

City of Santa Fe Springs

AGENDA

FOR THE ADJOURNED MEETINGS OF THE
SANTA FE SPRINGS:

PUBLIC FINANCING AUTHORITY
COMMUNITY DEVELOPMENT COMMISSION
CITY COUNCIL

COUNCIL CHAMBERS
11710 TELEGRAPH ROAD
SANTA FE SPRINGS, CA 90670

MAY 26, 2009

5:00 P.M.

Luis M. Gonzalez, Mayor
Betty Putnam, Mayor Pro Tem
William K. Rounds, Councilmember
Joseph D. Serrano, Sr., Councilmember
Gustavo R. Velasco, Councilmember

Public Comment: The public is encouraged to address City Council on any matter listed on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council, please complete the card that is provided at the rear entrance to the Council Chambers and hand the card to the City Clerk or a member of staff. The City Council will hear public comment on items listed on the agenda during discussion of the matter and prior to a vote. The City Council will hear public comment on matters not listed on the agenda during the Oral Communications period.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in a City Council meeting or other services offered by the City, please contact the City Clerk's Office at (562) 868-0511. Notification of at least 48 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

Please Note: Staff reports are available for inspection at the City Clerk's office during regular business hours 7:30 a.m. – 5:30 p.m. Monday – Friday. City Hall is closed every other Friday.

1. **CALL TO ORDER**

2. **ROLL CALL**

William K. Rounds, Councilmember
Joseph D. Serrano, Councilmember
Gustavo R. Velasco, Councilmember
Betty Putnam, Mayor Pro Tem
Luis M. Gonzalez, Mayor

CLOSED SESSION

3. **CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION**

Cases: 1

PUBLIC FINANCING AUTHORITY

4. **APPROVAL OF MINUTES**

Public Financing Authority Meeting of April 23, 2009

Recommendation: That the Authority approve the Minutes as submitted.

NEW BUSINESS

5. **Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA)**

Recommendation: That the Authority receive and file the report.

COMMUNITY DEVELOPMENT COMMISSION

6. **REPORT OF THE CITY MANAGER AND EXECUTIVE DIRECTOR**

7. **CONSENT AGENDA**

Consent Agenda items are considered routine matters that may be enacted by one motion and roll call vote. Any item may be removed from the Consent Agenda and considered separately by the Community Development Commission.

A. **Minutes**

Minutes of the Adjourned Community Development Commission Meeting of May 7, 2009

Recommendation: That the Commission approve the Minutes as submitted.

NEW BUSINESS

8. Approval of an Agreement for Professional Services, State of California, Office of Environmental Health Hazard Assessment (OEHHA)

Recommendation: That the Community Development Commission approve an agreement between the State of California, Office of Environmental Health Hazard Assessment, and the CDC; and authorize the Executive Director to sign all necessary documents on behalf of the Commission.

9. Authorization to Reimburse Neville Chemical Company for Engineering and Design Costs to Relocate the Ground Water Treatment System at 12800 Imperial Highway, Santa Fe Springs

Recommendation: That the City Council authorize the Executive Director to execute a Letter of Agreement to reimburse Neville Chemical Company an amount not to exceed \$90,000 for costs associated with the engineering and design work required to relocate the Ground Water Treatment System (GWTS) located at 12800 Imperial Highway, Santa Fe Springs.

CLOSED SESSION

10. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Case: Bueno vs. City of Santa Fe Springs

Cases: 1

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: Villages at Heritage Springs – bounded by Telegraph Road, Bloomfield Avenue, Clark Street and Norwalk Boulevard

Negotiating Parties: Staff and Property Owner

Under Negotiation: Terms of Agreement

CITY COUNCIL

11. **CONSENT AGENDA**

Consent Agenda items are considered routine matters which may be enacted by one motion and roll call vote. Any item may be removed from the Consent Agenda and considered separately by the City Council.

Minutes

- A. Minutes of the Adjourned City Council Meeting of May 7, 2009

Recommendation: That the City Council approve the Minutes as submitted.

Treasurer's Report

- B. Treasurer's Report for the Month of April 2009

Recommendation: That the City Council receive and file the report.

Conference and Meeting Report

- C. Councilmember Serrano's Attendance at the California Contract Cities Association 50th Annual Municipal Seminar

Recommendation: That the City Council receive and file the report.

Award of Bid

- D. Award Bid to JTB Supply Company for Light Emitting Diode (LED) Traffic Signal Indicators

Recommendation: That the City Council award a bid to JTB Supply Company and allow the Director of Purchasing Services to issue a purchase order to process the transaction.

Termination of Contract

- E. Miscellaneous Street Repairs (FY 2008/09 Program)

Recommendation: That the City Council terminate a contract with D&L Paving of Yucaipa, California, in the amount of \$110,610.00; and authorize the City Engineer to re-advertise for construction bids for the Miscellaneous Street Repairs (FY 2008/09) Program.

New Business

- F. Resolution No. 9180 – Approval of a Letter of Agreement between the City of Santa Fe Springs and the City of La Mirada Regarding the Exchange of Community Development Block Grant (CDBG) Funds for Fiscal year 2009-2010

Recommendation: That the City Council adopt Resolution No. 9180; and authorize the City Manager to execute any and all documents necessary to complete the exchange of funds on behalf of the City.

UNFINISHED BUSINESS

12. Recommendation on Budget Alternatives for the 2009 Fiestas Patrias Community Event

Recommendation: That the City Council approve staff's recommendation as identified in Option III to modify the 2009 Fiestas Patrias community event to realize a savings of \$8,900 for the FY 2009-10 Budget appropriation.

NEW BUSINESS

13. Request to Adopt Resolutions Pertaining to the City's General Municipal Election to be Held Tuesday, November 3, 2009

Recommendation: That the City Council adopt Resolution Nos. 9081, 9082 and 9083, which pertain to the City's General Municipal Election to be held Tuesday, November 3, 2009.

14. Request for Approval of a Recyclable Materials Dealer Permit for Tomra Pacific, Inc. (Brian Jackson, Representative)

Recommendation: That the City Council approve the issuance of Recyclable Materials Dealer Permit No. 16 to Tomra Pacific, Inc. for a period of one year until June 30, 2010, subject to the conditions of approval.

15. Acceptance of State Homeland Security Grant Program Funds for Purchase of Breathing Apparatus

Recommendation: It is the Fire Chief's recommendation that the City Council accept the grant funds and authorize the purchase of 52 breathing apparatus with the associated equipment.

16. Appointment of Alternate Director to the Board of Directors of the Gateway COG 91/605/405 Committee

Recommendation: That the City Council appoint an Alternate Director to the Board of Directors of the Gateway COG 91/605/405 Committee.

17. Adoption of Resolution No. 9184 Setting and Revising Certain Fees

Recommendation: That the City Council adopt Resolution No. 9184 setting and revising certain fees.

PLEASE NOTE: Item Nos. 18-31 will occur in the 7:00 hour.

18. **INVOCATION**

19. **PLEDGE OF ALLEGIANCE**

INTRODUCTIONS

20. Representatives from the Youth Leadership Committee

21. Representatives from the Chamber of Commerce

22. Introduction of the 2009 Memorial Scholarship Program Recipients

23. Introductions of the 2009 Destiny Scholarship Recipients & Powell Grant Recipient

24. **ANNOUNCEMENTS**

PRESENTATIONS

25. Presentation to Dr. Monica Oviedo and Harry Yessian Upon Their Re-Assignment to Pioneer High School

26. "Every 15 Minutes" Program

27. Presentation to Participants Who Successfully Completed the Business Emergency Preparedness Network Core Training Classes

APPOINTMENT TO BOARDS, COMMITTEES, COMMISSIONS

28. Committee Appointments

29. **ORAL COMMUNICATIONS**

This is the time for public comment on any Public Financing Authority/Community Development Commission/City Council matter that is not on tonight's agenda. Anyone wishing to speak on an agenda item is asked to please comment at the time the item is considered by the City Council.

30. **EXECUTIVE TEAM REPORTS**

31. **ADJOURNMENT**

In the memory of Noemi Salinas, long-time resident and patron of the Neighborhood Center

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted at the following locations; Santa Fe Springs City Hall, 11710 Telegraph Road; Santa Fe Springs City Library, 11700 Telegraph Road; and the Town Center Plaza (Kiosk), 11740 Telegraph Road, not less than 72 hours prior to the meeting.

Barbara Earl, CMC
City Clerk

May 20, 2009
Date

MINUTES
JOINT REGULAR MEETINGS
OF THE
PUBLIC FINANCING AUTHORITY
COMMUNITY DEVELOPMENT COMMISSION
CITY COUNCIL

CITY OF SANTA FE SPRINGS
APRIL 23, 2009

1. CALL TO ORDER

Chairperson/Mayor Gonzalez, at 6:07 p.m., called the Public Financing Authority, Community Development Commission and City Council meetings to order.

2. ROLL CALL

Present: Directors/Commissioners/Councilmembers Putnam, Rounds, Serrano, Velasco, Chairperson/Mayor Gonzalez

Also present: Fred Latham, City Manager; Barbara Earl, City Clerk; Steve Skolnik, City Attorney; Paul Ashworth, Director of Planning and Development; Don Jensen, Director of Public Works; Dino Torres sitting in for Fernando Tarin, Director of Police Services; Ana Alvarez, Director of Community Services; Jose Gomez, Director of Finance & Administrative Services; Alex Rodriguez, Fire Chief.

PUBLIC FINANCING AUTHORITY

3. APPROVAL OF MINUTES

Public Financing Authority Meeting of March 26, 2009

Recommendation: That the Authority approve the Minutes as submitted.

Director Serrano moved to approve the Minutes. Vice-Chairperson Putnam seconded the motion, which carried unanimously.

NEW BUSINESS

4. Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA)

Recommendation: That the Authority receive and file the report.

Director Velasco moved to receive and file the report. Director Serrano seconded the motion, which carried unanimously.

COMMUNITY DEVELOPMENT COMMISSION

5. REPORT OF THE CITY MANAGER AND EXECUTIVE DIRECTOR

City Manager Latham advised Council that he had a color graphic of the fountain, which was Item C on the Consent Agenda, he would pass out.

Paul Ashworth, Executive Director, reported that fDi, a magazine for foreign business investors, recently released the results of its annual North American Cities of the Future survey. This survey, involving major, large, small and micro cities by population, ranks cities based on a variety of business-related criteria, like construction activity, land and lease rates, tax rates and the number of high-tech related companies. Of the seven competitive categories, Santa Fe Springs was listed in three finishing No. 1 in Human Resources, No. 4 in Business Friendliness, and No. 10 overall in the Micro Cities of the Future list. Mr. Ashworth noted that, considering this survey consists of over 400 cities throughout North America, finishing in three categories is an impressive showing for Santa Fe Springs.

6. CONSENT AGENDA

A. Minutes

Minutes of the Regular Community Development Commission Meeting of April 9, 2009

Recommendation: That the Commission approve the Minutes as submitted.

Award of Contract

B. City Library Renovation and Enhancement Project – Phase 1

Recommendation: That the Commission approve the eight recommendations outlined by staff in the body of the report.

City Engineer's Report

C. Authorization to Advertise for the Villages Fountain

Recommendation: That the Commission authorize the City Engineer to advertise for construction bids for the Villages Fountain located at the southwest corner of Telegraph Road and Bloomfield Avenue.

Vice-Chairperson Putnam moved to approve the Consent Agenda, including Item Nos. 6A, 6B and 6C. Commissioner Velasco seconded the motion, which carried unanimously.

NEW BUSINESS

7. Agreement with Premiere Investors Fund Regarding Redevelopment of 13210 Telegraph Road

Recommendation: That the Commission approve Resolution No. 222-09; approve the use of CDC funds to assist in the cost to fence the subject property, contract for the demolition of the building on the property, contract for environmental assessment and CEQA review, and approve an appropriation from CDC funds in an amount not to exceed \$400,000; and authorize the Executive Director to effectuate the provisions of Resolution No. 222-09 and execute the Agreement.

Commissioner Velasco moved to approve Item No. 7. Commissioner Rounds seconded the motion, which carried by the following roll call vote:

AYES: Putnam, Rounds, Serrano, Velasco, Chairperson Gonzalez

NOES:

ABSENT:

ABSTAIN:

8. Amendment to an Agreement for Professional Services, State of California, Office of Environmental Health Hazard Assessment (OEHHA)

Recommendation: That the Commission approve an amendment to the Agreement between the State of California, Office of Environmental Health Hazard Assessment, and the CDC; and authorize the Executive Director to sign all necessary documents on behalf of the Commission.

Commissioner Rounds moved to approve Item No. 8. Commissioner Velasco seconded the motion, which carried unanimously.

9. Adoption of Resolution No. 223-09 Approving Rules Governing Participation by Property Owners and Business Occupants in Amendment No. 4 to the Consolidated Redevelopment Project Area

Recommendation: That the Commission approve Resolution No. 223-09 adopting rules governing participation by property owners and business occupants in Amendment No. 4 to the Consolidated Redevelopment Project Area; and instruct the Executive Director to make the rules available to the public.

10. Adoption of Resolution No. 224-09 Approving Rules Governing Participation by Property Owners and Business Occupants in Amendment No. 2 to the Washington Boulevard Redevelopment Project Area

Recommendation: That the Commission approve Resolution No. 224-09 adopting rules governing participation by property owners and business occupants in Amendment No. 2 to the Washington Boulevard Redevelopment Project Area; and instruct the Executive Director to make the rules available to the public.

11. Adoption of Resolution No. 225-09 Approving Relocation Guidelines by Reference for Amendment No. 4 to the Consolidated Redevelopment Project Area

Recommendation: That the Commission approve Resolution No. 225-09 adopting Relocation Guidelines by reference for Amendment No. 4 to the Consolidated Redevelopment Project Area; and instruct the Executive Director to make the rules available to the public.

12. Adoption of Resolution No. 226-09 Approving Relocation Guidelines by Reference for Amendment No. 2 to the Washington Boulevard Redevelopment Project Area

Recommendation: That the Commission approve Resolution No. 226-09 adopting Relocation Guidelines by reference for Amendment No. 2 to the Washington Boulevard Redevelopment Project Area; and instruct the Executive Director to make the rules available to the public.

Vice-Chairperson Putnam moved to approve Item Nos. 9-12. Commissioner Rounds seconded the motion, which carried unanimously.

13. Request for Authorization to Submit Two Project Applications to the Los Angeles County Metropolitan Transportation Authority's 2009 Call for Projects, the First of which Requests a Grant of \$1,025,000 to Fund Phase II of the Norwalk/Santa Fe Springs Transportation Center Parking Improvements Project, which will Add 160 Parking Spaces, and the Second of which Requests a Grant of \$195,000 to Purchase a 30-Passenger CNG Excursion Bus that will Replace the City's Existing Diesel Excursion Bus that has been Relegated to a Backup Status Due to New Emissions Regulations and the Vehicle's Age

Recommendation: That the Commission authorize the City Manager to submit two Project Funding Applications to the Los Angeles County Metropolitan Transportation Authority (Metro) in response to the 2009 call for Projects.

20. Request for Authorization to Submit Two Project Applications to the Los Angeles County Metropolitan Transportation Authority's 2009 Call for Projects, the First of which Requests a Grant of \$1,025,000 to Fund Phase II of the Norwalk/Santa Fe Springs Transportation Center Parking Improvements Project which will Add 160 Parking Spaces, and the Second of which Requests a Grant of \$195,000 to Purchase a 30-Passenger CNG Excursion Bus that will Replace the City's Existing Diesel Excursion Bus that has been Relegated to a Backup Status Due to new Emissions Regulations and the Vehicle's Age

Recommendation: That the City Council authorize the City Manager to submit two Project Funding Applications to the Los Angeles County Metropolitan Transportation Authority (Metro) in response to the 2009 call for Projects.

Councilmember-Requested Item

14. Resolution No. 227-09 – Approving the Use of Community Development Commission Funds for the Installation of Vehicle Speed Display Feedback Signs

Recommendation: That the Commission adopt Resolution No. 227-09 finding that the installation of Vehicle Speed Display Feedback Signs benefits the Consolidated Redevelopment Project Area and that no other reasonable means to complete the financing

of this project is available within the community; and appropriate \$17,000 from Community Development Commission funds.

CITY COUNCIL

Councilmember-Requested Item

21. Resolution No. 9174 – Approving the Use of Community Development Commission Funds for the Installation of Vehicle Speed Display Feedback Signs

Recommendation: That the City Council adopt Resolution No. 9174 finding that the installation of Vehicle Speed Display Feedback Signs benefits the Consolidated Redevelopment Project Area and that no other reasonable means to complete the financing of this project is available within the community.

Commissioner Rounds moved to approve Item Nos. 13 and 14 and their companion items on the Council Agenda, Item Nos. 20 and 21, consecutively. Commissioner Serrano seconded the motion, which carried by the following roll call vote:

AYES: Putnam, Rounds, Serrano, Velasco, Chairperson Gonzalez

NOES:

ABSENT:

ABSTAIN:

CITY COUNCIL

16. CONSENT AGENDA

Minutes

- A. Minutes of the Regular City Council Meeting of April 9, 2009

Recommendation: That the City Council approve the Minutes as submitted.

Treasurer's Reports

- B. Treasurer's Reports for the Month of March 2009

Recommendation: That the City Council receive and file the Treasurer's Reports for the month of March, 2009.

Councilmember Serrano moved to approve the Consent Agenda, including Item Nos. 16A and 16B. Mayor Pro Tem Putnam seconded the motion, which carried unanimously.

UNFINISHED BUSINESS

17. Appeal of Planning Commission Approval of Tentative Parcel Map No. 70811

Recommendation: That the City Council may, in its discretion, pursuant to Section 154.09(B) of the City Code, reject the complaint within fifteen (15) days, or set the matter for public hearing at a later date.

