

# **CITY OF HUNTINGTON PARK City Council Regular Meeting Agenda**

**Tuesday, September 9, 2025**

6:00 p.m.

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

**Arturo Flores**  
Mayor

**Eduardo “Eddie” Martinez**  
Vice Mayor

**Jonathan A. Sanabria**  
Council Member



**Karina Macias**  
Council Member

**Nancy Martiz**  
Council Member

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

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the City Clerk's Office either in person at 6550 Miles Avenue, Huntington Park, California or by telephone at (323) 584-6230. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL IS IN SESSION. Thank you.**

**PLEASE NOTE**--The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Members of the City Council. Members of the City Council and the public are reminded that they must preserve order and

CITY COUNCIL MEETING AGENDA

decorum throughout the Meeting. In that regard, Members of the City Council and the public are advised that any delay or disruption in the proceedings or a refusal to obey the orders of the City Council or the presiding officer constitutes a violation of these rules.

- The conduct of City Council meetings is governed by the portion of the California Government Code commonly known as the "Brown Act" and by the Huntington Park City Council Meeting Rules of Procedure.
- The City Council meeting is for conducting the City's business, and members of the audience must obey the rules of decorum set forth by law. This means that each speaker will be permitted to speak for three minutes to address items that are listed on the City Council agenda or topics which are within the jurisdictional authority of the City.
- No profanity, personal attacks, booing, cheering, applauding or other conduct disruptive to the meeting will be permitted. Any person not adhering to the Rules of Procedure or conduct authorized by the Brown Act may be asked to leave the Council Chambers.
- All comments directed to the City Council or to any member of the City Council must be directed to the Mayor (or Chairperson if Mayor is absent).

We ask that you please respect the business nature of this meeting and the order required for the proceedings conducted in the Council Chambers.

### **PUBLIC COMMENT**

For both open and closed session, each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another. **This is the only opportunity for public input except for scheduled public hearing items.**

All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

### **ADDITIONS/DELETIONS TO AGENDA**

Items of business may be added to the agenda upon a motion adopted by a minimum two-thirds vote finding that there is a need to take immediate action and that the need for action came to the attention of the City or Agency subsequent to the agenda being posted. Items may be deleted from the agenda upon the request of staff or Council.

### **IMPORTANT NOTICE**

The City of Huntington Park shows replays of City Council Meetings on Local Access Channel 3 and over the Internet at [www.hpca.gov](http://www.hpca.gov). NOTE: Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

## **CALL TO ORDER**

## **INVOCATION**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

Mayor Arturo Flores  
Vice Mayor Eduardo "Eddie" Martinez  
Council Member Jonathan A. Sanabria  
Council Member Karina Macias  
Council Member Nancy Martiz

## **COMMUNITY PRESENTATION(S) AND ANNOUNCEMENTS**

- 1. LOS ANGELES UNIFIED SCHOOL BOARD DISTRICT FIVE UPDATE BY BOARD MEMBER KARLA GRIEGO**
- 2. PRESENTATION ON THE CITY OF HUNTINGTON PARK VOLUNTEER PROGRAM**

## **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.*

## **CONSENT CALENDAR**

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

## **CITY CLERK**

### **1. CITY COUNCIL MEETING MINUTES**

IT IS RECOMMENDED THAT CITY COUNCIL:

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

1. Regular City Council Meeting held July 7, 2025

## **FINANCE**

### **2. WARRANT REGISTERS**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve Accounts Payable and Payroll Warrant(s) dated September 9, 2025

## **CITY MANAGER**

### **3. SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-11 ESTABLISHING AN ANTI-TRUST POLICY FOR AWARD OF CITY CONTRACTS**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Waive full reading and adopt by title Ordinance No. 2025-11 establishing an anti-trust policy for award of city contracts.

### **4. SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-12 ESTABLISHING A RECEIVERSHIP POLICY FOR PROPERTIES UNDER RECEIVERSHIP IN THE CITY OF HUNTINGTON PARK**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Waive full reading and adopt by title Ordinance No. 2025-12 establishing a receivership policy for properties under receivership in the city of Huntington Park

## **END OF CONSENT CALENDAR**

### **PUBLIC HEARING(S)**

None

## **ORDINANCES AND RESOLUTIONS**

## **POLICE DEPARTMENT**

### **1. RESOLUTION TO APPROVE THE STANDARD AGREEMENT BETWEEN THE DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL AND THE CITY OF HUNTINGTON PARK FOR FISCAL YEAR 2025-2026 GRANT ASSISTANCE PROGRAM FUNDS**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve the Standard Agreement with the Department of Alcoholic Beverage Control - Grant Assistance Program; and
2. Adopt a Resolution authorizing the City Manager to enter into an agreement with the Department of Alcoholic Beverage Control; and
3. Authorize the Finance Director to establish budget expenditure and reimbursement accounts to administer the awarded funds.



## **PUBLIC WORKS**

### **2. CONSIDERATION AND APPROVAL OF RESOLUTION DESIGNATING THE INTERSECTION OF HOPE STREET AND CALIFORNIA AVENUE AS “ANA RODRIGUEZ SQUARE” IN MEMORY OF ANA RODRIGUEZ**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve a Resolution designating the intersection of Hope Street and California Avenue as “Ana Rodriguez Square” in honor of Ana Rodriguez.

## **CITY MANAGER**

### **3. CONSIDERATION AND APPROVAL OF A RESOLUTION REGARDING POLITICIZATION OF SCHOOLS, REINFORCEMENT OF FORMAL COMMUNICATIONS PROTOCOLS, EQUITABLE PROCESSING OF SCHOOL REQUESTS, AND POLICE DEPARTMENT COOPERATION WITH LOS ANGELES UNIFIED SCHOOL DISTRICT INVESTIGATORS**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Adopt a Resolution calling upon the Los Angeles Unified School District (LAUSD) Board of Education to direct the Superintendent to address the politicization of schools, reinforce formal communication protocols, ensure equitable processing of school requests, and directing the Huntington Park Police Department to fully cooperate with LAUSD investigators; and
2. Authorize the Mayor to sign and transmit a formal position letter to the LAUSD Board of Education consistent with the adopted resolution; and
3. Direct City staff to ensure the resolution and position letter are transmitted promptly and communicated directly to LAUSD Board officials and Superintendent’s Office.

## **END OF ORDINANCES AND RESOLUTIONS**

## **STUDY SESSION**

## **PUBLIC WORKS**

### **1. DISCUSSION REGARDING BUS SHELTER DESIGN**

## **REPORTS AND INFORMATIONAL ITEMS**

### **PARKS AND RECREATION**

#### **1. INFORMATION REGARDING ANNUAL HALLOWEEN EVENT**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Receive and file the informational report regarding the Annual Halloween Event; and
2. Provide direction to staff as needed.

### **COMMUNITY DEVELOPMENT**

#### **2. CONSIDERATION AND APPROVAL TO AWARD RINCON CONSULTANTS INC. THE CONTRACT TO CREATE A COMPREHENSIVE GENERAL PLAN AND MUNICIPAL CODE UPDATE AND, IMPLEMENTATION OF ITS HOUSING, SAFETY AND ENVIRONMENTAL JUSTICE ELEMENTS.**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Award CONTRACT for professional services to provide a Comprehensive General Plan and Municipal Code Update and Implementation of its Housing, Safety and Environmental Justice Elements to the sole responsive and responsible proposer Rincon Consultants Inc.; for a not-to-exceed amount of \$1,769,204.53; and
2. Authorize the City Manager to execute a Professional Services Agreement for the Comprehensive General Plan and Municipal Code Update, which includes the Safety Element, Environmental Justice Element, and Housing Element Update services.

### **PUBLIC WORKS**

#### **3. CONSIDERATION AND APPROVAL TO AWARD A PROFESSIONAL SERVICES AGREEMENT FOR WATER SERVICE OPERATIONS**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve Professional Services Agreement with PERC Water for the City's Water Operations for \$1,513,281.
2. Authorize the City Manager to negotiate final terms of the agreement.

## **FINANCE**

### **4. CONSIDERATION TO REMOVE USER FEE STUDY ITEM FROM THE TABLE AND DIRECT STAFF TO RETURN THE ITEM FOR CITY COUNCIL CONSIDERATION ON SEPTEMBER 23, 2025**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Remove the User Fee Study item from the table; and
2. Direct staff to place the item on the agenda for City Council consideration at the September 23, 2025 meeting.

## **CITY COUNCIL**

### **5. CONSIDERATION AND APPROVAL TO ESTABLISH A CITY COUNCIL AD HOC COMMITTEE TO ADDRESS ENCAMPMENTS AND DEVELOP POLICY RECOMMENDATIONS**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve the establishment of an Ad Hoc Committee, to be appointed by the Mayor, consisting of two Council Members, the City Manager, the Chief of Police, and the Community Development Director, with support from the City Attorney's Office; and
2. Direct the Ad Hoc Committee to evaluate root causes contributing to encampments, identify strategies to enhance public safety, and strengthen connections to housing and supportive services; and
3. Require the Ad Hoc Committee to present initial findings at a Council Study Session within 60 days and provide final recommendations by the end of the calendar year, at which time the Committee shall sunset unless extended by Council resolution.

## **END OF REPORTS AND INFORMATIONAL ITEMS**

## **DEPARTMENTAL REPORTS**

### **PUBLIC WORKS – STATUS UPDATE ON RAUL PEREZ PARK**

## **COUNCIL COMMUNICATIONS**

**Council Member Nancy Martiz**

**Council Member Karina Macias**

**Council Member Jonathan A. Sanabria**

**Vice Mayor Eduardo “Eddie” Martinez**

**Mayor Arturo Flores**

RECESS TO CLOSED SESSION

## **CLOSED SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS Regarding Represented Employees - Government Code § 54957.6  
City’s Representatives: Ricardo Reyes, City Manager  
Employee Organization: General Employee Association (GEA)
2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)  
Number of potential cases: One (1)

## **ADJOURNMENT**

The City of Huntington Park City Council will adjourn the meeting to a Regular Meeting on Tuesday, September 23, 2025 at 6:00 P.M.

I, Eduardo Sarmiento, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at City of Huntington Park City Hall and made available at [www.hpca.gov](http://www.hpca.gov) not less than 72 hours prior to the meeting. Dated this 5<sup>th</sup> day of September 2025.



Eduardo Sarmiento, City Clerk

# CONSENT CALENDAR

## ITEM 1

## **CITY COUNCIL MEETING MINUTES**

Regular Meeting of the  
City of Huntington Park City Council  
Monday, July 7, 2025

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:02 p.m. on Monday, July 7, 2025, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Arturo Flores presiding.

**PRESENT:** Council Member(s): Macias, Martiz, Sanabria, Vice Mayor Martinez, and Mayor Flores

**ABSENT:** None

**CITY OFFICIALS/STAFF:** City Manager Ricardo Reyes; Eduardo Sarmiento City Clerk; Cosme Lozano Police Chief; Louis Morales Interim Community Development Director; Jeff Jones Finance Director, Cynthia Norzagaray Parks and Recreation Director; Andrew Sarega City Attorney.

### **INVOCATION**

Invocation led by Mayor Arturo Flores.

### **PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by Councilmember Sanabria

### **PRESENTATION(S)**

#### **1. PRESENTATION OF AVILA SCHOLARSHIP AWARD RECIEPIANTS**

### **PUBLIC COMMENTS**

The following people/ person provided public content:

+

1. Victor Caballero
2. Olivia Fernandez- Support Ordinance 2025-06
3. Julio Gomez- Support Sanctuary Ordinance
4. Connie Imarel
5. Jose Nauarro
6. Jas
7. Rodolfo Cruz
8. Estrella Garrido Arena- Support Ordinance 2025-06
9. Francisco Garrido Arena- Support Ordinance 2025-06
10. Anahi Cruz- Garment Worker Center
11. Carlos Amador
12. Andres Knownaclo
13. Max Clara
14. Rosario Gonzalez
15. Michelle Zuno
16. Sean Wakasa
17. Wendy Sanchez
18. Zugmini Vasquez
19. Erika Cervantes- Alliance for a Better Community Nancy meza
20. Sandra B
21. Clarrissa- Resident of SELA
22. Danny Gonzalez- Los Angeles LGBT Center
23. Janet Solarsoro
24. Francisco Romero
25. Adrian M. Gonzalez
26. Jane Doe
27. Ana Maria
28. Maria De Los Angeles
29. Policy Center- Add to ordinance, ban companies from sharing resident information
30. Ramon
31. Emanuel Carrera
32. Omar
33. Alyssa Gomez

- 34. Omar Pichardo
- 35. Marlene Gonzalez
- 36. Yesenia
- 37. Stephanie Clara
- 38. Annani
- 39. Mathew

**STAFF RESPONSE**

Mayor Flores requested we pull Consent Item #2: Titled SECOND READING OF HUNTINGOTN PARK SANCTUARY CITY ORDINANCE NO. 2025-06 ESTABLISHING PROCEDURES FOR MUNICIPAL INTERACTIONS WITH FEDERAL AGENCIES RELATED TO IMMIGRATION ENFORCEMENT. The motion was approved.

CM: Individuals who came up regarding budget cuts.  
Council entered into Closed Session 8:04pm.

**CLOSED SESSION**

- 1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Government Code §§ 54956.9(d)(2)  
One (1) potential matter
- 2. CONFERENCE WITH LABOR NEGOTIATORS Regarding Represented Employees - Government Code § 54957.6  
City’s Representatives: Ricardo Reyes, City Manager  
Employee Organization: General Employee Association (GEA)

**CLOSED SESSION REPORT**

Council Returned from Closed Session 8:48pm

Items were discussed and action was taken.

Prior to the deliberation and vote on the consent calendar by city council Mayor Flores pulled item two (2) from the consent calendar and added it to the regular agenda as item number one (1).

**CONSENT CALENDAR**

**CITY CLERK**

- 1. CITY COUNCIL MEETING MINUTES  
  
IT IS RECOMMENDED THAT CITY COUNCIL:  
  
Approve Minute(s) of the following City Council Meeting(s):  
  
1. Special City Council Meeting held June 25, 2025

**CITY MANAGER**

- 2. SECOND READING OF HUNTINGTON PARK SANCTUARY CITY ORDINANCE NO. 2025-06 ESTABLISHING PROCEDURES FOR MUNICIPAL INTERACTIONS WITH FEDERAL AGENCIES RELATED TO IMMIGRAITON ENFORCEMENT  
  
IT IS RECOMMENDED THAT CITY COUNCIL:  
  
1. Waive full reading and adopt Huntington Park Sanctuary City Ordinance No. 2025-06 by title.

**FINANCE**

- 3. CHECK REGISTERS  
  
IT IS RECOMMENDED THAT CITY COUNCIL:  
  
1. Approve Accounts Payable and Payroll Warrant(s) dated July 7, 2025



4. **CONSIDERATION AND APPROVAL OF A RESOLUTION ADOPTING THE CITY OF HUNTINGTON PARK’S STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2025-2026**

IT IS RECOMMENDED THAT CITY COUNCIL:

- 1. Adopt a Resolution adopting the City’s Statement of Investment Policy for Fiscal Year 2025-2026.

**COMMUNITY DEVELOPMENT**

5. **REJECT BIDS RECEIVED THROUGH THE PLANETBIDS' REQUEST FOR PROPOSAL ("RFP") VENDOR PORTAL FOR COMPREHENSIVE PARKING OPERATIONS AND MANAGEMENT SERVICES, RFP NO. CD 2025-01**

IT IS RECOMMENDED THAT CITY COUNCIL:

- 1. Reject the bids received for RFP No. CD 2025-01; and
- 2. Authorize staff to modify the project scope of work in conformance with all applicable requirements for posted an amended RFP; and
- 3. Authorize staff to re-advertise the RFP through Planet Bids.

**PUBLIC WORKS**

6. **CONSIDERATION AND APPROVAL TO AWARD A CONSTRUCTION MANAGEMENT CONTRACT FOR CIP 2023-01 SB1 STREET ENHANCEMENT PROJECT**

IT IS RECOMMENDED THAT CITY COUNCIL:

- 1. Award the contract to Aneen Construction Inc. for the construction of CIP 2023-01 SB1 Street Enhancement Project as the lowest responsive, responsible bidder for a not to exceed \$1,795,506.59 payable from Senate Bill 1, the Road Repair Accountability Act of 2017.

**MOTION:** Councilmember Sanabria motioned to approve the consent calendar with the amendments stated by Councilmember Macias. The motion was seconded by Vice Mayor Martinez. The motion was carried by majority consent.

**AYES:** Council Member(s): Martiz, Sanabria, Vice Mayor Martinez, and Mayor Flores.

**NOES:** Council Member(s): None

**ABSTAIN:** Council Member(s): Macias

**END OF CONSENT CALENDAR**

**REGULAR AGENDA**

**CITY MANAGER**

1. **SECOND READING OF HUNTINGTON PARK SANCTUARY CITY ORDINANCE NO. 2025-06 ESTABLISHING PROCEDURES FOR MUNICIPAL INTERACTIONS WITH FEDERAL AGENCIES RELATED TO IMMIGRAITON ENFORCEMENT**

IT IS RECOMMENDED THAT CITY COUNCIL:

- 1. Waive full reading and adopt Huntington Park Sanctuary City Ordinance No. 2025-06 by title.

- MOTION:** Councilmember Sanabria motioned to waive full reading and adopt Huntington Park Sanctuary City Ordinance No. 2025-06 by title. The motion was seconded by Councilmember Macias. The motion was carried by unanimous vote.
- AYES:** Council Member(s): Macias, Martiz, Sanabria, Vice Mayor Martinez, and Mayor Flores.
- NOES:** Council Member(s): None

**CITY MANAGER**

**2. RATIFICATION AND APPROVAL OF COMMUNITY IMPACT AD HOC COMMITTEE AND APPROPRIATION OF FUNDS TO SUPPORT “HP WITH YOU” COMMUNITY RESILIENCE PILOT INITIATIVE**

- MOTION:** Councilmember Sanabria motioned to adopt a resolution ratifying and affirming the creation of the community impact AD Hoc Committee as established by the Mayor; and Approve the appropriation and allocation of \$150,000 to implement the "HP With You" pilot initiative, in accordance with the City's purchasing policies and procedures; and Authorize the City Manager to take all necessary actions to carry out the intent of the City Council, including executing any related agreements and administering the program. The motion was seconded by Vice Mayor Martinez. The motion was carried by unanimous vote.
- AYES:** Council Member(s): Macias, Martiz, Sanabria, Vice Mayor Martinez, and Mayor Flores
- NOES:** Council Member(s): None

**3. FIRST READING AND INTRODUCTION OF ORDINANCE NO. 2025-09 AFFIRMING PRESS FREEDOM AND PROTECTING MEMBERS OF THE MEDIA DURING CURFEWS AND DECLARATIONS OF UNLAWFUL ASSEMBLY**

- MOTION:** Councilmember Sanabria motioned to Introduce for first reading of Ordinance No. 2025-09, an ordinance of the City Council of the City of Huntington Park affirming press freedom and protecting members of the media during curfews and declarations of unlawful assembly. Councilmember Sanabria also thanked Mayor Flores for bringing up this issue and addressing it. The motion was seconded by Councilmember Martiz. The motion was carried by unanimous vote.
- AYES:** Council Member(s): Macias, Martiz, Sanabria, Vice Mayor Martinez, and Mayor Flores
- NOES:** Council Member(s): None

**4. FIRST READING OF ORDINANCE NO. 2025-08 – REVISION OF CHAPTER 11 OF THE HUNTINGTON PARK MUNICIPAL CODE REGARDING CITY COMMISSIONS**

- MOTION:** Councilmember Macias addressed her concerns regarding the changes from the 2015 Ordinance change. She mentions how this ordinance goes back to how they were appointed before 2013 mayor appoints, and councilmembers appoints, majority agrees and individuals move forward. Keep in mind, this ordinance won't allow undocumented individuals to serve on committees. Sanabria added a friendly amendment to change the word citizen to resident. Councilmember Sanabria motioned to Introduce for first reading of Ordinance No. 2025-09, an ordinance of the City Council of the City of Huntington Park affirming press freedom and protecting members of the media during curfews and declarations of unlawful assembly. The motion was seconded by Councilmember Martiz. The motion was carried by Majority vote.

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

**NOES:** Council Member(s): Macias

**5. FIRST READING OF ORDINANCE NO. 2025-07 – ESTABLISHING ARTICLE 5, CHAPTER 5, TITLE 6 OF THE HUNTINGTON PARK MUNICIPAL CODE REGARDING PROTECTION OF PUBLIC WATER RIGHTS**

**MOTION:** Councilmember Macias spoke about the concerns she had regarding section 4. Councilmember Macias does not want to sell the water rights but is open to leasing the water rights. City Attorney said that we will be selling the water, not the water rights or water pump. We will sell the water for 3 years, not sell the water rights. However, for this to even be implemented it would be the measure that needs to happen! Simple Majority would need to be required, and we would need to implement as a measure for the upcoming ballot.

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

**NOES:** Council Member(s): None

**POLICE DEPARTMENT**

**6. APPROVAL OF A GENERAL FUND APPROPRIATION AND DIRECTION TO PROCEED WITH BODY-WORN CAMERA PROGRAM IMPLEMENTATION**

**MOTION:** Council member Sanabria moved to approve an appropriation of \$400,000 from the General Fund to support the initial implementation phase of the Police Department's Body-Worn Camera (BWC) Program; and direct the Police Department to solicit proposals and return to the City Council with a recommendation for the award of a professional services agreement with a qualified vendor. The motion was seconded by Councilmember Martiz. The motion was carried by unanimous vote.

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

**NOES:** Council Member(s): None

**CITY CLERK**

**6. COUNCIL APPOINTMENTS TO VARIOUS COMMISSIONS**

Council member Martiz appointed Horacio Sanchez to the Civil Service Commission.

**WRITTEN COMMUNICATIONS**

Maggie Valenzuela: Actions regarding Ordinance 2025-06.

Wendy Miranda : Actions regarding Ordinance 2025-06.

**COUNCIL COMMUNICATIONS**

**Councilmember Martiz:** Thank you for your collaboration. She stated she is proud to be a part of the city council and hopes the council is aligned with community needs.

**Councilmember Macias:** Thanked staff for all their hard work that is going toward the community. She also thanked Ricardo Barba Ochoa for his service as commissioner.

**Councilmember Sanabria:** Gave kudos to his fellow council members for their bravery in the work being done in the last couple of months. He also mentioned the various accomplishments that the city council has achieved. He also thanked the Finance director Jeff Jones for the work he has done. He also thanked special council and

community for being at the meeting.

**Vice Mayor Martinez:** Thanked everyone for being at the meeting. He also mentioned the joy he felt in seeing so many community members at tonight's meeting.

**Mayor Flores:** Mayor requested a resolution to reorganize the agenda and move closed session to the end of the agenda. He asked for a resolution related to segment B of the Rails to River project where Huntington Park takes an official stance on that section. He also mentioned commissioner Barba Ochoa who works for Inframark the water company that provides water services for the city. He added that Ricardo Barba Ochoa and Efran Martinez are very close and compared it to a brotherly like relationship. Mayor Flores emphasized the importance of knowing who is sitting on the city commission's and who these people are tied to, and he only brings this up because Efran Martinez is currently under investigation by the District Attorney's office regarding the aquatic center. He then applauded his colleagues for their bravery in taking some of these positions. Mayor Flores then shared that Chief McDonnell of the Los Angeles Police Department directed his officers to stop ICE agents and force them to call their supervisors and identify themselves. He stressed the actions being taken by this council are prioritizing public safety regardless of race or economic situation. Ultimately our actions will show that we were on the right side of history.

### **ADJOURNMENT**

**MOTION:** Mayor Flores adjourned 10:02am. The next regularly scheduled city council meeting is set to be held on Monday, July 21<sup>st</sup>, 2025 at 6pm.

Respectfully submitted



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Eduardo Sarmiento, City Clerk

## ITEM 2

### List of Funds - City of Huntington Park

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

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

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CHECK/WIRE NUMBER	CHECK/WIRE DATE	PAYEE	INVOICE NUMBER	DESCRIPTION	TRANSACTION AMOUNT
1000750	9/4/2025	ALADDIN LOCK & KEY SERVICE	35219	DUPLICATE KEYS	55.80
1000750	9/4/2025	ALADDIN LOCK & KEY SERVICE	35236	DUPLICATE KEYS	39.29
1000750	9/4/2025	ALADDIN LOCK & KEY SERVICE	35186	DUPLICATE KEYS	21.95
1000751	9/4/2025	ALBA RAUL	HP030052510	CITATION REFUND	55.00
1000752	9/4/2025	ALONDRA GOMEZROMERO	HP060008004	CITATION REFUND	149.00
W9229	7/10/2025	AMERICAN EXPRESS	27629	CANVA MONTHLY	270.82
W9229	7/10/2025	AMERICAN EXPRESS	MC03956433	MAILCHIMP MONTHLY BILL	135.00
W9229	7/10/2025	AMERICAN EXPRESS	999698	COMMUNICATIONS SUPPLIES	4,906.58
W9229	7/10/2025	AMERICAN EXPRESS	04537-65628516	CANVA MONTHLY	24.95
W9229	7/10/2025	AMERICAN EXPRESS	804376	FINANCE OFFICE SUPPLIES	30.12
W9229	7/10/2025	AMERICAN EXPRESS	6236210	CSFMO MEMBERSHIP RENEWAL	150.00
W9229	7/10/2025	AMERICAN EXPRESS	300004089	CMTA ANNUAL MEMBERSHIP	125.00
W9229	7/10/2025	AMERICAN EXPRESS	62037035	SENIOR CATERING EVENT	750.00
W9229	7/10/2025	AMERICAN EXPRESS	2338862	SENIOR CATERING EVENT	253.74
W9229	7/10/2025	AMERICAN EXPRESS	806138	SENIOR CATERING EVENT	50.23
W9229	7/10/2025	AMERICAN EXPRESS	94727085	LODGING FOR TRAINING	770.85
W9229	7/10/2025	AMERICAN EXPRESS	94727085	LODGING FOR TRAINING	770.85
W9229	7/10/2025	AMERICAN EXPRESS	A2GO6B	TRAINING TRANSPORTATION	496.96
W9229	7/10/2025	AMERICAN EXPRESS	A2GBXS	TRAINING TRANSPORTATION	496.96
W9229	7/10/2025	AMERICAN EXPRESS	12307	EVENT CONTRACTUAL SERVICE	264.60
W9229	7/10/2025	AMERICAN EXPRESS	1031927	NATIONAL PARKS MEMBERSHIP	180.00
W9229	7/10/2025	AMERICAN EXPRESS	866392	TRAINING SUPPLIES	82.08
W9229	7/10/2025	AMERICAN EXPRESS	9D38DB65DE58	MUSIC SUBSCRIPTION	16.99
W9229	7/10/2025	AMERICAN EXPRESS	890896	AFTERSCHOOL SUPPLIES	89.91
W9229	7/10/2025	AMERICAN EXPRESS	2000131-0363229	AFTERSCHOOL SUPPLIES	94.68
W9229	7/10/2025	AMERICAN EXPRESS	200127341	PD TRAINING	795.00
W9229	7/10/2025	AMERICAN EXPRESS	3001296	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001291	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	200007615	PD TRAINING	25.00
W9229	7/10/2025	AMERICAN EXPRESS	200007616	PD TRAINING	25.00
W9229	7/10/2025	AMERICAN EXPRESS	86768592	LODGING FOR TRAINING	940.05
W9229	7/10/2025	AMERICAN EXPRESS	8428909	PD TRAINING	385.45
W9229	7/10/2025	AMERICAN EXPRESS	8428936	PD TRAINING	572.42
W9229	7/10/2025	AMERICAN EXPRESS	8428945	PD TRAINING	199.00
W9229	7/10/2025	AMERICAN EXPRESS	3001320	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001297	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001295	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001322	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001300	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001292	PD TRAINING	515.00



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W9229	7/10/2025	AMERICAN EXPRESS	3001299	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001293	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001294	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001290	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	3001298	PD TRAINING	515.00
W9229	7/10/2025	AMERICAN EXPRESS	7162025	PD TRAINING	185.00
W9229	7/10/2025	AMERICAN EXPRESS	47272	PD SUPPLIES	199.90
W9229	7/10/2025	AMERICAN EXPRESS	6142025	PD SUPPLIES	270.00
W9229	7/10/2025	AMERICAN EXPRESS	46297335	NATIONAL NIGHT OUT	857.35
W9229	7/10/2025	AMERICAN EXPRESS	2515940	NATIONAL NIGHT OUT	880.00
W9229	7/10/2025	AMERICAN EXPRESS	220162	PD SUPPLIES	775.00
W9229	7/10/2025	AMERICAN EXPRESS	STG-11536	PD TRAINING	299.00
W9229	7/10/2025	AMERICAN EXPRESS	STG-11537	PD TRAINING	598.00
W9229	7/10/2025	AMERICAN EXPRESS	685DA9CDC8E47	PD TRAINING	453.16
W9229	7/10/2025	AMERICAN EXPRESS	1906679	PD TRAINING	550.00
W9229	7/10/2025	AMERICAN EXPRESS	806272	ADMIN SUPPLIES	79.56
W9229	7/10/2025	AMERICAN EXPRESS	MLF18G4KX6	ICLOUD 50 GB OF STORAGE	0.99
W9229	7/10/2025	AMERICAN EXPRESS	12956	CDBG AFTERSCHOOL	1,754.32
W9229	7/10/2025	AMERICAN EXPRESS	3006932	CDBG AFTERSCHOOL	400.00
W9229	7/10/2025	AMERICAN EXPRESS	W-20250619-1637	CDBG AFTERSCHOOL	674.00
W9229	7/10/2025	AMERICAN EXPRESS	101950812	CDBG AFTERSCHOOL	312.00
W9229	7/10/2025	AMERICAN EXPRESS	112921606	WEB NETWORK	80.15
W9229	7/10/2025	AMERICAN EXPRESS	112921606	WEB NETWORK	389.40
W9229	7/10/2025	AMERICAN EXPRESS	7252025	YOUTUBE TV BASE PLAN	92.98
W9229	7/10/2025	AMERICAN EXPRESS	6272025	ARLO MONTHLY CHARGE	17.99
W9229	7/10/2025	AMERICAN EXPRESS	FS250618727393	IT SUPPLIES	4,537.16
1000753	9/4/2025	AT&T	23879337	SERVICES 7/4/25 - 8/06/25	544.79
W9230	7/31/2025	AT&T	283700443AUG	AUGUST 2025 SERVICES	117.70
1000754	9/4/2025	AUTO ZONE	4075516702	STOCK SUPPLY	200.59
1000754	9/4/2025	AUTO ZONE	4075511939	SAFETY STRAPS	26.79
1000754	9/4/2025	AUTO ZONE	4075521475	PD UNIT 279 PARTS	31.86
1000755	9/4/2025	AY NURSERY INC.	130909	2 - 24" TREES	358.88
1000756	9/4/2025	AYON TACOS MEXICO	25617-10128	UTILITY REFUND	231.31
1000757	9/4/2025	BDG LAW GROUP	36792	LEGAL SERVICES	245.00
1000757	9/4/2025	BDG LAW GROUP	36791	LEGAL SERVICES	35.00
1000758	9/4/2025	BEAR ELECTRICAL SOLUTIONS, INC	27529	JULY 2025 SERVICES	6,350.00
1000759	9/4/2025	BERNARD PADILLA	24959-22218	UTILITY REFUND	958.23
1000760	9/4/2025	BRIZUELA'S IRON WORK	255	PW SUPPLIES	826.88
1000760	9/4/2025	BRIZUELA'S IRON WORK	257	PW SUPPLIES	180.00
1000760	9/4/2025	BRIZUELA'S IRON WORK	256	PW SUPPLIES	716.63

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1000761	9/4/2025	CALIFORNIA POLICE CHIEFS ASSN	11447	CPCA DUES	2,140.00
W9228	7/7/2025	CALPRIVATE BANK	81	BUDGET WORKSHOP SUPPLIES	108.59
W9228	7/7/2025	CALPRIVATE BANK	13673	BIRTHDAY PASTRIES	52.00
W9228	7/7/2025	CALPRIVATE BANK	19291	COUNCIL MEETING MEALS	354.48
W9228	7/7/2025	CALPRIVATE BANK	20590	USPS SERVICES	10.95
W9228	7/7/2025	CALPRIVATE BANK	28240	CITY COUNCIL SUPPLIES	86.26
W9228	7/7/2025	CALPRIVATE BANK	153590953103	COUNCIL MEETING MEALS	225.35
W9228	7/7/2025	CALPRIVATE BANK	10288	ROUNDTABLE MEETING TREATS	61.50
W9228	7/7/2025	CALPRIVATE BANK	28973	ROUNDTABLE MEETING MEALS	217.57
W9228	7/7/2025	CALPRIVATE BANK	10420	ROUNDTABLE MEETING COFFEE	22.00
W9228	7/7/2025	CALPRIVATE BANK	358967067368816	COUNCIL MEETING DESSERT	54.74
W9228	7/7/2025	CALPRIVATE BANK	16247	COUNCIL MEETING MEALS	310.80
W9228	7/7/2025	CALPRIVATE BANK	1199368199	FINANCE SUPPLIES	259.72
W9228	7/7/2025	CALPRIVATE BANK	MZA4K6KF	APPLE BUSINESS MANAGER	233.46
W9228	7/7/2025	CALPRIVATE BANK	016242/035638	COUNCIL MEETING MEALS	6.16
W9228	7/7/2025	CALPRIVATE BANK	6162025	FINANCE SUPPLIES	86.51
1000762	9/4/2025	CENTRAL BASIN MWD	HP-JUL25	JULY 2025 SERVICES	68,024.78
1000763	9/4/2025	CENTRAL FORD	62013	STOCK SUPPLIES	842.22
1000763	9/4/2025	CENTRAL FORD	62623	PD UNIT 976 PARTS	20.00
1000763	9/4/2025	CENTRAL FORD	62507	PD UNIT 976 PARTS	651.19
1000763	9/4/2025	CENTRAL FORD	62594	PD UNIT 985 PARTS	632.93
1000763	9/4/2025	CENTRAL FORD	62593	PD UNIT 985 PARTS	308.03
1000763	9/4/2025	CENTRAL FORD	62631	STOCK SUPPLIES	100.01
1000763	9/4/2025	CENTRAL FORD	62638	PD UNIT 976 PARTS	523.23
1000763	9/4/2025	CENTRAL FORD	62655	PD UNIT 976 PARTS	130.81
1000763	9/4/2025	CENTRAL FORD	62014	STOCK SUPPLIES	731.35
1000763	9/4/2025	CENTRAL FORD	62851	PD UNIT 985 PARTS	404.02
1000763	9/4/2025	CENTRAL FORD	62754	PD UNIT 985 PARTS	379.09
1000763	9/4/2025	CENTRAL FORD	62795	PD UNIT 985 PARTS	93.26
1000763	9/4/2025	CENTRAL FORD	62796	PW UNIT 353 PARTS	718.85
1000763	9/4/2025	CENTRAL FORD	62801	PD UNIT 985 PARTS	332.60
1000763	9/4/2025	CENTRAL FORD	62815	PD STOCK SUPPLIES	444.55
W9230	8/17/2025	CHARTER COMMUNICATIONS	170094701080125	AUGUST 2025 SERVICES	1,650.00
1000764	9/4/2025	CINTAS CORPORATION NO 3	4234551258	UNIFORM DRY CLEANING	489.03
1000764	9/4/2025	CINTAS CORPORATION NO 3	4218368107	UNIFORM DRY CLEANING	489.64
1000765	9/4/2025	COMMUNITY VETERINARY HOSPITAL INC	723773611	K-9 ANNUAL PHYSICAL	843.00
1000766	9/4/2025	CONCENTRA MEDICAL CENTERS	87695530	EMPLOYMENT PHYSICAL	707.00
1000767	9/4/2025	DANA SAFETY SUPPLY	964651	PD UNIT 985 PARTS	563.63
1000768	9/4/2025	DANIELS TIRE SERVICE	229002569	PD UNIT 972 PARTS	468.32
1000768	9/4/2025	DANIELS TIRE SERVICE	229002515	STOCK SUPPLIES	69.72

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1000768	9/4/2025	DANIELS TIRE SERVICE	229002829	STOCK SUPPLIES	501.95
1000768	9/4/2025	DANIELS TIRE SERVICE	229002851	STOCK SUPPLIES	251.02
1000768	9/4/2025	DANIELS TIRE SERVICE	229002850	STOCK SUPPLIES	376.53
1000769	9/4/2025	DATA TICKET INC.	178818	APRIL 2025 SERVICES	12.50
1000769	9/4/2025	DATA TICKET INC.	181880	JUNE 2025 SERVICES	10,672.15
1000770	9/4/2025	DUNN EDWARDS CORPORATION	2009A53129	PAINT SUPPLIES	947.76
1000771	9/4/2025	ERAC	HP070012141	CITATION REFUND	60.00
1000772	9/4/2025	ESTRELLA GARRIDO ARANA	772025-2	2025 AVILA SCHOLARSHIP	300.00
1000773	9/4/2025	FACIO JOSUE AARON	HP280001258	CITATION REFUND	150.00
1000774	9/4/2025	GABRIELA CARDENAS	HP100010332	CITATION REFUND	111.00
1000775	9/4/2025	GATEWAY CITIES COUNCIL OF	FY2025-2026	ANNUAL MEMBERSHIP DUES	10,000.00
1000776	9/4/2025	GUTIERREZ BACKGROUND INVESTIGATIONS	2025-12	BACKGROUND CHECK	1,200.00
1000776	9/4/2025	GUTIERREZ BACKGROUND INVESTIGATIONS	2025-11	BACKGROUND CHECK	1,300.00
1000777	9/4/2025	GWMA	UR2-25-05	LA RIVER FY25-26	42,642.61
1000778	9/4/2025	HOME DEPOT	9260353	PW SUPPLIES	628.92
1000778	9/4/2025	HOME DEPOT	393391	PW SUPPLIES	790.62
1000778	9/4/2025	HOME DEPOT	5743552	PW SUPPLIES	434.12
1000778	9/4/2025	HOME DEPOT	3743618	PW SUPPLIES	242.92
1000778	9/4/2025	HOME DEPOT	3743609	PW SUPPLIES	202.48
1000778	9/4/2025	HOME DEPOT	7553911	PW SUPPLIES	36.41
1000778	9/4/2025	HOME DEPOT	8360547	PW SUPPLIES	10.76
1000778	9/4/2025	HOME DEPOT	8532949	PW SUPPLIES	122.07
1000778	9/4/2025	HOME DEPOT	3743612	PW SUPPLIES	213.59
1000778	9/4/2025	HOME DEPOT	4270146	PW SUPPLIES	221.66
1000778	9/4/2025	HOME DEPOT	3273771	PW SUPPLIES	697.77
1000779	9/4/2025	IBE DIGITAL	482262	TONER	18.23
1000780	9/4/2025	INTERSTATE BATTERIES OF CA COAST	140084474	PD UNIT 982 BATTERY	229.14
1000781	9/4/2025	JACOB TERZOLI	2	PD VIDEO AND PICTURES	740.00
1000782	9/4/2025	JAIR MONTOYA	21855	PERMIT REFUND	1,915.20
1000783	9/4/2025	JCOR INC	37551	PERMIT REFUND	8,040.48
1000784	9/4/2025	JESSICA BRUNICK	8042025	EMPLOYEE REIMBURSEMENT	550.59
1000785	9/4/2025	JIMENEZ'S BRAKES & ALIGNMENTS INC	67395	PD UNIT 1000 ALIGNMENT	95.00
1000786	9/4/2025	JOSE A. BECERRA	772025-3	2025 AVILA SCHOLARSHIP	300.00
1000787	9/4/2025	JUAN LEON	HP270001143	CITATION REFUND	343.00
1000788	9/4/2025	KEITY NOCHEZ BARAHONA	772025-1	2025 AVILA SCHOLARSHIP	300.00
1000789	9/4/2025	KIMBALL MIDWEST	103632252	FLEET SUPPLIES	555.37
1000789	9/4/2025	KIMBALL MIDWEST	103637274	FLEET SUPPLIES	560.39
1000789	9/4/2025	KIMBALL MIDWEST	103407246	FLEET SUPPLIES	77.98
1000789	9/4/2025	KIMBALL MIDWEST	103407108	FLEET SUPPLIES	385.00
1000789	9/4/2025	KIMBALL MIDWEST	103457932	FLEET SUPPLIES	77.45

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1000789	9/4/2025	KIMBALL MIDWEST	103433298	FLEET SUPPLIES	553.84
1000789	9/4/2025	KIMBALL MIDWEST	103461703	FLEET SUPPLIES	557.63
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	300792	LEGAL SERVICES	1,101.00
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302517	LEGAL SERVICES	332.50
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302520	LEGAL SERVICES	4,876.00
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302521	LEGAL SERVICES	15,946.00
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302522	LEGAL SERVICES	47.50
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302523	LEGAL SERVICES	204.00
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302524	LEGAL SERVICES	775.00
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302525	LEGAL SERVICES	1,140.00
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302519	LEGAL SERVICES	3,017.50
1000790	9/4/2025	LIEBERT CASSIDY WHITMORE	302518	LEGAL SERVICES	638.00
1000791	9/4/2025	LOZOYA KRISTY B	HP050039284	CITATION REFUND	153.00
1000791	9/4/2025	LOZOYA KRISTY B	HP040035838	CITATION REFUND	145.00
1000791	9/4/2025	LOZOYA KRISTY B	HP410003983	CITATION REFUND	145.00
1000791	9/4/2025	LOZOYA KRISTY B	HP050038655	CITATION REFUND	141.00
1000792	9/4/2025	LUIS YANEZ	HP050040563	CITATION REFUND	51.00
1000793	9/4/2025	MATTHEW RINCON	7072025	EMPLOYEE REIMBURSEMENT	90.13
1000794	9/4/2025	MICHAEL KEESEE	HP100010362	CITATION REFUND	51.00
1000795	9/4/2025	MNS ENGINEERS, INC.	90719-R	APRIL-JUNE 2025 SERVICES	33,092.50
1000795	9/4/2025	MNS ENGINEERS, INC.	90719-R	APRIL-JUNE 2025 SERVICES	2,543.75
1000796	9/4/2025	MOREIRA LETICIA	HP120003563	CITATION REFUND	455.00
1000797	9/4/2025	NAPA AUTO PARTS	6684405	PD UNIT 279 PARTS	167.31
1000798	9/4/2025	NASSAR ANTOINE	HP050040638	CITATION REFUND	145.00
1000799	9/4/2025	NATIONAL CONSTRUCTION RENTALS	7886953	TEMPORARY FENCE RENTAL	3,328.80
1000801	9/4/2025	OC RAW, INC.	6610	K9 DOG FOOD	969.75
1000800	9/4/2025	O'REILLY AUTO PARTS	2959-235029	PD UNIT 1002 PARTS	279.06
1000800	9/4/2025	O'REILLY AUTO PARTS	2959-304227	PD UNIT 279 PARTS	160.61
1000800	9/4/2025	O'REILLY AUTO PARTS	2959-304101	PD UNIT 1000 PARTS	394.40
1000800	9/4/2025	O'REILLY AUTO PARTS	2959-307117	PD UNIT 957 PARTS	48.61
1000800	9/4/2025	O'REILLY AUTO PARTS	2959-305719	PD UNIT 985 PARTS	17.20
1000800	9/4/2025	O'REILLY AUTO PARTS	2959-305177	STOCK SUPPLIES	7.16
1000800	9/4/2025	O'REILLY AUTO PARTS	2959-305822	PD UNIT 957 PARTS	323.72
1000802	9/4/2025	PARS	58465	ANNUAL ASSET FEE	593.24
1000802	9/4/2025	PARS	58465	TERM FEE	40.00
1000802	9/4/2025	PARS	58465	TRUSTEE FEE	4.78
1000802	9/4/2025	PARS	58541	MONTHLY ADMIN FEE	2,768.46
1000803	9/4/2025	PITNEY BOWES GLOBAL FINANCIAL	1027980394	RELAY 2500 & ACCESSORIES	8,303.37
1000804	9/4/2025	PREFERRED IMPRESSIONS INC	27905	PW UNIT 365 & 366 DECALS	480.75
1000804	9/4/2025	PREFERRED IMPRESSIONS INC	27895	PW UNIT 194 DECALS	240.75

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1000804	9/4/2025	PREFERRED IMPRESSIONS INC	27904	PW UNIT 362,363,364 DECALS	722.25
1000805	9/4/2025	PSYCHOLOGICAL CONSULTING ASSOC, INC	900907	PRE-EMPLOYMENT EVAL	462.00
1000806	9/4/2025	QUINN COMPANY	PC811050083	FILTER SUPPLIES	389.23
1000806	9/4/2025	QUINN COMPANY	PC811050084	FILTER SUPPLIES	253.69
1000806	9/4/2025	QUINN COMPANY	PC811050085	FLEET SUPPLIES	197.46
1000806	9/4/2025	QUINN COMPANY	PC811050082	FLEET SUPPLIES	389.23
1000807	9/4/2025	RUBEN BASURTO	25663-6524	UTILITY REFUND	625.93
1000808	9/4/2025	SAN DIEGO POLICE EQUIPMENT CO	666100	PD TRAINING SUPPLIES	540.34
1000809	9/4/2025	SERGIO JACOBO	HP410007047	CITATION REFUND	55.00
1000810	9/4/2025	SINATRA UNIFORM, INC	SU15637	PD UNIFORMS	1,268.44
1000811	9/4/2025	SPARTANS CARWASH	72925	PD CAR WASH	451.00
1000812	9/4/2025	STACY MEDICAL CENTER	3160-57191	PREBOOKING & CUSTODY DRAW	483.00
1000813	9/4/2025	SUPERIOR COURT OF CALIFORNIA	Jul-25	JULY 2025 SERVICES	24,984.50
1000814	9/4/2025	THORSON MOTOR CENTER	536623ISR	PW UNIT 346 PARTS	366.79
1000815	9/4/2025	TIME WARNER CABLE	1.06965E+14	AUGUST 2025 SERVICES	667.82
W9230	8/17/2025	TIME WARNER CABLE	170094501080125	AUGUST 2025 SERVICES	1,999.00
W9230	8/26/2025	U.S. BANK EQUIPMENT FINANCE	561369166	AUGUST 2025 SERVICES	2,299.54
W9230	8/26/2025	U.S. BANK EQUIPMENT FINANCE	561368655	AUGUST 2025 SERVICES	74.71
1000816	9/4/2025	ULINE	196417531	PW SUPPLIES	519.98
1000817	9/4/2025	UTILITY SERVICES CO., INC.	605345	WELL TANK 15 STORAGE	41,141.18
1000818	9/4/2025	VALLEY ALARM	3935	BURGLAR ALARM MONTHLY FEE	665.34
1000818	9/4/2025	VALLEY ALARM	3935	BURGLAR ALARM MONTHLY FEE	665.33
1000818	9/4/2025	VALLEY ALARM	3935	BURGLAR ALARM MONTHLY FEE	715.28
1000819	9/4/2025	WALTERS WHOLESALE ELECTRIC COMPANY	S128571703.001	ELECTRICAL SUPPLIES	414.60
1000820	9/4/2025	WENSESLADO INIGUEZ	39314	PERMIT REFUND	450.00
1000821	9/4/2025	WOODRUFF & SMART	78551	LEGAL SERVICES	307.50
1000821	9/4/2025	WOODRUFF & SMART	78552	LEGAL SERVICES	462.80
<b>Grand Total</b>					<b>380,211.18</b>

## ITEM 3



# CITY OF HUNTINGTON PARK

Office of the City Manager  
City Council Agenda Report

September 9, 2025

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:

## **SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-11 ESTABLISHING AN ANTI-TRUST POLICY FOR AWARD OF CITY CONTRACTS**

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

Waive full reading and adopt by title Ordinance No. 2025-11 establishing an anti-trust policy for award of city contracts.

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

As fiscal stewards of public funds for the residents of Huntington Park, the City Council has a responsibility to ensure that the money entrusted to the City by its residents is used in a prudent manner. The elected officials can foster trust between the governing body and the residents by ensuring that all money expended by the City is done so in a manner that benefits the residents of Huntington Park. This includes making sure that the City does not have a disproportionate reliance on any one entity to carry out the necessary services or functions of the City.

As a result of past issues related to outsized influence of particular individuals or entities, this Ordinance is being proposed to address the concerns voiced by many residents, staff, and elected officials. The Ordinance would help to ensure that services provided to the City and its residents are carried out by a more diverse pool of providers and that the money paid for these services is not used to unduly influence city operations or expenditures.

### **LEGAL REQUIREMENT**

No legal consideration needed.

**SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-11 ESTABLISHING  
AN ANTI-TRUST POLICY FOR AWARD OF CITY CONTRACTS**

September 9, 2025

Page 2 of 2

**FISCAL IMPACT/FINANCING**

No fiscal impact.

**CONCLUSION**

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

Respectfully submitted,

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

**RICARDO REYES**  
City Manager

**ATTACHMENT(S)**

Ordinance No. 2025-11



## ITEM 4



# CITY OF HUNTINGTON PARK

Office of the City Manager  
City Council Agenda Report

September 9, 2025

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:

## **SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-12 ESTABLISHING A RECEIVERSHIP POLICY FOR PROPERTIES UNDER RECEIVERSHIP IN THE CITY OF HUNTINGTON PARK**

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

Waive full reading and adopt by title Ordinance No. 2025-12 establishing a receivership policy for properties under receivership in the city of Huntington Park

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

The City of Huntington Park has experienced several issues related to the process of placing properties under receivership. As a result of these issues, an ordinance has been proposed by a Council Member to help ensure that the process of placing and managing properties under receivership is done in such a manner as to prevent fraud, corruption, and mismanagement while promoting the public interest.

The receivership process can often be complex and complicated for individuals without formal training to navigate. This ordinance would require persons responsible to be adequately trained and would provide for a greater degree of public input.

### **LEGAL REQUIREMENT**

No legal consideration needed.

### **FISCAL IMPACT/FINANCING**

No fiscal impact.

**SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-11 ESTABLISHING  
AN ANTI-TRUST POLICY FOR AWARD OF CITY CONTRACTS**

September 9, 2025

Page 2 of 2

**CONCLUSION**

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

Respectfully submitted,

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

RICARDO REYES  
City Manager

**ATTACHMENT(S)**

Ordinance No. 2025-12

## **ORDINANCE NO. 2025-12**

An ordinance of the City of Huntington Park establishing rules and guidelines for the management of properties under receivership to prevent fraud, corruption, mismanagement, and promote the public interest.

### **THE PEOPLE OF THE CITY OF HUNTINGTON PARK DO ORDAIN AS FOLLOWS:**

A new Chapter 13 of Title 2, entitled Receivership Policy of the Huntington Park Municipal Code to read as follows:

#### **SECTION 1. PURPOSE**

The purpose of this ordinance is to establish procedures, standards, and accountability measures for the management of properties under receivership within the City of Huntington Park. These regulations are intended to ensure that properties are rehabilitated responsibly, transparently, and ethically, to promote community well-being and protect public resources.

