6:00 p.m. at City Hall Council Chambers, 6550 Miles Avenue, Huntington Park, CA 90255

Tuesday, June 25, 2024

Karina Macias
Mayor

Arturo Flores
Vice Mayor

Eduardo “Eddie” Martinez
Council Member



Jonathan Sanabria
Council Member

Esmeralda Castillo
Council Member

All agenda items and reports are available for review in the City Clerk's Office and www.hpca.gov. Any writings or documents provided to a majority of the City Council regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available for public inspection in the Office of the City Clerk located at 6550 Miles Avenue, Huntington Park, California 90255 during regular business hours, 7:00 a.m. to 5:30 p.m., Monday – Thursday, and at the City Hall Council Chambers during the meeting.

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the City Clerk's Office either in person at 6550 Miles Avenue, Huntington Park, California or by telephone at (323) 584-6161. 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.hpca.gov. NOTE: Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

CALL TO ORDER

ROLL CALL

Mayor Karina Macias
Vice Mayor Arturo Flores
Council Member Eduardo "Eddie" Martinez
Council Member Jonathan Sanabria
Council Member Esmeralda Castillo

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

SPECIAL AGENDA

FINANCE

- 1. CONSIDERATION AND APPROVAL OF RESOLUTIONS ADOPTING THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2024-25 OPERATING BUDGET AND OTHER RELATED ACTIONS AND ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025**

RECOMMENDED THAT CITY COUNCIL:

1. Resolution adopting a Budget for the Fiscal Year Commencing July 1, 2024 and ending June 30, 2025, 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 XIII B for the Fiscal Year Beginning July 1, 2024 and ending June 30, 2025

COMMUNITY DEVELOPMENT

2. **CONSIDERATION AND APPROVAL FOR RESIDENT CASE FILE WITH THE OWNER-OCCUPIED REHABILITATION PROGRAM FUNDED WITH THE CALHOME GRANT IN THE NOT-TO-EXCEED AMOUNT OF \$100,000.00.**

RECOMMENDED THAT CITY COUNCIL:

1. Authorize the City Manager to approve payment.

CITY CLERK

3. **COUNCIL APPOINTMENTS TO VARIOUS COMMISSIONS**

RECOMMENDED THAT CITY COUNCIL:

1. Make appointments to Commissions consistent with provisions set forth in Resolution No. 2015-19.

END OF SPECIAL AGENDA

DEPARTMENTAL REPORTS (Information only)

WRITTEN COMMUNICATIONS

COUNCIL COMMUNICATIONS

Council Member Esmeralda Castillo

Council Member Jonathan Sanabria

Council Member Eduardo "Eddie" Martinez

Vice Mayor Arturo Flores

Mayor Karina Macias

ADJOURNMENT

The City of Huntington Park City Council will adjourn tonight's meeting to a Regular Meeting on Tuesday, July 2, 2024 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 not less than 24 hours prior to the meeting. Dated this 24th day of June 2024.

Eduardo Sarmiento, City Clerk

ITEM 1



CITY OF HUNTINGTON PARK

Finance Department
City Council Agenda Report

June 25, 2024

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 2024-25 OPERATING BUDGET AND OTHER RELATED ACTIONS AND ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

IT IS RECOMMENDED THAT CITY COUNCIL ADOPT:

1. Resolution adopting a Budget for the Fiscal Year Commencing July 1, 2024 and ending June 30, 2025, 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, 2024 and ending June 30, 2025.

Presented for City Council's consideration and adoption is the City of Huntington Park's Fiscal Year 2024-25 Annual Operating and Capital Improvement Program Budget.

A summary of the complete Fiscal Year 2024-25 Operating Budget and complete listing of full-time positions and part-time positions are attached to the budget resolution as Exhibit A.

CONSIDERATION AND APPROVAL OF RESOLUTIONS ADOPTING THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2024-25 OPERATING BUDGET AND OTHER RELATED ACTIONS AND ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

June 25, 2024

Page 2 of 2

Respectfully submitted,



RICARDO REYES
City Manager



Jeff Jones
Director of Finance

ATTACHMENT(S)

- A. Resolution adopting a Budget for the Fiscal Year Commencing July 1, 2024 and ending June 30, 2025, 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.
- B. FY 2024-25 Budget

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ATTACHMENT "A"

RESOLUTION NO. 2024-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025 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

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, 2024 and ending June 30, 2025; and,

WHEREAS, the City Council desires to establish certain procedures relating to the overall administration of the adopted budget for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025.

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

SECTION 1. That the entire budget document and its contents attached hereto, marked Exhibit "C" (Revenues and Expenditures summarized in Exhibit "A") and made a part hereof by this reference, is hereby considered, passed and adopted as the annual appropriation of the City of Huntington Park for obligations and expenditures to finance the operations of the City of Huntington Park for the Fiscal Year commencing July 1, 2024 and ending June 30, 2025; and

SECTION 2. That the following procedures are hereby established to govern the administration of the budget for Fiscal Year commencing July 1, 2024 and ending June 30, 2025.

- 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, 2024 and ending June 30, 2025.
- 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.

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- 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, 2024 and ending June 30, 2025.

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, 2024 or at the close of the Fiscal Year 2023-24 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 2024 and ending June 2025.

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 25th day of June, 2024.

Karina Macias, Mayor

ATTEST:

Eduardo "Eddie" Sarmiento,
City Clerk

ATTACHMENT "B"

City of Huntington Park



DRAFT Proposed Budget
Fiscal Year 2024 – 2025



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

CITY COUNCIL

Mayor..... Karina Macias
Vice Mayor..... Arturo Flores
Council Member Eduardo “Eddie” Martinez
Council Member Jonathan Sanabria
Council Member Esmeralda Castillo

ADMINISTRATION AND DEPARTMENT HEADS

City ManagerRicardo Reyes
City Attorney Arnold Alvarez-Glasman
City ClerkEduardo “Eddie” Sarmiento
Director of Communications and Community Relations Sergio Infanzon
Director of Community DevelopmentSteve Forster
Director of FinanceJeff Jones
Director of Parks and Recreation..... Cynthia Norzagaray
Chief of Police Cosme Lozano
Interim Director of Public WorksSteve Forster
Human Resources Marisol Nieto



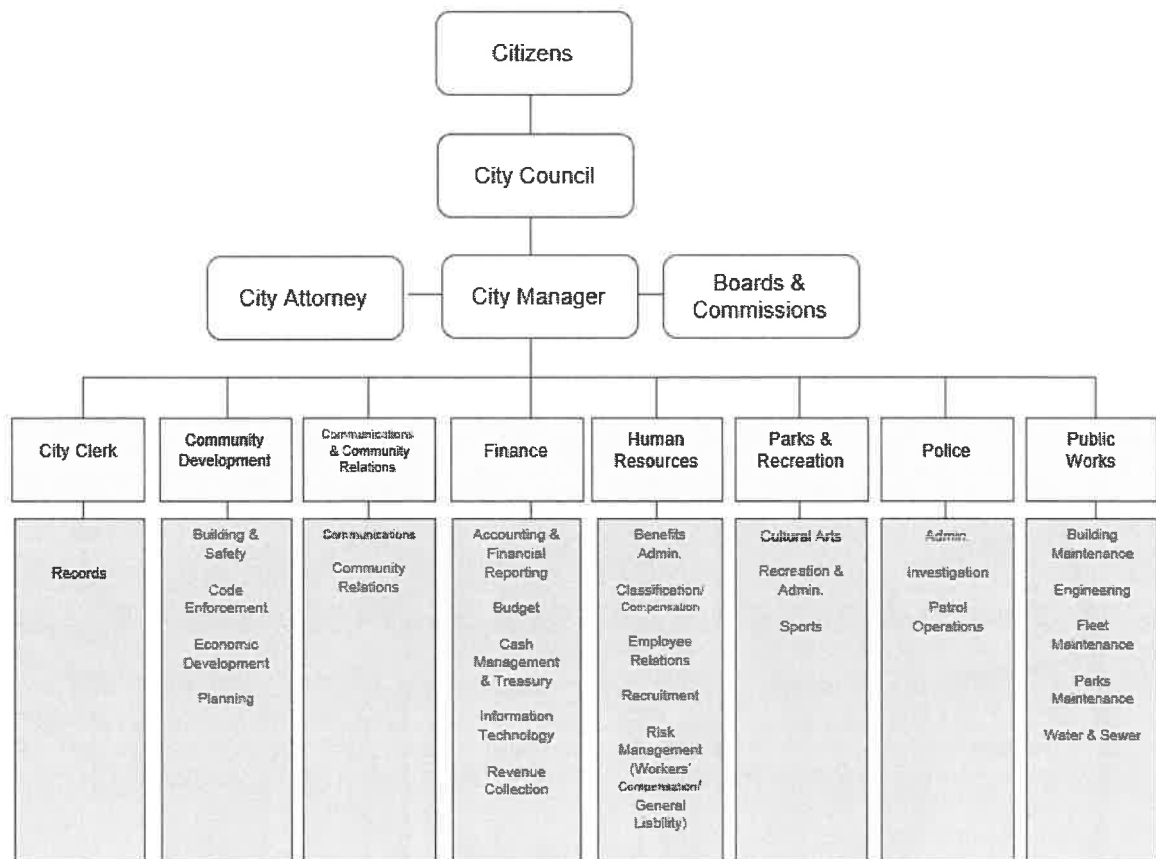
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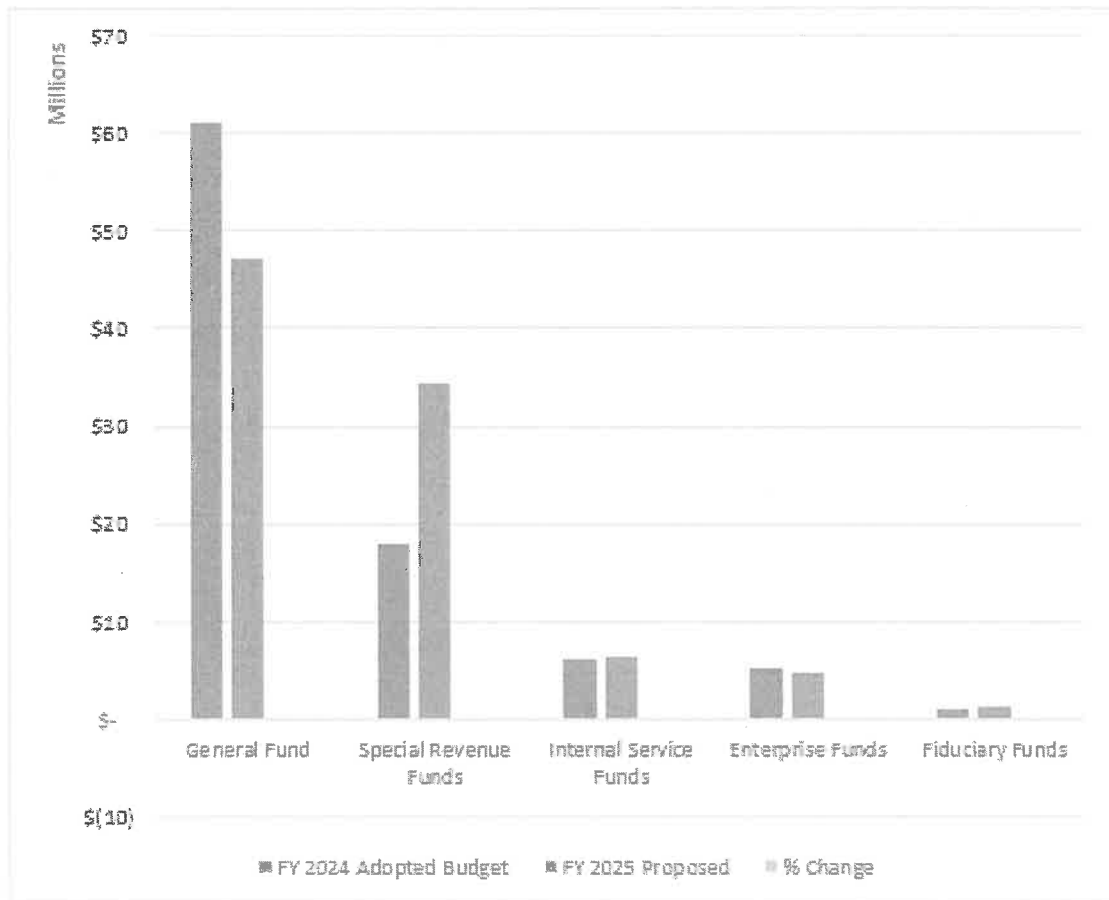
City Organizational Chart





Revenues

Revenues	FY 2024 Adopted Budget	FY 2025 Proposed Budget	% Change FY 2025 - FY 2024
General Fund	\$ 61,128,189	\$ 47,160,900	-22.8%
Special Revenue Funds	18,068,900	34,500,780	90.9%
Internal Service Funds	6,170,500	6,361,800	3.1%
Enterprise Funds	5,138,700	4,652,100	-9.5%
Fiduciary Funds	1,087,000	1,256,100	15.6%
Total	\$ 91,593,289	\$ 93,931,680	2.6%



FY 2024 Adopted Revenue Budget: \$91,593,289

FY 2025 Proposed Revenue Budget: \$93,931,680

Revenues

		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
GENERAL FUND				
PROPERTY TAXES				
111-0000-311-10-10	Property Tax Secured	970,300	1,100,000	129,700
111-0000-311-40-00	Real Property Transfer	120,200	50,000	(70,200)
111-0000-311-50-00	Home Owner Tax Relief	2,800	-	(2,800)
111-0000-311-60-00	RDA Pass Through	370,200	635,000	264,800
PROPERTY TAXES TOTAL		1,463,500	1,785,000	321,500
SALES TAX				
111-0000-313-10-00	Sales & Use Tax	8,986,262	8,455,800	(530,462)
111-0000-313-10-05	Measure S Sales Tax	6,798,000	6,636,300	(161,700)
111-0000-342-10-10	Public Safety Augmentation	193,500	186,400	(7,100)
SALES TAX TOTAL		15,977,762	15,278,500	(699,262)
UTILITY USERS' TAX				
111-0000-316-10-00	Utility Users' Tax	4,434,300	5,650,000	1,215,700
111-0000-316-10-05	Prepaid Wireless	5,200	85,000	79,800
111-0000-316-15-00	Telephone UUT	730,600	672,500	(58,100)
UTILITY USERS' TAX TOTAL		5,170,100	6,407,500	1,237,400
MOTOR VEHICLE LICENSE FEES				
111-0000-336-20-00	Motor Vehicle License Fee	7,177,200	8,300,000	1,122,800
111-0000-336-40-00	Motor Vehicle In-Lieu Pmt	70,100	-	(70,100)
MOTOR VEHICLE LICENSE FEES TOTAL		7,247,300	8,300,000	1,052,700
LICENSES AND PERMITS				
111-0000-321-10-50	Animal License	14,400	15,000	600
111-0000-322-10-10	Building	574,100	800,000	225,900
111-0000-322-10-40	Misc. Building	100	1,400	1,300
111-0000-322-10-45	Occupancy Permit	6,800	7,000	200
111-0000-322-10-50	Encroachment Fees	80,400	68,000	(12,400)
111-0000-322-60-05	Fireworks Fee	3,800	2,800	(1,000)
111-0000-342-10-20	Burglar Alarm Fees	-	60,000	60,000
LICENSES AND PERMITS TOTAL		679,600	954,200	274,600
COMMUNITY DEVELOPMENT FEES				
111-0000-322-20-00	Plan Check	420,000	475,000	55,000
111-0000-322-30-00	Engineering Plan Check	-	1,000	1,000
111-0000-322-40-00	SMIP FEES	3,300	3,000	(300)
111-0000-322-40-05	BSASRF	1,900	1,000	(900)
111-0000-322-55-05	Dispensary Fee	181,700	70,500	(111,200)
111-0000-341-10-00	Zoning & Subdivision	150,200	245,000	94,800
111-0000-342-20-00	Residential Pre-Sale Inspection	19,800	9,200	(10,600)
111-0000-399-90-40	Engineering Permits	252,100	265,000	12,900
COMMUNITY DEVELOPMENT FEES TOTAL		1,029,000	1,069,700	40,700
BUSINESS LICENSE				
111-0000-321-10-00	Business	1,086,100	1,700,000	613,900
111-0000-321-10-20	Processing Fee Business	159,900	185,000	25,100
111-0000-321-10-30	SB1186-Disability Access	12,500	14,000	1,500
BUSINESS LICENSE TOTAL		1,258,500	1,899,000	640,500

Revenues

GENERAL FUND CONTINUED		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
OTHER GOVERNMENTAL REVENUE				
111-0000-333-30-00	Meas. W-Safe Clean Water	441,300	430,000	(11,300)
111-0000-335-20-10	STC Training for Corrections	6,000	2,200	(3,800)
111-0000-335-20-15	Mental Health Trng Grant	-	-	-
111-0000-335-20-20	Standard Training	7,000	26,000	19,000
OTHER GOVERNMENTAL REVENUE TOTAL		454,300	458,200	3,900
CHARGES FOR SERVICES				
111-0000-342-10-30	Special Police Services	75,600	95,000	19,400
111-0000-342-10-35	CCW Permit	-	3,000	3,000
111-0000-342-10-40	Vehicle Impound Release	111,700	105,000	(6,700)
111-0000-342-10-45	Towing Admin Fees	60,200	60,000	(200)
111-0000-342-10-55	Booking Fee City of Vernon	25,200	68,000	42,800
111-0000-342-30-10	Meter Parking	381,300	600,000	218,700
111-0000-344-20-30	Valley Vista Admin Reimb	118,100	-	(118,100)
111-0000-344-20-40	Valley Vista Bulky Reimb	59,000	-	(59,000)
111-0000-345-10-70	IC Inspection	-	1,300	1,300
111-0000-346-10-00	Animal Various Services	900	1,000	100
111-0000-362-20-10	Lease Payment	425,900	148,000	(277,900)
111-0000-362-40-10	Parking Pilot Program	13,827	16,000	2,173
111-0000-395-10-00	Reimbursements	16,200	25,000	8,800
111-0000-395-10-05	Damage to City Property	35,300	50,000	14,700
111-0000-395-30-00	State Mandated Costs	14,800	40,000	25,200
111-0000-395-40-05	Staff Time P.D.	13,400	-	(13,400)
111-0000-395-40-10	StaffTime Other Depts	-	-	-
CHARGES FOR SERVICES TOTAL		1,351,427	1,212,300	(139,127)
PARKS AND RECREATION FEES				
111-0000-347-20-00	Sports Youth	21,700	11,500	(10,200)
111-0000-347-20-05	Splash Pad Fees	2,000	4,000	2,000
111-0000-347-25-00	Sports Adult	-	7,800	7,800
111-0000-347-30-00	Personnel Fees	2,000	200	(1,800)
111-0000-347-40-00	Pre-School	1,100	-	(1,100)
111-0000-347-50-00	Special Interest	6,100	43,000	36,900
111-0000-347-60-00	Excursions	1,000	-	(1,000)
111-0000-347-70-00	Facility Fees	14,800	125,000	110,200
111-0000-347-70-05	Passes	2,600	13,000	10,400
111-0000-347-90-00	Misc Revenue	-	3,000	3,000
PARKS AND RECREATION FEES TOTAL		51,300	207,500	156,200
FINES AND FORFEITURES				
111-0000-351-10-10	Citations	2,029,400	2,330,000	300,600
111-0000-351-10-30	Local Municipal Court	1,300	7,000	5,700
111-0000-351-30-00	Vehicle Code Fines	21,000	26,000	5,000
111-0000-380-05-00	Claims and Judgements	-	25,000	25,000
FINES AND FORFEITURES TOTAL		2,051,700	2,388,000	336,300