City Attorney Skolnik reminded Council that Item No. 17 was continued from the April 9 Council meeting and involved the appeal of a Planning Commission action related to a tentative parcel map.

Kirk Cartozian, mediator, addressed the Council advising of the progress both parties had made since the April 9 Council meeting.

Edgar Khalatian, attorney for Phibro-Tech, confirmed that negotiations were moving forward and requested that the Council not deny the appeal.

Following comments from both parties, City Attorney Skolnik offered to Council three possible alternatives: (1) Deny the appeal, thereby affirming the action of the Planning Commission; (2) Set the appeal for public hearing; or (3) Continue the matter to the May 7 Council meeting; (4) Deny the appeal and waive the statute of limitations.

Following discussion, Councilmember Rounds moved to deny the appeal. Mayor Pro Tem Putnam seconded the motion, which carried unanimously

NEW BUSINESS

18. Resolution No. 9173 – Identity Theft Prevention Program

Recommendation: That the City Council adopt Resolution No. 9173 establishing an Identity Theft Prevention Program in compliance with the Fair and Accurate Credit Transaction (FACT) Act.

19. Out-of-State Travel Request for the Director of Library & Cultural Services to Attend National Library Legislative Day from May 11-13, 2009 in Washington, D.C.

Recommendation: That the City Council approve the out-of-state travel request for Hilary Keith, Director of Library & Cultural Services, to attend National Library Legislative Day from May 11-13 in Washington, D.C.

Councilmember Rounds moved to approve Item Nos. 18 and 19. Mayor Pro Tem Putnam seconded the motion, which carried unanimously.

RECESS

Chairperson/Mayor Gonzalez, at 6:52 p.m., recessed the meeting to go into Closed Session.

COMMUNITY DEVELOPMENT COMMISSION

CLOSED SESSION

15. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 12345 Lakeland Road

Negotiating Parties: Staff and Potential Sellers and/or Buyers

Under Negotiation: Terms of Agreement

RECONVENE

Chairperson/Mayor Gonzalez, at 7:08 p.m., reconvened the meeting with all Commissioners/Council present.

22. INVOCATION

Councilmember Rounds gave the Invocation.

23. PLEDGE OF ALLEGIANCE

Youth Leadership Committee members led the Pledge of Allegiance.

INTRODUCTIONS

24. Representatives from the Youth Leadership Committee

Those present introduced themselves.

25. Representatives from the Chamber of Commerce

Paul Hess, Penta Pacific Properties, was present.

26. ANNOUNCEMENTS

Chairperson/Mayor Gonzalez announced that Councilmember Serrano will be celebrating a birthday on April 26. He invited the audience to sing Happy Birthday to him as a cake was brought out.

City Manager Latham advised Council that Dino Torres was sitting in for Fernando Tarin who was out due to illness.

Wayne Bergeron, Management Assistant, updated the Community Events Calendar.

Councilmember Serrano advised that the Little Lake School District will be participating in the LA Marathon in an effort to raise funds for their music program; he requested that the Council and City Staff support the District's efforts by signing up to walk and pledge.

PRESENTATIONS

27. Proclaiming May 3 through May 9, 2009 as "Municipal Clerks Week"

Chairperson/Mayor Gonzalez read the proclamation; City Clerk Barbara Earl accepted it. Pictures with Council followed.

APPOINTMENT TO BOARDS, COMMITTEES, COMMISSIONS

28. Committee Appointments

No appointments were made.

29. ORAL COMMUNICATIONS

Chairperson/Mayor Gonzalez opened Oral Communications and invited interested parties to come forward to address the Commission/Council.

Having no one come forward, Chairperson/Mayor Gonzalez closed Oral Communications.

30. EXECUTIVE TEAM REPORTS

Don Jensen, Director of Public Works, advised that median work will be ongoing for the next 2-4 weeks by the County on Telegraph Road East of Carmenita. He further advised of sewer installation work being done on Imperial Highway; the work is actually in La Mirada but may impact Santa Fe Springs because of detours. Lastly, he advised that staff was close to having the contract signed for the Sidewalk Project.

Alex Rodriguez, Fire Chief, advised Council that last week he completed a white glove inspection of all three shifts of the Fire Department, including buildings, vehicles and equipment. He further advised that the Burn Relay would be coming through Santa Fe Springs and stopping at Station No. 1 this weekend.

City Manager Latham announced that Councilmember Velasco was recognized today by SASSFA at a 30th Anniversary Luncheon.

31. ADJOURNMENT

Chairperson/Mayor Gonzalez, at 7:30 p.m., adjourned the meeting in the memories of Gil Flores, former Sergeant of the Sheriff's Department, and Jacinto Zamora and Ed Hervy, long-time residents, to Thursday, May 7 at 5:00 p.m. for a Budget Study Session in Council Chambers.

Luis M. Gonzalez
Chairperson/Mayor

ATTEST:

Barbara Earl, CMC, City Clerk



City of Santa Fe Springs

Public Financing Authority Meeting

May 26, 2009

NEW BUSINESS

Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Public Financing Authority (PFA)

RECOMMENDATION

That the City Council receive and file the report.

BACKGROUND

The Santa Fe Springs Public Financing Authority is the City entity that is utilized to facilitate the issuance of public purpose debt in Santa Fe Springs. The following is a brief status report on the debt instruments currently outstanding that were issued through this financing authority.

Consolidated Redevelopment Project 2001 Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 04/30/09	None
Outstanding principal at 04/30/09	\$23,495,000

Consolidated Redevelopment Project 2002 Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 04/30/09	None
Outstanding principal at 04/30/09	\$26,580,000

Consolidated Redevelopment Project 2003 Taxable Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 04/30/09	None
Outstanding principal at 04/30/09	\$5,715,000

Water Revenue Bonds, 2003 Series A

Financing proceeds available for appropriation at 04/30/09	None
Outstanding principal at 04/30/09	\$4,465,000

Water Revenue Bonds, 2005 Series A

Financing proceeds available for appropriation at 04/30/09	None
Outstanding principal at 04/30/09	\$3,330,000

Consolidated Redevelopment Project 2006-A Tax Allocation Bonds

Financing proceeds available for appropriation at 04/30/09	\$ 2,917,754
Outstanding principal at 04/30/09	\$27,583,493

Consolidated Redevelopment Project 2006-B Taxable Tax Allocation Bonds

Financing proceeds available for appropriation at 04/30/09	\$16,389,171
Outstanding principal at 04/30/09	\$17,555,000

Consolidated Redevelopment Project 2007-A Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 04/30/09	None
Outstanding principal at 04/30/09	\$42,590,000

The City and Community Development Commission budgets include sufficient appropriations to meet the debt service obligations associated with these issues and it is anticipated that the Fiscal Year 2008-09 revenue sources funding these appropriations will be sufficient as well.



Frederick W. Latham
City Manager/Executive Director

MINUTES
JOINT ADJOURNED MEETINGS
OF THE
COMMUNITY DEVELOPMENT COMMISSION
CITY COUNCIL

CITY OF SANTA FE SPRINGS
MAY 7, 2009

1. CALL TO ORDER

Chairperson/Mayor Gonzalez, at 5:22 p.m., called the Community Development Commission and City Council meetings to order.

2. ROLL CALL

Present: Commissioners/Councilmembers Putnam, Rounds, Serrano, Velasco, Chairperson/Mayor Gonzalez

Also present: Fred Latham, City Manager; Barbara Earl, City Clerk; Paul Ashworth, Director of Planning and Development; Don Jensen, Director of Public Works; Fernando Tarin, Director of Police Services; Ana Alvarez, Director of Community Services; Jose Gomez, Director of Finance & Administrative Services; Alex Rodriguez, Fire Chief.

COUNCIL STUDY SESSION

3. FY 2009-10 City Budget Preparation – City Council Direction on Seasonal Appropriations

Recommendation: That the City Council direct the City Manager and Director of Finance and Administrative Services to include the seasonal appropriation modifications outlined herein within the Proposed FY 2009-10 City Budget.

City Manager Latham advised that as part of the preparation of the 2009-10 Budget, staff was seeking Council direction on seasonal appropriations. He presented a PowerPoint presentation and discussed the Budget process and timeline, noting that the Budget document will be presented to Council at the June 11 meeting, and the document will thereafter be discussed and studied at the Study Session scheduled for June 16. He directed Councils' attention to Item Nos. 1-12 under the category titled "Specific" in the staff report.

Councilmember Velasco initiated discussing regarding Item No. 8, eliminating the Pioneer High School Summer Gym Program, a savings of \$7,000.

Following the discussion, Councilmember Velasco made a motion to not eliminate the Pioneer High School Summer Gym Program. Councilmember Serrano seconded the motion, which carried by the following roll call vote:

AYES: Putnam, Rounds, Serrano, Velasco, Mayor Gonzalez

NOES:

ABSENT:

ABSTAIN:

Councilmember Rounds initiated discussion regarding Item No. 3, reducing the number of slots for the Camp Gilmore Program by 6, a savings of \$2,000.

Following the discussion, Councilmember Rounds made a motion for staff to seek funding for the 6 slots from other sources. In the event the funding could not be secured, the City will utilize General Fund sources and retain the 6 slots. Councilmember Serrano seconded the motion, which carried by the following roll call vote:

AYES: Putnam, Rounds, Serrano, Velasco, Mayor Gonzalez

NOES:

ABSENT:

ABSTAIN:

Mayor Gonzalez initiated discussion regarding Item No. 4, making the Fiestas Patrias event a daytime-only activity by reducing the hours by 3 to make the event 6 hours, a savings of \$14,000 from multiple department budgets.

Following the discussion, Council unanimously agreed to have staff research and bring back to the next Council meeting various alternatives for the timing and length of the event along with cost breakdowns.

Councilmember Rounds initiated discussion regarding Item No. 5, reducing the number of Heritage Park concerts by one, a savings of \$2,100.

Councilmember Serrano requested that all concerts be scheduled for the evening for the enjoyment of the residential community.

Following the discussion, staff was directed to investigate and report back to Council whether the noontime concert could be moved due to the fact it was funded by an outside source and whether contractual obligations existed.

City Manager Latham requested that a motion be made approving each of the Specific Budget recommendations as discussed and amended.

Councilmember Velasco moved to approve each of the Specific Budget recommendations, as amended. Mayor Pro Tem Putnam seconded the motion, which carried by the following roll call vote:

AYES: Putnam, Rounds, Serrano, Velasco, Mayor Gonzalez

NOES:

ABSENT:

ABSTAIN:

COMMUNITY DEVELOPMENT COMMISSION

4. REPORT OF THE CITY MANAGER AND EXECUTIVE DIRECTOR

No reports were given.

5. CONSENT AGENDA

Minutes

- A. Minutes of the Regular Community Development Commission Meeting of April 23, 2009

Recommendation: That the Commission approve the Minutes as submitted.

Mayor Pro Tem Putnam moved to approve Item No. 5-A. Councilmember Serrano seconded the motion, which carried unanimously.

NEW BUSINESS

7. Consideration of Resolution Nos. 228-09 and 229-09 Consenting to a Joint Public Hearing with the City Council for Proposed Amendment No. 2 to the Washington Boulevard Redevelopment Project Area and a Joint Public Hearing with the City Council for Proposed Amendment No. 4 to the Consolidated Redevelopment Project Area

Recommendation: That the City Council adopt Resolution Nos. 228-09 and 229-09 consenting to Joint Public Hearings with the Community Development Commission in regard to Proposed Amendment Nos. 2 and 4.

13. Consideration of Resolution Nos. 9177 and 9178 Consenting to a Joint Public Hearing with the Community Development Commission in Regard to Proposed Amendment No. 2 to the Washington Boulevard Redevelopment Project Area and a Joint Public Hearing with the Community Development Commission in Regard to Proposed Amendment No. 4 to the Consolidated Redevelopment Project Area

Recommendation: That the City Council adopt Resolution Nos. 9177 and 9178 consenting to Joint Public Hearings with the Community Development Commission in regard to Proposed Amendment Nos. 2 and 4.

Councilmember Rounds moved to jointly approve Item Nos. 7 and 13. Mayor Pro Tem Putnam seconded the motion, which carried unanimously.

CITY COUNCIL

PUBLIC HEARING

9. **2009 Edward Byrne Memorial Justice Assistance Grant Program (JAG)**

Recommendation: That the City Council hold a public hearing and approve the expenditure of federal funds (Edward Byrne Memorial Justice Assistance Grant) as outlined in the plan.

Mayor Gonzalez opened the Public Hearing and invited interested parties to come forward to address the Council.

Having no one come forward, Mayor Gonzalez closed the Public Hearing.

Mayor Pro Tem Putnam moved to approve Item No. 9. Councilmember Rounds seconded the motion, which carried unanimously.

10. **CONSENT AGENDA**

Minutes

A. **Minutes of the Regular City Council Meeting of April 23, 2009**

Recommendation: That the City Council approve the Minutes as submitted.

City Engineer's Report

B. **Resolution Nos. 9175 and 9176 – Lighting District No. 1**

Recommendation: That the City Council adopt Resolution No. 9175 approving the Engineer's Report for Annual Levy of Assessment for Santa Fe Springs Lighting District No. 1; and adopt Resolution No. 9176 declaring its intention to provide for an annual levy and collection of assessments for Lighting District No. 1 and setting the public hearing for the Council meeting of June 25, 2009.

New Business

C. **Request Approval to Apply for a Fire Act Grant from the Federal Emergency Management Agency**

Recommendation: That the City Council authorize applying for a Fire Act Grant in the amount of \$250,000 for the purchase of a fire engine.

Mayor Pro Tem Putnam moved to approve the Consent Agenda, including Item Nos. 10-A, 10-B and 10-C. Councilmember Rounds seconded the motion, which carried unanimously.

Mayor Gonzalez inquired as to Item B, when the levy will go into effect.

City Manager Latham advised that the levy and collection of assessments is on-going but must be re-confirmed annually.

Mayor Gonzalez inquired as to how much the City actually collects from the assessment.

Don Jensen, Director of Public Works, stated that the City collects \$225,000 and contributes as a subsidy \$308,000 to cover the costs of the District.

11. NEW BUSINESS

Approval to Lease Water Rights to the Los Angeles County Rancho Los Amigos in the City of Downey

Recommendation: That the Council approve the Water Right and License Agreement with the Los Angeles County Rancho Los Amigos and authorize the Director of Public Works to execute the Agreement.

12. Approval of Updated Cooperative Agreement with the City of La Mirada for the Valley View Avenue Grade Separation Project

Recommendation: That the Council authorize the City Manager to execute the Updated Cooperative Agreement with the City of La Mirada for the Valley View Grade Separation Project.

14. Consideration of Resolution No. 9179 Authorizing Staff to Prepare a Proposal Concerning the Municipal Water System and Setting a Public Hearing to Evaluate the Proposal

Recommendation: That the City Council approve Resolution No. 9179; authorize Staff to prepare a proposal from the Authority to lease the municipal water system; and set the date for a public hearing to consider the lease proposal.

Councilmember Rounds moved to approve Item Nos. 11, 12 and 14. Mayor Pro Tem Putnam seconded the motion, which carried unanimously.

15. INVOCATION

Councilmember Velasco gave the Invocation.

16. PLEDGE OF ALLEGIANCE

Councilmember Velasco led the Pledge of Allegiance.

21. Proclaiming the City of Santa Fe Springs' Support of and Partnership with the 2010 Census
Mayor Gonzalez called upon Thaddeus McCormack, Assistant to the City Manager, to give an overview of the Census Program and introduce representatives Carlos Vasquez and Eduardo Garcia from the Census Bureau. Mayor Gonzalez called upon City Clerk Barbara Earl to read the Proclamation; pictures with Council followed.

Mr. McCormack requested that Council appoint a Council liaison to work with staff in formulating and implementing the Complete Count Committee.

Councilmember Serrano volunteered to be the liaison. Hearing no objections, Mayor Gonzalez ordered the appointment.

23. Proclaiming the Week of May 17-23, 2009 as "National Public Works Week"
Mayor Gonzalez called upon Mr. Jensen to give the presentation. Mr. Jensen gave an overview and invited Council to the City celebration to be held on June 17 at the City Yard. City Clerk Barbara Earl read the proclamation; Pictures with Council and staff followed.
20. Santa Fe Springs 2009 Youth Citizenship Award Recipients
Mayor Gonzalez called upon Mr. McCormack who recognized Hilary Keith and Kathie Fink for their involvement in the selection process and introduced the award recipients. Mayor Gonzalez presented each recipient with a leather binder, pen and check. Pictures with Council followed.
18. Representatives from the Chamber of Commerce
Jim Cusick, Shaw Diversified Services, and Kathie Fink, Chamber CEO, were present.
19. **ANNOUNCEMENTS**
Wayne Bergeron, Management Assistant, updated the Community Events Calendar.
17. Representatives from the Youth Leadership Committee
Those who were present introduced themselves.
22. Youth Leadership Committee Report on its 2009 Annual Retreat
Carina Gonzalez, Chairperson, introduced the Committee members who each said a few words about the Retreat and what activities the group participated in.
24. **APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**
No appointments were made.

Hearing no objections, Mayor Gonzalez approved Josephine Santa Anna's request to be excused from the May and June meetings of the Family and Human Services and Senior Citizens Advisory Committees due to family obligations.

25. **ORAL COMMUNICATIONS**
Chairperson/Mayor Gonzalez opened Oral Communications and invited interested parties to come forward to address the Commission/Council.

Having no one come forward, Chairperson/Mayor Gonzalez closed Oral Communications.

26. **EXECUTIVE TEAM REPORTS**
Alex Rodriguez, Fire Chief, advised that two, four-man crews had been deployed to Santa Barbara to assist with the wildfires and a third was on standby. He also wished Council and Staff a Happy Mother's Day.