#### **SECTION 2. DEFINITIONS**

For the purposes of this ordinance, the following definitions shall apply:

1. Receiver: A court-appointed individual or entity responsible for managing, rehabilitating, or selling a property under receivership.
2. Receivership Property: Any property placed under the control of a receiver by a court order due to issues such as abandonment, code violations, unpaid taxes, or public nuisance.
3. Conflict of Interest: A situation where a receiver or associated party has a personal, financial, or other interest that could improperly influence their duties and responsibilities.

#### **SECTION 3. RECEIVER QUALIFICATIONS AND APPOINTMENT**

1. Minimum Qualifications: Receivers must demonstrate experience in property management, real estate law, or construction management. Receivers must be licensed in good standing with the appropriate regulatory bodies.
2. Background Checks: Receivers and their key personnel must undergo background checks to ensure there are no prior convictions related to fraud, corruption, or unethical business practices.

3. Bonding and Insurance: Receivers must obtain a surety bond and maintain liability insurance to protect the city against potential financial losses due to negligence or fraud.

#### **SECTION 4. FINANCIAL MANAGEMENT AND REPORTING**

1. Segregated Accounts: Receivers are required to maintain separate bank accounts for each property under receivership to prevent commingling of funds and ensure transparency.

2. Monthly Financial Reports: Receivers must submit detailed monthly financial reports to the city's oversight board, including all income, expenses, and financial transactions related to the property.

3. Annual Independent Audit: Properties under receivership must undergo an annual independent audit, with the results submitted to the City Council and made publicly available.

#### **SECTION 5. PROPERTY MAINTENANCE AND IMPROVEMENT STANDARDS**

1. Maintenance Guidelines: Receivers must adhere to standardized maintenance and safety guidelines to ensure properties are kept secure, clean, and in compliance with local building codes.

2. Improvement Timelines: Receivers must submit a detailed improvement plan with specific timelines for addressing code violations, safety hazards, and necessary renovations within 30 days of appointment.

3. Regular Inspections: The city will conduct bi-annual inspections of properties under receivership to verify compliance with maintenance and improvement standards.

#### **SECTION 6. PROCUREMENT AND CONTRACTING**

1. Competitive Bidding: Receivers are required to use a competitive bidding process for all contracts exceeding \$10,000 to ensure fair pricing and prevent favoritism.

2. Conflict of Interest Disclosures: Receivers must disclose any potential conflicts of interest with contractors, vendors, or service providers. Receivers are prohibited from contracting with entities in which they have a financial interest.

3. Approved Vendor List: The city will maintain a list of pre-approved vendors and contractors that meet quality and ethical standards. Receivers are encouraged to use vendors from this list.

## **SECTION 7. COMMUNITY INVOLVEMENT AND TRANSPARENCY**

1. Public Notice: Receivers must provide public notice of major actions related to the property, such as sales or significant renovations, in a local newspaper and on the city's website.
2. Community Meetings: For properties located in residential areas, receivers must hold at least one community meeting to gather input and inform residents of plans for the property.
3. Transparency Portal: The city will establish an online portal where the public can access information about properties under receivership, including financial reports, improvement plans, and meeting notices.

## **SECTION 8. POST-RECEIVERSHIP MONITORING**

1. Ongoing Compliance Checks: Properties that exit receivership will be subject to ongoing compliance checks for a period of one year to ensure continued adherence to city codes and standards.
2. Penalties for Non-compliance: Receivers who fail to meet the requirements of this ordinance may face penalties, including fines, removal from their position, or legal action.

## **SECTION 9. TRAINING AND SUPPORT**

1. Mandatory Training: All receivers must complete city-approved training on ethical standards, legal responsibilities, and best practices for property management within 60 days of appointment.
2. City Resources: Receivers will have access to city resources, including technical assistance, legal support, and funding opportunities, to aid in the effective management and rehabilitation of properties.

## **SECTION 10. ENFORCEMENT AND IMPLEMENTATION**

1. Oversight Committee: The city will establish an Oversight Committee consisting of city officials, legal advisors, and community representatives to monitor compliance with this ordinance and provide guidance.
2. Review and Amendments: This ordinance shall be reviewed annually by the City Council, with amendments made as necessary to address emerging issues and ensure effectiveness.

**SECTION 11. EFFECTIVE DATE AND REPEAL OF CONFLICTING ORDINANCES**

This ordinance shall take effect 30 days after its adoption. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**PASSED, APPROVED, AND ADOPTED THIS \_\_\_\_ DAY OF SEPTEMBER 2025.**

---

Arturo Flores, Mayor

**ATTEST:**

---

Eduardo Sarmiento, City Clerk

**APPROVED AS TO FORM:**

---

Andrew Sarega, Acting City Attorney

STATE OF CALIFORNIA, COUNTY OF LOS ANGELES, CITY OF HUNTINGTON  
PARK

I, Eduardo Sarmiento, City Clerk of the City of Huntington Park, County of Los Angeles, State of California, hereby certify that the foregoing Ordinance No. 2025-12 was introduced at a Regular Meeting of the City Council of the City of Huntington Park on the 18th day of August 2025 and was adopted by the City Council of the City of Huntington Park, signed by the Mayor and attested by the City Clerk at the Regular City Council Meeting held on the 9th day of September 2025 and that said Ordinance was adopted by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

The undersigned, City Clerk of the City of Huntington Park, does hereby attest and certify that the foregoing Ordinance is a true, full and correct copy of an ordinance duly adopted at a meeting of said City which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

\_\_\_\_\_  
Eduardo Sarmiento, City Clerk

Dated: \_\_\_\_\_



## **ORDINANCES AND RESOLUTIONS**

## ITEM 1



# CITY OF HUNTINGTON PARK

Police Department  
City Council Agenda Report

September 9, 2025

## **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:

### **RESOLUTION TO APPROVE THE STANDARD AGREEMENT BETWEEN THE DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL AND THE CITY OF HUNTINGTON PARK FOR FISCAL YEAR 2025-2026 GRANT ASSISTANCE PROGRAM FUNDS**

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

1. Approve standard agreement with the Department of Alcoholic Beverage Control - Grant Assistance Program; and
2. Adopt a Resolution authorizing the City Manager to enter into an agreement with the Department of Alcoholic Beverage Control; and
3. Authorize the Finance Director to establish budget expenditure and reimbursement accounts to administer the awarded funds.

#### **BACKGROUND**

In 1995, the Department of Alcoholic Beverage Control (ABC) embarked on a new and innovative approach to broaden and increase the level of enforcement related to alcoholic beverages regulations, by working in partnership with cities and counties through a grant assistance program. The primary mission of the Grant Assistance Program (GAP) is to work with local law enforcement agencies to develop effective, comprehensive, and strategic approaches toward the effort of eliminating crime and public nuisance problems associated with establishments selling and serving alcoholic beverages in violation of law.

# **RESOLUTION TO APPROVE THE STANDARD AGREEMENT BETWEEN THE DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL AND THE CITY OF HUNTINGTON PARK FOR FISCAL YEAR 2025-2026 GRANT ASSISTANCE PROGRAM FUNDS**

**September 9, 2025**

**Page 2 of 3**

The Huntington Park Police Department (HPPD) applied for grant funding through this program and the City of Huntington Park has been awarded \$60,000 for the Fiscal Year 2025-2026.

HPPD officers will partner with ABC investigators to implement and execute the program's goals and objectives, which will, at minimum, include minor decoy/shoulder tap operations, IMPACT inspections, trap door operations, party prevention, and dispersal deployment.

HPPD will also conduct various undercover operations targeting licensed establishments that are suspected of alcohol-related violations and of facilitating crime, nuisance, and community blight activities, such as loitering, prostitution, and the use and sale of narcotics.

Additionally, HPPD will incorporate prevention and education programs that will engage members of the community toward the collective effort of reducing underage drinking and alcohol-related crimes as well as identifying problem locations. Furthermore, HPPD will engage private and public organizations, community groups, and other stakeholders, including but not limited to Los Angeles Unified School District, Neighborhood Watch groups, community groups, youth groups, business owners, and the business community. Through this engagement, HPPD will enhance outreach efforts, leading to increased public awareness of ABC regulations. HPPD will also utilize the news media forum to expand public awareness by sending out press releases and/or articles that highlight the goals and objectives of the grant program, as well as grant program-related community events.

HPPD fully supports the goals and objectives of this grant program and is dedicated to making a meaningful impact on issues related to the sales and service of alcoholic beverages by ABC-licensed establishments. By enforcing regulations on violators, law-abiding establishments will benefit from increased patronage and a stronger community.

## **FISCAL IMPACT/FINANCING**

No matching funds are required to receive these grant funds. ABC provides reimbursement of funds spent as the grant program is administered. It is currently estimated that reimbursement may take up to 45 days, once invoices are submitted. Invoices will be submitted to ABC on a monthly basis in accordance with program activities.

The following budget appropriations for Fiscal Year 2025-2026, totaling \$60,000, are requested:

**RESOLUTION TO APPROVE THE STANDARD AGREEMENT BETWEEN THE  
DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL AND THE CITY OF  
HUNTINGTON PARK FOR FISCAL YEAR 2025-2026 GRANT ASSISTANCE  
PROGRAM FUNDS**

**September 9, 2025**

**Page 3 of 3**

- Account Number 252-7010-421.13-00 / ABC Overtime - Regular, \$53,300
- Account Number 252-7010-421.59-15 / ABC Training and Development, \$3,000
- Account Number 252-7010-421.61-20 / ABC Supplies, \$3,000
- Account Number 252-7010-421.56-12 / ABC Petty Cash, \$700

**LEGAL AND PROGRAM REQUIREMENTS**

Please refer to the Standard Agreement included with this report for legal and program requirements associated with accepting these grant funds.

**CONCLUSION**

Upon approval by the City Council, staff will implement the approved actions.

Respectfully submitted,



**RICARDO REYES**  
City Manager



**COSME LOZANO**  
Chief of Police

**ATTACHMENTS**

- A. Fiscal Year 2025-2026 Alcoholic Beverage Control Grant Assistance Program / State of California Standard Agreement
- B. Resolution authorizing City Manager to enter into an agreement with the Department of Alcoholic Beverage Control

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

25-APP16

PURCHASING AUTHORITY NUMBER (If Applicable)

ABC-2100

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Department of Alcoholic Beverage Control

CONTRACTOR NAME

City of Huntington Park through the Huntington Park Police Department

2. The term of this Agreement is:

START DATE

July 1, 2025

THROUGH END DATE

June 30, 2026

3. The maximum amount of this Agreement is:

\$ 60,000.00 Sixty thousand dollars and no cents

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	2
Exhibit B	Budget Detail and Payment Provisions	3
Exhibit C *	General Terms and Conditions (GTC 02/2025)	5
+ - Exhibit D	Special Terms and Conditions	1

Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Huntington Park through the Huntington Park Police Department

CONTRACTOR BUSINESS ADDRESS

6542 Miles Avenue

CITY

Huntington Park

STATE

CA

ZIP

90255

PRINTED NAME OF PERSON SIGNING

Ricardo Reyes

TITLE

City Manager

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

Department of Alcoholic Beverage Control

CONTRACTING AGENCY ADDRESS

3927 Lennane Drive, Suite 100

CITY

Sacramento

STATE

CA

ZIP

95834

PRINTED NAME OF PERSON SIGNING

Patty Baker

TITLE

Chief, Business Management Branch

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

## **EXHIBIT A SCOPE OF WORK**

### **I. SCOPE OF WORK**

- Contractor agrees to implement the Department of Alcoholic Beverage Control (ABC), Alcohol Policing Partnership program. This program is intended to work with law enforcement agencies to develop an effective, comprehensive and strategic approach to eliminate the crime and public nuisance problems associated with problem alcoholic beverage outlets.
- Contractor agrees to implement ABC's Minor Decoy, Shoulder Tap Programs and conduct Informed Merchants Preventing Alcohol-Related Crime Tendencies (IMPACT) Inspections. These programs target both ABC licensed premises and individuals who furnish alcoholic beverages to the underage operators. The project is targeted to reduce underage drinking and the resultant DUI driving injuries and fatalities, and/or property damages, reduce youth access to alcoholic beverages through the education of licensee(s), enforcement intervention and the impressions of omnipresence of law enforcement. In addition, Contractor agrees to the following goals:
  1. The operation period of the grant is July 1, 2025 through June 30, 2026.
  2. Contractor agrees to raise public awareness that selling, serving and/or furnishing alcoholic beverages to individuals under twenty-one years old is a criminal violation that will be prosecuted by local city and district attorneys.
  3. Minor Decoy operations are designed to educate and deter licensed locations from selling/furnishing alcohol to minors. Contractor agrees to conduct Minor Decoy Operations at both "On-Sale" and "Off-Sale" licensed establishments within the operation period of the grant.
  4. Shoulder Tap operations are used to detect and deter adult furnishers outside of a licensed business. Contractor agrees to conduct Shoulder Tap Operations at "Off-Sale" licensed locations to apprehend adults that are unaffiliated with the licensed businesses and who are purchasing alcohol for minors outside of the stores within the operation period of the grant.
  5. Informed Merchants Preventing Alcohol-Related Crime Tendencies (IMPACT) primary goal is to educate licensee's on alcohol related laws to help reduce alcohol-related crime in and around licensed premises. Contractor agrees to conduct visits and inspections of licensed premises identifying areas of non-compliance at "On-Sale" and "Off-Sale" licensed locations within the operation period of the grant.

### **II. GOALS AND OBJECTIVES**

1. Conduct at least seven (7) Minor Decoy operations.
2. Conduct at least seven (7) Shoulder Tap operations, including the Statewide Shoulder Tap.
3. Conduct at least eight (8) IMPACT operations.

4. Conduct at least six (6) DUI Enforcement operations.
5. Conduct at least seven (7) Undercover operations.
6. Host at least one (1) TRACE training.
7. Advertise at least two (2) LEAD trainings
8. Conduct at least two (2) Community meetings.
9. Conduct at least six (6) Roll Cal trainings.
10. Provide press/social media releases on grant enforcement activities.
  - A. To announce the start of the program;
  - B. At the conclusion of each Minor Decoy Operation has been held (to announce the number of licensed premises who sold to the minor decoy)
  - C. At the conclusion of each Shoulder Tap Operation has been held (to announce the number of adults arrested for purchasing alcoholic beverages for the decoy).
11. Contractor will fax (916) 419-2599 or email each press release to the Department's Public Information Officer ([pio@abc.ca.gov](mailto:pio@abc.ca.gov)) as soon as it is released.
12. Contractor agrees in all press releases, in addition to any credits the agency wishes to give, will include the following statement: "This project is part of the Department of Alcoholic Beverage Control's Alcohol Policing Partnership."

Contractor agrees to complete and submit monthly reports, on a format designed and provided by the Department of Alcoholic Beverage Control due no later than 15<sup>th</sup> of the following month.

### III. PROJECT REPRESENTATIVES

The project representatives during the term of this agreement will be:

Huntington Park Police Department  
Elsa Cobian, Administrative Lieutenant  
6542 Miles Avenue  
Huntington Park, CA 90255  
(323) 826-6695  
[ecobian@hppolice.org](mailto:ecobian@hppolice.org)

Department of Alcoholic Beverage Control  
Aaron Perry, Supervising Agent in Charge  
3927 Lennane Drive, Suite 100  
Sacramento, CA 95834  
(916) 419-5169  
[aaron.perry@abc.ca.gov](mailto:aaron.perry@abc.ca.gov)

Direct all fiscal inquiries to:

Huntington Park Police Department  
Jeff Jones, Finance Director  
6550 Miles Avenue  
Huntington Park, CA 90255  
(323) 582-6161

Department of Alcoholic Beverage Control  
Kristine Okino, Grant Coordinator  
3927 Lennane Drive, Suite 100  
Sacramento, CA 95834  
[Kristine.okino@abc.ca.gov](mailto:Kristine.okino@abc.ca.gov)



## **EXHIBIT B**

### **BUDGET DETAIL AND PAYMENT PROVISIONS**

#### **I. INVOICING AND PAYMENT**

- For services satisfactorily rendered and upon receipt and approval of the invoice, the Department of Alcoholic Beverage Control agrees to pay a monthly payment of approved reimbursable costs per the Budget Detail of personnel overtime and benefits (actual cost) and/or allowable costs.
- Invoices shall clearly reference this contract number (25-APP16) and must not exceed the contract total authorized amount of \$60,000.00. Invoices are to be submitted by the 15<sup>th</sup> of every month, on the prescribed form designed by the Department of Alcoholic Beverage Control.

Submit to: Department of Alcoholic Beverage Control  
Attn: Kristine Okino, Grant Coordinator  
3927 Lennane Drive  
Sacramento, California 95834

- Payment shall be made in arrears within 30 days from the receipt of an undisputed invoice. Nothing contained herein shall prohibit advance payments as authorized by Item 2100-101-3036, Budget Act, Statutes of 2025.
- Contractor understands in order to be eligible for reimbursement; cost must be incurred on or after the effective date of the project, July 1, 2025 and on or before the project termination date, June 30, 2026.
- Revisions to the "Scope of Work" and the "Budget Detail" may be requested by a change request letter submitted by the Contractor. If approved, the revised Grant Scope of Work and/or Budget Detail supersedes and replaces the previous grant and will initiate an amendment. No revisions can exceed allotted amount as shown on the Budget Detail. The total amount of the grant must remain unchanged.
- Contractor agrees to refund to the State any amounts claimed for reimbursement and paid to Contractor which are later disallowed by the State after audit or inspection of records maintained by the Contractor.
- Only the costs displayed in the Budget Detail are authorized for reimbursement by the State to Contractor under this agreement. Any other costs incurred by Contractor in the performance of this agreement are the sole responsibility of Contractor.
- Title shall be reserved to the State for any State-furnished or State-financed property authorized by the State which is not fully consumed in the performance of this agreement. Contractor is responsible for the care, maintenance, repair, and protection of any such property. Inventory records shall be maintained by Contractor and submitted to the State upon request. All such property shall be returned to the State upon the expiration of this grant unless the State otherwise directs.
- Prior approval by the State in writing is required for the location, costs, dates, agenda, instructors, instructional materials, and attendees at any reimbursable training seminar, workshop or conference, and over any reimbursable publicity or educational materials to be made available for distribution. Contractor is required to acknowledge the support of the State whenever publicizing the work under this grant in any media.

## II. BUDGET DETAIL

COST CATEGORY	TOTAL COST
<b>A. Personnel Services</b>	
<u>Overtime</u>	
Officer (\$88.00/hourly)	\$19,297.00
Corporal (\$92.00/hourly)	\$17,201.00
Sergeant (\$102.00/hourly)	\$16,802.00
Benefits – n/a	\$0.00
<b>TOTAL Personnel</b>	<b>\$53,300.00</b>
<b>B. Operating Expenses (receipts required)</b>	
Buy Money / Decoy Meals	\$700.00
Supplies – must be pre-approved	\$500.00
<b>TOTAL Operating</b>	<b>\$1,200.00</b>
<b>C. Equipment (receipts required, must be purchased by 12/31)</b>	
Laptop and accessories	\$2,500.00
<b>TOTAL Equipment</b>	<b>\$2,500.00</b>
<b>D. Travel Costs</b>	
Conference registration, lodging, per diem	\$3,000.00
<b>TOTAL Travel</b>	<b>\$3,000.00</b>
<b>GRANT TOTAL</b>	<b>\$60,000.00</b>

### **III. BUDGET CONTINGENCY CLAUSE**

- It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

### **IV. PROMPT PAYMENT CLAUSE**

- Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

## **EXHIBIT D SPECIAL TERMS AND CONDITIONS**

1. **Disputes:** Any disputes concerning a question of fact arising under this contract which is not disposed of by agreement shall be decided by the Director, Department of Alcoholic Beverage Control, or designee, who shall reduce his decision in writing and mail or otherwise furnish a copy thereof to the Contractor. The decision of the Department shall be final and conclusive unless, within 30 days from the date of receipt of such copy, the Contractor mails or otherwise furnishes to the State a written appeal addressed to the Director of the Department of Alcoholic Beverage Control. The decision of the Director of Alcoholic Beverage Control or his duly authorized representative for the determination of such appeals shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous as necessarily to imply bad faith, or not supported by substantial evidence. In connection with any appeal proceeding under this clause, the contractor shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending final decision of a dispute hereunder, Contractor shall proceed diligently with the performance of the contract and in accordance with the decision of the State.
2. **Cancellation/Termination:** This agreement may be cancelled or terminated without cause by either party by giving thirty (30) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment/invoicing instructions/requirements. No penalty shall accrue to either party because of contract termination.
3. **Contract Validity:** This contract is valid and enforceable only if adequate funds are appropriated in Item 2100-101-3036, Budget Act of 2025, for the purposes of this program.
4. **Contractor Certifications:** By signing this agreement, Contractor certifies compliance with the provisions of CCC 04/2017, Standard Contractor Certification Clauses. This document may be viewed at: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language>
5. If the State determines that the grant project is not achieving its goals and objectives on schedule, funding may be reduced by the State to reflect this lower level of project activity and/or cancel the agreement.

# ATTACHMENT “B”

## RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK, CALIFORNIA, ACCEPTING FUNDS FROM THE ALCOHOL POLICING PARTNERSHIP THAT WILL BE UTILIZED BY HUNTINGTON PARK POLICE DEPARTMENT TO UNDERTAKE IN A CERTAIN PROJECT DESIGNATED AS ALCOHOLIC BEVERAGE CONTROL OPERATIONS

**WHEREAS**, The Huntington Park Police Department desires to undertake a certain project designated as ABC Operations to be funded in part from funds made available through the Alcohol Policing Partnership (APP) program administered by the Department of Alcoholic Beverage Control (hereafter referred to as ABC);

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

**SECTION 1.** that the City Manager of the City of Huntington Park is authorized to execute on behalf of the City Council the attached contract, including any extensions or amendments thereof and any subsequent contract with the State in relation thereto.

**SECTION 2. IT IS AGREED** that any liability arising out of the performance of this contract, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and ABC disclaim responsibility for any such liability.

**SECTION 3. BE IT FURTHER RESOLVED** that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

**SECTION 4. IT IS ALSO AGREED** that this award is not subject to local hiring freezes.

**SECTION 5.** The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED AND ADOPTED this 9<sup>th</sup> day of September 2025.**

\_\_\_\_\_  
Arturo Flores,  
Mayor

**ATTEST:**

\_\_\_\_\_  
Eduardo Sarmiento,  
City Clerk

## ITEM 2



# CITY OF HUNTINGTON PARK

Public Works Department  
City Council Agenda Report

September 9, 2025

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 RESOLUTION DESIGNATING THE INTERSECTION OF HOPE STREET AND CALIFORNIA AVENUE AS “ANA RODRIGUEZ SQUARE” IN MEMORY OF ANA RODRIGUEZ**

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

1. Approve a Resolution designating the intersection of Hope Street and California Avenue as “Ana Rodriguez Square” in honor of Ana Rodriguez.

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

On June 10, 2024, the Public Works Department received a formal request from Huntington Park resident Ms. Ana Felan to rename the 3600 block of Hope Street—between California Avenue and Salt Lake Avenue—in memory of her daughter, Ana Rodriguez, a lifelong resident of the neighborhood.

Ana Rodriguez tragically lost her life on May 12, 2024 (Mother’s Day) in a fatal hit-and-run involving a speeding SUV. Her death deeply impacted her family, friends, and the surrounding community.

In response to the request, the City’s Traffic Engineering Division conducted a field investigation on July 24, 2024, to assess traffic and safety conditions along the corridor. Observations included:

- Hope Street (California Ave to Salt Lake Ave) spans approximately 1,250 feet and serves as a two-lane residential corridor.
- The segment includes two non-standard flattened speed bumps with 25 MPH pavement markings.
- STOP signs and 25 MPH speed limit signs are posted at each end of the block.
- There are currently no marked pedestrian crosswalks within the segment.
- Residences in the area range from 3500 to 3800 Hope Street.

**CONSIDERATION AND APPROVAL OF RESOLUTION NO. 2025-XX DESIGNATING THE INTERSECTION OF HOPE STREET AND CALIFORNIA AVENUE AS “ANA RODRIGUEZ SQUARE” IN MEMORY OF ANA RODRIGUEZ**

September 9, 2025

Page 2 of 2

An aerial map and photographs of existing conditions are provided as Exhibits A and B.

The item was first presented to the Traffic Authority on July 24, 2024, at which time staff shared its preliminary field findings. At that time, the Authority directed staff to evaluate the request further and return with a formal recommendation.

On August 11, 2025, the Mayor’s Office and City Manager submitted a follow-up request to the Engineering Division, supporting the designation of the intersection of Hope Street and California Avenue as “Ana Rodriguez Square.” The Mayor’s Office provided a draft resolution.

Staff returned to the Traffic Authority on August 4, 2025, where the proposed resolution was formally reviewed and approved for recommendation to the City Council.

**FISCAL IMPACT/FINANCING**

The proposed action is expected to have minimal fiscal impact. Costs will be limited to sign fabrication and installation.

**CONCLUSION**

Staff recommends that the City Council approve Resolution No. 2025-XX. Upon approval, Public Works will coordinate the installation of commemorative signage and take all necessary steps to implement the designation of “Ana Rodriguez Square.”

Respectfully submitted,



**RICARDO REYES**  
City Manager

**GERARDO LOPEZ**  
Director of Public Works

**ATTACHMENT(S)**

- A. Resolution Designating the Intersection of Hope St and California Ave as “Ana Rodriguez Square”
- B. Exhibit A – Aerial View of Hope Street and California Ave
- C. Exhibit B – Existing Conditions at Hope Street and California Ave





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**SECTION 5.** A community gathering and dedication ceremony may be scheduled to formally unveil the signage and provide space for reflection and remembrance.

**PASSED, APPROVED AND ADOPTED this** 9th day of September, 2025.

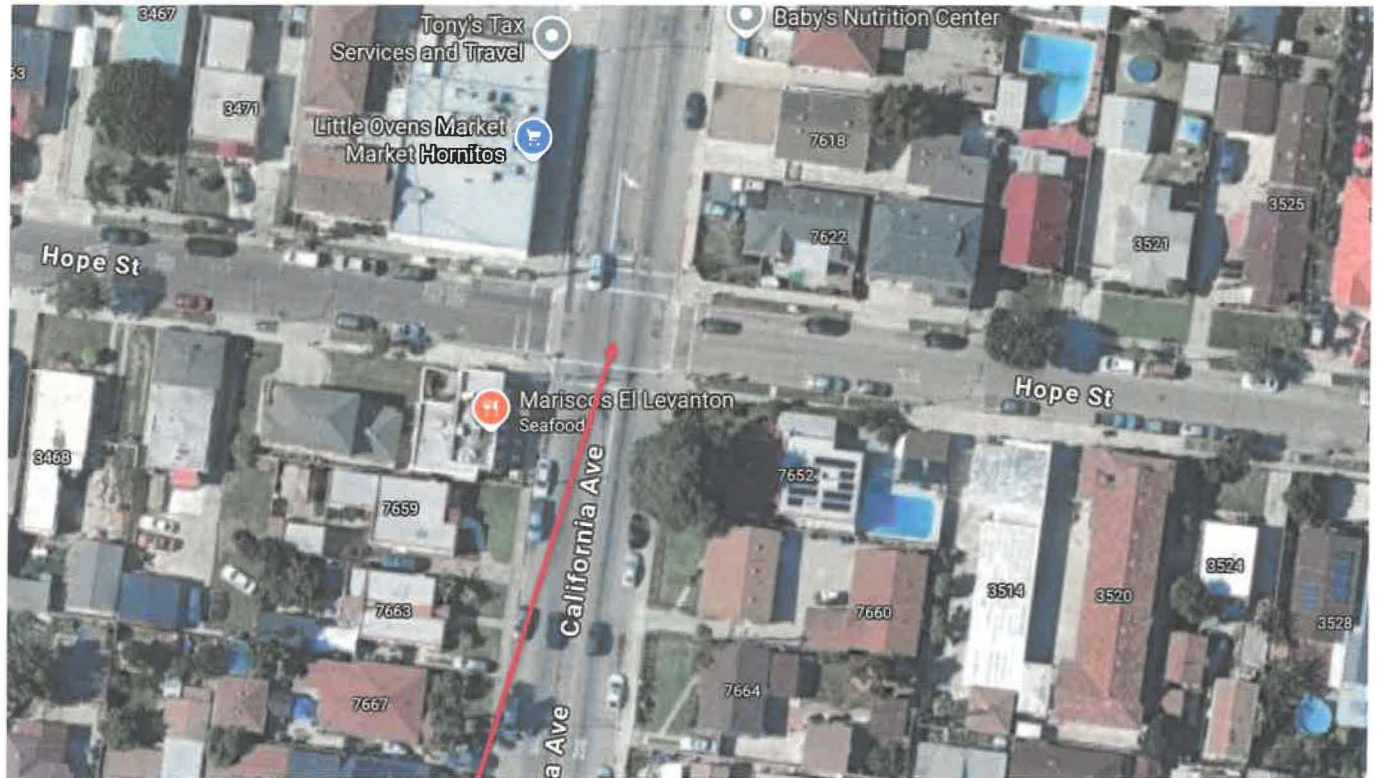
\_\_\_\_\_  
Arturo Flores,  
Mayor

**ATTEST:**

\_\_\_\_\_  
Eduardo Sarmiento,  
City Clerk



Exhibit A - Aerial View of Hope Street and California Avenue



Hope Street and California Avenue



Exhibit B - Existing Conditions at Hope Street and California Avenue



Hope Street and California Avenue HUNTINGTON PARK | Page 2 | 6



This block of Hope Street at California Avenue has businesses and residential homes. Hope Street is a residential street, 30 ft wide curb-to-curb, providing 1 lane of travel in each direction and a curbside parking on both sides. The directional travel is separated by a yellow centerline striping. California Avenue is 50 ft wide curb-to-curb providing 1 lane of travel in each direction and a turning lane. California Avenue has parking on both sides.

### **ANALYSIS:**

The draft City Council resolution concerns naming the intersection of Hope Street and California Avenue as "Ana Rodriguez Square". The loss of Ana Rodriguez has underscored the need for continued efforts to improve pedestrian safety and community awareness, so that such tragedies may be prevented in the future. Naming the intersection where this tragic event occurred in her honor serves as a lasting tribute to her life and a solemn reminder of the importance of safe streets and compassionate community values. The community wishes to ensure that Ana Rodriguez is not forgotten, and that her memory lives on in the hearts of all who pass through this intersection. The naming as "Ana Rodriguez Square" will not impact traffic conditions at the intersection, rather it will have a deep and lasting awareness to anyone passing through the intersection about traffic safety and the need for safety improvements and the City's continuous efforts to that purpose.

### **RECOMMENDATIONS:**

Based on a review of the available information, presented facts, and a field review by the Traffic Engineer, the following recommendations are presented to the Traffic Authority for review, consideration, and approval:

1. Concur with the draft City Council resolution to designate the intersection of Hope Street and California Avenue as "Ana Rodriguez Square."

## ITEM 3



# CITY OF HUNTINGTON PARK

Office of the City Manager  
City Council Agenda Report

September 9, 2025

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

Dear Mayor and Members of the City Council:

**CONSIDERATION AND APPROVAL OF A RESOLUTION REGARDING  
POLITICIZATION OF SCHOOLS, REINFORCEMENT OF FORMAL  
COMMUNICATIONS PROTOCOLS, EQUITABLE PROCESSING OF SCHOOL  
REQUESTS, AND POLICE DEPARTMENT COOPERATION WITH LOS ANGELES  
UNIFIED SCHOOL DISTRICT INVESTIGATORS**

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

1. Adopt a Resolution calling upon the Los Angeles Unified School District (LAUSD) Board of Education to direct the Superintendent to address the politicization of schools, reinforce formal communication protocols, ensure equitable processing of school requests, and directing the Huntington Park Police Department to fully cooperate with LAUSD investigators; and
2. Authorize the Mayor to sign and transmit a formal position letter to the LAUSD Board of Education consistent with the adopted resolution
3. Direct City staff to ensure the resolution and position letter are transmitted promptly and communicated directly to LAUSD Board officials and Superintendent's Office.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

In 2023, the City of Huntington Park entered an Education Compact with LAUSD. The Compact outlines joint commitments to support student success and emphasizes the importance of coordinated communication between the City and LAUSD, particularly under the section titled "Communications and Ongoing Engagement."

The City is home to 36 schools, the majority of which are LAUSD campuses. Given this scale, requests from schools must be managed by LAUSD's Office of Legislative Affairs and Government Relations in an equitable and prioritized manner. Reliance on informal

**CONSIDERATION AND APPROVAL OF RESOLUTION NO. 2025-XX REGARDING  
POLITICIZATION OF SCHOOLS, REINFORCEMENT OF FORMAL  
COMMUNICATIONS PROTOCOLS, EQUITABLE PROCESSING OF SCHOOL  
REQUESTS, AND POLICE DEPARTMENT COOPERATION WITH LAUSD  
INVESTIGATORS**

September 9, 2025

Page 2 of 2

channels or political influence risks undermining fairness, transparency, and student safety.

In recent months, concerns have been raised regarding:

- School events are being politicized, including the distribution of materials at campuses bearing the names of elected officials.
- Events organized without City coordination, during which officials presented themselves as conducting official City business while engaging in activities that appeared campaign-related; and
- Reports that some schools have been used for campaign-related volunteer recruitment, often involving minors.

These practices raise serious questions about the appropriateness of political activity on school campuses. More importantly, they underscore the need for a consistent and equitable process for addressing requests from all 36 schools in Huntington Park. Without clear protocols, resources, and attention, risk is being allocated based on political access rather than objective need.

Adoption of the attached resolution and transmission of the position letter will:

- Call upon the LAUSD Board of Education to direct the Superintendent to strengthen and enforce communication protocols with the City;
- Request that principals be reminded of the importance of using the proper channels when inviting elected officials or authorizing appearances at school events.
- Ensure that requests from schools are prioritized equitably and based on student safety rather than political influence.
- Urge LAUSD to prohibit campaign-related activity on school campuses, particularly during school-sponsored events involving minors;
- Direct the City Manager to ensure the Huntington Park Police Department fully cooperates with LAUSD investigators in any matters concerning student safety and school community well-being; and
- Ensure staff formally communicates the adopted resolution and letter directly to LAUSD Board officials and the Superintendent's Office.

**FISCAL IMPACT/FINANCING**

There is no fiscal impact associated with the adoption of the resolution or the transmittal of the position letter.



**CONSIDERATION AND APPROVAL OF RESOLUTION NO. 2025-XX REGARDING  
POLITICIZATION OF SCHOOLS, REINFORCEMENT OF FORMAL  
COMMUNICATIONS PROTOCOLS, EQUITABLE PROCESSING OF SCHOOL  
REQUESTS, AND POLICE DEPARTMENT COOPERATION WITH LAUSD  
INVESTIGATORS**

September 9, 2025

Page 2 of 2

**CONCLUSION**

Adoption of the attached resolution, approval of the accompanying position letter, and direction to staff to transmit and communicate this action to LAUSD officials will formally communicate the City Council's concerns, call upon the Board of Education to direct the Superintendent to address these matters, and ensure that school-related requests are managed equitably, transparently, and consistent with the City–LAUSD Education Compact.

Respectfully submitted,

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

RICARDO REYES  
City Manager

**ATTACHMENT(S)**

- A. Resolution No. 2025-XX Calling Upon LAUSD Board of Education to Address the Politicization of Schools
- B. Draft Position Letter from the City Huntington Park City Council

# **ATTACHMENT "A"**

## **RESOLUTION NO. 2025-XX**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK CALLING UPON THE LOS ANGELES UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION TO DIRECT THE SUPERINTENDENT TO ADDRESS THE POLITICIZATION OF SCHOOLS, REINFORCE FORMAL COMMUNICATION PROTOCOLS, ENSURE EQUITABLE PROCESSING OF SCHOOL REQUESTS, AND DIRECTING THE CITY MANAGER TO ENSURE POLICE COOPERATION WITH LAUSD INVESTIGATORS**

WHEREAS, the City of Huntington Park and the Los Angeles Unified School District (LAUSD) entered an Education Compact in 2023 to promote student success and ensure coordinated communication between the City and LAUSD; and

WHEREAS, the Education Compact specifically emphasizes “Communications and Ongoing Engagement” to minimize disruption, enhance coordination, and ensure transparency; and  
WHEREAS, the City of Huntington Park is home to 36 schools, the majority of which are LAUSD campuses, and requests from these schools must be managed equitably and prioritized appropriately, rather than subject to political influence or ad hoc decision-making; and

WHEREAS, the City Council has observed and received reports of school events being politicized, including the distribution of materials bearing the names of elected officials, events organized without City coordination, and the use of school campuses for campaign-related volunteer recruitment involving minors; and

WHEREAS, these activities raise concerns regarding the appropriateness of political activity on school campuses and undermine the shared mission of the City and LAUSD to safeguard students and promote a positive and nonpartisan educational environment; and

WHEREAS, the City of Huntington Park seeks to strengthen cooperation with LAUSD, including law enforcement coordination, to ensure that matters involving the safety and well-being of students are handled with the highest level of transparency and accountability.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Huntington Park as follows:

SECTION 1. The City Council of the City of Huntington Park hereby adopts a formal position calling upon the LAUSD Board of Education to direct the Superintendent to:

- a) Establish and enforce clear protocols ensuring that all LAUSD requests and school event coordination within Huntington Park are conducted through the formal channels outlined in the Education Compact;
- b) Reinforce with school principals the importance of adhering to these protocols, especially regarding invitations to elected officials and authorizations for appearances at school events;
- c) Ensure that requests from the City's 36 schools are processed and prioritized equitably, based on need and student safety, and not subject to political influence; and
- d) Prohibit campaign-related activity on school campuses during school-sponsored events involving minors.

Section 2. The City Council hereby directs the City Manager to ensure that the Huntington Park Police Department fully cooperates with LAUSD investigators on all matters concerning the safety and well-being of students and school communities within the City.

Section 3. The City Council hereby directs staff to transmit this Resolution and the accompanying position letter to the LAUSD Board of Education and Superintendent's Office promptly and to communicate the Council's action directly to the appropriate officials.

Section 4. The Mayor is authorized to sign and transmit a position letter consistent with this Resolution to the LAUSD Board of Education.

**APPROVED AND ADOPTED THIS 9TH DAY OF SEPTEMBER 2025.**

---

Arturo Flores, Mayor

**ATTEST:**

---

Eduardo Sarmiento, City Clerk

**APPROVED AS TO FORM:**

---

Andrew Sarega, Acting City Attorney

STATE OF CALIFORNIA, COUNTY OF LOS ANGELES, CITY OF HUNTINGTON PARK

I, Eduardo Sarmiento, City Clerk of the City of Huntington Park, County of Los Angeles, State of California, hereby certify that the foregoing Resolution No. 2025-\_\_ was passed and adopted by the City Council of the City of Huntington Park, signed by the Mayor and attested by the City Clerk at the Regular City Council Meeting held on the 9th day of September 2025 and that said Resolution was adopted by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

The undersigned, City Clerk of the City of Huntington Park, does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of said City which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

\_\_\_\_\_

Dated: \_\_\_\_\_

Eduardo Sarmiento, City Clerk

## ATTACHMENT “B”

Members of the Los Angeles Unified School District Board of Education  
333 South Beaudry Avenue  
Los Angeles, CA 90017

Subject: Request for Action to Address Politicization of Schools and Reinforce  
Communication Protocols

Dear Members of the Board,

On behalf of the City Council of Huntington Park, I am submitting this letter pursuant to the adoption of Resolution No. [XXXX], approved on September 9, 2025.

The City of Huntington Park values its partnership with the Los Angeles Unified School District (LAUSD) under the Education Compact. It reaffirms its shared commitment to ensuring student safety, equitable educational opportunities, and transparent communication between the two institutions.

However, the Council has become increasingly concerned about a pattern of school events being politicized by elected officials. Recent reports include:

- Events organized without City coordination, where elected officials presented themselves as conducting official City business while engaging in activities that appeared campaign-related;
- The distribution of materials at school events prominently bearing the names of elected officials raises concerns about political promotion; and
- Reports of schools being used as volunteer recruitment sites for campaigns, often involving minors.

The City is home to 36 schools, the majority of which are LAUSD campuses, and requests from these schools must be addressed equitably and prioritized appropriately. Leaving such matters to informal channels or political influence risks undermining fairness, transparency, and student safety.

Accordingly, the City Council of Huntington Park respectfully calls upon the LAUSD Board of Education to direct the Superintendent to:

1. Establish and enforce clear protocols ensuring that all LAUSD requests and school event coordination within Huntington Park are conducted through the formal channels outlined in the Education Compact, particularly under “Communications and Ongoing Engagement.”

2. Reinforce with school principals the importance of adhering to these protocols, especially with respect to extending invitations to elected officials and authorizing appearances at school events.
3. Ensure that requests from schools in Huntington Park are processed and prioritized equitably and based on need, rather than political influence.
4. Prohibit campaign-related activity on school campuses during school-sponsored events involving minors.

Furthermore, the City Council has directed the City Manager to ensure the Huntington Park Police Department to fully cooperate with LAUSD investigators in any current or future matters related to student safety and the well-being of the school community.

This matter can be addressed constructively, but it requires the leadership of the LAUSD Board of Education to provide clear direction to the Superintendent and District staff. We appreciate your attention to this critical issue and look forward to continuing our partnership in the spirit of transparency, accountability, and student safety.

Respectfully,

Arturo Flores  
Mayor  
City of Huntington Park

On behalf of the City Council

# **STUDY SESSION**

1. Bus shelter design discussion



# **REPORTS AND INFORMATION**

## ITEM 1

### **PARKS AND RECREATION**

#### **1. INFORMATION REGARDING ANNUAL HALLOWEEN EVENT IT IS RECOMMENDED THAT THE CITY COUNCIL**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Receive and file the informational report regarding the Annual Halloween Event; and
2. Provide direction to staff as needed.

## ITEM 2



# CITY OF HUNTINGTON PARK

Community Development Department  
City Council Agenda Report

September 9, 2025

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 TO AWARD RINCON CONSULTANTS INC. THE CONTRACT TO CREATE A COMPREHENSIVE GENERAL PLAN AND MUNICIPAL CODE UPDATE AND, IMPLEMENTATION OF ITS HOUSING, SAFETY AND ENVIRONMENTAL JUSTICE ELEMENTS.**

**IT IS RECOMMENDED THAT CITY COUNCIL:**

1. Award CONTRACT for professional services to provide a Comprehensive General Plan and Municipal Code Update and Implementation of its Housing, Safety and Environmental Justice Elements to the sole responsive and responsible proposer Rincon Consultants Inc.; for a not-to-exceed amount of \$1,769,204.53; and
2. Authorize the City Manager to execute a Professional Services Agreement for the Comprehensive General Plan and Municipal Code Update, which includes the Safety Element, Environmental Justice Element, and Housing Element Update services.

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

On October 17, 2023, the City Council adopted the City of Huntington Park's Housing Element Update which encompassed the Health and Safety Element Update, Land Use Element Update, Zoning Ordinance and Zoning Map amendments for consistency with the General Plan (6<sup>th</sup> Cycle 2021-2029) Housing Element.

The Housing Element (6<sup>th</sup> Cycle 2021-2029) is required to be updated and presented to California Department of Housing and Community Development (HCD); this process may also require the City of Huntington Park to submit a mid-cycle review to HCD. The action plan requirements will be detailed and applicable to the Safety Element, Environmental Justice Element, and Housing Element Update. Within this, the City of Huntington Park committed to HCD to address one hundred and sixty (160) implementation tasks and will be managed accordingly. By undertaking a Comprehensive General Plan and Municipal Code update verses addressing these items individually will be more time efficient and cost effective for the city.

**CONSIDERATION AND APPROVAL TO AWARD RINCON CONSULTANTS INC. THE CONTRACT TO CREATE A COMPREHENSIVE GENERAL PLAN AND MUNICIPAL CODE UPDATE AND, IMPLEMENTATION OF ITS HOUSING, SAFETY AND ENVIRONMENTAL JUSTICE ELEMENTS.**

September 9, 2025

Page 2 of 3

On July 14, 2025, the RFP was advertised in Planet Bids to one hundred and twenty-six (126) vendors for a Comprehensive General Plan update and Code Update. A total of nineteen (19) vendors downloaded the file package, one (1) vendor, Rincon Consultants, submitted a proposal on August 13, 2025.

The duration of the scope of work will begin immediately upon the execution of the Professional Services Agreement. This is a multi-year contract with the anticipation of project completion and adoption by City Council by the end of the 2027/2028 fiscal budget. The anticipated payment schedule below identifies the fiscal impact for each fiscal period.

**FISCAL IMPACT/FINANCING**

The PSA will be financed through General Fund resources, specifically from account 111-5010-419.56-41. An initial allocation of \$750,000 has been incorporated into the current fiscal year's budget. The remaining contractual amount is expected to align with the figures presented in the following table and allocated within the corresponding fiscal year budget.

Fiscal Year	Amount
2025/2026	\$750,000.00
2026/2027	750,000.00
2027/2028	269,204.53
TOTAL	\$1,769,204.53

**CONCLUSION**

It is staffs request that the City Council approve the Rincon Consultants Inc. proposal and approve the Professional Services Agreement (PSA) and authorize the City Manager to process all related documents.

**CONSIDERATION AND APPROVAL TO AWARD RINCON CONSULTANTS INC.  
THE CONTRACT TO CREATE A COMPREHENSIVE GENERAL PLAN AND  
MUNICIPAL CODE UPDATE AND, IMPLEMENTATION OF ITS HOUSING, SAFETY  
AND ENVIRONMENTAL JUSTICE ELEMENTS.**

September 9, 2025

Page 3 of 3

Respectfully submitted,



**RICARDO REYES**



**Louis Morales**

**Interim Director of Community Development Department**

**ATTACHMENTS:**

- A. Rincon Consultants Inc. Proposal
- B. Implementation Tasks
- C. Planet Bid Vendor List
- D. Draft Professional Service Agreement

# City of Huntington Park

## Proposal: Comprehensive General Plan and Code Update

Huntington Park, CA • August 13, 2025





**Rincon Consultants, Inc.**  
250 East 1st Street, Suite 1400  
Los Angeles, California 90012  
213-788-4842

August 13, 2025

Louis Morales  
Director of Community Development (Interim)  
Community Development Department  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, California 90255  
Via email: lmorales@hpca.gov

Subject: Proposal for Comprehensive General Plan and Code Update

Dear Mr. Morales:

**Rincon Consultants, Inc.** (Rincon) is pleased to present the City of Huntington Park (City) with a proposal to support the City with a Comprehensive General Plan and Municipal Code Update, and implementation of its Housing, Safety, and Environmental Justice elements.

The Rincon team is uniquely qualified to support the City:

**Deep Local Knowledge.** We have established strong relationships with City staff, Gateway Cities Council of Governments staff, and local stakeholders. Our extensive work on the City's Housing, Safety, and Land Use Element updates, the new Environmental Justice Element, and supporting the City with implementation have given us a thorough understanding of regional and local values and concerns as well as the City's policies, regulations, and processes.

**History with Huntington Park.** Through the work done on the City's other elements, Rincon has established a strong relationship with the City staff and an understanding of resources, challenges, and priorities. Rincon developed the implementation plan and General Plan update strategy through our close work with the City, the community, and our knowledge of the needs, requirements, and processes. We have integrated this into our approach, and can immediately begin execution if selected.

**Specialized Skills.** Rincon staff have unique expertise in not only General Plans, but housing program management and developing robust and interactive community engagement strategies, with local staff available to support engagement efforts, including Spanish/English interpretation.

As requested in the RFP, I have read, understood, and agreed to all statements in this request for proposal and acknowledge receipt of all addendums/amendments as well as to the terms, conditions, and attachments referenced.

We welcome the opportunity to meet with you to discuss this submittal. Please do not hesitate to contact us if you have questions or need additional information.

Sincerely,

**Rincon Consultants, Inc.**

Kimiko Lizardi, Principal, Carlsbad Office

Authorized to contractually obligate and negotiate on behalf of Rincon Consultants

Phone 619-841-2841

Email klizardi@rinconconsultants.com





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Legal Name:  
**Rincon  
Consultants, Inc.**



Legal Form:  
**California "S"  
Corporation**



**Founded in 1994**  
Rincon has been doing  
business for over  
**30 years**



Rincon has **425+**  
professional staff



**13 offices**  
in California.  
This project will be ran  
out of our Los Angeles  
office, located at 250  
East 1st Street, Suite  
1400

# 1

Consultant Background

## About Rincon



Rincon Consultants, Inc. (Rincon) is a multidisciplinary planning and environmental sciences firm providing quality professional services to government and industry clients for 31 years. Rincon has developed a reputation for successfully completing General Plans and subsequent implementation throughout California in an array of diverse settings. This project will be led by our Los Angeles office, ensuring strong local coordination and delivery.

Rincon's dedicated **Healthy Communities group** focuses on community transformation, engaging with diverse communities and delivering innovative, equitable solutions for environmental, social, and climate justice issues. We aim to connect people policies, funding, and clients, by leveraging Rincon's collective strength to create healthier, more resilient futures for communities. Our Healthy Communities Planning services feature seven core areas of expertise:



General Plans



Climate Action  
and Adaptation



Community  
Engagement



Natural Resource  
Planning



CEQA/NEPA



Technical  
Services



Equity  
Expertise

## Firm Experience

Rincon has over 30 years of experience preparing policy documents including General Plans, community plans and specific plans and environmental documents in various types of environmental, land use, and socioeconomic settings. We have led dozens of focused and comprehensive General Plan Updates across California, and provide our clients with high-level professional expertise, leveraging our local experience and diverse team of experts to create a plan that is contextual and implementable and meets the requirements and needs of the community. We work in various geographic, environmental, and socioeconomic settings. Our plans incorporate an inclusive and open process, principles of sustainability and equity, and clear, implementable policies and actions.

Rincon is large enough to provide the expertise needed to successfully complete large-scale policy plans and plan updates, yet flexible enough to quickly respond to changes in direction or special challenges that emerge. In addition, our broad experience throughout California and the experience of key staff in past projects make us particularly well suited for this project. The following is a summary of our firm's expertise to support this project, with key projects listed in the table below, and detailed descriptions of select projects provided in Section 2.

**Rincon understands the complexity and magnitude of requirements that local governments must meet through their land use planning documents.**

## Local Experience

In addition to our statewide experience, we are intimately familiar with Huntington Park through our work helping the city with its Focused General Plan Update (Focused GPU), which included updating the 6th Cycle Housing Element (certified February 2024), adopting a new Environmental Justice Element (adopted November 2022), and updating the Safety and Land Use elements (adopted October 2023). During that process, we thoroughly reviewed the General Plan and identified deficiencies and necessary updates. We also assisted the City with implementation planning, including developing a work plan and tracking tool and a General Plan update strategy that was designed to implement many of the commitments in the three newly updated elements. This strategy included a comprehensive update of the General Plan and Zoning Ordinance and forms the basis for our project approach in Section 3.

## General Plan Implementation

We understand the burden local governments face in implementing their General Plans and have helped many clients develop implementation action plans to maintain compliance—including Huntington Park. We have also helped many clients complete Housing Element programs including zoning code updates, developing objective design standards, reviewing permitting processes, and developing tools to help comply with state housing laws like no net loss and streamlining laws.