Revenues

GENERAL FUND CONTINUED		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
MISCELLANEOUS REVENUE				
111-0000-395-10-10	Employee Benefit Share	200	200	-
111-0000-399-77-05	Special Events	17,200	19,000	1,800
111-0000-399-90-30	Cash Short/Over	-	-	-
111-0000-399-90-90	Miscellaneous Income	37,500	67,000	29,500
MISCELLANEOUS REVENUE TOTAL		54,900	86,200	31,300
INVESTMENT AND RENTAL INCOME				
111-0000-361-10-00	Interest Income	1,500,000	2,200,000	700,000
111-0000-362-10-00	Rents & Concessions	12,200	15,000	2,800
111-0000-362-20-15	Metro Transit Lease	33,500	30,000	(3,500)
INVESTMENT AND RENTAL INCOME TOTAL		1,545,700	2,245,000	699,300
TRANSFERS IN				
111-0000-391-10-90	Pension Tax	-	-	-
111-0000-391-20-10	Water	-	-	-
111-0000-391-82-99	Fund Balance for ARPA Senior PRG	1,755,800	-	(1,755,800)
111-0000-391-82-99	Transfer from Fund 122	100	-	(100)
111-0000-391-10-00	Transfer from Fund 210	141,500	-	(141,500)
111-0000-391-82-99	Transfer from Fund 216	7,662,700	-	(7,662,700)
111-0000-391-82-99	Transfer from Fund 217	1,578,300	-	(1,578,300)
111-0000-391-10-00	Transfer from Fund 219	1,648,400	1,424,400	(224,000)
111-0000-391-10-00	Transfer from Fund 220	1,285,600	738,300	(547,300)
111-0000-391-82-99	Transfer from Fund 221	1,629,500	-	(1,629,500)
111-0000-391-10-00	Transfer from Fund 222	669,800	473,400	(196,400)
111-0000-391-82-99	Transfer from Fund 224	46,300	-	(46,300)
111-0000-391-82-99	Transfer from Fund 225	166,300	-	(166,300)
111-0000-391-82-99	Transfer from Fund 226	57,200	-	(57,200)
111-0000-391-82-99	Transfer from Fund 227	58,900	-	(58,900)
111-0000-391-10-00	Transfer from Fund 229	10,100	450,000	439,900
111-0000-391-82-99	Transfer from Fund 232	13,000	-	(13,000)
111-0000-391-82-99	Transfer from Fund 233	-	-	-
111-0000-391-82-99	Transfer from Fund 239	62,400	-	(62,400)
111-0000-391-82-99	Transfer from Fund 275	28,900	-	(28,900)
111-0000-391-82-99	Transfer from Fund 283	-	100,000	100,000
111-0000-391-82-99	Transfer from Fund 535	101,100	-	(101,100)
111-0000-391-82-99	Transfer from Fund 681	255,200	-	(255,200)
111-0000-391-82-99	Transfer from Fund 741	256,300	-	(256,300)
111-0000-391-82-99	Transfer from Fund 745	3,804,000	-	(3,804,000)
TRANSFERS IN TOTAL		21,231,400	3,186,100	(18,045,300)
FRANCHISE FEE				
111-0000-318-10-00	Franchise Fee	1,467,400	1,559,500	92,100
FRANCHISE FEE TOTAL		1,467,400	1,559,500	92,100
TRANSIENT OCCUPANCY TAX				
111-0000-318-30-00	Transient Occupancy Tax	94,300	124,200	29,900
TRANSIENT OCCUPANCY TAX TOTAL		94,300	124,200	29,900
GENERAL FUND TOTAL		61,128,189	47,160,900	(13,967,289)

Revenues

		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
SPECIAL REVENUE FUNDS				
AMERICAN RESCUE PLAN ACT				
113-0000-331-55-00	Transfer Fund Balance for CIP	-	7,600,000	-
ARPA TOTAL		-	7,600,000	-
SPECIAL EVENTS CONTRIBUTIONS				
114-0000-364-10-00	Special Event	500	33,480	32,980
114-0000-361-10-00	Interest Income	100	100	-
114-0000-364-10-05	Prior Year Received	-	-	-
SPECIAL EVENTS CONTRIBUTIONS TOTAL		600	33,580	32,980
SPECIAL REVENUE DNA ID				
120-0000-355-20-05	County of L.A.	2,600	2,700	100
120-0000-355-20-10	Prior Year Received	-	-	-
120-0000-361-10-00	Interest Income	100	100	-
SPECIAL REVENUE DNA ID TOTAL		2,700	2,800	100
CROSSWALK SAFETY				
202-0000-336-75-00	Crosswalk Safety	6,900	7,100	200
202-0000-361-10-00	Interest Income	-	-	-
CROSSWALK SAFETY TOTAL		6,900	7,100	200
MEASURE M				
210-0000-314-50-00	Measure M	1,099,200	1,056,600	(42,600)
210-0000-361-10-00	Interest Income	2,400	2,500	100
MEASURE M TOTAL		1,101,600	1,059,100	(42,500)
EMPLOYEES' RETIREMENT				
216-0000-311-10-10	Secured	3,309,800	3,412,400	102,600
216-0000-311-50-00	Home Owner Tax Relief	10,200	10,500	300
216-0000-311-60-00	Residual Tax	4,300,400	4,433,700	133,300
216-0000-319-10-00	Penalties & Interest Delq	25,300	26,100	800
216-0000-361-10-00	Interest Income	17,000	17,500	500
EMPLOYEES' RETIREMENT TOTAL		7,662,700	7,900,200	237,500

Revenues

SPECIAL REVENUE FUNDS CONTINUED		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
SALES TAX- TRANSIT PROPOSITION A				
219-0000-314-10-00	Prop A	1,548,000	1,498,600	(49,400)
219-0000-314-30-00	MTA Bus Passes	4,500	4,600	100
219-0000-340-10-00	Dial-A-Ride Services	1,200	1,200	-
219-0000-340-30-00	Fixed Route Fares	29,900	30,800	900
219-0000-340-40-00	National Transit Database	-	185,600	185,600
219-0000-361-10-00	Interest Income	800	800	-
219-0000-362-20-10	Lease Payment	-	-	-
219-0000-395-41-15	Fuel Reimbursement	64,000	66,000	2,000
SALES TAX- TRANSIT PROPOSITION A TOTAL		1,648,400	1,787,600	139,200
SALES TAX- TRANSIT PROPOSITION C				
220-0000-314-20-00	Prop C	1,284,100	1,243,000	(41,100)
220-0000-361-10-00	Interest Income	1,500	1,500	-
220-0000-395-41-15	Fuel Reimbursement	-	-	-
SALES TAX- TRANSIT PROPOSITION C TOTAL		1,285,600	1,244,500	(41,100)
STATE GASOLINE TAX				
221-0000-335-40-10	Fund 2105	308,900	318,500	9,600
221-0000-335-40-20	Fund 2106	181,100	186,700	5,600
221-0000-335-40-30	Fund 2107	364,300	375,600	11,300
221-0000-335-40-40	Fund 2107.5	7,700	7,900	200
221-0000-335-45-00	Road and Maint Rehab SB1	1,211,000	1,248,500	37,500
221-0000-335-50-00	2103	449,600	463,500	13,900
221-0000-361-10-00	Interest Income	3,400	3,500	100
STATE GASOLINE TAX TOTAL		2,526,000	2,604,200	78,200
MEASURE R				
222-0000-340-65-05	Street Project	962,900	932,300	(30,600)
222-0000-361-10-00	Interest Income	1,400	1,400	-
222-0000-395-41-15	Fuel Reimbursement	-	-	-
MEASURE R TOTAL		964,300	933,700	(30,600)
OFFICE OF TRAFFIC & SAFETY				
224-0000-335-30-96	OTS STEP	40,300	41,500	1,200
224-0000-351-50-00	Vehicle Impound PT0703	4,300	4,400	100
224-0000-361-10-00	Interest Income	1,700	1,800	100
OFFICE OF TRAFFIC & SAFETY TOTAL		46,300	47,700	1,400
CAL COPS				
225-0000-361-10-00	Interest Income	200	200	-
225-0000-335-30-10	Supplemental Law Enforcement	166,100	171,200	5,100
225-0000-399-90-91	Miscellaneous Income	-	375,000	375,000
CAL COPS TOTAL		166,300	546,400	380,100
AIR QUALITY IMPROVEMENT TRUST				
226-0000-330-10-00	AB2766	56,800	58,600	1,800
226-0000-361-10-00	Interest Income	400	400	-
AIR QUALITY IMPROVEMENT TRUST TOTAL		57,200	59,000	1,800

Revenues

	FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
SPECIAL REVENUE FUNDS CONTINUED			
OFFICE OF CRIMINAL JUSTICE			
227-0000-331-20-00 JAG	58,900	30,000	(28,900)
227-0000-361-10-00 Interest Income	-	-	-
OFFICE OF CRIMINAL JUSTICE TOTAL	58,900	30,000	(28,900)
POLICE FORFEITURE			
229-0000-352-15-05 L.A. Impact Reimbursement	-	-	-
229-0000-352-20-00 Treasury Fed Asset	10,100	250,000	239,900
229-0000-361-10-00 Interest Income	-	-	-
POLICE FORFEITURE TOTAL	10,100	250,000	239,900
HOMELAND SECURITY FUND			
230-0000-335-30-70 Entitlement Revenue	-	95,500	95,500
HOMELAND SECURITY FUND TOTAL	-	95,500	95,500
ART IN PUBLIC PLACES			
232-0000-318-50-00 Art In Pblc Place Assessment	12,900	13,300	400
232-0000-361-10-00 Interest Income	100	100	-
ART IN PUBLIC PLACES TOTAL	13,000	13,400	400
BULLETPROOF VEST GRANT			
233-0000-331-10-30 Bullet Proof Vest	-	7,500	7,500
BULLETPROOF VEST GRANT TOTAL	-	7,500	7,500
COMMUNITY DEVELOPMENT BLOCK GRANT			
239-0000-331-40-10 HCDA	510,500	1,973,900	1,463,400
239-0000-361-10-00 Interest Income	-	-	-
239-0000-399-90-91 Miscellaneous Income	100	-	(100)
COMMUNITY DEVELOPMENT BLOCK GRANT TOTAL	510,600	1,973,900	1,463,300
CALHOME			
241-0000-334-60-20 Home Loan Payment	-	420,500	420,500
241-0000-361-10-00 Interest Income	-	-	-
CALHOME TOTAL	-	420,500	420,500

Revenues

SPECIAL REVENUE FUNDS CONTINUED		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
HUD HOME PROGRAM				
242-0000-331-30-00	County Grant	27,700	3,584,300	3,556,600
242-0000-361-10-00	Interest Income	1,200	-	(1,200)
HUD HOME PROGRAM TOTAL		28,900	3,584,300	3,555,400
HOME ARP GRANT				
254-0000-331-40-50	ARP Grant	-	1,772,700	1,772,700
254-0000-361-10-00	Interest Income	-	-	-
HUD HOME PROGRAM TOTAL		-	1,772,700	1,772,700
SOLID WASTE RECYCLE GRANT				
287-0000-334-10-00	Beverage Container Grant	15,000	15,000	-
287-0000-334-20-00	Used Oil Recycling Grant	8,500	8,500	-
287-0000-361-10-00	Interest Income	100	100	-
287-0000-399-90-91	Miscellaneous Income	-	-	-
SOLID WASTE RECYCLE GRANT TOTAL		23,600	23,600	-
PED/BIKE PATH				
334-0000-334-30-00	TDA/Bike Path	63,100	54,700	(8,400)
334-0000-361-10-00	Interest Income	-	-	-
PED/BIKE PATH TOTAL		63,100	54,700	(8,400)
PUBLIC FINANCING AUTHORITY				
475-0000-361-10-00	Interest Income	2,900	3,000	100
475-0000-395-10-00	Reimbursements	-	-	-
PUBLIC FINANCING AUTHORITY TOTAL		2,900	3,000	100
STREET LIGHT & LANDSCAPE ASSESSMENT				
535-0000-311-30-30	Measure L	1,888,900	1,945,600	56,700
535-0000-361-10-00	Interest Income	200	200	-
STREET LIGHT & LANDSCAPE ASSESSMENT TOTAL		1,889,100	1,945,800	56,700
CITYWIDE CIP				
787-0000-391-10-12	Transfer from 113	-	500,000	500,000
CITYWIDE CIP TOTAL		-	500,000	500,000
SPECIAL REVENUES GROUP TOTAL		18,068,900	34,500,780	8,831,880

Revenues

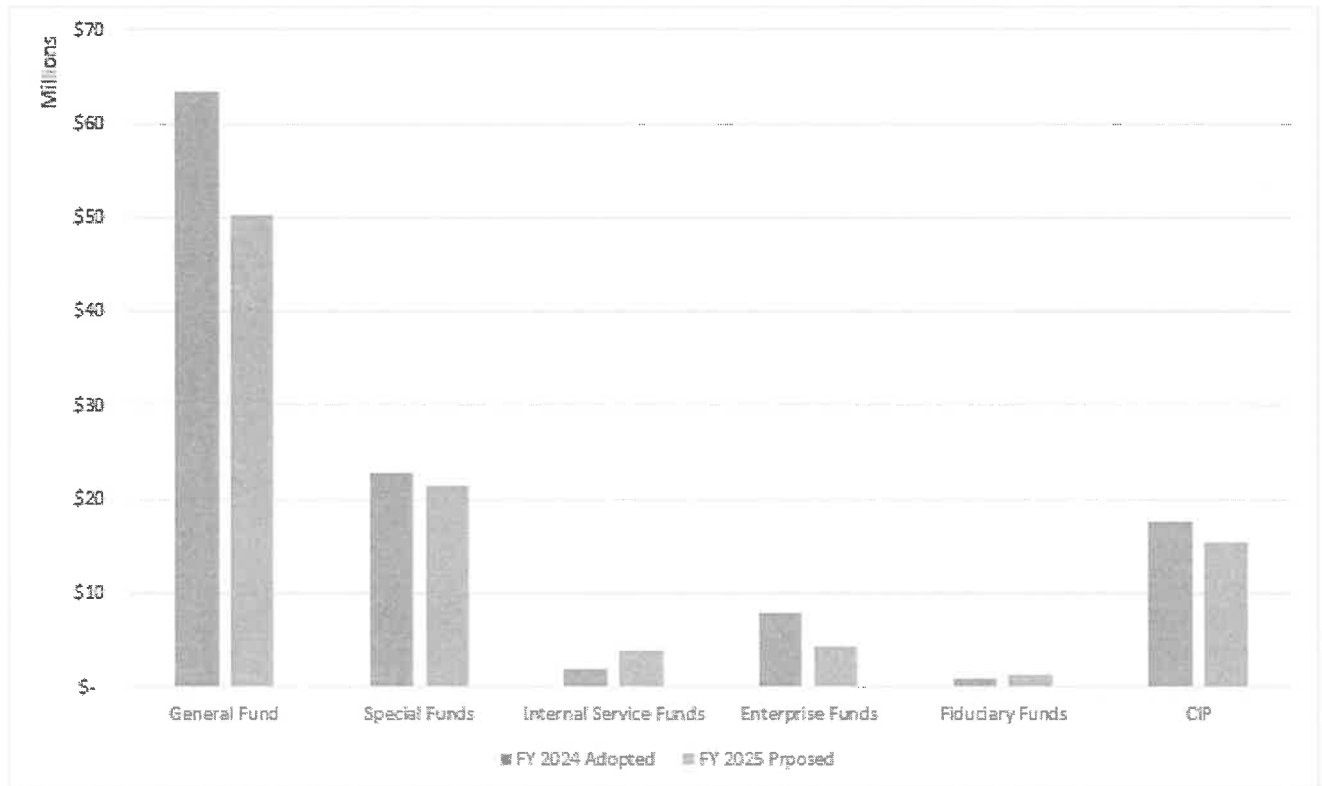
ENTERPRISE FUNDS		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
SEWER MAINTENANCE				
283-0000-344-30-00	Sewer Maintenance	258,300	266,300	8,000
283-0000-361-10-00	Interest Income	1,300	1,300	-
SEWER MAINTENANCE TOTAL		259,600	267,600	8,000
SOLID WASTE MANAGEMENT				
285-0000-344-20-10	AB 939 Fees	187,000	192,800	5,800
285-0000-361-10-00	Interest Income	1,400	1,400	-
285-0000-399-90-90	Miscellaneous Income	-	-	-
SOLID WASTE MANAGEMENT TOTAL		188,400	194,200	5,800
WATER				
681-0000-322-55-05	Dispensary Fee	28,400	29,300	900
681-0000-345-10-10	Water	4,623,500	4,065,000	(558,500)
681-0000-345-10-20	Meter Services	-	-	-
681-0000-345-10-40	Delinquent Charges	6,800	34,000	27,200
681-0000-345-10-60	Meter Recalibration	-	-	-
681-0000-361-10-00	Interest Income	2,900	-	(2,900)
681-0000-395-10-05	Damage to City Property	-	-	-
681-0000-399-10-10	Reimbursements	6,800	29,000	22,200
681-0000-399-10-20	Stand By Charges	22,300	23,000	700
681-0000-399-10-35	Lease Payments	-	-	-
WATER TOTAL		4,690,700	4,180,300	(510,400)
ENTERPRISE FUND GROUP TOTAL		5,138,700	4,642,100	(496,600)

Revenues

		FY 2024 Adopted	FY 2025 Proposed	Difference \$ (FY 25 - FY 24)
INTERNAL SERVICE FUNDS				
OTHER POST-EMPLOYMENT BENEFITS				
217-0000-361-10-00	Interest Income	100	100	-
217-0000-391-10-05	Pension Tax	2,000	2,100	100
217-0000-391-10-10	General Fund	1,467,900	1,513,400	45,500
217-0000-391-20-10	Water	36,700	37,800	1,100
217-0000-391-20-20	Sewer	2,100	2,200	100
217-0000-391-20-30	Solid Waste	1,000	1,000	-
217-0000-391-40-10	Prop C Sales Tax	16,700	17,200	500
217-0000-391-40-20	Prop A Sales Tax	5,300	5,500	200
217-0000-391-40-22	Measure R	2,900	3,000	100
217-0000-391-40-30	Gas Tax	32,000	33,000	1,000
217-0000-391-65-40	Street Light Assessment	7,600	7,900	300
217-0000-391-81-20	Successor Agency	4,000	4,100	100
217-0000-395-10-00	Reimbursements	-	-	-
OTHER POST-EMPLOYMENT BENEFITS TOTAL		1,578,300	1,627,300	49,000
FLEET MAINTENANCE				
741-0000-391-10-10	General Fund	788,100	812,500	24,400
741-0000-361-10-00	Interest Income	100	100	1,000
FLEET MAINTENANCE TOTAL		788,200	812,600	25,400
RISK MANAGEMENT				
745-0000-361-10-00	Interest Income	1,100	1,100	-
745-0000-391-10-05	Pension Tax	11,700	12,100	400
745-0000-391-10-10	General Fund	3,328,900	3,432,100	103,200
745-0000-391-20-10	Water	386,200	398,200	12,000
745-0000-391-20-20	Sewer	29,500	30,400	900
745-0000-391-20-30	Solid Waste	3,400	3,500	100
745-0000-391-40-10	Prop C Sales Tax	16,100	16,600	500
745-0000-391-40-20	Prop A Sales Tax	2,800	2,900	100
745-0000-391-40-22	Measure R	1,500	1,500	-
745-0000-391-40-30	Gas Tax	16,500	17,000	500
745-0000-391-65-40	Street Light Assessment	4,000	4,100	100
745-0000-391-81-20	Successor Agency	2,100	2,200	100
745-0000-395-10-00	Reimbursements	200	200	-
RISK MANAGEMENT TOTAL		3,804,000	3,921,900	117,900
INTERNAL FUND GROUP TOTAL		6,170,500	6,361,800	192,300
FIDUCIARY FUNDS				
SUCCESSOR AGENCY				
275-0000-312-50-05	RPTTF ALLOCATION	1,087,000	1,256,100	169,100
275-0000-361-10-00	Interest Income	-	-	-
275-0000-363-10-00	Rental Southland Steel	-	-	-
SUCCESSOR AGENCY TOTAL		1,087,000	1,256,100	169,100

Expenditures

Expenditures	FY 2024 Adopted	FY 2025 Proposed	% Difference FY 2025 - FY 2024
General Fund	\$ 63,431,729	\$ 46,962,921	-26%
Special Funds	22,878,925	21,283,617	-7%
Internal Service Funds	1,997,300	3,904,268	95%
Enterprise Funds	7,890,079	4,865,044	-38%
Fiduciary Funds	1,043,800	1,256,100	20%
CIP	17,567,792	15,481,583	-12%
Total	\$ 114,809,625	\$ 93,753,533	-18%