RECESS

Mayor Gonzalez, at 7:00 p.m., recessed the meeting to go into Closed Session.

COMMUNITY DEVELOPMENT COMMISSION**CLOSED SESSION****6. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Property: Villages at Heritage Springs – bounded by Telegraph Road, Bloomfield Avenue, Clark Street and Norwalk Boulevard

Negotiating Parties: Staff and Property Owner

Under Negotiation: Terms of Agreement

CITY COUNCIL**CLOSED SESSION****8. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Property: 13939 Borate Street

Negotiating Parties: Staff and Property Owner

Under Negotiation: Just Compensation

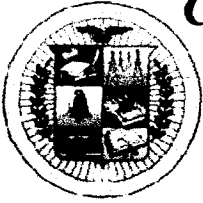
27. RECONVENE/ADJOURNMENT

Chairperson/Mayor Gonzalez, at 7:30 p.m., reconvened the Community Development Commission and City Council meetings and immediately adjourned them to Tuesday, May 26, 5:00 p.m., in Council Chambers, in the memories of Pauline Prado and William Arrgott, both long-time residents.

Luis M. Gonzalez
Chairperson/Mayor

ATTEST:

Barbara Earl, CMC, City Clerk



City of Santa Fe Springs

Community Development Commission Meeting

May 26, 2009

NEW BUSINESS

Approval of An Agreement for Professional Services, State of California, Office of Environmental Health Hazard Assessment (OEHHA)

RECOMMENDATION

That the Community Development Commission:

1. Approve an agreement between the State of California, Office of Environmental Health Hazard Assessment and the CDC; and
2. Authorize the Executive Director to sign all necessary documents on behalf of the Commission.

BACKGROUND

The State Office of Environmental Health Hazard Assessment (OEHHA), is responsible for reviewing 'Health Risk Assessments' (HRAs) for given sites. The HRAs are a scientific way of determining if a formerly contaminated site is safe to occupy. OEHHA is an impartial third-party which reviews the evidence and makes a finding if a site is safe. Each case is unique and factors such as the type of on-site contamination, proposed land use, and type of construction are all taken into account by OEHHA before making a determination.

In January 2005, the CDC entered into a two-year agreement with OEHHA for assistance in reviewing HRAs. The agreement was extended in early 2007 for an additional two years. On April 23, 2007 the CDC took action approving an extension of the contract with OEHHA for an additional two years. Subsequently, OEHHA notified the CDC that because the old agreement had already expired, under State purchasing guidelines, it is necessary to approve a new agreement if the Commission desires to maintain the ongoing service relationship. OEHHA has provided very valuable services in the past, including reviewing the HRAs for the Villages project.

Under most circumstances, regulatory agencies such as the Regional Water Quality Control Board and the Department of Toxic Substance Control will not issue 'No Further Action' letters for sites, until an HRA has been reviewed and approved. Maintaining a contract with the State has enabled OEHHA to respond quickly to requests made by the CUPA and CDC. It is therefore important to reactivate the agreement for professional services with OEHHA.

8

Attached is the new agreement with the State (OEHHA Contract #09-E0014). During the next two years, it is possible that several projects in Santa Fe Springs, including Lakeland Development, and the CDC-owned properties along Telegraph Road, will all involve HRAs. By approving this Amendment, the CDC and CUPA will be able to access OEHHA services quickly and with a minimum of effort.

FISCAL IMPACT

In order to set up an account with the State, it will be necessary to place an estimated amount in the body of the agreement. Staff projects that as much as \$30,000 could be expended over the next two years under this contract. However, any funds expended will have been approved as part of the annual budget process, or will be reimbursed to the CDC from developers requesting assistance from the CDC.

INFRASTRUCTURE IMPACT

There is no anticipated impact to infrastructure as a result of entering into this agreement for professional services.



Frederick W. Latham
City Manager



Paul Ashworth
Executive Director

Attachment(s)

Agreement for Professional Services – Office of
Environmental Health Hazard Assessment

**AGREEMENT:
LOCAL GOVERNMENTAL ENTITY – OFFICE OF ENVIRONMENTAL
HEALTH HAZARD ASSESSMENT
AGREEMENT FOR PROFESSIONAL SERVICES - RISK ASSESSMENT**

This AGREEMENT is made and entered into this 1st day of April 2009 by and between the COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, a body corporate and politic, (hereinafter referred to as the "CDC"), and THE STATE OF CALIFORNIA, OFFICE OF ENVIRONMENTAL HEALTH HAZARD ASSESSMENT (hereinafter referred to as the "CONTRACTOR").

I. RECITALS

WHEREAS, the CDC is the agency responsible for implementing redevelopment activities in the City of Santa Fe Springs (hereinafter referred to as the "City"). Furthermore, the CDC is the owner of real property within the City that is contaminated and in need of remediation; and

WHEREAS, the CDC is actively pursuing the redevelopment of various sites within the City including the CENCO Refinery, and other sites subject to oversight by the California Regional Water Quality Control Board (hereinafter referred to as "the Sites"); and

WHEREAS, the Sites are contaminated with a variety of constituents primarily related to the exploration, production and refining of petroleum products, which are required to be addressed by the California Regional Water Quality Control Board (hereinafter referred to as "CRWQCB"); and

WHEREAS, the CDC and the property owners of the Sites have retained environmental consultants to address contamination at the Sites, and wherein the consultants have prepared environmental documents which are required to be approved by the CRWQCB; and

WHEREAS, in order to expedite review of both the environmental documents and to timely redevelop the Sites, the CRWQCB has authorized the CDC to enter into an agreement with the State of California, Office of Environmental Health Hazard Assessment (OEHHA) wherein OEHHA would conduct an analysis of the aforementioned environmental documents, including but not limited to Human Health Risk Assessments prepared for the Sites; and

WHEREAS, the CDC and the CRWQCB have entered into a Reimbursement Agreement, so that *the CDC* will reimburse the CRWQCB for all costs incurred by the CRWQCB in its administration of the agreement with OEHHA to conduct the risk assessment analysis; and

WHEREAS, the CDC desires technical assistance in the evaluation of the risk assessment documents for the Sites; and

WHEREAS, the CONTRACTOR is prepared to provide such services on the terms and conditions set forth in this Agreement and attachments which are incorporated as part of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the CDC and the CONTRACTOR agree as follows:

II. TERMS AND CONDITIONS

A. MISSION. The CDC hereby retains the CONTRACTOR and the CONTRACTOR hereby accepts such responsibility as described herein.

B. TERM. The term of this Agreement shall commence as of the date of this Agreement and shall continue in effect until the services provided for herein have been performed or until a date twenty-four (24) months from such date, whichever occurs sooner, unless this Agreement is sooner terminated as provided for hereinafter. Services shall be undertaken and completed in such a sequence as to assure their effectiveness in implementing this Agreement.

C. CONTRACTOR RESPONSIBILITIES. The CONTRACTOR'S services shall include the professional services as detailed in EXHIBIT A.

D. COMPENSATION. The compensation for the services as outlined in EXHIBIT A shall not exceed \$50,000. The CONTRACTOR will submit monthly invoices to the CDC for work actually performed, invoiced on an hourly basis at the rates set forth in EXHIBIT B.

All invoices should be accompanied by documentation setting forth in detail a description of the services rendered. The CDC shall make payment within 30 days of receipt of invoice. Invoices shall be sent to:

Paul R. Ashworth
CDC of the City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670

E. REIMBURSABLE EXPENSES. The CONTRACTOR shall bill the CDC for reimbursable expenses including mass production photocopying, photographs and slides, mileage, messenger service, parking and long-distance phone calls.

F. OWNERSHIP OF DOCUMENTS. All studies, papers, files, drawings, contracts, reports and other such documents prepared or developed in accordance with this Agreement by the CONTRACTOR shall remain the property of the CDC or the Responsible Parties.

G. INDEPENDENT CONTRACTOR. The CONTRACTOR shall perform the work as provided herein as an independent contractor and shall not be considered an employee of the CDC or under CDC supervision or control. This Agreement is by and between the CONTRACTOR and the CDC, and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or associate, between the CDC and the CONTRACTOR.

H. INDEMNIFICATION. The CONTRACTOR agrees to indemnify, defend and save harmless the CDC, its agents, officers and employees only from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever including, but not limited to, bodily injury, death, personal injury, or property damage arising from or directly connected with the CONTRACTOR'S review of the assessment of human health and/or environmental risks at the Sites which services are more particularly described in Exhibit A.

I. SUCCESSOR AND ASSIGNMENT. The services as contained herein are to be rendered by the CONTRACTOR whose name is as appears first above written and the CONTRACTOR shall not assign nor transfer any interest in this Agreement without the prior written consent of the CDC. Claims for money by the CONTRACTOR from the CDC under this contract may be assigned to a bank, trust company, or financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the CDC.

J. INSURANCE. The CDC agrees to accept evidence of self-insurance from CONTRACTOR for all lines of insurance, including General Liability and Workers' Compensation Insurance. The CONTRACTOR shall provide the CDC with satisfactory evidence of self-insurance coverage upon the CDC's request.

Workers' Compensation. The CONTRACTOR agrees to maintain at its expense, during the term of this Agreement, all necessary insurance, or self-insurance, for its employees engaged in the performance of this Agreement, including, but not limited to, Workers' Compensation insurance, and to provide the CDC with satisfactory evidence of such insurance, or self-insurance, coverage upon the CDC's request.

Failure on the part of the CONTRACTOR to procure or maintain required insurance, or self-insurance, shall constitute a material breach of this Agreement upon which the CDC will immediately terminate this Agreement.

K. NON-DISCRIMINATION. The CONTRACTOR agrees than no person shall be excluded from employment in the performance of this Agreement on grounds of race, creed, color, sex, age, martial status, or place of national origin. In this connection, the CONTRACTOR agrees to comply with all County, State and Federal laws relating to equal employment opportunity rights.

L. SEVERABILITY. In the event that any covenant, condition or other provisions herein contained is held to be invalid, void or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remained of this Agreement and shall in no way affect, impair or invalidate any other covenant, condition or other provision contained herein. If such condition, covenant or other provision shall be deemed invalid due to its scope or breadth, such covenant, condition or other provision shall be deemed valid to the extent of the scope or breadth permitted by law.

M. INTERPRETATION. No provision of this Agreement is to be interpreted for or against either party because that party or that party's legal representative drafted such provision, but this Agreement is to be construed as if both parties drafted it hereto.

N. ENTIRE AGREEMENT. This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the retention of the CONTRACTOR by the CDC and contains all the covenants and agreements between the parties with respect to such retention.

O. WAIVER. No breach of any provision hereof can be waived unless in writing. Waiver of any one breach of any provision shall not be deemed to be a waiver of any other breach of the same or any other provision hereof.

P. TERMINATION OF AGREEMENT. This Agreement may be terminated at the sole discretion of either party by giving written notice at least thirty (30) days prior to the effective termination date in the written notice. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the CONTRACTOR under this Agreement shall, at the option of the CDC, becomes its property and the CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the CDC for damages sustained by the CDC by virtue of any breach of this Agreement by the CONTRACTOR, and the CDC may withhold any payments to the CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due the CDC from the CONTRACTOR is determined.

Q. CHANGES. The CDC or the CONTRACTOR may request changes in the scope of the services of the CONTRACTOR to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONTRACTOR'S

compensation, which are mutually agreed upon by and between the CDC and the CONTRACTOR, shall be incorporated in written amendments to this Agreement.

R. COMPLIANCE WITH LAWS. The parties agree to be bound by applicable federal, state and local laws, regulations and directives as they pertain to the performance of this Agreement.

S. PROPOSAL. EXHIBIT A and EXHIBIT B, as well as any and all addenda or additions mutually agreed upon in writing by both parties herein, are incorporated by reference to this Agreement.

III. NOTICES

Notices herein shall be presented in person or by certified or registered U.S. Mail, as follows:

To the CONTRACTOR: Deputy Director,
Administration and Program Support
Office of Environmental Health Hazard
Assessment
1001 I Street
P.O. Box 4010
Sacramento, CA 95812

To the CDC: Executive Director
CDC of the City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670

IN WITNESS HEREOF, the CDC and CONTRACTOR have executed this Agreement as of the date first herein above set forth.

CDC of the City of Santa Fe Springs

STATE OF CALIFORNIA

PAUL R. ASHWORTH
Executive Director

Date: _____

MARGIE J. LEARY
Deputy Director,
Administration and Program Support
Date: _____

EXHIBIT A STATEMENT OF WORK

The Office of Environmental Health Hazard Assessment (hereinafter referred to as "OEHHA") hereby enters into an agreement with the Community Development Commission (CDC) of the City of Santa Fe Springs to review the assessment of human health and/or environmental risks at various sites under the oversight of the California Regional Water Quality Control Board (CRWQCB).

Under a separate annual contractual agreement with the California State Water Resources Control Board (SWRCB), OEHHA provides consultative services to the CRWQCBs on health risks from exposure to hazardous materials at contaminated sites of which the CRWQCBs have regulatory oversight authority for cleanup pursuant to State Water Resources Control Board Resolution No. 92-49 (As amended on April 21, 1994 and October 2, 1996) Policies and Procedures for Investigation and Cleanup and Abatement of Discharges Under Water Code Section 13304.

In recent years, the number of contaminated sites requiring a human health and/or environmental risk assessment review far exceeded the CRWQCBs' contractual ability to have the work performed by OEHHA. To fulfill this unmet need, OEHHA assists local governmental entities, upon request, in reviewing human health and/or environmental risks at various sites undergoing cleanup. The CRWQCB has no fiscal or administrative responsibility under this agreement.

The Project Representatives during the term of this agreement will be:

<i>CDC of the City of Santa Fe Springs</i>	Office of Environmental Health Hazard Assessment
<i>Attention: Paul R. Ashworth</i>	Attention: Jim Carlisle
<i>Address: 11710 Telegraph Road Santa Fe Springs, CA 90670</i>	Address: 1001 I Street P.O. Box 4010 Sacramento, CA 95812
<i>Phone: 562-868-0511</i>	Phone: (916) 323-2635
<i>E-Mail: pashworth@santafesprings.org</i>	E-Mail: jcarlisle@oehha.ca.gov

The parties may change their respective Project Representative upon providing ten (10) days written notice to the other party.

The Project Administrative Contacts during the term of this agreement will be:

<i>CDC of the City of Santa Fe Springs</i>	Office of Environmental Health Hazard Assessment
<i>Attention: Andy Lazzaretto</i>	<i>Attention: Arlene Nishimura</i>
<i>Address: 11710 Telegraph Road Santa Fe Springs, CA 90670</i>	<i>Address: 1001 I Street P.O. Box 4010 Sacramento, CA 95812</i>
<i>Phone: 562-868-0511</i>	<i>Phone: (916) 324-3732</i>
<i>E-Mail: alazzaretto@santafesprings.org</i>	<i>E-Mail: anishimu@oehha.ca.gov</i>

The Project Administrative Contacts are responsible for executing tasks as outlined in the "Work to be Performed". All inquiries regarding work to be performed should be directed to the Project Administrative Contacts.

The Contract Representatives during the term of this agreement will be:

<i>CDC of the City of Santa Fe Springs</i>	Office of Environmental Health Hazard Assessment
<i>Attention: Paul R. Ashworth</i>	<i>Attention: Patty Foey</i>
<i>Address: 11710 Telegraph Road Santa Fe Springs, CA 90670</i>	<i>Address: 1001 I Street P.O. Box 4010 Sacramento, CA 95812</i>
<i>Phone: 562-868-0511</i>	<i>Phone: (916) 324-6440</i>
<i>E-Mail: pashworth@santafesprings.org</i>	<i>E-Mail: pfoey@oehha.ca.gov</i>

A. WORK REQUEST PROCESS

It is the responsibility of the CDC to:

a. Provide a written work request to OEHHA containing:

- 1) Description of the site, name/title, location/street address.
- 2) Site project number, if applicable.
- 3) Description of the type of review services requested including travel, conference calls, and meeting attendance, as needed.
- 4) Work timetable and/or requested completion date.
- 5) The name, title, telephone number, e-mail address and mailing address of the CDC Project Manager.
- 6) The name, title, telephone number, e-mail address and mailing address of the CRWQCB Project Manager.
- 7) A listing of documents to be reviewed together with the documents themselves. All documents submitted to OEHHA will be accompanied by a work request.

- b. The CDC will submit a work request to the OEHHA Project Administrative Contact for each site and/or document for program assignment and cost estimation when requested.
- c. Serve as liaison between OEHHA and the CRWQCB and will oversee and coordinate all work activities.
- d. Compensate OEHHA in accordance with OEHHA's Integrated Risk Assessment Section Schedule of Hourly Rates (EXHIBIT B) plus necessary travel expenses and per diem.

B. WORK TO BE PERFORMED

As specified in the work request submitted by the CDC Project Representative, it is the responsibility of OEHHA to perform the following services when requested:

- 1) Assist the CDC staff in planning and coordinating meetings with responsible parties (RPs) and/or their consultants. Provide necessary information to the CDC and the RPs, unless directed otherwise via the work request, to develop risk assessments for specific cleanup sites.
- 2) When requested by the CDC Project Representative, inspect contaminated sites in order to evaluate the appropriateness of the proposed conceptual site model and/or other aspects of the risk assessment.
- 3) Review risk assessments submitted, under cover of a work request, to OEHHA by the CDC Project Representative. OEHHA shall review, evaluate and make written recommendations for revisions, or approve the assessment as submitted to the CDC and CRWQCB Project Managers. In the event of subsequent revisions by the CDC or the RPs, OEHHA shall review and evaluate any such revisions to provide approval of the overall assessment documents by the mutually agreed upon completion date stated on the work request.
- 4) Provide consultation services to CDC staff, CRWQCB and RPs and/or consultants on issues concerning human health and/or environmental risks as specified in the work request.
- 5) When requested, provide expert testimony concerning OEHHA's review and consultation on behalf of the CDC and CRWQCB at council or board hearings and courtroom proceedings. Such expert testimony shall be available during the executed term of this agreement.
- 6) Provide general human health and/or environmental risk assistance and training when specified on a work request.
- 7) OEHHA shall send a memorandum providing comment and recommendations to the CDC and CRWQCB upon completion of the work and within the timeframe as specified in the work request.