## Grant Support

Rincon has a proven track record of successfully securing grant funds for public and private entities. We have worked with our clients to secure over \$100 million dollars in funding through various grant opportunities and are proud to see plans transition into real-world action. Our team includes diverse and highly specialized staff—experts from various disciplines, such as climate and environmental science, housing, community planning, and infrastructure.

## Environmental Review

Environmental review is a core business area for Rincon, and our firm has provided environmental consulting services for over 30 years. Rincon's environmental project managers and analysts are skilled in assisting agencies in not only meeting the legal requirements of CEQA and/or NEPA but also making the process useful for staff, decision makers, the applicant or proponent, and the community. Our work products will meet the requirements of the CEQA Guidelines, and state planning and zoning law, as well as the relevant standards of other local, state, and federal agencies (e.g., Caltrans, Regional Water Quality Control Board, U.S. Army Corps of Engineers, and California Department of Fish and Wildlife).

The primary purpose of a program environmental document is twofold: 1) to provide an overview of the potential environmental consequences of adopting and implementing the program and 2) to serve as a first-tier environmental document that will focus and streamline subsequent project-level reviews of individual future projects. Rincon's extensive experience with programmatic documentation from CEQA review of General Plans and Specific Plans, to Regional Transportation Plans/Sustainable Communities Strategies, to zoning ordinances, means that we understand what is needed to develop a Program EIR that facilitates streamlining. Our methodology will provide for successful and legally defensive completion of the CEQA process, with thorough analysis that streamlines subsequent environmental review.

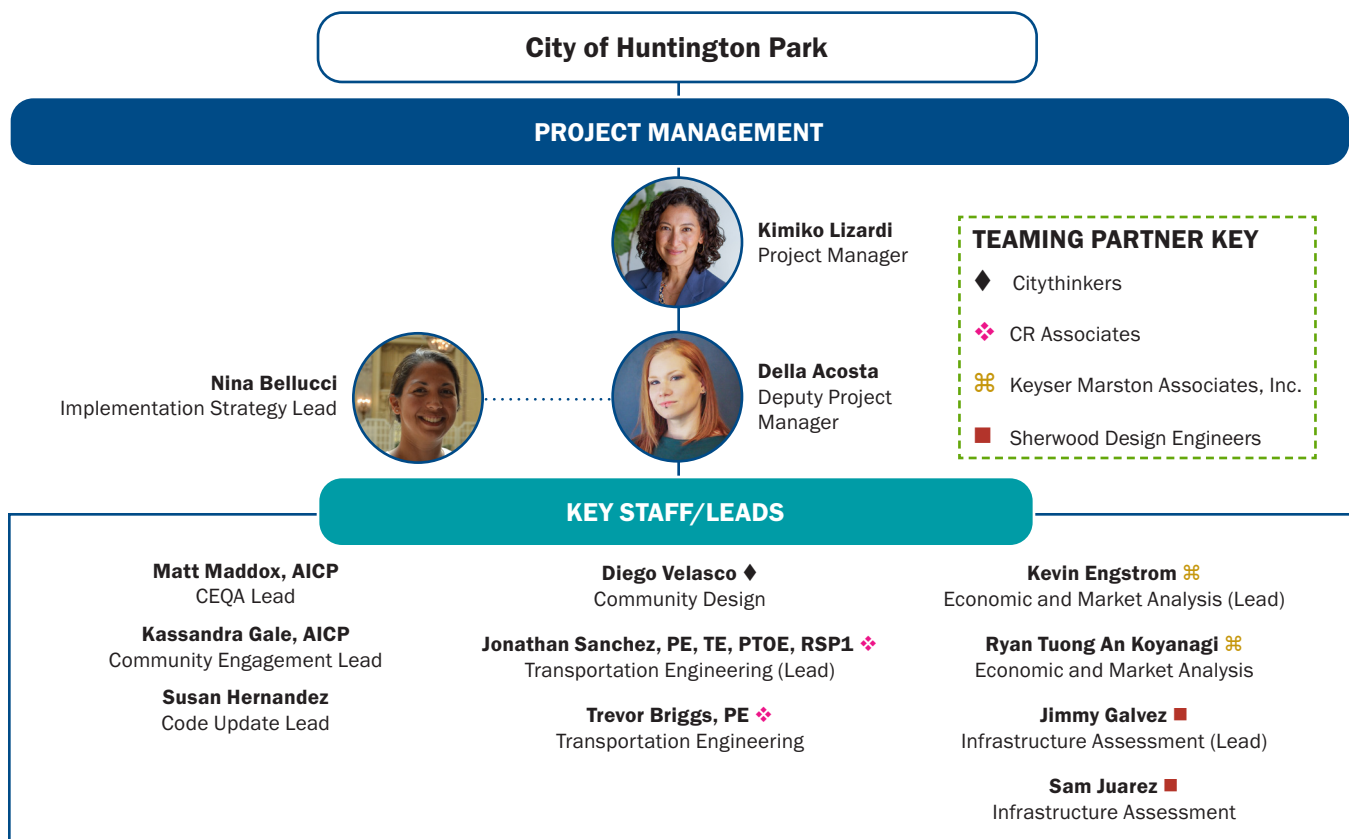
## Select Rincon General Plan Experience

Project Name	Comprehensive General Plan	Focused General Plan Update	Code Updates/ Housing Implementation	Community Engagement	CEQA
Huntington Park Focused General Plan Update and Implementation		●	●	●	●
City of Bakersfield Comprehensive General Plan and Residential Zoning Amendments	●		●	●	●
City of Port Hueneme General Plan Update and Missing Middle Zoning Amendments	●		●	●	●
City of Marina General Plan Update, Housing Element Implementation, and Grant Support	●		●	●	●
City of Ventura General Plan Update	●		●	●	●
City of Ojai General Plan Update	●			●	●
County of Fresno General Plan Update	●		●	●	●
City of San Fernando focused General Plan Update, Climate Adaptation and Resilience Plan, and Housing Implementation		●	●	●	●
City of Foster City Parks and Open Space Element and Conservation Element		●		●	
City of Pacific Grove Focused General Plan Update		●		●	●
City of San Ramon General Plan Update	●			●	●
City of West Hollywood Housing Element Implementation Updates			●		
City of West Covina Comprehensive Development Code Update			●		
City of Monterey Park 6th Cycle Housing Element Implementation			●		

## Team Structure

In building this team, we have considered local experience and technical expertise. The team is led by **Kimiko Lizardi**. Kimiko also led the Focused GPU, and has a depth of experience on complex, highly controversial long-range planning, General Plan, and zoning projects. We understand the importance of moving this project forward expeditiously while maintaining the City's strategic vision and technical precision. Therefore, we are offering a Principal as Project Manager ensuring a high level of decision-making authority and direct accountability from the start to finish of this project. This will ensure that any problem solving is accelerated and that resource dedication meets the needs of the project. She will be supported by seasoned, senior planning leads. **Della Acosta** will serve as the Deputy Project Manager and brings extensive experience in long-range planning, General Plan updates, and community engagement to ensure an efficient and impactful process. **Nina Bellucci**, project manager for the Focused GPU, will serve as the Implementation Strategy Lead, ensuring a seamless integration of ongoing City efforts and an implementation-focused approach. The team will be supported by Rincon's specialists in planning, environmental review, graphics, and GIS.

The key personnel identified for this effort will be available to the extent proposed for the duration of the services. No person designated as key personnel shall be removed or replaced without prior written concurrence of Huntington Park.



## Teaming Partners

Our integrated team offers the City an unmatched blend of planning, design, transportation, and economic expertise. The specific contributions of each firm are highlighted in the following pages, with key personnel biographies in Section 2 and full resumes for key personnel in Section 4.



# Citythinkers



## About the Firm

Citythinkers is an integrated and multi-disciplinary planning, urban design, and research-based firm based in San Diego. With 25 years of experience in the fields of planning, housing, and design, the firm's work ranges in scale and scope from General Plans to community plans, master plans, zoning codes, streetscape design, design guidelines, housing design, and community outreach. Citythinkers' research and design expertise in urban, infill housing and mixed-use informs the planning practice and enriches each planning project with real world, truth testing of bold ideas and visionary thinking.

## Project Role and Understanding: Community Design

Understanding that Huntington Park is largely built out, and that the General Plan update will not result in large-scale land use changes, Citythinkers will bring their urban design experience and skill with visualization to help define what revitalization strategies and changes to defined focus areas will look like in practice. Visualizing change and testing it as part of the community engagement process is an important step to ensuring we develop context-sensitive policies and actions.

## Relevant Project Experience

### City of Vista | General Plan

In the past two years, Citythinkers has worked with the City of Vista and Rick Planning and Design in support of the Vista General Plan Update. Vista 2050 kicked off with a workshop series conducted in every council district of the city to solicit input and inspiration for the vision and land use alternatives. Citythinkers assisted the team by developing illustrations of different land use scenarios and development prototypes for selected focus areas of the city. The interactive workshops allowed community stakeholders to visualize potential future scenarios for the city and interact with the graphics to provide direction to the planning team. Citythinkers translated workshop materials, led the Spanish workshop, and facilitated breakout group exercises to get feedback on land use, parks and open space, and mobility improvements. Citythinkers translated all the feedback received in Spanish and to English for workshop summaries.

### Midway Rising Specific Plan

Citythinkers wrote and processed a specific plan for the 50-acre redevelopment of the San Diego Sports Arena to transform the area into a mixed-use community village with 4,254 homes, 15 acres of parks and open space, a new entertainment center, and 130,00 square feet of retail.

### City of El Cajon | Transit District Specific Plan

Citythinkers led the development of the specific plan and design guidelines that rezones a 260-acre area of the city of El Cajon to support transit-oriented development near the El Cajon Transit Station.

### Discovery Village South Specific Plan

Citythinkers led the development of the specific plan and housing types for a 40-acre site in San Marcos near the university district.

### City of San Diego | On-Call Planning Services

In the past five years, Citythinkers has worked with the City of San Diego Planning Department on multiple assignments, with work completed on the Clairemont, University, College, Barrio Logan, and Hillcrest Community Plans. Assignments include urban design, visualizations and renderings, supplemental development regulations, community outreach, online engagement, and site feasibility analysis and testing. Citythinkers also assisted the city in writing policies and regulations to control for displacement and gentrification concerns and to promote and implements elements of the plan.

## CR Associates



### About the Firm

Chen Ryan Associates, Inc., dba CR Associates and known as CRA, brings a fresh vision to planning and engineering for municipal infrastructure across the Western United States. CRA provides a fully multimodal approach, building upon the multi-dimensional experiences of its staff, along with our dedication to serving the full range of client needs. CRA has provided transportation planning and design services for various types of projects to numerous jurisdictions and communities across the Southwest Region. CRA's work demonstrates their understanding of the quality of life and health benefits that are fostered by integrated land use planning, smart growth, green space design, sustainable infrastructures, and active mobility. CRA's experience and capabilities in these areas allows them to take on a wide range of projects, bringing strong technical expertise combined with practical experience in a variety of environments and applications. Since the firm's inception, we have consistently demonstrated our expertise in conducting accurate analyses and evaluations, and in making the critical decisions required to move projects and plans forward with successful resolution of key issues.

### Project Role and Understanding: Transportation and Circulation

CRA brings extensive experience and regional understanding in transportation solutions for Huntington Park through the General Plan Update. CRA recently secured a Safe Streets for All (SS4A) grant to assist with funding the General Plan Update, and will ensure the City as modern and implementable mobility enhancements that align with funding opportunities.

### Relevant Project Experience

#### City of Los Angeles | Metro Active Transportation (MAT) Corridors – MLK Blvd/Gage Ave and Redondo Beach Blvd

This project, led by CRA, developed corridor plans for Los Angeles and South Bay cities to improve connections to key destinations like parks, schools, and transit facilities. The project included four phases: analyzing existing conditions, conducting planning and traffic operations studies, creating 15% conceptual design plans, and obtaining environmental clearance. Recommendations feature active transportation infrastructure such as physically separated bike lanes, pedestrian beacons, and traffic calming measures. CRA, with support from AA, engaged in extensive community outreach, collaborating with various organizations through surveys, events, and direct engagement, while coordinating closely with Metro, LADOT, LACDPW, and the cities of Redondo Beach, Lawndale, and Torrance.

#### City of Oceanside | General Plan Update and Smart and Sustainable Corridors Specific Plan

CRA is currently leading the Circulation Element of the City of Oceanside General Plan update. As a spin-off of this effort, CRA is leading a planning effort to focus on three of the City's key thoroughfares. The Smart and Sustainable Corridors Specific Plan (SSCSP) proposes a revisioning of these corridors through the creation of "themes" that align with the City's recently developed Vision and Guiding Principles. For each corridor a variety of considerations are incorporated into the Plan: Land Use, Urban Design, and Mobility. The mobility recommendations are critical to the overall success of the SSCP as the land use and urban design goals require support from all modes of transportation. The SSCP mobility recommendations are being prepared in conjunction with focused community engagement and seek to support the transformation of these three corridors into Complete Streets that are comfortable and safe for all.

#### City of Solana Beach | General Plan Update

As part of the General Plan Update effort, CRA updated the Circulation Element and developed a new roadway typology to express the City's balanced approach to roadway design, including Multi-Modal Boulevards, Community Connectors, Bicycle Boulevards, Pedestrian Corridors, and Class I Multi-Use Paths. CRA conducted citywide Multimodal Level of Service assessments under existing and future conditions, and made recommended broader multimodal performance measures that the City could track over time. Additionally, CRA assisted the City in developing a methodology to eliminate Level of Service thresholds as an impact standard, making the City of Solana Beach one of the first jurisdictions in the state to do so.



# Keyser Marston Associates, Inc.



## About the Firm

Keyser Marston Associates, Inc. (KMA) is a full-service real estate, financial, housing and economic consulting firm specializing in real estate advisory and evaluation services, and financial analyses. KMA is a privately held corporation that was incorporated in 1976, with over 30 staff members across offices in Los Angeles, Brea, San Diego and Berkeley. KMA has one of the largest real estate advisory practices on the West Coast. The firm's public-sector clients include nearly every major municipality in California, as well as counties, ports, special districts, universities, and former military bases.

KMA will prepare a market analysis to identify relevant economic trends that will guide decisions on place-based economic development and land use strategies for Huntington Park's key areas, and will complete a fiscal impact analysis for any proposed land use changes to help decision makers evaluate land use alternatives.

## Project Role and Understanding: Economic and Market Analysis

KMA will prepare a market analysis to identify relevant economic trends that will guide decisions on place-based economic development and land use strategies for Huntington Park's key areas, and will complete a fiscal impact analysis for any proposed land use changes to help decision makers evaluate land use alternatives.

The increased complexities of real estate and ground lease transactions demand a strong technical understanding of real estate, financing markets, and a keen understanding of California laws that affect the disposition of public property. The firm is unique among other real estate consulting firms by possessing this unique combination of skills. The combined knowledge and expertise in these areas has resulted in KMA's ability to provide services, which not only comply with the current policies and practices pertaining to local development, but which are also based on a fundamental understanding of real estate markets, valuation and financing.

## Relevant Project Experience

### City of Anaheim | Brookhurst Corridor Study

KMA evaluated the market opportunities for the Brookhurst Street Corridor in the City of Anaheim. The analysis included a review of retail and office market conditions, as well as demographic and employment data. The analysis identified the type of developments best suited for the area given immediate and long-term demand. This review was part of a comprehensive analysis, visioning and engagement effort by the project team, which confirmed the recent designation of the Little Arabia district and determined the appropriate regulatory framework for future improvements and economic developments within the district. Based on this analysis, KMA explored the role of different classes and intensity of existing and proposed retail development within the corridor.

### City of Chino | General Plan Update

KMA served as part of a team to help the City of Chino update the City's General Plan. KMA performed a market analysis of local demographics, employment and market performance for retail, office, industrial, residential and hospitality uses; evaluated market opportunities for catalytic sites; developed a potential inclusionary housing program; analyzed the City's land use program to ensure its financial stability; and identified potential implementation mechanisms to promote sustainable economic development.

### West Gateway Entrada Study

KMA has completed multiple market studies to evaluate the West Gateway site located adjacent to downtown Long Beach. The analyses evaluate the market potential for apartments, condominiums, retail and office development. Working with the City, the findings of the KMA analyses were utilized to structure subsidy programs to promote project feasibility, assess the implications of replacing parkland and determine a disposition strategy for the site considering Surplus Land Act (SLA) implications and appropriate processes (RFI/RFQ/RFP).

# Sherwood Design Engineers



## About the Firm

Sherwood Design Engineers is a civil engineering practice committed to the optimal integration of ecology, infrastructure, and design. Sherwood specializes in sustainable infrastructure design, innovation, and sound engineering to make big ideas possible at a building, neighborhood, and district scale. Sherwood has a proven track record of delivering projects from idea to implementation around the world. Sherwood works collaboratively with project teams to find ways to maximize efficiencies through an integrated and ecological approach that results in high-performance projects that are resilient, economical, and get approved and built.

## Project Role and Understanding: Infrastructure Assessment

Huntington Park's infrastructure constraints were identified as an issue in the Housing Element update, so a clear picture of the City's capacity, limitations, and physical conditions is critical to ensuring the City can permit housing to keep pace with its regional housing obligations. This analysis can also help position the City for funding opportunities to support capacity building and public infrastructure improvements.

Sherwood's key staff assigned to the project are uniquely suited to communicating with Huntington Park residents as they are native Spanish speakers and, having grown up near Huntington Park, have direct links to and local knowledge of Huntington Park.

## Relevant Project Experience

### City of Vernon | Specific Plan

Sherwood performed baseline studies to identify and assess the City of Vernon's infrastructure within the study area. These studies documented existing wet and dry utility systems including potable water, recycled water, sanitary sewer, stormwater, electricity and natural gas. Working closely with the Arroyo Group and the City of Vernon, Sherwood developed the Infrastructure Chapter of the Specific Plan to identify wet and dry utility infrastructure opportunities to support the goals of the plan. Sherwood also developed the Green Infrastructure Chapter to identify best management practices to address water quality at both the parcel and district scale approaches, including "water quality banking" to support infill development.

### City of Norwalk | Specific Plan

Sherwood performed baseline studies to identify and assess the City of Norwalk's infrastructure within the study area. These studies documented existing wet and dry utility systems including potable water, recycled water, sanitary sewer, stormwater, electricity and natural gas. The baseline studies were also informed by field observations at key intersections and sites initially designated as catalysts for development. Sherwood has also performed feasibility of green infrastructure at key corridors to address water quality and identify heat island and micro-climate mitigation opportunities.

### City of Bell | Atlantic and Chelli Specific Plans

Under the direction of the Arroyo Group, Sherwood collaborated with the City of Bell and key stakeholders to support the development of Specific Plans for two districts in need of revitalization. Bell is another Gateway City with similar population (majority Hispanic) and land use patterns as Huntington Park. The Atlantic Specific Plan focuses on a 130-acre site in downtown Bell, while the Chelli Specific Plan covers a 411-acre area, historically industrial area and now mixed use. Sherwood conducted extensive infrastructure analysis, including utilities, flood management, and connectivity to the LA River, to inform future upgrades. The firm also identified opportunities for green infrastructure and clean energy initiatives to enhance wellness, safety, and employment in historically underserved areas.

### City of Culver City | General Plan Update & Environmental Impact Report

Sherwood is developing a comprehensive Infrastructure Existing Conditions Report, collecting data, reviewing key documents, and coordinating with different agencies and departments. Sherwood is also reviewing alternatives to identify opportunities and constraints to integrate stormwater/green infrastructure into different land uses; analyzing scenarios around utility infrastructure planning and land use concepts as it pertains to water and sewer demand and supply; developing implementation strategies for the public facilities element; and attending agency meetings.

# 2

**Qualifications and Experience of  
Consultant's Personnel**



## Rincon's Relevant Experience

Below is a summary of select projects that show Rincon's qualifications and experience.

### City of Bakersfield | Comprehensive General Plan Update

Rincon is leading the comprehensive General Plan update, including all mandatory and optional elements. Our work emphasizes integration of climate resilience, equity, and environmental justice. Rincon is updating the City's open space and natural resources framework, conducting access and equity analyses to identify priority areas for park improvements, and aligning policies with SB 1425. The project features a robust, multilingual community engagement strategy that includes workshops, online tools, participatory mapping, and pop-up events to ensure inclusive input across diverse neighborhoods.

### City of Port Hueneme | General Plan Update

Rincon led the comprehensive update of the Port Hueneme General Plan and EIR, including a Safety Element Update and Climate Action Plan. The update addressed modern planning challenges such as climate change, housing, and infrastructure, incorporating extensive technical analysis and stakeholder collaboration. Rincon prepared a detailed Technical Background Report covering land use, transportation, utilities, and public facilities. The team also ensured compliance with new state laws and added two new chapters: Climate Action Plan and Social Equity.



The Port Hueneme General Plan Update won the American Planning Association (APA) Central Coast – Comprehensive Plan Award 2022 Change Document award.

### City of San Fernando | Focused General Plan Update, Climate

#### Adaptation and Resilience Plan, Housing Element Implementation, and Environmental Review

Rincon is leading the development of a variety of long-range plans for the City of San Fernando, including updating the Open Space and Conservation Element, the Mobility Element, and a Climate Action and Resilience Plan. These efforts will help the City comply with current legislation and, developed in tandem with a Climate Adaptation and Resilience Plan, ensure the coordinated development of interconnected policies.

Rincon is also helping the City to implement several initiatives to support housing stability and development, including a Community Stabilization Manual to help prevent displacement and promote fair housing, an update to the 2002 Historic Survey to identify and preserve historic buildings for adaptive use, and city-wide Residential Objective Design Standards to maintain neighborhood character while streamlining development. Updates to the Zoning Code and the San Fernando Corridors Specific Plan (SP-5) aim to expand residential land use and simplify approval processes. Overall, these efforts are designed to remove barriers and streamline housing development across the city.



### LCI General Plan Guidelines Update

Rincon is a core technical lead in updating California's General Plan Guidelines, developing forward-thinking guidance on key planning elements like conservation, air quality, climate resilience, and tribal consultation. Our leadership in the GPG update positions Rincon as a uniquely qualified partner for long-range planning efforts, including General Plan updates, Open Space updates, and Climate Action Plans. We bring real-time insight into evolving state expectations, best practices, and compliance strategies—because we're not just following the new rules, we're helping write them.



### Local Expertise

We are proud of our work with Huntington Park to develop an action plan for implementation of the Housing, Safety, and Environmental Justice elements. We used budget remaining from the General Plan work to tackle several easy wins and high-priority items including establishing a permanent Environmental Justice advisory committee and completing zoning and Downtown Specific Plan updates to improve clarity in the City's regulations and remove identified constraints to housing development. We also developed a strategy for the City's comprehensive General Plan update that incorporated the City's implementation plan. This understanding and experience would allow us to start on day one of the General Plan update and seamlessly integrate implementation with this comprehensive planning work.

### City of West Covina | Comprehensive Development Code Update

Rincon is helping the City overhaul the zoning and subdivision portions of the Municipal Code. The City of West Covina Zoning Code has not undergone a comprehensive update since 1977. In addition to updating the code to comply with state law and the Housing Element update, the goal of the update is to streamline processes and procedures, reduce the number of zones, and make the Code clearer and easier to use. We are using exhibits to more clearly illustrate ambiguous provisions and creating new application materials. The new code also includes incentives for retail development.

### City of Marina | General Plan Update, Downtown Vitalization Specific Plan Update, Housing Element Implementation, and Grant Support

Rincon has supported the City of Marina with a number of planning projects. We updated the Downtown Vitalization Specific Plan which facilitates infill development, and includes objective design standards, permit streamlining,

and placemaking. Rincon also helped the City complete its 6th Cycle Housing Element Update and is continuing to provide services to support housing element implementation, including development of an Affordable Housing Overlay district, a Faith Based Overlay, and a housing types toolkit. Rincon is also part of the team prepare a Comprehensive General Plan update; we are leading the Open Space, Conservation, Safety, and Public Facilities element updates.

To help the City continue to fund Housing Element and other implementation tasks, Rincon is assisting the City in applying for and managing multiple grants, including an EPA Brownfields Community-Wide Assessment and Cleanup Grant, Prohousing Designation and Prohousing Incentive grants, and a Permanent Local Housing Allocation grant.

## Qualification of Consultant Team

Below is a summary of our team members' experience, education, and licenses and certifications. Full resumes for all personnel can be found in Section 4.



**Kimiko Lizardi**  
**Principal -in-Charge/Project Manager**  
*Carlsbad, CA*

**Education:** BA, Urban Studies and Planning, University of California, San Diego

Kimiko has a long history of working with the City of Huntington Park throughout the Focused GPU, and her deep understanding of the City's needs, constraints, and the scale of its implementation commitments.

She has a wealth of knowledge and experience helping communities throughout the state with complex long-range planning projects, General Plan updates, and zoning code work.

Kimiko is experienced at managing interdisciplinary teams and complex, multi-year planning efforts. She will play a hands-on role in this project, providing strategic oversight and resource alignment



**Della Acosta**  
**Deputy Project Manager**  
*Oakland, CA*

**Education:** BA, City Planning, Sonoma State University

Della Acosta has led dozens of General Plan updates across California. She was instrumental in developing the General Plan Update strategy for Huntington Park, part of Rincon's implementation support for the Focused GPU. She specializes in developing policy that achieves community vision while fulfilling necessary regional, state, and federal requirements in ways that are contextual and implementable.



**Nina Bellucci**  
**Implementation Strategy/Code Lead**  
*Remote*

**Education:** Master of City & Regional Planning, California Polytechnic State University, San Luis Obispo; BA, Political Science, Vassar College

Nina managed Huntington Park's Focused GPU and has deep understanding of how this project needs to further those previous efforts. Nina will provide technical oversight, integrating the GPU with the City's implementation strategy.

Nina is experienced at implementing Housing Elements and developing and refining policies and processes to help local governments meet their housing goals and she understands how regulations are used by customers and staff. Nina will bring on-the-ground experience to the code update and implementation strategies.



**Matt Maddox, AICP**  
**CEQA Lead**  
*Sacramento, CA*

**Education:** MESM, Bren School of Environmental Science and Management, University of California, Santa Barbara; BA, Political Science, California Polytechnic State University

**Certifications:** American Institute of Certified Planners (No. 02663); California Air Resources Board Accredited Greenhouse Gas Emissions Lead Verifier

Matt has worked on over 30 General Plan updates over his career, including preparing background reports, General Plan elements, and CEQA documentation to support the process.

Matt is a specialist in programmatic CEQA, experienced at developing streamlining and tiering mechanisms as part of General Plan CEQA documents. Matt supports the planning process by identifying key environmental constraints early in the General Plan process to provide policy and/or implementation solutions to ensure the plan is as self-mitigating as possible.



**Kassandra Gale, AICP**  
**Community Engagement Lead**  
*Fresno, CA*

**Education:** EdD., Change Management, University of Southern California; MA, Applied Anthropology, San Diego State University; BA, Art History, Minor in Chemistry, California State University, Bakersfield

**Certifications:** American Institute of Certified Planners (No. 3347)

Kassandra has over a decade of experience managing engagement for General Plans and housing policy updates. She designs engagement strategies grounded in equity, cultural relevance, and accessibility, with deep experience serving underserved and environmental justice communities across California.

She leads creative engagement outreach programs using interactive methods like mobile methods, gamification, and digital platforms to expand reach and deepen community dialogue. Her research-based methods foster trust through tailored facilitation and relationship-building with community-based organizations and public agencies.





**Susan Hernandez**  
**Zoning Lead**  
*Los Angeles, CA*

**Education:** MA, Urban and Regional Planning, University of California, Los Angeles

BA, International Development Studies, Minor, Urban and Regional Studies, University of California, Los Angeles

Susan has been instrumental in Huntington Park's General Plan implementation, supporting City staff at public hearings and working directly with staff to complete Housing Element programs.

Susan is an experienced leader in Rincon's zoning practice, leading code updates to implement Housing Elements and comprehensive code updates.

Susan is based out of Rincon's Los Angeles office and is able to provide an on-the-ground and in-office presence as needed to move the project forward.

## Subconsultant Leads



**Diego Velasco, AICP | Citythinkers**  
**Community Design**  
*San Diego, CA*

**Education:** Master of Urban Planning, University of Washington; BA, Architecture, University of California, Berkeley

**Certifications:** American Institute of Certified Planners (No. 024675)

Diego has led comprehensive and specific planning efforts in Southern California for over 25 years. His work involves urban design and visualizations, which is critical for helping the community envision physical changes resulting from proposed land use changes.

Diego has also led equity initiatives such as developing anti-displacement policies for the Hillcrest LGBTQ+ Cultural District and supporting Carlsbad's implementation of AFFH and Housing Element policies.

Diego also designs and leads innovative community outreach programs that engage diverse stakeholders in meaningful planning processes



**Jonathan Sanchez, PE, TE, PTOE, RSP1 | CR Associates**  
**Leed Transportation Engineer**  
*El Cajon, CA*

**Education:** MS, Civil Engineering - Transportation, San Diego State University; BS, Civil Engineering, San Diego State University

**Certifications:** Professional Traffic Operations Engineer (PTOE) (No. 5042)

**Licenses:** California Professional Engineer, Civil (No. 91776); California Professional Engineer, Traffic (No. TR2957)

Jonathan leads mobility-focused General and Specific Plan updates, integrating land use, urban design, and complete streets strategies to create cohesive, future-ready communities. He applies advanced tools like travel demand modeling, VMT analysis, and traffic simulation to guide policy and infrastructure planning, backed by a strong foundation in traffic engineering.

Jonathan is also a skilled communicator, fluent in Spanish, regularly presenting technical findings to decision makers and community groups, and collaborates across disciplines to ensure transportation solutions reflect local character, equity goals, and broader environmental and economic priorities.



**Kevin Engstrom | Keyser Marston Associates, Inc.**  
**Principal-in-Charge**  
*Los Angeles, CA*

**Education:** MA, Geography & Regional Development, University of Arizona; BA, Geography & Political Science, Villanova University

Kevin leads economic and fiscal analyses for General and Specific Plan updates across Southern California, including work for Los Angeles, Long Beach, Anaheim, Pasadena, and Moreno Valley. He has expertise in fiscal impact assessments for a wide range of development types—residential, hotel, office, retail, and industrial.

Kevin and KMA's work will ensure that planning efforts are grounded in local market realities and financially feasible regulatory frameworks.



**Jimmy Galvez | Sherwood Associates**  
**Principal-in-Charge**  
*Los Angeles, CA*

**Education:** BS, Civil Engineering, Civil and Structural Engineering, California Polytechnic State University, San Luis Obispo

**License:** Registered Professional Engineer (No. 75568)

Jimmy brings extensive experience in statewide planning, having delivered and updated specific plans across California that align with local development goals. He is deeply committed to equity and environmental justice, prioritizing community collaboration and the equitable distribution of benefits to address social and economic challenges. Known for navigating complex, large-scale projects, Jimmy often goes beyond traditional civil engineering roles—coordinating design teams and crafting multi-benefit solutions through a collaborative, client-focused approach.

Jimmy is a native Spanish speaker, and grew up near Huntington Park, so he has deeply ingrained ties to and familiarity with the area.

# 3

**Project Approach**

This proposal reflects our deep understanding of General Plan requirements, the City's implementation needs, and its political and physical context. Our approach maximizes consultant value, streamlines engagement, and supports timely implementation to meet state housing obligations.

## General Plan Update

Our recommendation, based on our understanding of the City, our assessment of the existing General Plan for our recent work on the Focused General Plan Update (GPU), and our work with the community, is that large-scale land use changes are not needed.

We recommend a General Plan update that is user-friendly and easier to integrate future updates as required, complies with all legislative requirements, provides strong implementation programs, positions the City to compete for funding, and is built on a robust engagement program. We are proposing to update all parts of the General Plan that weren't updated as part of the Focused GPU (Land Use, Circulation & Mobility, Public Facilities, Open Space & Conservation, Noise, and the Introduction). We would include a summary of community engagement, and create a new document format that is user-friendly and uses graphics where appropriate. Rincon will ensure Focused GPU elements are in the new format to create a cohesive document.

## Focus Areas for Each Element

Based on themes that emerged from the Focused GPU work, conversations with City staff, and our understanding of the City's current General Plan, we've identified the following needs for each element, and have designed our project approach around this understanding:

- **Land Use.** The 2023 Land Use Element updates were highly targeted, strictly intended to achieve consistency with recently updated elements and complete certain Housing Element commitments. At the time, we noted that the Land Use Element's growth projections and existing conditions analysis were outdated and would need to be updated. We also understand that the City is largely built out, with little vacant or underutilized, and there is an interest in preserving the City's residential neighborhoods. For this reason, we have assumed that the Land Use Element update will not involve large-scale land use changes—rather focus areas ideal for change (underutilized land and areas around planned transit stations) and “gentle density” and revitalization strategies for built-out neighborhoods.
- **Circulation & Mobility.** The Circulation Element must be updated for consistency with the new Land Use Element, and to address comprehensive bicycle, pedestrian, and transit planning (Housing Element Action 14-1 and 14-4). Parking has also been identified as a community concern and robust data around parking availability and needs will allow the City to address this issue comprehensively, rather than on a project-by-project basis (Housing Element Action 7-3). In addition, new requirements such as SB 98, Executive Order N-79-20, and SB 932 should be considered in the Circulation Element to reduce pollution and GHG emissions and improve the safety of roads for all residents.
- **Public Facilities.** The Housing Element identified lack of information and comprehensive planning as a constraint to development and committed to updating the Public Facilities Element in Housing Element Action 14-1.
- **Open Space & Conservation.** New legislation (SB 1425 [2022]) requires every city and county in California to review and update its local open-space plans by January 1, 2026. The bill requires the local open space plan to include plans and an action program that address specified issues, including climate resilience, equitable access, and rewilding opportunities, correlated with the Safety Element, Environmental Justice Element, and Land Use Element, respectively. The requirements set forth in SB 1425 may be best met by pursuing policies that promote multi-benefit approaches.

### Overlap with Focused GPU Implementation

A Comprehensive General Plan Update accomplishes many tasks that overlap with program commitments in the Housing, Safety, and Environmental Justice elements. The following Housing, Safety, and Environmental Justice element programs are satisfied by the work involved in a Comprehensive General Plan Update, described in the scope of work below:

- EJ Program 1.10.1
- EJ Program 2.3.1
- EJ Program 2.4.1
- EJ Program 2.5.1
- EJ Program 2.6.1
- EJ Program 2.6.2
- EJ Program 2.11.1
- EJ Program 6.5.1
- EJ Program 6.5.2
- Housing Element Action 13-4
- Housing Element Action 14-1
- Housing Element Action 14-3
- Housing Element Action 14-4
- Safety Element Program 1.1
- Safety Element Program 12.3
- Safety Element Program 27.1



AB 1889 requires that upon the next update of one or more elements on or after January 1, 2028, the conservation element be amended as necessary to consider the effects of development on wildlife movement and habitat connectivity. The Environmental Justice Element also identified open space deficits as an equity issue.

- **Noise.** The Noise Element will need to be updated to align with updated Land Use and Circulation elements. Updated noise contours will be prepared based on the future land use and transportation scenario modeling, with some on-site measurements taken to validate modeling.

## Scope of Work

### Global Assumptions

All deliverables for all tasks under this scope of work will be provided in digital format unless otherwise specified. For deliverables that will be reviewed by City staff, we will address a single set of consolidated comments in tracked changes for each review. All deliverables for all tasks under this scope of work will be provided in digital format unless otherwise specified.

### Task 1 Project Initiation and Ongoing Management

The project will launch with a two-hour, in-person kickoff meeting to confirm goals, refine the scope and schedule, and establish communication protocols. Rincon will maintain a dynamic shared schedule, manage budgets and invoicing, and coordinate all communications and documentation through a dedicated SharePoint hub to ensure real-time access and streamlined collaboration. To stay closely aligned, Rincon will host bi-weekly virtual check-ins via Microsoft Teams—up to 72 meetings over the project duration—with agendas and notes archived for transparency.

Task 1 Assumptions	Task 1 Deliverables
<ul style="list-style-type: none"> <li>● Biweekly check-in meetings will be virtual and 30 minutes in length. Up to 72 check-in meetings are assumed over the three-year project timeline.</li> <li>● The Rincon Project Manager and Deputy Project Manager will attend each check-in. Additional budget has been reserved for task lead and teaming partner attendance as needed.</li> </ul>	<ul style="list-style-type: none"> <li>● Kickoff meeting agenda, presentation, and summary</li> <li>● Final project scope and timeline</li> <li>● Check-in meeting agendas and minutes</li> <li>● Dynamic project timeline</li> <li>● Final scope of work</li> <li>● Monthly status reports</li> </ul>

### Task 2 Community Engagement

This task covers the planning and initiation phase of community engagement, while Task 10 covers the meetings and events that will be held.

Rincon’s graphic designers will craft a unique visual identity that reflects Huntington Park’s character and culture, fostering recognition and community pride. This custom branding will guide the design of all project materials, including the website, engagement tools, and planning documents, and will remain consistent throughout the project.

Rincon will maintain the project website we created for the Focused GPU (<https://huntingtonparkgpupdates.com/>) as a centralized space for the community to get information on the project. Rincon will provide up to five project updates, at key project milestones. Rincon will also develop up to 15 visually engaging posts that highlight key documents, project updates, and engagement opportunities. All content will be designed for clarity and impact, using minimal, intentional language and custom visuals.

Task 2 Assumptions	Task 2 Deliverables
<ul style="list-style-type: none"> <li>● Digital communications will be provided in both English and Spanish (non-certified translation).</li> <li>● Each social media content update will include two graphics and up to four language blurbs.</li> </ul>	<ul style="list-style-type: none"> <li>● Project branding standards (logo, color palette, templates for memos, agendas, PowerPoint, reports) – draft and final.</li> <li>● Up to five draft and final website updates</li> </ul>

## Task 3 Data Collection and Analysis

### Task 3.1 Existing Plans Assessment

Rincon will use its Measure Analysis and Success Tracking (MAST) tool to evaluate policies and programs in existing plans affecting the City. The MAST tool will summarize the success of each policy/program and identify implementation hurdles. The MAST tool enables the consultant team to understand related City efforts, guiding the development of updated policies and programs.

Rincon will also build on the ArcGIS data web portal already produced for the Housing Element update. This portal will contain all relevant data layers such as land use and zoning, specific plan areas, natural resources, transportation system, and any other relevant data layers.

### Task 3.2 Existing Conditions Assessments

Rincon will prepare a summary report that includes maps, data, and a summary of the existing conditions and key takeaways for each element to be updated. The Assessments will be a high-level summary of existing regulations, analysis of existing conditions, and a summary of key considerations that will be important for decision makers and the community to understand for policy and land use alternatives development.

The Existing Conditions Assessment will be easily understood while presenting scientific and technical information. It will utilize graphics and maps where possible to convey information and will summarize key findings that can be used for discussions under Task 2. The proposed topics of the Existing Conditions Assessment would include:

#### Community Character

- Existing community demographics
- Community design and neighborhood character
- Historic, cultural, and aesthetic resources

#### Infrastructure

- Pavement management system
- Public right-of-way infrastructure
- Wet utilities
- Dry utilities

#### Natural and Community Resources

- Biological resources
- Historic and cultural resources
- Air and water quality
- Parks, open space, and recreation

#### Land Use

- Existing land use designations
- Existing actual land use
- Recent growth history and growth projections
- Areas of planned growth

#### Circulation and Mobility

- Current traffic conditions
- Existing roadway geometrics

#### Economic and Real Estate Market Assessment

- Economic and market conditions

#### Noise

- Existing noise regulations
- Known noise sources
- Sensitive receptors

#### Infrastructure Assessment

Sherwood will make a qualitative assessment and provide recommendations that will inform infrastructure improvements. If more detailed studies are needed that require specialized modeling, Sherwood can support these efforts for an additional fee.

Task 3 Assumptions	Task 3 Deliverables
<ul style="list-style-type: none"> <li>• Rincon will populate the MAST tool using relevant plans and policies, Using City staff provided input on policy quality and implementation status.</li> <li>• Rincon will provide a summary memo of the MAST tool assessment.</li> <li>• The ArcGIS data web portal will use data Rincon already has from our work on the Focused GPU, and existing publicly available data, supplemented by City-provided data sets..</li> <li>• Existing Conditions Assessments will use existing data only; no field studies are included.</li> <li>• Rincon will respond to up to three sets of consolidated City comments on the Administrative Draft Assessments.</li> <li>• City staff will facilitate reviews by other City departments.</li> <li>• Rincon will attend up to four virtual, one-hour interdepartmental meetings to support review of the Assessments.</li> </ul>	<ul style="list-style-type: none"> <li>• Draft and final Existing Plans Assessment</li> <li>• ArcGIS data web portal</li> <li>• Existing Conditions Assessments – Administrative Draft, Public Review Draft, and Final</li> </ul>

## Task 4 Vision and Guiding Principles

Through early community engagement tasks and discussions with staff, as well as input received through the first round of Study Sessions (Task 10), the Rincon team will develop a Vision and Guiding Principles document for the General Plan update. The Rincon team will clarify the vision for Huntington Park now and in the future, and a clear connection will be made between the community's vision and the updates to the General Plan. The Vision and Guiding Principles document is anticipated to be a concise document (no more than a few pages); it will be shared during the second round of Study Sessions for input and presented at subsequent community engagement events to inform the next phase of the effort. We will address one consolidated set of comments from City staff on the Vision and Guiding Principles prior to finalization.

Task 4 Assumptions	Task 4 Deliverables
<ul style="list-style-type: none"> <li>• Vision and Guiding Principles will be created from input received by initial community engagement efforts and Study Session 1.</li> <li>• Vision and Guiding Principles will be a concise and visual document of no more than four pages in length.</li> </ul>	<ul style="list-style-type: none"> <li>• Draft and Final Vision and Guiding Principles</li> </ul>

## Task 5 Land Use Updates

### Task 5.1 Develop Proposed Map Changes

In collaboration with City staff, the Rincon team will propose strategic land use and transportation changes in priority neighborhoods, incorporating data analysis, community input, and existing policy frameworks to address growth, mobility, and environmental priorities.

### Task 5.2 Working Session

Key members of the Rincon team will host one in-person working session to present and collaboratively develop the proposed land use changes with city staff. Key discussion points for the working session could include focus areas for growth; areas of mobility, infrastructure, or service inadequacies that should be considered; areas of environmental justice or hazard concern; and areas of interest from developers. Following the Working Session, Rincon will provide a summary memo of the discussion and incorporate comments into the 2nd Administrative Draft Land Use Map.

### Task 5.3 Land Use Technical Analysis

Through the input received in Study Session 3 and additional community input, we will refine the land use and transportation maps to prepare the Land Use and Transportation Diagrams. Rincon will conduct a final analysis of the proposed changes and calculate full buildout and growth projections for the planning horizon. Analysis will include:

<ul style="list-style-type: none"> <li>• Projected population, housing, and job creation opportunities</li> <li>• Land use mix, including land use by type and intensity</li> <li>• Acreage and number of parks</li> <li>• Environmental impacts (e.g., VMT per capita, GHG emissions, energy use)</li> <li>• Fiscal impact analysis, including City's share of annual property tax revenues generated by the area; City's</li> </ul>	<ul style="list-style-type: none"> <li>subvention revenues (e.g., motor vehicle in-lieu fees); City's share of sales tax revenues generated by the residential and commercial uses; other revenue sources; and transient occupancy tax revenues.</li> <li>• Capture of commercial/industrial real estate development opportunities</li> <li>• Traffic forecast, including VMT</li> </ul>
	<p>A summary memo of the preferred alternative will also be developed for posting on the project website.</p>

Task 5 Assumptions	Task 5 Deliverables
<ul style="list-style-type: none"> <li>• Up to five areas of change will be evaluated for updates to the land use and transportation maps</li> <li>• Rincon will respond to up to two rounds of comments on Draft Land Use and Transportation Map</li> <li>• Working session will be held in person, if possible combined with other in-person meetings to minimize consultant travel costs. Up to three Rincon staff and a representative of each teaming partner will attend the Working Session.</li> <li>• City staff will secure meeting space and invite City staff members as needed.</li> <li>• Rincon will develop one set of materials, including large scale maps, agendas, and a summary of proposed changes.</li> <li>• Full buildout analysis will be conducted once final map changes are confirmed.</li> <li>• Up to three rounds of revisions will be made to the Land Use and Transportation Maps and buildout analysis.</li> </ul>	<ul style="list-style-type: none"> <li>• 1st and 2nd Administrative Draft Land Use and Transportation Map</li> <li>• Draft and final working session materials</li> <li>• Working session summary</li> <li>• 1st and 2<sup>nd</sup> Administrative Draft Land Use and Transportation Analysis</li> <li>• Final Draft Land Use and Transportation Analysis</li> </ul>

## Task 6 Draft General Plan Update

### Task 6.1 Policy Development

To facilitate the collaborative development of new goals, policies, and programs, Rincon will prepare policy frameworks for each element that build on the information collected and issues identified through previous phases of the process, including emerging themes from Community Engagement (Task 2), Existing Conditions (Task 3), and Alternatives (Task 5). Key topic areas and issues from these efforts will be incorporated into the discussion of the policy frameworks and used to inform the initial stages of goal and policy development. The policy frameworks will serve to facilitate discussions with decision makers and community members.

After soliciting community input on the policy frameworks, Rincon will consolidate input on the proposed goals and example strategies for discussion with Planning Commission and Council (Task 10) and subsequently integrate into the administrative draft General Plan.

### Downtown Specific Plan

We understand that the City's current preference is to incorporate the Downtown Specific Plan into the new General Plan as a focus area, and rescind the Downtown Specific Plan. The broad vision for this area would be retained, but economic analyses and land use and design principles from this General Plan Update would inform updated land use designations, design guidelines, and development standards.

### Task 6.2 General Plan Format and Outlines

The General Plan will be organized and designed to be easy for the public to understand and logical for City staff to use. Rincon will work with City staff to prepare a detailed outline of the General Plan and determine the organization of the elements. Once a layout is chosen, Rincon will also format all elements (including the recently adopted Housing, Environmental Justice, and Safety elements) in the new desired format.

### Task 6.3 Administrative Draft General Plan

The General Plan will be organized into elements containing an introduction; issues identification; goals, policies, and an implementation plan. The Rincon team will confirm the outlines of the General Plan with the City before preparing the draft.

Each element will include an implementation plan that will serve to provide clear guidance on governance and interdepartmental implementation of the updated elements. This section will detail actions needed to realize the goals and policies in the Elements, including the responsible department, implementation timeframe, and potential funding sources, likely presented in tables within each element. This implementation plan will also be provided as an Excel matrix that allows for filtering by topic, department, or implementation mechanism.

### Task 6.4 Consistency Analysis

Prior to creating the Public Review Draft General Plan, Rincon will conduct a consistency analysis to ensure internal alignment and alignment with other existing City documents.

### Task 6.5 Public Review and Adoption of Draft General Plan

Rincon will create a Public Review version of the General Plan for gathering input from the community. The Public Draft General Plan will be available on the project website with a request for community comment and used in community engagement efforts to gather feedback prior to Adoption hearings. Upon completion of public review, Rincon will consolidate all public comments and propose any changes that we recommend be made to the draft General Plan. If the City would like to make any changes to the General Plan, Rincon will address those to develop a Draft General Plan for Planning Commission consideration. Following Planning Commission review, the City will direct Rincon to make any changes based on Commissioners' input, and Rincon will prepare a Draft General Plan for City Council consideration. If the City directs Rincon to address minor City Council comments that do not require a second City Council review, Rincon will do so to prepare the Adopted General Plan.

Task 6 Assumptions	Task 6 Deliverables
<ul style="list-style-type: none"> <li>The Rincon team will respond to up to two rounds of consolidated comments on the Draft Policy Frameworks—one following initial City staff review (Administrative Draft), and one prior to Study Session 3 to incorporate community input (Public Draft), and one after Study Session 3 to incorporate Planning Commission and/or Council input (Public Draft).</li> <li>Revisions from Study Session 3 will be incorporated into the Administrative Draft General Plan (Task 6.3).</li> <li>Rincon will prepare up to five Policy Frameworks organized by major topics, including key goals, policies, and implementation programs. Additional policies will be added during drafting of the full General Plan as part of Task 6.3.</li> <li>Rincon will develop up to three layout and design examples for the General Plan, in Microsoft Word format, based on staff input.</li> </ul>	<ul style="list-style-type: none"> <li>Administrative Draft and Public Review Draft Policy Frameworks</li> <li>General Plan Layout Examples and Final Layout</li> <li>1st and 2nd Administrative Draft General Plan</li> </ul>

Task 6 Assumptions	Task 6 Deliverables
<ul style="list-style-type: none"> <li>City staff will provide clear, consolidated feedback on layout selection and content edits.</li> <li>Rincon will respond to up to two rounds of consolidated comments on the Administrative Draft General Plan.</li> <li>The Consistency Analysis will be completed in Excel, leveraging MAST tool data (Task 3.1), and will not be made public.</li> <li>Following public input on the Public Review Draft, Rincon will prepare a summary of comments and suggested edits, with City staff providing direction on which edits to incorporate.</li> <li>Rincon will conduct up to two rounds of revisions on the Public Review Draft prior to public review, and up to two rounds of revisions to the Adoption Draft.</li> </ul>	<ul style="list-style-type: none"> <li>Draft and Final Consistency Analysis</li> <li>Screencheck and Public Review Draft General Plan</li> <li>1st and 2nd Adoption Draft General Plan</li> </ul>

## Task 7 Municipal Code Amendments

### Task 7.1 Assessment & Framework

Rincon's approach to Municipal Code Amendments begins with a comprehensive evaluation of the City's existing code, informed by stakeholder input, community feedback, and legal review. This ensures updates are practical, inclusive, and aligned with current planning laws and community priorities. We have considerable familiarity with the City's Municipal Code and the updates required by the Focused GPU commitments, and we have previously prepared a matrix of implementation programs and how they may be addressed with a comprehensive code update. We will build on that prior work by refining the list of anticipated amendments and conducting interviews with City staff and the City Attorney to identify usability challenges and legal considerations. Rincon will assess the Zoning Ordinance's compliance with state law and summarize findings in a detailed memorandum. To guide implementation, Rincon will develop a structured amendment framework in matrix form, outlining needed updates, their rationale, and how existing code sections will map to the new ordinance structure.

### Task 7.2 Draft Municipal Code Amendments

**Task 7.2.1, Administrative Draft:** Once the Zoning Ordinance Outline and Framework is approved, Rincon will prepare an Administrative Draft of the Municipal Code Amendments. In addition to meeting the applicable legal and technical requirements, the Zoning Ordinance will include text, images, and graphics to clearly illustrate any provisions needing additional clarification so that it can be easily understood by government officials, developers, residents, and business owners.

**Task 7.2.2, Working Sessions:** Rincon will hold up to five virtual working sessions to review sections of the Administrative or Public Review Draft Zoning Ordinance and other Municipal Code amendments with City staff.

**Task 7.2.3, Public Review Draft:** Rincon will prepare Public Review Draft Municipal Code Amendments, responding to feedback on the Administrative Draft received during working sessions and from one consolidated set of comments from City staff.