FY 2024 Adopted Expenditure Budget: \$114,809,625

FY 2025 Proposed Expenditure Budget: \$93,753,533



City Council

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 2023-2024

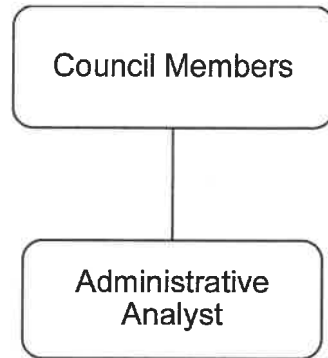
- ❖ Led efforts to provide the same level of municipal services to residents through the year.
- ❖ Enacted monthly senior voucher program to assist residents
- ❖ Enacted Citywide Wi-Fi program for residents of Huntington Park
- ❖ Hosted several food drives for residents
- ❖ Successfully brought the Annual Huntington Park Holiday Parade
- ❖ Successfully brought the Annual Art Walk for the community and City residents
- ❖ Successfully brought the "Haunt"ington Park Halloween event for City residents
- ❖ Enacted an Education Compact with LAUSD to assist City students with various resources
- ❖ Provided several spay and neuter events
- ❖ Worked with City Staff and Commission to established the first Annual LGBTQ resource event
- ❖ Successfully brought the annual Veterans Resource Fair
- ❖ Successfully brought the annual Earth Day Celebration/bulky item/clean up event
- ❖ Successfully brought the annual State of City Address by the current Mayor to update our community

Expected Outcomes 2024-25

- ❖ Continue with monthly senior programs
- ❖ 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.
- ❖ Continue to implement regular spay and neuter events
- ❖ Continue to provide resources to residents and community members

City Council

Organizational Chart by Position



City Council

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	140,200	202,926	62,726	44.7%
Additional Pay	2,700	2,700	-	0.0%
Allowances	800	720	(80)	-10.0%
Sick Leave Buy Back	4,300	1,450	(2,850)	-66.3%
PARS/PERS Retirement	21,900	15,060	(6,840)	-31.2%
CalPERS Unfunded Liability	-	37,930	37,930	0.0%
Fringe Benefits	100,500	91,750	(8,750)	-8.7%
Medicare	2,100	3,000	900	42.9%
Salary & Benefits Total	272,500	355,536	83,036	29.4%
<u>Maintenance & Operations</u>				
Community Outreach/Materials	40,000	39,500	(500)	-1.3%
Council Meeting Expenses	20,088	15,000	(5,088)	-25.3%
Material and Supplies	14,512	10,000	(4,512)	-31.1%
Membership and Dues	1,000	1,000	-	0.0%
Professional Development	26,000	50,000	24,000	92.3%
Telephone & Wireless	-	8,500	8,500	0.0%
Maintenance & Operations Total	101,600	124,000	22,400	22.0%
Total Expenditures/Expenses	374,100	479,536	105,436	28.2%

TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	374,100	441,606	67,506	18.0%
216- Employees Retirement	-	37,930	37,930	0.0%
	<u>374,100</u>	<u>479,536</u>	<u>105,436</u>	<u>28.2%</u>



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

Responsibilities

The City Manager oversees and manages 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 represents the city to the media and public to address the concerns of City residents. The City Manager also identifies opportunities for increased and improved organizational efficiencies, ensuring services are consistently available.

Major Accomplishments 2023-24

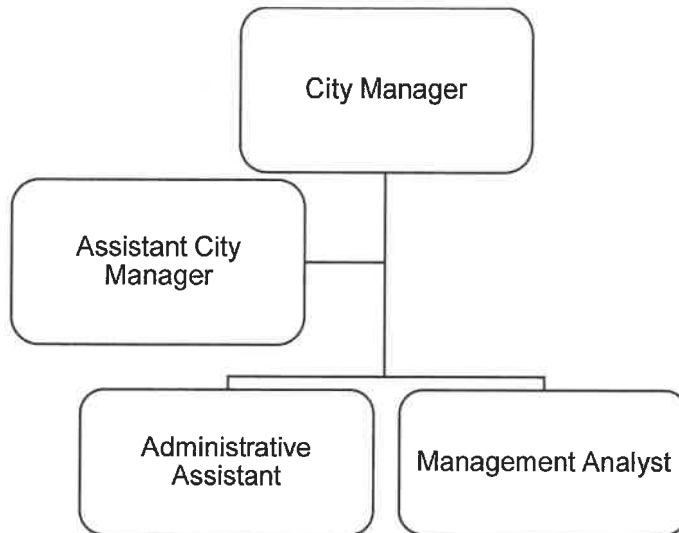
- ❖ Successfully led the efforts in the development and opening of the new Farmer Boys restaurant.
- ❖ Successfully led the efforts in the development and opening of the new Raising Canes restaurant.
- ❖ Led the development and opening of the new Ross department store on Pacific Blvd.
- ❖ Successfully restructured the Police Department to enhance operational efficiency, oversight, and accountability across all ranks.
- ❖ Restructured and rebuilt the Finance Department to improve financial planning and analysis, financial reporting, increased accountability, enhanced compliance, and cost savings.
- ❖ Successfully recruited a new Director of Finance
- ❖ Successfully lead the efforts in providing a COVID-19 stipend to eligible long-term care and IHSS workers for frontline work performed to the city's residents during the pandemic.
- ❖ Managed and successfully launched the re-design of the city's website.
- ❖ Managed and successfully implemented a City Wide Wi-Fi Access Program.

Expected Outcomes 2024-25

- ❖ Continue efforts in enhancing the City's infrastructure at City Hall and other public buildings.
- ❖ Implement Tyler Munis management software system for all City Departments
- ❖ Enact balance budget for Fiscal Year 2025-26
- ❖ Develop Comprehensive and Robust Administrative Policies and Procedures
- ❖ Develop and implement the city-wide parking permit program.
- ❖ Update the Employer-Employee Rules and Regulations
- ❖ Update the Emergency Operations Manual
- ❖ Recruit a permanent Public Works Director

City Manager

Organizational Chart by Position



City Manager

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	444,200	582,662	138,462	31.2%
Additional Pay	2,700	5,400	2,700	100.0%
Allowances & Stipends	6,000	6,500	500	8.3%
Payout, Holiday, SL Buy Back	29,600	13,510	(16,090)	-54.4%
PARS/PERS Retirement	54,100	10,860	(43,240)	-79.9%
CalPERS Unfunded Liability	-	128,640	128,640	0.0%
Fringe Benefits	89,800	35,510	(54,290)	-60.5%
Medicare	6,600	9,800	3,200	48.5%
City Paid Deferred Compensation	23,800	8,420	(15,380)	-64.6%
Salary & Benefits Total	656,800	801,302	144,502	22.0%
<u>Maintenance & Operations</u>				
Equipment Lease	963,240	-	(963,240)	-100.0%
Legal Services	760,000	700,000	(60,000)	-7.9%
Holiday Parade	10,500	11,100	600	5.7%
Material and Supplies	5,700	5,200	(500)	-8.8%
Membership and Dues	71,600	53,700	(17,900)	-25.0%
Professional Development	10,000	2,000	(8,000)	-80.0%
Professional/Contractual Services	250,000	225,500	(24,500)	-9.8%
Public Events	3,000	-	(3,000)	-100.0%
Maintenance & Operations Total	2,074,040	997,500	(1,076,540)	-51.9%
<u>Capital Outlay</u>				
Equipment	8,222	15,000	6,778	82.4%
Capital Outlay Total	8,222	15,000	6,778	82.4%
Total Expenditures/Expenses	2,739,062	1,813,802	(925,260)	-33.8%
TOTAL BY FUND				
<u>FUND TITLE</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
111- General fund	2,739,062	1,685,162	(1,053,900)	-38.5%
216- Employees Retirement	-	128,640	128,640	0.0%
	2,739,062	1,813,802	(925,260.00)	-33.8%



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 2023-24

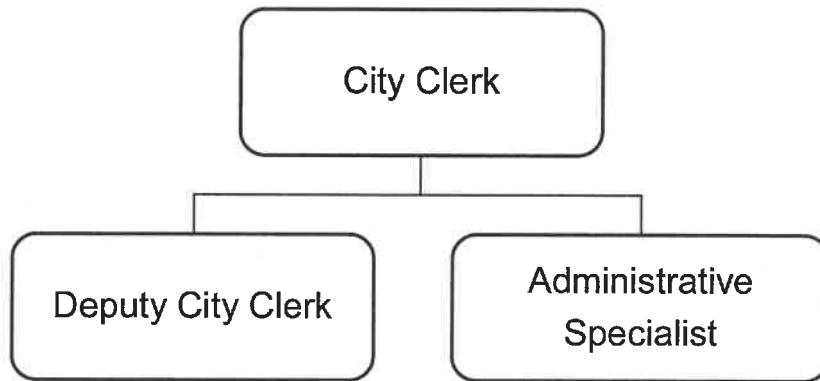
- ❖ Updating of City Records Retention Schedule
- ❖ Achieved professional designation as Certified Municipal Clerk governed by City Clerk Association of California
- ❖ Recovered \$50,000 in property damages to repair and replace damaged city infrastructure
- ❖ Facilitation of upgrade to City Council 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

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 Presidential election cycle
- ❖ Hiring of Deputy City Clerk

City Clerk

Organizational Chart by Position



City Clerk

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	248,200	246,641	(1,559)	-0.6%
Salaries Temporary/Part Time	-	-	-	0.0%
Additional Pay	8,100	2,700	(5,400)	-66.7%
Overtime	-	10,000	10,000	0.0%
Payout, SL & Vacation Buy Back	11,700	3,530	(8,170)	-69.8%
PARS/PERS Retirement	20,500	6,650	(13,850)	-67.6%
CalPERS Unfunded Liability	-	42,030	42,030	0.0%
Fringe Benefits	58,900	13,530	(45,370)	-77.0%
Medicare	3,800	3,700	(100)	-2.6%
Salary & Benefits Total	351,200	328,781	(22,419)	-9.3%
<u>Maintenance & Operations</u>				
Advertising & Publication	9,700	7,000	(2,700)	-27.8%
Material and Supplies	148,200	1,000	(147,200)	-99.3%
Membership and Dues	1,400	1,000	(400)	-28.6%
Municipal Election	153,000	-	(153,000)	-100.0%
Professional Development	7,750	8,000	250	3.2%
Professional/Contractual Services	72,700	43,000	(29,700)	-40.9%
Maintenance & Operations Total	392,750	60,000	(332,750)	-84.7%
<u>Capital Outlay</u>				
Improvements	-	-	-	0.0%
Equipment	224	-	(224)	-100.0%
Vehicle Replacement	-	-	-	0.0%
Capital Outlay Total	224	-	(224)	-100.0%
Total Expenditures/Expenses	744,174	388,781	(355,393)	-47.8%

TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	744,174	346,751	(397,423)	-53.4%
216- Employees Retirement	-	42,030	42,030	0.0%
	744,174	388,781	(355,393)	-47.8%



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
- Supervise Media Consulting Program
- Art Walk Annual Festival
- State of the City Program
- Spay and Neuter 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 2023-2024

- ❖ Successfully Coordinated the Second Annual Art Walk Festival.
- ❖ Successfully Coordinated the 2023 State of the City Event.
- ❖ Successfully Coordinated, In Conjunction with the Mexican American Opportunity Foundation, the Second GET UP! GET MOVING! Health Fair.
- ❖ Provide technical support to create the on-line registration form for the Long-Term Care and In-home Supportive Services Stipend Program.
- ❖ Successfully published the Quarterly Printed Newsletter.
- ❖ Successfully published the Monthly Electronic Newsletter.
- ❖ Provided Support to Coordinate Food Distributions.
- ❖ Provided support to the Bi-monthly Non-Profit Roundtable Meetings.
- ❖ 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, Community Clean-Up, National Coffee with a Cop, Haunting'ton Park Halloween 2023, Veterans Day, 2023 Mayor's Holiday Decorating Contest.
- ❖ Coordinated production and prepared content for the Holiday Videos.
- ❖ Provided support to organize a Fair Housing Workshop for the residents.
- ❖ Accompanied and Provided support to Vice Mayor Macias during her visit to the City of Fresnillo Zacatecas.
- ❖ Coordinated and provided support to the Committees that Successfully Organized the 72nd Annual Huntington Park Holiday Parade 2023.

Communications & Community Relations

Expected Outcomes 2024-2025

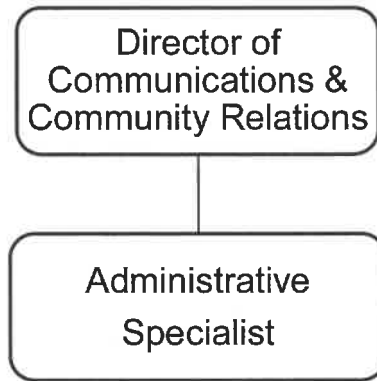
- ❖ Provide support to all City's Departments with the promotion and advertising of their special events and activities.
- ❖ Run a pro-active, educational, inventive, and creative advertising and public relations program that includes:
- ❖ Publicize and advertise the City of Huntington Park's resources, initiatives, programs, and services.
- ❖ Support city programs and services via marketing and communications.
- ❖ Increase community involvement and collaboration.
- ❖ 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

- ❖ Provide support to all City's Departments with the promotion and advertising of their special events and activities.
- ❖ 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 Quarterly Magazine/Brochure.
- ❖ Create and send to residents an electronic monthly newsletter.
- ❖ 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 Programs.
- ❖ 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 equipment to promote the City's Programs.

Communications & Community Relations

Organizational Chart by Position



Communications & Community Relations

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	197,500	198,614	1,114	0.6%
Additional Pay	2,700	2,700	-	0.0%
Allowances	800	-	(800)	-100.0%
Overtime	2,500	5,000	2,500	100.0%
Sick Leave/Vacation Buy Back	5,000	4,400	(600)	-12.0%
PARS/PERS Retirement	16,100	7,530	(8,570)	-53.2%
CalPers Unfunded Liability	-	37,930	37,930	0.0%
Fringe Benefits	35,900	24,570	(11,330)	-31.6%
Medicare	3,000	3,000	-	0.0%
Salary & Benefits Total	263,500	283,744	20,244	7.7%
<u>Maintenance & Operations</u>				
Art Walk on Pacific	60,000	43,750	(16,250)	-27.1%
Community Outreach	55,000	60,000	5,000	9.1%
Material and Supplies	2,500	1,000	(1,500)	-60.0%
Professional Development	1,700	1,000	(700)	-41.2%
Professional/Contractual Services	190,000	80,000	(110,000)	-57.9%
Public Events	-	8,000	8,000	0.0%
Performing Arts at Parks	10,000	-	(10,000)	-100.0%
Spay/Neuter Program	20,000	5,000	(15,000)	-75.0%
Maintenance & Operations Total	339,200	198,750	(140,450)	-41.4%
<u>Capital Outlay</u>				
Improvements	-	-	-	0.0%
Equipment	10,000	10,500	500	5.0%
Vehicle Replacement	-	-	-	0.0%
Capital Outlay Total	10,000	10,500	500	5.0%
Total Expenditures/Expenses	612,700	492,994	(119,706)	-19.5%

TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	612,700	455,064	(157,636)	-25.7%
216- Employees Retirement	-	37,930	37,930	0.0%
	612,700	492,994	(119,706)	-19.5%



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 Full-time Administrative Specialist member in the Planning Division and 4 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 2023-2024

- ❖ State Certification of 2012-2029 Housing Element, Safety and Environmental Justice Elements.
- ❖ Planning Commission approved Development Permit for 100, 401 square foot warehouse located at 2501-2533 East 56th St.
- ❖ Planning Commission approved Development Permit for 7,515 warehouses located at the North/East corner of Pacific Boulevard and East 52nd Street.
- ❖ Planning Commission approved Development Permit and Variance for 4-unit residential unit located at 7040 Newell Street.
- ❖ Planning Commission approved a tentative parcel map for the development of 9 affordable town home units located at the S/W corner of State Street and 61st Street.

Community Development

- ❖ Building Permits signed for grand opening of Raising Canes on April 1, 2024.
- ❖ Hired (1) Administrative Specialist.

Preliminary Goals 2024-2025

- ❖ 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.
- ❖ Conduct study session with City Council, Planning Commission and City staff to identify a vision for the revitalization project for Pacific Blvd from Florence Avenue to Slauson Avenue.
- ❖ Expedite counter and plan check time with technology-based iPad implementation for Planning Department.
- ❖ Enhance Planning Divisions data management filing system.
- ❖ Implement policies and procedures relative to adopted housing element.

Community Development

GRANTS AND HOUSING DIVISION

Mission Statement

The Division currently has 5 grant programs to support the residents with rental assistance, house rehabilitation, homeownership, after-school care, senior citizen programs, a public facility improvement project, and aid for persons experiencing homelessness.

Division Oversight

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

Responsibilities

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.

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.

CDBG Fund

- Fair Housing Foundation to assist renters and owners with their housing rights.
- Public Facility Improvements for 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.

CDBG-CV Fund

- Hybrid Learning Program designed to support students adversely affected by the COVID-19 pandemic to bridge educational gaps and facilitate academic proficiency.
- Inner City Visions to assist people experiencing homelessness.
- Emergency Rental Assistance Program providing support for up to 3 months of outstanding rent due to COVID-19.

HOME ARP Fund

- Funds to finance a non-congregate shelter for the 4 qualifying populations.

Preliminary Goals 2024-2025

- ❖ Emphasis is placed on adhering to grant expenditure deadlines and providing prompt responses to inquiries and concerns from residents and stakeholders. Our commitment lies in fostering community engagement to maintain a consistent influx of program applications, ensuring their timely processing for eligible residents and households. Accountability measures are consistently monitored and reported to the Director of Community Development. This approach enhances transparency in the provision of household and resident services, showcasing our responsiveness in securing grants or loans.

Community Development

Code Enforcement Division

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
- Rental Inspection Program

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 – Identify 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.

Rental Inspection Program- Safeguard and preserve the housing stock of decent, safe, and sanitary dwelling units within the City.

Major Accomplishments 2023-2024

- ❖ With continued oversight by Code Enforcement Manager, ability 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 into compliance.
- ❖ Same-day response time to address fire and safety issues from abandoned residential and commercial businesses.
- ❖ Due to continued nuisance of dilapidated properties and/or fire damaged properties; through court appointed receivership, managed the demolition of three (3) houses, three (3) commercial buildings for future development and rehabilitation of one abandoned two-unit property to sustain existing housing and further enhance the community.
- ❖ Realigned Code Enforcement Officer shifts to provide coverage 7 days a week.
- ❖ iPad implementation to each Code Enforcement Officer to increase field time and case management and provide better customer service at the counter when working with residential and businesses owners and tenants.