- 8) Record all time and activities spent on the project and provide these records to the CDC upon their request.
- 9) Prepare invoices to include the contract number, work request and/or site reference number, a brief description of work performed, number of hours and costs by position and travel and per diem if applicable. Invoices shall be submitted in duplicate not more frequently than monthly in arrears to:

CDC of the City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670
ATTN: Andy Lazzaretto

EXHIBIT B
OFFICE OF ENVIRONMENTAL HEALTH HAZARD ASSESSMENT
INTEGRATED RISK ASSESSMENT SECTION (IRAS)
SCHEDULE OF HOURLY RATES

For the period covering July 1, 2008 – June 30, 2009:

Position	Hourly Rate
Supervising Toxicologist	\$180
Senior Toxicologist	172
Staff Toxicologist (Specialist)	164
Associate Toxicologist	135
Research Scientist Supervisor I	164
Research Scientist I	123
Research Scientist II	135
Associate Governmental Program Analyst	113
Office Technician (Typing)	68

For the period covering July 1, 2009 – June 30, 2010:

Position	Hourly Rate
Supervising Toxicologist	\$180
Senior Toxicologist	172
Staff Toxicologist (Specialist)	164
Associate Toxicologist	135
Research Scientist Supervisor I	164
Research Scientist I	123
Research Scientist II	135
Associate Governmental Program Analyst	113
Office Technician (Typing)	68

The above hourly rates include costs for personnel services, benefits, and indirect/overhead costs. Hourly rates exclude travel and per diem costs.

Payment for services performed under this agreement shall be based upon:

1) number of hours of consultation; 2) necessary travel time; and 3) associated travel and per diem costs incurred.

Any reimbursement of costs for associated travel and per diem shall be at the rates not to exceed those amounts paid to the State's represented employees under collective bargaining agreements currently in effect.

At yearly intervals beginning July 1, 2009, OEHHA shall compare the Flat Hourly Rate aggregate with actual expenditures as reported by the California State Accounting and Reporting System (CalStars) for the preceding 12 month period to determine if any decrease and/or increase by classification should be made. If it is determine that revisions to the Flat Hourly Rate are warranted, OEHHA shall prepare a revised rate schedule and through an amendment of the Agreement, the revised rate schedule shall be attached to and made a part of this Agreement.



City of Santa Fe Springs

Community Development Commission Meeting

May 26, 2009

NEW BUSINESS

Authorization to Reimburse Neville Chemical Company for Engineering and Design Costs to Relocate the Ground Water Treatment System at 12800 Imperial Highway, Santa Fe Springs

RECOMMENDATION:

Authorize the Executive Director to execute a Letter of Agreement to reimburse Neville Chemical Company an amount not to exceed \$90,000 for costs associated with the engineering and design work required to relocate the Ground Water Treatment System (GWTS) located at 12800 Imperial Highway, Santa Fe Springs.

BACKGROUND

The Community Development Commission (CDC) purchased the former Neville Chemical site at 12800 Imperial Highway with Federal, state and local funds to construct additional parking for the Transportation Center.

The Purchase and Sale Agreement and Escrow Instructions executed by both the CDC and Neville Chemical Company included a provision stating that the CDC would compensate Neville Chemical Co. the cost to relocate the ground water treatment system (GWTS) that currently exists on the property. Prior to implementing the relocation of the GWTS, the CDC would mutually agree upon the cost of performing the work.

Neville Chemical Company has submitted a work plan and cost proposal prepared by Malcolm Pirnie (attached) for the engineering and design work required to relocate the GWTS. The state Department of Toxic Substance Control (DTSC) has given Neville Chemical Company approval to shut-down the GWTS for six (6) months during the construction period.

Staff has been notified by the Los Angeles County Metropolitan Transportation Authority that funding in the amount of \$570,000 has been approved for the Phase 1 Parking Lot Expansion Project. This approved funding will complete the funding package required for the Phase 1 Parking Project that will create an additional 250 parking spaces for Transportation Center patrons at the 12800 Imperial Highway site.

The Letter of Agreement to reimburse Neville Chemical Company for the engineering and design work will authorize the preparation of the information required to prepare construction the bid documents for the Phase 1 Parking Project.

Fiscal Impact

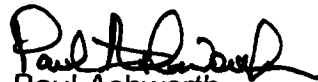
The CDC will use Metro grant funds for the Transportation Center to reimburse Neville Chemical Company for costs to relocate the GWTS at 12800 Imperial Highway. No City funds will be used to reimburse Neville Chemical Company for costs to relocate the GWTS.

Infrastructure Impact

The recommended action is part of the Transportation Center Phase 1 Parking Expansion Project that will provide an additional 250 parking spaces for Transportation Center patrons.



Frederick W. Latham
City Manager



Paul Ashworth
Executive Director

Attachment(s)

Work Plan and Cost Proposal from Neville Chemical/Malcolm Pirnie.

May 5, 2009

Mr. Jack H. Ferguson
Vice President - Manufacturing
Neville Chemical Company
2800 Neville Road
Pittsburgh, PA 15225-1496

Re: *Letter proposal for relocation of the groundwater treatment system, Neville Chemical Company Site, Santa Fe Springs, California*

Dear Jack:

At your request, Malcolm Pirnie, Inc. is pleased to present this revised letter proposal to assist Neville Chemical Company (Neville) in relocating the existing groundwater treatment system (GWTS) at the Santa Fe Springs Site (Site) located at 12800 East Imperial Highway, Santa Fe Springs, California. The revised scope items, and assumptions, presented herein are based on the project coordination meeting held between Neville and the City of Santa Fe Springs on April 18, 2009. This revised letter proposal includes the design for the dismantling and demolition of the existing GWTS as well as the design for the relocation of the GWTS and its associated piping and well vault reconfigurations.

BACKGROUND

Neville operates a GWTS on the Neville - Santa Fe Springs site in accordance with an operation and maintenance agreement with the California Environmental Protection Agency (CalEPA) Department of Toxic Substances control (DTSC). In December 2007, Neville sold the site to the City of Santa Fe Springs (City). The City plans to redevelop the parcel as a parking lot for the adjacent Metroliner train station consistent with the requirements in the operation and maintenance agreement. To accommodate the new land use, the City is requiring Neville to relocate the GWTS and the raw water conveyance piping, raise the extraction well vaults to meet the new grade, and demolish the existing conveyance piping and treatment system enclosure. The City will provide space for the GWTS and access to Neville for ongoing operations and maintenance activities. Because the new treatment pad is in a more access limited area, the size of the treatment pad will be larger.

SCOPE OF WORK

We are proposing six tasks, which include coordination with the City and City consultants, demolition of the existing GWTS, design for the relocated GWTS, permitting, coordination with DTSC, and project management. The scope of each task is described below.

Task 1: Coordination with the City of Santa Fe Springs and City Consultants

In Task 1, the Malcolm Pirnie design team will coordinate with the City and or engineering consultants contacted by the City. We understand that the primary City consulting engineer is Mr. Samir Khoury of Coory Engineering. A draft scoping document will be prepared to identify all design assumptions and City / Coory Engineering inputs. Malcolm Pirnie has provided a draft of the scoping document in the form of marked-up drawings and text to Neville, the City and Coory Engineering. In addition to teleconferences, we have assumed two site coordination meetings with the first one conducted on April 16, 2009.

Expected areas where coordination will be necessary include

- Incorporating the treatment pad location and raw water piping into the parking lot site plan
- Incorporating existing well vaults into the parking islands and raising the vaults to planned finished surface elevations
- City permit requirements for electrical wiring and demolition / reconnection to the sanitary sewer
- Develop preliminary and final construction schedules
- Site visits to coordinate conveyance piping and treatment pad layout issues

The proposal assumes the City will be the lead contact with other groups and departments within the City.

Task 2: Design for Demolition of Existing GWTS

Under Task 2, Malcolm Pirnie will prepare demolition drawings, details and specification requirements for the dismantling of the existing treatment system. The design drawings for the demolition activities covered in this task include the disconnection, staging and relocation or disposal of existing equipment, removal of containment curbs and stairs, and the disconnection and abandonment of the sewer line connection to the existing GWTS.

Malcolm Pirnie will prepare the following deliverables:

- One (1) Drawing -Demolition Plan
- Demolition Specifications

The demolition specifications will be included on the drawing as appropriate and will address the staging, decontamination and sampling requirements for removed equipment and materials.

All permitting activities provided by Malcolm Pirnie under this scoping effort, including those associated with demolition of the existing GWTS as outlined above, are included in Task 5. However, activities related to the sewer disconnection and abandonment must be staged in a manner that allows for coordination with the responsible permitting group within the City. Staging requirements for demolition activities will also be specified on the drawing.

Task 3: GWTS Design

Under Task 2, Malcolm Pirnie will prepare engineering design drawings for re- construction of the GWTS using the same process as the existing system, but configured for a new treatment pad at another location. The proposed price includes a draft submittal of the following 10 drawings. Final submittals will incorporate comments provided by Neville on the Draft submittal.

- 1) Title Sheet: Includes Site Location and Vicinity Maps, Project Title and Index of Drawings
- 2) Legends, Symbols and Abbreviations: Includes general notes and specifications related to the demolition of the existing GWTS and the re-construction of the GWTS at the new location.
- 3) Site Plan: Includes a plan view of the parking lot, well vault locations, new treatment pad location, and aboveground piping identified
- 4) Well Vaults - Plan and Details: Drawings of well vaults and well head piping
- 5) GWTS Mechanical Plan: Treatment system layout and utility connections
- 6) GWTS Mechanical Details: Detail sectional drawings of the treatment system process equipment
- 7) Treatment Pad - Structural Section and Details
- 8) Electrical and Instrumentation & Control Legend & Abbreviations
- 9) Process and Instrumentation Diagram (P&ID)
- 10) Power and control schematics

Assumptions made in developing the cost estimate include:

- The design will require 2 to 3 months
- The relocated system will be required to meet current building, electrical, mechanical, plumbing, energy and seismic codes applicable in the City and the County of Los Angeles
- Process evaluation of treatment option upgrades will be conducted and budgeted separately

- Site preparation and grading will be performed by City as part of the parking lot construction
- No pump station will be needed to convey raw water from the well vaults to the new treatment system location, however, the City will reserve space for a pump station well vault in the southeast corner of the site
- Aesthetic appearance / architectural design will be unchanged from the existing treatment system
- Preparation and abandonment of the existing sanitary sewer will occur during the demolition period
- Sanitary sewer connection is assumed to be due North of the eastern side of the existing GWTS. We will design a connection at 4 feet below existing grade based on photographs of excavation from Neville. The lateral from the new treatment system will connect from the east. If Neville authorizes utility location services to confirm the sewer location there will be additional costs not included in this estimate.
- Compaction requirements for soil beneath the treatment pad and retaining wall will be provided by the City. The City's engineering consultant is responsible for a signed and stamped geotechnical report for the fill beneath the new Neville treatment pad and support area
- The existing power service provided at the site is adequate for the GWTS as shown in the design drawings treatment system. Power service will be brought to the treatment system and conduit routing and power distribution throughout the treatment system will be included in the design
- The cost estimate does not include engineering support services and interaction with the City during site construction
- Comments on Draft submittals will be provided within two weeks of submittal date
- The estimate does not include the cost for providing bid phase services and the procurement of a contractor, or services during construction.
- The estimate does not include the cost for preparing record (as-built) drawings
- The estimate does not include the cost for preparing an Operations and Maintenance Plan or Manual
- The estimate is based on the City design drawings reviewed and verbally modified at the joint Neville / City meeting, any changes to the proposed site elevations will require an addition to this cost estimate
- The estimate does not include any costs for modifications to the design based on comments from DTSC, County Sanitation Districts of Los Angeles County, City Fire Department on the designs submitted to them
- The design drawings assume the petroleum pipeline along the southern boundary of the site allows crossing of the pipeline in the upper five feet above it
- Preliminary design drawings will include options for remote monitoring and/or control of the GWTS to be evaluated by Neville.

Task 4: Permitting

Malcolm Pirnie will provide the following permitting assistance during the course of this project:

1. County Sanitation Districts of Los Angeles County
We will provide County Sanitation Districts of Los Angeles County (CSDLAC) with up to three (3), full size (24" x 36" sheet size) copies of the GWTS Design Package developed in Task 3 to determine if permit modifications are needed. Malcolm Pirnie assumes no changes to the design drawings from the review by CSDLAC.
2. City Fire Department
Malcolm Pirnie will provide the City of Santa Fe Springs with up to three (3), full size (24" x 36") copies of the GWTS Design Package and Demolition Plan, including demolition specification requirements for their submittal to the Fire Department. Malcolm Pirnie assumes no changes to the design drawings from the review by the City Fire Department.
3. South Coast Air Quality Management District
Malcolm Pirnie assumes that a permit to construct will be required. We have assumed a maximum of eight hours to comply with submittal and review requirements to obtain a permit to construct. The permit to construct fee is not included. No costs are including in obtaining a permit to operate.

Task 5: Coordination with DTSC

Under Task 4, Malcolm Pirnie will coordinate with the DTSC site manager during the GWTS relocation at the direction of Neville. We assume:

- One meeting with DTSC at their Chatsworth office on April 15, 2009
- One site visit to accompany the DTSC site manager on a site walk over to review new treatment pad locations, new sanitary sewer connection, and rerouting of the raw water piping.

In addition, Malcolm Pirnie will provide the DTSC with a GWTS Design Package developed in Task 2. In consultation with the Neville and the City, Malcolm Pirnie will assist in the development of a preliminary GWTS shut down schedule and the preparation of a request for GWTS shut down during the period of GWTS relocation and parking lot construction.

Task 6: Project Management

Under Task 5, Malcolm Pirnie will perform internal reviews of technical quality, manage staffing, budgets and schedule, and coordinate with Neville.

COST ESTIMATE

Our revised estimated cost to perform this service is \$89,650 based on a time-and-materials budget. A table showing estimated labor and expenses follows. A detailed table of labor and expenses is attached. Upon your review and authorization, please issue an additional purchase order. Malcolm Pirnie initiated work on the scope of services based on your earlier authorization of our proposal dated July 28, 2008. Therefore, the above tasks have already incurred costs. A summary of charges is attached that lists labor rates for grades not used in this estimate but available if needed.

Table 1
Cost Estimate Summary: Design of GWTS Relocation

Semi-Annual Groundwater Program	Labor Cost	Expense Cost	Total Cost
Task 1: Coordination with City of Santa Fe Springs and City Consultants	\$5,100	\$550	\$5,650
Task 2: Design of Demolition of Existing GWTS	\$9,600	\$300	\$9,900
Task 3: GWTS Design Relocation Design Plans Final Design Revisions	\$50,100 5,200	\$2,300 150	\$52,400 5,350
Task 4: Permitting	\$5,600	\$150	\$5,750
Task 5: Coordination with DTSC	\$2,850	\$900	\$3,750
Task 6: Project Management	\$6,650	200	6,850
Total	\$85,100	\$4,550	\$89,650

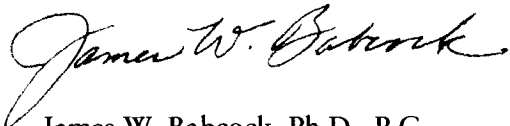
SCHEDULE

Preparation of the design and submittal of the draft design deliverables, including coordination with the City and the DTSC, will require approximately two to three months dependent upon receipt of the final City drawings. Upon receipt of comments from Neville on the draft submittals, we anticipate completion of final drawings within 2 weeks of receipt of comments. When completed the design package will be submitted to CSDLAC, Air Board, City (for City Fire Department) and DTSC for review and approval. We anticipate the project duration to be about six months.

If you have any questions or comments regarding this proposal call me at (510) 301-5063.

Very truly yours,

MALCOLM PIRNIE, INC.



James W. Babcock, Ph.D., P.G.
Senior Associate

Attachment: Detail Cost Estimate

C: M. Kavanaugh, Malcolm Pirnie, Inc. (Emeryville)

3432-019

PLEASE REFER TO ITEM NO. 7-A



City of Santa Fe Springs

City Council Meeting

May 26, 2009

NEW BUSINESS/TREASURER'S REPORT

Treasurer's Reports For the Month of April 2009

RECOMMENDATION

Receive and file the Treasurer's Reports for the month of April 2009.

BACKGROUND

Attached are the City and Community Development Commission (CDC) Treasurer's Reports for the month of April 2009.

At April 30, 2009, 100% of the City's investment portfolio was placed in the State of California's Local Agency Investment Fund (LAIF). The LAIF investment yield fluctuates periodically. For the month of April it was 1.607%.

The CDC's portfolio is 100% invested in LAIF. The CDC portfolio includes \$41.9 million in funds from the most recent bond issuances: \$27.2 million in tax exempt and \$14.7 million in taxable.

The investments included in the Treasurer's Reports are in full compliance with the City's Investment Policy and are consistent with the ordered priorities of safety, liquidity, and yield.

A handwritten signature in black ink, appearing to read "F. Latham".

