

**MINUTES**

Regular Meeting of the  
City of Huntington Park City Council  
Tuesday January 16, 2018

Sergeant at Arms read the Rules of Decorum before the start of the Successor Agency meeting.

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:31 p.m. on Tuesday, January 16, 2018, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Marilyn Sanabria presiding.

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

CITY OFFICIALS/STAFF: Ricardo Reyes, Interim City Manager; Cosme Lozano, Chief of Police; Arnold Alvarez-Glasman, City Attorney; Daniel Hernandez, Director of Public Works; Cynthia Norzagaray, Director of Parks and Recreation, Martha Castillo, Director of Human Resources; Annie Ruiz, Finance Manager and Donna G. Schwartz, City Clerk. ABSENT: Sergio Infanzon, Director of Community Development.

**INVOCATION**

Invocation was led by Mayor Sanabria.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Mayor Pineda.

**PRESENTATIONS**

Council presented the Mayor’s Holiday Awards to the “Best Decorated Home” for “Best Display,” “Originality,” “Holiday Spirit” and “Creativity” winners. Mayor’s Holiday Awards also went out to “Best Decorated Apartment Balcony” and “Best Decorated Neighborhood” winners.

Council presented “Certificates of Appreciation” to the various sponsors who donated to the 67<sup>th</sup> Annual Huntington Park Holiday Parade.

Council presented a proclamation to Andrew Campanella, President, National School Choice Week, Proclaiming “January 21-27, 2018 as School Choice Week,” in the City of Huntington Park.

**PUBLIC COMMENT**

Interim City Manager Rick Reyes announced that copies of Regular Agenda Item 5 were available from the City Clerk.

1. Francisco Rivera, thanked the City’s code enforcement for assisting with a complaint on Florence and Santa Fe Avenue, thanked GPC and the City’s Public Works Department for doing a great job, commented on the street sweeping performance, spoke in opposition to marijuana dispensaries and suggested that Public Works drive around with a truck looking for illegal dumping.
2. Rodolfo Cruz, commented on parking spaces, parking on the street, obligation payments and bonds.

**STAFF RESPONSE** – None.

## **CLOSED SESSION**

At 6:58 p.m. Arnold Alvarez-Glasman, City Attorney, recessed to closed session.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Government Code Section 54956.9(d)(1)  
Osicka v. City of Huntington Park

At 7:25 p.m. Mayor Sanabria reconvened to open session with all Council Members present.

## **CLOSED SESSION ANNOUNCEMENT**

City Attorney Arnold Alvarez-Glasman announced all Council Members were present and discussed closed session Item 1. Item 1) direction was provided, with possible resolution of this matter and direction to attempt to resolve this matter with unanimous vote by Council.

## **CONSENT CALENDAR**

Council Member Macias recommended staff work on a better description on the warrants and noted the City does maintenance to City owned vehicles not Metro Transit vehicles and would like the description changed on the warrants from Metro Transit to H.P. Express.

**Motion:** Council Member Ortiz motioned to approve consent calendar with the noted changes to the minutes, seconded by Vice Mayor Pineda. Motion passed 5-0, by the following vote:

ROLL CALL:

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

## **OFFICE OF THE CITY CLERK**

1. Approved Minute(s) of the following City Council Meeting(s):
  - 1-1 Special City Council Meeting held November 30, 2017;
  - 1-2 Regular City Council Meeting held December 5, 2017; and
  - 1-3 Special City Council Meeting held December 12, 2017.

## **FINANCE**

2. Approved Accounts Payable and Payroll Warrant(s):
  - 2-1 Dated January 9, 2018; and
  - 2-2 Dated January 16, 2018.

## **END OF CONSENT CALENDAR**

## REGULAR AGENDA

### OFFICE OF THE CITY CLERK

#### **3. Consideration and Approval of a Resolution Appointing a Delegate to the Independent Cities Risk Management Authority's Governing Board (ICRMA)**

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

**Motion:** Council Member Ortiz motioned to appoint Interim City Manager Ricardo Reyes as the Delegate, Public Works Director Daniel Hernandez as Alternate and Mayor Sanabria as Sub Alternate to the ICRMA Board and to adopt Resolution No. 2018-01, Amending Resolution No. 2016-48 and Appointing a Delegate to the Independent Cities Risk Management Authority's Governing Board (ICRMA), seconded by Mayor Sanabria. Motion passed 5-0, by the following vote:

#### ROLL CALL:

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

#### **4. Consideration and Approval of Award of a Professional Services Agreement (PSA) for Live Web Streaming Services of City Council Meetings**

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

**Motion:** Council Member Macias motioned to approve award of PSA to Town Hall Streams for Live Web Streaming Services of City Council Meetings, to add the Facebook Live option and authorize Interim City Manager to negotiate and execute agreement, seconded by Mayor Sanabria. Motion passed 5-0, by the following vote:

#### ROLL CALL:

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

### COUNCIL

#### **5. Consideration and Approval of Appointment for the Position of Director of Finance**

Interim City Manager Ricardo Reyes presented the item and recommended the approval to appoint Nita McKay.