**Task 7.2.4, Adoption Draft & Final Municipal Code Amendments:** Rincon will prepare an adoption draft of the Municipal Code Amendments, responding to public feedback on the Public Review Draft and with input from City staff on how to address public comments, if necessary. This draft will be provided to the Planning Commission for the public hearing at which the Commission will make a recommendation to the City Council. This scope of work allows for minor revisions to the Municipal Code Amendments in between the Planning Commission and City Council hearings.

### Task 7.3 Zoning Map

Rincon will create a new Zoning Map based on the General Plan and Zoning Ordinance Update. Rincon will provide a static map showing new zoning consistent with the style and symbology used for the General Plan, as well as a dynamic Zoning Map hosted online for the duration of the project and revised based on City comments to prepare a static PDF Public Review Draft Zoning Map. Rincon will also provide the GIS database so it can be maintained to accommodate future land use or zoning changes.

Rincon will address one consolidated set of comments from City staff on the Zoning Map, Rincon will prepare a Public Review Draft Zoning Map.



## Task 7.4 Development Review Process Modification

Improving the City’s development review processes implements Housing Element actions 7-2 and 8-2. Rincon will assess the City’s development review procedures, drawing on insights from our Focused GPU Implementation work to recommend process improvements. As part of the Code Update Framework, we’ll evaluate application materials, referral procedures, and interdepartmental review thresholds, with the goal of streamlining processes and updating codified procedures as needed. Post-adoption, Rincon will prepare a clear, visual implementation guide—including forms, flowcharts, and checklists—for common development scenarios, ensuring consistency with SB 35, SB 330, and other applicable laws.

## Task 7.5 Post-Adoption Support

After the Municipal Code Amendments are adopted, we will provide staff training covering how to navigate the new code and how to use the new development application materials.

For up to six months after the date of adoption of the Municipal Code Amendments, Rincon will also provide limited support for correcting errors and oversights in the code.

Task 7 Assumptions	Task 7 Deliverables
<ul style="list-style-type: none"> <li>● To meet project timelines, Task 7.1 will begin concurrently with the overall project kickoff.</li> <li>● Rincon will prepare a comprehensive update to the Zoning Ordinance, with targeted updates to other sections of the Municipal Code based on the Focused GPU Implementation Matrix. Due to the comprehensive nature of the Zoning Ordinance update, the Administrative Draft will not be presented in tracked changes. Other code sections will use tracked changes unless fully rescinded and replaced.</li> <li>● City staff will approve the outline and all deliverables before Rincon proceeds with subsequent work.</li> <li>● Rincon will begin preparation of the Administrative Draft Zoning Ordinance once the General Plan land use designations and definitions are stable (Task 5). Code amendments not dependent on land use decisions will be developed earlier to maintain the schedule, but objective design standards, zoning districts, or other sections that depend on decisions made during the General Plan Update.</li> <li>● City staff is expected to complete two rounds of review of the Administrative Draft Zoning Ordinance, with three weeks allocated for each round.</li> <li>● At least one working session will be held to address public comments during the public review period, and a second may be used to review feedback received during the adoption process.</li> <li>● The public review period for the Draft Municipal Code Amendments is assumed to be 30 days.</li> <li>● Significant revisions following public review are not anticipated due to earlier working sessions with staff.</li> <li>● The Municipal Code Amendments will be adopted concurrent with the General Plan Update (Task 9).</li> <li>● Final edits after City Council review will be limited to editorial changes; no significant revisions or zoning map changes are expected at this stage.</li> <li>● The Zoning Map will be prepared after the General Plan Land Use Map (Task 5) is complete.</li> <li>● Ongoing support for a dynamic, online Zoning Map may be negotiated separately.</li> <li>● Rincon will prepare application materials including review instructions, flowcharts, checklists, and forms, delivered digitally in Word and PDF formats.</li> <li>● Staff training will be in-person, up to two hours, in the form of a presentation and discussion.</li> <li>● Corrections will be limited to minor items such as cross-references, numbering, or typographical errors; no development of new code sections or revisions to corrected sections is anticipated. Rincon has allotted 24 staff hours to addressing corrections. If the City requires support beyond the time allocated here, a scope and budget amendment would be required. The City may also elect to use the time allowance for another purpose if no errors are found within six months of adoption.</li> <li>● Rincon will not provide hearing support, CEQA review, or coordination with the online code hosting tool for code correction amendments.</li> </ul>	<ul style="list-style-type: none"> <li>● In-person interviews with up to three City staff (1 hour each)</li> <li>● In-person or virtual interview with City Attorney (1 hour)</li> <li>● Memorandum summarizing findings, recommendations, and applicable state legislation</li> <li>● Municipal Code Amendments Framework</li> <li>● 1st and 2nd Administrative Draft Municipal Code Amendments</li> <li>● Public Review Draft, Planning Commission Draft, and City Council Hearing Draft Municipal Code Amendments</li> <li>● Attendance at and facilitation of up to five virtual working sessions with City staff</li> <li>● Administrative Draft, Public Review Draft, and Final Zoning Map</li> <li>● Online Zoning Map</li> <li>● Draft Municipal Code corrections (if needed)</li> <li>● Staff training session</li> </ul>

## Task 8 Program Environmental Impact Report

Rincon prepared an Environmental Assessment (EA) for the City's Focused GPU , as allowed by California Government Code Section 15091, which allows an EA to be prepared in lieu of an Environmental Impact Report (EIR) when a General Plan is the subject of a legal challenge. This provision provides a streamlined way for local governments to address environmental review requirements without the full burden of preparing a new EIR during litigation. However, the EA was for a narrow scope of work that did not contemplate comprehensive land use changes. The City is small, urban, and built out, and so it is anticipated that much of the EA analysis can be reused for this project, but given that the extent of land use changes is unknown, and future tiering for projects or area plans would be easier with a Programmatic EIR, we propose to prepare a Program EIR (PEIR) pursuant to CEQA Guidelines Section 15168, and to forgo the preparation of an Initial Study and address all issue areas in the EIR. This will provide cost and schedule efficiencies.

**Task 8.1, Kickoff & Project Description:** Rincon will hold a kickoff meeting with City staff to kick off the CEQA process and prepare a PEIR project description.

**Task 8.2, Notice of Preparation and Scoping Meeting:** Rincon will prepare a Notice of Preparation (NOP) and file with the State Clearinghouse. Rincon will facilitate a NOP scoping session.

**Task 8.3, Draft Program EIR:** Rincon will prepare an administrative Draft Program EIR and Draft Program EIR. Rincon will also support AB 52 and SB 18 tribal consultation.

**Task 8.4, Final Program EIR:** Rincon will prepare written responses to public comments, a Mitigation Monitoring and Reporting Program and CEQA findings and statement of overriding considerations (if required).

Task 8 Assumptions	Task 8 Deliverables
<ul style="list-style-type: none"> <li>The Project Description will be finalized once the land use changes identified in Task 5 are stable.</li> <li>The EIR scoping meeting will be held in person, with virtual attendance offered as an option. The City will secure the venue. Transcription and/or translation services are not included in this scope.</li> <li>We have assumed approximately 100 hours of consultant time, for the preparation of responses to an estimated 15 to 20 comment letters. If the number of comment letters or the level of effort required exceeds this assumption, Rincon will notify City staff and coordinate on potential scope and budget adjustments.</li> <li>The City will be responsible for filing the Notice of Determination (NOD) with the County Clerk and for paying all associated filing fees.</li> </ul>	<ul style="list-style-type: none"> <li>Kickoff meeting: Agenda, attendance of up to four Rincon staff, meeting minutes and changes to any scoping assumptions memorialized</li> <li>Draft and Final Project Description</li> <li>NOP (digital files and filing with State Clearinghouse)</li> <li>Scoping meeting materials (agenda, presentation)</li> <li>Administrative Draft Program EIR</li> <li>To support tribal consultation: Native American Heritage Commission search request, letter templates, checklist, instructions, tracking sheet, and memo documenting the results of consultation</li> <li>Draft Program EIR</li> <li>Notice of Completion (NOC) and Notice of Availability (NOA) - digital files and filing with State Clearinghouse</li> <li>Final Program EIR (digital, plus two hard copies and two CD copies), including draft and final Response to Comments, Mitigation Monitoring and Reporting Program, and CEQA Findings and Statement of Overriding Considerations</li> <li>Notice of Determination (NOD)</li> </ul>

## Task 9 Adoption and Public Hearing Support

Rincon will draft staff reports, ordinances, and resolutions, prepare PowerPoint presentations, and support City staff at Planning Commission and City Council hearings. This task assumes that the City will introduce the item and turn it over to the project team. Rincon will present the staff report at one Planning Commission hearing and up to two City Council hearings (first and second ordinance readings) to support adoption of the General Plan and Municipal Code Update and certification of the EIR.

Task 9 Assumptions	Task 9 Deliverables
<ul style="list-style-type: none"> <li>Rincon will respond to one consolidated set of City staff comments on all draft hearing materials.</li> <li>Two team members from the project team will attend hearings in person.</li> <li>City staff will be responsible for all public notices, including notifications to property owners regarding land use and zoning changes.</li> </ul>	<ul style="list-style-type: none"> <li>Draft and final Planning Commission hearing notice, staff report, resolution, and PowerPoint presentations</li> <li>Draft and final City Council hearing notice, staff report, resolution and/or ordinance, and PowerPoint presentations for first reading of the ordinance</li> <li>Draft and final City Council hearing notice, staff report, resolution and/or ordinance, and PowerPoint presentations for second reading of the ordinance</li> <li>Attendance and presentation at Planning Commission (one) and City Council hearings (two)</li> </ul>

## Task 10 Community Engagement Meetings

Through our prior work with the City, we have learned valuable lessons about how best to design a community engagement program to best suit Huntington Park. During the Housing, Safety, and Environmental Justice element updates, we found that large-scale workshops were not as effective as targeted outreach through focus groups and meeting people where they already gather through “pop-up events.”

We anticipate developing a dynamic engagement plan that allows for a change in direction if warranted by the results of early stages of engagement. The plan would be centered around pop-up events, focus groups, and other interviews. We will look to the City to help identify these opportunities and provide feedback throughout the process. The following represents our proposed plan for engaging the community throughout the project, but we will adjust it as needed.

**Task 10.1, Community Surveys:** Rincon will create up to five bilingual community surveys in Word, each with up to ten questions, to gather qualitative input for the General Plan via the City’s website, social media, and pop-up events, followed by a summary report with charts, graphs, and narrative analysis.

**Task 10.2, Pop-Up Events:** Rincon will host engaging pop-up booths at popular events featuring interactive activities and quick surveys, supported by visually appealing materials and QR codes to promote convenient participation in the project survey.

**Task 10.3, Focus Groups:** Rincon will host up to 16 tailored focus groups at key milestones to gather expert insights on local priorities and strengthen collaboration between the City and its stakeholders

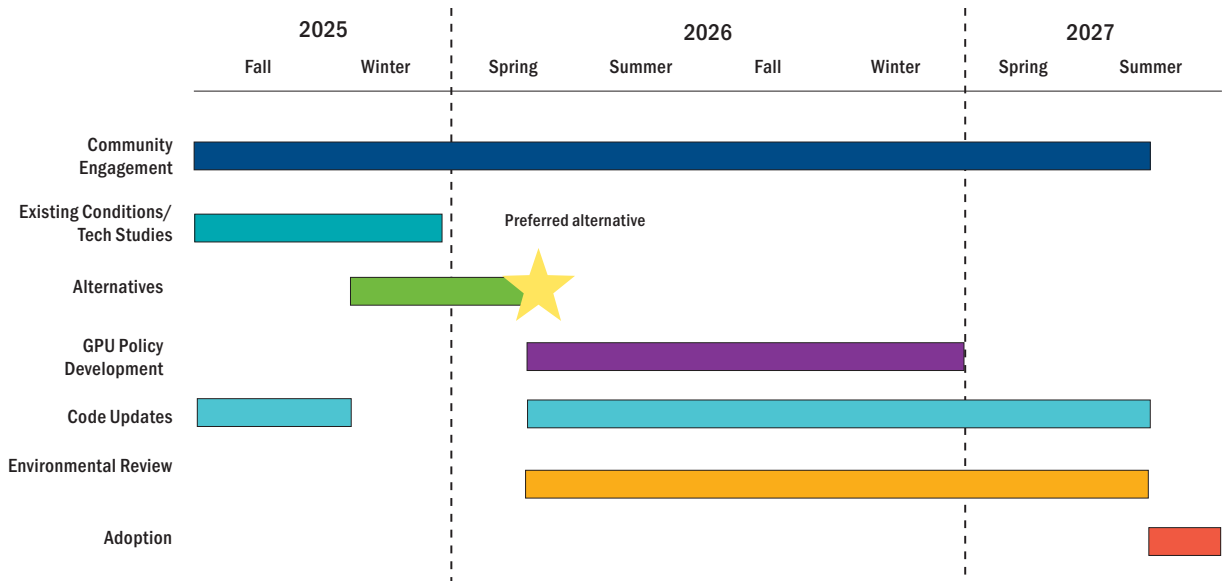
**Task 10.4, Study Sessions:** Rincon will participate in up to four Study Sessions with the City Council at key milestones to provide updates, gather input, and align the General Plan with Council objectives. Key milestones are: 1) Introduction and Visioning; 2) Land Use and Transportation Map; 3) Policy Frameworks; and 4: Draft General Plan.

Task 10 Assumptions	Task 10 Deliverables
<ul style="list-style-type: none"> <li>Up to five surveys (10 questions each) will be prepared and hosted on SurveyMonkey.</li> <li>Up to four rounds of four pop-up events each, at key project milestones, with two Rincon staff facilitating each.</li> <li>City will identify and secure venue locations.</li> <li>For each pop-up event, Rincon will develop promotional materials (posters, facilitator guide, sign-up sheet, info card, activities).</li> <li>Focus groups will occur in four rounds of four meetings, held virtually (up to one hour), with two Rincon staff attending each.</li> <li>Up to 12 participants will be invited to each focus group, with the majority participants remaining the same throughout the timeline of the project.</li> <li>City will identify and invite participants for each focus group meeting.</li> <li>Up to two Rincon staff will attend each in-person Study Session (up to two hours).</li> </ul>	<ul style="list-style-type: none"> <li>Up to five surveys (draft and final)</li> <li>Pop-up event materials, including facilitator’s guide and promotional materials (draft and final)</li> <li>Summary notes for each round of pop-up events</li> <li>Focus Group Participant List (draft and final)</li> <li>Focus Group Agendas (draft and final)</li> <li>Study Session PowerPoint slides (draft and final)</li> </ul>



## Schedule

The chart below demonstrates the timing of the tasks outlined in the Scope of Work.



While the RFP requires completion by 2029, Housing Element Action 14-1 commits the City to updating the General Plan by the end of 2026. Our schedule aligns with that commitment, aiming to complete the General Plan Update, Municipal Code Amendments, and Environmental Review within two years of project kickoff. This is a rapid pace for a project of this scale. Wherever possible, tasks will start immediately upon completion of their dependencies. For instance, preparation of the Administrative Draft Zoning Ordinance and Environmental Impact Report will begin once land use designations are finalized (Task 4.4: Preferred Alternative). Independent tasks, such as certain municipal code amendments, will begin as early as possible.





POLICE  
DEPARTMENT

6542



4

**Proposed Personnel**



### Education

BA, Urban Studies and Planning, University of California, San Diego

### Affiliations

American Planning Association

Incoming Director, San Diego American Planning Association Board

### Years of Experience

23

## Kimiko Lizardi

### Healthy Communities Principal | Principal-in-Charge and Project Manager

Kimiko oversees Rincon's statewide community planning practice. With over 23 years of expertise, Kimiko has been at the forefront of managing and preparing complex land use and environmental documents that not only align with State legal requirements but also cater to the distinctive needs of her clients and their communities. Her passion lies in creating resilient, vibrant places that capture the essence of each place's unique character, culture, and community dynamics. Her expertise includes the management of large interdisciplinary consultant teams, multifaceted and multiyear projects. Kimiko has successfully completed the preparation of general plans, housing elements, community plans, master plans, specific plans, corridor plans, adaptation plans and associated environmental documents throughout California. She has assisted jurisdictions in urban areas, such as Sacramento, Pico Rivera and Huntington Park to coastal communities such as Marina, Oceanside and Monterey, and large, rural and geographically diverse jurisdictions, such as Madera County, Stanislaus County and San Bernardino County. Kimiko believes that great planning starts from a fresh perspective, allowing for a community driven process.

### Select Project Experience

#### Principal, Governor's Office of Land Use and Climate Innovation – General Plan Guidelines Update, Statewide

Kimiko oversees Rincon's portion of an update to the Office of Land Use and Climate Innovation (LCI) General Plan Guidelines. The Guidelines have not been comprehensively updated since 2017. The Rincon team is responsible for leading the integration of climate mitigation, adaptation and resiliency across all elements as well as updates to the Open Space, Conservation, Air Quality, Noise, Wildlife Connectivity and Agricultural, and Water elements. Rincon is also responsible for supporting engagement activities and leading the Climate Action Plan Technical Advisory and supporting the SB 1425 Technical Advisory.

#### Principal-in-Charge, City of Bakersfield – Comprehensive General Plan Update, Housing Element Update, Zone Mapping and Program Environmental Impact Report, Bakersfield

Kimiko oversees a comprehensive update of the City of Bakersfield General Plan, including an update to all mandatory elements and incorporating recent legislative requirements including significant updates to safety and environmental justice and conservation and open space. The update also includes the preparation of optional elements including a Downtown Element and Economic Development Element. The Rincon team is also preparing the 6th cycle Housing Element Update which will drive significant land use changes to accommodate the City's 37,000-unit Regional Housing Needs Assessment and housing needs and is preparing a concurrent update to the Zoning Code to implement the housing element programs. The City's General Plan has not been significantly updated since 2002 requiring a robust engagement and visioning process to ensure the General Plan Update reflects the significant changes that have occurred and the future needs of a diverse and growing community.

#### Principal-in-Charge, City of Huntington Park – Housing Element, Environmental Justice, Safety Element, Rezonings and Program Environmental Impact Report, Huntington Park

Kimiko served as the Principal in Charge for a Focused General Plan Update including the 6th Cycle Housing Element Update and associated updates to the Environmental Justice, Safety Element, Land Use Element. The entire city is identified as an



environmental justice community and lacks access to parks and open spaces. Rincon's policies development in close concert with the Attorney General's office are referenced in the Department of Justice Best Practices for Implementing Senate Bill 1000 and provide a heavy focus on opportunities for placemaking and access to recreation and public service amenities.

### **Principal-in-Charge, County of Madera – Focused General Plan Update, Madera County**

Kimiko actively oversees the significant updates to the County of Madera's 6th Cycle Housing Element, Safety Element, and the introduction of a new Environmental Justice Element as mandated by state law. Rincon is at the forefront of these updates, collaborating closely with the County and leading the environmental review process. To ensure wide-ranging community involvement, Rincon crafted a robust community engagement program leveraging established relationships between the county and local community-based organizations. This program is specifically designed to reach rural communities and a diverse spectrum of residents, fostering deeper, more meaningful engagements.

### **Principal-in-Charge, City of Petaluma (Partner with Raimi + Associates, Inc.) – General Plan Update, Petaluma**

Kimiko oversees Rincon's portion of the update to the Petaluma General Plan, which includes an update to the Open Space, Conservation, Safety and Noise elements, community engagement, environmental review, and resiliency strategy. Key issues Rincon is addressing include the preservation of natural and visual resources, incorporating sustainability and resiliency into planning practices, and mitigating natural hazard risks.

### **Principal-in-Charge, City of Marina (Partner with Raimi + Associates, Inc.) – General Plan Update, Marina**

Kimiko oversees Rincon's portion of the update which includes preparing technical information, goals and policies addressing biological resources, safety, noise, air quality, infrastructure, conservation and natural open space, as well as Environmental Impact Report (EIR) preparation. Rincon provides environmental and planning continuity across projects in the city due to the diverse needs in the city, including habitat management, coastal hazards, and significant housing development. Kimiko also provided oversight of the Housing Element update, development of an affordable housing overlay and is currently supporting the City with adoption of a Downtown Vitalization Specific Plan including placemaking, mobility, urban design, and historic resource policies and programs.

### **Principal Technical Advisor, County of Fresno – General Plan Review and Zoning Ordinance Update, Fresno County**

Rincon prepared a comprehensive update of the Fresno County General Plan, including Conservation and Open Space elements and Zoning Code update and associated Program EIR. The updates to the General Plan included assisting the County in conducting a Climate Change Vulnerability Assessment, evaluating environmental justice communities, formulating a policy framework and integrating climate change resilience and protection. Rincon was committed to engaging the community through the organization of a multitude of workshops across the county, focused on unincorporated disadvantaged communities to gather local knowledge and input on environmental justice strategies.

### **Project Manager, City of Pico Rivera – Comprehensive General Plan Update, Rezonings and Program Environmental Impact Report, Pico Rivera**

While at a previous firm, Kimiko managed the comprehensive update of the Pico Rivera General Plan and preparation of the Program EIR, including a Healthy Community Element. The City of Pico Rivera is a built out city and a key component of the update was to identify key opportunity areas, including corridors and targeted planning areas that provided direction in the form of unique objectives for each of these areas to direct placemaking, revitalization and access to amenities. The General Plan also focused on increasing open space and recreation opportunities including connections to the Rio Hondo and San Gabriel River corridors and the Pico Rivera Sports Rea area, while also focusing on corresponding policies to increase local mobility and access to transit.

### **Project Manager, County of San Bernardino – 13 Community Plan Updates, San Bernardino County**

While at a previous firm, Kimiko participated in San Bernardino County's Comprehensive General Plan Update and was responsible for the update of all 13 of the County's Community Plans. The Community Plans cover diverse communities throughout the County's valley, desert and mountain regions, from relatively small, little known areas such as Muscoy and Lytle Creek to larger, more prominent communities such as Joshua Tree and Lake Arrowhead. One of the key achievements of the project was building consensus among people with varying viewpoints through extensive collaboration with community groups and a large-scale outreach effort.



## Della Acosta

### Supervising Planner | Deputy Project Manager

Della is an experienced and highly trusted project manager and long-range planner with 12 years of experience managing comprehensive and technical general plan updates, resiliency and sustainability plans, community engagement programs, and community health projects. She has managed updates for numerous general plan updates across California and specializes in developing policy that achieves the community vision while fulfilling necessary regional, state, and federal requirements in ways that are contextual and implementable.

Della contributes to successful projects involving climate mitigation and adaptation, resiliency planning, public health and equity advancement, community empowerment, disadvantaged communities, and coastal resources, and is a trained and experienced community outreach and facilitation specialist who has led numerous workshops, meetings, presentations, and innovative engagement activities. Recognized by both clients and peers for her efficient and effective project management, Della received Rincon's 2023 Outstanding Achievement Award for Project Management.

#### Education

BA, City Planning, Sonoma State University

#### Affiliations

American Planning Association

#### Years of Experience

12

### Select Project Experience

- Project Manager, City of Bakersfield – General Plan Update, Bakersfield
- Project Manager, County of Fresno – General Plan Review and Zoning Ordinance Update, Fresno County
- Project Manager, City of San Fernando – Focused General Plan Update, Climate Action and Resilience Plan, and Zoning Code Update, San Fernando
- Program Lead, California Office of Land Use and Climate Innovation – Update to the General Plan Guidelines, State of California
- Project Manager, City of Foster City – Parks and Open Space and Conservation Elements Update, Foster City
- Project Manager, County of Sonoma – Focused General Plan Update, Sonoma County
- Project Manager, County of Trinity – Trinity County General Plan Update, Trinity County
- Project Manager, City of Pleasant Hill – General Plan Update, Pleasant Hill
- Project Manager, Town of Rohnert Park – General Plan Update, Rohnert Park
- Policy and Engagement Lead, City of Elk Grove – General Plan Update, Elk Grove
- Assistant Project Manager, Fresno County Council of Governments – Zoning Assessment Tool and Model Zoning Book, Multiple Jurisdictions, Central California
- Project Manager, City of San Joaquin – General Plan and Zoning Ordinance Update, San Joaquin
- Health Specialist, San Bernardino County – Community Plan Continuum, San Bernardino County



## Nina Bellucci

### Senior Planner | Implementation Strategy Lead

Nina has a strong background in public sector housing planning and community development. Her expertise includes zoning amendments for housing, housing element updates, housing development review, developing affordable housing policy, and administering affordable housing programs. Nina served as the project manager on 6th Cycle Housing Element updates for over 20 individual jurisdictions

Nina was the County of Sonoma's housing planner, and in that role, was responsible for implementing the County's housing element, and designed and implemented process improvements to reduce application times for housing development.

Nina also has experience in community development program administration and grant writing. Outside of the planning field, she also has several years of experience as a writer and editor.

#### Education

Master of City & Regional Planning, California Polytechnic State University, San Luis Obispo

BA, Political Science, Vassar College

#### Affiliations

American Planning Association

#### Years of Experience

16

## Select Project Experience

### GENERAL PLAN UPDATES

#### Project Manager, City of Huntington Park – Focused General Plan Update

- Housing, Safety, Environmental Justice, and Land Use elements
- Zoning amendments for Housing Element compliance

#### Planner, City of Bakersfield – General Plan Update

- Developed Land Use Element policies

### 6TH CYCLE HOUSING ELEMENT UPDATES

- Managed over 20 individual jurisdictions' 6th Cycle Housing Element updates.
- Technical assistance resource for many of Rincon's clients
- Select clients include:
  - City of Monterey Park
  - West Covina Housing Element Update
  - City of Hayward Housing Element Update
  - City of San Leandro Housing Element Update

### HOUSING ELEMENT IMPLEMENTATION

#### City of Huntington Park

- Developed a tracking tool to help the City prioritize programs and a first phase work plan.
- Completed zoning and specific plan amendments to address constraints identified in the Housing Elements and helped the City establish a permanent environmental justice advisory committee.

#### County of Sonoma

- Wrote award-winning zoning amendments to reduce constraints to housing development
- Updated the Accessory Dwelling Unit ordinance



## Matt Maddox, AICP

### Environmental Planning Principal | CEQA Lead

Matt Maddox has 18 years of experience in environmental planning for a wide range of jurisdictions across California. Matt is valued by his clients and his colleagues for his depth of technical understanding of CEQA and his ability to simplify and support his clients and teams in navigating the complexities of required levels of environmental review and developing strategies to streamline, establish threshold policy and guidance and methods to incorporate cutting edge analyses and mitigation strategies. Matt also leads Rincon's environmental training programs across all levels from more entry level professionals to senior technical professionals offering his broad range of experience in urban planning and land use studies, General Plans and Climate Action Plans, and air quality, noise and greenhouse gas analysis. Matt is also Rincon's leading environmental principal in programmatic environmental review strategies. He has worked on a variety of CEQA, general plans, climate action plans, and housing elements throughout California including in coastal communities (Humboldt County, City of Ventura, City of Carlsbad), rural communities (Butte County, Sonoma County, Fresno County, Tuolumne County, Stanislaus County, Merced County, City of Calipatria (Imperial County), and urban communities (City of Sacramento, City of Calabasas, City of Thousand Oaks, City of Bakersfield).

#### Education

MESM, Bren School of Environmental Science and Management, University of California, Santa Barbara

BA, Political Science, California Polytechnic University, San Luis Obispo

#### Certification/ Registrations

American Planning Association – American Institute of Certified Planners Certified (no. 02663)

Accredited Greenhouse Gas Emissions Lead Verifier – California Air Resources Board

#### Years of Experience

18

### Select Project Experience

- Principal-in-Charge, County of Fresno – General Plan Review and Zoning Ordinance Update and EIR, Fresno County
- Project Manager, Town of Windsor – Town of Windsor 2040 General Plan Update and Environmental Impact Report, Sonoma County
- Principal-in-Charge, City of Cotati, Santero Way Specific Plan Update EIR (Subconsultant to Prime Firm), Cotati
- CEQA Principal-in-Charge, City of Auburn (Partner with Barry Miller Consulting) – General Plan Update EIR, Auburn
- Project Manager, City of Novato – General Plan Technical Studies and Environment Impact Report, Novato
- CEQA Principal-in-Charge, City of Bakersfield – General Plan Update, Zone Mapping, and Programmatic Environmental Impact Report
- Principal-in-Charge, County of Sonoma – Housing Element and EIR, Sonoma County
- Principal-in-Charge, City of Carlsbad - Carlsbad Housing Element Implementation and Public Safety Element Update SEIR, Carlsbad





## Kassandra Gale, AICP

### Senior Supervising Planner | Community Engagement Lead

Kassandra Gale is a seasoned expert in community engagement, with over 13 years of experience designing equity-centered strategies that elevate community voices across planning disciplines. Her work spans land use, water, transportation, climate resilience and sustainability, and cultural and historic resources—crafting outreach and engagement approaches that are research-informed, context-specific, and highly effective. Kassandra combines behavioral science, organizational change, and practical planning expertise to create adaptive engagement frameworks that build trust and drive better outcomes. With a Doctorate in Organizational Change and Leadership from the University of Southern California, she brings a rare blend of academic insight and real-world experience, translating complex planning processes into accessible, inclusive, and actionable public engagement.

#### Areas of Expertise

Community Outreach & Engagement

General Plans

Housing Elements

Zoning Ordinance Amendments

#### Education

Ed.D. Change Management,  
University of Southern California

MA, Applied Anthropology,  
San Diego State University

BA, Art History, Minor in  
Chemistry, California State  
University, Bakersfield

#### Certification/ Registrations

AICP (American Institute  
of Certified Planners) -  
Certification No. 33473

#### Years of Experience

11+

#### Select Project Experience

- Community Outreach and Engagement Technical Advisor – Housing and Environmental Justice Updates, City of Huntington Park
- Community Outreach and Engagement Lead – Comprehensive Housing Program Implementation, City of San Fernando
- Project Manager & Community Outreach and Engagement Lead – Housing Element Update, City of Bakersfield
- Community Outreach and Engagement Technical Advisor – Housing Element Update and Implementation, County of Madera
- Community Outreach and Engagement Lead – Comprehensive General Plan Update, City of Bakersfield
- Community Outreach and Engagement Lead – Historic Preservation Ordinance & Context Statement, City of San Mateo
- Community Outreach and Engagement Lead – Master Plan Phase I Visioning, City of Morro Bay
- Community Outreach and Engagement Technical Advisor – Yolo County Regional Resilience Collaborative, Yolo County
- Community Outreach and Engagement Lead – Safe Routes to Schools Transportation Plan, City of Kerman
- Community Outreach and Engagement Lead – Water Transportation Pier Ferry Project, City of Berkeley
- Engagement Facilitator – Ventura River Watershed Resilience Program, Ventura County Resource Conservation District
- Engagement Facilitator – Pajaro River Watershed Resilience Program, Pajaro Valley Water Management Agency
- Engagement Facilitator & Technical Advisor – Long Range Transportation Plan, Fort Independence Indian Reservation
- Community Outreach and Engagement Technical Advisor – Groundwater Sustainability Management Plan, Kern Water Subbasin



## Susan Hernandez

### Planner | Zoning Lead

Susan is a Senior Planner on Rincon's Community Planning team. She has extensive experience in current, long-range and environmental planning, including General Plan and Housing Element updates, zoning ordinance updates, and the preparation of environmental impact reports. Susan, a former planner for the City of Pico Rivera, has a strong foundation in local government. She is skilled in site plan review, entitlement processing, and environmental planning. She has experience assisting people at the planning counter. She has helped developers, residents, and business owners navigate zoning ordinances, General Plan, and City processes, providing bilingual assistance. She managed entitlements for commercial and multifamily projects, conducted community outreach, and presented them to the Planning Commission. Susan's experience gives her deep insight into the various city challenges and opportunities.

### Education

MA, Urban and Regional Planning, University of California, Los Angeles

BA, International Development Studies, Minor, Urban and Regional Studies, University of California, Los Angeles

### Years of Experience

7

## Select Project Experience

### HOUSING ELEMENT IMPLEMENTATION

#### City of Huntington Park

- Prepared zoning ordinance amendments to address constraints identified in the Housing Element and facilitate housing development through new processes.

#### City of Monterey Park

- Drafted Municipal Code amendments to implement Housing Element programs and led a public workshop to present proposed changes.

#### City of West Hollywood

- Assisting with Zoning Ordinance updates to implement 6th Cycle Housing Element programs, focusing on ADUs and special needs housing.

#### City of Chino Hills

- Developed zoning code amendments to establish new housing and mixed-use districts, including objective design standards to streamline development review.

### ZONING CODE UPDATES

#### City of San Fernando

- Update Zoning Code to implement recent state laws, Housing Element Programs, Objective Design Standards, and revitalize commercial districts.

#### City of Culver City

- Updated the Subdivision Code to comply with state law, streamline approvals, and include objective design standards for small-lot residential developments.

#### City of West Covina

- Prepared Zoning Ordinance updates by researching best practices, ensuring consistency with state laws, and improving clarity and consistency in code language.

#### City of Hayward

- Revised the Density Bonus Ordinance to align with state law and created user-friendly materials to assist developers and staff.



### Education

Bachelor of Arts,  
Architecture, UC Berkeley

Master of Urban Planning,  
University of Washington

### Certification/ Registrations

American Planning  
Association – American  
Institute of Certified  
Planners Certified (no.  
024675)

### Affiliations

American Planning  
Association, Board Member

Urban Land Institute, Board  
Member

Lamda Alpha International,  
Member

### Years of Experience

25

### Awards

APA California Public  
Outreach Merit Award,  
KCCTOD Study Zines

APA San Diego Resilience  
& Sustainability Excellence  
Award, Bayshore Bikeway  
Resiliency Project

APA San Diego Resilience  
& Sustainability Merit  
Award, National City 24th  
Street Transit Oriented  
Development Overlay  
(TODO)

## Diego Velasco, AICP

Diego is a native San Diegan who has been practicing design and planning in the San Diego region for more than 25 years. Over this timespan, Diego has worked closely with multiple communities in San Diego and across California. His work on over eight Comprehensive Plans for communities in San Diego has included leading extensive community outreach (such as University and Hillcrest's online engagement and the award-winning Pop-up Outreach for Encanto and Southeastern) and innovative urban design work (including a vision for the University Community Plan and 3D visualizations for the Hillcrest Focused Plan, among several other assignments). As the Founder and President of Citythinkers, Diego's work spans all scales and contexts, from affordable infill housing to campus planning, specific plans, master plans, design guidelines, and recently, coastal resilience planning for private sector and public sector clients alike. Diego is also a practicing architectural designer, a Certified Planner, an undergraduate instructor at UC San Diego, and the Immediate Past Section Director of the American Planning Association San Diego Section.

## Select Project Experience

### Vista General Plan

In collaboration with Rick Planning, led the urban design and 3D visualizations for the city's General Plan. Assisted Rick with development and illustration of land use alternatives and design and facilitation of multiple community workshops across the council districts in the city, including Spanish interpretation.

### City of San Diego On-Call Planning Consulting Services

Urban Design and Outreach. On-Call urban design and outreach support for multiple community plans, focused plans, design standards, and cultural district planning. Prepared and reviewed draft policies, ordinances, and other long-range planning documents. Conducted research and literature reviews and summarize best practices. Led Community Outreach and Engagement. Developed 3D Visualizations and Renderings

### City of San Diego Coastal Resilience Master Plan

In collaboration with Harris Associates, led community outreach and provided graphics support. The Coastal Resilience Master Plan details climate adaptation strategies for six sites along the city's coastline. Led community outreach including six pop-up events, two community workshops, and online survey. Developed over 30 graphics to communicate the scope of the adaptation strategies.



## Education

MS, Civil Engineering  
- Transportation

BS, Civil Engineering, San  
Diego State University

## Accreditation

Professional Engineer (Civil),  
California #91776

Professional Engineer  
(Traffic), California #TR2957

Professional Traffic  
Operations Engineer (PTOE),  
#5042

## Affiliations

Institute of Transportation  
Engineers (ITE) – Secretary

## Years of Experience

11

# Jonathan Sanchez, PE, TE, RSP<sub>1</sub>

## Lead Transportation Engineer

Jonathan is a Transportation Engineer with extensive experience with traffic impact studies, traffic engineering design plans, conceptual design, traffic operations, data collection, collision analyses, corridor studies, and multi-modal analysis. His expertise includes the application of transportation planning and traffic engineering analysis software including Synchro, VISSIM, and Highway Capacity Software (HCS). Jonathan's fluency in Spanish has contributed to CRA's translation services for community outreach events. An excellent communicator with an ability to put people at ease in a wide range of situations, he is supportive and inclusive, always taking the time to listen to others' ideas. These traits make Jonathan a great leader, co-worker, and mentor, whose clients feel comfortable and eager to collaborate with him.

## Select Project Experience

### Metro Active Transportation Strategic Plan Update, Los Angeles County, CA

Traffic Engineer – CRA led a multi-jurisdictional, regional planning process on behalf of Metro to develop its 2023 Active Transportation Strategic Plan (ATSP). CRA participated in community outreach including seven stakeholder briefings, 32 in-person community meetings, and three CBO partnerships. Guided by an emphasis on serving areas of high social equity need, ATSP recommendations feature a regional active transportation network consisting of 1,433 miles of bikeways, 81 pedestrian districts, and 602 First/Last Mile areas surrounding transit stations. The ATSP includes cost estimations of regional network components, a prioritization process, and recommendations for implementation in three phases.

### Oceanside General Plan Update and Smart and Sustainable Corridors Specific Plan, Oceanside, CA

Traffic Engineer. CR Associates is currently leading the Circulation Element of the City of Oceanside General Plan update. As a spin-off of this effort, CRA is leading a planning effort to focus on three of the City's key thoroughfares. The Smart and Sustainable Corridors Specific Plan (SSCSP) proposes a revisioning of these corridors through the creation of "themes" that align with the City's recently developed Vision and Guiding Principles. For each corridor a variety of considerations are incorporated into the Plan: Land Use, Urban Design, and Mobility. The mobility recommendations are critical to the overall success of the SSCP as the land use and urban design goals require support from all modes of transportation. The SSCP mobility recommendations are being prepared in conjunction with focused community engagement and seek to support the transformation of these three corridors into Complete Streets that are comfortable and safe for all.

### El Centro General Plan Update and Throughfare Study, El Centro, CA

Project Manager. CR Associates prepared the Mobility Element for the General Plan Update, identifying goals and policies to promote a balanced and well-connected transportation system that serves the mobility needs of all users within El Centro. Specifically, the Mobility Element addresses transportation routes including all travel modes such as pedestrian, bicycle, public transit and vehicular mobility; goods movement, rail, and airport; and major thoroughfares. Visual Enhancement Areas (VEAs) were identified for areas such as corridors, districts, and gateways for streetscape improvements, amenities, and elements in the public rights-of-way. The Land Use Element recognizes the importance that aesthetics, design, and community character have on strengthening El Centro's cultural uniqueness and its American and Mexican traditions by promoting the arts and culture as an integral element of the plan and its implementation.



## Trevor Briggs, PE

### Senior Transportation Engineer

Trevor Briggs is a Senior Transportation Engineer at CR Associates (CRA) and has worked for public and private clients throughout southern California. He has experience as a project manager or lead transportation engineer for projects related to parking analyses, traffic impact studies (LOS and VMT), traffic operations, safety evaluations, drive-through queuing, corridor studies, conceptual design, as well as various traffic engineering design plans, such as: Signing and Striping, Traffic Signal, Traffic Control, and ITS plans



## Select Project Experience

### Education

BS, Civil Engineering,  
Brigham Young University

### Accreditation

Professional Engineer (Civil),  
California #87664

### Affiliations

Orange County Traffic  
Engineering Council  
(OCTEC) – Board Member

Institute of Transportation  
Engineers (ITE) – Member

### Years of Experience

12

### Norwalk Design Services for Local Streets Rehab Program, Los Angeles County, CA

Traffic Engineer. CR Associates is leading the Traffic Train Interface Study for the Los Angeles Metro Eastside Transit Corridor Phase 2, analyzing interactions between the planned light rail extension and the existing roadway network using Vissim microsimulation modeling. Microsimulation is the most effective tool for evaluating the complex relationships between rail operations, vehicular traffic, pedestrians, and transit users along this corridor. The study includes traffic impact analysis, rail crossing evaluations, signal coordination, and multimodal integration to ensure safe and efficient operations. CRA is assessing at-grade and grade-separated crossings, optimizing signal timing to minimize delays, and developing strategies to enhance pedestrian, bicycle, and vehicle safety at key intersections. The study will provide Metro with data-driven recommendations to improve rail operations, traffic flow, and multimodal connectivity while minimizing disruptions to local communities.

### Traffic Engineering On-Call, City of San Marcos, San Marcos, CA

Traffic Engineer. CRA is providing the City of San Marcos with a variety of traffic engineering services. Task orders under this contract include the preparation and peer review of traffic studies and operational analyses, signal timing update, adaptive signal pilot program, TMC construction management, cycle track feasibility studies and alternatives development, cost estimates, ITS evaluations, safety analysis and countermeasure development, traffic calming evaluation and design, traffic engineering standards development and manual updates, grant writing, plan checks, traffic calming guidelines, TDM ordinance evaluation, staff report preparation and presentation to the Traffic Commission and City Council.

### Yorba Linda General Plan Update\*, Yorba Linda, CA

Traffic Engineer. The City of Yorba Linda completed a comprehensive General Plan Update in 2016, which included updates to the City's Circulation Element. Trevor prepared the Circulation Element report, conducted the associated intersection and roadway Level of Service (LOS) analyses to determine potential transportation deficiencies, reviewed bicycle facilities, truck routes, and transit routes, as well as provided recommendations to intersection improvements and updates in roadway classification for future build-out conditions. Trevor also coordinated with the project team and City staff to confirm Circulation Element's consistency with other Elements within the General Plan Update



## Kevin Engstrom

### Senior Principal

Kevin Engstrom is a Senior Principal in the Los Angeles office of Keyser Marston Associates, Inc. For over 25 years he has provided public and private clients with real estate and financial expertise.

#### Key Role

Kevin has provided public and private clients with real estate and financial expertise, including: market and financial feasibility studies, fiscal impact analyses, economic revitalization consulting, financial modeling, developer selection and disposition consulting.

## Select Project Experience

### Land Use Strategies/Market and Feasibility Studies

During his tenure at Keyser Marston, Kevin has conducted a number of market and feasibility studies for cities throughout California. For these analyses Kevin assessed current market conditions; projected future demand for residential, retail, office, industrial and hotel development; tested the financial feasibility of prototypical projects; prepared fiscal impact projections for alternative development scenarios; and created implementation strategies. Projects have included general plan updates, specific plans, master plans, corridor studies, economic development strategies and highest and best use analyses. These studies have occurred throughout Orange, Los Angeles, Riverside, San Bernardino, Ventura, Santa Clara, Butte, San Diego and Fresno counties.

### Asset Management/Disposition Consulting

In addition, Kevin has consulted in all areas of the disposition process for surplus properties for public agencies. His experience includes project planning, preparing and evaluating Requests for Proposals and Qualifications, developer selection, negotiation support and financial feasibility analyses for cities throughout the State including Los Angeles, Anaheim, Brea, Glendale, Long Beach, Poway, Pasadena, Redondo Beach, Rancho Mirage, San Juan Capistrano and Monterey Park. In addition, he has negotiated ground leases, including extensions, for retail, office and hotel projects in cities throughout Southern California.

### Market and Financial Services for Hotel Projects

Kevin has provided consulting services for over 125 hotel projects throughout California, including the Olympic North Hotels, Pico Fig Hotels, Anaheim Westin, Beverly Hills Montage, Huntington Beach Grand Hyatt, Anaheim Doubletree and the Glendale Embassy Suites. The analyses include market assessments, financial feasibility analyses, public revenue projections, reviewing EB-5 financing strategies and developing financial assistance programs.

### Professional Credentials

Kevin currently serves on CALED Board of Directors (Advisory Board). He teaches at the California Association for Local Economic Development's Accredited CA Economic Developer Program. He instructed the Basic Pro Forma and Advanced Pro Forma Class at the CRA's Redevelopment Institute in Southern California. In addition, he has taught a Real Estate Finance and Development Pro Forma class at the American Planning Association – California Chapter annual conference. Kevin has also served as an instructor at California State University at Fullerton in the Geography department. Kevin holds a Master of Arts Degree from the University of Arizona and a Bachelor of Arts Degree from Villanova University.

### Relevant Experience

Kevin is evaluating market opportunities for commercial and residential development at CSU Fullerton and Sacramento State. Other projects include market/financial/fiscal evaluation of the West Gateway in Long Beach; market study for the Little Arabia Corridor in Anaheim; market study for the City of Newport Beach residential development opportunities; fiscal impact analysis of a proposed annexation in Palm Desert.





## Ryan Tuong An Koyanagi

### Associate

Ryan Tuong An Koyanagi is an Associate in the Los Angeles office of Keyser Marston Associates. Since joining the firm in 2022, Ryan has provided a variety of public and private sector clients with real estate economic analysis for affordable housing, inclusionary housing and adaptive reuse projects. He has worked on projects in Los Angeles, Orange, Riverside and San Bernardino counties, as well as the Bay Area.

#### Key Role

Ryan conducts market and demographic research for real estate projects, evaluates developer responses to RFPs, and determines financial gap and land reuse valuation for agency assistance to affordable housing projects.



## Select Project Experience

### Market Analysis

Ryan performs market and demographic analysis for redevelopment projects and general/specific plan updates, evaluating historic and projected performance for different land uses and surveying brokers, developers, property owners and other real estate professionals. Ryan has recently performed market analyses for the Cities of Long Beach, Anaheim, Torrance, Newport Beach, and the California State University system.

### Affordable Housing

Ryan performs a variety of analyses in support of affordable housing development, including financial gap, land reuse valuation, subsidy layering reviews, and drafting and evaluating RFP/Qs for affordable housing development. Ryan has recently performed affordable housing financing analyses for the Cities of Alhambra, Anaheim, Santa Ana and Long Beach.

### Relevant Experience

Ryan has conducted market analyses for general plan updates in the Cities of Chino and Newport Beach, specific projects and corridors such as the Brookhurst Corridor (Little Arabia) in Anaheim, the West Gateway Entrada and Belmont Pier redevelopment projects in Long Beach, and has evaluated market opportunities for student and faculty/staff housing for CSU campuses at Fullerton, Sacramento, San Jose and Chico. He has also assisted with fiscal impact analyses for the Cities of Santa Ana and Palm Desert, and inclusionary housing programs for the Cities of Monrovia, Redlands and Santa Cruz.

### Professional Credentials

Ryan holds a Master of Arts and Bachelor of Arts degree in Geography from California State University, Fullerton where he also completed a Geographic Information Systems (GIS) certificate.



### Education

California Polytechnic  
State University-San Luis  
Obispo Bachelor of Science  
Civil Engineering, Civil and  
Structural Engineering

Santa Monica College  
Associate in Arts, General  
Science

### Professional Registration

Registered Professional  
Engineer State of CA  
(75568)

### Professional Affiliations

American Society of Civil  
Engineers, Member

American Society of  
Civil Engineers, MOSAIC  
Corresponding Member

Society of Hispanic  
Professional Engineers,  
Lifetime Member

Society of Professional  
Engineers, Los Angeles  
Chapter, President

### Years of Experience

22

## Jimmy Galvez, PE

### Principal

Jimmy Galvez has extensive depth of design experience on projects at the residential, commercial, mixed use, streetscape and public right of way, institutional/higher education campus scale and neighborhood district-scale throughout California, Oklahoma, Colorado, Texas, Louisiana, Latin America and the Middle East. He has served as project lead in coordination with owner representatives, government agencies, multi-disciplinary design teams, contractors, and other stakeholders for clients in both the private and public sectors. He has been responsible for site design from early concept planning to the preparations of construction and permitting documentation including specifications, cost and bond estimates and constructions administration for a variety of land development projects.

In Los Angeles County, Jimmy's experience expands over a variety of parks and open space projects including Whittier Narrows Park, Descanso Gardens, Pacoima Spreading Grounds Headworks Natural Park, LA Botanical Gardens. Other key projects include Paramount Ranch, Rocky Oaks and Peter Strauss Park for the National Park Service. Jimmy also brings his experience at the national stage including projects such as Scissortail Park in Oklahoma City, OK, Memorial Park in Houston, TX and New Orleans Museum of Modern Art Sculpture Garden in New Orleans, LA.

While taking these projects from feasibility studies and early concept to permitting and construction, Jimmy has led and coordinated multidisciplinary teams along with a number of agencies including City of Riverside, City of Culver City, City of West Hollywood, City of Glendale, City of Pasadena, Los Angeles Department of Water and Power, Southern California Edison, multiple departments and divisions at City of Los Angeles, and multiple departments at Los Angeles County. Jimmy's diverse experience applying technical innovation and solid engineering to projects at all scales results in outcomes that save time and resources and exceeded the expectations of stakeholders.

### Select Project Experience

- Culver City General Plan Update – Culver City, CA
- Chelli Specific Plan - Bell, CA
- Atlantic Specific Plan - Bell, CA
- Norwalk Specific Plan - Norwalk CA
- Lindenville Specific Plan - South San Francisco, CA
- Moraga Specific Plan - Piedmont, CA





## Samuel Juarez, MS, PE

### Project Manager

Samuel is a seasoned Project Manager with a passion for sustainable design and a proven track record in delivering impactful projects. His expertise spans a wide range of disciplines, including civil engineering, land surveying, and green infrastructure.

Samuel has recently contributed to significant projects in the Los Angeles County Parks and Open Spaces system, such as Descanso Gardens, Rock Oaks, and Watts Towers. At Descanso Gardens, he led a team to design a natural grading and drainage system, incorporating rock-lined swales and a stormwater treatment pond to support sustainable irrigation practices. For Rock Oaks, he led construction administration efforts to enhance natural drainage features to minimize site disturbance and preserve the site's natural beauty. At Watts Towers, he focused on integrating Low Impact Development (LID) strategies to manage stormwater runoff and potentially reuse it for landscape irrigation.

With a strong foundation in civil engineering and land surveying, Samuel has successfully managed complex projects involving site layout, grading, drainage, and utility infrastructure. He has consistently delivered projects on time even under accelerated schedules. Samuel's collaborative approach involves keeping clients informed and empowered to make informed decisions.

Samuel's bilingual skills and collaborative approach have enabled him to effectively work with diverse teams and stakeholders. He is proficient in AutoCAD Civil 3D and Microsoft Project and is committed to delivering innovative and sustainable solutions that benefit the community.

### Select Project Experience

- Descanso Gardens, La Cañada Flintridge, CA
- Watts Towers Art Campus, Los Angeles, CA
- Paramount Ranch, Agoura Hills, CA
- Rocky Oaks Park, Agoura Hills, CA Peter Strauss Park Agoura Hills, CA



#### Education

California Polytechnic  
State University – San  
Luis Obispo M.S. in  
Civil Engineering, Water  
Resources

#### Professional Registration

Registered Professional  
Engineer State of CA  
(89652)

#### Professional Affiliations

Society of Hispanic  
Professional Engineers,  
Member

#### Years of Experience

10



A decorative sign for Huntington Park. The sign is light blue with a grey border and is mounted on a grey post. It features a decorative arch at the top with black wrought-iron scrollwork. The text "WELCOME TO HUNTINGTON PARK" is written in blue, serif, all-caps font. In the background, a building with green and yellow siding is visible, along with a black utility pole and a "FOR LEASE" sign.