Frederick W. Latham
City Manager

Attachment(s)

City of Santa Fe Springs Treasurer's Report of Investment Transactions

Community Development Commission of the City of Santa Fe Springs
Treasurer's Report of Investment Transactions

**CITY OF SANTA FE SPRINGS
TREASURER'S REPORT OF INVESTMENT TRANSACTIONS
APRIL 2009**

OPERATING INVESTMENTS DESCRIPTION	DATE PURCHASED	MATURITY DATE	BEGINNING BALANCE	DEPOSITS/ PURCHASES	WITHDRAWALS/ SALES	ENDING BALANCE	MARKET VALUE*	YIELD RATE	INTEREST RECEIVED
LOCAL AGENCY INVESTMENT FUND (100% of Portfolio, w/o advances)									
SUBTOTAL			13,349,730.27	9,394,329.60	3,989,041.08	18,755,018.79	\$18,755,018.79	1.607 %	\$69,144.22
ADVANCES									
Washington Boulevard Project (GF)	09/25/08	09/30/09	350,000.00			350,000.00	NA	12.000	
Consolidated Project (GF)	09/25/08	09/30/09	5,152,000.00			5,152,000.00	NA	12.000	
Consolidated Project (GF)	09/25/08	09/30/09	3,494,000.00			3,494,000.00	NA	12.000	
			<u>\$22,345,730.27</u>	<u>\$9,394,329.60</u>	<u>\$3,989,041.08</u>	<u>\$27,751,018.79</u>			<u>\$69,144.22</u>
General Fund						12,857,421.32			
State Gasoline Tax Fund						(137,011.03)			
Traffic Congestion Relief Fund						75,630.02			
County Transit Tax Fund-Prop A						(21,118.75)			
County Transit Tax Fund-Prop C						251,312.50			
Street Lighting Maintenance District Fund						(93,898.74)			
Street Maintenance Assessment District Fund						52,683.49			
Art in Public Places Fund						1,108,661.23			
Heritage Art Education Endowment Fund						410,377.85			
Narcotics Forfeitures/Whittier Passthrough Fund						159,590.68			
Integrated Waste Management Fund						444,281.49			
Air Quality Improvement Fund						(26,999.65)			
Community Development Block Grant						3,178.00			
California Law Enforcement Equipment Fund						58,429.99			
Supplemental Law Enforcement Services Fund						572,462.02			
Equipment Replacement-General						122,365.05			
Equipment Replacement-Hazmat						231,175.94			
Equipment Replacement-Non Haz Mat						8,546.41			
Capital Projects Fund						2,678,935.17			
Water Utility Fund						\$18,755,018.79			

The investment transactions are in compliance with the investment policy approved by the City Council. There is sufficient liquidity within the portfolio to meet all anticipated expenditures for the next six months. The source of the market valuation is Bank of the West, Treasury Operations. The weighted average days to maturity is 1 day. The advances have not been included in this calculation.

Terri Bui
TERRI BUI, ASSISTANT TREASURER

**CITY OF SANTA FE SPRINGS
TREASURER'S REPORT OF INVESTMENT TRANSACTIONS
APRIL 2009**

[illegible]

Trust Services.

the market valuation is US Bank Corporate Trust Services.

Author

COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF SANTA FE SPRINGS
TREASURER'S REPORT OF INVESTMENT TRANSACTIONS
APRIL 2009

DESCRIPTION	DATE PURCHASED	MATURITY DATE	BEGINNING BALANCE	DEPOSITS/ PURCHASES	WITHDRAWALS/ SALES	ENDING BALANCE	MARKET VALUE	YIELD RATE	INTEREST RECEIVED
OPERATING INVESTMENTS									
LOCAL AGENCY INVESTMENT FUND (100% of the Total Portfolio)									
Consolidated Redevelopment Capital Projects Fund			\$15,212,317.81	\$66,917.84	\$1,012,096.91	\$14,267,138.74	\$14,267,138.74	1.807 %	\$65,965.23
Consolidated Redevelopment Capital Projects Bond Funds			45,143,365.68	215,390.95	1,800,000.00	43,558,756.63	43,558,756.63	1.807	215,390.95
			<u>\$60,355,683.49</u>	<u>\$282,308.79</u>	<u>\$2,812,096.91</u>	<u>\$57,825,895.37</u>	<u>\$57,825,895.37</u>		<u>\$281,356.18</u>

CONSOLIDATED PROJECT	10,548,068.12
Debt Service Fund	(1,845,470.60)
Capital Projects Fund	2,857,336.41
2001 Bond Proceeds Fund	1,247,186.91
2002 Bond Proceeds Fund	24,248,673.17
2006-A Bond Proceeds Fund	16,614,030.13
2006-B Bond Proceeds Fund	462,963.43
Housing Set Aside Debt Service Fund	2,036,528.80
Housing Set Aside Fund	
WASHINGTON BOULEVARD PROJECT	1,643,553.97
Debt Service Fund	12,025.23
Capital Projects Fund	<u>57,825,895.37</u>

Terri Bui
TERRI BUI, ASSISTANT TREASURER

The investment transactions are in compliance with the investment policy approved by the City Council.
There is sufficient liquidity within the portfolio to meet all anticipated expenditures for the next six months.
The weighted average days to maturity is 1 day.
The source of the market valuation is Bank of the West, Treasury Operations.

APRIL 2009

MONEY MARKET FUNDS
First American Treasury Obligations Fund Class D

Corporate Trust Services.

*The source of the market value of the investments held by trustee in accordance with bond covenants.



CONFERENCE AND MEETING REPORT

Councilmember Serrano's Attendance at the California Contract Cities Association 50th Annual Municipal Seminar

RECOMMENDATIONS

That the City Council receive and file the report.

I attended the California Contract Cities Association 50th Annual Municipal Seminar May 14-17, 2009. The seminar was held at the Renaissance Esmeralda Resort in Indian Wells. While there, I participated in the various sessions and social activities offered.

Joseph D. Serrano, Sr.
Councilmember

11-C



City of Santa Fe Springs

City Council Meeting

May 26, 2009

AWARD OF BID

Award Bid to JTB Supply Company for Light Emitting Diode (LED) Traffic Signal Indicators

RECOMMENDATION

That the City Council award a bid to JTB Supply Company and allow the Director of Purchasing Services to issue a purchase order to process the transaction.

BACKGROUND

As part of ongoing traffic signal maintenance to our own intersections as well as those of contract cities, it is necessary to keep a supply of LED traffic signal indicators in stock. This expenditure request requires Council action and is within the Council approved budget. The Director of Purchasing Services requests approval to award a bid to JTB Supply Company based on the below received bids.

<u>VENDOR</u>	<u>BID AMOUNT</u>
JTB Supply Company	\$11,389.31
Peek Traffic Corporation	\$11,906.07
Quality Traffic Systems	\$12,690.48

A handwritten signature in black ink, appearing to read "Frederick W. Latham".

Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

TERMINATION OF CONTRACT

Miscellaneous Street Repairs (FY 2008/09 Program)

RECOMMENDATION

That the City Council take the following actions:

1. Terminate a contract with D&L Paving of Yucaipa, California, in the amount of \$110,610.00; and
2. Authorize the City Engineer to re-advertise for construction bids for the Miscellaneous Street Repairs (FY 2008/09) Program.

BACKGROUND

The City Council, at their meeting of March 12, 2009 awarded a construction contract to D&L Paving to rehabilitate streets at five specific locations adjacent to commercial and industrial areas.

D&L Paving has requested to be released from its contract obligations. (See attached letter). Due to the declining economy, D&L Paving recently laid off over eighty-percent (80%) of its employees. The reduction in staff does not allow D&L Paving to perform the work required under this contract.

Staff has reviewed the request and concurs that D&L Paving is unable perform the work in accordance with the Contract Plans and Specifications. Staff recommends releasing D&L Paving from the contract and re-advertising the project for bid.

Frederick W. Latham
City Manager

Attachment(s):

Letter from D&L Paving

Report Submitted By: Don Jensen, Director 
Department of Public Works

Date of Report: May 19, 2009

11-E

D&L WHEELER ENTERPRISES

dba: D&L PAVING

32389 Dunlap Blvd
Yucaipa, CA 92399

Phone: 909/446-0800
FAX: 909/446-8080

May 13, 2009

City of Santa Fe Springs
Engineering Division
11710 Telegraph Road
Santa Fe Springs, CA 90670

Subject: Miscellaneous Street Repairs (FY 2008/2009 Program)

Dear Mr. Jensen:

This letter is in reference to the subject project and requests that the City of Santa Fe Springs release D&L Paving of its obligations pertaining to the Contract Agreement, executed on March 13, 2009. We are unable to perform the work at this time in accordance with the Contract Agreement. It is our understanding, that if the City approves our request that our bonds will be released as well.

Sincerely,





City of Santa Fe Springs

Adjourned City Council Meeting

May 26, 2009

CONSENT AGENDA

Resolution No. 9180 - Approval of A Letter of Agreement Between the City of Santa Fe Springs and the City of LA Mirada Regarding the Exchange of Community Development Block Grant (CDBG) Funds for Fiscal Year 2009-2010

RECOMMENDATION

1. That the Council adopt Resolution No. 9180.
2. That the Council authorize the City Manager to execute any and all documents necessary to complete the exchange of funds on behalf of the City.

BACKGROUND

At its meeting of January 22, 2009, the City Council approved the appropriation of CDBG funds for Fiscal Year 2009-2010. As part of that action, %75 of the City's CDBG allocation was "set-aside" for future exchange for General Funds from another city. Subsequent to that meeting, the City of La Mirada expressed interest in purchasing the unallocated amount for 55 cents of unrestricted funds for every dollar of CDBG funds. Staff is recommending accepting the exchange offer which would amount to \$133,228 of the City's CDBG Allocation being exchanged for \$73,275 of unrestricted general funds. Accordingly, the City Council is being asked to approve an agreement with the City of La Mirada to formalize the exchange of funds.

Fiscal Impact

The exchange of the remaining funds will yield \$73,275 to the City's General Fund. Using these funds for the support of community organizations, as directed in the CDBG Exchange Policy adopted by the Council on March 9, 2004, will save the City's General Fund.

Frederick W. Latham
City Manager

Attachment

RESOLUTION 9180

Exchange Agreement

Report Submitted By: Thaddeus McCormack
City Manager's Office

Date of Report: May 20, 2009

11-F

RESOLUTION NO. 9180

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SANTA FE SPRINGS, CALIFORNIA,
APPROVING A LETTER OF AGREEMENT BETWEEN THE CITY OF
SANTA FE SPRINGS AND THE CITY OF LA MIRADA, REGARDING THE
EXCHANGE OF COMMUNITY DEVELOPMENT BLOCK
GRANT FUNDS (CDBG) FOR THE FISCAL YEAR 2009-2010

THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS HEREBY
RESOLVES AS FOLLOWS:

WHEREAS, the City Council of the City of Santa Fe Springs conducted a public hearing, pursuant to applicable law, on January 22, 2009, to consider the allocation of CDBG funds for the Fiscal Year 2009-2010;

WHEREAS, the use of CDBG funds is strictly limited by law; and

WHEREAS, the City of Santa Fe Springs, a recipient of CDBG funds, desires to exchange **\$133,228** of its FY 2009-2010 CDBG funds for \$73.275 of unrestricted General Funds.

NOW, THEREFORE, BE IT RESOLVED by the City of Santa Fe Springs City Council as follows:

Section 1. The attached letter of Agreement between the City of Santa Fe Springs and the City of La Mirada is hereby approved.

Section 2. In accordance with the attached letter of Agreement, the City of Santa Fe Springs will exchange **\$133,228** of its FY 2008-2009 CDBG funds for **\$73,275** of General Funds.

Section 3. The final amount of CDBG may change based upon the actual total of the City's FY 2009-2010 CDBG allocation received from HUD.

Section 3. The City Manager is directed to execute any and all documents necessary to complete the exchange of funds on behalf of the City of Santa Fe Springs and make any necessary changes to the exchange agreement pertaining to the actual amount of CDBG dollars to be exchanged, based upon the final HUD projection of the City's FY 2009-2010 CDBG allocation.

Section 4. This resolution shall take effect immediately.

Section 5. The City Clerk shall certify to the adoption of this resolution and thenceforth and thereafter the same shall be in full force and effect,

PASSED and ADOPTED this 26th day of May, 2009.

MAYOR

ATTEST:

CITY CLERK

**AGREEMENT FOR EXCHANGE OF
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

This Agreement is made and entered into as of _____, 2009, by and between the City of Santa Fe Springs and the City of La Mirada.

RECITALS

- A. The City of Santa Fe Springs has renewed its a three-year cooperation agreement with the County of Los Angeles concerning Community Development Block Grant (CDBG) Funds for Fiscal Years 2009-2010, 2010-2011, and 2011-2012.
- B. The City of La Mirada has executed a three-year reimbursable agreement with the County of Los Angeles concerning CDBG funds for Fiscal year 2009-2010, 2010-2011, and 2011-2012.
- C. The City of Santa Fe Springs has unexpended CDBG Funds which could be made available to the City of La Mirada in exchange for the assignment by the City of La Mirada of the amount of its general funds indicated in Section 1 below, the City of Santa Fe Springs is willing to assign unexpended CDBG funds to the City of La Mirada.
- D. The Cities now desire to enter into an agreement under which the City of La Mirada would exchange \$73,275 of its general funds for of unexpended entitlement of CDBG Funds for Fiscal year 2009-2010.

NOW, THEREFORE, the Cites agree as follows:

- 1. **EXCHANGE.** The City of Santa Fe Springs agrees to assign of its unexpended CDBG funds for Fiscal year 2009-2010 to the City of La Mirada. In return, the City of La Mirada agrees to assign \$73,275 of its general funds to the City of Santa Fe Springs. The exchange rate is \$.55/100. The table below summarizes the amount to be exchanged and any public service and/or administration authority to be transferred to the City of La Mirada

FY	Amount	Public Service Authority Received	Administrative Authority Received
FY 2009-2010			
New Allocation	\$133,228.00	None	None
Total	\$133,228.00		

- 2. **CONSIDERATION.** The City of Santa Fe Springs shall assign the agreed upon CDBG Funds in one lump sum payment. The City of La Mirada shall assign the agreed upon general funds to the City of Santa Fe Springs in one lump sum payment.

The lump sum payment shall be due and payable on or before July 31, 2009.

3. BEST EFFORTS. The City of Santa Fe Springs shall use its best efforts to obtain any consent required of any other governmental or administrative agency to effectuate the assignment of \$133,228 of its CDBG Funds to the City of La Mirada. The City of La Mirada agrees to execute any and all additional documents which such agencies may request in connection with the assignment and receipt of the grant.

4. TERM. The Agreement is effective on the date above written and for such time as is necessary for both parties to complete their mutual obligations under this Agreement.

5. TERMINATION. Termination of this Agreement may be made by either party, so long as written notice of intent to terminate is given to the other party at least five (5) days prior to termination.

6. NOTICE. Notices shall be given pursuant to this Agreement by personal service on the party notified, or by written notice upon such party deposited in the custody of the United States Postal Service addressed as follows:

City of Santa Fe Springs
11710 E. Telegraph Rd.
Santa Fe Springs, CA 90670

City of La Mirada
13700 La Mirada Boulevard
La Mirada, CA 90638

7. GOVERNING LAW. This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Agreement the _____ day of _____, 2009

FRED LATHAM, City Manager
CITY OF SANTA FE SPRINGS

THOMAS E. ROBINSON, City Manager
CITY OF LA MIRADA

ATTEST:

ATTEST:

BARBARA EARL, City Clerk
(seal)

ANNE HARAKSIN, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

STEVE SKOLNIK, City Attorney

JAMES MARKMAN, City Attorney



City of Santa Fe Springs

City Council Meeting

May 26, 2009

UNFINISHED BUSINESS

Recommendation on Budget Alternatives for the 2009 Fiestas Patrias Community Event

RECOMMENDATION:

Approve staff's recommendation as identified in Option III of this report to modify the 2009 Fiestas Patrias community event to realize a savings of \$8,900 for the FY 2009-10 Budget Appropriation.

BACKGROUND

On May 7, 2009, the City Council conducted a budget study session for the preparation of the FY 2009-2010 budget, which included actions that would need to be taken for the Community Services' summer and early fall activities, programs, and events. Among the community events requiring Council direction was the 2009 Fiestas Patrias one-time community event.

At that time, the Council directed staff to return at the next City Council meeting of May 26th with options that included a nighttime event.

ANALYSIS

Fiestas Patrias has become one of Santa Fe Springs' marquis cultural events. Having been recognized with six state-wide Awards of Excellence in the past four years by the California Park & Recreation Society, Fiestas Patrias is one of the most anticipated annual events in the City among others. As such, modifications to the event structure would need to balance the event's cultural integrity and family entertainment value within the context of the City's overall community event offerings, as provided in the listed options below.

Staff has identified three viable options for the Council's consideration, which incorporate balanced programmatic modifications while realizing budget savings as follows:

	OPTION I (6-hr day event)	OPTION II (4-hr evening event)	OPTION III (5-hr evening event)
Labor savings:	\$3,000	\$4,400	\$3,900
Non-labor savings:	\$11,000	\$5,000	\$5,000
Total savings:	\$14,000	\$9,400	\$8,900

- OPTION I: a six-hour daytime event to be held on Saturday, September 12th from 12:00 p.m. to 6:00 p.m.
- OPTION II: a four-hour evening event to be held on Saturday, September 12th from 7:00 p.m. to 11:00 p.m.
- OPTION III: a five-hour evening event to be held on Saturday, September 12th from 6:00 p.m. to 11 p.m.

The following is a synoptic comparison of a daytime versus a nighttime event, not including the modifications that will be implemented regardless of the time of day the event is held.