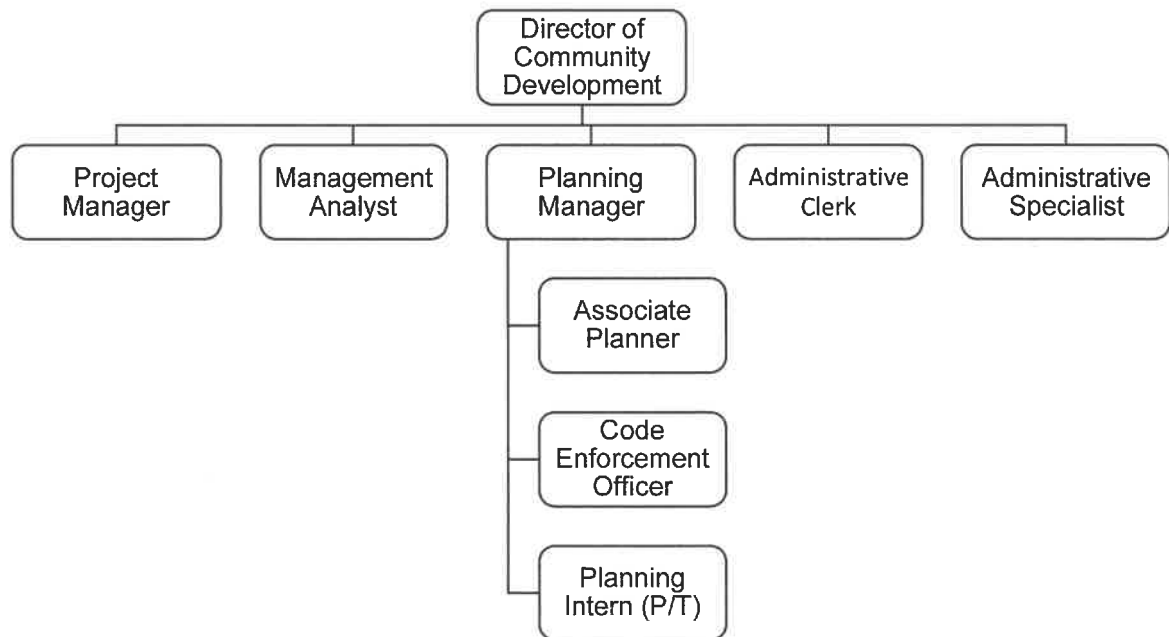
Community Development

Preliminary Goals 2024-2025

- ❖ Remain focused on the goals of the City, 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.
- ❖ With the implementation of a Rental Inspection Program, living conditions will be improved while better managing business license verification for property owners therefore, driving additional revenue for the City.
- ❖ The Code Enforcement Division is committed to maintaining building and property standards by increasing public safety and awareness through enforcement measures. Establish a rental inspection program to better improve living conditions for residential households, duplexes and apartment complexes by requiring failing property and building maintenance issues to be repaired.
- ❖ Place greater focus on the industrial warehouse district areas in the city to bring building and property issues into compliance while identifying businesses operating without a current business license and ensuring compliance.
- ❖ With the addition of a Part-time Code Enforcement Officer, the ability to address unpermitted work and other unwanted construction activities that take place on the weekends will better support the goal of the City relating to compliance.

Community Development

Organizational Chart by Position



Community Development

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	1,066,000	1,058,426	(7,574)	-0.7%
Salaries Temporary/Part Time	39,700	108,191	68,491	172.5%
Additional Pay	10,800	3,880	(6,920)	-64.1%
Premium Pay	7,200	7,200	-	0.0%
Allowances & Stipends	3,700	19,260	15,560	420.5%
Overtime	5,000	12,000	7,000	140.0%
Holiday/Vacation Payout, SL Buy Back	23,600	-	(23,600)	-100.0%
PARS/PERS Retirement	146,400	51,670	(94,730)	-64.7%
CalPERS Unfunded Liability	-	175,610	175,610	0.0%
Fringe Benefits	232,000	189,370	(42,630)	-18.4%
Medicare	16,400	19,300	2,900	17.7%
Salary & Benefits Total	1,550,800	1,644,907	94,107	6.1%
<u>Maintenance & Operations</u>				
Advertising and Publication	1,000	-	(1,000)	-100.0%
After School Program (Fund 239)	259,700	79,911	(179,789)	-69.2%
Audit Fees (Fund 239)	42,500	33,097	(9,403)	-22.1%
Emergency Housing Asst (Fund 239)	500,000	440,000	(60,000)	-12.0%
Fair Housing Services (Fund 239)	20,000	20,000	-	0.0%
First Time Home Buyer (Fund 239)	500,000	-	(500,000)	-100.0%
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%
Legal Services	120,000	-	(120,000)	-100.0%
Material and Supplies	3,400	8,250	4,850	142.6%
Membership and Dues	500	-	(500)	-100.0%
Professional Development	14,250	37,000	22,750	159.6%
Professional/Contractual Services	1,681,855	1,573,570	(108,285)	-6.4%
Professional/Contractual Services (Fund 239)	1,006,760	247,330	(759,430)	-75.4%
Professional/Contractual Services (Fund 241)	631,116	420,486	(210,630)	-33.4%
Professional/Contractual Services (Fund 242)	156,500	305,128	148,628	95.0%
Professional/Contractual Services (Fund 254)	75,000	1,772,657	1,697,657	2263.5%
Residential Rehab (Fund 242)	1,310,000	1,225,000	(85,000)	-6.5%
Azure Develop AHD (Fund 242)	1,208,652	-	(1,208,652)	-100.0%
Salvation Army Southeast (Fund 239)	125,000	-	(125,000)	-100.0%
Senior Meal Program	187,500	-	(187,500)	-100.0%
Senior Program (Fund 239)	75,000	79,911	4,911	6.5%
Maintenance & Operations Total	10,147,133	8,470,740	(1,676,393)	-16.5%
<u>Capital Outlay</u>				
Equipment	8,675	-	(8,675)	-100.0%
Improvements (Fund 239)	1,322,900	816,679	(506,221)	-38.3%
Vehicle Replacement	-	-	-	0.0%
Capital Outlay Total	1,331,575	816,679	(514,896)	-40.6%
Total Expenditures/Expenses	13,029,508	10,932,326	(2,097,182)	-16.1%

Community Development

TOTAL BY FUND

FUND TITLE	FY 2024 Adopted	FY 2025 Proposed	\$ Change	% Change
111- General Fund	3,380,480	3,021,174	(359,306)	-10.6%
216- Employees Retirement	-	175,610	175,610	0.0%
239- Community Development Block Grant	4,249,560	1,994,071	(2,255,489)	-53.1%
241- CalHome	631,116	420,486	(210,630)	-33.4%
242- HUD Home Program	4,693,352	3,548,328	(1,145,024)	-24.4%
254- Home ARP	75,000	1,772,657	1,697,657	2263.5%
	<u>13,029,508</u>	<u>10,932,326</u>	<u>(2,097,182)</u>	<u>-16.1%</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 guidance and assistance to other departments relating to personnel matters.
- ❖ Administers the City's employee benefits programs which include retirement plan, health, dental, vision, life insurance, employee assistance program (EAP), and other optional benefits.
- ❖ Oversees and manages employee leave of absences in accordance with applicable federal, state, and local laws and regulations.
- ❖ Provides new employee orientations and job-related workers' compensation/risk management training.
- ❖ Administers the City's workers' compensation program ensuring the safety and well-being of employees.
- ❖ Develops and maintains a timely employer/employee performance evaluation system.
- ❖ Provides administrative support to the Civil Service Commission and departmental employee hearings.
- ❖ Conducts labor relations activities including employee disciplinary actions and appeals.
- ❖ Conducts benchmarking research 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.
- ❖ Maintains employee records and administers verifications of employment.
- ❖ Maintains the City's classification and compensation plans.

Major Accomplishments May 2023 – March 2024 (Present)

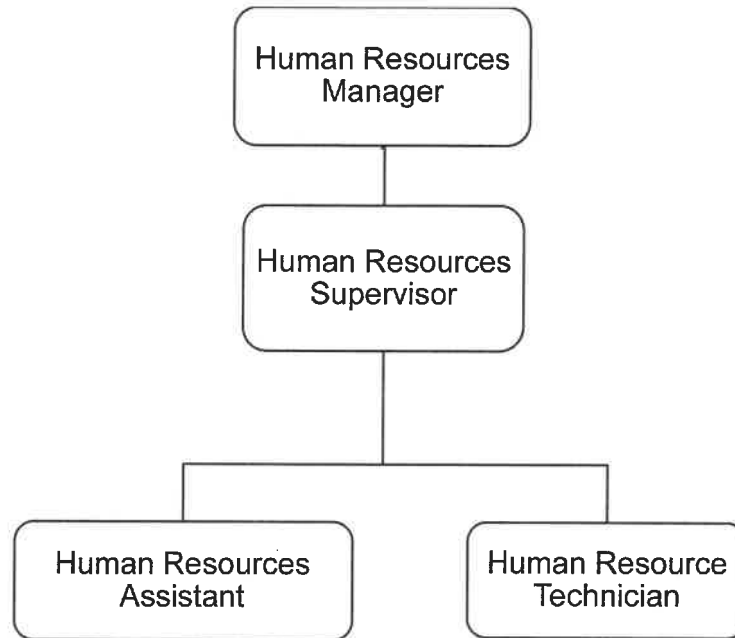
- ❖ Conducted 50 employee recruitments.
- ❖ Hired 52 new employees (30 full-time; 22 part-time, includes commissioners)
- ❖ 24 Employee Separations (Retirements, resignations, etc.) (20 F/T, 4 P/T)
- ❖ Closed – 32 workers' compensation claims.
- ❖ Complete the mandatory AB1825 Sexual Harassment Prevention Training for both supervisory and non-supervisory employees.

Goals and Objectives 2024-2025

- ❖ Implement NeoGov Insight recruitment system and online employment application software.
- ❖ Promote cost-effective recruitment strategies which will result in the attraction and selection of qualified and diverse individuals, demonstrating commitment to equality and diversity.
- ❖ Work with ICRMA (Independent Cities Risk Management Authority) to provide employee safety training and reduce workers' compensation claims and liability.
- ❖ Support Training & Development; Succession and Leadership development planning.
- ❖ Retain motivated, highly productive, customer service driven employees by providing a supportive work environment, fair and competitive wages and benefits, and training and development that will encourage professional growth and opportunity.
- ❖ 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.

Human Resources

Organizational Chart by Position



Human Resources

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	267,900	387,295	119,395	44.6%
Additional Pay	8,100	5,400	(2,700)	-33.3%
Allowances & Stipends	-	-	-	0.0%
Overtime	5,000	10,000	5,000	100.0%
Payout, Sick Leave/Vacation Buy Back	20,200	2,960	(17,240)	-85.3%
Replacement Benefit IRC		32,156	32,156	0.0%
PARS/PERS Retirement	24,900	7,980	(16,920)	-68.0%
CalPERS Unfunded Liability	-	24,260	24,260	0.0%
Fringe Benefits	70,700	29,490	(41,210)	-58.3%
Medicare	3,900	5,450	1,550	39.7%
Salary & Benefits Total	400,700	504,991	104,291	26.0%
<u>Maintenance & Operations</u>				
Advertising and Publication	1,000	20,000	19,000	1900.0%
Employee Recognition	-	23,000	23,000	0.0%
Legal Services	16,000	-	(16,000)	-100.0%
Mandated Training Citywide	2,500	30,000	27,500	1100.0%
Material and Supplies	13,700	3,500	(10,200)	-74.5%
Membership and Dues	1,800	1,800	-	0.0%
Professional Development	5,000	5,000	-	0.0%
Professional/Contractual Services	245,000	46,000	(199,000)	-81.2%
Uniforms	-	25,000	25,000	0.0%
Maintenance & Operations Total	285,000	154,300	(130,700)	-45.9%
<u>Capital Outlay</u>				
Improvements	-	-	-	0.0%
Equipment	4,500	-	(4,500)	-100.0%
Capital Outlay Total	4,500	-	(4,500)	-100.0%
Total Expenditures/Expenses	690,200	659,291	(30,909)	-4.5%

TOTAL BY FUND

<u>FUND TITLE</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
111- General Fund	690,200	549,344	(140,856)	-20.4%
216- Employees Retirement	-	56,416	56,416	0.0%
745- Risk Management	-	53,531	53,531	0.0%
	690,200	659,291	(30,909)	-4.5%



Finance

Mission Statement	Department Oversight
<p>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.</p>	<ul style="list-style-type: none"> • 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, Revenue Supervisor, Management Analyst, Administrative Analyst, and 11 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.

Major Accomplishments in FY 2023-2024

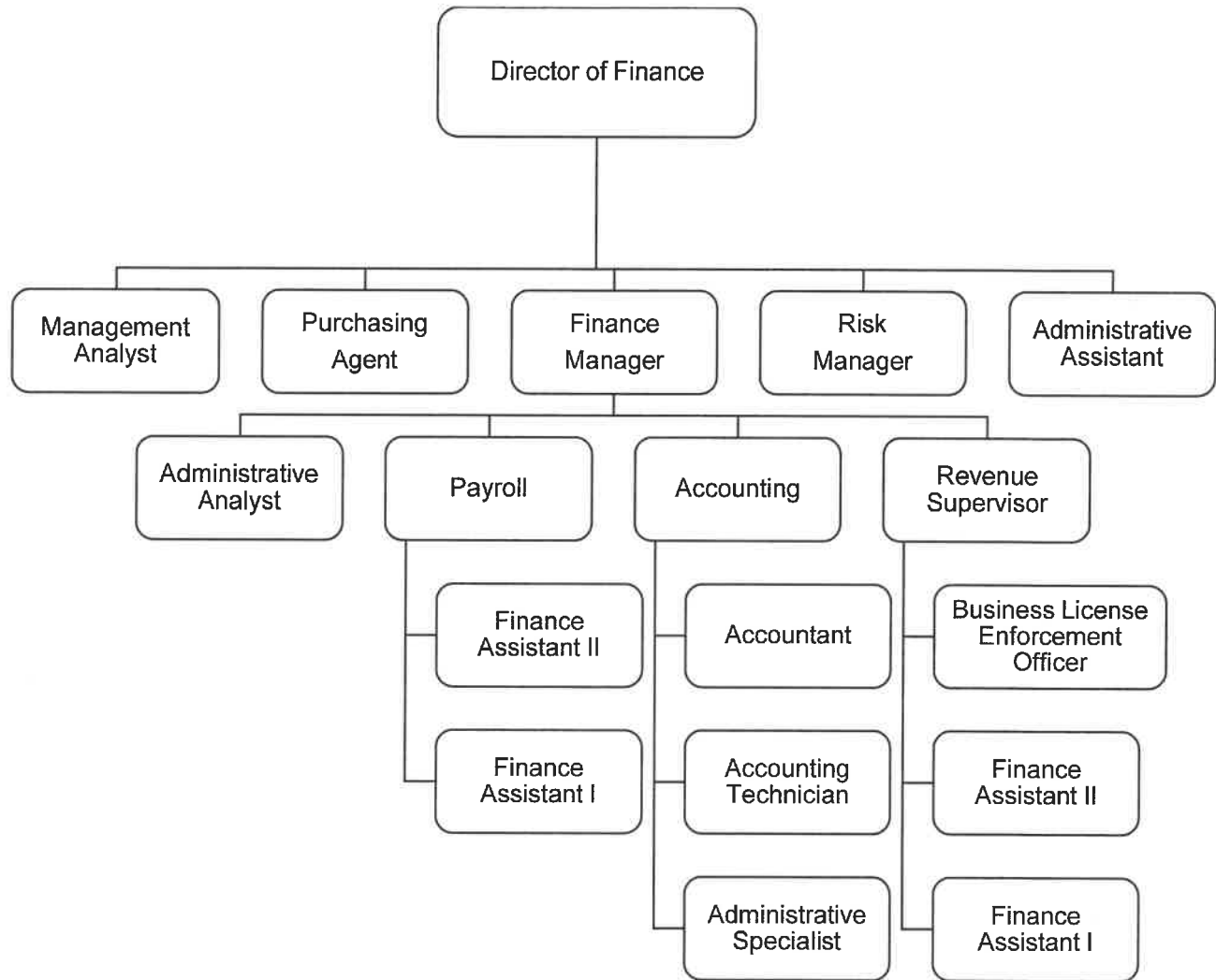
- ❖ Completed all monthly bank reconciliations for July 2020 through May 31, 2024.
- ❖ Closed the books in the Naviline financial system through June 30, 2023.
- ❖ Presented Q4 2023, Q1 2024, Q2 2024, and Q3 2024 Quarterly Budget Updates to Council.
- ❖ Obtained a final audit report for Fiscal Years 2020, 2021, 2022, 2023.
- ❖ Prepare the FY 2025 Budget for adoption by June 30, 2024.
- ❖ Filled vacant positions in Finance through the MuniTemps and Robert Half temporary staffing contract while permanent positions are recruited and filled by Human Resources.
- ❖ Training Finance Department staff through Herrera & Associates municipal finance training program.
- ❖ Finance Department updated the Policies and Procedures Manual that was adopted by Council.
- ❖ Formed an IT Committee for Citywide needs.
- ❖ Accounts Receivables revenue has increased due to monthly Alarm Permit Billing.

Expected Outcomes in FY 2024-2025

- ❖ Update Master Fee Schedule
- ❖ Water Billing cycles will be converted to monthly bills.
- ❖ Continue Staff Training
- ❖ Hire a Business License Officer
- ❖ Hire a Purchasing Agent
- ❖ Begin Implementation of Finance modules of Tyler Munis ERP
- ❖ Prepare the FY 2026/2027 Two-Year Budget for adoption by June 30, 2025.
- ❖ Begin implementation of the Tyler Munis ERP system in 2024.

Finance

Organizational Chart by Position



Finance

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	1,422,900	1,327,800	(95,100)	-6.7%
Salaries Temporary/Part Time	-	-	-	0.0%
Additional & Premium Pay	24,300	16,200	(8,100)	-33.3%
Overtime	10,000	30,000	20,000	200.0%
Vacation/Holiday Payout, SL Buy Back	20,300	49,300	29,000	142.9%
PARS/PERS Retirement	157,400	49,490	(107,910)	-68.6%
CalPERS Unfunded Liability	-	270,760	270,760	0.0%
Fringe Benefits	326,900	212,040	(114,860)	-35.1%
Medicare	21,000	22,200	1,200	5.7%
Salary & Benefits Total	1,982,800	1,977,790	(5,010)	-0.3%
<u>Maintenance & Operations</u>				
Audit Fees	777,500	246,000	(531,500)	-68.4%
Bus Passes	-	8,400	8,400	0.0%
Material and Supplies	29,800	33,100	3,300	11.1%
Postage	20,000	20,000	-	0.0%
Professional Development	24,000	36,000	12,000	50.0%
Professional/Contractual Services	240,000	562,720	322,720	134.5%
Trustee Fees	2,700	2,700	-	0.0%
Maintenance & Operations Total	1,094,000	908,920	(185,080)	-16.9%
<u>Internal Service Charges</u>				
Fleet Maintenance	7,500	9,000	1,500	20.0%
Internal Service Charges Total	7,500	9,000	1,500	20.0%
<u>Capital Outlay</u>				
Equipment	25,000	-	(25,000)	-100.0%
Capital Outlay Total	25,000	-	(25,000)	-100.0%
Total Expenditures/Expenses	3,109,300	2,895,710	(213,590)	-6.9%

Finance

TOTAL BY FUND

FUND TITLE	FY 2024 Adopted	FY 2025 Proposed	\$ Change	% Change
111- General Fund	3,085,700	1,914,310	(1,171,390)	-38.0%
216- Employees Retirement	2,700	288,368	285,668	10580.3%
219- Sales Tax-Transit Proposition A	-	25,270	25,270	0.0%
220- Sales Tax-Transit Proposition C	-	15,148	15,148	0.0%
222- Measure R	-	25,270	25,270	0.0%
275- Successor Agency	-	85,200	85,200	0.0%
283- Sewer Maintenance	-	5,641	5,641	0.0%
285- Solid Waste Management	-	5,641	5,641	0.0%
535- Street Light & Landscape	-	52,737	52,737	0.0%
681- Water	20,900.00	435,107	414,207	1981.9%
745- Risk Management	-	43,018	43,018	0.0%
	<u>3,109,300</u>	<u>2,895,710</u>	<u>(213,590)</u>	<u>-6.9%</u>



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

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.