**WELCOME TO  
HUNTINGTON  
PARK**

**CLINICA**

**FOR  
LEASE**  
820-0503

**ma**



# 5

Quality Assurance / Quality Control

Rincon always strives to provide our clients with high-quality work that meets all applicable professional standards and regulatory requirements. To meet this quality standard, we establish Quality Assurance / Quality Control (QA/QC) procedures for each project at project initiation, which are followed throughout the life of the project.

### Project Manager Review

The Project Manager reviews all deliverables to ensure they meet Rincon's quality standards, are aligned with the project scope and City's expectations, and project strategy. The Project Manager or Strategic Advisors (see below) will conduct editorial reviews, ensuring work products are consistent with the project style guide.

The Project Manager is also responsible for ensuring clear and effective communication between Rincon and the City, among Rincon staff, and between subconsultants. The Project Manager ensures that information is distributed among team members appropriately. The Project Manager is the City's main point of contact throughout the project.

### Strategic Advisor Review

Strategic Advisors review all deliverables relevant to their areas of expertise—integration with the City's recent General Plan updates and implementation requirements, environmental review, community engagement principles, and General Plan requirements. Strategic Advisors will ensure work products meet applicable legal requirements and are consistent with other City efforts, as applicable.

### Principal Review

Principals review all deliverables to ensure alignment with overall project strategy and meet Rincon's high standards for quality.

### Production

When work products are ready for delivery, Rincon's in-house Publishing team will format the documents for publishing in whatever format specified by the scope—digital format or hard copies. The Publishing team will design project templates and ensure consistency across all deliverables and project branding.

### Management of Subconsultants

Rincon has a long history of using subconsultants on assignments for technical analysis beyond our internal capacity. The Project Manager monitors the performance of each subconsultant, and each work product goes through the same QA/QC process described above.



# 6

References



### City of Bakersfield

Comprehensive General Plan Update  
November 2021 to Present

**Phil Burns, Development Services Director | 661-326-3040**

Rincon is leading a comprehensive update of the City's General Plan and Programmatic EIR, with a focus on climate resilience, equity, and environmental justice. The project features robust community engagement and addresses state mandates through integrated planning for housing, open space, natural resources, and inclusive growth. Rincon also supported the City with residential zoning updates to complete certain Housing Element programs and site inventory requirements.

### County of Fresno

Comprehensive General Plan Update  
2015 to Present

**Chris W. Motta, Division Manager, Department of Public Work, Development Services and Capital Projects Division | 559-600-4227**

Rincon is finalizing revisions to the General Plan and Zoning Code update and Program EIR. Rincon is now conducting a countywide Climate Change Vulnerability Assessment, evaluation of environmental justice communities, and policy framework, and incorporation of climate change and vulnerable population resiliency into the Safety Element. Rincon is also conducting public outreach, including the seven community workshops across the county to gather input and engage with the residents on the General Plan, Zoning Ordinance, and environmental justice strategies. Given that English and Spanish are both widely spoken in Fresno County, Rincon is conducting meetings in both languages for full and meaningful participation. Rincon is also facilitating communication among the County, CAL FIRE, and other involved state agencies to ensure expectations and goals are aligned.

### City of Marina

Downtown Specific Plan, Housing  
Implementation Zoning Amendments,  
CEQA, General Plan Update

**Guido Persicone, Community Development Director | 831-884-1289**

Rincon assisted the City of Marina with an update of the City of Marina's Downtown Vitalization Specific Plan and an Affordable Housing Overlay district to support increased density and development incentives. The Downtown Vitalization Specific Plan supports housing and mixed-use infill objectives, objective design standards, permit streamlining, and placemaking. In addition,

Rincon is also on the consultant team supporting the City's Comprehensive General Plan update, leading the Open Space, Conservation, Safety, and Public Facilities element updates.

Rincon supported the City with its 6th Cycle Housing Element Update and is continuing to provide services to support housing element implementation, including development of a Faith Based Overlay, housing types toolkit, and Prohousing and grant services.

# 7

**Fee Schedule / Cost Proposal**

	Hours	Labor Budget	Direct Expense	Total Budget
<b>Task 1 Project Management and Schedule</b>	<b>352</b>	<b>89,577</b>	<b>40,410</b>	<b>129,987</b>
Rincon Consultants	352.00	87,548.00		
Rate Escalation Allowance	0.00	2,029.00		
Travel (airfare, ground trans, lodging)			970.00	
KMA			9,140.80	
Sherwood Design Engineers			2,320.00	
CR Associates			19,070.40	
Citythinkers			8,908.80	
<b>Task 2 Community Engagement</b>	<b>94.50</b>	<b>18,194.59</b>	<b>1,740</b>	<b>19,934.59</b>
Rincon Consultants	94.50	17,357.00		
Rate Escalation Allowance	0.00	837.59		
Sherwood Design Engineers			1,740.00	
<b>Task 3 Data Collection and Analysis</b>	<b>321</b>	<b>64,066</b>	<b>146,183.20</b>	<b>210,249.20</b>
Rincon Consultants	321.00	64,066.00		
KMA			41,899.20	
Sherwood Design Engineers			42,688.00	
CR Associates			50,529.60	
Citythinkers			11,066.40	
<b>Task 4 Vision and Guiding Principles</b>	<b>55</b>	<b>10,838.48</b>	<b>7,099.20</b>	<b>17,937.68</b>
Rincon Consultants	55.00	10,594.00		
Rate Escalation Allowance	0.00	244.48		
Sherwood Design Engineers			1,160.00	
Citythinkers			5,939.20	
<b>Task 5 Land Use Updates</b>	<b>326</b>	<b>87,234.66</b>	<b>159,199.60</b>	<b>246,434.26</b>
Rincon Consultants	326.00	83,088.00		
Rate Escalation Allowance	0.00	4,146.66		
Travel (airfare, ground trans, lodging)			500.00	
KMA			33,268.80	
Sherwood Design Engineers			35,380.00	
CR Associates			69,658.00	
Citythinkers			20,392.80	
<b>Task 6 Draft General Plan Update</b>	<b>903</b>	<b>199,706.88</b>	<b>159,118.60</b>	<b>358,825.48</b>
Rincon Consultants	903.00	192,915.00		
Rate Escalation Allowance	0.00	6,791.88		
Sound Level Field Monitoring Package			565.00	
Travel - Mileage			28.00	
KMA			19,580.80	
Sherwood Design Engineers			32,480.00	
CR Associates			48,418.40	
Citythinkers			58,046.40	
<b>Task 7 Municipal Code Amendments</b>	<b>1,342</b>	<b>309,176.93</b>	<b>260</b>	<b>309,436.93</b>
Rincon Consultants	1,342.00	301,540.00		
Rate Escalation Allowance	0.00	7,636.93		
Travel - Mileage including airfare, ground trans, lodging			260.00	
<b>Task 8 Environmental Review</b>	<b>791</b>	<b>185,659.41</b>	<b>260</b>	<b>185,659.41</b>
Rincon Consultants	791.00	179,158.00		
Rate Escalation Allowance	0.00	6,501.41		
<b>Task 9 Finalization and Adoption</b>	<b>162</b>	<b>38,937.19</b>	<b>5,255.92</b>	<b>44,163.11</b>
Rincon Consultants	162.00	37,576.00		
Rate Escalation Allowance	0.00	1,361.19		
Travel (airfare, ground trans, lodging)			1,500.00	
Citythinkers			3,725.92	
<b>Task 10 Community Engagement Meetings</b>	<b>497</b>	<b>110,799.87</b>	<b>33,477</b>	<b>144,256.87</b>
Rincon Consultants	497.00	107,607.00		
Rate Escalation Allowance	0.00	3,172.87		
Printing & Production			4,000.00	
Travel (airfare, ground trans, lodging)			3,580.00	
KMA			2,598.40	
Sherwood Design Engineers			5,800.00	
CR Associates			9,686.00	
Citythinkers			7,812.60	
<b>CRA Direct Costs</b>			<b>2,320</b>	<b>2,320</b>
<b>Project Total</b>	<b>4,843.50</b>	<b>1,114,171.01</b>	<b>555,033.52</b>	<b>1,669,204.53</b>
<b>Contingency</b>				<b>100,000</b>
<b>Project Total with Contingency</b>	<b>4,843.50</b>	<b>1,114,171.01</b>	<b>555,033.52</b>	<b>1,769,204.53</b>



## Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical and Support Personnel*	January 1, 2025 – December 31, 2025
Senior Principal	\$330
Principal	\$318
Director	\$318
Senior Supervisor II	\$302
Supervisor I	\$282
Senior Professional II	\$264
Senior Professional I	\$246
Professional IV	\$218
Professional III	\$203
Professional II	\$180
Professional I	\$160
Associate III	\$135
Associate II	\$121
Associate I	\$113
Field Technician	\$97
Technical Editor	\$152
Project Accountant	\$129
Billing Specialist	\$111
Publishing Specialist	\$124
Clerical	\$111

\* Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts, data technology experts, and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$400.

## Reimbursable Expenses

Direct Cost	Rates
Photocopies – B/W	\$0.25 (single-sided), \$0.45 (double-sided)
Photocopies – Color	\$1.55 (single-sided), \$3.10 (double-sided)
Photocopies – 11" by 17"	\$0.55 (B/W), \$3.40 (color)
Oversized Maps	\$8.50/square foot
Digital Production	\$15/CD, \$20/flash drive
Light-Duty and Passenger Vehicles*	\$90/day
4WD and Off-Road Vehicles*	\$150/day

\* Current IRS mileage rate for mileage over 50 and for all miles incurred in employee-owned vehicles.

**Direct Costs.** Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 16%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment, and vehicles other than covered by the above charges.

**Annual Escalation.** Standard rates subject to 3.5% annual escalation, on January 1.

**Payment Terms.** All fees will be billed to Client monthly and shall be due and payable upon receipt or as indicated in the contract provisions for the assignment. Invoices are delinquent if not paid within 10 days from receipt or per the contractually required payment terms.

Effective January 1, 2025







A

Budget

	Rate	Hours	Labor Budget	Direct Expense	Total Budget
<b>Task 1 Project Management and Schedule</b>		<b>352</b>	<b>89,577</b>	<b>40,410</b>	<b>129,987</b>
Principal	318.00	46.00	14,628.00		
Supervisor Planner I	282.00	94.00	26,508.00		
Senior Planner II	264.00	88.00	23,232.00		
Planner IV	218.00	88.00	19,184.00		
Admin Assistant/Billing Specialist	111.00	36.00	3,996.00		
Rate Escalation Allowance	0.00	0.00	2,029.00		
Travel (airfare, ground trans, lodging)				700.00	
Vehicle Day Rate				270.00	
KMA				9,140.80	
Sherwood Design Engineers				2,320.00	
CR Associates				19,070.40	
Citythinkers				8,908.80	
<b>Task 2 Community Engagement</b>		<b>94.50</b>	<b>18,194.59</b>	<b>1,740</b>	<b>19,934.59</b>
Principal	318.00	3.50	1,113.00		
Supervisor Planner I	282.00	7.00	1,974.00		
Planner IV	218.00	8.00	1,744.00		
Planner II	180.00	4.00	720.00		
GIS/CADD Specialist II	173.00	22.00	3,806.00		
Planner I	160.00	50.00	8,000.00		
Rate Escalation Allowance	0.00	0.00	837.59		
Sherwood Design Engineers				1,740.00	
<b>Task 3 Data Collection and Analysis</b>		<b>321</b>	<b>64,066</b>	<b>146,183.20</b>	<b>210,249.20</b>
Principal	318.00	9.00	2,862.00		
Supervisor Planner I	282.00	32.00	9,024.00		
Planner IV	218.00	60.00	13,080.00		
Planner II	180.00	200.00	36,000.00		
GIS/CADD Specialist I	155.00	20.00	3,100.00		
KMA				41,899.20	
Sherwood Design Engineers				42,688.00	
CR Associates				50,529.60	
Citythinkers				11,066.40	
<b>Task 4 Vision and Guiding Principles</b>		<b>55</b>	<b>10,838.48</b>	<b>7,099.20</b>	<b>17,937.68</b>
Principal	318.00	1.00	318.00		
Supervisor Planner I	282.00	6.00	1,692.00		
Planner II	180.00	40.00	7,200.00		
GIS/CADD Specialist II	173.00	8.00	1,384.00		
Rate Escalation Allowance	0.00	0.00	244.48		
Sherwood Design Engineers				1,160.00	
Citythinkers				5,939.20	
<b>Task 5 Land Use Updates</b>		<b>326</b>	<b>87,234.66</b>	<b>159,199.60</b>	<b>246,434.26</b>
Principal	318.00	36.00	11,448.00		
Supervisor Planner I	282.00	70.00	19,740.00		
Senior Planner II	264.00	120.00	31,680.00		
Senior Planner I	246.00	40.00	9,840.00		
GIS/CADD Specialist II	173.00	60.00	10,380.00		
Rate Escalation Allowance	0.00	0.00	4,146.66		
Travel (airfare, ground trans, lodging)				500.00	
KMA				33,268.80	
Sherwood Design Engineers				35,380.00	
CR Associates				69,658.00	
Citythinkers				20,392.80	

	Rate	Hours	Labor Budget	Direct Expense	Total Budget
<b>Task 6 Draft General Plan Update</b>		<b>903</b>	<b>199,706.88</b>	<b>159,118.60</b>	<b>358,825.48</b>
Director	318.00	7.00	2,226.00		
Principal	318.00	39.00	12,402.00		
Supervisor Planner I	282.00	102.00	28,764.00		
Senior Planner II	264.00	31.00	8,184.00		
Planner IV	218.00	192.00	41,856.00		
Planner III	203.00	200.00	40,600.00		
Senior GIS Specialist	194.00	17.00	3,298.00		
Planner II	180.00	230.00	41,400.00		
GIS/CADD Specialist II	173.00	45.00	7,785.00		
Planner I	160.00	40.00	6,400.00		
Rate Escalation Allowance	0.00	0.00	6,791.88		
Sound Level Field Monitoring Package				565.00	
Travel - Mileage				28.00	
KMA				19,580.80	
Sherwood Design Engineers				32,480.00	
CR Associates				48,418.40	
Citythinkers				58,046.40	
<b>Task 7 Municipal Code Amendments</b>		<b>1,342</b>	<b>309,176.93</b>	<b>260</b>	<b>309,436.93</b>
Principal	318.00	116.00	36,888.00		
Senior Data Analyst II	264.00	40.00	10,560.00		
Senior Planner II	264.00	204.00	53,856.00		
Senior Planner I	246.00	200.00	49,200.00		
Planner IV	218.00	350.00	76,300.00		
Planner II	180.00	360.00	64,800.00		
Technical Editor	152.00	36.00	5,472.00		
Production Specialist I	124.00	36.00	4,464.00		
Rate Escalation Allowance	0.00	0.00	7,636.93		
Travel - Mileage				140.00	
Travel (airfare, ground trans, lodging)				120.00	
<b>Task 8 Environmental Review</b>		<b>791</b>	<b>185,659.41</b>	<b>260</b>	<b>185,659.41</b>
Director	318.00	4.00	1,272.00		
Principal	318.00	74.00	23,532.00		
Senior Supervisor Biologist II	302.00	2.00	604.00		
Sr. Supervising Archaeologist II	302.00	10.00	3,020.00		
Senior Supervisor Planner II	302.00	4.00	1,208.00		
Supervisor Planner I	282.00	18.00	5,076.00		
Senior Planner II	264.00	137.00	36,168.00		
Senior Archaeologist I	246.00	2.00	492.00		
Senior Planner I	246.00	2.00	492.00		
Biologist IV	218.00	8.00	1,744.00		
Archaeologist IV	218.00	8.00	1,744.00		
Planner IV	218.00	40.00	8,720.00		
Archaeologist III	203.00	14.00	2,842.00		
Planner III	203.00	404.00	82,012.00		
Senior GIS Specialist	194.00	20.00	3,880.00		
Data Analyst II	180.00	2.00	360.00		
Planner II	180.00	14.00	2,520.00		
Production Specialist I	124.00	28.00	3,472.00		
Rate Escalation Allowance	0.00	0.00	6,501.41		
<b>Task 9 Finalization and Adoption</b>		<b>162</b>	<b>38,937.19</b>	<b>5,255.92</b>	<b>44,163.11</b>
Principal	318.00	4.00	1,272.00		
Supervisor Planner I	282.00	34.00	9,588.00		
Senior Planner II	264.00	34.00	8,976.00		
Planner IV	218.00	70.00	15,260.00		
Production Specialist I	124.00	20.00	2,480.00		
Rate Escalation Allowance	0.00	0.00	1,361.19		
Travel (airfare, ground trans, lodging)				1,500.00	
Citythinkers				3,725.92	

	Rate	Hours	Labor Budget	Direct Expense	Total Budget
<b>Task 10 Community Engagement Meetings</b>		<b>497</b>	<b>110,799.87</b>	<b>33,477</b>	<b>144,256.87</b>
Principal	318.00	14.00	4,452.00		
Supervisor Planner I	282.00	116.00	32,712.00		
Planner IV	218.00	140.00	30,520.00		
Planner II	180.00	160.00	28,800.00		
GIS/CADD Specialist II	173.00	31.00	5,363.00		
Planner I	160.00	36.00	5,760.00		
Rate Escalation Allowance	0.00	0.00	3,172.87		
Printing & Production				4,000.00	
Travel (airfare, ground trans, lodging)				2,500.00	
Vehicle Day Rate				1,080.00	
KMA				2,598.40	
Sherwood Design Engineers				5,800.00	
CR Associates				9,686.00	
Citythinkers				7,812.60	
<b>CRA Direct Costs</b>				<b>2,320</b>	<b>2,320</b>
CR Associates				2,320.00	
<b>Project Total</b>		<b>4,843.50</b>	<b>1,114,171.01</b>	<b>555,033.52</b>	<b>1,669,204.53</b>
<b>Direct Expenses Summary</b>					
Printing & Production				4,000.00	
Sound Level Field Monitoring Package				565.00	
Travel - Mileage				168.00	
Travel (airfare, ground trans, lodging)				5,320.00	
Vehicle Day Rate				1,350.00	
KMA				106,488.00	
Sherwood Design Engineers				121,568.00	
CR Associates				199,682.40	
Citythinkers				115,892.12	
<b>Direct Expenses Subtotal</b>				<b>555,033.52</b>	

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**Carlsbad**

2215 Faraday Avenue  
Suite A  
Carlsbad, California 92008  
760-918-9444

**Fresno**

7080 North Whitney Avenue  
Suite 101  
Fresno, California 93720  
559-228-9925

**Los Angeles**

250 East 1st Street  
Suite 1400  
Los Angeles, California 90012  
213-788-4842

**Monterey**

80 Garden Court  
Suite 240  
Monterey, California 93940  
831-333-0310

**Oakland**

449 15th Street  
Suite 303  
Oakland, California 94612  
510-834-4455

**Palm Springs**

777 East Tahquitz Canyon Way  
Suite 200-127  
Palm Springs, California 92262  
760-203-5120

**Riverside**

11801 Pierce Street  
Suite 200  
Riverside, California 92505  
951-405-0979

**Sacramento**

601 University Avenue  
Suite 221  
Sacramento, CA 95825  
916-706-1374

**San Diego**

8825 Aero Drive  
Suite 120  
San Diego, California 92123  
760-918-9444

**San José**

99 South Almaden Boulevard  
San José, California 95113  
408-577-3008

**San Luis Obispo**

1530 Monterey Street  
Suite D  
San Luis Obispo, California 93401  
805-547-0900

**Santa Barbara**

319 East Carrillo Street  
Suite 105  
Santa Barbara, California 93101  
805-319-4092

**Ventura (headquarters)**

180 North Ashwood Avenue  
Ventura, California 93003  
805-644-4455



## ATTACHMENT "B"



### PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this **9th day of September 2025** (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") and Rincon Consulting Hereinafter, "CONTRACTOR"). For the purposes of this Agreement CITY and CONTRACTOR may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONTRACTOR interchangeably.

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

#### I. ENGAGEMENT TERMS

- 1.1 SCOPE OF SERVICES: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONTRACTOR agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the "**Scope of Services**"). CONTRACTOR further agrees to furnish to CITY all labor, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."
- 1.2 TERM: This Agreement shall commence on **August 9, 2025, to December 31, 2027**. It is the CONTRACTOR'S responsibility to request an extension at least (2) days in advance of the expiration of term of the Agreement. Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause.
- 1.3 COMPENSATION:
  - A. CONTRACTOR shall perform the various services and tasks set forth in the **Scope of Services Exhibit "A"**.
  - B. Section 1.3(A) notwithstanding, CONTRACTOR'S total compensation during the Term of this Agreement or any extension term shall not exceed the budgeted aggregate sum of **\$1,769,204.53** (hereinafter, the "Not-to-Exceed Sum"), unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Director of Finance. In the event CONTRACTOR'S charges are projected to exceed the Not-to-Exceed Sum prior to the expiration of the Term or any single extension term, CITY may suspend CONTRACTOR'S performance pending CITY approval of any anticipated expenditures in excess of the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.
- 1.4 PAYMENT OF COMPENSATION: Following the conclusion of each calendar month, CONTRACTOR shall submit to CITY an itemized invoice indicating the services and tasks

performed during the recently concluded calendar month, including services and tasks performed. If the amount of CONTRACTOR'S monthly compensation is a function of hours worked by CONTRACTOR'S personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within **thirty (30) calendar days** of receipt of each invoice, CITY shall notify CONTRACTOR in writing of any disputed amounts included in the invoice. Within **forty-five (45) calendar day** of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONTRACTOR.

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

## II. PERFORMANCE OF AGREEMENT

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

Agreement. Notice to the CONTRACTOR Representative shall constitute notice to CONTRACTOR.

2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: CONTRACTOR agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONTRACTOR shall be subject to inspection and approval by CITY Representatives or their designees.

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

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

The Parties acknowledge and agree that CONTRACTOR shall perform, at CONTRACTOR'S own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONTRACTOR'S failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONTRACTOR'S employees, agents, and SUB-CONTRACTOR. Such effort by CONTRACTOR to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendar days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY'S acceptance of any work performed by CONTRACTOR or on CONTRACTOR'S behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONTRACTOR, including but not limited to the representation that CONTRACTOR possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONTRACTOR'S profession.

2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONTRACTOR are

material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONTRACTOR or on behalf of CONTRACTOR in the performance of this Agreement. In recognition of this interest, CONTRACTOR agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONTRACTOR'S duties or obligations under this Agreement without the prior written consent of CITY. In the absence of CITY'S prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.

- 2.6 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work shall be performed by CONTRACTOR or under CONTRACTOR'S strict supervision. CONTRACTOR will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONTRACTOR on an independent CONTRACTOR basis and not as an employee. CONTRACTOR reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONTRACTOR'S competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONTRACTOR are not employees of CITY and shall at all times be under CONTRACTOR'S exclusive direction and control. CONTRACTOR shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONTRACTOR shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.
- 2.7 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONTRACTOR'S officers, employees, agents, or SUB-CONTRACTOR is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONTRACTOR, a threat to persons or property, or if any of CONTRACTOR'S officers, employees, agents, or SUBCONTRACTOR fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, or SUB-CONTRACTOR shall be promptly removed by CONTRACTOR and shall not be reassigned to perform any of the Work.
- 2.8 COMPLIANCE WITH LAWS: CONTRACTOR shall keep itself informed of and in compliance with all applicable federal, state or local laws to the extent such laws control or otherwise govern the performance of the Work. CONTRACTOR'S compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.
- 2.9 NON-DISCRIMINATION: In the performance of this Agreement, CONTRACTOR shall not discriminate against any employee, CONTRACTOR, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10. INDEPENDENT CONTRACTOR STATUS: The Parties acknowledge, understand and agree that CONTRACTOR and all persons retained or employed by CONTRACTOR are, and shall at all times remain, wholly independent CONTRACTOR and are not officials, officers,

employees, departments or subdivisions of CITY. CONTRACTOR shall be solely responsible for the negligent acts and/or omissions of its employees, agents, CONTRACTOR and SUB-CONTRACTOR. CONTRACTOR and all persons retained or employed by CONTRACTOR shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by CONTRACTOR or otherwise, unless such authority is expressly conferred to CONTRACTOR under this Agreement or is otherwise expressly conferred by CITY in writing.

### III. INSURANCE

- 3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: Prior to the beginning of and throughout the duration of the Work, CONTRACTOR will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONTRACTOR shall procure and maintain the following insurance coverage, at its own expense:
- A. Commercial General Liability Insurance: CONTRACTOR shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and CONTRACTOR dual liability.
  - B. Automobile Liability Insurance: CONTRACTOR shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per accident for bodily injury and property damage.
  - C. Workers' Compensation Insurance / Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONTRACTOR and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONTRACTOR in the course of carrying out the Work contemplated in this Agreement.
- 3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.3 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A: VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

- 3.4 PRIMACY OF CONTRACTOR'S INSURANCE: All policies of insurance provided by CONTRACTOR shall be primary to any coverage available to CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONTRACTOR'S insurance and shall not contribute with it.
- 3.5 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement shall not prohibit CONTRACTOR officers, employees, agents, CONTRACTOR or SUB-CONTRACTOR from waiving the right of subrogation prior to a loss. CONTRACTOR hereby waives all rights of subrogation against CITY.
- 3.6 VERIFICATION OF COVERAGE: CONTRACTOR acknowledges, understands and agrees, that CITY'S ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY'S financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONTRACTOR warrants, represents and agrees that it shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. **The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf and shall be on forms provided by the CITY if requested.** All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONTRACTOR'S commencement of any work or any of the Work. Upon CITY'S written request, CONTRACTOR shall also provide CITY with certified copies of all required insurance policies and endorsements.

#### IV. INDEMNIFICATION

- 4.1 The Parties agree that CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of CONTRACTOR'S commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 To the fullest extent permitted by law, CONTRACTOR shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR'S performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement.
- 4.3 CITY shall have the right to offset against the amount of any compensation due CONTRACTOR under this Agreement any amount due CITY from CONTRACTOR as a result of CONTRACTOR'S failure to pay CITY promptly any indemnification arising under this Article and related to CONTRACTOR'S failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.4 The obligations of CONTRACTOR under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONTRACTOR expressly waives its statutory immunity under such statutes or laws as to CITY and CITY'S elected and appointed officials,

officers, employees, agents and volunteers.

- 4.5 CONTRACTOR agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every CONTRACTOR or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. In the event CONTRACTOR fails to obtain such indemnity obligations from others as required herein, CONTRACTOR agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONTRACTOR'S, SUB-CONTRACTOR or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY'S choice.
- 4.6 CITY does not, and shall not, waive any rights that it may possess against CONTRACTOR because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

## V. TERMINATION

- 5.1 TERMINATION WITHOUT CAUSE: CITY may terminate this Agreement at any time for convenience and without cause by giving CONTRACTOR a minimum of five (5) calendar day's prior written notice of CITY'S intent to terminate this Agreement. Upon such termination for convenience, CONTRACTOR shall be compensated only for those services and tasks which have been performed by CONTRACTOR up to the effective date of the termination. CONTRACTOR may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONTRACTOR to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONTRACTOR in connection with the performance of the Work. CONTRACTOR shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY'S written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY'S ability to terminate this Agreement for convenience as provided under this Section.
- 5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:
- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than

the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.

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

- i. Within three (3) business days of CITY'S issuance of a Default Notice for any failure of CONTRACTOR to timely provide CITY or CITY'S employees or agents with any information and/or written reports, documentation or work product which CONTRACTOR is obligated to provide to CITY or CITY'S employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or
- ii. Within fourteen (14) calendar days of CITY'S issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

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

- C. CITY shall cure any Event of Default asserted by CONTRACTOR within forty-five (45) calendar days of CONTRACTOR'S issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY'S failure to timely pay any



undisputed sums to CONTRACTOR as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONTRACTOR'S Default Notice to CITY.

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

CONTRACTOR shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY'S exercise of its remedies under this Agreement.

- G. In the event CITY is in breach of this Agreement, CONTRACTOR'S sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONTRACTOR under this Agreement for completed services and tasks.

5.3 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement

pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

## VI. MISCELLANEOUS PROVISIONS

- 6.1 **DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY:** All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONTRACTOR in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONTRACTOR shall require all SUB-CONTRACTORS working on behalf of CONTRACTOR in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any CONTRACTOR as applies to Documents and Data prepared by CONTRACTOR in the performance of this Agreement.
- 6.2 **CONFIDENTIALITY:** All data, documents, discussion, or other information developed or received by CONTRACTOR or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONTRACTOR without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONTRACTOR shall not use CITY'S name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.
- 6.3 **FALSE CLAIMS ACT:** CONTRACTOR warrants and represents that neither CONTRACTOR nor any person who is an officer of, in a managing position with, or has an ownership interest in CONTRACTOR has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., section 3789 et seq. and the California False Claims Act, Government Code section 12650 et seq.
- 6.4 **NOTICES:** All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

**CONTRACTOR:**

Rincon Consultants Inc.  
250 E 1<sup>st</sup> Street, Suite 1400  
Kimiko Lizardi, Principal  
Phone: (760) 918-9444

**CITY:**

City of Huntington Park  
Community Development Department  
6550 Miles Avenue  
Huntington Park, CA 90255  
Attn: Ricardo Reyes, City Manager  
Phone: (323) 582-6161

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

- 6.5 COOPERATION; FURTHER ACTS: The Parties shall fully cooperate with one another and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 SUBCONTRACTING: CONTRACTOR shall not SUB-CONTRACTOR any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. SUB-CONTRACTORS (including without limitation SUB-CONTRACTORS with Sub-CONTRACTOR'S), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.7 CITY'S RIGHT TO EMPLOY OTHER CONTRACTOR: CITY reserves the right to employ other CONTRACTOR in connection with the various projects worked upon by CONTRACTOR.
- 6.8 PROHIBITED INTERESTS: CONTRACTOR warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONTRACTOR, to solicit or secure this Agreement. Further, CONTRACTOR warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONTRACTOR, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 6.9 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.10 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 NO THIRD-PARTY BENEFIT: There are no intended third-party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.

- 6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.
- 6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONTRACTOR prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 COUNTERPARTS: This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterpart(s) shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONTRACTOR and the remaining two original counterparts shall be retained by CITY.

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

**CITY OF HUNTINGTON PARK:**

**RINCON CONSULTANTS INC.:**

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

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

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

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

DRAFT

City of Huntington Park

Project Participation Report for Project RFP - Comprehensive General Plan and Code Update

Issued on 07/14/2025

Bid Due on August 13, 2025 2:00 PM (PDT)

Exported on 08/13/2025

ATTACHMENT "C"

Vendor Name	Notified	Prospective Bidder	Downloaded Files	Bidder	Bid Amount	Ranking	Awarded	Local	DVBE	MBE	WBE	DBE	DGS	CASoS	VBE	MICRO	FSD	CADIR	SAM	CUC	NONE
4LEAF, Inc.	X	X	X			0					X							X			
4Liberty Inc.	X					0		X								X					
ABC Playground Safety	X					0		X								X					
ACE Parking III, LLC	X					0		X													X
AECOM	X					0		X													X
AMG & Associates, Inc.	X					0		X										X			
Advanced Avant Garde Corporation	X					0		X		X	X	X	X	X				X	X		
Alph BuildingConstruction	X					0		X		X								X			
Ally Construction Services	X					0															
Ardurra Group, Inc.	X					0															
Astecs Telecom, Inc.	X					0				X											
BDO USA	X					0		X													X
Bender Rosenthal, Inc.	X					0					X		X								
Bowman Consulting Group Ltd.	X					0		X						X				X	X		
Buro Happold Consulting Engineers, Inc.	X					0		X						X							
C2PM	X					0		X		X	X	X	X	X		X			X	X	
CALSTART, INC.	X					0		X											X		
CLM Group, LLC	X					0		X		X			X	X		X		X			
California Consulting Inc.	X					0		X					X								
Chen Ryan Associates, Inc.	X	X	X			0				X	X										
Cities and People Partners	X					0		X			X								X		
City Fabric	X					0		X													
Chaparr Associates, LLC	X					0							X	X							
Clark Construction Group	X					0												X			
Columbia Telecommunication Corporation	X					0		X			X										X
Construction Management Partners Group, Inc.	X					0		X													X
Crowe LLP	X					0		X													
Cumming Group	X					0					X	X									
Data-Sleek	X					0		X													
EN Engineering	X					0								X		X					
ENVIRON ARCHITECTURE, INC.	X					0		X						X							
EcoTerra Consulting, Inc.	X	X	X			0		X						X							X
Engineering Solutions Services	X					0					X		X	X							
Enteris Associates, Inc.	X					0		X		X	X	X	X			X		X		X	
EnviroGage LLC	X					0		X		X	X										
EnviroSwell	X					0															
Environmental Science Associates	X	X	X			0		X										X			
Epic Land Solutions, Inc.	X					0		X						X				X	X		
Evan Brooks Associates, Inc.	X	X	X			0		X		X		X	X	X							
Fehr and Peers	X					0		X						X							
Fanley Engineering	X					0															X
Facility Technologies LLC	X					0				X	X	X									
GCAP Services, Inc.	X					0				X		X	X	X				X	X		
GRC Associates, Inc.	X					0		X					X								
Gateway Science & Engineering, Inc.	X					0		X		X											
Global Urban Strategies, Inc.	X					0			X		X		X	X	X	X	X		X	X	
Good Works Consulting, LLC	X					0		X		X	X						X				
Guidehouse Inc.	X					0								X							
HDR Engineering, Inc.	X					0		X										X			
HOME PRESERVATION AND PREVENTION INC.	X	X	X			0		X		X											
HR&A Advisors	X					0															
Habitat for Humanity LA	X					0		X											X		X
Hammer, Jewell & Associates	X					0															
Hdl, Coren & Cone	X					0		X													X
Holystone Youth Counseling, Inc.	X					0		X											X		
Hinderliter, de Llamas & Associates	X					0		X													
Hollis Builders, Inc.	X					0		X						X							
ICS, Intelepsy Inc.	X					0				X	X			X							
INTRATEX COMPUTER INC	X					0												X			
Information Design Consultants Inc.	X					0		X		X		X	X			X	X		X	X	
InfraMark, LLC	X					0															X
Interwest	X					0															X
J R Parking Consultants, LLC	X					0				X											
J Squared Consulting	X					0		X													X
JPM Communications, Inc.	X					0					X	X	X	X		X					
Johnson Favaro	X					0		X						X	X			X			
Kane Construction Services, Inc.	X					0		X		X	X	X	X	X		X		X	X		
Kaygen, Inc.	X					0				X	X	X	X	X					X	X	
Kemper Marston Associates, Inc.	X					0								X							
Kingdom Causes, Inc.	X					0		X						X					X		
Kosmont Companies	X	X	X			0				X			X								
LA PULSE	X					0															
LIVE & FAITH Consulting, LLC	X					0		X		X	X						X		X		
Ladayu Consulting Group	X					0		X													X
LeSar Development Consultants	X					0					X		X								
Lee Andrews Group, Inc.	X	X	X			0		X		X	X										
MINAKO AMERICA CORPORATION	X					0		X			X										
MNS Engineers	X	X	X			0													X		
M&W Consultants	X					0															
Mark Thomas	X					0		X											X		
Mas Moving & Associated Services	X					0		X					X								
Moore Iacofano Goltzman, Inc.	X	X	X			0								X					X		
Moore Ruble Yudell	X					0		X													
My Emerald Hands LLC	X					0			X	X			X	X	X			X	X		
New Leaf California LLC	X					0		X					X			X					
Nicolas Barrios	X					0		X					X	X							
North Star Alliances	X					0							X								
OCMI INC	X					0															
OJI CALIFCO CONSORTIUM, INC.	X					0		X		X	X	X	X	X			X	X		X	
Omnis Incorporated	X					0												X			
Owais Construction Group	X					0		X			X	X	X	X		X			X	X	
PATH	X					0		X													
Pacific Services, Inc.	X					0		X		X											
Partners in Diversity, Inc.	X					0		X			X		X	X							
Perkins Eastman	X					0		X											X	X	
PlaceWorks, Inc.	X	X	X			0													X		
Point Blank Management LLC	X					0		X		X	X			X					X		
RCK Engineering Company	X					0															
RRM Design Group	X	X	X			0															X
RS Construction Services Inc.	X					0		X		X		X							X		
Raimi + Associates	X	X	X			0							X								
Redwood Resources	X					0		X		X	X										
RightSource Digital Services, Inc.	X					0		X													
Rincon Consultants, Inc.	X	X	X		X	0								X				X	X		
Rose Water Umbrella LLC	X					0		X		X											
SCANPH	X					0		X													X
SGD Enterprises	X					0		X													
SWCA Environmental Consultants	X	X	X			0								X							
Sentinel Safety Services LLC	X					0		X		X		X	X			X					
Sherwood Design Engineers	X	X	X			0												X			
Summit Consulting & Engineering, Inc.	X					0		X													
Sulmar Construction Management	X					0				X			X								
THE TOP REMODELERS COM INC	X	X	X			0															X
TOSOC, Incorporated	X					0		X		X	X			X							
Terrason Consultants, Inc.	X					0		X													
The Resiliency Initiative, Inc.	X																				

## ATTACHMENT "D"

### HUNTINGTON PARK IMPLEMENTATION

General Plan Element	Program Description
Environmental Justice	The City's Community Development Department shall publish an annual report on the status of the implementation of the Environmental Justice Element policies and programs as part of the General Plan Annual Report. The Environmental Justice Advisory Committee shall review the Environmental Justice component of the General Plan Annual Report to ensure continued efforts towards policy implementation.
Environmental Justice	Establish vegetative barriers or green wall barriers in the following locations to protect sensitive land uses from pollution impacts by the year 2024: Salt Lake Avenue, Florence Avenue, Randolph Street, Gage Avenue, Miles Avenue.
Environmental Justice	Develop a low-emissions fleet vehicle plan by the year 2026, with a goal of reducing City vehicle emissions and identifying funding resources, including State-sponsored funding and other grant initiatives to support this effort.
Environmental Justice	Facilitate all updates and amendments to the water system as outlined within the City's 2020 Urban Water Management Plan.
Environmental Justice	Starting in the year 2023, perform an annual audit of existing park facilities to identify specific improvements and upgrades to be prioritized over the next fiscal year. Publish audit in both English and Spanish to the City's webpage.
Environmental Justice	By the end of 2025, the Community Development Department shall establish an Air Filtration Grant as part of the future Safe-at-Home Grant Program, to provide low-income residents with access to in-home HEPA air filters at little-to-no-cost.
Environmental Justice	By the end of 2025, the Community Development Department shall establish a Safe-At-Home grant program that provides funding to lower-income residents for home maintenance and upgrades necessary to reduce impacts from pollution exposure, including but not limited to, lead-based paint mitigation, asbestos mitigation, and air pollution.
Environmental Justice	<p>The City will continue to operate the rehabilitation programs listed below. To continue program operation, the City will allocate CDBG and HOME funding to the Minor Home Repair Program and Owner-Occupied Rehabilitation Program, and will seek additional funding to assist more households.</p> <ul style="list-style-type: none"> <li>• The Lead Hazard Control Program provides grants for lead hazard remediation.</li> <li>• The Minor Home Repair Program (owner-occupied properties) is a CDBG-funded program allowing lower-income homeowners the opportunity to make repairs and improvements.</li> <li>• The HOME-funded Owner-Occupied Rehabilitation Program offers grants to qualified low- to moderate-income homeowners.</li> <li>• The CalHome Owner Occupied Rehabilitation Program will provide loans for lower-income households for home repairs necessary to eliminate blight for critical disadvantaged communities.</li> </ul>
Environmental Justice	<p>By 2024, the City's Community Develop Department will reinstate a First-Time Homebuyers Program using HOME funds and other grant funding. The City shall promote this program by:</p> <ul style="list-style-type: none"> <li>• Establishing parameters for the First-Time Homebuyer Program,</li> <li>• Preparing multi-lingual informational documents,</li> <li>• Advertise program by posting informational documents on the city website, providing the documents in general public information areas throughout City Hall, and periodic advertising in the city newsletter.</li> </ul>
Environmental Justice	<p>The City's Community Development Department will operate a Mortgage Assistance program for lower-income homebuyers using CalHome funds. The City shall promote this program by:</p> <ul style="list-style-type: none"> <li>• Preparing multi-lingual informational documents,</li> <li>• Advertising the program by posting informational documents on the city website, providing the documents in public information areas throughout City Hall, and periodic advertising in the city newsletter; and</li> <li>• Conducting workshops with community-based organizations.</li> </ul>
Environmental Justice	Coordinate with all solid waste and hazardous waste operators that are non-compliant, in-violation, or undergoing existing mitigation, to facilitate a resolution to existing issues and establish interim strategies for insulating the community from impacts.
Environmental Justice	Starting in 2023, the Community Development Department shall develop a report identifying solid waste and hazardous waste operations that are non-compliant, in-violation, or undergoing existing mitigation. This report shall be published on the City's webpage for public consumption in English and Spanish.



Environmental Justice	Partner with local environmental advocacy organizations by 2024 to develop a focused tree-planting initiative in Huntington Park, with the goal of increasing the tree canopy across the city using appropriate species.
Environmental Justice	Through the Department of Parks and Recreation, the City shall partner with a local non-profit organization to open a secondary farmer's market in the Western portion of the City at Raul R. Perez Memorial Park by the year 2025.
Environmental Justice	Between the years 2022 and 2023, perform a Neighborhood Workshop Series, which involves workshops across the various neighborhoods in Huntington Park. The Neighborhood Workshop Series is to be focused on identifying the community priorities of residents within different areas of the city.
Environmental Justice	The Community Development Department shall perform a detailed analysis of truck routes in the planning area to identify routes abutting residential land uses that can be effectively rerouted. By 2025, develop a Truck Route Ordinance to designate Truck Prohibited Streets and include fines and penalties to enforce restrictions.
Environmental Justice	The Parks and Recreation Department and Planning Division shall update the City's park development standards to include CPTED strategies.
Environmental Justice	By 2027, the Community Development Department shall conduct outreach and a feasibility analysis for a comprehensive citywide bicycle and pedestrian plan. Use regional resources such as the Gateway Cities Council of Governments Strategic Transportation Plan and other Gateway Cities regional coordinating and funding efforts. Planning efforts may include, but are not limited to, updating the General Plan Circulation Element or adopting a bicycle and pedestrian master plan. Present results of feasibility analysis at a public study session.
Environmental Justice	By 2026, the Community Development Department shall perform an inventory of local public transit infrastructure to identify bus stops in-need of improvement and develop a work program to update the bus stops.
Environmental Justice	By 2030, develop an updated Bicycle and Transportation Master Plan that is focused on expanding safe, local bike routes and increasing regional connectivity
Environmental Justice	Beginning 2023, perform an annual assessment of the capacity and efficiency of City-run public utilities to ensure that the current capacity is in-line with community need.
Environmental Justice	Amend the zoning code and implement all programs as outlined in the Huntington Park Housing Element in a timely manner.
Environmental Justice	By 2025, Perform an update the City's Park and Recreation Master Plan to identify new priorities for the Huntington Park community, with a focus on underserved areas in the Western portion of the city.
Environmental Justice	Using the Neighborhood Workshop Series, develop Neighborhood Plans that serve to outline small-scale projects, such as specific sidewalk improvements or community gardens, that can support the unique needs of each Huntington Park neighborhood.
Environmental Justice	Publish daily air quality updates using the Air Quality Index on the City's webpage and highlight days when air quality is notably critical.
Environmental Justice	By Fall 2023, establish a page on the City's webpage dedicated to the air quality context in Huntington Park, including local resources for adaptation.
Environmental Justice	Dedicate a page on the City's webpage to food assistance services and resources available to the public.
Environmental Justice	Encourage businesses at City farmer's markets to accept WIC and SNAP benefits as payment sources by offering incentives through the City's Business Assistance Program.
Environmental Justice	By June of 2023, the Community Development Department shall develop a Home Safety Guidebook mailer that informs residents about common household exposures and the City resources available to help resolve these issues. See <i>also HE Action 3-4</i> .
Environmental Justice	By the end of 2023, the Community Development Department shall create an online housing resource portal that publishes information on local housing resources, including available rental properties.
Environmental Justice	Los Angeles County offers a Homebuyer Assistance Program and Mortgage Credit Certificates. Beginning in 2023, the City of Huntington Park Community Development Department shall provide referral information to prospective buyers at the public counter and on the City website.
Environmental Justice	In the year 2023, the Community Development Department shall publish an informational document outlining the heightened local asthma risk and at-home mitigation strategies for reducing this risk in children and young adults. This document shall be sent out to local residences and published on the City's webpage in English and Spanish.
Environmental Justice	The Community Development Department and Communications Department shall provide instructions for requesting translation services on the City's Meeting webpage and on all meeting notification documents.

Environmental Justice	Starting 2023, the Communications Department shall develop a tri-annual newsletter to inform residents about City news and operations.
Environmental Justice	As part of the development review process, provide a handout that outlines ecologically based landscape design principles, including the incorporation of parklets, landscaped medians, and landscaping within development.
Environmental Justice	Explore the feasibility of requiring contractor training and/or certification for safe work practices to conduct residential renovations for pre-1980s structures that may contain lead paint.
Environmental Justice	By 2025, perform a feasibility analysis to examine the opportunity to increase subsidized ridership programs for special groups not already accounted for, including students and veterans.
Environmental Justice	The Department of Parks and Recreation shall explore the feasibility of developing a Food Forest Program at local parks that offers a natural and publicly accessible regenerative food production source.
Environmental Justice	To address issues of substandard rental housing, the Community Development Department shall provide a financial incentive for landlords to correct reported issue. Explore the feasibility of establishing a rent escrow account program, wherein tenants can deposit their rents into an escrow account when a landlord has failed to correct code violations within the time permitted. Partner with community-based organizations for outreach, promotion, and administration, as feasible. <i>See also HE Action 3-3.</i>
Environmental Justice	By 2026, the Community Development Department will evaluate the feasibility of adopting measures to protect residents from displacement, including, but not limited to: <ul style="list-style-type: none"> <li>• Adopting community benefit zoning and/or other land value recapture strategy</li> <li>• Adopting replacement requirements in targeted growth areas such as transit stations, transit corridors, job and housing rich areas, downtowns and revitalization areas or policies, and on sites identified to accommodate the housing needs of lower-income households</li> <li>• Adopting regulations requiring that first right of return be granted to existing residents and relocation policies that include moving expenses</li> </ul> <i>See also HE Action 13-1.</i>
Environmental Justice	By 2024, develop an urban greening task force consisting of City staff from the Community Development Department and Public Works Department to lead the development of an urban greening plan for the City of Huntington Park, including the identification and prioritization of greening projects and potential funding sources such as the California Natural Resources Agency Urban Greening grant.
Environmental Justice	Regularly coordinate with Los Angeles Unified School District (LAUSD) to ensure that all Huntington Park school classrooms have been retrofitted with MERV-13 air filtration, per LAUSD's 2022 COVID-19 Containment, Response, and Control Plan.
Environmental Justice	By 2025, develop the Industrial Pollution Task Force focused on developing strategies and updates to the Huntington Park Municipal Code to limit hazardous waste and solid waste pollution exposure. The Task Force shall consist of members of City staff from the Community Development Department and external agencies responsible for regional pollution remediation, including the South Coast Air Quality Management District and the Los Angeles Regional Water Quality Control Board.
Environmental Justice	Starting in 2023, the Department of Parks and Recreation shall coordinate with LAUSD to advocate for joint-use agreements with local schools, with a focus on increasing park access in the Western portion of the City.
Environmental Justice	Coordinate with Los Angeles County to advocate for the extension of the Huntington Park Library operating hours from 10 am to 8 pm PST Monday through Sunday.
Environmental Justice	Coordinate with Los Angeles County to advocate for MERV-13 air filtration and high-quality air conditioning infrastructure at local public libraries to protect the public from the impacts of high heat and poor air quality days.
Environmental Justice	Through the Department of Parks and Recreation, the City shall develop a community garden within each major neighborhood of the city by the year 2030.
Environmental Justice	The Community Development Department shall coordinate with LAUSD and local schools directly to discuss the feasibility of establishing an "Edible School Yards" program by the year 2025.
Environmental Justice	The Planning Division and Code Enforcement shall link Code Enforcement efforts with the City's housing rehabilitation programs. Code Enforcement staff will refer property owners cited for code violations to the City's housing rehabilitation assistance programs.
Environmental Justice	Perform an assessment of recreation programs through the Department of Parks and Recreation to identify any local sub-groups that do not have programs tailored to their needs.
Environmental Justice	By 2025, Establish a nutritional education campaign that includes nutritional cooking courses, collaboration with farmer's markets, and utilization of community gardens. Pursue partnership with the Los Angeles Department of Public Health.

Environmental Justice	By 2024, the Landscape Maintenance Division shall develop a Street Tree Maintenance reporting platform through the City's webpage to allow residents to report trees that require maintenance.
Environmental Justice	The Community Development Department shall coordinate with the LA Department of Public Health and LA Unified School District to develop an in-school asthma screening program at local elementary schools.
Environmental Justice	The Community Development Department shall coordinate with the LA Department of Public Health and LA Unified School District to develop a City-wide system for handling school days with poor air quality.
Environmental Justice	By 2024, the Community Development Department shall develop a mandatory rental inspection ordinance that requires all rental units to be registered with the City and inspected to ensure compliance with all applicable building, fire, health, and zoning codes.
Environmental Justice	Adopt a Safe Routes to School Resolution as recommended in the 2019 Safe Routes to School Launch Program.
Environmental Justice	Implement California's five-minute truck idling maximum law, which prohibits truck idling for more than five minutes and requires warehouses and distribution facilities to provide adequate on-site truck parking.
Environmental Justice	By 2025, erect signage in locations in which truck idling commonly occurs, that clearly indicates the prohibition of truck idling beyond five minutes.
Environmental Justice	By 2035, pursue and use grant funding from the U.S. Environmental Protection Agency's (EPA) Brownfields Redevelopment Program to establish an incentive program, managed by the Community Development Department, to assist property owners to assess and remediate Brownfield sites.
Environmental Justice	Pursue funding to broaden existing subsidized ridership programs for the HP Express through the Federal Transportation Administration's (FTA) Areas of Persistent Poverty Program.
Environmental Justice	Pursue funding through the FTA's Flexible Funding Programs – Surface Transportation Block Grant Program and the FTA's Better Utilizing Investments to Leverage Development (BUILD) Transportation Grants Program to expand the HP Express route to include a wider variety of public facilities.
Environmental Justice	By 2023, the Community Development Department shall establish an Environmental Justice Advisory Committee as a permanent body to assist in monitoring City implementation of the Environmental Justice Element.
Housing	The City will continue to keep an inventory of affordable housing units in compliance with AB 987, and conduct monitoring of assisted rental housing as defined by the City's Rental Monitoring Protocol, including annual verification of household incomes and rents and periodic site visits to include property inspection, affirmative marketing, and tenant selection procedures.
Housing	Assist owners of the Concord Huntington Park development and other deed-restricted rental properties to comply with state preservation notice law (Government Code sections 65863.10, 65863.11, and 65863.13) within three years, one year, and six months of the expiration of deed restrictions. Contact property owners three years before the expiration date to ensure tenants receive proper notification of any changes and are aware of available special Housing Choice Vouchers.
Housing	<p>The City will reinstate a First-Time Homebuyers Program using HOME funds and other grant funding. The City shall promote this program by:</p> <ul style="list-style-type: none"> <li>• Establishing parameters for the First-Time Homebuyer Program,</li> <li>• Preparing multi-lingual informational documents,</li> <li>• Advertise program by posting informational documents on the city website, providing the documents in general public information areas throughout City Hall, and periodic advertising in the city newsletter.</li> </ul> <p>Objective: Assist 25 homebuyers throughout the planning period</p>
Housing	<p>The City will operate a Mortgage Assistance program for lower-income homebuyers using CalHome funds. The City shall promote this program by:</p> <ul style="list-style-type: none"> <li>• Preparing multi-lingual informational documents,</li> <li>• Advertising the program by posting informational documents on the city website, providing the documents in public information areas throughout City Hall, and periodic advertising in the city newsletter; and</li> <li>• Conducting workshops with community-based organizations.</li> </ul> <p>Objective: Assist 25 homebuyers throughout the planning period</p>
Housing	Establish a Safe-At-Home grant program that provides funding to lower-income residents for home maintenance and upgrades necessary to reduce impacts from pollution exposure, including but not limited to, lead-based paint mitigation, asbestos mitigation, and air pollution.