DAYTIME	EVENING
Six-hour event	Four-hour / Five-hour event
Two professional entertainers (3 hrs)	One professional entertainer (1 1/2 hours)
Full stage set-up w/ complete backdrop	Reduced stage set-up w/ modified backdrop
Kids' Zone (3 inflatables)	Kids' Zone (1 inflatable)
Crafts area (4 booths)	Crafts area (2 booths)

Option III extends the opportunity for the public to enjoy a comprehensive stage-program while maintaining the event's traditional evening time frame. A Saturday evening event is anticipated to draw a greater number of attendees from the community since the event will not be in direct competition with local high school football games. In addition, it would be cost effective to lengthen the event, from an operations perspective, from four hours to five.

RECOMMENDATION

Staff recommends that the City Council consider and approve Option III, a five-hour Fiestas Patrias event to be held in the evening from 6:00 p.m. to 11:00 p.m. on Saturday, September 12th.



Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

NEW BUSINESS

Request to Adopt Resolutions Pertaining to the City's General Municipal Election to be held Tuesday, November 3, 2009

RECOMMENDATION

Request that the City Council adopt Resolution Nos. 9081, 9082 and 9083, which pertain to the City's General Municipal Election to be held Tuesday, November 3, 2009.

Resolution No. 9081 – Requests the Board of Supervisors of the County of Los Angeles to render various services in connection with the administration of the General Municipal Election to be held on Tuesday, November 3, 2009.

Resolution No. 9082 – Calls and gives Notice of the General Municipal Election for the purpose of electing three members of the City Council to be held on Tuesday, November 3, 2009.

Resolution No. 9083 – Adopts regulations for candidates' statements to be submitted to the voters at the General Municipal Election to be held November 3, 2009.

A handwritten signature in black ink, appearing to read "Fred Latham".

Frederick W. Latham
City Manager

Attachments:

Resolution No. 9081

Resolution No. 9082

Resolution No. 9083

RESOLUTION NO. 9081

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2009, WITH THE SCHOOL ELECTION TO BE HELD ON THE SAME DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE

WHEREAS, the City Council of the City of Santa Fe Springs called a General Municipal Election to be held on November 3, 2009 for the purpose of the election of three members of the City Council for the full term of four years;

WHEREAS, it is desirable that the General Municipal Election be consolidated with the School Election to be held on the same date and that within the City, the precincts, polling places and election officers of the two elections be the same, and that the Election Department of the County of Los Angeles canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of Section 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the School Election on Tuesday, November 3, 2009 for the purpose of the election of three members of the City Council for the full term of four years.

Section 2. That the County Election Department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

Section 3. That the Board of Supervisors is requested to issue instructions to the County Election Department to take any and all steps necessary for the holding of the consolidated election.

Section 4. That the City of Santa Fe Springs recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

Section 5. That Resolution No. 9051 is hereby rescinded.

Section 6. That the City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the County Election Department of the County of Los Angeles.

APPROVED AND ADOPTED THIS 26TH DAY OF MAY, 2009

Luis M. Gonzalez
Mayor

ATTEST:

Barbara Earl, CMC
City Clerk

State of California)
County of Los Angeles) ss
City of Santa Fe Springs)

I, Barbara Earl, CMC, City Clerk of the City of Santa Fe Springs, do hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 11th day of June, 2009, and carried by the following vote:

AYES:
NOES:
ABSENT:

Barbara Earl, CMC, City Clerk

RESOLUTION NO. 9082

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2009 FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS RESOLVES, DECLARES, DETERMINES AND ORDERS AS FOLLOWS:

Section 1. Pursuant to the requirements of the laws of the State of California relating to general law cities, there is called and ordered to be held in the City of Santa Fe Springs, on Tuesday, November 3, 2009, a regular General Municipal Election for the purpose of electing three members of the City Council, each to hold office for a term of four years.

Section 2. The form and content of the ballots to be used at this election will be as required by law.

Section 3. The City Clerk is authorized and directed to procure and furnish, through the Election Department of the County of Los Angeles, all official ballots, notices, printed matter, supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

Section 4. The polls for the election will be open at seven o'clock a.m. on the day of the election and will remain open continuously from that time until eight o'clock p.m. of the same day when the polls will be closed, except as provided in Section 14401 of the Elections Code.

Section 5. In all particulars not recited in this Resolution, the election will be held and conducted as provided by law for the holding of General Municipal Elections.

Section 6. Notice of time and place of holding the election is given by this Resolution, and the City Clerk is authorized and directed to give such further or additional notice of the election as may be required by law.

Section 7. The City Clerk is directed to certify to the passage and adoption of the Resolution and will enter it in the book of original Resolutions.

APPROVED AND ADOPTED THIS 26th DAY OF MAY, 2009.

Luis M. Gonzalez
Mayor

ATTEST:

Barbara Earl, CMC
City Clerk

STATE OF CALIFORNIA)
) ss
COUNTY OF LOS ANGELES)

I, the undersigned, City Clerk of the City of Santa Fe Springs, do hereby certify that the above and foregoing Resolution was duly adopted by the City Council of said City at a regular meeting thereof held in the City Hall of the City on the 11th day of June, 2009 passed by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Barbara Earl, CMC
City Clerk

STATE OF CALIFORNIA)

STATE OF CALIFORNIA)
) ss
COUNTY OF LOS ANGELES)

I, the undersigned, City Clerk of the City of Santa Fe Springs, and Clerk of the City Council of said City, do hereby certify that the above and foregoing is a full, true and correct copy of Resolution No. 9082 on file in my office and that said Resolution was adopted on the date and by the vote therein stated. Dated this 11th day of June, 2009.

Barbara Earl, CMC
City Clerk

RESOLUTION NO. 9083

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES' STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2009

WHEREAS, §13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. GENERAL PROVISIONS. That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Santa Fe Springs on November 3, 2009 may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:30 p.m. of the next working day after the close of the nomination period.

SECTION 2. FOREIGN LANGUAGE POLICY.

- a. Pursuant to the Voting Rights Act, the City is required to translate candidates' statements into Spanish.
- b. The City Clerk shall have all candidates' statements translated and printed in the voters' pamphlet.

SECTION 3. PAYMENT. The candidate shall not be required to pay for the cost of printing the candidate's statement or translating it into any foreign language.

SECTION 4. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the sample ballot package.

SECTION 5. That the City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 6. That all previous resolutions establishing Council policy on payment for candidates' statements are repealed.

SECTION 7. That this Resolution shall apply at the next ensuing municipal election and at each municipal election after that time.

SECTION 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the Book of Original Resolutions.

APPROVED AND ADOPTED THIS 26TH DAY OF MAY, 2009

Luis M. Gonzalez
Mayor

ATTEST:

Barbara Earl, CMC
City Clerk



NEW BUSINESS

Request for approval of a Recyclable Materials Dealer Permit for Tomra Pacific Inc. (Brian Jackson, Representative)

RECOMMENDATION

That the City Council approve the issuance of Recyclable Materials Dealer Permit No.16 to Tomra Pacific Inc. for a period of one year until June 30, 2010, subject to the conditions of approval as contained within this report.

BACKGROUND

City Ordinance No. 892 approved by the City Council on April 22, 1999, added section 119.02 to the code that requires all persons engaged in the business of purchasing or collecting recyclable materials within the city must first obtain from the City Council a permit as a "Recyclable Materials Dealer." The applicant is proposing to operate a recyclable materials collection facility at 10541 S. Carmenita Road, within the parking lot of the Gateway Plaza Shopping Center.

In accordance with section 119.02, the applicant, Brian Jackson of Tomra Pacific Inc., has applied for a Recyclable Materials Dealers Permit in order to purchase recyclable materials specifically, aluminum cans, plastic, and glass bottles, from walk up customers. The materials are then picked up by a company truck and transported to a main collection and recycling center owned by Tomra Pacific Inc. in the City of Commerce.

STAFF CONSIDERATIONS

As part of the permit process, staff has conducted a review of the applicant's request for a Recyclable Materials Dealers Permit. It is staff's opinion that if the recycling activity is conducted in accordance with the conditions of approval contained within this report, then the use will not pose a risk or nuisance to the public.

Consequently, staff is recommending approval of the Recyclable Materials Dealer Permit request by the applicant subject to the conditions of approval set forth herein.

RECYCLABLE MATERIALS HAULING-PURCHASE OF MATERIAL

Section 119.05, regarding the purchasing and hauling of recyclable materials, states the following:

"Permitted recyclable materials dealers shall be allowed to purchase and haul recyclable materials, as defined under Section 119.01, from any business location within the city, provided not less than 90% of the materials removed is recycled, reused, or taken to a certified recycling center, except in the case of construction debris, where the requirements shall be 75% recyclable."

CONDITIONS OF APPROVAL

1. That, in accordance with Section 119.08 of the City Code, the applicant will be required to complete a tracking form that will confirm the amount of recyclable material being recycled from the City. This tracking form will be submitted to the City on a monthly basis. Failure to submit the required tracking form may result in the permit being null and void.
2. That, in accordance with Section 119.09 of the City Code, the applicant understands that the Recyclable Materials Dealer Permit shall not be assigned or otherwise referred without the prior written approval of the City Council. Any transfer or assignment made without such approval shall be treated as null and void.
3. That any vehicles used in conjunction with the recycling operation shall not be stored or parked in the R-1, Single Family Residential Zone.
4. That any vehicles used in conjunction with the recycling operation must be inspected by the City Department of Public Works and Department of Police Services on an annual basis.
5. That all equipment used in the collection of recyclable materials shall conform to the highest industry standards, shall be maintained in a clean and efficient condition, and shall comply with all measures and procedures promulgated by all agencies with jurisdiction.
6. That all vehicles used by a Recyclable Materials Dealer shall be maintained in compliance with all applicable State and local laws, and shall abide by the following:
 - (a) The name of the dealer or firm name, together with the phone number of the company, shall be printed or painted in legible letters, not less than three inches in height, on both sides of all trucks and conveyances used to collect or transport recyclable materials within the city;
 - (b) Each vehicle shall be constructed and used so that no material will block, fall, or leak out of the vehicle. Any material dropped or spilled in collection or transfer shall immediately be cleaned up by the operator. A broom,

shovel, and spill kit shall be carried at all times on each vehicle for this purpose; and

(c) Should the City Manager, or designee, at any time give notification in writing to a permittee that any vehicle does not comply with the standards set forth herein, the vehicle shall immediately be removed from service in the City and shall not be used again until approved in writing by the City manager, or designee.

7. All equipment used to collect recyclable materials, including vehicles and containers, shall be kept free of graffiti.
8. That in the event the owner(s) intend to sell, lease, or sublease the subject business operation or transfer the subject permit to another owner/applicant or licensee, both the Director of Police Services and Director of Planning and Development shall be notified in writing of said intention not less than 60 (sixty) days prior to signing of the agreement to sell, lease or sublease.
9. That this permit be valid through June 30, 2010, at which time the applicant shall request an extension of the privileges granted herein, provided that the use has been continuously maintained in strict compliance with these conditions of approval.
10. That Recyclable Dealer Permit No.16 shall not be valid until approved by the City Council and shall be subject to any other conditions the City Council may deem necessary to impose.
11. That this permit shall not be effective for any purpose until the applicant has filed with the City of Santa Fe Springs an affidavit stating that he is aware of and accepts all the conditions of this permit. The signed affidavit shall be submitted to Phillip DeRousse, Department of Police Services (562-409-1850) within thirty (30) days of the approval of this permit.
12. It is hereby declared to the intent that if any provision of this permit is violated or held to be invalid, or if any law, statute, or ordinance is violated the permit shall be void and the privileges granted hereunder shall lapse.
13. That the pickup of recycling goods shall not be performed between the hours of 7 p.m. and 7a.m. the day thereafter.
14. That the recycling goods shall only be picked up from the facility and bins supplied by Tomra Pacific Inc.
15. That the vehicles used in picking up recycling goods shall be clearly marked with the "Tomra Pacific Inc." company name. Should the Applicant sub-contract the

pick-up services, written approval shall first be obtained by the Director of Police Services.

16. That all company drivers shall be fully licensed with the appropriate classification as required by the California Department of Motor Vehicles.
17. That the recycling bins shall not be located within required parking, loading, or driveway areas.
18. That all recycling activities shall comply with Section 155.420 of the City's Zoning Ordinance regarding the generation of objectionable odors. If there is a violation of this aforementioned Section, the property owner/applicant shall take whatever measures necessary to eliminate the objectionable odors from the operation in a timely manner.
19. That the applicant shall maintain a valid Conditional Use Permit for the continued operation and maintenance of the recycling activities on the subject property.
20. That the applicant shall ensure full compliance with the conditions of approval as set for in Conditional Use Permit (CUP) Case No. 677.
21. That the applicant and/or his employees shall be responsible for maintaining control of litter on the subject property on a daily basis.
22. That the owner, corporate officers and managers shall cooperate fully with all city officials, law enforcement personnel, and code enforcement officers and shall not obstruct or impede their entrance into the premises while in the course of their official duties, and shall allow law enforcement personnel access to digital surveillance footage for investigative purposes.
23. That the applicant shall collect a copy of a valid id card or drivers license, thumbprint, a license plate number, if applicable, and phone number from individuals selling scrap metal, other than aluminum cans. The records shall be forwarded to the department of Police Services on a monthly basis. The records shall be kept of file by the applicant for a period of one year. Failure to submit records reports in a timely manner may result in the revocation of this permit.
24. That the applicant shall comply with all of the Federal, State, and local regulations, ordinances, and reporting requirements pertaining to recycling operations.
25. That the Director of Police Services, at his discretion, shall have the authority to include additional conditions of approval that he may deem necessary, prior to the termination of the licensing period.

26. That failure to comply with the foregoing conditions of approval shall be cause for procedures to suspend and/or revoke this permit.

A handwritten signature in black ink, appearing to read 'F. W. Latham', is positioned above the printed name.

Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

NEW BUSINESS

Acceptance of State Homeland Security Grant Program Funds for Purchase of Breathing Apparatus

RECOMMENDATION

It is the Fire Chief's recommendation that the City Council accept the grant funds and authorize purchase of 52 breathing apparatus with the associated equipment.

BACKGROUND

The Los Angeles County Fire Chiefs Association applied and received a grant to purchase breathing apparatus for all firefighters in the County. These breathing apparatus will provide interoperability Countywide and will help meet the goal of the grant. This will add to the safety of all firefighters in the County of Los Angeles. We are requesting that the City Council accept the Grant in the amount of \$319,304.21 and authorize the purchase of the breathing apparatus through the reimbursement process.

FISCAL IMPACT

There is no fiscal impact; grant funds will cover this purchase.

A handwritten signature in black ink, appearing to read "F. W. Latham".

Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

NEW BUSINESS

Appointment of Alternate Director to the Board of Directors of the Gateway
COG 91/605/405 Committee

RECOMMENDATION

That the City Council appoint an Alternate Director to the Board of Directors of the Gateway COG 91/605/405 Committee.

BACKGROUND

It has been brought to the attention of staff that an Alternate Director has not been appointed to the Board of Directors of the 91/605/405 Committee. To ensure that the City is well represented at all future meetings of the Committee, it would be appropriate for the Council to appoint an Alternate Director.

A handwritten signature in black ink, appearing to read "Fredrick W. Latham".

Fredrick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

NEW BUSINESS

Adoption of Resolution No. 9184 Setting and Revising Certain Fees

RECOMMENDATION

That the City Council adopt Resolution No. 9184 setting and revising certain fees.

As part of the budget preparation process, there are a number of fees that are being reviewed for potential adjustments. Some of those fees are time sensitive requiring formal Council action now in order for the adjustments to be effective July 1st or soon thereafter. As a result of this timing, we recommend taking formal action at this time to increase a number of fees in the Building/Planning, Fire-Rescue, and Public Works Departments. The proposed four percent (4%) increase to the current fees helps offset the City's cost of providing the services.

Attached please find a copy of the current fees being adjusted. A copy of the new schedule with the proposed amounts incorporated will be provided on Tuesday prior to the Council meeting. The fees contained in the schedule are adjusted in a manner consistent with the previously presented fees and are comparable to those in other communities.

The City's remaining fees will be presented to the Council for formal action along with the budget document in the month of June.

Attachment

Building/Planning, Fire-Rescue, and Public Works Department Fees

Frederick W. Latham
City Manager

RESOLUTION NO. 9184

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SANTA FE SPRINGS
SETTING AND REVISING CERTAIN FEES**

The City Council of the City of Santa Fe Springs does resolve as follows:

Section 1: The City hereby establishes fees for the services set forth in the attached listing of fees in the "City of Santa Fe Springs' Fee Schedule (Current and Proposed Fees) Fiscal Year 2009-10" attached hereto, in the amounts set forth therein.

Section 2: Said fees supersede all previously established fees for said services.

Section 3: Each of said fees does not exceed the actual and reasonable cost of providing the services for which each fee is charged.

Section 4: The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 26th day of May, 2009.