Major Accomplishments 2023-2024

Administration Division

- ❖ Program and class registration with online capabilities
- ❖ Facility reservations, rentals, and membership
- ❖ City Buildings management and counter hours
- ❖ 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/Education Expo, Parks Summer Nights, "Haunt'ington Park" Halloween event, Veteran's Day Ceremony, Tree Lighting Ceremony, Memorial Day Ceremony, Veteran's Day Lunch, Winter Wonderland 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 Univision
- ❖ Four family friendly events for Summer Nights in the Park
- ❖ Pet Vaccine Clinic
- ❖ Earth Day Community Clean-Up Event
- ❖ SELA Senior Prom in partnership with multiple cities

Parks & Recreation

Youth & Adult Sports

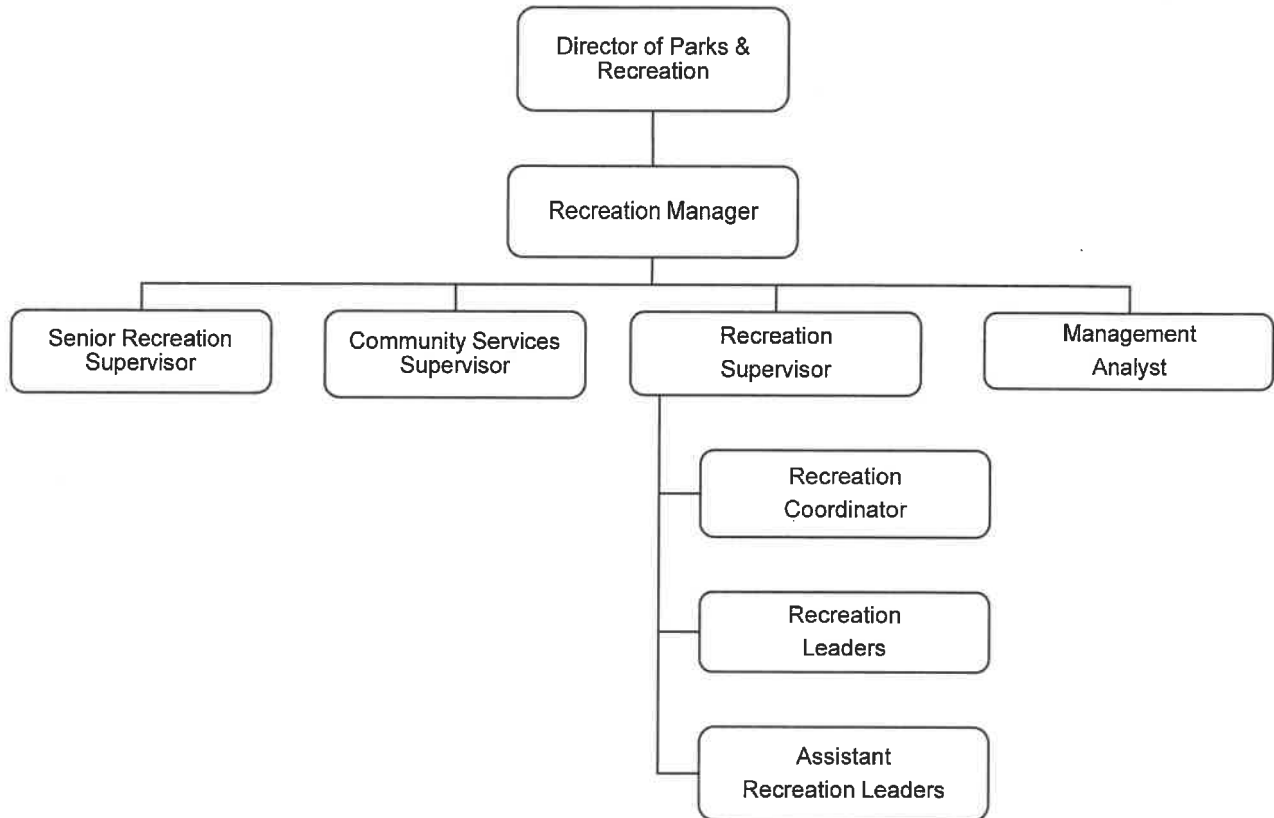
- ❖ Reinstated girls' softball league
- ❖ Youth Sports leagues and awarded the Dodger DreamTeam Grant for 5th year in a row
- ❖ Scheduling and management of athletic facilities for city-sponsored programs
- ❖ Scheduling and management of athletic facilities for local schools
- ❖ Field Maintenance and preparation

Expected Outcomes 2024-2025

- ❖ Youth Basketball program reinstated for all divisions.
- ❖ Independence Day celebrations were brought back to Salt Lake Park with musical performances and activities for children and families.
- ❖ 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 and Freedom Park.
- ❖ Continue to provide various and affordable programs and services to fulfill the needs of the community.
- ❖ Continue to increase opportunities for professional staff development and retention.
- ❖ Promote cost-effective recruitment strategies which will result in the attraction and selection of qualified and diverse individuals to become staff and serve the community.
- ❖ Increase maintenance of park facilities, both indoors and outdoors.

Parks & Recreation

Organizational Chart by Position



Parks & Recreation

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	757,200	816,604	59,404	7.8%
Salaries Temporary/Part Time	558,800	607,505	48,705	8.7%
Additional Pay	27,000	27,000	-	0.0%
Allowances & Stipends	2,825	2,825	-	0.0%
Overtime	23,200	20,685	(2,515)	-10.8%
Vacation/Holiday Payout, SL Buy Back	9,628	28,900	19,272	200.2%
PARS/PERS Retirement	95,771	40,210	(55,561)	-58.0%
CalPERS Unfunded Liability	-	145,550	145,550	0.0%
Fringe Benefits	192,616	184,200	(8,416)	-4.4%
Medicare	19,500	37,650	18,150	93.1%
Salary & Benefits Total	1,686,540	1,911,129	224,589	13.3%
<u>Maintenance & Operations</u>				
Adult Sports Supplies	7,820	7,320	(500)	-6.4%
After School Program Supplies	4,660	4,000	(660)	-14.2%
Art Walk on Pacific	2,000	2,000	-	0.0%
Class Instructors	49,400	36,600	(12,800)	-25.9%
Commission Supplies	500	500	-	0.0%
Community Center Supplies	10,324	6,000	(4,324)	-41.9%
Diabetic Friendly Menu Pilot Program	15,000	-	(15,000)	-100.0%
Events Supplies	53,724	40,850	(12,874)	-24.0%
Fourth of July	29,000	15,000	(14,000)	-48.3%
Halloween	25,400	23,600	(1,800)	-7.1%
Holiday Parade	84,200	60,000	(24,200)	-28.7%
Material and Supplies	9,250	6,050	(3,200)	-34.6%
Membership and Dues	800	950	150	18.8%
Performing Arts at Parks	25,000	19,000	(6,000)	-24.0%
Professional Development	12,230	9,500	(2,730)	-22.3%
Professional/Contractual Events Services	15,000	21,000	6,000	40.0%
Professional/Contractual Services	26,150	12,400	(13,750)	-52.6%
Recreational Transit (Fund 219)	10,000	10,000	-	0.0%
Referee Services	12,200	12,000	(200)	-1.6%
Senior Dance Program	30,000	16,000	(14,000)	-46.7%
Senior Meal Program	16,000	10,000	(6,000)	-37.5%
Uniforms	-	2,000	2,000	0.0%
YC Professional Development	500	500	-	0.0%
Youth Sports Supplies	47,080	37,000	(10,080)	-21.4%
Maintenance & Operations Total	486,238	352,270	(133,968)	-27.6%

Parks & Recreation

Capital Outlay

Equipment	237,400	188,400	(49,000)	-20.6%
Improvements	158,466	20,000	(138,466)	-87.4%
Capital Outlay Total	395,866	208,400	(187,466)	-47.4%
Total Expenditures/Expenses	2,568,644	2,471,799	(96,845)	-3.8%

TOTAL BY FUND

FUND TITLE	FY 2024 Adopted	FY 2025 Proposed	\$ Change	% Change
111- General	2,543,428	2,326,249	(217,179)	-8.5%
114- Special Events Contribution	24,966	-	(24,966)	-100.0%
216- Employees Retirement	-	145,550	145,550	0.0%
232- Art In Public Places	250	-	(250)	-100.0%
239- Community Development Block Grant	-	-	-	0.0%
	<u>2,568,644</u>	<u>2,471,799</u>	<u>(96,845)</u>	<u>-3.8%</u>



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.

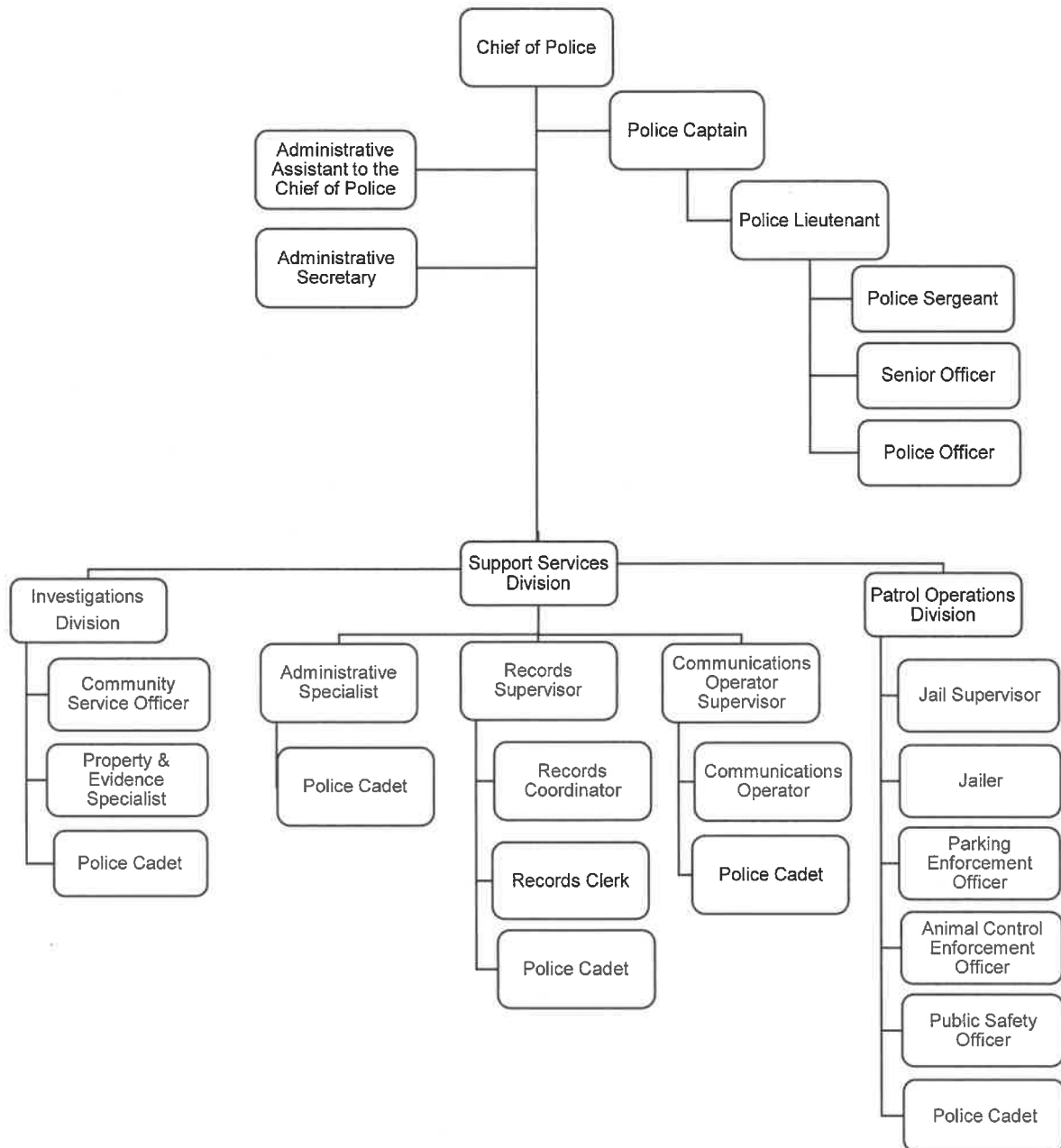
Support Services Division – Provides support to all divisions in the areas of recruitment, police community events and programs, technology improvements, fleet purchases and maintenance, equipment/supplies, maintenance of the police facility and management of outside vendor contracts and services.

Major Accomplishments 2023-2024

- ❖ Established the Special Enforcement Response Team (SERT) which expands upon the Police Department's proactive efforts to enhance service and response to community needs.
- ❖ Enhanced the tactical team to function as a full Special Weapons and Tactics Team (SWAT), which is primarily tasked with handling a variety of high-risk and crowd control situations.
- ❖ Hired various vacant positions to enhance the police work force; including several police officers, 2 Communications Operators, 1 Records Coordinator, 1 Records Clerk, 1 Animal Control Officer; and added 5 Police Explorers.
- ❖ Enhanced community relations through the Community Police Academy program, Meet Your Police, Coffee with a Cop, and National Night Out.
- ❖ Acquired various technology enhancements, including scheduling software to electronically streamline payroll processing and move towards a paperless system.
- ❖ Secured grant funding to support Officer Wellness and Mental Health and to expand the sworn officer rank by 3 additional positions.

Police

Organizational Chart by Position



Police

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	9,013,600	8,904,353	(109,247)	-1.2%
Salaries Temporary/Part Time	632,900	178,477	(454,423)	-71.8%
Additional Pay	96,600	104,100	7,500	7.8%
Premium Pay	444,200	82,270	(361,930)	-81.5%
Allowances & Stipends	84,900	84,900	-	0.0%
Overtime	879,000	1,135,750	256,750	29.2%
Holiday/Vacation Payout, SL Buy Back	123,900	476,000	352,100	284.2%
PARS/PERS Retirement	1,901,600	728,330	(1,173,270)	-61.7%
CalPERS Unfunded Liability	-	3,878,630	3,878,630	0.0%
Fringe Benefits	1,814,100	1,540,280	(273,820)	-15.1%
Medicare	148,300	152,100	3,800	2.6%
Salary & Benefits Total	15,139,100	17,265,190	2,126,090	14.0%
<u>Maintenance & Operations</u>				
ABC Grant Supplies (Fund 252)	-	3,700	3,700	0.0%
Citation Parking Collections	370,000	-	(370,000)	-100.0%
Interest Expense/Bonds	135,300	20,600	(114,700)	-84.8%
IT Services	216,400	-	(216,400)	-100.0%
Material and Supplies	340,845	126,300	(214,545)	-62.9%
Material and Supplies - FOU	-	100,000	100,000	0.0%
Pension Obligation Bonds	2,295,800	2,300,000	4,200	0.2%
Petty Cash (Fund 252)	-	500	500	0.0%
Professional Development	167,000	119,000	(48,000)	-28.7%
Professional Development (Fund 252)	-	3,000	3,000	0.0%
Professional/Contractual Services	1,963,471	595,000	(1,368,471)	-69.7%
Maintenance & Operations Total	5,488,816	3,268,100	(2,220,716)	-40.5%
<u>Internal Service Charges</u>				
Fleet Maintenance (Includes Fuel)	581,500	400,000	(181,500)	-31.2%
Internal Service Charges Total	581,500	400,000	(181,500)	-31.2%
<u>Capital Outlay</u>				
Equipment	119,820	724,896	605,076	505.0%
Improvements	824,070	110,000	(714,070)	-86.7%
Vehicles	397,695	450,000	52,305	13.2%
Capital Outlay Total	1,341,585	1,284,896	(56,689)	-4.2%
Total Expenditures/Expenses	22,551,001	22,218,186	(332,815)	-1.5%

Police

TOTAL BY FUND

FUND TITLE	FY 2024 Adopted	FY 2025 Proposed	\$ Change	% Change
111- General	20,138,197	15,237,710	(4,900,487)	-24.3%
122- Prevention Intervention	-	21,750	21,750	0.0%
123- Board of Correction LEAD	37,211	-	(37,211)	-100.0%
216- Employees Retirement	2,295,593	6,199,230	3,903,637	170.0%
217- Other Post-Employment Benefits	-	-	-	0.0%
224- Office of Traffic & Safety	-	90,000	90,000	0.0%
225- Cal Cops	-	455,000	455,000	0.0%
227- Office of Criminal Justice	-	64,319	64,319	0.0%
230- Homeland Security Fund	80,000	95,577	15,577	19.5%
233- Bullet Proof Vest Grant	-	15,000	15,000	0.0%
252- ABC Grant	-	39,600	39,600	0.0%
	<u>22,551,001</u>	<u>22,218,186</u>	<u>(332,815)</u>	<u>-1.5%</u>



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 2023-2024

- ❖ CIP 2017-04 Well 15 Commissioning
- ❖ CIP 2018-11 ATP Cycle 4
- ❖ CIP 2019-02 Slauson Congestion Relief Project
- ❖ CIP 2019-13 Los Angeles County Walnut St Et Al

Public Works

- ❖ CIP 2019-14 ATP Cycle 5
- ❖ CIP 2019-17 MAT Program Cycle I
- ❖ CIP 2021-04 Well 16
- ❖ CIP 2022-03 Playground at Salt Lake Park
- ❖ CIP 2022-04 Playground at Keller Park
- ❖ CIP 2022-05 Salt Lake Park Outdoor Basketball Court Rehabilitation Project
- ❖ CIP 2022-06 Freedom Park
- ❖ CIP 2022-07 Salt Lake Cistern Project
- ❖ CIP 2022-09 Chesley Park (Circle Park)
- ❖ CIP 2022-11 HP Litter Abatement & Beautification Project Clean CA
- ❖ CIP 2022-12 Water Quality Green Streets Project
- ❖ CIP 2022-13 Design Roof Repairs to City Hall and Police Department
- ❖ CIP 2023-01 SB1 Street Enhancement Project
- ❖ Fire Protection Project
- ❖ Cal Fire Urban & Community Forestry Grant FY 21-22 – Urban Forest Master Plan
- ❖ Streets paved: 2.93 lane miles
- ❖ Number of pedestrian ramps removed and replaced in compliance with ADA standards: 112
- ❖ Sidewalk in need of repair: 70,563 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: 313
- ❖ Number of speed bumps placed as traffic calming measures: 2
- ❖ Number of new stop signs installed: 4
- ❖ Number of encroachment permits issued to utility companies and state licensed contractors: 231
- ❖ Number of locations where graffiti was removed: 4,836
- ❖ Number of bulky & illegal dumping items removed from the public right-of-way: 3,642
- ❖ Number of traffic signals repaired: 97
- ❖ Number of streetlights repaired: 178
- ❖ Number of street signs repaired/removed and replaced: 50
- ❖ Number of potholes repaired: 95

Expected Outcomes 2024-2025

- ❖ 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.

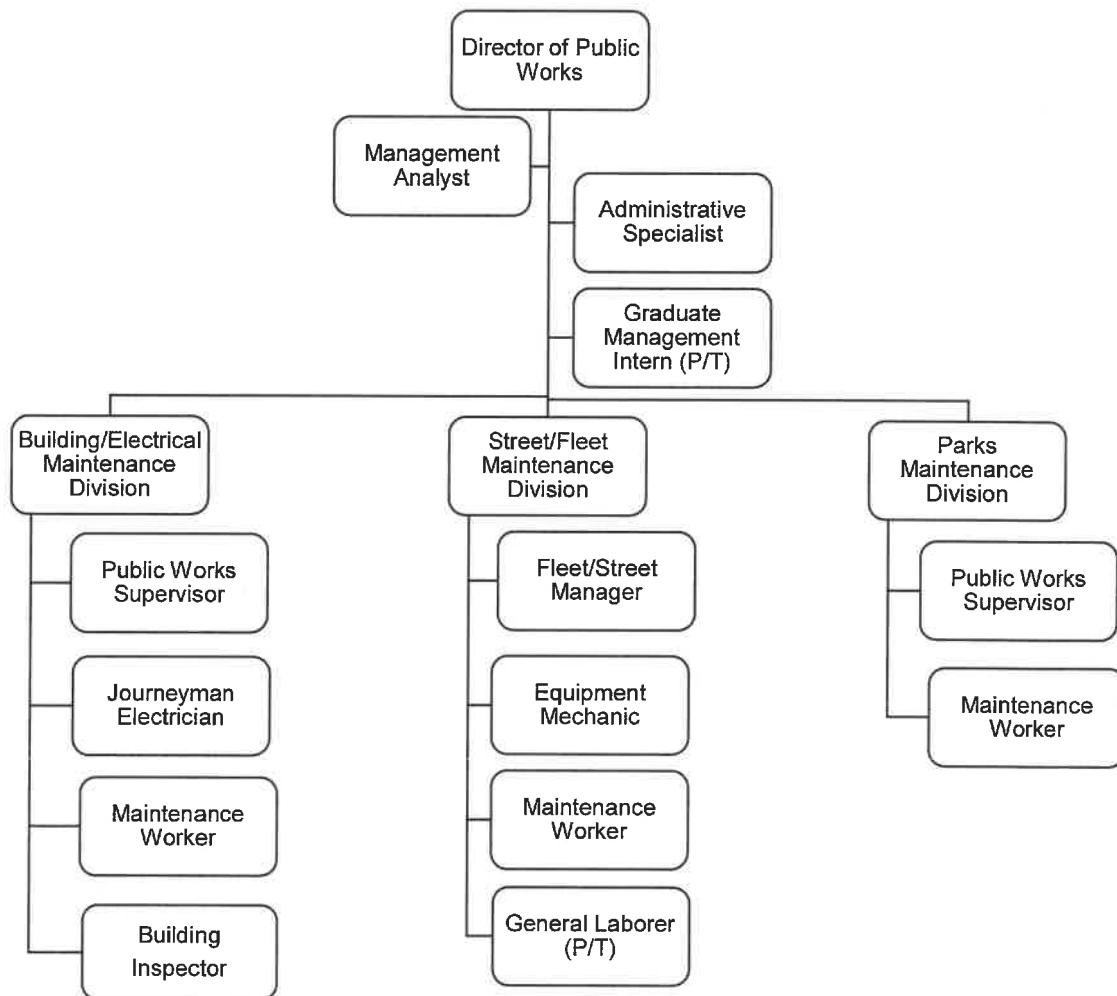
Public Works

Preliminary Goals 2024-2025

- ❖ 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.