Housing	<p>The City operates the following rehabilitation programs:</p> <ul style="list-style-type: none"> <li>• The Lead Hazard Control Program provides grants for lead hazard remediation.</li> <li>• The Minor Home Repair Program (HRP) is made to assist owner-occupied properties and is a CDBG-funded program allowing lower-income homeowners the opportunity to make repairs and improvements.</li> <li>• The CalHome-funded Owner-Occupied Rehabilitation Program offers loans to qualified low- to moderate-income homeowners for home repairs necessary to eliminate blight for critical disadvantaged communities.</li> </ul> <p>The Minor Home Repair Program and the Owner-Occupied Rehabilitation Program have lacked funding in recent years, but the city will allocate CDBG and HOME funding to them, and will seek additional funding to assist more households.</p>
Housing	<p>Apply for additional funding to preserve the existing stock of affordable and market-rate rental housing, including providing loans, grants, and/or rebates to owners of rental properties to make needed repairs and rehabilitation. Partner with nonprofit housing developers to acquire and rehabilitate rental housing that is substandard, deteriorating, or in danger of being demolished.</p>
Housing	<p>The City will evaluate and commit to adopting one of the following strategies to protect residents from displacement:</p> <ul style="list-style-type: none"> <li>• Community benefit zoning: Offer incentives (e.g., a density bonus, expedited processing, or fee deferrals) if a project incorporates community benefits such as special needs housing (provide a minimum of 15 percent of units suitable for large families, persons with disabilities, veterans, people transitioning out of homelessness, and/or seniors), public infrastructure improvements, public realm improvements, dedication of open space, relocation assistance beyond minimum requirements to displaced residents, or first-right-of-return to displaced residents.</li> <li>• Vacant property ordinance that would require landowners to register vacant parcels or properties with vacant buildings and pay an annual monitoring fee.</li> <li>• Replacement requirements in targeted growth areas such as specific plan areas, near transit stations and along transit corridors, and on sites identified to accommodate the housing needs of lower-income households.</li> <li>• Tenant protections such as a tenant harassment ordinance, a just cause eviction ordinance, or tenant bill of rights.</li> </ul> <p>The City will partner with three community organizations to conduct community workshops. The City will incorporate the results of community outreach into a feasibility analysis to be released publicly and presented to the City Council in a public study session. Based on Council direction, City staff will develop a workplan to adopt the Council's recommendations</p> <p><i>See also EJ Program Program 4.15.1.</i></p>
Housing	<p>The City will partner with fair housing organizations to ensure that information about the California Tenant Protection Act of 2019 (AB 1482). Develop print and online educational materials and make materials available at City facilities and on the City's website.</p>
Housing	<p>To facilitate the redevelopment of sites in the Housing Element Sites Inventory with existing uses, the City will develop zoning standards and/or an Adaptive Reuse Ordinance. New regulations will provide incentives for transitioning structures and parcels originally developed for non-residential purposes to residential uses. Incentives will include, but not be limited to, flexible development standards, reduced parking standards, and reduced application review timeframes.</p>
Housing	<p>Implement a community development placemaking program for the city's lowest-resource areas. The placemaking program will be created with community involvement from a diverse social and economic spectrum, focused on:</p> <ul style="list-style-type: none"> <li>• Wayfinding</li> <li>• Active transportation opportunities</li> <li>• Cultural identity and diversity</li> <li>• Recreation and community programming</li> <li>• Identifying and actively pursuing economic development opportunities, training, and programs that empower local residents</li> <li>• Neighborhood-serving needs and opportunities</li> </ul> <p>These efforts may be completed as standalone effort or may be incorporated into the updated General Plan Land Use Element (see Action 14-1)</p>

Housing	The City will update elements of the General Plan including but not limited to Land Use, Circulation, Public Facilities, and Open Space that were not in progress at the time of the 6th Cycle Housing Element Update. The General Plan update will comply with new state laws and provide more clarity for developers and property owners. The Land Use Element will be updated to include growth projections consistent with this Housing Element. The Public Facilities Element will establish a comprehensive plan for ensuring adequate water and wastewater capacity to accommodate the 2,500 housing units anticipated in this Housing Element, and will include a funding strategy for increasing capacity, bolstering conservation measures, and improving water recycling infrastructure.
Housing	Adopt an updated General Plan Safety Element in accordance with Government Code Section 65302(g)(2).
Housing	Pursue funding for and develop an urban greening plan to increase access to open space throughout the City. Complete updates to the City's General Plan Land Use and Public Facilities elements to update population projections and parks ratio. Adjust the open space requirements in the City's residential development standards to reduce barriers to building housing while still ensuring equitable access to greenspace throughout the city.
Housing	Conduct outreach and a feasibility analysis for a comprehensive citywide bicycle and pedestrian plan. Use regional resources such as the Gateway Cities Council of Governments Strategic Transportation Plan and other Gateway Cities regional coordinating and funding efforts. Planning efforts may include, but are not limited to, updating the General Plan Circulation Element or adopting a bicycle and pedestrian master plan. Present results of feasibility analysis at a public study session.
Housing	The City currently has a Second Unit Ordinance which permits the construction of second units, but it is not consistent with Government Code Section 65852.2. The City will update the Zoning Ordinance to conform with current state law. The updated ordinance will establish flexible zoning requirements and development standards, provide for expedited ministerial processing, and establish fee reductions. Objective: Amended ADU ordinance consistent with state law Amend ADU Ordinance within one year of Housing Element adoption
Housing	Evaluate the effect and feasibility of adopting an ordinance compliant with SB 10 (2021). Evaluation should include an evaluation of the capacity of the qualifying parcels, the effect full buildout would have on the City's Regional Housing Needs Allocation obligations and the City's resources, and alternatives to adopting such an ordinance. Results of the City's analysis will be presented in a special study session with the Planning Commission and City Council. Objective: Complete a feasibility analysis, hold a public study session, and develop a work plan
Housing	Develop application materials, promotional materials, objective standards, and procedures for implementing the California HOME Act (SB 9, 2021). Process amendments to the Huntington Park Municipal Code if inconsistent with and/or necessary to implement SB 9. Coordinate with and use tools provided by the Gateway Cities Council of Governments (see Program 10 for more information). Objective: Application materials and/or updated ordinance to facilitate SB 9 applications
Housing	The City will review the Zoning Code, subdivision requirements, and other applicable codes to promote energy conservation in housing rehabilitation and the construction of new housing.
Housing	The City of Huntington Park will adopt a "Green City" ordinance in conformance with current State requirements. This program will ensure that developers and/or architects incorporate certain Statemandated energy and water-conserving equipment in any new development.

Housing	<p>The Constraints section of this Housing Element identified a number of constraints that must be addressed through Zoning Ordinance updates. Those updates include:</p> <ul style="list-style-type: none"> <li>• Modify the findings 3, 5, and 7 for Development Permits (Section 9-2.1007) to remove subjective language.</li> <li>• Establish an administrative approvals process for and allow priority processing affordable housing projects.</li> <li>• Modify the Downtown Specific Plan permit requirement for multi-family residential projects from a Conditional Use Permit to a Development Permit.</li> <li>• Increase the 30-foot height limit in the C-N district to 35 feet.</li> <li>• Modify group home regulations by revising the definition of Group Homes to distinguish between licensed and unlicensed facilities, revising allowed land uses in single-family neighborhoods to allow larger, unlicensed facilities, revising the conditional use permit requirement for large group homes to apply only to licensed facilities, and establishing objective and transparent conditions of approval for facilities requiring a conditional use permit.</li> <li>• Modify Reasonable Accommodation ordinance to allow use of the reasonable accommodation process to except large, licensed group homes from the conditional use permit process.</li> <li>• Amend the definition of “family” to define “housekeeping unit and remove reference to “non-profit” housekeeping unit.</li> </ul>
Housing	<p>Evaluate the City’s residential parking requirements and develop strategies for reducing requirements. Conduct a parking study to determine parking needs for multifamily residential and mixed-use projects. Based on results, develop Zoning Ordinance amendments to allow flexibility in parking standards. Develop a transportation demand management plan, using Southern California Association of Governments Transportation Demand Management resources.</p>
Housing	<p>The Constraints section of this Housing Element identified a number of changes to the Zoning Code that have the potential to address Affirmatively Furthering Fair Housing issues. The City will amend the Zoning Code to:</p> <ul style="list-style-type: none"> <li>• Make changes to Reasonable Accommodation ordinance (Article 19 of the Zoning Code) to remove application fee requirement, increase privacy protections, remove conditional use permit requirement, and remove provisions for Planning Commission approval.</li> <li>• Modify the City’s Density Bonus ordinance (Article 22, Density Bonus/Affordable Housing Incentives) to provide a density bonus for new housing projects that include family-sized housing and services, and extremely low-income units</li> <li>• Provide density bonus or other incentives for including universal design elements into new housing projects</li> </ul>
Housing	<p>The City will monitor its progress toward meeting its share of the regional housing need and modify the Zoning Ordinance as needed to maintain progress. The City will establish a developer working group and annually conduct outreach to developers to evaluate remaining regulatory constraints and develop specific methods and strategies to address and remove the identified constraints to facilitate production of affordable housing. These include:</p> <ul style="list-style-type: none"> <li>• Height limits</li> <li>• Minimum unit size requirements</li> <li>• Ground-floor commercial requirement in mixed-use projects in the Downtown Specific Plan If 50 percent of the units in each income category have not been permitted by the midpoint of the planning period (October 2025), the City will make changes to address constraints identified by the working group</li> </ul>
Housing	<p>The Housing Accountability Act, SB 35, and SB 2162 require that the City review housing development projects based on objective standards. The City will review, revise, and develop citywide objective development standards related to the review of all residential and mixed-use residential developments. Review the standards for historic preservation and adopt objective standards for projects involving multifamily residential uses. Design standards will include measures to reduce residents’ exposure to pollution.</p>
Housing	<p>The City will continue to refer equal housing-related complaints to the Fair Housing Foundation, which acts as an independent third party to receive and address discrimination complaints. The City will make available literature on the Program at the Huntington Park City Hall, Chamber of Commerce, Library, City of Huntington Park website, and other community areas. Further marketing of the services available from Fair Housing will occur through informational pieces in the City-wide newsletter and information provided on the City’s official website.</p>

Housing	The city will promote the Housing Choice Voucher (HCV) Program to tenants and landlords by posting flyers at the counter and around city hall, advertising in the city newsletter, and posting the information on the city website. Encourage landlord participation in the HCV program locally by conducting outreach and education to potential tenants and landlords/property management regarding the Fair Employment and Housing Act prohibition on housing discrimination based on source of income, including public subsidies.
Housing	Los Angeles County offers a Homebuyer Assistance Program and Mortgage Credit Certificates. The City of Huntington Park shall provide referral information to prospective buyers at the public counter and on the City website. Make referrals throughout the planning period beginning 1st Quarter, 2024
Housing	The City will promote new ADU regulations, including public workshops, the preparation and distribution of informational packets at the Planning Department counter and on the City's website. Conduct workshops with community-based organizations to educate homeowners and promote the construction of ADUs to provide additional housing and build wealth. Coordinate with and use tools provided by the Gateway Cities Council of Governments, including an ADU calculator tool and a model ordinance (see Program 10 for more information). Objective: Distribute marketing materials and conduct two workshops annually
Housing	Develop a Home Safety Guidebook mailer that informs residents about common household exposures and the City resources available to help resolve these issues. <i>See also EJ Program 4.14.1.</i>
Housing	<p>The City's website will be expanded to include a "Green City" section that will refer users to a wide range of initiatives from other energy and water providers that will be effective in helping to conserve these resources. The programs will include rebates from other energy providers for energy-conserving refrigerators, water heaters, and other household appliances. The key elements of this program include the following:</p> <ul style="list-style-type: none"> <li>• Encouraging and supporting cost-effective energy technologies (passive solar space heating and cooling and water conservation) in the review of new residential development. The City shall permit the installation of photovoltaic/solar and solar water heating systems on new residential construction.</li> <li>• Establishing an information kiosk in Civic Center near the planning counter that will include brochures and handouts promoting energy conservation from local utility providers. In addition, the City's website will be updated to publicize the availability of the various rebate programs and tax incentives that will reduce the cost of installing energy-saving devices.</li> <li>• City of Huntington Park will update the Zoning Ordinance and subdivision requirements and other applicable codes to promote energy conservation in housing rehabilitation and in the construction of new housing.</li> <li>• The City shall support ongoing programs from SCE and Sempra Energy that promote energy conservation. The programs sponsored by the utility providers include rebates for energy-conserving refrigerators, water heaters, and other household appliances.</li> <li>• The City will review the Zoning Ordinance to ensure that there are no requirements that are overly restrictive concerning the installation of solar panels. The City will then amend the Zoning Ordinance to ensure that solar panels are permitted in all Zone Districts.</li> <li>• Title 24 of the California Building Code requires phasing out older, less energy-efficient toilets by replacing them with toilets that use only 1.6 gallons per flush. The City will continue to ensure that this requirement is being implemented.</li> <li>• The City shall promote water conservation (drought-tolerant landscaping, water-conserving plumbing fixtures, etc.) in the review of new development</li> </ul>
Housing	Consistent with the Surplus Land Act, the City will work with community partners, affordable housing developers, and business owners in the Downtown Specific Plan area to create a strategy for the development of City-owned parking lot sites in the Downtown Specific Plan area. Loss of parking on City-owned sites will be mitigated through strategies developed through implementation of Program 8, Zoning Code Updates. The total capacity on these sites is 248 units. The City will require affordable housing consistent with the Surplus Land Act.
Housing	The City will promote density bonus and other affordable housing program by providing brochures describing the program and its benefits and making them available at the counter and information desk in City Hall. City staff will provide housing developers with information about the density bonus program and other affordable housing incentives at the public counter, over the telephone, or during pre-application meetings. The City's Density Bonus ordinance and program will be updated per Action 7-1.
Housing	Meet with at least one established and bona fide developer annually to provide information on density bonus programs and other available incentives and promote sites in inventory for development.

Housing	To address issues of substandard rental housing, provide a financial incentive for landlords to correct reported issues. Explore the feasibility of establishing a rent escrow account program, wherein tenants can deposit their rents into an escrow account when a landlord has failed to correct code violations within the time permitted. Partner with community based organizations for outreach, promotion, and administration, as feasible. <i>See also EJ Program 4.12.2.</i>
Housing	Promote the use of SB 1079 (2020), which created a new foreclosure sale process for two-to-fourunit buildings that allows qualified parties a means to purchase property in foreclosure, subject to certain requirements. Provide technical assistance and support to SB 1079 implementation efforts to achieve an effective notification system. Consider creation of a local tenant/community opportunity to purchase ordinance that would cover a wider array of buildings outside of foreclosure, including rental housing with expiring federal and/or state subsidies and/or affordability protections. Pursue funding sources, including grants and loans, to assist tenant and communitybased organizations purchase multi-family buildings. Require purchasers to preserve units as permanently affordable. Promote the creation of City or nonprofit ownership entities that could acquire affordable ownership units and buildings. Assist former tenants in purchasing units converted to condos pursuant to the City's condominium conversion provisions (Article 15 of the Zoning Code).
Housing	<p>The Gateway Cities Council of Governments (COG) is developing a number of strategies to encourage, facilitate, and fund affordable housing throughout the region. The City will continue to participate in regional coordination and use tools produced by the Gateway Cities COG. These include:</p> <ul style="list-style-type: none"> <li>• Feasibility study for subregional housing trust fund</li> <li>• Subregional inclusionary housing strategy</li> <li>• ADU resources, including a cost calculator and model ordinances</li> <li>• SB 9 resources, including model ordinance</li> </ul>
Housing	Form a working group to identify inter-departmental constraints to the review and processing of development permits. Use process improvements developed for the review and processing of ADUs as model process improvement.
Housing	Per Government Code Section 65589.7, the city is required to work with water and sewer services to adopt written policies and procedures that grant a priority for service hook-ups to developments that help meet the community's share of the regional need for lower-income housing. The City's Public Works Department currently hooks up water and sewer services to projects with a permit without any special priorities, requirements, or conditions for specific projects. To ensure compliance as well as incentivize low-income housing, the City will submit a cover memo and Housing Element to the local water and sewer provider to prioritize connections for qualified lowerincome single-family and multifamily development.
Housing	<p>Establish a Transit-Oriented Development (TOD) Overlay District for sites around the stations in or adjacent to Huntington Park along the planned West Santa Ana Branch Transit Corridor. The TOD Overlay is intended to facilitate the development of a compact mix of high-density residential, commercial, office, and light industrial uses in areas with a high potential for pedestrian activity, generally within one-half mile of existing and planned transit stations. Development standards will be sufficient to facilitate this type of development, similar to TOD areas in neighboring jurisdictions, and will include, but not be limited to:</p> <ul style="list-style-type: none"> <li>• Density limitations of up to 70 units per acre and with a minimum density of 20 units per acre</li> <li>• Height limits up to 65 feet</li> <li>• Reduced parking standards</li> <li>• Objective design and development standards</li> <li>• Ministerial approval process for multifamily development, including single-room occupancy facilities (SROs)</li> <li>• Allow emergency shelters by right to comply with the requirements of Government Code section 65583.2, subdivisions (h) and (i), the program will: <ul style="list-style-type: none"> <li>• permit owner-occupied and rental multifamily uses by-right for developments in which 20 percent or more of the units are affordable to lower income households. By-right means local government review must not require a conditional use permit, planned unit development permit, or other discretionary review or approval;</li> <li>• accommodate a minimum of 16 units per site;</li> <li>• require a minimum density of 20 units per acre; and</li> <li>• at least 50 percent of the lower-income need must be accommodated on sites designated for residential use only or on sites zoned for mixed uses that accommodate all of the very low and low-income housing need, if those sites: <ul style="list-style-type: none"> <li><input type="checkbox"/> allow 100 percent residential use, and</li> <li><input type="checkbox"/> require residential use occupy 50 percent of the total floor area of a mixed-use project.</li> </ul> </li> </ul> </li> </ul>



Housing	To ensure that sites in the Housing Element Sites Inventory develop at densities anticipated in the inventory, the City will establish minimum densities of at least 20 units per acre in the Downtown Specific Plan.
Housing	<p>Pursue and prioritize funding for resources to assist and housing for special needs populations, including extremely low-income households, female-headed households, and seniors and people with disabilities. Specific actions include the following actions:</p> <ul style="list-style-type: none"> <li>• Prioritize CDBG funding for after-school programs, child care, youth services, and other programs to increase housing opportunities for female-headed and single-parent households. (See also Action 7-4, Zoning Changes to Address Affirmatively Furthering Fair Housing Issues.)</li> <li>• Eliminate the requirement for a Conditional Use Permit for SROs and approve SROs through a Development Permit process eliminate the current requirement for a Conditional Use Permit and approve SROs through a Development Permit process, modify subjective standards that do not apply to other multifamily development types, remove the prohibition on the conversion of existing hotels, motels, or apartments to SROs, and evaluate the cap on SRO units citywide.</li> <li>• Update the City's Density Bonus Ordinance to provide greater incentives for projects that include units affordable to extremely low-income households. Further updates to the Density Bonus Ordinance are outlined in Action 7-4. The City may also update any funding policies to prioritize funding for projects that include units for extremely low-income households. Housing Choice Vouchers provide an important source of funding for rent subsidies for extremely low-income households. Actions 2-3 and 12-2 support the Los Angeles County Development Authority (LACDA)'s Housing Choice Voucher program by publicizing the program and encouraging large and small landlords to participate in the program.</li> </ul>
Housing	<p>The City will adopt a relocation and replacement housing plan consistent with the Tenant Protection Act of 2019 (AB 1482), California Density Bonus Law (Government Code Section 65915), and the Housing Crisis Act of 2019 (SB 330). SB 330 (effective January 1, 2020, until January 1, 2025) requires developers demolishing housing to replace statutorily defined "protected units" (any units that were restricted affordable or rentcontrolled units within the past five years, units that were rented by a tenant who was low income for any of the previous five years, or units that were removed from the market per the Ellis Act in the previous ten years) and comply with specified requirements, including the provision of relocation assistance and a right of first refusal in the new housing to displaced occupants. With the passage of AB 1482 (effective January 1, 2020, until January 1, 2030), residential tenants are provided statewide rent control. Any housing units covered under AB 1482 statewide rent control are therefore also subject to replacement requirements in SB 330. Density Bonus Law requires replacement housing "if the housing development is proposed on any property that includes a parcel or parcels on which rental dwelling units are or, if the dwelling units have been vacated or demolished in the five-year period preceding the application, have been subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income; subject to any other form of rent or price control through a public entity's valid exercise of its police power; or occupied by lower or very low income households" (Government Code Section 65915 (c)(3)(A)). As permits are requested for the demolition of housing, the City will obtain information related to the following and require replacement consistent with all applicable state laws:</p> <ul style="list-style-type: none"> <li>• The number of existing residential units proposed to be demolished or converted; and</li> <li>• The number of these residential units by bedroom size which meet the criteria established by state law, described above.</li> </ul>
Housing	Develop a mandatory rental inspection ordinance that requires all rental units to be registered with the City and inspected to ensure compliance with all applicable building, fire, health, and zoning codes. Through Action 5-4, Rental Housing Rehabilitation, Code Enforcement staff will connect property owners with resources to assist with repairs to ensure the cost of repair is not passed on to tenants. Ensure Code Enforcement programs do not cause harm to vulnerable residents, especially undocumented residents, by ensuring that the Fair Housing Foundation follows up on all violations.

Housing	<p>A number of changes to the City's Zoning Ordinance are required to achieve consistency with state law. These revisions include:</p> <ul style="list-style-type: none"> <li>• Allow supportive housing as a use by right in all zones where multi-family and mixed uses are permitted; eliminate parking requirements for supportive housing located within ½ mile of public transit.</li> <li>• Allow transitional housing as a use by right in all multifamily and mixed-use zones, and subject to only the standards that apply to residential uses in the same zone.</li> <li>• Amend Article 20 (Emergency Shelters) to comply with Housing Element law (Government Code Section 65583(a)(4)) as follows: <ul style="list-style-type: none"> <li><input type="checkbox"/> Allow Emergency Shelters subject to the same standards that apply to residential or commercial development within the same zone.</li> <li><input type="checkbox"/> Remove 30-bed limit.</li> <li><input type="checkbox"/> Modify parking standards for emergency shelters to a ratio based on to the number of shelter staff.</li> <li><input type="checkbox"/> Remove requirement that an emergency shelter operator has operated a shelter within the past two years.</li> <li><input type="checkbox"/> Remove requirements for phone and laundry facilities.</li> <li><input type="checkbox"/> Remove transit accessibility requirements.</li> <li><input type="checkbox"/> Remove requirements for "other amenities" at the discretion of the Director of Community Development.</li> </ul> </li> <li>• Allow small employee housing (six or fewer) in all residential zone districts to comply with the Employee Housing Act.</li> <li>• Establish by-right processing procedures for Low Barrier Navigation Centers in areas zoned for mixed use and non-residential zones permitting multifamily uses, and should the City receive an application for these uses, process them as required by State law.</li> <li>• Amend the Zoning Code to remove the requirement for discretionary review of all projects including two or more residential units. The requirement is inconsistent with new ADU legislation and the California HOME Act (SB 9, 2021), which allows ministerial lot splits and duplexes.</li> <li>• Amend Article 22 of the Zoning Code to comply with California Density Bonus Law (Government Code Sections 65915–65918).</li> <li>• Remove the Development Permit requirement for the installation of manufactured homes, and additional restrictions that do not apply to single-family homes.</li> <li>• Eliminate the prohibition on multiple dwelling units on lots created before January 1, 2019, containing no more than one dwelling unit, and therefore exempt from the minimum lot size standards, to comply with state ADU law and the California HOME Act (SB 9, 2021)</li> </ul>
Housing	<p>To facilitate the consolidation of small parcels smaller than one-half acre into larger development sites, the City will offer the following incentives:</p> <ul style="list-style-type: none"> <li>• Assisting affordable housing developers in identifying opportunities for lot consolidation using the City's GIS system and property database</li> <li>• Expedite processing for lot consolidations processed concurrently with planning entitlements</li> <li>• Provide fee deferrals for lot consolidation until certificate of occupancy</li> <li>• Publicizing the program on the City's website, at the Planning counter, and by notice to affordable housing providers</li> </ul> <p>The City will provide information over the public counter and encourage pre-development meetings regarding consolidation incentives.</p>
Housing	<p>Consistent with the "No Net Loss" law (SB 166), develop a procedure to track:</p> <ul style="list-style-type: none"> <li>• Unit count and income/affordability assumed on parcels included in the sites inventory,</li> <li>• Actual units constructed and income/affordability when parcels are developed, and</li> <li>• Net change in capacity and summary of remaining capacity in meeting remaining Regional Housing Needs Allocation (RHNA).</li> </ul>
Housing	<p>To encourage the redevelopment of land formerly used for commercial or industrial uses to residential or mixed-use development, the City will establish the following incentives:</p> <ul style="list-style-type: none"> <li>• Pursue funding from the U.S. Environmental Protection Agency and the California Department of Toxic Substances Control to fund cleanup efforts on inventory sites.</li> <li>• Improve notification about environmental assessment and brownfield recovery funds to aid developers in building housing on formerly contaminated sites.</li> <li>• Establish a website listing resources and a City contact for more information.</li> <li>• Meet with at least one established and bona fide developer per year to explore cleanup and redevelopment of sites in inventory.</li> </ul>

Housing	<p>To address the local and regional need for homeless services and housing, the City will administer programs and funding, including:</p> <ul style="list-style-type: none"> <li>• The City of Huntington Park Police Department will provide support and participate in the Southeast Regional Mental Evaluation Team (SERMET), a successful mental health and homeless outreach partnership with the Los Angeles County Department of Mental Health. Concentrate outreach efforts in the Downtown Specific Plan area, along railroad rights-of-way, parks, and in the northwest part of the city.</li> <li>• The City will seek new funding for the development and operation of emergency shelters, transitional housing, and permanent supportive housing, and emergency housing assistance. Potential new funding sources include Project Homekey, and the Continuum of Care program.</li> <li>• Train SERMET team members to inform veterans of available Housing Authority of the County of Los Angeles veterans' housing programs, and provide SERMET team with printed materials to distribute.</li> <li>• Together with SERMET, Los Angeles Homeless Services Authority (LAHSA), and service providers local to Southeast Los Angeles, conduct increased outreach to people experiencing homelessness within the City to ascertain needs and better tailor efforts to decrease homelessness within the City.</li> </ul> <p>Action 7-1 includes provisions to streamline and facilitate the provision of housing for people experiencing homelessness, including emergency shelters, low-barrier navigation centers, and transitional and supportive housing.</p>
Housing	<p>To support small businesses and prevent displacement of those businesses due to conversion of land uses from commercial to mixed-use or residential, the City will continue to encourage and support efforts to assist locally owned businesses to remain in Huntington Park. Working with nonprofit agencies, the City will outreach to small businesses and conduct needs assessments for a select number of businesses. The City will also continue to coordinate with the Chamber of Commerce to conduct outreach to local businesses and help them access capital (e.g., the California Rebuilding Fund, Loan Guarantee Program, Disaster Relief Loan Guarantee Program, California Capital Access Program).</p>
Housing	<p>To ensure the City meets the anticipated lower-income ADU production, the City will identify state, federal, or local funding and provide a list of grants and financial incentives for lower-income households to construct new ADUs or legalize existing ADUs and promote homeowner participation in the Housing Choice Voucher program. Potential sources of funding may include (as available) California Housing Finance Agency (CalHFA) or Permanent Local Housing Allocation (PLHA).</p> <p>The City will annually monitor the affordability of constructed ADUs by developing a worksheet to track income levels throughout the course of the planning period, and implement additional actions if not meeting target numbers at affordability levels anticipated in the housing element.</p> <p>The City will conduct public outreach to homeowners and multifamily housing developers to provide education on the permitting process; determine constraints to affordable ADU development.</p> <p>Objective: Ensure affordability of 78 ADUs throughout the planning period</p>
Housing	<p>The City will explore the feasibility of adopting "Pre-Approved" ADU Plans and over-the-counter approvals.</p> <p>Objective: Determine feasibility of adopting pre-approved plans and over-the-counter approvals</p>
Housing	<p>The City will conduct a special study session with the Planning Commission and City Council to establish a process to legalize existing, unpermitted ADUs. Upon adoption of a program, the City's Code Enforcement Division shall distribute flyers/brochures to assist homeowners during on-site visits as the notice of correction is being issued.</p> <p>Objective: Legalization of 150 ADUs</p>
Housing	<p>Link Code Enforcement efforts with the City's housing rehabilitation programs. Code Enforcement staff will refer property owners cited for code violations to the City's housing rehabilitation assistance programs. See <i>also EJ Program 4.12.1</i>.</p>
Housing	<p>Establish a streamlined, ministerial review process for qualifying multi-family residential projects</p>
Housing	<p>Hire additional staff or on-call consultants to perform Building Plan Checks to reduce processing times</p>
Housing	<p>The City will review planning and development fees to ensure planning and development fees are not constraining development, and develop strategies to address constraints. Annually, the City will conduct outreach to developers and analyze applications for development to determine the ratio of fees to overall project costs. The City will also evaluate impact fees consistent with state law.</p>

Housing	Monitor the list of at-risk housing units and provide incentives and negotiation efforts to renew any expiring affordability covenants. The affordability restrictions for one project, Concord Huntington Park, is scheduled to expire during the Housing Element planning period. Promote the use of additional affordable housing assistance programs to preserve units in the Concord Huntington Park development. When available, the City will utilize resources such as HOME funds, CDBG funds, Project-Based Vouchers, Low-Income Housing Tax Credit Programs and other state or federal funding sources to stimulate private developer and non-profit entity efforts in the preservation of housing for lower-income households.
Safety	The Department of Public Works should conduct a water audit of all city-owned buildings and facilities and implement water-saving measures by 2025.
Safety	Identify and seek funding for necessary upgrades to city-owned and operated critical facilities.
Safety	Include cooling-related retrofits, such as improved insulation, new windows, new or improved HVAC systems, and roof repair and replacement in home improvement funding programs consistent with Environmental Justice Element Program 4.10.1.
Safety	Coordinate with churches or other community groups to offer additional cooling services for community members experiencing homelessness during heat waves.
Safety	Develop a review committee of appropriate staff members to explore the feasibility of incorporating climate impacts and related adaptation actions into relevant planning documents.
Safety	Establish climate-oriented standards for new green spaces, including watering and maintenance, shade, and access to drinking water.
Safety	Conduct a park audit to evaluate existing facilities and identify climate-related improvements.
Safety	The City should update the HMP and submit it for FEMA approval. Upon adoption of the FEMA-approved HMP, the City should also adopt the HMP into this Health and Safety Element with the same resolution, thereby incorporating all identified policies, programs, and actions into this element.
Safety	Coordinate with the LA County Department of Public Works as it conducts a comprehensive assessment of the current condition of the storm drain system, provide local knowledge of storm drain condition, areas of localized stormwater flooding, and equity needs.
Safety	The City will implement an education program for households and small businesses regarding identification and disposal of potential hazardous wastes, including machine oils, pesticides, etc.
Safety	Distribute informational resources to residents and business on proper disposal of waste and debris that can clog the storm drain system, and strategies that can limit on-site flooding.
Safety	The City should continue to promote rebate programs for replacement of appliances with more efficient versions on the City website.
Safety	Through public works develop a public outreach campaign on ways to reduce water use in homes and offer leakage repair services to priority populations as well as assistance for appliance replacements.
Safety	Facilitate community outreach to at-risk populations throughout the community through educational materials and real time evacuation assistance through the cross-department evacuation coordination taskforce.
Safety	Provide property owners, tenants, renters, and landlords of high-occupancy buildings with evacuation checklists as well as information on available resources during different emergencies.
Safety	The City of Huntington Park should hold emergency drills to test the effectiveness of emergency operations plans.
Safety	The City of Huntington Park should expand the emergency operations plan to improve evacuation coordination and assistance as well as post-disaster recovery. Additionally, it should explore new evaluation guidance options such as: stay-at-home requests for unaffected communities, early evacuations under high-risk conditions, implement access restrictions during evacuations.
Safety	The City should develop an improved emergency alert and communications system for delivering evacuation orders and emergency notifications.
Safety	Publish the City's Emergency Operations Plan, evacuation information, and resources for emergencies on the City website.
Safety	Expand emergency alert systems so the Police Department, Los Angeles County Fire Department, and cross-department evacuation taskforce can coordinate advanced mobilization and facilitate evacuations during emergencies.
Safety	Explore the creation of a training program to support workforce development in urban forest management, tree planting, and green infrastructure development.
Safety	Provide developer education on low-cost and best practice drainage improvements. Explore the establishment of an incentive program for developers who incorporate green infrastructure into their designs.

Safety	The City should explore the feasibility of incentives for businesses that participate in water conservation efforts through the City's Business Assistance Program.
Safety	The City shall continue to cooperate with County, State, and Federal agencies involved in the regulation of hazardous materials' storage, use, and disposal. The City shall work with the fire department in requiring hazardous materials users and generators to identify safety procedures for responding to accidental spills and emergencies. The LACFD shall also work with local law enforcement officials in regulating the transport of hazardous materials through the City. The City will continue to promote the safe disposal of "hazardous and toxic substances" used in private households through the support of "Hazardous Materials Collections" conducted at specific locations and times within Huntington Park. The City will continue to collect and maintain up-to-date records concerning the type, location, owners, and responsible persons for properties which involve the handling of hazardous materials and wastes.
Safety	Park programming should be adjusted to discourage high-intensity activities during peak heat periods, and provide additional cooling opportunities during warm nights, by potentially extending open hours to early morning or late evening.
Safety	Collaborate with schools in Huntington Park to provide landscaping maintenance and safety features to prevent and respond to vegetation drying and loss, provide shade, and maintain safe use through proper lighting and other measures.
Safety	Identify funding to subsidize operation of the Splash Pads at Salt Lake Park and Freedom Park for reduced fees for public use during extreme heat events.
Safety	Collaborate with local service providers to ensure community members experiencing homelessness are aware of the available cooling center locations and hours, symptoms and signs of heat illness, and available resources for accessing medical attention if suffering from heat illness.
Safety	Partner with the Los Angeles River Upper Reach 2 Watershed Management Area (LAR UR2 WMA) and LA County Department of Public Works to secure funds to implement any needed improvements to critical storm drain infrastructure and address maintenance needs on a regular schedule. Consider upgrading storm drain infrastructure based on climate induced changes in precipitation patterns rather than historical rain events.
Safety	Partner with water utilities and seek funding to distribute leakage detection technologies, such as the Flume app, to eligible properties with compatible water meters.
Safety	Develop a cross department evacuation coordination taskforce in charge of evacuation route maintenance, annual hazard-based evacuation scenario trainings, identification of neighborhoods and households containing vulnerable populations, additional assistance required populations, communication of real time traffic congestion and conditions during an evacuation, and general outlined evacuation planning and trainings. This taskforce will meet regularly with staff from relevant departments to additionally oversee the updates to emergency planning documents and processes.
Safety	Explore the feasibility of partnering with LA Metro and other transportation operators to provide buses and vans to assist with timely evacuation of high-occupancy buildings or community members with limited access to transportation during an emergency.
Safety	Encourage schools, hospitals, and critical facilities not operated by the City to identify and seek funding for necessary upgrades.
Safety	Amend the building code to include a requirement that new developments include HVAC.
Safety	The City enforces the seismic retrofit requirements of the State of California Uniform Building Code. These standards apply to bracing systems, wall anchors, and the filling in of excess openings. The City has adopted an Earthquake Hazard Reduction Ordinance to address ground-shaking hazards in the City. Department personnel are trained to use the Emergency Response Handbook.
Safety	Seek funding from grant programs that support urban greening and community forestry projects, such as the Green Schoolyards Grant, to fund tree planting and maintenance projects.
Safety	Develop an urban forest maintenance program that includes partnerships with local community organizations to help engage and educate community members about tree care, while assisting with maintenance activities. The maintenance program should include plans for supplemental watering in the first three years after planting new trees to increase tree establishment and early growth.
Safety	The City should seek funding and partner with local CBOs to establish a resilience hub in the city that is operated by a local community organization which can serve as a safe space during climate induced events, including high heat days and warm nights.
Safety	Develop a system for reporting and addressing drainage issues in a timely manner.

Safety	<p>In the event of a major earthquake or other major disaster, persons living or working in the City may need to be self-sufficient for up to 72 hours before the results of any major relief efforts are realized. Under this program, a database will be created to identify medical professionals, heavy equipment operators, and volunteers trained in first aid and search-and-rescue. The database would identify other volunteers that would staff emergency collection centers, distribution centers, and otherwise assist in the recovery efforts. This information, and the appropriate procedures, would then be incorporated into the City's emergency preparedness plan.</p>
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## ITEM 3

**CONSIDERATION AND APPROVAL TO AWARD A PROFESSIONAL SERVICES AGREEMENT FOR WATER SERVICE OPERATIONS**

September 9, 2025

Page 1 of 2



**CITY OF HUNTINGTON PARK**

Public Works Department  
City Council Agenda Report

September 9, 2025

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 TO AWARD A PROFESSIONAL SERVICES AGREEMENT FOR WATER SERVICE OPERATIONS**

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

1. Approve Professional Services Agreement with PERC Water for the City's Water Operations for \$1,513,281.
2. Authorize the City Manager to negotiate final terms of the agreement.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The City of Huntington Park operates and maintains a municipal water system that serves approximately 58,000 residents and commercial users. To ensure the continued safe and reliable delivery of water, the City issued Request for Proposals on July 29, 2025, seeking qualified firms to provide comprehensive water operation, maintenance, and customer service support.

The City received two (2) proposals by the August 14, 2025, deadline. The two (2) firms and their proposed annual cost are detailed below.

<b>Firm</b>	<b>Proposed Annual Cost</b>
PERC Water	\$1,513,281.00
Inframark	\$1,597,936.45



# **CONSIDERATION AND APPROVAL TO AWARD A PROFESSIONAL SERVICES AGREEMENT FOR WATER SERVICE OPERATIONS**

September 9, 2025

Page 2 of 2

Proposals were evaluated based on firm experience, technical qualifications, staffing capacity, service approach, and cost. Following review by the Public Works staff and interviews of both firms, PERC Water was determined to be the most responsive and responsible proposer.

The scope of service includes daily water system operation, routine and emergency maintenance, water quality testing and reporting, oversight of cross-connection control program, customer service, and capital project assistance.

## **FISCAL IMPACT/FINANCING**

Funding for water operations was approved in the City's FY 2025-2026 for \$1,513,281 in account number 681-8030-461.56-41. Since this is a multi-year contract, the Director of Public Works is responsible for budgeting the ongoing costs in future years, including any options exercised.

## **CONCLUSION**

Upon Council's approval, staff will proceed with recommended actions.

Respectfully submitted,



RICARDO REYES  
City Manager



GERRY LOPEZ  
Director of Public Works

## **ATTACHMENT(S)**

1. PERC Water Proposal
2. Draft Professional Services Agreement

# Attachment No. 1



## PROPOSAL

## CITY OF HUNTINGTON PARK WATER OPERATIONS

*AUGUST 14, 2025*



August 14, 2025



Gerry Lopez, Public Works Director  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, California 90255

Subject: Proposal: PW2024-1– Professional Services Utilities Operation

Mr. Lopez:

PERC Water is pleased to present this proposal to provide comprehensive Citywide Operations and Maintenance (O&M) services for the City of Huntington Park. With over 30 years of specialized experience operating water and wastewater infrastructure across California, we offer a unique blend of technical expertise, innovation, and in-depth operational knowledge tailored to the specific needs of municipal systems.

I personally bring over 25 years of direct, hands-on experience working in and with the City of Huntington Park. Having managed the City's water and sewer systems for more than two decades, I possess unmatched institutional knowledge of your well production systems, distribution network, and infrastructure challenges. This familiarity—gained through years of operational leadership—enables PERC Water to provide seamless continuity, operational foresight, and a level of service no other firm can match.

Huntington Park is where I started my career, and I've worn many hats while helping guide the City's water system through change and improvement. I take great pride in the work we accomplished as a team. Huntington Park will always be my home—and I'm excited by the opportunity to find my way back to serve the residents once again.

We understand the City is seeking a trusted partner who can enhance efficiency, improve compliance, minimize imported water costs, and ensure safe, uninterrupted service delivery to the community. PERC Water is prepared to meet that challenge. Our approach is grounded in collaboration, data-driven decision-making, and a deep commitment to transparency and public health.

### **Our Proposal Highlights the Following Key Advantages:**

- » **Unmatched Local Knowledge and Continuity:** Our team's direct experience in Huntington Park allows us to hit the ground running with no learning curve. We know your system, its history, its challenges, and its opportunities.
- » **Seamless Staff Transitions:** We prioritize continuity and local employment, with a commitment from existing staff to join PERC Water under our leadership. Our staff retention rate consistently exceeds 85% in transitions statewide.
- » **Demonstrated Cost Savings:** Our integrated operations model has delivered over \$500,000 in annual imported water cost savings for peer agencies.
- » **Capital Planning and Grant Strategy:** We've led CIP development, AMI rollouts, and secured millions in funding for lead service line replacements and system upgrades.
- » **Regulatory Excellence and Transparency:** We maintain a 100% compliance track record with SWRCB, DDW, and EPA, supported by real-time reporting and QA/QC systems.
- » **24/7 Emergency Response and Operational Resilience:** Our around-the-clock emergency model ensures service continuity, system safety, and institutional knowledge retention.
- » **Commitment to Housekeeping and Safety:** We uphold clean, safe, code-compliant facilities that reflect professional pride and extend asset life.

- » **Technology-Driven Solutions:** We leverage advanced SCADA, UpKeep CMMS, GIS, and analytics to improve non-revenue water control, customer response, and system planning.
- » **Community Engagement and Workforce Development:** We hire locally, invest in operator development, and are prepared to work with the City to launch an internship program for high school and college students—building the next generation of water professionals.

### **Why PERC Water?**

PERC Water delivers more than just operations, we deliver reliable, forward-looking system management aligned with your goals for efficiency, sustainability, and public service. We understand the critical nature of this contract and the need for a partner who can protect the City's infrastructure, elevate service quality, and reduce system risk.

Our proposal reflects decades of experience, a deep-rooted connection to Huntington Park, and a commitment to supporting the City's vision with proven results and innovative solutions. We are confident that our qualifications, personnel, and operational approach exceed the requirements of this RFP.

We appreciate the opportunity to support the City in this vital role and look forward to partnering with you to provide high-quality, cost-effective, and community-focused services for Huntington Park's residents and businesses. PERC Water affirms this proposal is valid for 60 days.

Sincerely,

### **PERC Water Corporation**



**Iris Ramos** Regional Director  
17520 Newhope Street, Suite 180  
Fountain Valley, CA 92708  
661.651.0243  
[irisramos@percwater.com](mailto:irisramos@percwater.com)

A stylized handwritten signature in black ink.

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## NON-COLLUSION DECLARATION

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## SECTION 1 - SCOPE OF WORK

### Project Understanding

The City of Huntington Park is seeking a qualified and forward-thinking partner to operate and maintain its municipal water utility—a complex and essential system serving a diverse, high-density urban population. This project requires more than just technical competency; it demands a partner who understands the community, has deep regulatory expertise, and can implement modern operational practices that align with the City's values of transparency, equity, and long-term sustainability.

PERC Water understands that the City's water system is not only a critical public resource, but also a reflection of the trust placed in its stewards. The Scope of Work calls for comprehensive services that include:

- » **Full compliance with all federal, state (SWRCB/Title 22), and local drinking water regulations**
- » **Proactive asset management supported by a mobile, cloud-based CMMS (UpKeep)**
- » **Preventive and predictive maintenance to reduce failures and extend infrastructure life**
- » **24/7 emergency response with minimal service disruptions**
- » **Clear reporting and communication to City staff and the public**
- » **Management of the city's Maintenance and Repair (M&R) budget**
- » **Underground Utility Location (DigAlert) Response**
- » **Customer service excellence in a culturally and linguistically diverse community**

### *Deep Local Knowledge, Immediate Operational Readiness*

What sets PERC Water apart is our direct institutional knowledge of Huntington Park's water and sewer systems, developed over 25 years of hands-on management experience within the City. Our team is already deeply familiar with the City's well production facilities, distribution system, and infrastructure challenges—allowing us to begin day one with a steep operational advantage and no learning curve.

This local expertise, combined with our proven track record across other California municipalities, positions us to immediately implement solutions that reduce risk, optimize performance, and improve community outcomes.

### Smart Systems for Resilient Infrastructure

To meet the City's goals for reliability, safety, and cost-effectiveness, PERC Water will implement UpKeep, a best-in-class Computerized Maintenance Management System (CMMS). UpKeep will enable the City to:

- » **Digitally track and manage all assets**
- » **Schedule and document inspections and maintenance**
- » **Monitor lifecycle costs and asset performance trends**
- » **Ensure real-time responsiveness and transparent reporting**
- » **Maintain a clean, safe, and professional environment across all sites**

This systemized, tech-enabled approach to operations has been proven to extend asset life, reduce unplanned failures, and provide defensible documentation for audits and permitting agencies.

## A Partner Aligned with the City's Vision

We understand that Huntington Park's goals go beyond meeting minimum regulatory requirements. The City wants a trusted partner who can:

- » **Deliver operational continuity during and after transition**
- » **Reduce reliance on costly imported water**
- » **Unlock grant opportunities for capital improvements**
- » **Build local workforce capacity**
- » **Support public trust through transparency and performance**

PERC Water is that partner. Our proposal is built on decades of operational insight, a history of local engagement, and a strong alignment with the City's long-term vision for its water system.

“PERC Water has been a valued partner to the Water Replenishment District for several years. Their steadfast and diligent operations have allowed our two advanced water treatment facilities to run at near optimum performance with minimal downtime, which has a noticeably positive affect on our bottom line.”

**STEPHAN TUCKER** GENERAL MANAGER  
WATER REPLENISHMENT DISTRICT

## Approach to Efficient, Cost-Effective O&M Delivery

PERC Water's approach to operations and maintenance is grounded in three decades of experience managing water infrastructure for municipalities across California. Our delivery model is designed to provide immediate value, regulatory confidence, and long-term sustainability through the integration of certified personnel, systemized maintenance practices, and advanced digital tools.

For the City of Huntington Park, we will apply these proven strategies to ensure optimized operations, reduced lifecycle costs, and consistent service quality. The following sections of this proposal demonstrate exactly how this approach will be implemented—detailing the specific staffing, safety, maintenance, monitoring, and optimization practices that will produce measurable, long-term results for the City.

## 1. Staffing, Certification, and Safety

### Certified, Experienced Operations Teams

All staff assigned to Huntington Park will hold required certifications from the State Water Resources Control Board—typically D4, D3, and T2 for key operators. Beyond minimum compliance, we prioritize cross-training and leadership development to ensure operational resilience. Many of our team members have previously worked in or near Huntington Park and are familiar with the regional water infrastructure and community needs.

## Staff Certification Compliance Matrix

The following matrix outlines the proposed staffing for the City of Huntington Park O&M contract, including each team member's role, certifications, and compliance with SWRCB operator requirements. **Blue text** indicates current PERC employees.

NAME	ROLE	CERTIFICATIONS	SWRCB COMPLIANT
<b>Iris Ramos</b>	Regional Director	D4, T3	Yes
<b>Ricardo Barba-Ochoa</b>	Shift Operator	D3, T2	Yes
<b>Troy Lane</b>	Shift Operator (Alternate)	D3, T2	Yes
<b>Sonny Lopez</b>	Field Supervisor	D2, T1	Yes
<b>Davien Rodriguez</b>	Chief Operator	D4, T3	Yes
<b>Hector Medina</b>	Water Operator	D1	Yes
<b>Manny Montanez</b>	Water Operator	D2	Yes
<b>Chris Ho</b>	Water Compliance Analyst	D2 T2	Yes
<b>Jesus Lomeli</b>	Water Operator	D1	Yes
<b>Salvador Ruiz</b>	Water Operator (Alternate)	D2, T2	Yes
<b>Jordan Walker</b>	Water Operator (Alternate)	D1	Yes
<b>SCADA/CMMS Specialist</b>	Technical Support	Varies	Yes
<b>Mobile Maintenance Team</b>	Support Technicians	Varies: D1-D5, T1-T5	Yes

## Commitment to Retention and Talent Development

We maintain a staff retention rate exceeding 85% following transitions, supported by a clear career path, competitive compensation, and operator mentorship programs. Our team-building culture ensures knowledge is preserved, continuity is maintained, and service quality is not disrupted during or after contract transitions.

## Best-in-Class Safety Culture

PERC Water's safety program consistently performs with an Experience Modification Rate (EMR) significantly below the industry average. Our Huntington Park team will be supported with:

- » **Site-specific safety plans**
- » **Weekly safety tailgate meetings**
- » **Incident and near-miss reporting**

- » **Confined space, lockout/tagout, and HAZWOPER training**
- » **Continuous auditing and corrective action tracking**
- » **Alignment with ISO 45001 safety management practices**

We view safety not just as a regulatory obligation, but as a core operational principle that protects employees, infrastructure, and the public.

## 2. Facility Operations & Preventive Maintenance

PERC Water's operations strategy is built around proactive maintenance, optimized asset performance, and long-term infrastructure resilience. For Huntington Park, we will implement field-tested methodologies and leverage advanced technology platforms to maximize reliability and minimize avoidable costs.



## Daily Facility Operations & Monitoring

Our operations team will conduct comprehensive daily inspections of wells, pumps, valves, storage reservoirs, and other critical infrastructure to verify optimal performance, regulatory compliance, and early detection of potential issues. As part of these daily tasks, we will measure and record chlorine residual levels at key points throughout the distribution system, ensuring compliance with the required minimum 0.2 mg/L free chlorine residual standard. This proactive approach safeguards water quality, maintains disinfection effectiveness, and supports public health protection.