Mayor

ATTEST:

City Clerk

**CITY OF SANTA FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
FISCAL YEAR 2008/2009**

DEPARTMENT FEE	YEAR LAST INCREASED	CURRENT FEE \$ (unless otherwise noted)
<u>PUBLIC WORKS</u>		
Backflow Testing Fee - per backflow per building or address (for buildings/addresses with 2 or more backflows, there is no charge for the testing of one backflow)		45
Blueprints		
First Print	2008/09	18
Additional prints	2008/09	8.50
Bond/Vellum		
First Print	2005/06	21.50
Additional prints	2007/08	12
Electronic Plan Copies		
First Print	2008/09	25 for first 10 digital files
Additional prints	2007/08	2/each
CMP Fee	2008/09	24 per trip
Construction Permit Issuance & Inspection (flat fee)	2008/09	47 + Flat Fee*
*Flat Fees:		
Commercial Driveway (without demolition/with demolition)	2008/09 **	169 Each / 254
Residential Driveway	2008/09 **	28
Sidewalk (without demolition/with demolition)	2008/09 **	2.60 L.F. / 3.10 L.F.
Curb & Gutter (without demolition/with demolition)	2008/09 **	3.25 L.F. / 4.00 L.F.
Parkway Culvert (without demolition/ with demolition)	2008/09 **	120 Each / 179 Each
Curb Ramp (without demolition/ with demolition)	2008/09 **	130 Each / 194 Each
Drainage Review Fee	2003/04 2007/08	13% Est. Cost (on-site) 18% Est. Drainage (off-site)
Disabled Parking Permit	2005/06	0 (No fee)
Excavation Permit Issuance & Inspection	2008/09	47 + Inspection Fee @ \$95/hr. (2 hr. minimum)
Franchise Application Fee	2008/09	4,400
General Street/Alley Vacation	2008/09	4,600

** Fees subject to 60-day waiting period in conjunction with development

**CITY OF SANTA FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
FISCAL YEAR 2008/2009**

DEPARTMENT FEE	YEAR LAST INCREASED	CURRENT FEE \$ (unless otherwise noted)
<u>PUBLIC WORKS</u>		
Insurance Certificate Review	2008/09	75 (per review per certificate)
Linen Charges		
Plan & Profile	2007/08	15
Plan	2007/08	15
Double Plan & Profile	2007/08	15
Lot Line Adjustment	2008/09	3,250
Lot Tie Agreement	2008/09	880
Mailing Specifications - # of Plan Sheets / # of Spec Pages		
0 - 5 / 1 - 25	2007/08	8
6 - 10 / 26 - 40	2007/08	10
11 - 15 / 41 - 75	2007/08	12
16 - 20 / 76 - 100	2007/08	14
21 - 25 / 101 - 150	2007/08	16
26 - 50 / 150+	2007/08	20
Parcel Map/Final Map	2005/06	See Planning Fees
Plan Check & Inspection (For Public Improvement, Except Sewer)	2007/08	17% of first \$500,000 of Approved Construction Cost (ACC)
	2007/08	8.50% of second \$500,000 of ACC
	2007/08	4.25% of third \$500,000 of ACC
	2008/09	Flat fee of 10% if ACC is over \$1,500,000
Polyester Film (Mylar)	2005/06	25
Sewer Connection Fee	2008/09	60/ Front ft.

** Fees subject to 60-day waiting period in conjunction with development

**CITY OF SANTA FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
FISCAL YEAR 2008/2009**

DEPARTMENT FEE	YEAR LAST INCREASED	CURRENT FEE \$ (unless otherwise noted)
<u>PUBLIC WORKS</u>		
Sewer Inspection & Record Plan Fees		Set by County
Sewer Plan Checking Fee		Set by County
Sewer Tapping Fee (Paid to County)		Set by County
Sewer Flow Test	2008/09	Actual Cost / 2,200 minimum
Standard Plans	2007/08 2008/09	.75/Sheet 17 per book
Street Encroachment Permits	2008/09	Actual Cost (2,360 Minimum)
Street Resurfacing	2008/09	2.70 per sq. ft.
Summary Street Vacation	2005/06	See Planning Fees
SUSMP (NPDES) Plan Check & Inspection (in addition to drainage review)		
less than 2 acres	2008/09	290
2 - 5 acres	2008/09	430
greater than 5 acres	2008/09	590
Traffic Control Plan Review	2008/09	95 /hr. w/ 1 hr. min.
WATCH Manual	2008/09	12 each
Water Trunk Line Connection	2008/09	3,380
Utility Research	2008/09	75/hr. w/ 1 hr. min.

** Fees subject to 60-day waiting period in conjunction with development

**CITY OF SANTA FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
FISCAL YEAR 2008/2009**

DEPARTMENT FEE	YEAR LAST INCREASED	CURRENT FEE \$ (unless otherwise noted)
<u>PLANNING</u>		
Aerial Photo of Subject Property (Generated by XY Maps)	2007/08	5
Banner Permit Review	New	45
Building Fees	2007/08 **	Not Yet Available
Conditional Use Permit		
Principal Use	2008/09	2,124
Incidental Use	2008/09	1,075
Hazardous Materials Surcharge	2008/09	2,124
Application (Public Hearing)	2008/09	1,075
Copies (per State Law)	2007/08	0.10
Covenants, Conditions & Restrictions (CC&Rs) Review	2008/09	300
Development Plan Approval		
Principal Use	2008/09 **	2,124
Incidental Use	2008/09 **	1,075
Building Addition (>1,000 sq. ft.)	2008/09 **	1,075
CEQA Review - Initial Study (County Registration Fee)	2008/09	615
Environmental Impact Review	2008/09	2,461+Cost
General Plan (Complete)	2008/09	70
General Plan Supporting Documents (Environ, traffic, etc)	2008/09	43
General Plan Map (Large Map)	2008/09	27
General Plan Map (Small Map)	2007/08	5
General Plan Amendment	2008/09	2,124
General Street / Alley Vacation	2008/09	4,681

** Fees subject to 60-day waiting period in conjunction with development

**CITY OF SANTA FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
FISCAL YEAR 2008/2009**

DEPARTMENT FEE	YEAR LAST INCREASED	CURRENT FEE \$ (unless otherwise noted)
<u>PLANNING</u>		
Heritage Art in Public Places Program Project valuation >\$300,000		1% Bldg. Permit Valuation
Home Occupation Permit	2008/09	37
Housing Element	2008/09	32
Lot Line Adjustment	2008/09	3,387
Lot Tie Agreement	2008/09	1,300
Oil Well Permit	2008/09	663
Oil Well Drilling Permit	2008/09	332
Office Trailer Permit (Yearly)	2008/09	412
Plan Checking- Outside of Redevelopment Project Areas & Residential Areas	2008/09 **	112
Planning Dept. Plan Check (Landscape Review & Site Plan)	2008/09 **	96
Preparation of Mitigated Negative Declaration	2008/09	1,075 + Costs
Preparation of Negative Declaration	2008/09	\$1,231 if "No Impact" per Dept. Fish & Game
	2008/09	\$3,103 if "Impact" per Dept. Fish & Game
Preparation of Soil & Soil Gas Study	2008/09	2,477 + Cost
Property Ownership Information (Realquest Search)	2008/09	43
Public Hearing	2008/09	1,075
Reconsideration (DPA or CUP)	2008/09	1,075

** Fees subject to 60-day waiting period in conjunction with development

**CITY OF SANTA FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
FISCAL YEAR 2008/2009**

DEPARTMENT FEE	YEAR LAST INCREASED	CURRENT FEE \$ (unless otherwise noted)
<u>PLANNING</u>		
Relocation of Building	2008/09	2,124
Residential Rental Inspections:		
Apartment Units - Initial/Annual	2008/09	102
Apartment Units - Re-inspection	2008/09	64
Condominium/Townhouses - Initial/Annual	2008/09	102
Condominium/Townhouses - Re-inspection	2008/09	64
Single Family Dwellings - Initial/Annual	2008/09	134
Single Family Dwellings - Re-Inspection	2008/09	64
Sign Permit Review	2008/09	96
Sign Program Review	New	450
Site Plan Copies - large format	2008/09	27
- digital copy- on disk	2008/09	11
Soil Gas Study Review	2008/09	498
Soil Study Review	2008/09	1,659
Summary Street Vacation	2008/09	2,124
Street Encroachment Permit	2008/09	2,124 + cost
Tenant Improvement Plan Check	2008/09	96/unit

** Fees subject to 60-day waiting period in conjunction with development

**CITY OF SANTA FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
FISCAL YEAR 2008/2009**

DEPARTMENT FEE	YEAR LAST INCREASED	CURRENT FEE \$ (unless otherwise noted)
<u>PLANNING</u>		
Tentative Tract map (Filing Fee)	2008/09	4,574 + 275 per lot/unit
Tentative Parcel Map (Filing Fee)	2008/09	4,574 + 275 per lot/unit
Final Parcel Map	2008/09	4,574 + 275 per lot/unit
Time Extension/Non-Conforming Use	2008/09	3,451
Time Extension Reconsideration	2008/09	1,075
Zone Change	2008/09	2,124
Zone Modification		
Residential	2008/09	43
All Others	2008/09	1,075
Time Extension	2008/09	535
Zone Variance	2008/09	2,124
Zoning Certification Letters	2008/09	96
Zoning Map - color	2008/09	27
- black and white	2007/08	13
Zoning Ordinance (Copy w/map)	2008/09	64

** Fees subject to 60-day waiting period in conjunction with development

**CITY OF SANTA FE SPRINGS FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
CURRENT AND PROPOSED FEES
FISCAL YEAR 2008/09**

DEPARTMENT FEE	CURRENT FEE \$
FIRE DEPARTMENT	
PLAN REVIEWS	
<i>New Construction Plan Review</i>	
Up to 20,000 sq. ft. per floor per bldg.	565
20,000 to 50,000 sq. ft. per floor per bldg.	850
50,001 to 100,000 sq. ft. per floor per bldg.	1,115
More than 100,000 sq. ft. per floor per bldg.	1,680
Residential single family dwelling	50
Site Plan & Access	220
TI (Walls, ceilings, egress, draft curtains or vents)	220
Preliminary plan review	220
3rd Plan Check Resubmittal	220
Permit Extension or Reissuance	100
PROTECTION SYSTEMS	
Fire Alarm System, less than 20 devices	220
Fire Alarm System, more than 20 devices	420
Fire Extinguishing System (Kitchen, dry, wet or clean agent)	220
<i>Fire Sprinkler Systems</i>	
Up to 20,000 sq. ft. per floor	700
20,001 to 50,000 sq. ft. per floor	985
50,001 to 100,000 sq. ft. per floor	1,260
More than 100,0130 sq. ft. per floor	1,670
13D Residential single family dwelling	50
In Rack Fire Sprinklers-IRAS More than 20 heads	220
Standpipes (Wet/Dry)	220
TI (Sprinkler heads<20, IRAS and hose racks)	220
Underground	420
Fire Pump House	420
TENANT IMPROVEMENTS	
Construction (Walls, ceilings, egress, draft curtains or smoke vents)	220
Protection systems (Sprinkler heads<20, AS>IRAS)	220
Temporary Certificate of Occupancy	220
HAZARDS	
Compressed Gas System	220
Dip Tank	220
Drying/Baking Ovens	220
Dust Collection System	220
Flam./Comb. Liquid Piping or Repiping System	220
Flow Coating Equipment	220
H-Occupancy	315
High Piled Combustible Stock (Racks/Draft Curtains/Hose Racks/Smoke Vents)	
a. 501 sq. ft. to 2,500 sq. ft.	290
b. 2,501 sq. ft. or more	565
L.P.G. Tanks	220
NEW Installation, Plan Clearance - per tank	275
NEW Removal, Demolition, Plan Clearance - per tank	275
NEW Modifications: Piping and Structural	275
Mechanical Refrigeration System	220

**CITY OF SANTA FE SPRINGS FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
CURRENT AND PROPOSED FEES
FISCAL YEAR 2008/09**

DEPARTMENT FEE	CURRENT FEE \$
FIRE DEPARTMENT	
HAZARDS (Continued)	
Methane detection, monitoring wells and soil ventilation	220
Oil well abandonment/reabandonments or capping	390
Paint Spray Booths	280
FIELD INSPECTION	
Hydrant Flow Request	100
Standby Fire Watch or inspection request, per hour	140
Fire Safety Officer Standby, per hour	140
Standby Fire Department Equipment with Crew, per hour	420
Reinspection, per hour	140
ACTIVITIES	
Emergency medical service to non-residents	
Basic Life Support (BLS)	189
Advanced Life Support (ALS)	189
False Alarm Fee	350
Record Search Rates	
Hourly rate	96
Copies	.20/copy
Review Chemical Hazard Classifications, occupancy rating tables, technical reports and any other related documents	140
New Business Inspection/Statement of Intended Use	
Up to 100,000 sq.ft.	200
Over 100,000 sq.ft.	395
NEW Appeals Process and Decision	500
NEW Residential Inspection, Apartment, Initial/Annual	102
NEW Residential Inspection, Apartment, Reinspection	64
NEW Residential Inspection, Condo Initial/Annual	102
NEW Residential Inspection, Condo Reinspection	64
NEW Residential Inspection, SFR, Initial/Annual	134
NEW Residential Inspection, SFR, Initial/Annual	64
Fees for Fire Code Violations	
a. Initial inspection/ Violation 1st notice	n/c
b. 1st reinspection/ Violation 2nd notice	100
c. 2nd reinspection/ Violation 3rd notice	200
d. 3rd reinspection/City attorney/Prosecutor action	500
PERMITS	
Commercial film and photography permits	215
Special Activities and Events- One Time Permits	215
Tents and Air Supported Structures	215
ANNUAL FIRE PERMIT FEES	
PA.1 Aerosol Products (excess 500 lbs. level 2 or 3)	215
PA.2 Aircraft Refueling Vehicles	N/A
PA.3 Aircraft Repair Hangar	N/A
NEW Amusement Building	130
PA.5 Auto Wrecking and Junk Yards	120
NEW Aviation Facility	130

**CITY OF SANTA FE SPRINGS FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
CURRENT AND PROPOSED FEES
FISCAL YEAR 2008/09**

DEPARTMENT FEE	CURRENT FEE \$
FIRE DEPARTMENT	
ANNUAL FIRE PERMIT FEES (Continued)	
PB.1 Battery Systems	N/A
PB.2 Bowling Pin or Alley Refinishing	N/A
PC.1 Candles and Open Flame Devices	N/A
PC.2 Carnivals and Fairs	150
PC.3 Cellulose Nitrate Film	150
PC.4 Cellulose Nitrate Storage (excess 25 lbs.)	105
NEW Combustible Dust Producing Operations	130
PC.5 Combustible Fiber Storage (excess of 100 cu. ft.)	150
PC.6 Combustible Liquids, Inside Storage 26-54 Gallons	N/A
PC.7 Combustible Materials Storage	N/A
PC.9 Commercial Rubbish-Handling Operation	N/A
NEW Covered Mall Building	130
NEW Cryogenic Fluid	130
NEW Cutting and Welding	130
PC.11 Chemical Mfg./Processing Plants (Ord.)	2,255
PD.1 Dry, Cleaning Plants	150
PD.2 Dust Production Operations	N/A
NEW Exhibits and Trade Shows	150
PE.1 Explosive or Blasting Agents	150
PF.1 Fire Hydrants and Water-Control Valves (Hydrant Flows)	125
PF.2 Fireworks (manufacturing/display/stands)	N/A
PF.3 Flam./Comb. Liquid Pipeline Operations/Excavation	85
PF.4 Flam./Comb. Liquids and Tanks	No Fee
PF.5 Flammable Liquids, inside Storage 6-54 gallons (Ord.)	85
PF.6 Flammable Liquids, Outside Storage 11-54 gallons (Ord.)	85
NEW Fire Alarm Systems Registration Fee	10
NEW Floor Finishing	120
PF.7 Fruit Ripening	150
PF.8 Fumigation or Thermal Insecticidal Fogging	85
PH.1 Hazardous Materials	No Fee
PH.2 Hazardous Production Materials (H-6 Occupancy)	No Fee
PH.3 High Piled Combustible Stock (> 500 square feet)	150
NEW Hot Work Operations	120
NEW Industrial Ovens	130
PL.1 LPG Storage (Excess of 125 gallons)	No Fee
PL.2 Liquid or gas-fueled vehicles or equipment in assembly buildings (display/demonstration)	215
PL.3 Lumber Yards (excess of 100,000 board feet)	300
PM.1 Magnesium Working	150
PM.2 Mall, Covered (Special Uses)	N/A
PM.3 Metal Fabrication, Welding & Cutting Operation (Ords.)	N/A
PM.4 Methane Detection System. (Ord.)	150
NEW Miscellaneous Combustible Storage	130
PO.1 Oil and Natural Gas Wells (Ord.)	70
PO.2 Oil Refirming, Processing or Production	2,520
PO.3 Open Burning	110

**CITY OF SANTA FE SPRINGS FE SPRINGS
COMPREHENSIVE FEE SCHEDULE
CURRENT AND PROPOSED FEES
FISCAL YEAR 2008/09**

DEPARTMENT FEE	CURRENT FEE \$
FIRE DEPARTMENT	
ANNUAL FIRE PERMIT FEES (Continued)	
NEW Open Flames and Torches	50
NEW Open Flames and Candles	50
PO.4 Organic Coatings	No Fee
PO.5 Ovens, Industrial Baking/Drying	N/A
PP.1 Parade Floats	N/A
PP.2 Places of Assembly (exception for churches and schools)	150
PP.3 a. A-3 (50-299 without stage)	150
PP.4 b. A-2.1 (300 or more with stage)	225
PP.5 c. A-2 (999 or less with stage)	300
PP.6 A-I /1,000 or more with stage)	375
NEW Private Fire Hydrants	50
PP.7 Pyrotechnical Special Effects Material	300
NEW Pyroxtin Plastics	150
PR.1 Radioactive Materials	No Fee
PR.2 Refrigeration Equipment	120
PR.3 Repair Garages and Motor Fuel Dispensing	120
NEW Rooftop Heliports	50
PS.I Spraying or Dipping Operation	150
NEW Storage of Scrap Tires and Tire Byproducts	120
PT.1 Tents, Canopies, and Temporary Membrane Structure	220
PT.2 Tire Storage in Excess of 1,000 Cubic Fee	N/A
NEW Tire Rebuilding Plants	120
NEW Waste Handling	120
PW.1 Wood Products	220

**CITY OF SANTA FE SPRINGS FIRE DEPARTMENT
ENVIRONMENTAL PROTECTION FEE SCHEDULE
CURRENT AND PROPOSED
FISCAL YEAR 2008/09**