Public Works

Organizational Chart by Position



Public Works

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	1,765,500	1,972,286	206,786	11.7%
Salaries Temporary/Part Time	107,200	144,280	37,080	34.6%
Additional Pay	43,200	42,610	(590)	-1.4%
Premium Pay	21,600	14,400	(7,200)	-33.3%
Allowances & Stipends	6,600	7,000	400	6.1%
Overtime	113,700	121,900	8,200	7.2%
Holiday Payout, SL Buy Back	14,400	37,780	23,380	162.4%
PARS/PERS Retirement	342,500	130,850	(211,650)	-61.8%
CalPERS Unfunded Liability	-	368,990	368,990	0.0%
Fringe Benefits	503,000	473,150	(29,850)	-5.9%
Medicare	28,200	33,900	5,700	20.2%
Salary & Benefits Total	2,945,900	3,347,146	401,246	13.6%
<u>Maintenance & Operations</u>				
Advertising and Publication (Fund 681)	6,000	8,330	2,330	38.8%
Building Maintenance	227,600	230,000	2,400	1.1%
Bus Passes (Fund 219)	25,000	-	(25,000)	-100.0%
Dial-A-Ride (Fund 219)	877,431	831,000	(46,431)	-5.3%
Electric and Gas Charges	399,500	-	(399,500)	-100.0%
Equipment Rental (Fund 535)	4,000	-	(4,000)	-100.0%
Fixed Route Transit (Funds 219,220,222)	1,518,380	1,360,000	(158,380)	-10.4%
Fuel and Oil (Fund 111, 741)	470,900	370,000	(100,900)	-21.4%
Maintenance of Wells (Fund 681)	386,000	250,000	(136,000)	-35.2%
Material and Supplies	698,950	525,000	(173,950)	-24.9%
Membership and Dues	-	-	-	0.0%
Permits and Fees	130,500	100,000	(30,500)	-23.4%
Professional Development	25,000	12,000	(13,000)	-52.0%
Professional/Contractual Services	6,341,750	5,682,252	(659,498)	-10.4%
Storm Water WMP	165,306	178,200	12,894	7.8%
Vehicle/Transit Maintenance	589,853	420,000	(169,853)	-28.8%
Water Purchase/Supply (Fund 681)	2,961,000	2,000,000	(961,000)	-32.5%
Maintenance & Operations Total	14,827,170	11,966,782	(2,860,388)	-19.3%
<u>Capital Outlay</u>				
Equipment	1,721,302	665,375	(1,055,927)	-61.3%
Improvements	2,253,097	203,280	(2,049,817)	-91.0%
Water & Sewer Master Plan	600,000	-	(600,000)	-100.0%
Vehicles	-	270,468	270,468	0.0%
Capital Outlay Total	4,574,399	1,139,123	(3,435,276)	-75.1%
Total Expenditures/Expenses	22,347,469	16,453,051	(5,894,418)	-26.4%

Public Works

TOTAL BY FUND

FUND TITLE	FY 2024 Adopted	FY 2025 Proposed	\$ Change	% Change
111- General Fund	9,409,730	6,543,401	(2,866,329)	-30.5%
210- Measure M	249,290	-	(249,290)	-100.0%
216- Employees Retirement	-	368,990	368,990	0.0%
219- Sales Tax-Transit Prop A	13,324	20,777	7,453	55.9%
220- Sales Tax-Transit Prop C	-	37,092	37,092	0.0%
221- State Gasoline Tax	1,378,371	2,581,864	1,203,493	87.3%
222- Measure R	-	-	-	0.0%
226 - Air Quality Management Trust	370,915	-	(370,915)	-100.0%
283- Sewer Maintenance	521,600	247,862	(273,738)	-52.5%
285- Solid Waste Management	180,625	193,100	12,475	6.9%
287- Solid Waste Recycle Grant	23,264	22,056	(1,208)	-5.2%
334 - Ped/Bike Path	-	-	-	0.0%
535- Street Light and Landscape	1,427,196	1,196,088	(231,108)	-16.2%
681- Water	7,125,854	3,936,593	(3,189,261)	-44.8%
741- Fleet Maintenance	1,647,300	1,305,228	(342,072)	-20.8%
	<u>22,347,469</u>	<u>16,453,051</u>	<u>(5,894,418)</u>	<u>-26.4%</u>



Non-Departmental

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Maintenance & Operations</u>				
Bank Services	103,300	124,800	21,500	20.8%
Citation Parking Collections	200,300	465,700	265,400	132.5%
Debt Service	2,760,300	1,662,090	(1,098,210)	-39.8%
Electric and Gas Charges	673,000	675,000	2,000	0.3%
Equipment Rental	94,350	105,200	10,850	11.5%
Interest	137,600	632,000	494,400	359.3%
Legal Services	2,959,248	2,560,000	(399,248)	-13.5%
In-Home Supportive Svcs (Fund 113)	877,621	-	(877,621)	-100.0%
Material and Supplies	31,800	35,000	3,200	10.1%
Miscellaneous Refunds	28,800	-	(28,800)	-100.0%
Penalties & Interest	10,800	5,000	(5,800)	-53.7%
Postage	25,900	22,000	(3,900)	-15.1%
Professional/Contractual Services	2,361,956	1,002,743	(1,359,213)	-57.5%
Retiree Health Insurance Premium	1,526,600	2,000,000	473,400	31.0%
Risk Management Premium	3,354,400	610,000	(2,744,400)	-81.8%
Software/License (Fund 742)	-	1,549,791	1,549,791	0.0%
Telephone & Wireless	279,500	394,500	115,000	41.1%
Tuition Assistance	25,000	25,000	-	0.0%
Uniforms	1,000	-	(1,000)	-100.0%
Maintenance & Operations Total	15,451,475	11,868,824	(3,582,651)	-23.2%
<u>Internal Service Charges</u>				
Other Post-Employment Benefits	3,081,600	3,081,600	-	0.0%
Ins - Unemployment	29,400	-	(29,400)	-100.0%
Ins - Benefits Active EEs	616,100	845,000	228,900	37.2%
Ins - Liability Premium	2,240,150	2,590,150	350,000	15.6%
Workers' Compensation	360,500	428,200	67,700	18.8%
Internal Service Charges Total	6,327,750	6,944,950	617,200	9.8%
<u>Capital Outlay</u>				
Equipment	866,422	652,700	(213,722)	-54.0%
Capital Outlay Total	866,422	652,700	(213,722)	-24.7%
Total Expenditures/Expenses	22,645,647	19,466,474	(3,179,173)	-14.0%

Non-Departmental

TOTAL BY FUND

FUND TITLE	FY 2024 Adopted	FY 2025 Proposed	\$ Change	% Change
111- General	19,037,040	14,442,150	(4,594,890)	-42.5%
113- American Rescue Plan Act	1,119,407	169,843	(949,564)	-52.5%
275- Successor Agency	1,043,800	1,170,900	127,100	12.6%
283- Sewer Maintenance	2,200	2,200	-	0.0%
285- Solid Waste Management	1,100	1,100	-	0.0%
535- Street Lighting & Landscape	1,054,300	1,139,990	85,690	8.2%
681- Water	37,800	37,800	-	0.0%
742- Information Technology	-	2,202,491	2,202,491	0.0%
745- Risk Management	350,000	300,000	(50,000)	-12.1%
	<u>22,645,647</u>	<u>19,466,474</u>	<u>(3,179,173)</u>	<u>-14.0%</u>



Capital Improvement Projects

<u>Expenditure/Expense Classification</u>	<u>FY 2024 Adopted</u>	<u>FY 2025 Proposed</u>	<u>\$ Change</u>	<u>% Change</u>
<i>Capital Improvement Programs</i>				
ATP Cycle 2	1,000	-	(1,000)	-100.0%
ATP Cycle 3	4,540,743	-	(4,540,743)	-100.0%
ATP Cycle 4	207,024	-	(207,024)	-100.0%
ATP Cycle 5	51,877	1,770,710	1,718,833	3313.3%
ATP Cycle 6	-	320,000	320,000	0.0%
Chelsey Park	-	206,212	206,212	0.0%
CIP 2022-10	270,465	-	(270,465)	-100.0%
City Hall & PD - Roof Repair	2,173,000	-	(2,173,000)	-100.0%
City-Wide WiFi	1,291,683	139,440	(1,152,243)	-89.2%
CPS & ARS Installation Project	581,956	-	(581,956)	-100.0%
Cyber Security	176,350	166,309	(10,041)	-5.7%
Emergency Operation Center (EOC)	99,500	63,988	(35,512)	-35.7%
Fire Alarm Services	983,900	565,968	(417,932)	-42.5%
Freedom Park - Playground	12,483	500,000	487,517	3905.4%
Keller Park - Playground Equipment	164,840	78,915	(85,925)	-52.1%
LA County Walnut Street ET AL	-	1,050	1,050	0.0%
Litter Abatement CIP 2022-11	-	524,500	524,500	0.0%
On Premises	96,000	100,800	4,800	5.0%
PW Roofs	-	550,000	550,000	0.0%
Randolph Corridor	-	535,000	535,000	0.0%
Resurfacing Tennis/Bball Courts	59,550	-	(59,550)	-100.0%
ROAR Project	398,663	-	(398,663)	-100.0%
Salt Lake H2O Water Quality	-	433,496	433,496	0.0%
Salt Lake Park - Aquatic Center	-	2,800,000	2,800,000	0.0%
Salt Lake Park - Plarground	12,483	500,000	487,517	3905.4%
Salt Lake Park Cistern	1,691,813	510,000	(1,181,813)	-69.9%
SB1 Slurry Seal	94,959	-	(94,959)	-100.0%
SB1 Street Enhancement Program-Construction	198,988	136,800	(62,188)	-31.3%
Slauson Congestion Relief	9,613,292	2,911,015	(6,702,277)	-69.7%
Tree People	-	242,906	242,906	0.0%
Tyler Technologies	1,004,011	350,000	(654,011)	-65.1%
Well 15 CIP 2017-07	-	41,141	41,141	0.0%
Well 15 CIP 2020-03	-	-	-	0.0%
Well 16	-	500,000	500,000	0.0%
Well 17	-	1,033,333	1,033,333	0.0%
Wifi Broadway	-	500,000	500,000	0.0%
Total Capital Improvements	23,724,580	15,481,583	(8,242,997)	-34.7%

Capital Improvement Projects

TOTAL BY FUND

FUND TITLE	FY 2024 Adopted	FY 2025 Proposed	\$ Change	% Change
111- General	676,918	-	(676,918)	-100.0%
202- Crosswalks	4,424,562	-	(4,424,562)	-100.0%
210- Measure M	339,716	-	(339,716)	-100.0%
221- State Gasoline Tax Fund	62,185	-	(62,185)	-100.0%
222- Measure R	56,182	-	(56,182)	-100.0%
334- Ped/Bike Path	270,465	-	(270,465)	-100.0%
787- Capital Improvement Projects	17,894,552	15,481,583	(2,412,969)	-13.5%
	<u>23,724,580</u>	<u>15,481,583</u>	<u>(8,242,997)</u>	<u>-34.7%</u>



Special Events

<u>Expenditure/Expense Classification</u>	<u>2023-24 Adopted Budget</u>	<u>FY 2025 Proposed</u>
<u>Special Events</u>		
4th of July	46,500	18,675
5K Event	28,750	15,940
Art Walk	50,000	49,800
Citizen's/Community Academy	500	10,000
Coffee With A Cop	1,500	-
Dia De Los Muertos	8,000	6,315
LA Dodgers Event	1,000	1,000
Earth Day	12,300	5,930
Graduation Stage at City Hall	2,600	-
Halloween	45,500	47,070
Holiday Parade	300,200	261,940
LE Torch Run	2,000	-
Mayor Holiday Award	1,250	2,000
Meet Your Police	2,500	-
Memorial Day	5,850	3,840
National Night Out	6,000	9,500
Performing Arts at Parks	25,000	25,500
Round Table Meetings	1,750	-
Spay & Neuter	20,150	5,000
Special Presentations	3,510	1,750
State of the City	11,000	2,240
Summer Nights	1,500	5,520
Teen Academy	3,000	-
Toy Drive	21,000	17,807
Tree Lighting Ceremony	41,124	5,403
Turkey Give-A-Way	16,500	13,000
Veterans Day	4,000	2,315
Veterans Brunch	5,140	840
Total Special Events	668,124	511,385



Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year 2023-2024 Adopted	Fiscal Year 2023-2024 Filled	Fiscal Year 2024-2025 Proposed
City Council				
	City Council	5	5	5
	Administrative Analyst	1	1	1
	Total	6	6	6
City Manager				
	City Manager	1	1	1
	Assistant City Manager	1	-	1
	Executive Assistant to the City Manager	1	-	-
	Management Analyst	1	1	1
	Administrative Assistant	1	1	1
	Total	5	3	4
City Clerk				
	City Clerk	1	1	1
	Deputy City Clerk	1	-	1
	Junior Deputy City Clerk	1	-	-
	Administrative Specialist	1	1	1
	Total	4	2	3
Communications & Community Relations				
	Director of Communications & Community Relations	1	1	1
	Administrative Specialist	1	1	1
	Total	2	2	2
Community Development				
	Director of Community Development	1	1	1
	Administrative Clerk	1	-	1
	Administrative Specialist	1	1	1
	Project Manager	1	1	1
	Planning Manager	1	1	1
	Associate Planner	1	1	2
	Assistant Planner	1	1	-
	Management Analyst	-	-	1
	Code Enforcement Manager	1	-	-
	Code Enforcement Officer	4	4	4
	Planning Intern (P/T)	1	1	1
	Total	13	11	13
Human Resources				
	Human Resources Manager	1	-	1
	Human Resources Supervisor	1	1	1
	Human Resources Technician	-	-	1
	Human Resources Assistant	1	1	1
	Total	3	2	4

Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year 2023-2024 Adopted	Fiscal Year 2023-2024 Filled	Fiscal Year 2024-2025 Proposed
Finance				
	Director of Finance	1	1	1
	Finance Manager	1	-	1
	Risk Manager	1	-	1
	Accounting Supervisor	-	-	-
	Revenue Supervisor	1	1	1
	Business License Enforcement Officer	-	-	1
	Administrative Assistant	1	1	1
	Administrative Analyst	1	1	1
	Management Analyst	1	1	1
	Accountant	2	2	2
	Accounting Technician	-	-	1
	Purchasing Agent	1	-	1
	Finance Assistant I	2	1	2
	Finance Assistant II	1	1	2
	Administrative Specialist	2	2	1
	Administrative Clerk	2	1	-
	Total	17	12	17
Parks and Recreation				
	Director of Parks & Recreation	1	1	1
	Recreation Manager	1	1	1
	Senior Recreation Supervisor	-	1	1
	Recreation Supervisor	2	1	1
	Community Services Supervisor	1	1	1
	Management Analyst	1	1	1
	Recreation Coordinator	4	4	4
	Recreation Leader	10	10	10
	Assistant Recreation Leader (P/T)	34	23	28
	Total	54	43	48
Police - Sworn				
	Chief of Police	1	1	1
	Police Captain	1	1	1
	Police Lieutenant	5	5	5
	Police Lieutenant (P/T)	1	1	2
	Police Sergeant	6	4	6
	Senior Officer	10	10	10
	Police Officer	32	28	28
	Police Officer Trainee	4	1	2
	Police Officer Recruit	1	-	2
	Total	61	51	57

Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year 2023-2024 Adopted	Fiscal Year 2023-2024 Filled	Fiscal Year 2024-2025 Proposed
Police (Non-Sworn)				
	Administrative Assistant to the Chief of Police	1	1	1
	Administrative Secretary	1	1	1
	Administrative Specialist	1	1	1
	Animal Enforcement Officer	2	2	2
	Communications Operator Supervisor	1	1	1
	Communications Operator	10	7	8
	Community Service Officer	2	1	2
	Jailer Supervisor	1	1	1
	Jailer	4	5	5
	Parking Enforcement Officer	6	6	6
	Police Cadets (P/T)*	14	8	8
	Police Records Supervisor	1	1	1
	Police Records Coordinator	1	1	1
	Police Records Clerk	3	2	3
	Public Safety Officer**	10	9	9
	Property & Evidence Specialist	2	1	1
	Total	60	48	51
	*Police Cadets will reduce to 6 through attrition			
	*Public Safety Officer will reduce to 8 through attrition			
Public Works				
	Director of Public Works	1	-	1
	Administrative Specialist	2	2	2
	Fleet / Street Manager	1	1	1
	Public Works Supervisor	2	2	2
	Building Inspector	1	1	1
	Management Analyst	1	1	1
	Equipment Mechanic	2	2	2
	Journeyman Electrician	3	3	3
	Maintenance Worker	12	12	12
	General Laborer (P/T)	4	3	6
	Graduate Management Intern (P/T)	1	-	1
	Total	30	27	32
	Grand Total	255	207	237



WHEREAS, The factor adopted by the City for the fiscal year beginning July 1, 2024 and ending June 30, 2025, represents the annual percentage change in population for the City of Huntington Park in the amount of -.93%;

WHEREAS, the California Department of Finance has reported a cost of living adjustment which is an increase of 3.62%; and

WHEREAS, FY 2023-24's appropriation limit was \$72,764,190 and is subject to an adjustment factor of 1.0266 that takes into account the decrease in the City's population of -.93% and cost of living adjustment increase of 3.62%; and

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

SECTION 1. The City Council hereby establishes the appropriation limit for the City for fiscal year beginning July 1, 2023 and ending June 30, 2024 to be \$72,764,190 and for fiscal year beginning July 1, 2024 and ending June 30, 2025 to be 74,699,717

SECTION 2. This Resolution shall take effect upon adoption. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 25th day of June, 2024.

Karina Macias, Mayor

ATTEST:

Eduardo Sarmiento
City Clerk

ITEM 2



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

June 25, 2024

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

Honorable Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL FOR RESIDENT CASE FILE WITH THE OWNER-OCCUPIED REHABILITATION PROGRAM FUNDED WITH THE CALHOME GRANT IN THE NOT-TO-EXCEED AMOUNT OF \$100,000.00.

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Authorize the City Manager to approve payment.

BACKGROUND

On the regularly scheduled meeting of Tuesday, November 16, 2021, City Council approved a resolution authorizing the submission of an application to the California Department of Housing and Community Development for the CalHome grant. The funds were awarded to the City and provide a low interest (3%) deferred payment loans to seniors, persons with a disability, and families of low and moderate income who own and occupy their homes and need financial assistance to make repairs and improvements. This is a reimbursable program with no matching funds required to participate.

The resident at 3530 Grand Avenue has been approved and vetted for the CalHome funded Owner-Occupied Program. The case file was reviewed by City Staff and consulting agency. Additionally, the home inspector, Code Enforcement Department, and city program staff did a site walk for the repairs being requested for his home. The repairs include, but are not limited to:

- Replace structural framing and new beams to be installed.
- Electrically re-wire unit and install 2 sub panels.
- Run new water and sewer line.
- Roof Installation, including insultation.
- Drywall and stucco finishing
- New Flooring and kitchen countertop.

CONSIDERATION AND APPROVAL FOR RESIDENT CASE FILE WITH THE OWNER-OCCUPIED REHABILITATION PROGRAM FUNDED WITH THE CALHOME GRANT IN THE NOT-TO-EXCEED AMOUNT OF \$100,000.00.

June 25, 2024

Page 2 of 2

Furthermore, this residence has been a Code Enforcement open case and with the assistance of the Owner-Occupied Rehabilitation program they will be addressing the non-compliance issues. Throughout the process of his application, City staff has been working with the Code Enforcement Department to address and resolve all issues that have been identified as a health or safety concern.

The following is a preliminary payment scheduled for the repairs:

Milestone 1: Project start-up—\$30,000

Milestone 2: Progress Payment—\$30,000

Milestone 3: Progress Payment—\$30,000

Milestone 4: Project completed—\$10,000.

Total Loan Amount: \$100,000.00

FISCAL IMPACT

There will be no fiscal impact on the General Fund. This program will be funded through the CalHome grant via the Department of Housing and Community Development, State of California. Funds will be paid from Account Number 241-0000-129.20-05.

CONCLUSION

Upon the Council's direction, staff will proceed with actions as directed.

Respectfully submitted,



RICARDO REYES
City Manager



STEVE FORSTER
Community Development Director

ATTACHMENT(S):

- A. Owner-Occupied Rehabilitation Promissory Note
- B. Owner-Occupied Rehabilitation Deed of Trust

ATTACHMENT "A"

City of Huntington Park
CALHOME PROGRAM

**OWNER-OCCUPIED REHABILITATION
PROMISSORY NOTE**

**NOTICE TO BORROWER
THIS DOCUMENT CONTAINS PROVISIONS
RESTRICTING ASSUMPTIONS AND IS SECURED BY
A SECOND DEED OF TRUST ON RESIDENTIAL PROPERTY**

Loan No. OOR-HP-3530MR

\$100,000.00

May 16, 2024

FOR VALUE RECEIVED, the undersigned, Maria Ruth Ramirez and Valeria D. Barragan (the "Borrowers") hereby promises to pay to the order of the City of Huntington Park, CalHome Owner-Occupied Rehabilitation Program ("Lender") at the following address 6550 Miles Avenue, Huntington Park, CA 90255, or at such other place as the holder may from time to time designate by written notice to Borrower, in lawful money of the United States, the principal sum of One-Hundred Thousand Dollars (\$ 100,000) with simple interest at the rate of three percent (3.00%) on the unpaid principal balance from the date of this Note, until paid. The obligation of the Borrower with respect to this Note is secured by that certain CalHome Program Owner-Occupied Rehabilitation Deed of Trust Loan No. OOR-HP-3530MR (the "Deed of Trust") and executed by the Borrower concurrently herewith.

1. **Borrower's Obligation.** This Note evidences the obligation of the Borrower to the Lender for the repayment of funds loaned (the "CalHome Loan") to finance the rehabilitation of that certain real property (the "Property") which has the address of 3530 Grand Avenue, Huntington Park
(Street) (City)
California, 90255 more fully described in Exhibit A of the Deed of Trust.
(Zip code)
2. **Borrower(s) Acknowledge(s) and Agrees:** that the CalHome Loan is subject to the terms, conditions, and restrictions of the State of California CalHome Program as set forth in Health and Safety Code section 50650 et seq. and implementing guidelines or regulations adopted by the California Department of Housing and Community Development, all of which are hereby incorporated by reference.
3. **Repayment of Loan Principal and Interest.** No periodic payments are required hereunder. Borrower agrees to pay the unpaid principal balance, unpaid accrued interest, and any other amounts due under this Note upon the earlier of:
 - (a) 30 years from the date of this Note; or
 - (b) Upon sale, transfer, lease, or encumbrance of all or any interest in the Property without Lender's prior written consent, except for a transfer permitted in Paragraph 4; or
 - (c) Upon Borrower's failure to occupy the Property as Borrower's principal place of residence.

4. **Permitted Transfers.**

The CalHome Loan is not assumable except under the following limited circumstances:

- (a) The transfer of the Property to the surviving joint tenant by devise, descent or operation of the law, on the death of a joint tenant.
- (b) A transfer of the Property where the spouse becomes an owner of the property;
- (c) A transfer of the Property resulting from a decree of dissolution of marriage, legal separation or from an incidental property settlement agreement by which the spouse becomes an owner of the Property.
- (d) A transfer to an inter vivos trust in which the Borrower is and remains the beneficiary and occupant of the property.

5. **Acceleration of Payment.** The principal amount of this loan, together with any then outstanding accrued interest thereon shall become immediately due and payable, at the option of the holder and without demand or notice, upon the occurrence of any of the following events:

- (a) In the event of a default under the terms of this Note or the Deed of Trust;
- (b) In the event that the Borrower shall cease to occupy the Property as Borrower's principal place of residence; or
- (c) In the event of any sale, transfer, lease, or encumbrance of the Property without Lender's prior written consent in violation of Paragraph 4 of this Promissory Note.

6. **Effect of Due-on Sale Clause.** Failure of the holder to exercise the option to accelerate payment as provided in Paragraph 5 of this Note will not constitute waiver of the right to exercise this option in the event of subsequent cause for acceleration. Failure by Borrower to occupy the Property as Borrower's principal place of residence shall be considered an on-going event of default under this Note.

7. **Place and Manner of Payment.** All amounts due and payable under this Note are payable at the principal office of the Lender set forth above, or at such other place or places as the Lender may designate to the Borrower in writing from time-to-time.

8. **Application of Payments.** All payments received on account of this Note shall be first applied to accrued interest, if any, and the remainder shall be applied to the reduction of principal.

9. **Attorney's Fees.** The Borrower hereby agrees to pay all costs and expenses, including reasonable attorney's fees, which may be incurred by the Lender in the enforcement of this Note.

10. **Default and Acceleration.** All covenants, conditions and agreements contained in the Deed of Trust are hereby made a part of this Note. The Borrower agrees that the unpaid balance of the then principal amount of this Note, together with all accrued interest thereon and charges owing, shall, at the option of the Lender or, if so provided in this Note and Deed of Trust executed by the Borrower, shall automatically, become immediately due and payable, and thereafter until paid bear interest at the rate of 3.00 %, upon the failure of the Borrower to make any payment hereunder as and when due; upon the failure of the Borrower to perform or observe any other term or provision of this Note, or upon the occurrence of any event (whether termed default, event of default or similar term) which under the terms of the Deed of Trust, shall entitle the Lender to exercise rights or remedies thereunder.

11. **Notices.** Except as may be otherwise specified herein, any approval, notice, direction, consent, request or other action by the Lender shall be in writing and must be communicated to the Borrower at the address of the Property, or at such other place or places as the Borrower shall designate to the Lender in writing, from time to time, for the receipt of communications from the Lender. Mailed notices shall be deemed delivered and received five (5) working days after deposit in the United States mails in accordance with this provision

12. **Prepayment Policy:** Borrower may prepay this Note at any time without penalty.

13. **Governing Law.** This Note shall be construed in accordance with and be governed by the laws of the State of California.
14. **Severability.** If any provision of this Note shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.
15. **No Waiver by the Lender.** No waiver of any breach, default or failure of condition under the terms of the Note or Deed of Trust shall thereby be implied from any failure of the Lender to take, or any delay by the Lender in taking action with respect to such breach, default or failure or from any previous waiver of any similar or unrelated breach, default or failure; and a waiver of any term of the Note, Deed of Trust, or any of the obligations secured thereby must be made in writing and shall be limited to the express written terms of such waiver.
16. **Successors and Assigns.** The promises and agreements herein contained shall bind and inure to the benefit of, as applicable, the respective heirs, executors, administrators, successors and assigns of the parties.

Executed as of the date set forth above at Huntington Park, California
City

Maria RUTH RAMIREZ
Maria Ruth Ramirez (Print)

Maria R Ramirez
Maria Ruth Ramirez (Signature)

VALERIA D. BARRAGAN
Valeria D. Barragan (Print)

Val. D. Barragan
Valeria D. Barragan (Signature)

Mailing Address for Notices:

Maria Ruth Ramirez and

Valeria D. Barragan

3530 Grand Avenue

Huntington Park, CA 90255

Mailing Address for Notices:

City of Huntington Park

6550 Miles Avenue

Huntington Park, CA 90255

ATTACHMENT "B"

Recording requested by and when
recorded mail to:

City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255
Attn: City Manager

EXEMPT FROM RECORDING FEES PER
GOVERNMENT CODE §§6103, 27383

City of Huntington Park
CALHOME PROGRAM

OWNER-OCCUPIED REHABILITATION

DEED OF TRUST

**NOTICE TO BORROWER
THIS DEED OF TRUST CONTAINS PROVISIONS
RESTRICTING ASSUMPTIONS**

Loan No. OOR-HP-3530MR

This Deed of Trust is made on May 16, 2024, by Maria Ruth Ramirez and Valeria D. Barragan (the "Borrowers") and the City of Huntington Park (the "Trustee"), whose business address is 6550 Miles Avenue, Huntington Park, CA 90255 in favor of the City of Huntington Park ("Lender") or Assignee, whose address is 6550 Miles Avenue, Huntington Park, CA 90255.

1. BORROWER, IN CONSIDERATION OF THE INDEBTEDNESS HEREIN RECITED AND THE TRUST HEREIN CREATED, HEREBY IRREVOCABLY GRANTS, TRANSFERS AND ASSIGNS to Trustee in trust, with power of sale and right of entry and possession, all of Borrower's right, title and interest now held or hereafter acquired in and to the following: (a) all of that certain real property (the "Property") located at 3530 Grand Avenue.

(Street)

Huntington Park, 90255

(City and Zip Code)

in the County of Los Angeles, and the State of California,

which is more particularly described in Exhibit A (attached) which is incorporated herein by this reference; and (b) all buildings, improvements and fixtures now or hereafter erected thereon, and all appurtenances, easements, and articles of property now or hereafter affixed to, placed upon or used in connection with the Property, together with all additions to, substitutions for, changes in or replacements of the whole or any part of said articles of property; all of which are hereby pledged and assigned, transferred, and set over onto Trustee, and for purposes of this Deed of Trust declared to be part of the realty; provided, however, that furniture and other personal property of Borrower now or hereafter situated on said real property are not intended to be included as part of the Property.

2. FOR THE PURPOSE OF SECURING:

2.1. Repayment of the indebtedness evidenced by that certain Promissory Note of the Borrower dated May 16, 2024, and entitled City of Huntington Park CalHome Program Owner-Occupied Rehabilitation Loan "Loan No. OOR-HP-3530MR" (the "Note") of the Borrower in the principal amount of One-Hundred Thousand Dollars (\$ 100,000.00), together with simple interest on such indebtedness according to the terms of the Note and any, and all amendments, modifications, extensions, or renewals of the Note. The Note and this Deed of Trust are subject to the terms, conditions, and restrictions of the State of California CalHome Program as set for the in the Health and Safety Code section 50650 et seq. and implementing guidelines or regulations adopted by the California Department of Housing and Community Development, all of which are hereby incorporated by reference.

2.2. Payment of such additional sums, with interest thereon:

- (a) As may hereafter be borrowed from Lender by the then-record owner of the Property and evidenced by a promissory note or notes reciting that it or they are so secured and all modifications, extensions, or renewals of the Note; and
- (b) As may be incurred, paid, or advanced by Lender, or as may otherwise be due to Trustee or Lender, under any provision of this Deed of Trust and any modification, extension, or renewal of this Deed of Trust; and
- (c) As may otherwise be paid or advanced by Lender to protect the security or priority of this Deed of Trust.

2.3. Performance of each obligation, covenant, and agreement of Borrower contained in this Deed of Trust, the Note, or any other document executed by Borrower in connection with the loan(s) secured by this Deed of Trust, and all amendments to these documents whether set forth in this Deed of Trust or incorporated in this Deed of Trust by reference.

3. BORROWER COVENANTS:

Borrower hereby covenants to maintain and protect the security of this Deed of Trust, to secure the full and timely performance by Borrower of each and every obligation, covenant, and agreement of Borrower under the Note and this Deed of Trust, and as additional consideration for the obligation(s) evidenced by the Note, Borrower covenants as follows:

3.1. **Title.** That Borrower is lawfully seized of the estate hereby conveyed and has the right to grant and convey the Property, and that Borrower will warrant and defend generally the title of the Property against all claims and demands subject to any declarations, easements, or restrictions listed in the schedule of exemptions to coverage in any title insurance policy insuring Lender's interest in the Property.

3.2. **Payment of Principal and Interest.** That Borrower shall promptly pay, when due, the principal and interest on the Note, and such other charges as are provided in the Note, and such other amounts as are provided under this Deed of Trust.

3.3. **Maintenance of the Property.** (a) To keep the Property in a decent, safe, sanitary, tenantable condition and repair and permit no waste thereof; (b) not to commit or suffer to be done or exist on or about the Property any condition causing the Property to become less valuable; (c) remove, demolish or structurally alter any buildings and improvements now or hereinafter located on the Property; (d) to repair, restore or rebuild promptly any buildings or improvements on the Property that may become damaged or be destroyed while subject to the lien of this Deed of Trust; (e) to comply with all applicable laws, ordinances and governmental regulations affecting the Property or requiring any alteration or improvement thereof, and not to suffer or permit any violations of any such law, ordinance or governmental regulation, nor of any covenant, condition or restriction affecting the Property; (f) not to initiate or acquiesce in any change in any zoning or other land use or legal classification which affects any of the Property without the Lender's written consent; and (g) not to alter the use of all or any part of the Property without the prior written consent of the Lender.

3.4. **Appear and Defend.** Borrower shall appear in and defend any action or proceeding purporting to affect the security hereof or the rights or powers of the Lender or Trustee; and to pay all costs and expenses, including cost of evidence of title and attorney's fees in a reasonable sum, in any such action or proceeding in which the Lender or Trustee may appear, and in any suit brought by the Lender to foreclose this deed.

3.5. Payment of Taxes and Utility Charges. Borrower shall pay, at least ten (10) days before delinquency all taxes and assessments affecting the Property, including assessments on appurtenant water stock; when due, all encumbrances, charges and liens, fines, and impositions attributable to the Property, leasehold payments, or ground rents, if any, and any interest on the Property or any part thereof; all costs, fees, and expenses of this trust. Borrower shall make such payments when due, directly to the payee thereof. Borrower shall promptly furnish to Lender all notices of amounts due under this paragraph, and Borrower shall promptly furnish to Lender receipts evidencing all such payments made.

3.6. Insurance. To keep the Property insured with loss payable to the Lender, against loss or damage by fire and such other hazards, casualties, and contingencies and by such companies on such forms and in the amount of the replacement cost of the Property, and to deliver the original of all such policies to the Lender, together with receipts satisfactory to the Lender evidencing payment of the premiums. All such policies provide that the Lender shall be given thirty (30) days advance written notice of the cancellation, expiration or termination of any such policy or any material change in the coverage afforded by it. Renewal policies and any replacement policies, together with premium receipts satisfactory to the Lender, shall be delivered to the Lender at least thirty (30) days prior to the expiration of existing policies. Neither Trustee nor the Lender shall by reason of accepting, rejecting, approving, or obtaining insurance incur any liability for the existence, nonexistence, form or legal sufficiency of such insurance, or solvency of any insurer for payment of losses. All insurance proceeds for such losses must be utilized for the repair or restoration of the insured property.

3.7. Payments and Discharge of Liens. Borrower will pay, when due, all claims of every kind and nature which might or could become a lien on the Property or any part thereof; provided, however, that the following are excepted from this prohibition: (a) liens for taxes and assessments which are not delinquent although by law are given the status of a lien, and (b) such of the above claims as are, and only during the time they are, being contested by Borrower in good faith and by appropriate legal proceedings, and Borrower shall post security for the payment of these contested claims as may be requested by the Lender. Borrower shall not default in the payment or performance of any obligation secured by a lien, mortgage or deed of trust which is superior to this Deed of Trust.

4. IT IS MUTUALLY AGREED THAT:

4.1. Application of Payments. Unless applicable law provides otherwise, all payments received by Lender under the Note and Section 2.1 shall be applied by Lender first to interest payable on the Note and then to the principal due on the Note.

4.2. Future Advances. Upon request by Borrower, Lender, at Lender's option, may make future advances to Borrower. All such future advances, with interest thereon, shall be added to and become a part of the indebtedness secured by this Deed of Trust when evidenced by promissory note(s) reciting that such note(s) are secured by this Deed of Trust.

4.3. Disbursements to Protect Lender's Security. All sums disbursed by Lender to protect and preserve the Property, this Deed of Trust, or Lender's security for the performance of Borrower's obligations under the Note shall be and be deemed to be an indebtedness of Borrower secured by this Deed of Trust.

4.4. Protection of Lender's Security. If Borrower fails to perform the covenants and agreements contained in this Deed of Trust, or if any action or proceeding is commenced which materially affects Lender's interest in the Property, including, but not limited to, eminent domain, insolvency, code enforcement, arrangements or proceedings involving a bankrupt or decedent, foreclosure of any mortgage secured by the Property or sale of the Property under a power of sale of any instrument secured by the Property, then Lender, at Lender's option, upon notice to Borrower, may make such appearance, disburse such sums and take such action as is necessary to protect Lender's interest, including, but not limited to, disbursement of reasonable attorney's fees and entry upon the Property to make repairs.

Any amounts disbursed by Lender pursuant to this Section 4.4, with interest thereon, shall become additional indebtedness of Borrower secured by this Deed of Trust. Unless Borrower and Lender agree to other terms of payment, such amounts shall be payable upon notice from Lender to Borrower requesting payment thereof and shall bear interest from the date of disbursement at the highest rate permissible under applicable law. Nothing contained in this Section 4.4 shall require Lender to incur any expense or take any action hereunder.

4.5. Inspection. Lender or its agent may make or cause to be made reasonable entries upon and inspections of the Property. Lender shall give Borrower notice at the time of or prior to any such inspection specifying reasonable cause for the inspection.

4.6. Awards and Damages. All judgments, awards of damages, settlements and compensation made in connection with or in lieu of (a) taking of all or any part of or any interest in the Property by or under assertion of the power of eminent

domain, (b) any damage to or destruction of the Property or any part thereof by insured casualty, and (c) any other injury or damage to all or any part of the Property, are hereby assigned to and shall be paid to the Lender. The Lender is authorized and empowered (but not required) to collect and receive any such sums and is authorized to apply them in whole or in part upon any indebtedness or obligation secured hereby, in such order and manner as the Lender shall determine at its option. The Lender shall be entitled to settle and adjust all claims under insurance policies provided under this Deed of Trust and may deduct and retain from the proceeds of such insurance the amount of all expenses incurred by it in connection with any such settlement or adjustment. All or any part of the amounts so collected and recovered by the Lender may be released to Borrower upon such conditions as the Lender may impose for its disposition. Application of all or any part of the amounts collected and received by the Lender, or the release thereof shall not cure or waive any default under this Deed of Trust. If the Property is abandoned by Borrower, or if, after notice by Lender to Borrower that the condemnor offers to make an award or settle a claim for damages, Borrower fails to respond to Lender within thirty (30) days after the date such notice is mailed, Lender is authorized to collect and apply the proceeds, at Lender's option, either to restoration or repair of the Property or to the sum secured by this Deed of Trust.

4.7. Prohibition on Transfers of Interest. With the exception of the transfers permitted in Section 4.11 below, if all or any part of the Property or an interest therein is sold or transferred by Borrower without Lender's prior written consent, Lender may, at Lender's option, declare all the sums secured by this Security Instrument to be immediately due and payable. If Lender exercises such option to accelerate, Lender shall mail Borrower notice of acceleration in accordance with Section 6.9 hereof. Such notices shall provide a period of not less than 30 days from the date the notice is mailed within which Borrower may pay the sums declared due. If borrower fails to pay such sums prior to the expiration of such period, Lender may, without further notice or demand on Borrower, invoke any remedies permitted by Section 5.2(a) hereof.

4.8. Sale or Forbearance. No sale of the Property, forbearances on the part of the Lender or extension of the time for payment of the indebtedness hereby secured shall operate to release, discharge, waive, modify, change, or affect the liability of Borrower either in whole or in part.

4.9. The Lender's Rights to Release. Without affecting the liability of any person for payment of any indebtedness hereby secured (other than any person released pursuant hereto), including without limitation any one or more endorsers or guarantors, and without affecting the lien hereof upon any of the Property not released pursuant hereto, at any time and from time to time without notice: (a) The Lender may, at its sole discretion, (I) release any person now or hereafter liable for payment of any or all such indebtedness, (II) extend the time for or agree to alter the terms of payment of any or all of such indebtedness, and (III) release or accept additional security for such indebtedness, or subordinate the lien or charge hereof; and (b) Trustee, acting pursuant to the written request of the Lender, may reconvey all or any part of the Property, consent to the making of any map or plot thereof, join in granting any assessment thereon, or join in any such agreement of extension or subordination.

4.10. Reconveyance. Upon payment of all sums secured by this Security Instrument, Lender shall request Trustee to reconvey the Property and shall surrender this Security Instrument and all notes evidencing indebtedness secured by this Security Instrument to Trustee. Trustee shall reconvey the Property without warranty and without charge to the person or persons legally entitled thereto. Such person or persons shall pay all costs of recordation, if any. The recitals in the reconveyance of any matters or facts shall be conclusive proof of the truthfulness thereof.

4.11. Requirement of Owner-occupancy and Permitted Transfers. Borrower shall occupy the Property as Borrower's principal place of residence during the term of the Note. Notwithstanding any other provision of the Note or this Deed of Trust, the following transfers shall not be deemed to be a default under the Note or this Deed of Trust:

- (a) The transfer of the Property to the surviving joint tenant by devise, descent, or operation of the law, on the death of a joint tenant.
- (b) A transfer of the Property where the spouse becomes an owner of the property;
- (c) A transfer of the Property resulting from a decree of dissolution of marriage, legal separation or from an incidental property settlement agreement by which the spouse becomes an owner of the Property.
- (d) A transfer to an inter vivos trust in which the Borrower is and remains the beneficiary and occupant of the property.

5. EVENTS OF DEFAULT

5.1. Events of Default. Any one or more of the following events shall constitute a default under this Deed of Trust (a) failure of the Borrower to pay the indebtedness secured hereby or any installment thereof, whether principal, interest or otherwise, when and as the same become due and payable, whether at maturity or by acceleration or otherwise; or (b) failure of

Borrower to observe or to perform any covenant condition or agreement to be observed or performed by Borrower pursuant to the Note or this Deed of Trust including but not limited to the occupancy of property by Borrower provision; or (c) the occurrence of any event which, under the terms of the Note, shall entitle the Lender to exercise the rights or remedies thereunder; or (d) the occurrence of any event which, under the terms of the First Note and First Deed of Trust shall entitle the Lender to exercise the rights or remedies thereunder.

5.2. Acceleration and Sale.

(a) **Acceleration.** Except as provided in Section 4.7, upon Borrower's breach of any covenant or agreement of Borrower in this Deed of Trust, including the covenants to pay when due any sums secured by this Deed of Trust, upon Borrower's failure to make any payment or to perform any of its obligations, covenants and agreements pursuant to the Note, Lender shall mail notice to Borrower as provided in Section 6.9 hereof specifying: (1) the breach; (2) the action required to cure such breach; (3) a date, no less than 30 days from the date the notice is mailed to Borrower, by which such breach must be cured; and (4) that failure to cure such breach on or before the date specified in the notice may result in acceleration of the sums secured by this Deed of Trust and sale of the Property. The notice shall further inform Borrower of the right to reinstate after acceleration and the right to bring a court action to assert the nonexistence of a default or any other defense of Borrower to acceleration and sale. If the breach is not cured on or before the date specified in the notice, Lender at Lender's option may declare all of the sums secured by this Deed of Trust to be immediately due and payable without further demand and may invoke the power of sale and any other remedies permitted by applicable law. Lender shall be entitled to collect from the Borrower, or sale proceeds, if any, all reasonable costs, and expenses incurred in pursuing the remedies provided in this paragraph, including, but not limited to, reasonable attorney's fees.

(b) **Borrower's Right to Reinstate.** Notwithstanding Lender's acceleration of the sums secured by this Deed of Trust, Borrower will have the right to have any proceedings begun by Lender to enforce this Deed of Trust discontinued at any time prior to five (5) days before sale of the Property pursuant to the power of sale contained in this Deed of Trust or at any time prior to entry of the judgment enforcing this Deed of Trust if: (1) Borrower pays Lender all sums which would be then due under this Deed of Trust and the Note, had no acceleration occurred; (2) Borrower pays all reasonable expenses incurred by Lender and Trustee in enforcing the covenants and agreements of Borrower contained in this Deed of Trust, remedies including, but not limited to, reasonable attorneys' fees; and (3) Borrower takes such action as Lender may reasonably require to assure that the lien of this Deed of Trust, Lender's interest in the Property and Borrower's obligation to pay the sums secured by this Deed of Trust shall continue unimpaired. Upon such payment and cure by Borrower, this Deed of Trust and the obligations secured hereby will remain in full force and effect as if no acceleration had occurred.

(c) **Sale.** After delivery to Trustee of a Notice of Default and Demand for Sale and after the expiration of such time and the giving of such notice of default and sale as may then be required by law, and without demand on Borrower Trustee shall sell the Property at the time and place of sale fixed by it in said notice of sale, at public auction to the highest bidder for cash in lawful money of the United States of America, payable at time of sale. Trustee may postpone sale of all or any portion of the Property by public announcement at such time and place of sale and from time to time thereafter may postpone such sale by public announcement at the time and place fixed by the preceding postponement. Any person, including Borrower, Trustee, or the Lender, may purchase at such sale. Upon such sale by Trustee, it shall deliver to such purchaser its deed conveying the Property so sold, but without any covenant or warranty expressed or implied. The recitals in such deed of any matters or facts shall be conclusive proof of their truthfulness. Upon sale by Trustee and after deducting all costs, expenses and fees of Trustee and of this Deed of Trust, Trustee shall apply the proceeds of sale to the payment of the principal indebtedness hereby secured, whether evidenced by the Note or otherwise, or representing advances made or costs or expenses paid or incurred by the Lender under this Deed of Trust, or the secured obligations or any other instrument evidencing or securing any indebtedness hereby secured and to the payment of all other sums then secured thereby, including interest as provided in this Deed of Trust, the secured obligations or any other such instrument, in such order as the Lender shall direct; and then the remainder, if any, shall be paid to the person or persons legally entitled thereto.

(d) **Assignment of Rents; Appointment of Receiver; Lender in Possession.** Upon acceleration under paragraph (a) of Section 5.2 hereof or abandonment of the Property, Lender (in person, by agent or by judicially appointed receiver) shall be entitled to enter upon, take possession of and manage the Property and to collect the rents of the Property (if any) including those past due. All rents collected by Lender, or the Receiver shall be applied first to payment of the costs of management of the Property and collection of rents including, but not limited to, receiver's fees, premiums on receiver's bonds and reasonable attorney's fees, and then to the sums secured by this Security Instrument. Lender and the receiver shall be liable to account only for those rents actually received. The provisions of this paragraph and paragraph (a) of Section 5.2 shall operate subject to the claims of prior lien holders.

5.3. Exercise of Remedies: Delay. No exercise of any right or remedy by the Lender or Trustee hereunder shall constitute a waiver of any other right or remedy herein contained or provided by law, and no delay by the Lender or Trustee in exercising any such right or remedy hereunder shall operate as a waiver thereof or preclude the exercise thereof during the continuance of any default hereunder.

5.4. Trustee Substitution. The irrevocable power to appoint a substitute trustee or trustees hereunder is hereby expressly granted to the Lender, to be exercised at any time hereafter, without specifying any reason therefore by filing for record in the office where this Deed of Trust is recorded a deed of appointment and said power of appointment of successor trustee or trustees may be exercised as often as and whenever the Lender deems advisable. The exercise of said power of appointment, no matter how often, shall not be deemed an exhaustion thereof, and upon recording of such deed or deeds of appointment, the trustee or trustees so appointed shall thereupon, without further act or deed of conveyance, succeed to and become fully vested with identically the same title and estate in and to the Property hereby conveyed and with all the rights, powers, trusts and duties of the predecessor in the trust hereunder, with the like effect as if originally named as trustee or as one of the trustees.

5.5. Remedies Cumulative. No remedy herein contained or conferred upon the Lender or Trustee is intended to be exclusive of any other remedy or remedies afforded by law or by the terms hereof to the Lender or Trustee but each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity.

6. MISCELLANEOUS PROVISIONS

6.1. Successors, Assigns, Gender, Number. The covenants and agreements contained in this Deed of Trust shall bind, and the benefit and advantages under it shall inure to, the respective heirs, executors, administrators, successors and assigns of the parties. Wherever used, the singular number shall include the plural, and the plural the singular, and the use of any gender shall be applicable to all genders.

6.2. Headings. The headings are inserted only for convenience of reference and in no way define, limit, or describe the scope or intent of this Deed of Trust, or of any particular provision thereof, or the proper construction thereof.

6.3. Actions on Behalf of the Lender. Except as otherwise specifically provided herein, whenever any approval, notice, direction, consent, request, or other action by the Lender is required or permitted under this Deed of Trust, such action shall be in writing.

6.4. Terms. The words "the Lender" means the present Lender, or any future owner or holder, including pledgee of the indebtedness secured hereby.

6.5. Obligations of Borrower. If more than one person has executed this Deed of Trust as "Borrower," the obligations of all such persons hereunder shall be joint and several.

6.6. Incorporation by References. The provisions of the CalHome Program security instruments and the documents relating to that program are incorporated by reference as though set out verbatim.

6.7. Severability. If any provision of this Deed of Trust shall be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired.

6.8. Indemnification. Borrower will indemnify and hold the Lender, its officers, and agents harmless against any and all losses, claims, demands, penalties, and liabilities which the Lender, its officers or agents may sustain or suffer by reason of anything done or omitted in good faith pursuant to or in connection with this Deed of Trust and not assert any claim against the Lender, its officers or agents by reason of any action so taken or omitted. Borrower shall, at Borrower's expense, defend, indemnify, save and hold the Lender, its officers and agents harmless from any and all claims, demands, losses, expenses, damages (general, punitive or otherwise), causes of action (whether legal or equitable in nature) asserted by any person, firm, corporation or other entity arising out of this Deed of Trust and Borrower shall pay the Lender upon demand all claims, judgments, damages, losses or expenses (including reasonable legal expense) incurred by the Lender as a result of any legal action arising out of this Deed of Trust.

6.9. Notice. Except for any notice required under applicable law to be given in another manner (a) any notice to Borrower provided for in this Deed of Trust shall be given by mailing such notice by certified mail directed to the Property Address or any other address Borrower designates by notice to Lender as provided herein; and, (b) any notice to Lender shall be given by certified mail, return receipt requested, to Lender's mailing address stated herein or to such other address as Lender may designate

by notice to Borrower as provided herein. Any notice provided for in this Deed of Trust shall deem to have been given to Borrower or Lender when given in the manner designated herein.

6.10. Beneficiary Statement. Lender may collect a fee for furnishing the beneficiary statement in an amount not to exceed the amount as provided by Section 2943 of the Civil Code of California.

6.11. Use of Property. Borrower shall not permit or suffer the use of any of the Property for any purpose other than as a single-family residential dwelling.

IN WITNESS WHEREOF, Borrower has executed this Deed of Trust on the day and year set forth above. By signing below, Borrower agrees to the terms and conditions as set forth above.

MAILING ADDRESS FOR NOTICES:

SIGNATURE OF BORROWER(s):

MARIA RUTH RAMIREZ
Maria Ruth Ramirez (Print)

Maria R. Ramirez
Maria Ruth Ramirez (Signature)

VALERIA D. BARRAGAN
Valeria D. Barragan (Print)

Valeria D. Barragan
Valeria D. Barragan (Signature)

Maria Ruth Ramirez and

Valeria D. Barragan

3530 Grand Avenue

Huntington Park, CA 90255

City of Huntington Park

6550 Miles Avenue

Huntington Park, CA 90255

Acknowledgments

EXHIBIT "A"
LEGAL DESCRIPTION

EXHIBIT "A"

THE LAND REFERRED TO HEREIN IS SITUATED IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PARCEL 1:

THE NORTHERLY 125 FEET OF THE SOUTHERLY 250 FEET OF THE EASTERLY ONE HALF OF LOT 135 OF TRACT NO. 2599, IN THE CITY OF HUNTINGTON PARK, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 26 PAGE 50 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

PARCEL 2:

THE WESTERLY 10 FEET OF THE NORTHERLY 125 FEET OF THE SOUTHERLY 250 FEET OF LOT 134 OF TRACT NO. 2599, IN THE CITY OF HUNTINGTON PARK, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 26 PAGE 50 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ASSESSOR'S PARCEL NUMBER: 6214-009-013

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of LOS ANGELES

On MAY 16, 2024 before me, C. INIGUEZ GRAJEDA, NOTARY PUBLIC
(Insert name and title of the Officer)

personally appeared MARIA RUTH RAMIREZ & VALERIA D BARRAGAN

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature C. Iniguez (Seal)



ITEM 3



CITY OF HUNTINGTON PARK

Office of the City Clerk
City Council Agenda Report

June 25, 2024

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

Dear Mayor and Members of the City Council:

COUNCIL APPOINTMENTS TO VARIOUS COMMISSIONS

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Make appointments to Commissions consistent with provisions set forth in Resolution No. 2015-19.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

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

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

FISCAL IMPACT

There is no fiscal impact. Compensation for added Commissioners has been budgeted for FY 2023/24 to account 111-0123-413.19-05.

CONCLUSION

Terms will run concurrent with the Council Member who appoints. After the appointment the City Clerk will notify applicants of their appointments.

COUNCIL APPOINTMENT TO CIVIL SERVICE COMMISSION

June 25, 2024

Page 2 of 2

Respectfully submitted,



RICARDO REYES

City Manager



EDUARDO SARMIENTO,

City Clerk

ATTACHMENT(S)

- A. Resolution No. 2015-19, Adopting Revised Rules, Method of Appointment, Guidelines for the Conduct of Meetings and Structure for all Commissions of the city and Repealing all Prior Resolutions or Provisions in Conflict with the Provisions Contained Herein.

ATTACHMENT "A"

RESOLUTION NO. 2015-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK ADOPTING REVISED RULES, METHOD OF APPOINTMENT, GUIDELINES FOR THE CONDUCT OF MEETINGS AND STRUCTURE FOR ALL COMMISSIONS OF THE CITY AND REPEALING ALL PRIOR RESOLUTIONS OR PROVISIONS IN CONFLICT WITH THE PROVISIONS CONTAINED HEREIN

WHEREAS, the City Council has decided to amend all commission resolutions to provide for congruent and consistent regulation and structure across all City Commissions.

THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK DOES RESOLVE AS FOLLOWS:

SECTION 1: Establishment of City Commissions.

The City has currently established the following commissions to serve in the capacity as advisory bodies to the City Council:

Planning Commission
Civil Service Commission
Parks and Recreation Commission
Health and Education Commission
Historic Preservation Commission
Youth Commission (pending approval).

This Resolution is intended to govern and supersede all prior resolutions establishing and amending member qualifications, organizational rules, guidelines and structure for City Commissions and hereby repeals all provisions in conflict with the provisions contained herein by the adoption of the revised provisions below. This Resolution will also govern over provisions of City ordinances currently in existence, but which will be repealed or amended for consistency with this Resolution. This Resolution shall also govern and control any additional Commission created by the City Council in addition to those enumerated above.

SECTION 2: Membership.

All City Commissions shall consist of five (5) members, with the exception of the Youth Commission which shall consist of ten (10) youth from the City as defined below. All members of each Commission shall be a resident of the City of Huntington Park, however, at the City Council's discretion, no more than two (2) Commissioners for any Commission may be non-Huntington Park residents. Each person seeking appointment to a Commission shall complete an application provided by the City and submit to a Live Scan background check before being appointed to a Commission and before being sworn in to office.

1 **SECTION 3: Appointment, Reappointment and Removal.**

2 Each member of the City Council shall have authority to appoint one (1)
3 member to each Commission, with the exception of the Youth Commission, which
4 shall consist of two (2) members appointed by each City Councilmember. Each
5 Councilmember shall appoint their Commissioners within sixty (60) days of assuming
6 office, or from the adoption of this Resolution, or from a vacancy occurring for said
7 Commission position for that respective Councilmember appointment. If no
appointment is made within sixty (60) days of assuming office, or from the adoption of
this Resolution, or from a vacancy occurring for said Commission position, the Mayor
shall appoint a member to the vacant seat.

8 Commission members may be removed from their appointment due to
9 disqualification as provided for in this Resolution or upon the sole decision by the
10 Councilmember who appointed that Commissioner. All appointments or removal of
11 Commissioners shall occur at an open meeting of the City Council. If removal of a
Commissioner occurs, the City Clerk shall send notice to that Commissioner at the last
address on file with the City.

12 **SECTION 4: Term of Office.**

13 Each Commissioner's term shall be for a period of four years, unless removed
14 by the appointing Councilmember or as a result of disqualification as set forth herein.
15 Notwithstanding the foregoing, no Commissioner shall serve for a period which
16 exceeds the time in office for the Councilmember appointing that Commissioner. In
17 the event that the appointing Councilmember completes his or her term, vacates their
18 office or otherwise is no longer holding office, the term of the Commissioner appointed
by said Councilmember shall end. However, nothing contained in this section shall
prevent another Councilmember or the new Councilmember from appointing the
individual back to the same Commission or to a different Commission.

19 **SECTION 5: Vacancy Due to Disqualification.**

20 When a member no longer meets the qualifications for the Commission, the
21 member is therefore disqualified, and the office shall thereupon become vacant.

22 **SECTION 6: Vacancy.**

23 If for any reason a vacancy occurs, it shall be filled by appointment by the
24 member of the City Council who appointed said Commissioner for the unexpired
portion of such term.

25 **SECTION 7: Quorum.**

26 A majority of the total number of members of the Commission shall constitute a
27 quorum for the transaction of business, but a lesser number may adjourn from time to
28 time for want of quorum and until a quorum can be obtained.

1 **SECTION 8: Purpose.**

2 The purpose, duties and responsibilities of each Commission shall be
3 established by the City Council by ordinance and codified in the Huntington Park
4 Municipal Code.

5 **SECTION 9: Organization.**

6 Annually in the month of March, the Commission shall elect one of its members
7 as Chair and Vice-Chair. City staff shall act as the Commission Secretary. Staff
liaisons shall act as the conduit for all communications to the City Council.

8 **SECTION 10: Meetings.**

9 Regular meetings of the Commission shall be as set by each Commission. The
10 place of such meetings shall be at City Hall unless otherwise designated by the City
11 Council or approved by a majority of the total membership of the Commission. When
12 the day for such regular meetings falls on a legal holiday, the meeting shall not be
13 held on such holiday, but shall be held at the same hour on the next succeeding day
14 thereafter which is not a holiday. All meetings of the Commission shall be open and
15 public, and subject to all laws of the state of California e.g. the Brown Act, governing
open public meetings. The Commission shall adopt its own rules for the transaction of
its business and keep a record of resolutions, findings and recommendations and
actions voted upon. A report of each meeting of the Commission shall be given to the
City Council.

16 **SECTION 11: Termination of Commission.**

17 Termination of the Commission shall be done at the will and vote of the City
18 Council.

19 **SECTION 12: Compensation.**

20 Commission member compensation shall be set by resolution of the City
21 Council.

22 **SECTION 13: Commission Handbook.**

23 All Commission Members must adhere to the provisions contained and
24 referenced in the City of Huntington Park Commission Handbook as approved by the
City Council.

25 **SECTION 14:**

26 The City Clerk shall certify to the adoption of this Resolution.
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PASSED, APPROVED AND ADOPTED THIS 18th day of May, 2015.


Karina Macias
Mayor

ATTEST:


Donna G. Schwartz, CMC
City Clerk

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF HUNTINGTON PARK)


I, Donna G. Schwartz, City Clerk of the City of Huntington Park, California, do hereby certify that the foregoing Resolution No. 2015-19 was duly passed and adopted by the City Council of the City of Huntington Park at a regular meeting of the City Council held on the 18th day of May, 2015, by the following vote, to wit:

AYES: Council Member(s): Pineda, Sanabria, Vice Mayor Ortiz, Mayor Macias

NOES: Council Member(s): None

ABSENT: Council Member(s): Amezquita

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Huntington Park, this 20th day of May 2015.


Donna G. Schwartz, CMC, City Clerk