SCADA data and field observations will inform real-time decision-making and support immediate corrective actions when needed.

## Operational Task Frequency Matrix

The following matrix outlines PERC Water's standard inspection, monitoring, and maintenance activities categorized by frequency. These tasks are designed to maintain optimal performance, ensure water quality compliance, and provide early detection of potential system issues.

<b>FREQUENCY</b>	<b>TASK</b>	<b>DESCRIPTION / PURPOSE</b>
<b>Daily</b>	Well, Pump, and Valve Inspections	Verify operational status, pressure, and flow; check for unusual noise, vibration, or leaks.
<b>Daily</b>	Chlorine Residual Monitoring	Measure and record free chlorine residual at key locations; maintain $\geq 0.2$ mg/L as required by standards.
<b>Daily</b>	Reservoir Level and Security Checks	Confirm adequate storage levels, inspect hatches/vents for security and contamination risks.
<b>Daily</b>	SCADA Alarm Review	Acknowledge, investigate, and resolve any system alarms.
<b>Daily</b>	Site Housekeeping	Remove debris, ensure equipment areas are clean and safe for operation.
<b>Weekly</b>	Preventive Maintenance on Pumps & Motors	Lubrication, belt inspections, filter cleaning, and performance checks.
<b>Weekly</b>	Valve Exercising Program	Exercise select valves to ensure operability and prevent seizing.
<b>Weekly</b>	Backup Generator Test	Run and inspect generators for readiness in emergency conditions.
<b>Monthly</b>	Water Quality Sampling	Collect bacteriological, chemical, and physical samples per permit requirements.
<b>Monthly</b>	Meter Readings & Accuracy Checks	Read and inspect production and distribution meters; verify calibration.
<b>Monthly</b>	Chemical Inventory & Safety Review	Reconcile chemical inventory, check Safety Data Sheets, and review storage compliance.

FREQUENCY	TASK	DESCRIPTION / PURPOSE
Monthly	Regulatory Reporting	Compile and submit monthly operational reports to City and regulatory agencies by the 15th of each month.
Monthly	UpKeep CMMS Review	Analyze completed and pending work orders, asset performance trends, and maintenance backlog.

## Preventive & Predictive Maintenance Programs

We take a life-cycle approach to asset management—prioritizing maintenance activities that reduce unplanned downtime, extend equipment life, and lower total cost of ownership. Preventive maintenance tasks are scheduled based on time, usage hours, and equipment-specific thresholds. Predictive strategies, such as vibration and trend monitoring, will be deployed for high-value assets.

## Digital Asset Management with UpKeep CMMS

PERC Water will deploy UpKeep, a modern, mobile-first Computerized Maintenance Management System (CMMS), to digitally manage all maintenance workflows. UpKeep allows our field and supervisory teams to:

- » **Track asset condition and lifecycle history**
- » **Schedule and complete preventive maintenance (PMs)**
- » **Submit real-time work orders and inspections with photos and notes**
- » **Manage inventory and parts usage**
- » **Generate reports for regulatory audits and internal planning**
- » **View dashboards for key metrics, such as equipment uptime and response times**

This paperless, cloud-based system eliminates information silos and ensures full visibility for the City and our internal teams.

**Result:** Cities currently using our UpKeep-driven approach have seen a 25–40% reduction in reactive maintenance events and significant improvements in asset lifespan and audit readiness.

## 3. Energy Efficiency & Operational Optimization

Operational efficiency is a key driver of cost-effective O&M. PERC Water optimizes runtime schedules, pump sequencing, and system pressures to minimize energy consumption without compromising service reliability.

### SCADA Integration for Demand-Responsive Operations

We analyze real-time demand patterns to determine optimal well pump cycles and storage management, avoiding unnecessary power use during peak-rate periods.

### Data-Driven Pump Performance Monitoring

Pump efficiency testing and electrical usage trend analysis allow us to identify underperforming equipment and implement corrective measures such as re-alignment, cleaning, or VFD tuning.

## Facility Housekeeping Standards

Clean, orderly, and professional facilities are a hallmark of our operations. Good housekeeping prevents equipment wear, enhances staff safety, and reflects the City's commitment to public service excellence.

## 4. Emergency Response & Continuity Planning

Unexpected events—ranging from main breaks to SCADA outages to regional power loss—require a response team that is highly trained, fully equipped, and ready to act without delay. **PERC Water commits to a 30-minute on-site response time for emergency calls within the City of Huntington Park**, ensuring critical issues are addressed promptly to protect public health, safety, and infrastructure.

### Dedicated On-Call Staff & Dispatch System

Our emergency response teams are available 24 hours a day, 365 days a year, supported by escalation protocols and local backup crews to guarantee rapid mobilization.

“PERC Water provides exceptional service. It is a testament to their commitment to their customers to have their president just a phone call away. I work with numerous contractors and consultants, and Nate Owen, President of PERC Water, is the only person that reaches out just to make sure we are happy with their service.”

**DANIEL GHO** PUBLIC WORKS DIRECTOR  
CITY OF PACIFIC GROVE

Upon receiving an emergency notification, our dispatch system immediately assigns the closest qualified personnel, initiates coordination with City staff, and begins documentation for regulatory compliance and post-event reporting.

### Scenario-Based Response Planning

We develop response plans for a range of scenarios including:

- » **Water main failures**
- » **Chlorine residual drops**
- » **SCADA or telemetry loss**
- » **Natural disasters (e.g., earthquakes, wildfires)**

### Business Continuity and Redundancy

Critical documents, logs, and operational data are stored securely in the cloud via UpKeep and other platforms. Should a system disruption occur, operational continuity is preserved via mobile access, backup power systems, and satellite communications if needed.

### DigAlert Response Capabilities/Procedures

PERC Water maintains full compliance with California's "Call Before You Dig" program (DigAlert) to protect Huntington Park's underground water infrastructure, prevent service disruptions, and ensure public and employee safety. All DigAlert tickets are monitored 24/7 and managed through our centralized dispatch system and UpKeep CMMS platform, allowing for rapid assignment, tracking, and documentation.

Our trained and certified utility locators use a combination of electronic locating equipment, GIS data, and as-built drawings to accurately identify and mark underground water facilities.

We adhere to all American Public Works Association (APWA) color codes and California DigAlert marking standards. Emergency tickets are prioritized for immediate dispatch (within two hours), while standard tickets are completed within the legally required two working days.

Each locate is documented with GPS coordinates, digital photographs, and detailed field notes, all stored in our CMMS for a minimum of five years. This ensures transparency, compliance verification, and quick retrieval of records when needed. We also communicate directly with contractors or property owners on-site to confirm utility locations and advise on safe excavation practices.

By integrating technology, skilled personnel, and rigorous recordkeeping, PERC Water's DigAlert program consistently achieves 100% on-time ticket completion and maintains a zero-damage record. This proven approach safeguards City assets, protects public safety, and delivers reliable service to the Huntington Park community.

## 5. Chemical Management and Procurement

Efficient chemical management is critical to safe and compliant operations. PERC Water brings decades of experience in chemical procurement, handling, and optimization for municipal systems.

### Bulk Purchasing & Vendor Management

Through our regional and statewide contracts, we secure competitive pricing for sodium hypochlorite, calcium hypochlorite, and other treatment chemicals. Deliveries are scheduled to reduce storage requirements while ensuring uninterrupted supply, even during market fluctuations or supply chain disruptions.

## Regulatory & Safety Compliance

All chemicals are received, logged, and handled in accordance with OSHA standards and SWRCB requirements. We maintain current Safety Data Sheets (SDS) on-site and in the cloud, and all operators are trained annually in proper chemical handling and spill response procedures.

### Inventory Optimization

Leveraging our UpKeep CMMS platform, we maintain just-in-time inventory practices, automated reorder alerts, and digital documentation of usage to improve cost control and minimize waste.

## 6. SCADA Operations and Data Integrity

Modern utility operations demand secure, accurate, and actionable data. PERC Water's SCADA integration approach ensures high system availability and decision-making precision.

### Real-Time Monitoring & Alert Management

We provide 24/7 SCADA oversight, alarm prioritization, and remote troubleshooting capabilities. All alarms and process data are logged and trended to support regulatory reporting, early detection of system anomalies, and asset performance analysis.

### SCADA Modernization & Dashboard Integration

Where needed, we will support the City in modernizing legacy systems to allow for better system insights and visualization. We can create tailored dashboards for City staff to view system status, production levels, and key performance metrics in real time.

## 7. Distribution Maintenance & Emergency Repairs

The City's distribution network is a vital point of contact with customers and a key area of system vulnerability. Our field teams prioritize reliability and responsiveness.

### Rapid-Response Field Operations

All leaks, main breaks, and service line issues are triaged and addressed with industry-best response times. Our 24/7 emergency team ensures minimal disruption to residents and businesses.

### Work Order & Repair Tracking

All activities are logged through UpKeep or the City's GIS system, Nobel Systems which will include locations, root cause, materials used, and completion time. This data is reviewed for quality control and supports future capital planning and asset replacement prioritization.

## Repair Budget Acknowledgment & Tracking Methodology

PERC Water acknowledges that the City will establish a designated Maintenance & Repair (M&R) budget for water operations. This budget will be funded at an amount determined by the City and managed by PERC Water in accordance with City policy, contractual requirements, and industry best practices.

### Budget Management Approach

» **Segregated Tracking** The M&R budget will be maintained in a separate cost center within PERC Water's financial management system to ensure clear distinction from operational expenses.

- » **Authorized Expenditures** All disbursements from the fund will be tied to approved repair and maintenance activities and will follow City-approved procurement and authorization procedures.
- » **Real-Time Monitoring** Expenditures will be tracked in real time using PERC Water's integrated accounting and asset management systems, allowing the City to view current budget status at any time.

### Repair & Maintenance Tracking Methodology

- » **Work Order Integration** All M&R activities will be initiated and tracked through PERC Water's UpKeep CMMS platform, which will link work orders to specific budget line items.
- » **Detailed Documentation** Each repair will be documented with labor hours, materials used, vendor invoices (if applicable), before/after photographs, and any warranty information.
- » **Preventive vs. Corrective Categorization** Work will be categorized as preventive or corrective to support trend analysis and inform long-term capital planning.
- » **Monthly Reporting** The City will receive a monthly report showing all repair activities, associated costs, remaining budget balance, and variance analysis against projections.
- » **Annual Review:** At year-end, PERC Water will prepare a comprehensive summary of M&R activity to evaluate budget adequacy, identify recurring repairs, and recommend optimization strategies.



## Fiscal Responsibility and Transparency

PERC Water’s approach ensures that the M&R budget is used efficiently, transparently, and solely for its intended purpose—preserving system reliability, extending asset life, and reducing the likelihood of costly emergency repairs. The City will have full visibility into all transactions and supporting documentation to maintain complete financial control.

## 8. Customer & Stakeholder Service

PERC Water recognizes that we are not only maintaining infrastructure—we are serving a community.

### Resident-Focused Communication

Our team includes bilingual staff trained to engage respectfully with Huntington Park’s diverse population. We proactively notify residents of service disruptions, perform door-to-door outreach when necessary, and support community education around water conservation and quality.

### Cross-Functional Teamwork

We operate as an extension of the City’s internal team, coordinating seamlessly with Public Works, Finance, and Customer Service departments to provide unified service delivery and data sharing.

## 9. Regulatory Compliance and Reporting

**With a 100% compliance record across all our California contracts**, PERC Water has the expertise to meet all current regulations—and proactively prepare for those on the horizon.

Our reporting program is structured to provide the City of Huntington Park with accurate, timely, and complete documentation every month and annually, ensuring transparency and regulatory confidence.

### Comprehensive Reporting

PERC Water will manage and submit all required local, state, and federal reports, including but not limited to:

- » **Electronic Annual Reports (eARs)**
- » **Consumer Confidence Reports (CCRs)**
- » **Lead and Copper Rule (LCR) reporting**
- » **Disinfection Byproduct Rule (DBPR) compliance**
- » **Monthly Operating Reports (MORs)**
- » **Water loss audits**

### Monthly Reporting Timeline

All monthly reports will be compiled and delivered to the City by the 15th of each month, covering the prior month’s activities. Each submittal will include a detailed breakdown of the following 12 data categories:

- 1. Water Production Volumes** Total gallons pumped from each well or source
- 2. Water Quality Sampling Results** Bacteriological, chemical, and physical parameters
- 3. Regulatory Compliance Summary** Exceedances, violations, and corrective actions (if any)
- 4. System Pressures** Recorded minimum and maximum distribution pressures
- 5. Operational Events and Maintenance** Key activities and completed work orders

- 6. Emergency Responses** Type, location, duration, and resolution of incidents
- 7. Customer Service Requests** Volume, nature, and resolution of calls and work orders
- 8. Chemical Usage** Quantities, costs, and dosage rates for treatment chemicals
- 9. Energy Consumption** kWh usage by site and associated costs
- 10. Non-Revenue Water** Calculations based on production vs. consumption
- 11. Staffing & Safety Activities** Training completed, safety meetings, and incidents
- 12. Capital & Repair Project Updates**  
Progress on City-approved projects and repairs

### Proactive Regulation Tracking

We continually monitor evolving SWRCB, EPA, and local requirements, assess impacts with legal and regulatory advisors, and integrate new mandates into staff training and operational procedures well before they become compliance obligations.

This structured and consistent approach ensures that the City has full visibility into system performance, compliance status, and operational priorities—every single month.

## 10. Cross-Connection Control and Water Quality Program

We will implement and manage a complete Cross-Connection Control Program that aligns with both SWRCB and AWWA standards.

### Certified Backflow Management

Our specialists will inventory, schedule, and verify annual testing of all backflow devices within the service area.

We maintain digital records of test results and ensure customer notifications and enforcement are handled professionally and in accordance with City policy.

### Water Quality Oversight

Routine sampling, field testing, and lab coordination will be conducted to ensure consistent compliance with Title 22 standards. We track all residuals, bacteriological sampling, and chlorine demands digitally through UpKeep and in coordination with the City's reporting platforms.

## 11. Cost Controls & Continuous Improvement

Delivering efficient, sustainable value requires more than just meeting today's requirements—it requires continuous evolution.

### Transparent Financial Management

We provide real-time budget tracking, itemized billing, and digital documentation for all operational costs. Our financial dashboards support both internal management and external auditing.

### Performance Monitoring & Innovation

We employ internal performance reviews, client check-ins, and KPI dashboards to identify trends, flag inefficiencies, and refine our processes. Our "growth mindset" ensures we are constantly identifying ways to improve performance while reducing cost and risk.

## Imported Water Cost Optimization Strategy

PERC Water recommends a strategic program to reduce the City of Huntington Park's reliance on imported water purchased from MWD–Central Basin, which currently represents approximately 20% of the City's total supply. Imported water carries higher unit costs than locally produced groundwater and is subject to ongoing rate increases, making optimization a critical cost-control measure for the City.

### *Recommended Approach*

#### **1. Maximize Local Well Production & Reliability**

Conduct comprehensive well performance testing and develop a rehabilitation and maintenance schedule to improve pumping efficiency and extend well life.

Evaluate blending and treatment options to bring currently inactive or underutilized wells back into service where feasible, especially those offline due to water quality concerns.

#### **2. Enhance System Operations & Control**

Optimize pumping schedules using SCADA and energy management data to reduce imported water draw during peak demand periods.

Implement operational blending strategies to balance local supply with imported water use while meeting all water quality standards.

#### **3. Reduce System Demand and Losses**

Deploy targeted leak detection and repair programs focused on high-priority distribution zones, informed by GIS mapping and non-revenue water analysis.

Validate customer meter accuracy and implement replacements where significant under-registration is detected.

#### **4. Data-Driven Monitoring and Reporting**

Establish monthly imported water usage tracking, tied to a rolling 12-month cost projection to identify seasonal trends and cost drivers.

Provide quarterly performance reports to City leadership detailing actual savings achieved versus projected benchmarks.

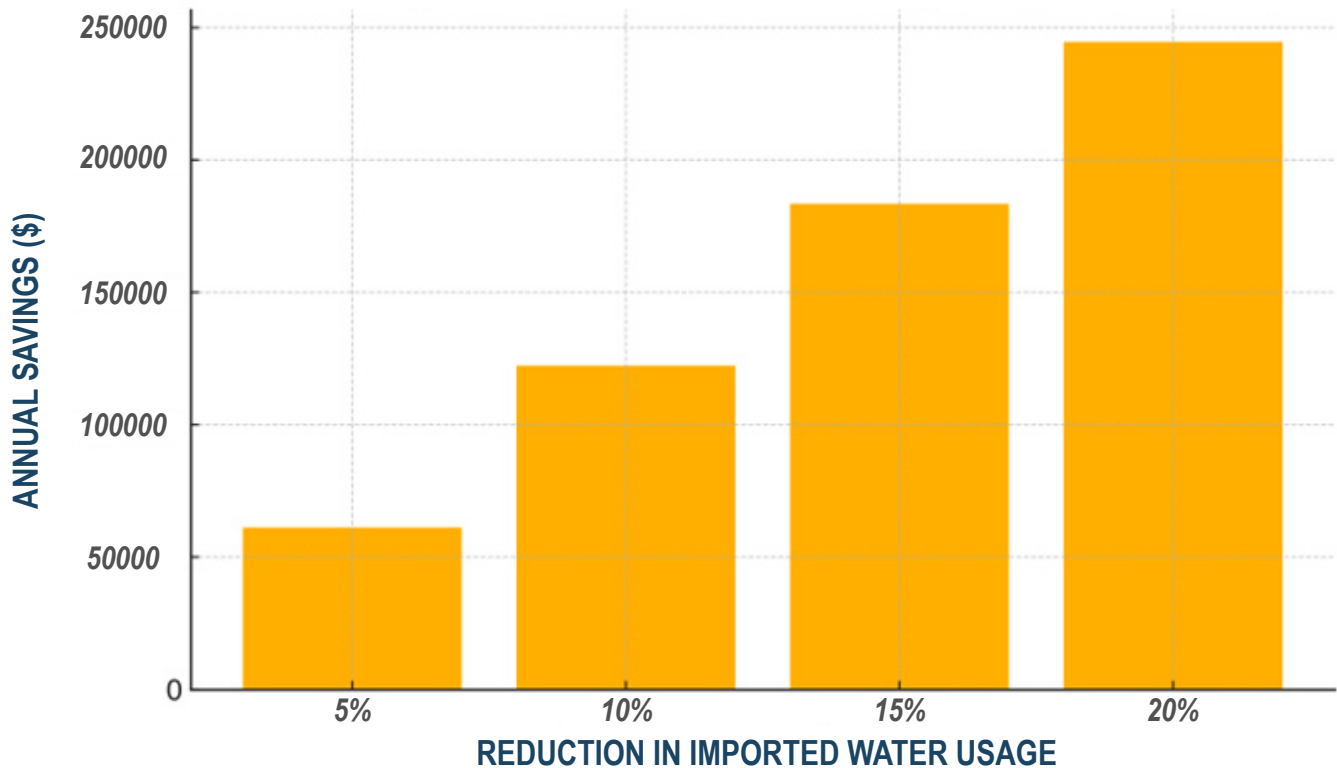
#### *Anticipated Results:*

PERC Water's experience with similar agencies indicates that immediate operational adjustments could yield 5–10% reductions in imported water use within the first 12 months, with 15–20% reductions possible over a multi-year horizon through targeted capital and rehabilitation work. These reductions could translate into significant recurring cost savings, as illustrated in the following projection:

<i>Reduction %</i>	<i>AF Saved</i>	<i>Annual Savings (\$)</i>	<i>Projected Annual Cost (\$)</i>
<b>5%</b>	40.0	\$61,120.00	\$1,161,280.00
<b>10%</b>	80.0	\$122,240.00	\$1,100,160.00
<b>15%</b>	120.0	\$183,360.00	\$1,039,040.00
<b>20%</b>	160.0	\$244,480.00	\$977,920.00



## IMPORTED WATER ANNUAL SAVINGS PROJECTION



### Offline Well Recovery Strategies – Targeted Projects

To further reduce imported water reliance and improve local supply resilience, PERC Water recommends targeted recovery and optimization projects for three currently offline wells in Huntington Park’s water system. Each well requires a tailored strategy based on its current operational constraints, infrastructure needs, and water quality considerations.

#### Well 14 – Rehabilitation Project

**Current Status** Offline due to an active well rehabilitation project.

#### Recommended Actions

- » Complete the ongoing rehabilitation work with an emphasis on restoring original design capacity.

- » Perform post-rehabilitation pump efficiency testing and water quality sampling to verify readiness for sustained service.
- » Implement a preventive maintenance plan within UpKeep CMMS to preserve capacity gains and avoid premature degradation.

#### Well 16 – Pump Modification Project

**Current Status** Offline for pump modification.

#### Recommended Actions

- » Complete pump and motor upgrades to improve hydraulic performance and operational efficiency.
- » Integrate variable frequency drive (VFD) controls to optimize pump operations and reduce energy costs.
- » Conduct vibration and motor condition monitoring post-installation to ensure operational stability.

### **Well 17 – Nitrate Treatment & Pump Upgrade / Storage Tank Rehabilitation**

**Current Status** *Offline for a large-scale rehabilitation project addressing nitrate contamination, pump upgrades, and associated storage tank rehabilitation.*

#### **Recommended Actions**

- » Design and implement a nitrate treatment system that meets SWRCB and DDW requirements, potentially employing ion exchange or biological denitrification.
- » Upgrade pumping equipment to match post-treatment hydraulic needs, ensuring adequate blending and system pressure.
- » Complete storage tank rehabilitation to address structural integrity, coating condition, and seismic compliance.
- » Develop operational blending strategies with SCADA integration to maximize treated well output while minimizing imported water draw.
- » Pursue potential grant or low-interest loan funding through State Revolving Fund (SRF) programs to offset capital costs.

### **FIDO Leak Detection System**

PERC Water proposes the integration of the FIDO Leak Detection System, an advanced, sensor-based solution that uses vibration signal analysis and AI to accurately detect leaks in water pipelines. Capable of identifying leaks in pipes up to 16 inches in diameter and covering approximately 0.2 square miles per deployment, FIDO delivers highly accurate results with minimal false positives.

At the core of this technology is the **FIDO Way**—an AI-driven, end-to-end process designed to maximize the effectiveness of leak detection. Leveraging millions of data points, The FIDO Way guides utility staff through every stage, from optimal sensor placement to interpreting AI insights.

Each water event is treated as a valuable asset, fully mapped, tracked, and auditable from detection through resolution.

Results are delivered in real time via a secure smartphone application and the FIDO Way online portal, providing actionable leak severity ratings that allow field crews to focus on high-priority locations, enabling faster repairs and reduced excavation costs. The process includes:

- 1. Sensor Deployment**
- 2. Data Analysis**
- 3. Results Delivery**
- 4. Targeted Investigation**

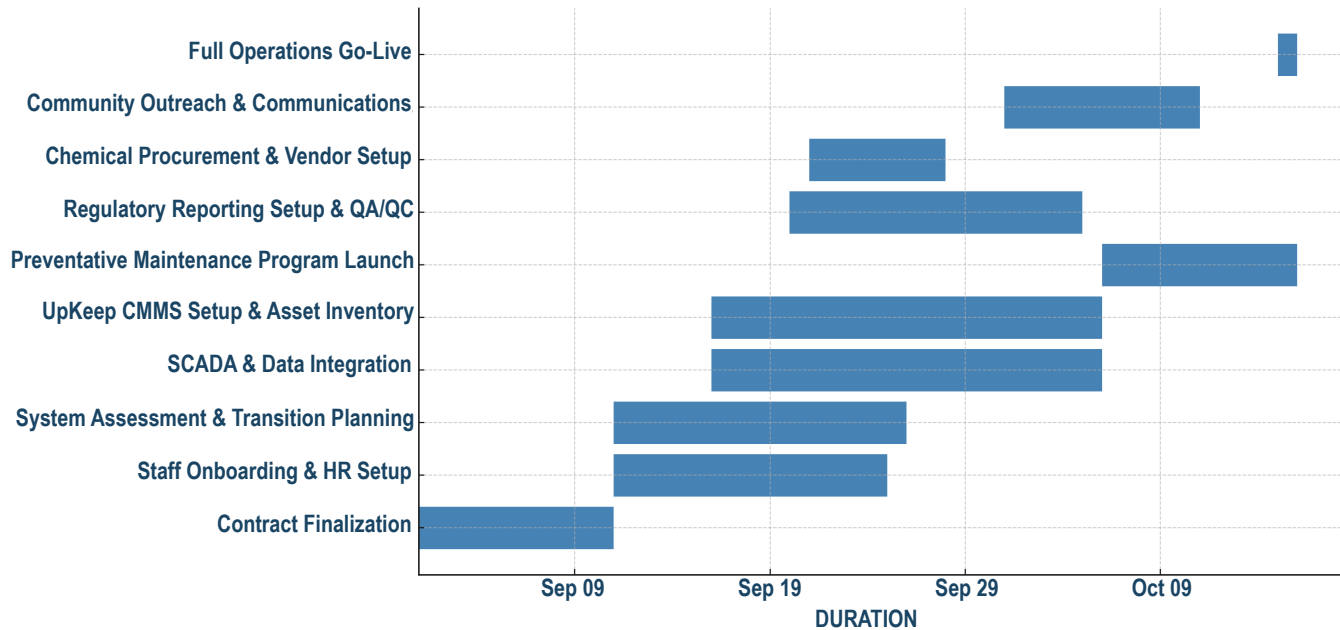
*For the City of Huntington Park, FIDO offers:*

- » **Reduced Water Loss**
- » **Cost Efficiency**
- » **Regulatory Compliance**
- » **Operational Insight**



## SECTION 2 - SCHEDULE

### Project Schedule for O&M Services Implementation

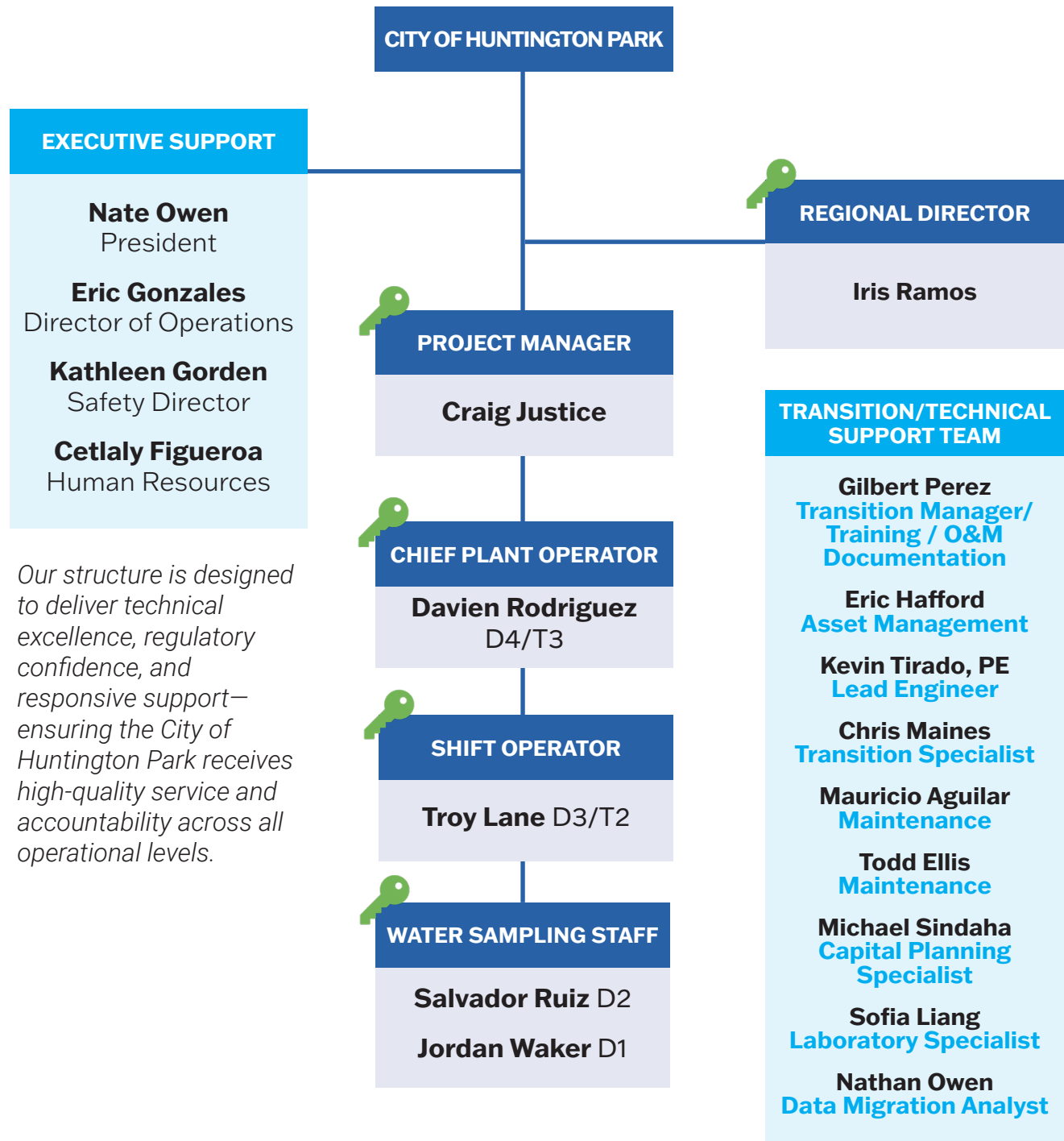


TASK	START DATE	DURATION (DAYS)	DEPENDENCY
Contract Finalization	2025-09-01	10	None
Staff Onboarding & HR Setup	2025-09-11	14	Contract Finalization
System Assessment & Transition Planning	2025-09-11	15	Contract Finalization
SCADA & Data Integration	2025-09-16	20	System Assessment & Transition Planning
UpKeep CMMS Setup & Asset Inventory	2025-09-16	20	System Assessment & Transition Planning
Preventive Maintenance Program Launch	2025-10-06	10	UpKeep CMMS Setup & Asset Inventory
Regulatory Reporting Setup & QA/QC	2025-09-20	15	System Assessment & Transition Planning
Chemical Procurement & Vendor Setup	2025-09-21	7	System Assessment & Transition Planning
Community Outreach & Communications	2025-10-01	10	Staff Onboarding & HR Setup
Full Operations Go-Live	2025-10-01	1	All Tasks

## SECTION 3 - PROJECT TEAM, KEY PERSONNEL & RESUMES



Indicates Key Individual.



Our structure is designed to deliver technical excellence, regulatory confidence, and responsive support—ensuring the City of Huntington Park receives high-quality service and accountability across all operational levels.

**PERC Water fully intends to hire and retain the City's existing operations staff as part of our proposed team including Ricardo Barba-Ochoa, Sonny Lopez, Manny Montanez, Hector Medina, Chris Ho, and Jesus Lomeli.**

## Commitment to Local Workforce Integration

PERC Water fully intends to absorb and retain the City's existing operations staff as part of our proposed team. We have worked alongside these individuals for many years and have firsthand knowledge of their capabilities, professionalism, and dedication to the City. Under the leadership of Iris Ramos, Regional Director, who has provided long-standing management oversight for Huntington Park's water system, we have developed a strong working relationship with the existing team.

We are pleased to share that the current staff have expressed their interest and commitment to joining PERC Water should we be selected. This alignment allows us to maintain continuity, preserve institutional knowledge, and provide an immediate operational advantage—while further developing the team under PERC's structured training, safety, and quality programs.

## Commitment to Local Hiring and Workforce Development

We are proud to hire locally and invest in the communities we serve. In addition to absorbing existing staff, PERC Water welcomes the opportunity to partner with the City to establish an internship or apprenticeship program for local high school and college students interested in water operations. This program would create exposure to careers in utility operations, support workforce succession planning, and help cultivate the next generation of certified operators—a growing need across the industry.

## Statewide Operator Support and Leadership Resources

In addition to our proposed local team, PERC Water maintains a statewide bench of certified operators with Distribution and Treatment Grades D1–D5 and T1–T5. These team members are available for temporary backfill, specialized projects, or on-call support—providing the City with added operational reliability and staffing flexibility.

We also deploy a dedicated mobile maintenance team equipped to respond quickly to mechanical, electrical, and instrumentation needs at any facility we operate. This team supplements local staff and ensures minimal downtime for critical systems.

Our operations are further supported by a seasoned executive and technical leadership group based in our Fountain Valley, CA office. This team includes regional managers, compliance specialists, SCADA and CMMS experts, and safety officers—ensuring proactive oversight, regulatory alignment, and rapid-response capabilities across all service areas.

## Resumes and Qualifications

Resumes for all key personnel identified in the organization chart are attached. These individuals bring decades of combined experience in utility operations, regulatory compliance, emergency response, and customer service. Additional resumes and role descriptions can be furnished upon request.

## Staffing Plan

Our staffing plan begins with welcoming and retaining most, if not all, of the project's current O&M staff to the PERC Water family. We are confident the combination of the PERC Water culture, compensation structure, and commitment to staff development will encourage the current staff members to stay on as PERC Water employees.

However, for those individuals who choose not to stay, PERC Water is ready and able to backfill those positions with the current staff provided in the organization chart on Page 10. We will begin the formal interview and retention process for existing plant staff approximately 60 days before transition.

Continuity and familiarity are core tenets of our transition philosophy, and we do all we can to make existing O&M teams feel welcome and valued as they become part of the PERC Water family. Our track record is a testament to our commitment to this philosophy, as we have a retention rate of more than 85 percent when taking over an operations contract like this one. Some of these individuals are listed in the table below:

**PERC WATER BOASTS  
A STAFF RETENTION  
RATE **OVER 85%**  
FOLLOWING THE  
TRANSITION OF PLANT  
O&M CONTRACTS.**

EMPLOYEE NAME	CERTIFICATION	OPERATOR NO.	CERTIFICATION	OPERATOR NO.
Alvarez, Tony	T2	31370	D2	37459
Averett, Brenden	T2	46671		
Bunch, Jon	T3	42482	D1	50486
Butler, Robert	T1	37049	D1	49645
Calderon, Justin	T2	46596		
Campos, Edgardo	T2	45040		
Carranco, Isaias	T2	31164	D2	38197
Daniel Ayers			D2	92057
Files, Charlotte	T1	43333		
Gonzales, Eric	T2	45182		
Jimenez, Eduardo	T2	44046	D2	52692
Joan Tello	D1	31504		
Brian Johnson	T2	42272		
Justice, Craig	AWTO Grade 3	216		
Jesse Kerr	T2	47301	D2	57658
Jeff Loyd	T2	27795	D2	30412
Bert Mantilla	T2	45654		
Erminio Marini	T4	19694		
Kamaya Marlow	AWTO Grade 4	218		
	T2	43214	D1	51008

<b>EMPLOYEE NAME</b>	<b>CERTIFICATION</b>	<b>OPERATOR NO.</b>	<b>CERTIFICATION</b>	<b>OPERATOR NO.</b>
<b>John Nicholson</b>	T2	44490		
<b>Marc Ocampo</b>	T2	1071390	D1	107138
<b>Breanne Padilla</b>	T2	43325		
<b>Iris Ramos</b>	T2	23016	D4	9396
<b>Davien Rodriguez</b>	T3	43062	D4	50264
<b>Chandler Rust</b>	T2	44577	D2	52253
<b>Sean Sabadin</b>	T3	40051	D2	48005
<b>Steven Sato</b>	T3	36910	D2	44347
<b>Colton Schmidt</b>	T2	40090		
<b>James Strang</b>	T2	32071	D2	37279
<b>Tae Kim</b>	T4	40052	D3	48228
<b>Victor Zamorano</b>			D2	41748



## Transitioning Management and Operations

The PERC Water transition team will be led by Gilbert Perez, who has extensive experience transitioning existing O&M teams into the PERC Water family. Gilbert recognizes that fear of change can disrupt plant operations and works to keep teams cohesive, integrated, and efficient during the transition phase. Gilbert will also work with the existing team to identify individual strengths and areas of opportunity for additional training or improvement. Finally, Gilbert's transition team will depend on the input and institutional knowledge of the existing O&M teams, as no one understands your facilities better than they do. Their knowledge will be instrumental in a successful transition as well as achieving our goal of retaining the existing O&M team as PERC Water employees.

## California Certifications

Our company takes immense pride in the qualifications and certifications held by our key staff, which are pivotal to our success in delivering exceptional water, wastewater, distribution, sewer collections, and stormwater management services. Our team's certifications reflect our commitment to the highest standards of operational excellence, regulatory compliance, and environmental stewardship.

## Additional Certifications

If needed, PERC Water can bring additional resources to this contract. PERC Water operators hold certifications in advanced treatment, distribution, collections, and stormwater management, including:

- + **California State Water Resources Control Board (SWRCB) Water Treatment Operator (T1 - T5)** Our operators hold various levels of water treatment operator certifications, enabling them to handle complex treatment systems and ensure the delivery of safe, potable water to the communities we serve.
- + **SWRCB Water Distribution Operator (D1 - D5)** The distribution system is crucial for ensuring the safe and reliable delivery of treated water. Our operators hold various levels of distribution certifications, ensuring they can effectively manage and maintain complex distribution networks.

PERC Water also boasts the highest number of Advanced Water Treatment Operator (AWTO) certified professionals of any contract operator. The California AWTO certification signifies the pinnacle of expertise in advanced water treatment processes, such as reverse osmosis, microfiltration, and advanced oxidation. This certification ensures that our team can operate and maintain advanced treatment systems, providing safe and high-quality water in even the most challenging conditions.

By leveraging the extensive and diverse certifications of our key staff, our company ensures the highest standards of operational excellence across all facets of Citywide Water Operations. Our certified professionals are not only adept at meeting regulatory requirements but also excel in optimizing system performance, ensuring public health, and protecting the environment.

## Technical Support Staff

We recognize the significance of making sure that the on-site team receives the necessary resources and support for success. Our approach involves deploying experienced full-time PERC Water employees to collaborate with and mentor the staff, achieving a seamless and successful transition. Moreover, our staffing plan commits senior resources to the project for at least six months, with flexibility to extend as needed.

Because PERC Water is focused exclusively on O&M support, we have a dedicated technical support team that remains on standby through the life of the contract. These skilled and experienced experts are available to support transition efforts, answer questions, respond to changing conditions, and provide technical guidance to our O&M team and The City staff.

### **PERC WATER HAS A DEDICATED REGIONAL MOBILE MAINTENANCE TEAM MANAGED BY TODD ELLIS AND MAURICIO AGUILAR.**

This team is available at short notice to provide expert-level maintenance and support to PERC Water projects, including responding to emergency situations or just lending an extra hand to plant staff when needed.

Todd and Mauricio can also help with asset management tasks and verifying that O&M activities and results are uploaded to the CMMS. Our Regional Mobile Maintenance team is a part of every PERC Water contract.



This dedicated support team is an added value that PERC Water includes at no extra cost in all our O&M contracts.

## Transition Plan

An O&M staff transition can be an anxious time for owners and existing operations staff. PERC Water's transition approach will streamline the process, keep everyone involved and informed, and maintain uninterrupted wastewater operations. We have successfully used this approach on each of the facilities we operate and maintain, including our 28 facilities across California.

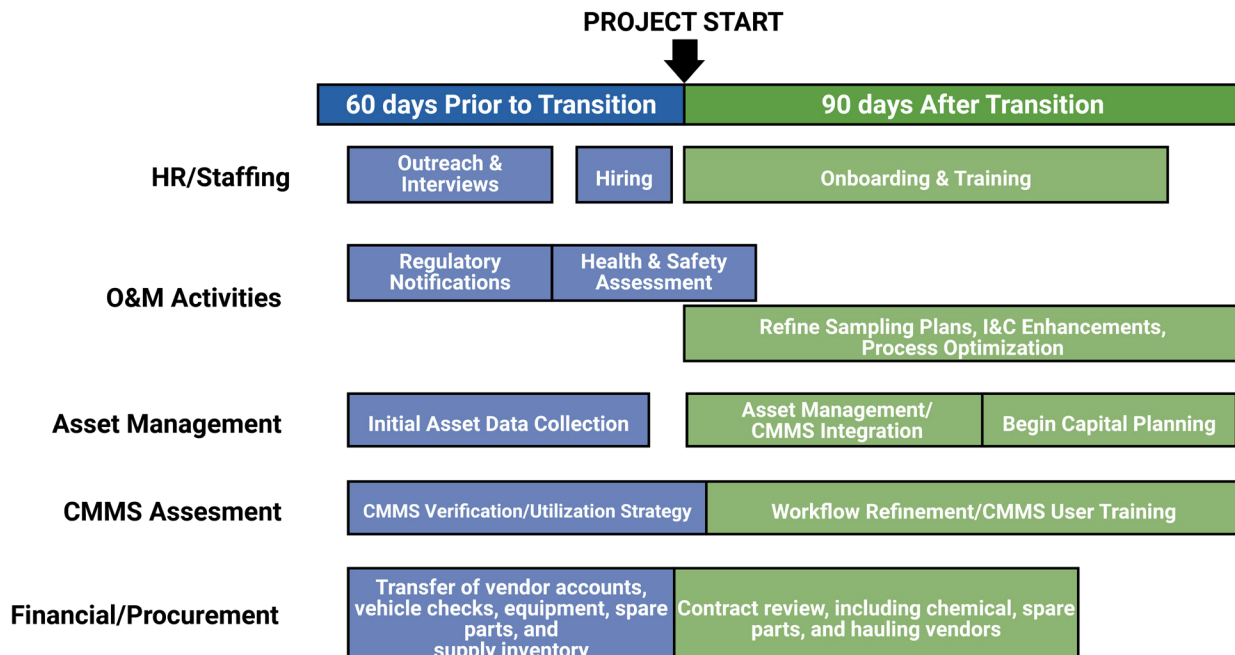
Our transition approach consists of five key areas, with specific activities beginning 60 days prior to transition and continuing through the first 90 days of actual operation.

The timeline below delineates the key areas and approximate time frames and durations.

## HR/Staffing

We will make final staffing decisions shortly before the contract's start date and then begin onboarding and training our new PERC Water family members once we officially take over plant O&M responsibilities.

PERC Water's Staffing Plan looks at a variety of factors to arrive at an optimal number of staff members, skill sets, and off-site technical support needs. The organization chart in this submittal represents our initial staffing plan, but our experience at 28 treatment facilities across California has shown that the only consistent thing about staffing plans is they evolve over time and are based on the needs of the client and facilities. Therefore, the spreadsheet is only one factor that goes into our short and long-term staffing plans.



## O&M Activities

The primary question we ask about the current plant O&M status is: If there was an emergency on day one, could we handle it? Everything we do prior to taking over plant operations is to make sure the answer to that question is “Yes!” This includes up-front work to understand each plant’s regulatory requirements, permit language, and sampling and reporting procedures. We conduct interviews with the staff about the general condition of the plants and any known or chronic issues that we need to address right away.

We also let regulatory agencies know that PERC Water will be taking over O&M responsibility and complete the paperwork associated with that changeover. As we get closer to the transition date, we will conduct plant health and safety assessments to identify potential safety hazards, review staff training levels, and verify emergency equipment is on hand in case of spills or other incidents.

## Security & Health and Safety

### Security

PERC Water implements a multi-layered security strategy that addresses physical, operational, and cyber threats. Our approach is designed to be fully compliant with industry standards, including the American Water Works Association (AWWA) G430-14 Security Practices for Operation and Management, the National Institute of Standards and Technology (NIST) Cybersecurity Framework, and the Cybersecurity and Infrastructure Security Agency (CISA) Incident Response Guide for Water and Wastewater Sector. This approach to overall security covers three main areas:

### 1. Site Security

- + **Conduct a comprehensive risk assessment to identify potential vulnerabilities.**

- + **Implement daily morning checks to make sure there are no security breaches. This includes walking the fence line perimeter for gaps, intrusions, or opened gates.**

- + **Implement daily afternoon checks to make sure all doors and gates are locked and all assets are secured.**

- + **Monitor and respond to after-hours security alarms.**

### 2. Operational Security

- + **Develop and implement security policies and procedures for staff and visitors.**

- + **Provide security training and awareness programs for all plant personnel.**

- + **Establish an incident response plan for security breaches and emergency situations.**

- + **Conduct regular security drills and exercises to ensure preparedness.**

### 3. Cyber Security Measures

- + **Comply with the existing cyber security program to maintain a secured network.**

- + **Use PERC Water’s hardened network infrastructure with firewalls, intrusion detection/prevention systems, and secure VPN for remote access.**

- + **When possible, we will implement robust data encryption and multi-factor authentication for sensitive systems.**

- + **Regularly update and patch systems to protect against known vulnerabilities.**

### Health and Safety

PERC Water develops and implements a Site Safety Plan for every one of the facilities under our control. These safety plans all have one goal in common: making sure everyone goes home safely at the end of their shift.



That commitment has allowed us to celebrate Experience Modification Rate (EMR) and Total Recordable Incident Rate (TRIR) numbers that are well below the industry average. Every PERC Water employee is a safety officer and participates in regular job hazard analyses, inspections, “toolbox talks,” and safety training specific to their job responsibilities.

COVID-19 has added a new layer to our safety plan, which now includes prevention, self-quarantine, and work-from-home protocols for those staff members able to work remotely. Our four-step safety strategy creates a culture of safety excellence at all organizational levels. Safety Director Kathleen Gorden is responsible for developing and implementing the site safety plans for the City’s facilities. She will also be part of the initial health and safety assessments at your facilities, during which she will look for potential hazards and identify safety concerns.

#### *Emergency Response Plan*

California has experienced its share of earthquakes over the decades, and, more recently, severe wildfires, flooding, and cyber attacks. Public agencies like the City are required to have Emergency Response Plans (ERP), and PERC Water is prepared to review and update the City’s ERP to make sure we are prepared for a wide range of contingencies. The five components of our ERP consist of the following:

- + **PREVENTION** This includes evaluating vulnerabilities within the facilities that would be affected by severe weather, seismic incidents, cyber attacks, or even vandalism, and identifying ways to minimize those vulnerabilities without reducing efficiency. Our team has recently developed ERPs that include a strong cybersecurity component to cover elements from password protections to hardening electronic systems to prevent unauthorized access.

- + **MITIGATION** This includes identifying ways to reduce the impacts of unavoidable emergencies and hardening critical equipment and facilities.
- + **PREPAREDNESS** This involves developing emergency checklists and having contact information in place with first responders and utilities in case of emergencies or opportunities for mutual aid. This also includes regular drills with O&M staff to make sure everyone knows their roles and action stations, as well as testing backup generators and other equipment that can keep the plant operational.
- + **RESPONSE** This includes recalling off-duty personnel as needed and implementing previously identified actions aimed at preventing injuries and severe damage and keeping the plant operational.
- + **RECOVERY** This includes pre-established procedures to clear debris, test vital systems, repair damaged processes or equipment, and place equipment back online.

The hope is that we will never need to implement an ERP, but we make sure our O&M crews are prepared to respond to virtually any emergency and continue to provide service to the City’s customers under severe conditions.

#### **Asset Assessment**

This task involves conducting a comprehensive assessment of the plant, including equipment, historical performance, labor requirements, and nuisance factors that can cause headaches for the operations and maintenance team. We want to know what’s working well, what could be better, and generate ideas from the existing team on what they would like to see moving forward.

After all, no one knows your plant better than the people who operate it every single day, and we need their experience and institutional knowledge to maximize our understanding of your facility. During the assessment, we will ask three key questions:

1. What actual or potential safety issues are there at each facility?
2. What elements (equipment or processes) of each facility are out of compliance or at risk of being out of compliance?
3. What are the top nuisance factors that make the operation and maintenance of the facilities more difficult or time consuming than they need to be?

This assessment will feed our short- and long-term action plans for maintaining existing assets and addressing our maintenance strategies, but this information will also be critical to developing a rolling capital improvement plan.

#### ***CMMS Assessment and Validation***

A key component of our transition plan will be conducting an assessment and validation of the plant's current computerized maintenance management system (CMMS), eMaint. This will include reviewing eMaint's history and functionality of managing work orders, asset management and preventative maintenance functions, life cycle analyses, equipment end of life predictions, and administrative items such as inventory control and work order status updates. We will compile the results of the assessment and develop a technical memorandum that has conclusions, recommendations and comparisons to other CMMS software packages.

#### **Financial/Procurement**

This task consists of working through a laundry list of small, though important details to avoid obstacles during and after project transition. This includes transferring vendor accounts to PERC Water's control, such as chemicals, spare parts, and sludge hauling; checking inventory of spare parts; making sure the existing chemical stockpiles are sufficient for uninterrupted operation; transferring over utility contracts for power and water, and even something as mundane as locating the keys and gas cards for fleet vehicles.

## SECTION 4 - COMPANY QUALIFICATIONS

PERC Water Corporation (PERC Water), established in January 1998, is an innovative water infrastructure company that develops, designs, builds, operates and manages water infrastructure throughout the United States. We have designed more than 75 water infrastructure projects, 31 of which we have built and placed into operation. We have a 27-year history of successful start-up, commissioning, operation, maintenance and management of water, wastewater treatment and water reuse facilities in California. Our current similar O&M assignments in the State of California include advanced water treatment facilities (AWTFs) and Indirect Potable Reuse (IPR) systems permitted and in compliance with the Division of Drinking Water (DDW) and Regional Water Quality Control Board (RWQCB).

PERC Water has been providing design-build and full-service contract operations of water and wastewater infrastructure to municipalities, water special districts and other public agencies for the entirety of our company's history. PERC is primarily focused on reuse facilities and honed its technical expertise and staff training to support this focus.

Headquartered in Fountain Valley, Calif., PERC Water employs an experienced staff of professional engineers, licensed plant operators, process engineers, electrical, mechanical, instrumentation and control technicians.

We retain sufficient resources, manpower and equipment to support the operation and maintenance of the City's systems and have the in-house resources to support:

- » **Process Optimization**
- » **On-call mechanical and electrical repair**
- » **Regulatory reporting requirements associated with publicly owned treatment plants Health and safety program administration**

For nearly three decades, PERC Water has been a leader in the contract operation and maintenance of municipal water and wastewater systems for California public agencies. Our clients span special districts, cities, and joint powers authorities across the state, representing a diversity of operating environments, regulatory landscapes, and community priorities. Our California service record and regulatory performance highlights include:

**Long-Term Partnerships** PERC Water's client base includes municipalities, state and federal entities, special districts, and other public agencies throughout the state. We have retained multi-year operations contracts in every region of California, including decades long partnerships in Los Angeles County, adapting to urban and rural needs alike.

**Regulatory Excellence** Our team has managed water systems under some of California's strictest regulatory frameworks, consistently passing SWRCB, DDW, Division of Occupational Safety and Health (Cal/OSHA), and AQMD inspections with zero or minimal deficiencies.



**Seamless Transitions** In multiple legacy takeovers, including where we have served as a successor operator to locally employed staff, PERC Water has demonstrated the expertise and diplomacy to integrate incumbent personnel while importing best-in-class culture, training, and digital O&M systems.

**Wide-Ranging Technical Scope** Our projects have encompassed all facets of municipal water O&M, including well and pump station operations, chemical management and procurement, SCADA/telemetry modernization, distribution system repair, advanced customer service, preventive/predictive maintenance, water quality sampling and laboratory interface, and complex regulatory reporting.

This deep and varied California portfolio equips PERC Water with unmatched insight and agility in addressing regulatory compliance, staffing, emergency readiness, and community engagement for the City of Huntington Park.

Our in-house mobile maintenance team is a dedicated group of cross-trained mechanics and technicians equipped with service trucks, tools, and parts inventory. They respond to planned and emergency maintenance tasks including pump replacements, valve repairs, chlorination system upgrades, and SCADA hardware issues. This resource allows us to deliver faster resolution times, reduce reliance on third-party vendors, and maintain operational continuity in the event of system disruptions.

We also maintain a regional inventory of critical spare parts and deploy rotating technical specialists for inspections, diagnostics, and repairs—ensuring the City of Huntington Park receives uninterrupted support backed by statewide resources.

## Subconsultants & Specialized Partners

To supplement our in-house capabilities, PERC Water engages trusted subconsultants for highly specialized services, all of whom operate under our oversight and quality standards:

- » **Doty Brothers Construction – Pipeline and leak repair**
- » **General Pump Company – Well and booster pump maintenance**
- » **Layne (Granite Company) – Pump diagnostics, rehabilitation, and well efficiency testing**
- » **Emerson Process Management – SCADA integration, controls modernization**
- » **Nobel Systems – GIS platform development and spatial asset management**

These partners are familiar with the regulatory environment and utility standards in Southern California, ensuring consistent service quality and responsiveness.

PERC Water brings the City of Huntington Park the full capabilities of a California-based prime operator—with in-house technical staff, mobile maintenance resources, and a leadership team that has successfully managed dozens of public systems across the state. Our ability to deploy regional support and specialized subconsultants ensures redundancy, responsiveness, and high service standards at every stage of the contract.

We look forward to bringing this depth of experience and operational excellence to Huntington Park.

## SECTION 5 – REFERENCES

### 1. Water Replenishment District

PERC currently operates two advanced water treatment facilities (AWTF) for the Water Replenishment District under an agreement beginning in 2023. The new contract expanded PERC Water's scope of work to include asset management, increased compliance monitoring and plant optimization. The new contract continues for 10 years with two optional 5-year extensions. PERC was a member of the design-build team for the **Albert Robles Center AWTF** in 2018, and has continued to operate and maintain the plant since. The AWTF purifies nearly 15 million gallons per day.

Following the success at the ARC AWTF, PERC began operating the **Leo J. Vander Lans (LVL) AWTF** for WRD in April 2020. It was designed to produce over 8 million gallons per day of treated water through a fully advanced treated process. After only six months under PERC Water's operation, the LVL AWTF began meeting performance objectives for the first time in the Facility's 10-year history.

### 2. NAVFAC Southwest (Camp Pendleton)

PERC Water is contracted by Naval Facilities Engineering Systems Command (NAVFAC) Southwest, the engineering command for the U.S. Navy and U.S. Marine Corps, to furnish all labor, supervision, management, operation, tools, materials, equipment, facilities, transportation, incidental engineering, and other items necessary to provide Operations Services of the **Southern Regional Tertiary Treatment Plant (SRTTP)** and the **Northern Regional Tertiary Treatment Plant (NRTTP)** located in the 20 and 52 Area of MCB Camp Pendleton, respectively. PERC has complete responsibility to operate and maintain all conveyance, treatment, and disposal components for a complete and usable system under an Indefinite Delivery Indefinite Quantity type, performance-based contract.





### 3. City of Santa Monica

PERC Water was part of the progressive design-build team for the Sustainable Water Infrastructure Project (SWIP) in the **City of Santa Monica, California**. PERC Water led the design team, was responsible for start-up and commissioning activities and began operate the facility upon project completion.

The first-of-its-kind SWIP takes a forward-thinking approach to help secure the City's water future by leveraging the use of existing City infrastructure and by linking together three new distributed water reuse elements into a single cohesive and comprehensive project to harvest, treat, and reuse non-conventional water resources. The SWIP delivers reliable advanced treated water for injection into local groundwater basins for indirect potable reuse via aquifer recharge while meeting the non-potable reuse demands.

### 4. City of Avalon

PERC Water provides Operations, Management, Maintenance and Monitoring for the **City of Avalon's** Wastewater System on a twenty-four (24) hour per day, seven (7) day per week basis. Under contract with the City, PERC Staff is responsible executing services ensuring the system collects, receives and treats influent, discharges effluent, handles, transfers, transports, manages, and disposes of residuals, processes and treats all sludge, controls odor, and otherwise operates, manages, maintains and monitors the Wastewater System in compliance with Contract Standards.

The treatment system equipment consists, in part, of a rotating screen for removal of large particles, a trickling filter and activated sludge reactors for removal of organics, clarifiers for separation of solids, and a chlorination system.

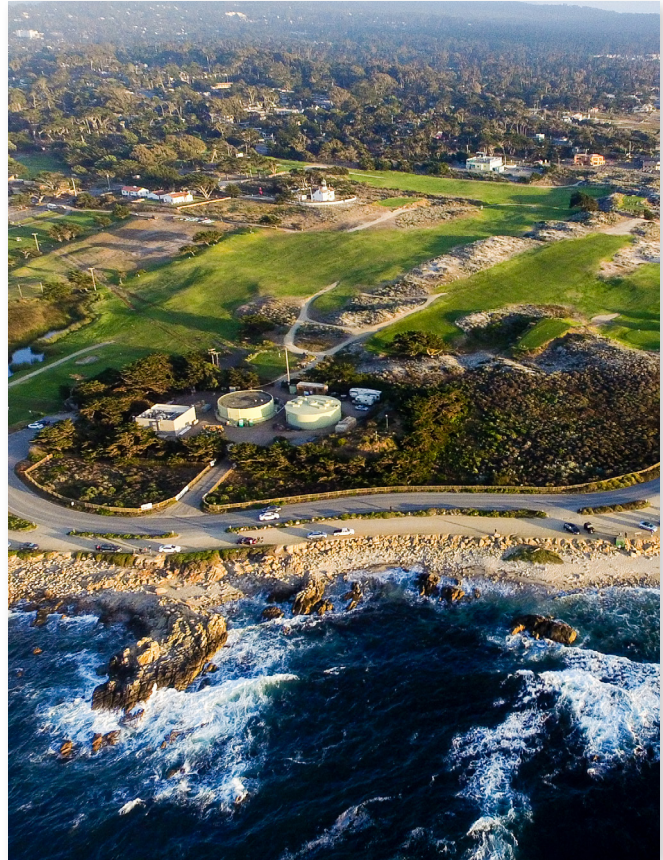




## 5. City of Pacific Grove

Located at the scenic Monterey Peninsula, the Pacific Grove Water Recycling Facility (WRF) provides 125 acre-feet per year of non-potable water for irrigating the **City of Pacific Grove's** 18-hole golf course and cemetery. Through collaboration and problem-solving efforts of all team members, PERC Water designed, built, and now provides operations and maintenance services the City's MBR water recycling facility.

The WRF includes a diversion structure, headworks/influent screening, biological treatment with a suspended growth/activated sludge process, membrane separation, UV disinfection, chlorine addition, concrete recycled water storage tanks, and a recycled water distribution pump station. The facility features noise and odor controls with architectural design, reducing visual impacts to the surrounding community. Concrete structures and stainless equipment were selected to withstand the corrosive coastal environment.



## 6. Tejon-Castac Water District

PERC Water is currently staffing the **Tejon-Castac Water District (TCWD)** with three (3) full-time staff members for TCWD's two Wastewater Plants and one Potable Water Treatment Plant. PERC Water is also providing and maintaining a Computerized Maintenance Management Software (CMMS) system to properly maintain each of the Facilities' components. Proper preventive maintenance is essential for system reliability and budget conscience operation. The CMMS system streamlines maintenance operations, identifies recurring issues, and maintains accurate maintenance records thereby allowing for effective cost budgeting.

PERC Water has also been contracted to manage the District's Billing and Customer Service Department.



## Reference Contact Information

- 1. Water Replenishment District**  
Stephan Tucker, General Manager  
stucker@wrđ.org  
562-275-4222
- 2. NAVFAC Southwest**  
Tracy Thompkins, Contracting Officer  
tracy.thompkins.civ@us.navy.mil  
619-408-0394
- 3. City of Santa Monica**  
Sunny Wang, Water Resources Manager  
sunny.wang@santamonica.gov  
310-458-8230
- 4. City of Avalon**  
Jacky Cordero, Public Works Director  
jcordero@cityofavalon.gov  
657-286-9573
- 5. City of Pacific Grove**  
Daniel Gho, Director of Public Works  
dgho@cityofpacificgrove.org  
831-648-5722 x4203
- 6. Tejon Castac Water District**  
Kenneth Watkins, Vice President, Engineering  
kwatkins@tejonranch.com  
661-248-3000

## SECTION 6 – STANDARD CONTRACT SERVICES AGREEMENT

PERC Water has reviewed the City's Agreement and will comply with all aspects of the Agreement. PERC Water does not have any comments to the agreement.

## SECTION 7 – STANDARD INSURANCE REQUIREMENTS

PERC Water has reviewed the City's Agreement and will comply with all aspects of the Agreement. PERC Water does not have any comments to the agreement.

## SECTION 8 - OTHER INFORMATION

### Statement from Iris Ramos, Regional Director



*As Regional Director for PERC Water, I have more than 25 years of direct experience operating and managing the City of Huntington Park's water and sewer systems. This is where my career in the water industry began, and the City holds deep professional and personal significance for me.*

*Throughout my time in Huntington Park, I had the opportunity to serve in a variety of roles—each contributing to a comprehensive understanding of system operations, regulatory compliance, and the unique needs of this community. I know the history of the wells, the challenges and strengths of the distribution system, and the high standards that residents rightly expect. I'm proud to have contributed to the improvements that have taken place over the years and to have worked alongside a committed and talented team.*

*This opportunity represents more than a professional assignment—it's a chance to return to a system I know intimately and a community I care deeply about. I look forward to bringing PERC Water's resources, innovation, and operational excellence back to Huntington Park and to leading a team that is ready to build on the City's foundation of service and reliability.*





# Non-COLLUSION DECLARATION



## NON-COLLUSION DECLARATION


The undersigned declares:

This Agreement is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The proposal submitted by the Contractor is genuine and not collusive or sham. The Contractor has not directly or indirectly induced or solicited any other entity to put in a false or sham bid or proposal. The Contractor has not directly or indirectly colluded, conspired, connived, or agreed with any other entity or anyone else to put in a sham bid or proposal, or to refrain from submitting such bid or proposal. The Contractor has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid or proposal price of the Contractor or any other entity, or to fix any overhead, profit, or cost element of the bid or proposal price, or of that of any other entity. All statements contained in the bid or proposal submitted by Contractor are true. The Contractor has not, directly or indirectly, submitted his or her bid or proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid or proposal, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Contractor that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Contractor.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on August 14, 2025 at Fountain Valley, CA.

Executed under penalty of perjury on this 14th day of August, 2025 at Fountain Valley, CA.

Signed:  \_\_\_\_\_

BY: Iris Ramos

Print name and title: Regional Director

CONTRACTOR: PERC Water Corporation



APPENDIX A.

# RESUMES



## IRIS RAMOS

### Regional Manager

Iris has 28 years of experience operating and managing groundwater distribution facilities in California. She provides support of business operations through managing staff, coordinating operations and ensuring exceptional customer service. As Regional Director of PERC Water, Iris has full responsibility for the successful operation and maintenance of PERC Water operated water/wastewater treatment facilities through supervision and leadership to Area Operations, Managers, Chief Plant Operators, and Operation and Maintenance staff.

#### YEARS OF EXPERIENCE

**28**

#### EDUCATION

- + Utilities Management Program, Water Treatment Plant Operation, Water Distribution System O&M Office of Water Programs, Sacramento State

#### LICENSES AND CERTIFICATIONS

- + CA-D4 Water Distribution Operator No. 9396
- + CA-T2 Water Treatment Operator No. 23016

#### RELEVANT EXPERIENCE

##### **Regional Director, PERC Water Corporation, Fountain Valley, CA:**

Iris oversees the management, operations and maintenance of 28 water and wastewater facilities operated by PERC Water. These facilities include advanced water treatment facilities (AWTFs) and Indirect Potable Reuse (IPR) systems permitted and in compliance with the Division of Drinking Water (DDW) and Regional Water Quality Control Board (RWQCB). Iris has direct responsibility for client relations and communication, in addition to providing project management and oversight, including budgeting, and regulatory compliance.

**Regional Director, Inframark:** Iris provided management and oversight of contract services in CA and AZ. She was responsible for budgeting, client relations, service quality, regulatory relationships, environmental compliance, securing contract renewals, and supporting new business development efforts. Accomplishments include:

- + **Acquisition of new contract with West Basin Municipal Water District**
- + **Acquisition of new contract with City of Camarillo**
- + **Renewal of contract with Town of Gilbert**
- + **Management of various capital improvement projects**

**Regional Manager, Inframark, June 2017 – April 2022:** Provided management and oversight of contract services in Southern California. Responsible for budgeting, client relations, service quality, regulatory relationships, environmental compliance, securing contract renewals and supporting new business development efforts.



Iris Ramos (cont'd)

**Project Manager, Inframark, March 2013 – June 2017:**

Ensured regulatory compliance in the distribution of potable water. Planned and reviewed the work of staff engaged in the construction, maintenance, operations and repair of distribution facilities. Trained crews in maintenance, repair and operation techniques and procedures and the proper use of material, tools, equipment, safety equipment and safety practices to meet and comply with Cal-OSHA regulations. Scheduled and managed maintenance programs and recordkeeping. Developed plans sequence of large and complex maintenance and repair programs. Assigned priority for work orders. Consulted with manufacturer's representatives to keep current on new equipment and materials. Ordered material and equipment. Prepared cost estimates, budget, technical reports and operational evaluations as required. Organized, supervised, and dispatched staff in emergency situations. Established requirements and procedures for outside service contracts. Developed and implemented program and preventive maintenance schedules. Updated City engineer and public works superintendent on issues or concerns related to operations and maintenance of the distribution systems.

**Assistant Manager, Southwest Water, 2005 – 2013:** Managed daily activities of maintenance personnel that perform repairs to water distribution system. Provided oversight to construction and installation of water systems including water services, fire hydrants, valves, and water meters. Scheduled and conducted repairs to water service lines, fire hydrants and water mains. Directed, coordinated and reviewed the work plan for assigned operations and activities; monitored work flow; reviewed and evaluated work products, methods and procedures; met with staff to identify and resolve problems. Inspected water meters, pump stations, reservoirs and pressure control stations. Maintained the distribution system's SCADA system and make programming changes. Ensured maintenance of the grounds including pavement, landscaping, fencing and painting of water pumping stations, water wells, control valves and reservoirs. Ensured high-quality service is given to customers by quickly resolving service complaints and billing disputes. Participated in the development and administration of assigned program budget; forecasted funds needed for staffing, equipment, materials and supplies; and monitored and approved expenditures.



## CRAIG JUSTICE

### Project Manager

#### YEARS OF EXPERIENCE

**35**

#### EDUCATION

- + University of Redlands, Masters Business Administration – Emphasis in Public Administration. Inducted Whitehead Leadership Society Fellow
- + San Jose State University, B.S., Geological Science - Emphasis in water quality, hydrogeology, groundwater remediation.

#### LICENSES AND CERTIFICATIONS

- + CA Grade V WWTP Operator
- + CA Grade III AWTO Certification

Craig Justice is a dedicated Project Manager who has served in a managerial role for our Los Angeles County operations assignments. Craig joined PERC in 2020 assigned to the Water Replenishment District's ARC and LVL AWTF Projects. Craig Justice has over 30 years of diverse experience in the operation and management of water and wastewater treatment facilities. His career experience includes performance improvement, safety programs, asset management, financial planning, and capital improvement master planning. During his time with PERC Water he has worked with and developed working relationships with several public agencies from a technical to executive management level. As Project Manager, Craig will be responsible for managing project personnel and overseeing Citywide water operations. This includes significant responsibility for training, performance evaluations, mentoring etc.

#### RELEVANT EXPERIENCE

**Albert Robles Center AWTF, Water Replenishment District, Pico Rivera, CA:** Craig serves as the Project Manager for the 15 MGD ARC Facility in Pico Rivera, CA. Craig began his work at ARC in July 2020, supporting executive management in leadership and operational activities. Craig has played an integral role in ensuring optimal operations at the new AWTF, including managing equipment warranties and cost saving projects, including process modifications and improvements to switch from Calcium Chloride back to Calcium Hydroxide and the replacement of primary reverse Osmosis feed pump motors.

**Leo J. Vander Lans AWTF, Water Replenishment District, Long Beach, CA:** Project Manager for the 8.0 MGD LVL AWTF. This facility produces 8 million gallons per day (mgd) of advanced treated water and includes a three-stage treatment process consisting of Microfiltration, Reverse Osmosis (RO) and Disinfection with Advanced Oxidation. This facility is located in the City of Long Beach and provides advanced treated water to the Alamitos Barrier in Long Beach, playing a vital role in the Central Groundwater Basin. LVL receives Title 22 (tertiary treated recycled water) from the adjacent Los Angeles County Sanitation District's Long Beach Water Reclamation Plant. In addition, this water replenishes the groundwater supply.

## Craig Justice (Cont'd)

**Deputy Public Works Director, City of Riverside, Riverside, CA:**

Served as the Deputy Director reporting to the Director of Public Works. Responsible for the Wastewater Division of 120 staff members with 93,000 customer accounts. Management and oversight of the \$30 million Enterprise Operating Fund, \$70 million Enterprise Fund Reserve Fund and on-going \$250 million infrastructure improvement program (CIP). The position includes 7 direct manager reports that oversee work sections including administration, recycled water, safety & training, collections and pumping, drainage channels, City landfill, engineering & construction, administration, operation, maintenance water quality laboratory, regulatory & resource management and environmental compliance.

**General Manager, Sausalito Marin- City Sanitary District, Sausalito, CA:**

Served as the General Manager reporting to the District's five member Board of Directors. Directed and managed the administrative, engineering, financial, operation, maintenance and construction functions of the District's 4 MGD wastewater treatment plant and 10 miles of sewer collection system with a staff of 12. Responsible for the administration of \$3.9 million O&M budget and \$53 million capital program. This role included significant and highly complex tasks to manage the District finances, sewer rate planning and setting, develop Board meeting packets, achieve regulatory requirements and capital project engineering and construction contracts. Prepared technical reports and make presentations to the Board of Directors, partner agencies, community groups, other agencies and the public. A significant portion of the General Manager position is representing the District to our customers, community group and other partner agencies.

**Deputy Utilities Director, City of Newport Beach, Newport Beach, CA:**

Reporting to the Utilities Director under general supervision, Craig was responsible for providing overall administrative support for the department, including the administration of \$8 million O&M budget and \$150 million capital program, potable water distribution system, (500 mile) wastewater collection and 22 lift-stations, engineering, electrical and customer service divisions with a department staff of 55.

**10**

YEARS OF EXPERIENCE

**EDUCATION**

- + San Joaquin Valley College, Industrial Maintenance Technology Certificate Program, Rancho Cucamonga, CA

**LICENSES AND CERTIFICATIONS**

- + CA-T1 Water Treatment Operator
- + CA-D2 Water Distribution Operator

## DAVIEN RODRIGUEZ

### Water Operator

Davien Rodriguez is an experienced water treatment professional with a specific experience in diagnosing water quality issues, recommending customized treatment systems, and overseeing installations to ensure optimal performance and client satisfaction. His skill set combines in-depth system knowledge with a consultative sales approach to deliver effective, compliant, and cost-efficient solutions. His expertise spans system troubleshooting, preventive maintenance, and operational optimization.

**RELEVANT EXPERIENCE**

**Water Operator, City of Adelanto Potable Water Treatment & Distribution System, Adelanto, CA:** PERC Water provides operation and maintenance services for the City of Adelanto's Potable Water Treatment and Distribution System. Services include all day-to-day operational requirements; maintenance repairs; emergency callout 24/7 availability; operation of the ground water wells, water treatment and filtration system (iron, manganese, and arsenic removal), distribution system, meter reading, and water main leak repair. The distribution pumps provide continuous system pressure and deliver treated water to six water storage tanks with a total storage capacity of 21.75 MG.

**PREVIOUS EXPERIENCE**

**Water Supply Operator 1/Water Distribution Operator 2, Golden State Water Company, Barstow, CA:** Utilized SCADA for monitoring and trending to identify any inconsistencies in supply operations. Performed water level measurements of groundwater wells, performed calculations related to dosing and flow rates. Bacteriological system sampling. Complied with all safety standards and practices. Performed meter replacements, meter reads, service on and off orders, field investigations, and interacted with customers. Ensured proper lock out tag out. Used heavy duty machinery, skid steer, backhoe and jackhammer. Participated in the installation, repairs and replacement of water mains, water services, valves, fire hydrants, performed collection activities of delinquent accounts.



Davien Rodriguez  
(cont'd)

**Water Utility Technician 1, Glanbia Foods, Corona, CA:** Served as Utility Technician overseeing small waste water system, storing and treating waste water. Daily reading of all flow meters used to record and track usage of all chemicals and utilities throughout the plant. Perform preventative maintenance on boilers, compressors, pumps, and condensers towers.

**21**

YEARS OF EXPERIENCE

**LICENSES AND  
CERTIFICATIONS**

- + CA-D2 Water Treatment Operator (#57027)
- + CA-T2 Water Treatment Operator
- + CWEA-Mechanical Technologist Grade 3 #110863001
- + OSHA 30
- + NUCA Evacuation Safety & Competent Person Training
- + HAZWOPER
- + Confined Space Rescue
- + CPR Certified

## TROY LANE

### Water Operator

Troy Lane is an experienced water and utilities maintenance professional with over two decades of expertise spanning water treatment operations, underground utility installation, and heavy equipment operation. He has held key roles with agencies and engineering firms, including Inland Empire Utilities Agency, Orange County Water District's Groundwater Replenishment System, and Christensen Brothers General Engineering, where he performed preventive and corrective maintenance on complex plant systems, led pipe installation projects, and supervised large-scale mechanical and civil piping installations. Certified as a CWEA Mechanical Technologist Grade 3, SWRCB Water Distribution Grade 2, and Water Treatment Grade 2, Troy brings a strong safety record, technical versatility, and hands-on leadership to every project, ensuring reliable operations and quality infrastructure delivery.

**RELEVANT EXPERIENCE****Water Operator II, City of Adelanto Potable Water Treatment & Distribution System, Adelanto, CA:**

PERC Water provides operation and maintenance services for the City of Adelanto's Potable Water Treatment and Distribution System. Services include all day-to-day operational requirements; maintenance repairs; emergency callout 24/7 availability; operation of the ground water wells, water treatment and filtration system (iron, manganese, and arsenic removal), distribution system, meter reading, and water main leak repair. The distribution pumps provide continuous system pressure and deliver treated water to six water storage tanks with a total storage capacity of 21.75 MG.

**Maintenance Mechanic Grade III, Inland Empire Utilities Agency, Chino, CA:**

Performed a variety of skilled maintenance tasks for the operation and maintenance department of the water treatment plants and District facilities. Preventive and corrective maintenance on plant equipment including, but not limited to; a large variety of pumps, grinders, piping, valves, bar screens, sample stations, conveyors, belt press, gas compressors, clarifiers and digesters. I performed duties as a utility tech as well. This included, but not limited to; install and repair plumbing, pour and finish concrete, carpentry, painting, roofing repairs, assemble furniture and equipment, and painting.

Troy Lane (Cont'd)

**Lead Pipe Layer, Christensen Brothers General Engineering, Apple Valley, CA:** Duties performed include, but were not limited to, installation of underground utilities including Water (mainline, tie-ins, repairs, install water services, valves, meters, hydrants, pressure testing, etc.), sewer (mainline, laterals, manholes) storm Drain (mainline, laterals), and dry utilities (run conduits, set vaults and boxes). Operated Heavy Equipment (Loader, dump truck, forklift, some backhoe, excavator and vacuum truck). Set up traffic control, install shoring, job layout, read plans, produced as-builts, asphalt paving crew, concrete work, schedule dig alert, pull samples, material procurement.

**Senior Maintenance Technician, Orange County Water District - GWRS Water Treatment Facility, Fountain Valley, CA:** Performed a variety of skilled maintenance tasks for the operation and maintenance of the Groundwater Replenishment System and Orange County Water District (OCWD) facilities. Processes include; Microfiltration, Reverse Osmosis, UV Oxidation, Lime Saturation and Chlorination and a reclaimed water filtration system. Maintenance, preventative maintenance, servicing, pipeline fabricating, testing, repair, welding, troubleshooting and rebuilding a variety of equipment including pumps, valves, actuators, MOV's, compressors, and associated equipment. Participates in a variety of building maintenance activities, which includes; building remodeling, plumbing repairs, roof leaks, furniture modification, appliance repairs, electrical work, HVAC, concrete work, asphalt work, and other tasks as assigned. Assist in the procurement of required parts for equipment and/or vehicles.

**Mechanical/Civil Superintendent, JF Shea Construction, Inc, Fountain Valley, CA:** Duties performed included working hands on with crews as well as supervising them in the installation of mechanical and civil piping systems during the construction of the Ground Water Replenishment System in Fountain Valley, P2-Headworks Replacement in Huntington Beach, and the Trickling Filters in Huntington Beach. This included but not limited to large scale piping systems, valves, pumps, meters, instrumentation, pipe supports, demo and relocate existing utilities, and manage dewatering systems. Scheduling 3 week workload for crews as well as 3 month look ahead.

**7****YEARS OF EXPERIENCE****LICENSES AND  
CERTIFICATIONS****+ CA-T1 Water Treatment  
Operator**

## **SALVADO RUIZ**

### **Water Operator**

Salvador Ruiz is a water utilities and infrastructure professional with expertise in pipeline installation, maintenance, and system operations. Prior to joining PERC Water, Salvador led crews in the fabrication, assembly, installation, and upkeep of piping systems critical to water distribution and related infrastructure, ensuring projects met stringent quality and safety standards. His hands-on experience includes excavation, pressure control for natural gas, and coordinating multidisciplinary teams to deliver reliable utility services. Salvador holds a Water Distribution Technology certification from San Bernardino Valley College, where he graduated with a 4.0 GPA. Bilingual in Spanish and English, he brings strong leadership, technical proficiency, and problem-solving skills to water treatment and distribution projects, ensuring efficient operations and dependable service delivery.

**RELEVANT EXPERIENCE**

**Lead Water Operator, City of Adelanto Potable Water Treatment & Distribution System, Adelanto, CA:** Water Operator for the Lake Water Treatment System. This system consists of multiple packaged treatment processes, which remove ammonia and further treat the recycled water that the site receives from West Basin Water District. PERC Water's scope of work includes operations and maintenance of the water treatment and filtration system and chemical addition systems, including instruments, pumps and appurtenances.

**Foreman/Pipefitter, NPL Construction, Eastvale, CA:**

Coordinated activities with subcontractor personnel and assisted in proactively managing team resources to meet project requirements. Kept production team moving forward for progress in daily site operations. Coordinated multiple projects and tasks to ensure high quality and timely delivery. Handled all responsibilities for piping systems, including fabricating, assembling, installing and maintaining. Maintained strong quality control standards to prevent costly rework. Excavated with hand tools and heavy machinery.

**2**

YEARS OF EXPERIENCE

**LICENSES AND  
CERTIFICATIONS****+ CA-T1 Water Treatment  
Operator**

## JORDAN WALKER

### Water Operator

Jordan Walker is a certified water treatment operator responsible for executing including daily system management, maintenance repairs, and 24/7 emergency response. Jordan's has experience in operating groundwater wells and advanced treatment systems for iron, manganese, and arsenic removal, as well as overseeing distribution networks, meter reading, and main leak repairs. He has successfully maintained continuous system pressure and efficient delivery to six storage tanks with a total capacity of 21.75 million gallons, ensuring safe, high-quality water for the community.

**RELEVANT EXPERIENCE**

**Water Operator, City of Adelanto Potable Water Treatment & Distribution System, Adelanto, CA:** PERC Water provides operation and maintenance services for the City of Adelanto's Potable Water Treatment and Distribution System. Services include all day-to-day operational requirements; maintenance repairs; emergency callout 24/7 availability; operation of the ground water wells, water treatment and filtration system (iron, manganese, and arsenic removal), distribution system, meter reading, and water main leak repair. The distribution pumps provide continuous system pressure and deliver treated water to six water storage tanks with a total storage capacity of 21.75 MG.



## **GILBERT PEREZ**

### Transition Manager

#### YEARS OF EXPERIENCE

**35**

#### LICENSES AND CERTIFICATIONS

- + CA Grade V WWTP Operator, #7715

#### PROFESSIONAL AFFILIATIONS

- + California Water Environment Association (CWEA)
- + CWEA Desert and Mountain Section, Director, Vice President and President
- + Southwestern Membrane Operator Association (SWMOA)
- + Water Environment Federation (WEF)

Gilbert has 35 years of wastewater treatment experience including operations and ongoing maintenance, and knowledge of applicable laws and regulations. Most recently serving as the Operations Manager for the City of Riverside, Gilbert oversaw all regulatory compliance, environmental compliance, safety, collection system, mechanical, electrical, instrumentation maintenance and day to day operations along with managing engineering and construction management. Gilbert's professional accomplishments have resulted in optimization, efficiency and effective management of Water Reclamation facilities and organizational development for Cities and Districts.

#### **RELEVANT EXPERIENCE**

**Victor Valley Wastewater Reclamation Authority, County of San Bernardino, CA:** Gilbert managed, supervised and directed operation, maintenance, environmental control, collections system, regulatory compliance, environmental health/safety and laboratory departments of wastewater treatment and conveyance facilities to ensure proper operation, as well as compliance with discharge requirements.

**Vista Canyon Water Factory, Santa Clarita, CA:** Gilbert oversees operations, maintenance, management, and troubleshooting of the 0.415 MGD Vista Canyon Water Factory. Water treated at the factory is recycled and delivered via "purple pipe" to provide 100% of all the community's non-potable water uses including open spaces, landscaping, community garden, and neighborhood parks. Environmentally sensitive and resourceful, PERC Water's design of the facility offers flexibility of operation and excellent water quality within a small footprint of less than an acre. Disinfection is performed by UV and effluent is be treated to Title 22 standards for unrestricted reuse.

**Pala Casino Spa Resort Wastewater Treatment Plant, Pala, CA:** Gilbert oversees the operations, maintenance and management of the 1.6 MGD Pala Casino Spa Resort Wastewater Treatment Plant.

Gilbert Perez (Cont'd)

**City of Riverside Public Works Regional Water Quality**

**Control Plant, Riverside, CA:** Gilbert ensured that wastewater was collected, treated and discharged in compliance with all regulations and reporting requirements associated with regulatory agencies; provided technical assistance for planning, designing, constructing, and maintaining wastewater facilities and collections systems; provided highly responsible and technical staff assistance to the programs and staff that were responsible for administration, pretreatment, collection, treatment, maintenance, environmental compliance and analysis of the wastewater system and processes.

**City of San Diego Morena Pump Station, San Diego, CA:** Gilbert is serving as the Start-up and Commissioning Manager of a new 37.7 MGD Morena Wastewater Pump Station Facility, including odor control systems, electrical building, screening facility, high purity oxygen system, maintenance building, and associated civil site work including storm drainage, yard piping, perimeter walls, access gates, pavement, landscaping and other appurtenances. The project also includes the construction of 48-inch, 60-inch and 66-inch diversion and overflow sewers, three diversion structures with slide gates, and one junction structure.

**Water Reclamation Rix Supervisor, San Bernardino Municipal Water Department, San Bernardino, CA:**

Under general direction of Water Reclamation Operations Superintendent, Gilbert assisted in administrative duties; conducted personnel performance evaluations as required; planned, scheduled, supervised, monitored, and administered the operation of equipment utilized in the tertiary treatment of wastewater that utilizes ultraviolet disinfection; prepared and ensured compliance with schedules and procedures for inspecting and operating plant equipment; reviewed and evaluated logs of routine facility inspections and reports of laboratory analyses; reviewed plans and specifications for construction projects; recommended changes or modifications to plant flow and processes; requisitions materials and parts as needed; prepared and maintained records of plant operations; prepared routine and special reports related to plant operation.



## Attachment No. 2



### PROFESSIONAL SERVICES AGREEMENT Water Services Utilities Operation

THIS CONTRACTOR SERVICES AGREEMENT ("Agreement") is made and entered into this **1<sup>st</sup> day of October 2025** (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") and **Perc Water** (hereinafter, "CONTRACTOR"). For the purposes of this Agreement CITY and CONTRACTOR may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONTRACTOR interchangeably.

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

#### I. ENGAGEMENT TERMS

- 1.1 SCOPE OF SERVICES: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONTRACTOR agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the "**Scope of Services**"). CONTRACTOR further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."
- 1.2 TERM: This Agreement is approved as of September 9, 2025. The initial contract term is **three (3) years** from the effective date of the City's Notice to Proceed, with the option for up to **two (2) additional one-year extensions**. It is the CONTRACTOR's responsibility to request any extension at least two (2) days prior to the expiration of the Agreement term. Nothing in this Section limits or restricts the CITY's right to terminate this Agreement at any time, with or without cause.
- 1.3 COMPENSATION:
  - A. CONTRACTOR shall perform the services and tasks described in the Proposal and Scope of Services, attached hereto as Exhibit "A," in accordance with the compensation schedule set forth in Exhibit "B" (hereafter referred to as the "Approved Rate Schedule").
  - B. Section 1.3(A) notwithstanding, CONTRACTOR'S total compensation during the Term of this Agreement or any extension term shall not exceed the

budgeted aggregate sum of **\$4,539,843** (three years) (hereinafter, the “Not-to-Exceed Sum”), unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Director of Finance. In the event CONTRACTOR’S charges are projected to exceed the Not-to-Exceed Sum prior to the expiration of the Term or any single extension term, CITY may suspend CONTRACTOR’S performance pending CITY approval of any anticipated expenditure more than the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.

- 1.4 **PAYMENT OF COMPENSATION:** Following the conclusion of each calendar month, CONTRACTOR shall submit to CITY an itemized invoice indicating the services and tasks performed during the recently concluded calendar month, including services and tasks performed. If the amount of CONTRACTOR’S monthly compensation is a function of hours worked by CONTRACTOR’S personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within **Thirty (30) calendar days** of receipt of each invoice, CITY shall notify CONTRACTOR in writing of any disputed amounts included in the invoice. Within **Sixty (60) calendar days** of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONTRACTOR.
- 1.5 **ACCOUNTING RECORDS:** CONTRACTOR shall maintain complete and accurate records with respect to all matters covered under this Agreement during and for a period of three (3) years after the expiration or termination of this Agreement. The CITY shall have the right to access and examine such records, without charge. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities. The City shall own all accounting records maintained by the CONTRACTOR.
- 1.6 **ABANDONMENT BY CONTRACTOR:** In the event CONTRACTOR ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONTRACTOR shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONTRACTOR in the performance of this Agreement. Furthermore, CONTRACTOR shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damage, costs or additional expenses which CITY may incur as a result of CONTRACTOR’S cessation or abandonment.

## **II. PERFORMANCE OF AGREEMENT**

- 2.1 **CITY’S REPRESENTATIVES:** The CITY hereby designates the City Manager and Director of Public Works (hereinafter, the “CITY Representatives”) to act as its representatives for the performance of this Agreement. The City Manager shall be the

chief CITY Representative. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONTRACTOR shall not accept directions or orders from any person other than the CITY Representatives or their designee.

2.2 CONTRACTOR REPRESENTATIVE AND CONTACT INFORMATION:

CONTRACTOR hereby designates or designee to act as its representative for the performance of this Agreement (hereinafter, "CONTRACTOR Representative"). CONTRACTOR Representative shall have full authority to represent and act on behalf of the CONTRACTOR for all purposes under this Agreement. CONTRACTOR Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Agreement. Notice to the CONTRACTOR Representative shall constitute notice to CONTRACTOR.

2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS:

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

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

- A. CONTRACTOR shall perform all Work skillfully, competently and to the highest standards of CONTRACTOR'S profession.
- B. CONTRACTOR shall perform all Work in a manner reasonably satisfactory to the CITY;
- C. CONTRACTOR shall comply with all applicable federal, state and local laws and regulations, including the conflict-of-interest provisions of Government Code section 1090 and the Political Reform Act (Government Code section 81000 *et seq.*);
- D. CONTRACTOR understands the nature and scope of the Work to be performed under this Agreement as well as all schedules of performance.
- E. All of CONTRACTOR'S employees and agents possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONTRACTOR; and
- F. All of CONTRACTOR'S employees and agents (including but not limited to SUB-CONTRACTOR) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications and approvals shall be maintained throughout the

term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONTRACTOR shall perform, at CONTRACTOR'S own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONTRACTOR'S failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONTRACTOR'S employees, agents, and SUB-CONTRACTOR. Such effort by CONTRACTOR to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendar days from the date of discovery or such other extended period authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY'S acceptance of any work performed by CONTRACTOR or on CONTRACTOR'S behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONTRACTOR, including but not limited to the representation that CONTRACTOR possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONTRACTOR'S profession.

- 2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONTRACTOR are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONTRACTOR or on behalf of CONTRACTOR in the performance of this Agreement. In recognition of this interest, CONTRACTOR agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONTRACTOR'S duties or obligations under this Agreement without the prior written consent of CITY. In the absence of CITY'S prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.
- 2.6 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work shall be performed by the CONTRACTOR or under the CONTRACTOR'S strict supervision. CONTRACTOR will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONTRACTOR on an independent CONTRACTOR basis and not as an employee. CONTRACTOR reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONTRACTOR'S competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONTRACTOR are not employees of CITY and shall always be under CONTRACTOR'S exclusive direction and control. CONTRACTORS shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare

payments and the like. CONTRACTOR shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.

- 2.7 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONTRACTOR'S officers, employees, agents, or SUB-CONTRACTOR is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONTRACTOR, a threat to persons or property, or if any of CONTRACTOR'S officers, employees, agents, or SUBCONTRACTOR fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, or SUB-CONTRACTOR shall be promptly removed by CONTRACTOR and shall not be reassigned to perform any of the Work.
- 2.8 COMPLIANCE WITH LAWS: CONTRACTOR shall keep itself informed of and in compliance with all applicable federal, state or local laws to the extent such laws control or otherwise govern the performance of the Work. CONTRACTOR'S compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.
- 2.9 NON-DISCRIMINATION: In the performance of this Agreement, CONTRACTOR shall not discriminate against any employee, CONTRACTOR, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10. INDEPENDENT CONTRACTOR STATUS: The Parties acknowledge, understand and agree that CONTRACTOR and all people retained or employed by CONTRACTOR are, and shall always remain, wholly independent CONTRACTOR and are not officials, officers, employees, departments or subdivisions of CITY. CONTRACTOR shall be solely responsible for the negligent acts and/or omissions of its employees, agents, CONTRACTOR and SUB-CONTRACTOR. CONTRACTOR and all persons retained or employed by CONTRACTOR shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by CONTRACTOR or otherwise, unless such authority is expressly conferred to CONTRACTOR under this Agreement or is otherwise expressly conferred by CITY in writing.

### III. INSURANCE

- 3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: Prior to the beginning of and throughout the duration of the Work, CONTRACTOR will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONTRACTOR shall procure and maintain the following insurance coverage, at its own expense:
- A. Commercial General Liability Insurance: CONTRACTOR shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad



as Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and CONTRACTOR dual liability.

- B. Automobile Liability Insurance: CONTRACTOR shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per accident for bodily injury and property damage.
- C. Workers' Compensation Insurance / Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONTRACTOR and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONTRACTOR in the course of carrying out the Work contemplated in this Agreement.
- D. Pollution Liability Insurance: CONTRACTOR shall procure pollution liability insurance with a limit of Three Million Dollars (\$3,000,000.00) per claim and aggregate.

3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers as additional insureds. The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions are used).

3.3 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A: VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

- 3.4 PRIMACY OF CONTRACTOR'S INSURANCE: All policies of insurance provided by CONTRACTOR shall be primary to any coverage available to CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers shall be more than CONTRACTOR'S insurance and shall not contribute with it.
- 3.5 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement shall not prohibit CONTRACTOR officers, employees, agents, CONTRACTOR or SUB-CONTRACTOR from waiving the right of subrogation prior to a loss. CONTRACTOR hereby waives all rights of subrogation against CITY.
- 3.6 VERIFICATION OF COVERAGE: CONTRACTOR acknowledges, understands and agrees, that CITY'S ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY'S financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONTRACTOR warrants represent and agrees that it shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. **The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf and shall be on forms provided by the CITY if requested.** All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONTRACTOR'S commencement of any work or any of the Work. Upon CITY'S written request, CONTRACTOR shall also provide CITY with certified copies of all required insurance policies and endorsements.

#### IV. INDEMNIFICATION

- 4.1 The Parties agree that CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of CONTRACTOR'S commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 To the fullest extent permitted by law, CONTRACTOR shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR'S performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement.
- 4.3 CITY shall have the right to offset against the amount of any compensation due



CONTRACTOR under this Agreement any amount due CITY from CONTRACTOR as a result of CONTRACTOR'S failure to pay CITY promptly any indemnification arising under this Article and related to CONTRACTOR'S failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.

- 4.4 The obligations of the CONTRACTOR under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONTRACTOR expressly waives its statutory immunity under such statutes or laws as to CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers.
- 4.5 CONTRACTOR agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each CONTRACTOR or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. In the event CONTRACTOR fails to obtain such indemnity obligations from others as required herein, CONTRACTOR agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONTRACTOR'S, SUB-CONTRACTOR or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY'S choice.
- 4.6 CITY does not, and shall not, waive any rights that it may possess against CONTRACTOR because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

## V. TERMINATION

- 5.1 TERMINATION WITHOUT CAUSE: CITY may terminate this Agreement at any time for convenience and without cause by giving CONTRACTOR a minimum of five (5) calendar day's prior written notice of CITY'S intent to terminate this Agreement. Upon such termination for convenience, CONTRACTOR shall be compensated only for those services and tasks which have been performed by CONTRACTOR up to the effective date of the termination. CONTRACTOR may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated

as provided herein, CITY may require CONTRACTOR to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONTRACTOR in connection with the performance of the Work. CONTRACTOR shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY'S written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY'S ability to terminate this Agreement for convenience as provided under this Section.

## 5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:

- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.
- B. CONTRACTOR shall cure the following Events of Defaults within the following time periods:
  - i. Within three (3) business days of CITY'S issuance of a Default Notice for any failure of CONTRACTOR to timely provide CITY or CITY'S employees or agents with any information and/or written reports, documentation or work product which CONTRACTOR is obligated to provide to CITY or CITY'S employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or
  - ii. Within fourteen (14) calendar days of CITY'S issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default

cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

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

- C. CITY shall cure any Event of Default asserted by CONTRACTOR within forty-five (45) calendar days of CONTRACTOR'S issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY'S failure to timely pay any undisputed sums to CONTRACTOR as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONTRACTOR'S Default Notice to CITY.
- D. CITY, in its sole and absolute discretion, may also immediately suspend CONTRACTOR'S performance under this Agreement pending CONTRACTOR'S cure of any Event of Default by giving CONTRACTOR written notice of CITY'S intent to suspend CONTRACTOR'S performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONTRACTOR shall be compensated only for those services and tasks which have been rendered by CONTRACTOR to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY'S ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:

- i. Upon written notice to CONTRACTOR, CITY may immediately terminate this Agreement in whole or in part.
- ii. Upon written notice to CONTRACTOR, CITY may extend the time of performance.
- iii. CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONTRACTOR'S breach of the Agreement or to terminate the Agreement; or
- iv. CITY may exercise any other available and lawful right or remedy.

CONTRACTOR shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY'S exercise of its remedies under this Agreement.

G. In the event CITY is in breach of this Agreement, CONTRACTOR'S sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONTRACTOR under this Agreement for completed services and tasks.

5.3 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

## VI. MISCELLANEOUS PROVISIONS

6.1 DOCUMENTS & DATA; LICENSING INTELLECTUAL PROPERTY: All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses,

correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONTRACTOR in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONTRACTOR shall require all SUB-CONTRACTORS working on behalf of CONTRACTOR in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any CONTRACTOR as applies to Documents and Data prepared by CONTRACTOR in the performance of this Agreement.

- 6.2 CONFIDENTIALITY: All data, documents, discussion, or other information developed or received by CONTRACTOR or provided for the performance of this Agreement are deemed confidential and shall not be disclosed by CONTRACTOR without prior written consent from CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONTRACTOR shall not use CITY'S name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.
- 6.3 FALSE CLAIMS ACT: CONTRACTOR warrants and represents that neither CONTRACTOR nor any person who is an officer of, in a managing position with, or has an ownership interest in CONTRACTOR has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., section 3789 et seq. and the California False Claims Act, Government Code section 12650 et seq.
- 6.4 NOTICES: All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

**CONTRACTOR:**

PERC Water  
17520 Newhope Street, Suite 180  
Fountain Valley, CA 92708  
Attn: Iris Ramos  
Phone: (661) 651-0243

**CITY:**

City of Huntington Park  
Public Works Department  
6900 Bissell St.  
Huntington Park, CA 90255  
Attn: Ricardo Reyes  
Phone: (323) 581-6161

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



prepaid and addressed to the Party at its applicable address.

- 6.5 COOPERATION; FURTHER ACTS: The Parties shall fully cooperate with one another and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 SUBCONTRACTING: CONTRACTOR shall not SUB-CONTRACTOR any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. SUB-CONTRACTORS (including without limitation SUB-CONTRACTORS with Sub-CONTRACTOR'S), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.7 CITY'S RIGHT TO EMPLOY OTHER CONTRACTOR: CITY reserves the right to employ other CONTRACTOR in connection with the various projects worked upon by CONTRACTOR.
- 6.8 PROHIBITED INTERESTS: CONTRACTOR warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONTRACTOR, to solicit or secure this Agreement. Further, CONTRACTOR warrants and represents that it has not paid, nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONTRACTOR, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 6.9 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.10 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.



- 6.13 NO THIRD-PARTY BENEFIT: There are no intended third-party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.
- 6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.
- 6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONTRACTOR prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 COUNTERPARTS: This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterpart(s) shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONTRACTOR and the remaining two original counterparts shall be retained by CITY.

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

**CITY OF HUNTINGTON PARK:**

**PERC Water Corporation:**

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

\_\_\_\_\_  
By: Iris Ramos  
Regional Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**

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

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

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

Date: \_\_\_\_\_

## ITEM 4

**CONSIDERATION TO REMOVE USER FEE STUDY ITEM FROM THE TABLE AND DIRECT STAFF TO RETURN THE ITEM FOR CITY COUNCIL CONSIDERATION ON SEPTEMBER 23, 2025**

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

1. Remove the User Fee Study item from the table; and
2. Direct staff to place the item on the agenda for City Council consideration at the September 23, 2025 meeting.

## ITEM 5

### **CITY COUNCIL**

#### **6. CONSIDERATION AND APPROVAL TO ESTABLISH A CITY COUNCIL AD HOC COMMITTEE TO ADDRESS ENCAMPMENTS AND DEVELOP POLICY RECOMMENDATIONS**

IT IS RECOMMENDED THAT CITY COUNCIL:

1. Approve the establishment of an Ad Hoc Committee, to be appointed by the Mayor, consisting of two Council Members, the City Manager, the Chief of Police, and the Community Development Director, with support from the City Attorney's Office; and
2. Direct the Ad Hoc Committee to evaluate root causes contributing to encampments, identify strategies to enhance public safety, and strengthen connections to housing and supportive services; and
3. Require the Ad Hoc Committee to present initial findings at a Council Study Session within 60 days and provide final recommendations by the end of the calendar year, at which time the Committee shall sunset unless extended by Council resolution.

**PLEASE NOTE:** Staff report and supplemental attachments will be added to the agenda prior to September 9, 2025 City Council Meeting.

## **RESOLUTION NO. 2025-XX**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK ESTABLISHING AN AD HOC COMMITTEE TO STUDY ENCAMPMENTS AND DEVELOP POLICY RECOMMENDATIONS**

**WHEREAS**, the City of Huntington Park, like many cities across California, continues to experience the impacts of homelessness and encampments in public spaces, affecting community safety, accessibility, and the quality of life for all residents; and

**WHEREAS**, the most recent Greater Los Angeles Homeless Count identified more than 75,500 individuals experiencing homelessness countywide, with a majority residing in unsheltered conditions, underscoring the need for coordinated and comprehensive strategies; and

**WHEREAS**, the City has previously explored multiple approaches to addressing encampments, including code enforcement, partnerships with service providers, and the drafting of a proposed ordinance that was subsequently withdrawn with no action taken, highlighting the importance of further study before adoption of long-term measures; and

**WHEREAS**, Governor Gavin Newsom's Executive Order N-1-24 called on state and local agencies to act with urgency and compassion in addressing encampments, prioritizing public health, safety, and access to supportive services and housing; and

**WHEREAS**, experience demonstrates that addressing homelessness and encampments requires collaboration across City departments, service providers, law enforcement, and community stakeholders, and that both immediate health and safety needs and long-term housing solutions must be considered together; and

**WHEREAS**, the City Council seeks to create a focused body to review best practices, evaluate policy options, and develop recommendations that balance public safety, neighborhood well-being, and access to housing and supportive services for individuals experiencing homelessness.

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

Section 1. The City Council hereby establishes the Encampments Ad Hoc Committee to study encampments and develop policy recommendations that address the root causes, enhance public safety, and expand pathways to housing and supportive services.

Section 2. The Ad Hoc Committee shall consist of two Council Members appointed by the Mayor, the City Manager, the Chief of Police, and the Community Development Director, with support from the City Attorney's Office.

Section 3. The Ad Hoc Committee shall present initial findings at a City Council Study Session within 60 days of the adoption of this Resolution and provide final recommendations **by December 31, 2025**.

Section 4. The Encampments Ad Hoc Committee shall sunset on December 31, 2025, unless extended by further action of the City Council.

Section 5. This Resolution shall take effect immediately upon adoption.

**PASSED, APPROVED, AND ADOPTED THIS \_\_\_\_ DAY OF SEPTEMBER 2025.**

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Arturo Flores, Mayor

**ATTEST:**

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Eduardo Sarmiento, City Clerk

**APPROVED AS TO FORM:**

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Andrew Sarega, Acting City Attorney



STATE OF CALIFORNIA, COUNTY OF LOS ANGELES, CITY OF HUNTINGTON  
PARK

I, Eduardo Sarmiento, City Clerk of the City of Huntington Park, County of Los Angeles, State of California, hereby certify that the foregoing Resolution No. 2025-\_\_ was passed and adopted by the City Council of the City of Huntington Park, signed by the Mayor and attested by the City Clerk at the Regular City Council Meeting held on the 9th day of September 2025 and that said Resolution was adopted by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

The undersigned, City Clerk of the City of Huntington Park, does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of said City which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

\_\_\_\_\_

Dated: \_\_\_\_\_

Eduardo Sarmiento, City Clerk