**Motion:** Mayor Sanabria motioned to approve appointment of Nita McKay to serve in the position of Director of Finance and authorize the Interim City Manager to execute an employment agreement, seconded by Council Member Ortiz. Motion passed 5-0, by the following vote:

#### ROLL CALL:

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

## FINANCE

### 6. Discussion and Direction of the City of Huntington Park's Credit Card Policy and Procedures

#### RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Discuss and make any modifications, deletions and additions to the existing policy and procedures for departmental use of City issued credit cards;
2. Provide staff with direction on the issuance and use of credit cards in the future; and
3. Bring back to Council for final approval.

Interim City Manager Ricardo Reyes presented the item and introduced Finance Manager Annie Ruiz who gave an overview.

Mayor Sanabria requested the removal of section "C" page 1 and a \$1,500 limit for directors and different for City Manager but agrees with Council Member Ortiz and the \$2,000 limit for directors.

Vice Mayor Pineda directed staff to come up with a plan in case someone needs to run an errand at the last minute and be able to purchase or get reimbursed.

Council Member Ortiz recommended a limit for directors to be \$2,000 and to have all credit cards collected. Agrees with a contingency plan when last minute items need to be purchased.

Mayor Sanabria directed staff to come back to council with changes.

## POLICE

### 7. Consideration and Approval to Purchase a DUI Trailer for the Police Department Traffic Enforcement Bureau

Interim City Manager Ricardo Reyes presented the item and introduced Chief of Police Cosme Lozano who gave an overview.

Council Member Macias requested staff to bring back to Council to discuss, more of a collaboration when it comes to grants. To look at areas with respect to safety.

Council Member Ortiz questioned if there's a plan in place for more patrol.

Chief of Police Cosme Lozano stated staff can prepare an informational staff report based on projected activities that PD recommends that Council can review and make suggestions. Council concurs with bringing it back to the next council meeting.

**Motion:** Council Member Ortiz motioned to authorize the purchase of a customized mobile Driving Under the Influence (DUI) trailer, associated equipment, and labor costs from Universal Trailers in the City of Riverside as a sole source vendor, authorize the requisition of funds totaling \$33,450.05 from the OTS Grant Fund Account # 224-7115-421.74-10 and authorize the Chief of Police to purchase the DUI trailer and complete this project, seconded by Mayor Sanabria. Motion passed 5-0, by the following vote:

#### ROLL CALL:

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



## **PUBLIC WORKS**

### **8. Consideration and Approval of Budget Appropriation and Allocation of Unencumbered Grant Funding of Competitive Beverage Container (Big Belly) Grant Funds**

Interim City Manager Ricardo Reyes presented the item and introduced Public Works Director Daniel Hernandez who provided an overview.

**Motion:** Council Member Ortiz motioned to approve Appropriation and allocation of \$23,482.60 to the Competitive Beverage Container (Big Belly) Account Number 288-8058-432-54-00 that were not previously budgeted and appropriated for FY 17/18, seconded by Council Member Macias. Motion passed 5-0, by the following vote:

#### **ROLL CALL:**

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

### **9. Consideration and Approval of First Amendment to the Professional Services Agreement (PSA) to Memorialize the Name Change from Severn Trent of North America to Inframark LLC**

Interim City Manager Ricardo Reyes presented the item and introduced Public Works Director Daniel Hernandez who provided an overview.

**Motion:** Council Member Ortiz motioned to approve an amendment to the 2015 Professional Services Agreement, to reflect and memorialize the name change from Severn Trent North America to INFRAMARK LLC and authorize Interim City Manager to execute the Amendment, seconded by Mayor Sanabria. Motion passed 5-0, by the following vote:

#### **ROLL CALL:**

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

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

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

### **COUNCIL COMMUNICATIONS**

Council Member Manuel "Manny" Avila, wished everyone a Happy New Year.

Council Member Graciela Ortiz, announced a Citywide Clean-up at Freedom Park on January 27<sup>th</sup> from 9-11 a.m.

Council Member Karina Macias, thanked staff for all their work, thanked Public Works for working on weekends and responding quickly, announced a meeting at the Huntington Park High School regarding the High School project on January 25<sup>th</sup> at 6 p.m. and wished everyone a Happy New Year.

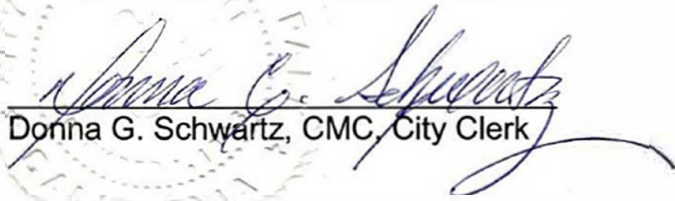
Vice Mayor Jhonny Pineda, wished all a good night and suggested next year decorating the palm trees for the holidays and requested staff look for sponsorship earlier in the year.

Mayor Marilyn Sanabria, announced the Homeless Count needs volunteers and wished everyone a Happy New Year.

**ADJOURNMENT**

At 8:08 p.m. Mayor Sanabria adjourned the City of Huntington Park City Council to a Regular Meeting on Tuesday, February 6, 2018, at 6:00 P.M

Respectfully submitted,



Donna G. Schwartz, CMC, City Clerk