DEPARTMENT FEE		CURRENT FEE \$
FIRE DEPARTMENT		
CALIFORNIA ACCIDENTAL RELEASE PREVENTION		
Annual Fee		
Federally Regulated Material, per material		3,395
State Only Regulated Material, per material		2,040
Other Fees		
Review/Participation, per hour		150
CLOSURE PERMITS		
Facility Closure Permit		345
Industrial Waste		
	Treatment Unit Closure Permit	160
	Closure/Workplan Report Review Fee, per hour	150
LATE FEE AND OTHER CHARGES		
Late Annual Fees, Filing of HMRRP or Notice of Violation		
	1st notice past due	350
	2nd notice past due	685
	3rd notice past due	N/A
Other Fees		
Late or missed Inspection		150
EPD hourly rate		150
Reinspection fee		150
Additional Consultant's time		Consultant's rate
EPD overtime hourly rate		225
		N/A
		N/A
Chemical Hazard Classification, Occupancy Rating Tables and other related plan reviews, per hour		150
mailing costs and copies		N/A
HAZARDOUS MATERIALS RELEASE RESPONSE PLANS AND INVENTORIES		
Fee is based upon both number and volume of materials		
Annual Fee		
Number of Materials 1		125
Number of Materials 2-4		245
Number of Materials 5-8		495
Number of Materials 9-12		735
Number of Materials 13-20		1,225
Number of Materials 21-40		3,670
Number of Materials 41+		7,335
Liquids- volume 10,001 to 1,000,000 gals		655
Liquids- volume over 1,000,001 gals		6,520
Solids- volume 100,001 to 10,000,000 lbs		655
Solids- volume over 10,000,001 lbs		6,520
Gases- volume 1,000,001 to 100,000,000 cubic ft		655
Gases- volume over 100,000,001 cubic ft		6,520

**CITY OF SANTA FE SPRINGS FIRE DEPARTMENT
ENVIRONMENTAL PROTECTION FEE SCHEDULE
CURRENT AND PROPOSED
FISCAL YEAR 2008/09**

DEPARTMENT FEE		CURRENT FEE \$
HAZARDOUS MATERIALS RELEASE RESPONSE PLANS AND INVENTORIES (Continued)		
Fee is based upon both number and volume of materials		
<i>Other Fees</i>		
Oil Wells		65
Pipelines		125
PCB Transformers, each		20
PCB electrical substation, each		790
HAZARDOUS MATERIAL MANAGEMENT PLANS AND INVENTORIES		
(Uniform Fire Code, Sec. 8001.3.2 & 8001.3.3)		
No charges at this time		
HAZARDOUS WASTE GENERATOR FEES		
Annual Fee - Bases upon number of employees	Special Permit	205
	CESQG (Silver Only)	205
	Excluded Recycable	205
	0-5 employees	585
	6-19 employees	705
	0-5 employees with Self Audit Program	380
	6-10 employees with Self Audit Program	500
	20-100 employees	930
	101-500 employees	1,255
	501+ employees	2,195
INDUSTRIAL WASTE		
Annual Inspection Fees - Based on inspection fee class	Class A	205
	Class B	305
	Class C	455
	Class D	610
	Class E	915
	Class M	1,825
	Class S	
	Rainwater Diversion System	230
<i>Other Fees</i>		
Industrial Waste Disposal Permit	New Sewer Disposal Permit	300
	New On-Site Disposal Permit	460
	New Off-Site Disposal Permit	440
	Revised Sewer Disposal Permit	195
	Revised On-Site Disposal Permit	280
	Revised Off-Site Disposal Permit	265
Industrial Water Plan Review	New Class 1 Sewer Discharge	450
	New Class 2 Sewer Discharge	550
	New Class 3 Sewer Discharge	705
	New Class 4 Sewer Discharge	775
	New Class 5 Sewer Discharge	1,125
	New Class 6 Sewer Discharge	1,440

**CITY OF SANTA FE SPRINGS FIRE DEPARTMENT
ENVIRONMENTAL PROTECTION FEE SCHEDULE
CURRENT AND PROPOSED
FISCAL YEAR 2008/09**

DEPARTMENT FEE		CURRENT FEE \$
INDUSTRIAL WASTE (Continued)		
<i>Other Fees</i>		
Industrial Water Plan Review	New Class 1 On-Site Reuse	595
	New Class 2 On-Site Reuse	755
	New Class 3 On-Site Reuse	960
	New Class 4 On-Site Reuse	1,065
	New Class 5 On-Site Reuse	1,570
	New Class 6 On-Site Reuse	2,030
	New Class 1 Off-Site Untreated	490
	New Class 2 Off-Site Untreated	595
	New Class 3 Off-Site Untreated	755
	New Class 4 Off-Site Untreated	830
	New Class 5 Off-Site Untreated	1,225
	New Class 6 Off-Site Untreated	1,575
	Revised Class 1 Sewer Discharge	350
	Revised Class 2 Sewer Discharge	430
	Revised Class 3 Sewer Discharge	540
	Revised Class 4 Sewer Discharge	595
	Revised Class 5 Sewer Discharge	870
	Revised Class 6 Sewer Discharge	1,110
	Revised Class 1 On-Site Reuse	465
	Revised Class 2 On-Site Reuse	560
	Revised Class 3 On-Site Reuse	805
	Revised Class 4 On-Site Reuse	815
	Revised Class 5 On-Site Reuse	1,210
	Revised Class 6 On-Site Reuse	1,615
	Revised Class 1 Off-Site Untreated	350
	Revised Class 2 Off-Site Untreated	430
	Revised Class 3 Off-Site Untreated	540
	Revised Class 4 Off-Site Untreated	650
	Revised Class 5 Off-Site Untreated	895
	Revised Class 6 Off-Site Untreated	1,110
SITE ASSESSMENT/MITIGATION FEES		
<i>Base Fee</i>		
	Inspector or Specialist Oversight, per 4 hours	600
<i>Hourly Rate</i>	Inspector or Specialist Oversight, each add'l hr.	150
Spill Response/Cleanup		
EDP Hourly rate		150
EDP overtime hourly rate		225
SFSDFR full cost recovery for spill response/cleanup		

**CITY OF SANTA FE SPRINGS FIRE DEPARTMENT
ENVIRONMENTAL PROTECTION FEE SCHEDULE
CURRENT AND PROPOSED
FISCAL YEAR 2008/09**

DEPARTMENT FEE		CURRENT FEE \$
UNDERGROUND SPILL CONTAINMENT TANK EXEMPTED PER 23 CCR 2621		
Annual Fee		
	First Tank	215
	Each Additional Tank	120
Other Fees		
Installation, New Construction, Plan Clearance, First Tank		215
	Each Additional Tank	120
TIERED PERMIT FEES		
Annual Fee and Initial Notification		
Permit-By-Rule (Fixed Units), per facility		1,360
Permit-By-Rule (Transportable), per unit		1,360
Conditional Authorization, per facility		1,360
Conditional Exemption, per facility		135
Commercial Laundry, per facility		135
Initial Notification (no annual fee)		
Conditional Exemption, per facility		N/A
Other Fees		
Onsite Hazardous Waste Treatment Notification Amendments	Percent of initial notification fee	N/A
UNDERGROUND STORAGE TANK FEES		
Annual Fees		
Annual Operating permit		
	First Tank	715
	Each Additional Tank	390
Other Fees		
Installation, New Construction, Plan Clearance		
	First Tank	950
	Each Additional Tank	250
Closure Application and Permit		
	First Tank	550
	Each Additional Tank	200
Modifications		
	First Tank	N/A
	Each Additional Tank	N/A
Minor Modifications		
	First Tank	300
	Each Additional Tank	100
Major Modifications		
	First Tank	700
	Each Additional Tank	150
Permit Addendum		
	Administrative Changes Only	150
	Check Resubmittal (each submittal after the second submittal)	150

CITY OF SANTA FE SPRINGS FIRE DEPARTMENT
ENVIRONMENTAL PROTECTION FEE SCHEDULE
CURRENT AND PROPOSED
FISCAL YEAR 2008/09

DEPARTMENT FEE		CURRENT FEE \$
STORMWATER FEES		
Annual fee, per facility		60



PRESENTATION

Introduction of the 2009 Memorial Scholarship Program Recipients

BACKGROUND

The Memorial Scholarship Program began in the year 1985, primarily through the efforts of Ms. Thelma Montgomery, the former Principal of Santa Fe High School, in an effort to remember the contributions and legacy of Council Member Armando J. Mora. Through the years, the program has expanded to include two additional Council members who have also passed away: Lorenzo Sandoval and Albert L. Sharp. This year, the Memorial Scholarship Program celebrates its 24th anniversary by continuing to recognize outstanding young men and women in our community who wish to fulfill their dream of continuing their education beyond high school.

The three Memorial Scholarships each present two recipients with a \$1,000 award to be used towards the cost of their college education. Students applying for the Memorial Scholarships must meet the basic requirements: 1) Reside in the City of Santa Fe Springs; 2) be a senior in high school attending Santa Fe, St. Paul, or Pioneer High Schools; and 3) currently maintain a 3.0 grade point average (GPA). In addition, the Memorial Scholarships each have a particular area of focus as determined by the respective families, as follows:

Armando Mora Scholastic & Service Memorial Scholarships

The Armando Mora Scholastic & Service Memorial Scholarship identifies high school seniors attending either Santa Fe, St. Paul, or Pioneer High Schools who maintain above average grades while providing and promoting outstanding service to their high school and community. The aspects of service to community and education was of particular interest to Councilmember Mora as he dedicated himself to serving his community and promoted youth development through service to others.

Lorenzo Sandoval Athletic Memorial Scholarships

The Lorenzo Sandoval Athletic Memorial Scholarships rewards Santa Fe High School seniors who work diligently to maintain a 3.0 or better GPA and are participants in varsity athletics. Not only do the applicants play on a team, but they must also be leaders and describe their leadership traits, but how they came to foster and utilize them. High school athletics was a genuine love of Councilmember Sandoval as he was a high school principal and promoted athletic involvement by community youth throughout the City.

Albert L. Sharp Memorial Scholarships

The Albert L. Sharp Memorial Scholarships seeks to identify and reward Santa Fe High School seniors that are not only strong performers in the classroom and in the athletic arena, but is also dedicated to improving their community through involvement in school service groups and/or student government. A connection between theory and application through business was of interest to Councilmember Sharp, as promoted in the Albert Sharp Memorial Scholarship criteria.

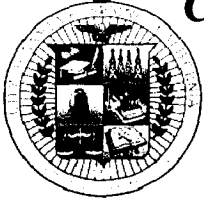
A total of sixteen applicants were interviewed by the respective family representatives with the support of City Councilmembers Rounds and Velasco as well as the participation of Mayor Louie Gonzalez. The final candidate interviews were conducted from April 28 through May 18, 2009 by the selection committee, which also included the participation of representatives from the high schools, and the Director of Community Services.

The recipients and their families have been invited to tonight's meeting to be recognized for their academic accomplishments, athletic achievements, leadership, and service to the community.

The Mayor may wish to call upon the Director of Community Services Ana M Alvarez to assist with the presentation of the Memorial Scholarships recipients.



Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

INTRODUCTIONS

Introductions of the 2009 Destiny Scholarship Recipients & Powell Grant Recipient

The Chamber of Commerce requests the opportunity to introduce the 2009 Destiny Scholarship recipients and the 2009 Powell Grant recipient. Susan Crowell, Board Member of the Santa Fe Springs Chamber/League Youth Enrichment Fund, will make the introductions. This year's recipients are as follows:

\$20,000 Destiny Scholarship

Bernadette Gomez, Santa Fe High School
Bernadette will be attending U.C. Davis in the fall where she will study
Veterinary Medicine

\$2,500 Powell Grant

Grace Olguin, Santa Fe High School
Grace will be attending California State University, Pomona where she will
pursue her interest in poetry and song writing

The 2009 Annual Destiny Dinner and Scholarship Auction will be held on June 19th at the Hacienda Golf Club. The theme is "Salute!" representing an evening of wine tasting, dining and jazz.

A handwritten signature in black ink, appearing to read "Frederick W. Latham".

Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

PRESENTATION

To Dr. Monica Oviedo and Harry Yessian Upon Their Reassignment to Pioneer High School

Recommendation

The Mayor may wish to call upon Whittier Union High School District Superintendent, Sandy Thorstenson, to assist with the presentation.

BACKGROUND

The Whittier Union High School District recently announced the reassignment of leadership of Principal Dr. Monica Oviedo and Vice Principal Harry Yessian, to Pioneer High School.

Dr. Oviedo has provided five years of outstanding leadership at Santa Fe High School. Her tenure was marked by increasing proficiency on California Standards Tests and the CA High School Exit Exam, by all student populations.

Mr. Yessian has been Assistant Principal at Santa Fe for the past 15 years, and has worked closely with City staff on a variety of collaborative programs benefiting the youth in our City.

Through their leadership at Santa Fe, the high school was recently recognized as a California Distinguished School.

Dr. Oviedo and Mr. Yessian have been invited to tonight's meeting to be recognized for their many years of outstanding service to the youth of Santa Fe Springs

A handwritten signature in black ink, appearing to read "Frederick W. Latham".

Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

PRESENTATION

"Every 15 Minutes" Program

RECOMMENDATION

The Mayor may wish to call upon Kimberly Sawyer, Public Safety Education Officer, to talk about "Every 15 Minutes" and show a short video of the program.

During the month of April, 2009 the Police Services Center, Santa Fe Springs Fire-Rescue Department, California Highway Patrol, Whittier Police Department and Santa Fe High School participated in the "Every 15 Minutes" Program.

This is a two-day program focusing on high school juniors and seniors, which challenges them to think about drinking, driving, personal safety, and the responsibility of making mature decisions and the impact their decisions have on family, friends, and many others.

The program brought together a broad coalition of interested local agencies with the goal of reducing alcohol-related traffic fatalities among youth. The partnering of law enforcement, California Highway Patrol, local hospitals, emergency medical responders, schools, businesses, and service clubs validates the importance of working together to ensure a healthy community.

The result of months of careful planning is a two-day program called "Every 15 Minutes." This program is very dramatic and emotional and purposely so. Teenagers are constantly reminded about the dangers of drinking and driving. They know the intellectual statistics. However, many teens share the belief it will never happen to them. This powerful program is designed to create awareness among students that they are not invincible. They experience firsthand how their actions affect the lives of so many other people.

A handwritten signature in black ink, appearing to read "F. Latham".

Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

PRESENTATION

Presentation to Participants Who Successfully Completed the Business Emergency Preparedness Network Core Training Classes

The Mayor may wish to call upon Kimberly Sawyer, Public Safety Education Officer, to help make a brief presentation regarding the City's Business Emergency Preparedness Network Core Classes.

Eight Santa Fe Springs' businesses recently completed the 12-hour Business Emergency Preparedness Network Core Training classes offered by the Department of Police Services. During this training, businesses are given tools necessary to prepare and implement disaster plans as they pertain to their business. Some of the topics covered are Business and Industry Mitigation, Emergency Preparedness Strategies, Response and Recovery.

The following companies and individuals will be recognized:

Cryostar – Richard Wood

LA CADA – Maria Barrera

Paul Meza

Marian Guerrero

Edward Gomez

Superior Press – Patsy Keoschbian

Shannon Salinas

Coaster - Matt Hall

Lino Gomez

Shaw Industries – Brenda Vera

Leo Rodriguez

Marci Morua

Maria Caro

Veronica Ochoa

MSM Canadian Transport – Bonnie Truesdell

SFS Chamber – Christy Lindsay

A handwritten signature in black ink, appearing to read "Frederick W. Latham".

Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

May 26, 2009

APPOINTMENT TO BOARDS, COMMITTEES, COMMISSIONS

Committee Appointments

Attached is a roster for each active committee, and listed below are current vacancies. Also included for your review is the list of prospective members.

<u>Committee</u>	<u>Vacancy</u>	<u>Councilmember</u>
Beautification	1	Putnam
Beautification	3	Rounds
Beautification	2	Serrano
Beautification	1	Velasco
Community Program	2	Gonzalez
Community Program	1	Serrano
Historical	4	Putnam
Historical	2	Serrano
Parks & Recreation	1	Gonzalez
Senior Citizens Advisory	1	Gonzalez
Senior Citizens Advisory	2	Putnam
Senior Citizens Advisory	1	Rounds
Sister City	1	Gonzalez
Sister City	1	Serrano
Sister City	2	Velasco
Youth Leadership	2	Gonzalez
Youth Leadership	1	Velasco



City of Santa Fe Springs

City Council Meeting

May 26, 2009

Margaret Bustos submitted an Application for appointment to the Beautification Committee.

Please direct any questions regarding this report to the City Clerk.

A handwritten signature in black ink, appearing to read "F. W. Latham".

Frederick W. Latham
City Manager

Attachments:

Bustos Application
Prospective Member List
Active Committee Lists



City of Santa Fe Springs Application for Appointment

If you would like to be included in the Santa Fe Springs "Talent Bank" of persons interested in serving on a City Committee, Commission or Board, please complete this application and submit it to the City Clerk's Office.

Name: MARGARET BUSTOS
Address: 9327 DANBY
Home Phone: 6454390 Work Phone: 6 Cell Phone: 6
Occupation: RETIRED

I am willing to serve on an ad hoc committee for a specific short-term project.

☒
Yes

☐
No

Is there a specific night or time you would be *unable* to attend meetings? If so, please indicate:

Please list in order of preference the committee(s) on which you would like to serve:

1. RECREATION
2. _____
3. _____
4. _____
5. _____

Signature Margaret Bustos Date 5-4-09

OFFICE USE ONLY

Date Application Received:

Action:

Date Applicant Notified: