



AGENDA

FOR THE REGULAR MEETINGS OF THE:
COMMUNITY DEVELOPMENT COMMISSION
CITY COUNCIL

Council Chambers
11710 Telegraph Road
Santa Fe Springs, CA 90670

FEBRUARY 11, 2010
6:00 P.M.

Betty Putnam, Mayor
Joseph D. Serrano, Sr., Mayor Pro Tem
Luis M. Gonzalez, Councilmember
William K. Rounds, Councilmember
Juanita A. Trujillo, 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. City Council will hear public comment on items listed on the agenda during discussion of the matter and prior to a vote. City Council will hear public comment on matters not listed on the agenda during the Oral Communications period.

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.

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

Please Note: Staff reports are available for inspection at the office of the City Clerk, City Hall, 11710 E. Telegraph Road during regular business hours 7:30 a.m. – 5:30 p.m., Monday – Friday. City Hall is closed every other Friday. Telephone (562) 868-0511.

1. **CALL TO ORDER**

2. **ROLL CALL**

Luis M. Gonzalez, Commissioner/Councilmember
William K. Rounds, Commissioner/Councilmember
Juanita A. Trujillo, Commissioner/Councilmember
Joseph D. Serrano, Vice-Chairperson/Mayor Pro Tem
Betty Putnam, Chairperson/Mayor

COMMUNITY DEVELOPMENT COMMISSION

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

4. **CONSENT AGENDA**

Approval of Minutes

- A. Minutes of the Adjourned Community Development Commission Meeting of January 19, 2010

Recommendation: That the Commission approve the Minutes as submitted.

- B. Minutes of the Adjourned Community Development Commission Meeting of January 28, 2010.

Recommendation: That the Commission approve the Minutes as submitted.

CLOSED SESSION

5. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Property: 13210 Telegraph Road

Negotiating Parties: Staff and Property Owner

Under Negotiation: Terms of Agreement

CITY COUNCIL

6. **CONSENT AGENDA**

Approval of Minutes

- A. Minutes of the City Council Meeting of January 19, 2010

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

- B. Minutes of the City Council Meeting of January 28, 2010

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

ORDINANCE FOR PASSAGE

7. Ordinance No. 1008 – Amending the City Municipal Code to Include an Administrative Citation Program

Recommendation: That the City Council waive further reading and adopt Ordinance No. 1008, an ordinance amending the City's Municipal Code establishing an Administrative Citation Program.

NEW BUSINESS

8. Traffic Study at Dunning Street and Alburdis Avenue

Recommendation: That the City Council concur with the Traffic Commission's recommendation not to install a STOP sign for westbound direction at the intersection of Dunning Street and Fallon Avenue.

9. Traffic Study at Dunning Street and Fallon Avenue

Recommendation: That the City Council concur with the Traffic Commission's recommendation not to install a STOP sign from southbound direction at the intersection of Dunning Street and Alburdis Avenue.

10. Request For Approval of A Recyclable Materials Dealer Permit For Commercial Waste Services Inc. (Haik Petrosian, Applicant)

Recommendation: That the City Council approve the issuance of Recyclable Materials Dealer Permit No. 20 to Commercial Waste Services Inc., for an annual renewal period set to expire on June 30, 2010, subject to the conditions of approval as contained within this report.

11. Request For Approval of a Recyclable Materials Dealer Permit For Tomra Pacific Inc., Located at 7910 Norwalk Blvd. (Brian Jackson, Representative)

Recommendation: That the City Council approve the issuance of Recyclable Materials Dealer Permit No. 21 to Tomra Pacific Inc., for an annual renewal period set to expire on June 30, 2010, subject to the conditions of approval as contained within this report.

12. Agreement with the City of Compton to Provide Fire Apparatus Maintenance Services

Recommendation: That the City Council 1) Approve the Agreement with the City of Compton to Provide Fire Apparatus Maintenance Services; and, 2) Authorize the City Manager to execute the Agreement on behalf of the City.

13. Approval of Side Letter #1 Amending the FY 2009-2010 Memorandum of Understanding between the City of Santa Fe Springs and the Santa Fe Springs Employee Association, Inc.

Recommendation: That the City Council approve Side Letter #1, Amending the FY 2009-2010 Memorandum of Understanding (MOU) with the Santa Fe Springs Employees Association and authorize the City manager to execute said agreement.

CLOSED SESSION

14. CONFERENCE WITH LABOR NEGOTIATOR

Agency Negotiator:	City Manager
Employee Organizations:	Santa Fe Springs Firemen's Association
	Santa Fe Springs Employees' Association

15. EXISTING LITIGATION

Please note: Item Nos. 16 – 25 will commence in the 7:00 p.m. hour

16. **INVOCATION**

17. **PLEDGE OF ALLEGIANCE**

INTRODUCTIONS

18. Representatives from the Chamber of Commerce

19. Representatives from the Youth Leadership Committee

20. **ANNOUNCEMENTS**

PRESENTATIONS

21. Recognition of Basic Chemical Solutions and the Santa Fe Springs Firefighters Association for their Generous Contributions to the Community over the Holiday Season

22. Whittier Police Traffic Division Presentation

23. **APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**

24. **ORAL COMMUNICATIONS**

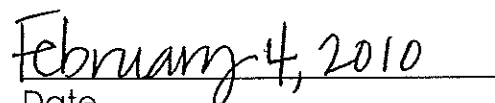
This is the time when comments may be made by interested persons on matters not on the agenda having to do with City business.

25. **EXECUTIVE TEAM REPORTS**

ADJOURNMENT

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.


Adria M. Jimenez, CMC
Deputy City Clerk


Date

CITY OF SANTA FE SPRINGS
MINUTES
FOR THE ADJOURNED MEETINGS OF THE
CITY COUNCIL
COMMUNITY DEVELOPMENT COMMISSION
JANUARY 19, 2010

1. CALL TO ORDER

Chairperson/Mayor Putnam called the Community Development Commission and City Council meeting to order at 6:15 p.m.

2. ROLL CALL

Present: Commissioners/Councilmembers Gonzalez, Rounds, Trujillo,
Vice-Chairperson/Mayor Pro Tem Serrano
Chairperson/Mayor Putnam

Also present: Fred Latham, City Manager; Adria Jimenez, Deputy City Clerk; Paul Ashworth, Director of Planning and Development; Don Jensen, Director of Public Works; Fernando Tarin, Director of Police Services; Maricela Balderas, Director of Family & Human Services; Jose Gomez, Director of Finance & Administrative Services; Alex Rodriguez, Fire Chief

3. ORAL COMMUNICATIONS

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

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

4. CITY BUDGET STUDY SESSION

City Manager Fred Latham, provided the framework for the Study Session and reviewed the proposed recommendations with City Council.

Director of Finance & Administrative Services Jose Gomez reviewed City Revenue, Sales Tax, and General Budget Expenditure information with City Council.

Councilmember Gonzalez stated that residents have expressed a concern of increased fees for City Services. Councilmember Gonzalez also stated he has concerns over the outlined recommendations in Track 1.

Councilmember Gonzalez requested City Staff bring back Revenue Consultant information to the City Council for approval.

CLOSED SESSION

Chairperson/Mayor Putnam recessed the meeting, at 8:10 p.m., to go into Closed Session.

CONFERENCE WITH LABOR NEGOTIATOR

Agency Negotiator:	City Manager
Employee Organizations:	Santa Fe Springs Firemen's Association
	Santa Fe Springs Employees' Association

RECONVENE/ADJOURNMENT

Chairperson/Mayor Putnam, at 9:28 p.m., reconvened the Community Development/City Council Meeting, with everyone present, and immediately adjourned.

Betty Putnam
Mayor

ATTEST:

Adria M. Jimenez, CMC
Deputy City Clerk

CITY OF SANTA FE SPRINGS
MINUTES
FOR THE ADJOURNED MEETINGS OF THE
PUBLIC FINANCING AUTHORITY
WATER UTILITY AUTHORITY
COMMUNITY DEVELOPMENT COMMISSION
CITY COUNCIL

January 28, 2010

1. CALL TO ORDER

Chairperson/Mayor Putnam called the Public Financing Authority, Water Utility Authority, Community Development Commission and City Council Meetings to order at 6:05 p.m.

2. ROLL CALL

Present: Directors/Commissioners/Councilmembers Rounds, Velasco,
Vice-Chairperson/Mayor Pro Tem Serrano
Chairperson/Mayor Putnam

Absent: Director/Commissioner/Councilmember Gonzalez

Also present: Fred Latham, City Manager; Adria Jimenez, Deputy City Clerk; Steve Skolnik, City Attorney; Paul Ashworth, Director of Planning and Development; Don Jensen, Director of Public Works; Fernando Tarin, Director of Police Services; Hilary Keith, Director of Library & Cultural Services; Jose Gomez, Director of Finance & Administrative Services; Alex Rodriguez, Fire Chief

PUBLIC FINANCING AUTHORITY

APPROVAL OF MINUTES

3. Public Financing Authority Meeting of December 17, 2009

Recommendation: That the Public Financing Authority approve the minutes as submitted.

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 City Council receive and file the report.

Director Serrano moved to approve Public Financing Authority Items Nos. 3 and 4. Director Rounds seconded the motion, which carried unanimously.

WATER UTILITY AUTHORITY

APPROVAL OF MINUTES

5. Water Utility Authority Meeting of December 17, 2009

Recommendation: That the Water Utility Authority approve the minutes as submitted.

6. Update on the Status of Water-Related Capital Improvement Plan Projects

Recommendation: That the Water Utility Authority receive and file the report.

Director Rounds moved to approve Water Utility Authority Items Nos. 5 and 6. Director Serrano seconded the motion, which carried unanimously.

COMMUNITY DEVELOPMENT COMMISSION

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

City Manager Fred Latham had no report. Executive Director Paul Ashworth had no report.

8. **CONSENT AGENDA**

Approval of Minutes

- A. Community Development Commission Meeting of January 14, 2010

Recommendation: That the Community Development Commission approve the minutes as submitted.

City Engineer's Reports

- B. Authorization to Advertise for Bids to Demolish and Dispose of the Premiere Lanes Bowling Alley Structure at 13210 Telegraph Road

Recommendation: That the Community Development Commission authorize the City Engineer to advertise for bids to remove and dispose of the Premiere Lanes Bowling Alley structure at 13210 Telegraph Road.

- C. Sorensen Avenue Sidewalk Improvements - Final Progress Payment and Release of Retention Payable

Recommendation: That the Community Development Commission approve the Final Progress payment and Release of Retention Payable to Kormx, Inc. of Walnut, CA, in the amount of \$18,629.49 for the subject project.

Commissioner Serrano moved to approve the Consent Agenda, including items Nos. 8A, 8B, and 8C. Commissioner Trujillo seconded the motion which carried unanimously.

CITY COUNCIL

9. **CONSENT AGENDA**

Approval of Minutes

- A. City Council Meeting of January 14, 2010

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

- B. Resolution No. 9243 – Reappointment of City's Treasurer and Assistant Treasurer

Recommendation: That the City Council adopt Resolution No. 9243 reappointing the City Treasurer and Assistant Treasurer to their respective offices for the City, Community Development Commission, Public Finance Authority and any other related City entity.

- C. Resolution No. 9245 – Weed Abatement

Recommendation: That the City Council adopt Resolution No. 9245 declaring weeds a public nuisance, declaring its intention to remove them, and setting Thursday, February 25, 2010, as the date for the Public Hearing.

- D. Conference and Meeting Report

Councilmember Trujillo's Attendance at the League of California Cities New Mayors and Councilmembers Academy.

Councilmember Serrano moved to approve the Consent Agenda, including items Nos. 9A, 9B, 9C, and 9D. Councilmember Trujillo seconded the motion, which carried unanimously.

PUBLIC HEARINGS

10. Resolution No. 9242 – Amendment of Water Rates and Related Charges for FY 2009-2010

Recommendation: That the City Council 1) Acknowledge all written protests that have been received and verify that they do not exceed 50% of all City water customers; 2) conduct a Public Hearing on the proposed water rate increase; 3) adopt Resolution No. 9242 to amend water rates and service charges effective February 1, 2010.

Mayor Putnam opened the public hearing and invited interested parties to come forward to address the City Council.

Having no one come forward, Mayor Putnam closed the public hearing.

Deputy City Clerk Adria Jimenez advised that no written protests were received.

Mayor Pro Tem Serrano moved to approve the recommendations. Councilmember Rounds seconded the motion which carried unanimously.

11. Resolution No. 9244 - Approval of Programs/Projects Proposed for Funding During FY 2010-2011 Under the City's Community Development Block Grant (CDBG) Cooperation Agreement with the County of Los Angeles

Recommendation: That the Mayor open the Public Hearing and hear from anyone wishing to speak on this matter; 2) that the Council approve the appropriation of CDBG funds as described in the body of this report; 3) that the Council adopt Resolution No. 9244; 4) that the Council authorize staff to transmit the planning documents to the County.

Mayor Putnam opened the public hearing and invited interested parties to come forward to address the City Council.

Having no one come forward, Mayor Putnam closed the public hearing.

Councilmember Rounds asked what is included in the program administration costs of \$17,000.

City Manager Fred Latham advised administration costs consists of salaries for support staff in Finance and the City Manager's Office. Mr. Latham further stated that CDBG funds support City programs such as the Teen Club at Town Center Hall, and does not pay for county contract services for plan checks.

Councilmember Rounds moved to approve the recommendations. Councilmember Serrano seconded the motion, which carried unanimously.

Director/Commissioner/Councilmember Gonzalez arrived at 6:15 p.m.

ORDINANCE FOR INTRODUCTION

12. Ordinance No. 1008 – Amending the City Municipal Code to Include an Administrative Citation Program

Recommendation: That the City Council waive further reading and introduce Ordinance No. 1008, an ordinance amending the City's Municipal Code.

Councilmember Trujillo moved to approve the recommendation. Councilmember Rounds seconded the motion, which carried unanimously.

NEW BUSINESS

13. Approval of Side Letter #4 Amending the FY 2007-2010 Memorandum of Understanding Between the City of Santa Fe Springs and the Santa Fe Springs Firefighters Association, Inc. AFL-CIO Local 3507

Recommendation: That the City Council approve Side Letter #4, Amending the FY 2007-2010 Memorandum of Understanding (MOU) with the Santa Fe Springs Firefighters Association and authorize the City Manager to execute said agreement.

Item #13 was deferred to after the Closed Session.

14. Review and Approve the Updated Site Plan for Santa Fe Springs Nature Park Phase 1

Recommendation: Approve the revised site plan for the Santa Fe Springs Nature Park Phase 1.

Thaddeus McCormack and Andy Lazzaretto, Project Managers, presented the Council with a PowerPoint presentation which reviewed the history, funding, and site plans for the project.

Mayor Pro Tem Serrano asked how the remainder of the project was going to be funded.

Mr. McCormack advised the Council that the project was funded through Proposition 84, which created funds for park projects. Mr. McCormack further stated that at this time the funds are tied up by the State's Budget problems.

Mayor Pro Tem Serrano moved to approve the recommendation. Councilmember Rounds seconded the motion, which carried unanimously.

15. Annual Statement of Investment Policy

Recommendation: That the City Council approve the City of Santa Fe Springs Investment Policy for calendar year 2010.

Mayor Pro Tem Serrano moved approval of the recommendation. Councilmember Gonzalez seconded the motion, which carried unanimously.

16. Ratification of the Gateway Cities Council of Governments' Preparation of the Sustainable Communities Strategy

Recommendation: It is recommended that the City Council ratify the decision of the Board of Directors of the Gateway Cities Council of Governments to accept delegation under SB 375 for the preparation of a subregional Sustainable Communities Strategy (SCS).

Director of Planning and Development Paul Ashworth gave a brief PowerPoint presentation on SB375 and Land Use issues.

City Manager Latham explained that the recommendation is requesting the City Council to endorse a position taken by the Gateway Cities COG to accept a delegation under SB 375 for the preparation of a subregional Sustainable Communities Strategy. Mr. Latham further stated that each of the 27 cities participating will pay approximately \$5,000, which would be taken out of a variety of funds, including Community Development Commission funds.

Councilmember Gonzalez moved to approve the recommendation. Councilmember Serrano seconded the motion, which carried unanimously.

17. Request Approval for an Additional Fireworks Stand for Little Lake City School District

Recommendation: That the City Council 1) Approve an additional (11th) fireworks permit for 2010 to allow fundraising for the Little Lake City School District; and, 2) *(If the Council wishes to make the 11th booth permanent)*, direct staff to make necessary changes to Ordinance No. 951 at the conclusion of this year's fireworks sales to make the additional stand permanent.

Councilmember Serrano moved to approve the recommendations. Councilmember Trujillo seconded the motion, which carried unanimously.

UNFINISHED BUSINESS

18. Selection of City Council Liaisons to Various City Committees and Governmental Organizations

Recommendation: That the City Council move forward with the selection process at this time.

Mayor Putnam confirmed the City Council Liaison appointments.

CLOSED SESSION

SUBSEQUENT NEED ITEM

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator: City Manager
Employee Organizations: Santa Fe Springs Firemen's Association
Santa Fe Springs Employees' Association

Fred Latham, City Manager advised that a Subsequent Need Item was before the Council. He explained that in order for an item to qualify for placement on the agenda as a subsequent need item, it must meet two criteria: 1) that staff became aware of the item after the preparation of the agenda, and 2) that the matter could not wait for the next meeting to be acted upon. He further stated that this item met both criteria.

Councilmember Rounds moved to place the item on the agenda as a Closed Session item. Mayor Pro Tem Serrano seconded the motion, which carried by the following roll call vote:

AYES: Councilmembers Gonzalez, Rounds, Trujillo
Mayor Pro Tem Serrano, Mayor Putnam
NOES: None
ABSENT: None

19. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Property: 13210 Telegraph Road
Negotiating Parties: Staff and Property Owner
Under Negotiation: Terms of Agreement

RECESS

Mayor Putnam recessed the City Council Meeting at 6:55 p.m.

RECONVENE

At 7:05 p.m., Mayor Putnam reconvened the City Council Meeting with all Councilmembers present.

20. **INVOCATION**

Councilmember Rounds gave the Invocation.

21. **PLEDGE OF ALLEGIANCE**

Councilmember Gonzalez led the Pledge of Allegiance.

INTRODUCTIONS

22. **Representatives from the Chamber of Commerce**

Mayor Putnam introduced Paul Hesse, Penta Pacific Properties; and, Carlos Galvan Jr., La Amapola, Inc., representing the Chamber of Commerce.

23. Representatives from the Youth Leadership Committee
Victor Becerra from the Youth Leadership Committee introduced himself.
24. New Santa Fe Springs Policing Team Member
Fernando Tarin, Director of Police Services introduced New Santa Fe Springs Policing Team Members Adrian Bobadilla and Devin McClure.
25. **ANNOUNCEMENTS**
Hilary Keith, Director of Library and Cultural Services updated the Community Calendar.

PRESENTATIONS

26. 2009 Christmas Home Decoration Contest Winners
Mayor Putnam called upon Adria Jimenez, Contest Coordinator, to announce the contest winners. The City Council presented each winner with an engraved plaque; pictures with Council followed.
27. 2009 Neighborly Elf Christmas Basket Program – Recognition of Donors and Volunteers
Mayor Putnam called upon Eddie Ramirez, Program Coordinator to provide a brief presentation on the Program. Mayor Putnam presented each volunteer with a Certificate of Appreciation; pictures with Council followed.
28. Whittier Police Traffic Division Presentation
Fernando Tarin advised that this presentation will be deferred to the next regular Council Meeting.

29. APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

No appointments were made.

30. ORAL COMMUNICATIONS

This is the time when comments may be made by interested persons on matters not on the agenda having to do with City business.

Mayor Putnam opened Oral Communications.

Having no one come forward, Mayor Putnam closed Oral Communications

31. EXECUTIVE TEAM REPORTS

Paul Ashworth, Director of Planning and Development, updated the City Council on the accomplishments of the Housing Element.

Don Jensen, Director of Public Works, advised the City Council that eight bids were received for the Neighborhood Center Renovation Project, all of which are below the estimated cost of the construction.

Fernando Tarin, Director of Police Services, advise the City Council that volunteers will be handing out a "Community Alert" reminding residents to lock their doors and windows. Mr. Tarin also stated that dog license canvassing will also be done during the weekend.

There were no additional announcements.

RECESS

Mayor Putnam recessed the City Council Meeting at 7:40 p.m., to go into Closed Session.

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator:	City Manager
Employee Organizations:	Santa Fe Springs Firemen's Association Santa Fe Springs Employees' Association

19. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property:	13210 Telegraph Road
Negotiating Parties:	Staff and Property Owner
Under Negotiation:	Terms of Agreement

RECONVENE

At 9:30 p.m., Mayor Putnam reconvened the City Council Meeting with all Councilmembers present. and immediately adjourned to Tuesday, February 2, 2010, 6:30 p.m.

NEW BUSINESS

13. Approval of Side Letter #4 Amending the FY 2007-2010 Memorandum of Understanding Between the City of Santa Fe Springs and the Santa Fe Springs Firefighters Association, Inc. AFL-CIO Local 3507

Recommendation: That the City Council approve Side Letter #4, Amending the FY 2007-2010 Memorandum of Understanding (MOU) with the Santa Fe Springs Firefighters Association and authorize the City Manager to execute said agreement.

Councilmember Rounds moved to approve the recommendation. Councilmember Gonzalez seconded the motion, which carried unanimously.

ADJOURNMENT

Mayor Putnam adjourned the meetings to Tuesday, February 2, 2010, 6:30 p.m.

Betty Putnam
Mayor

ATTEST:

Adria M. Jimenez, CMC, Deputy City Clerk

**Please Refer to Item No. 4A
For This Report**

**Please Refer to Item No. 4B
For This Report**



City of Santa Fe Springs

City Council Meeting

February 11, 2010

ORDINANCE FOR PASSAGE

Ordinance No. 1008 – Amending the City Municipal Code to Include an Administrative Citation Program

RECOMMENDATION

That the City Council waive further reading and adopt Ordinance No. 1008, an ordinance amending the City's Municipal Code establishing an Administrative Citation Program.

BACKGROUND

An administrative citation is an effective tool that can be used to obtain voluntary compliance through education and, when necessary, a persuasive administrative process. It provides an opportunity for code violations to be rectified within a reasonable amount of time and gives staff latitude in handling special circumstances surrounding those violations. It curtails the arduous tasks of documentation, record keeping, and time restraints that are associated with the City's current code violation process.

Administrative Citation Programs have proven to be effective in promoting and sustaining voluntary compliance because they allow for an "in-house" process to managing code violations while still providing due process to those cited. They are particularly effective in dealing with lower level, but nonetheless, aggravating violations and repeat offenders which are familiar with the lengthy legal process staff currently utilizes.

Administrative citations reach their full potential with the addition of non-judicial civil fines that promote prompt abatement or correction of code violations. At the same time, they encourage deterrence against future violations of the City's laws. At a future Council Meeting, staff will present the proposed fine schedule, and, in addition, a plan to administer the program through an external source in order to minimize the cost of administering the program.

FISCAL IMPACT

The cost of purchasing cite books (\$2,000) will be distributed amongst the issuing departments through existing 2009/2010 fiscal year funds and offset by fines that will be levied as part of the administrative citation process.

INFRASTRUCTURE IMPACT

NONE



Frederick W. Latham
City Manager

Attachment(s)

Ordinance No. 1008

ORDINANCE NO. 1008

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS ESTABLISHING AN ADMINISTRATIVE CITATION PROGRAM AND AMENDING THE SANTA FE SPRINGS MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The City Council of the City of Santa Fe Springs hereby finds:

A. Enforcement of the Santa Fe Springs Municipal Code and adopted ordinances throughout the City is an important public service. A program for enforcement of local codes is vital to protect public health, safety, and welfare. The establishment of a comprehensive and effective code enforcement program that provides both administrative and judicial remedies for use against violations of the City's laws is best equipped to protect public health, safety, and welfare.

B. Government Code Section 53069.4 authorizes local jurisdictions to establish an administrative citation program. The City Council intends, pursuant to this statute, to establish an administrative citation program that:

1. Creates an additional remedy allowing the imposition of non-judicial civil fines and correction orders for violations of the Santa Fe Springs Municipal Code;
2. Encourages prompt abatement or correction of prohibited conditions, uses or activities in the City; and,
3. Creates deterrence against future violation of the City's laws.

C. The administrative citation remedy is not intended to replace any other remedy allowed by the Santa Fe Springs Municipal Code or state law. It is intended to provide an additional means by which the City's laws may be enforced.

Section 2. Title 1 "General Provisions" of the Santa Fe Springs Municipal Code is hereby amended by adding a new Chapter 11 to read as follows:

Chapter 11 - Administrative Citations

Section 11.01 Applicability

A. Use of this Chapter is at the sole discretion of the City and is one remedy that the City has to address violations of the Santa Fe Springs Municipal Code. By adopting this Chapter, the City does not intend to limit its discretion or ability to use any criminal, civil or other remedies, or any combination thereof, to address any violations of the City's laws.

B. This Chapter makes any violation of the provisions of the Santa Fe Springs Municipal Code subject to administrative civil fines.

C. This Chapter establishes the administrative procedures for the imposition, enforcement, collection, and administrative review of civil fines in accord with Government Code Section 53069.4.

D. An administrative fine shall be imposed by an administrative citation issued by an Officer, and shall be paid directly to the City of Santa Fe Springs. Payment of a fine shall not excuse a failure to correct a violation, nor shall it bar concurrent or further enforcement actions by the City.

E. The City Manager, or a designee thereof, may dismiss a citation at any time if a determination is made that it was issued in error, in which event any deposit of a fine shall be refunded. Notice of such action shall be given to the Citee in writing.

F. The City Manager, or a designee thereof, is authorized to establish procedural rules and regulations governing the provisions in this Chapter.

Section 11.02. Definitions

As used in this Chapter, the following words have the meanings shown below. The following defined words have the meanings below whether the words are capitalized or not in this Chapter.

A. "Citation" means an administrative citation that is issued to a Responsible Person.

B. "Citee" means a Responsible Person to whom a citation is issued.

C. "City" means the City of Santa Fe Springs, California.

D. "Civil fine" or "fine" means the monetary sanction established by resolution of the City Council. A civil fine is imposed by a Citation.

E. "Code" means: (i) the entire Santa Fe Springs Municipal Code and all Los Angeles County codes or ordinances incorporated in it by adoption or reference; (ii) all uniform, technical or other codes or ordinances incorporated in the Santa Fe Springs Municipal Code by adoption or reference; and, (iii) any uncodified ordinance adopted by the Santa Fe Springs City Council.

F. "City Manager" means the chief administrative official of the City as appointed by the City Council.

G. "Enforcement officer" or "Officer" means any City employee whose assigned duties include enforcing the Santa Fe Springs Municipal Code. The City Manager may designate additional persons to act as Officers for purposes of implementing the provisions of this Chapter.

H. "Hearing officer" means a private entity, organization, association or person, or a public official, or duly constituted reviewing authority or commission that the City Manager designates or appoints to consider all timely requests for an administrative hearing after issuance of a citation.

I. "Owner" means any person having legal title to, or who leases, rents, occupies or has charge, control, possession of, or responsibility for, any real property in the City, including all persons identified as owners on the last equalized assessment roll of the County Assessor's Office. An owner of personal property, including animals, is any person who has legal title, charge, control, possession of, or responsibility for, personal property. An owner includes the owner's agent, manager or representative.

J. "Person" means any individual, partnership, corporation, limited liability company, association, joint venture or other organization or entity, however formed, as well as fiduciaries, trustees, heirs, executors, administrators, assigns, or any combination of such persons. "Person" also includes any public entity or agency that acts as an owner in the City.

K. "Property" or "premises" means any real property, improvements on real property, and portions of real property. "Property" includes any parkway or unimproved public easement abutting such real property. "Property" also includes all forms of personal property including animals.

L. "Responsible Person" means any person who allows, causes, creates, or maintains a Violation of the Code.

M. "Violation" means an act that is prohibited by the Code, omission of any act that is required by the Code, and a use or condition of Property that is not allowed by any

permit, approval, or license issued in accord with the Code. A continuing violation exists from day to day.

Section 11.03. Scope

This Chapter provides for civil fines imposed by a Citation for any violation. A citation may be used in place of, or in addition to, any other remedy allowed by the Code or state law. The City Manager, and designees thereof, have discretion to use any remedies authorized by law.

Section 11.04. Administrative Citation

A. Whenever an Officer determines that a Violation has occurred, the Officer may issue a Citation imposing a civil fine or fines on the Responsible Persons. A Citation may charge more than one violation of the Code.

B. Warning Requirement. When the Violation pertains to building, plumbing, electrical or other similar structural or zoning issues that create an immediate danger to health or safety, a Citation may be issued forthwith. In the absence of an immediate danger, a Citation for such a violation shall not be issued unless the Responsible Person has first been given a reasonable period, as determined by the Officer, in which to correct the violation.

C. Acts Committed Outside an Officer's Presence. An Officer may issue a Citation for a Violation not committed in the Officer's presence if the Officer has determined through investigation that the Citee is the Responsible Person.

D. Continuing Violations. Each day that a Violation exists is a separate violation for which a citation may be issued.

E. Each Citation shall contain the following information:

1. Name and mailing address of the Responsible Person.
2. The address or description of the location of the Violation.
3. The date the Citation is issued.
4. The Code or ordinance sections violated;
5. A description of the violations;

6. The amount of the fine for each violation, when and where to pay the fine, and late charges that apply if the fine is not paid on time.
7. When appropriate, a brief description of the actions required to correct the violations and, if applicable, deadlines for correcting the violations.
8. A description of the administrative citation appeal process including how and when to request a hearing on a Citation.
9. The name and signature of the Officer and the signature of the Citee, if he or she is physically present and will sign the Citation at the time it is issued. If a Citee refuses to sign a citation the citation and any related proceeding are valid. Signing a Citation acknowledges receipt of a copy of it and is not an admission that a person has committed a Violation.
10. Any other information required by the City Manager.

Section 11.05. Serving a Citation

- A. A Citation may be served either by personal delivery to the Citee or the Citee's agent, by certified U.S. mail, return receipt requested, or by posting the citation on the Property.
- B. If served by certified mail, the Citation must be sent with postage prepaid and addressed to the Citee at his or her last-known business or residence address. The date a Citation is deposited with the United States Postal Service is the date that service is complete. An additional copy of the Citation may also be sent to the Responsible Person by first class mail.
- C. Service is complete when a Citee or an agent, manager or representative of the Citee is either personally served with a citation or served by mail.
- D. If service cannot be accomplished personally or by mail for Citations involving a real property-related Violation, the officer shall post the Citation on the real property. The date of posting shall be the issuance date of the Citation and the date service by posting is complete.
- E. Any notice or order regarding a citation may be served by personal delivery or by first class mail. Service of notices and orders is complete the day they are personally delivered or deposited in the mail.
- F. If a Citee does not receive a Citation or notice, any subsequent fine, late charge, action or proceeding under this Chapter is valid if service was given as required by this section.

Section 11.06. Civil Fines, Late Charges; Collection of Fees and Costs

A. Civil Fine Amounts. The amounts of the civil fines imposed by a citation shall be established by resolution of the City Council. The City Council may impose escalating fines for repeat offenses in a twelve-month period. The amounts of fines may be modified from time to time by resolution of the City Council.

B. Infraction Fine Limits. If a violation is classified as an infraction under the Code, the civil fine shall not exceed \$100.00 for a first offense, \$200.00 for a second offense within one year, and \$500.00 for a third offense within one year in accord with California Government Code Sections 25132 and 36900.

C. Late Fees. Failure to pay a civil fine within the period required from the issuance date of a citation shall result in a late charge as established by resolution of the City Council.

D. Payment Location. Civil fines and any late charges due shall be paid to the City at the address stated on the citation.

E. Due Date. The due date for the City's receipt of a civil fine payment (or complete deposit in the event a hearing is requested) shall be fifteen (15) calendar days from the issuance date of a citation. Thereafter, a late charge shall be due as imposed by this Chapter.

F. Effect of Payment. Paying a civil fine does not relieve a Citee from the duty to immediately abate a Violation of the Code, nor from any other responsibility or legal consequences for a continuous Violation.

G. Effect of Abatement. Abating a violation does not excuse the obligation of a Citee to pay a civil fine or late charge.

H. Collection. Unpaid civil fines and late charges are a personal obligation and debt of the citee which may be collected in any manner allowed by law, including a special assessment on real property if the property is the location of the Violation and the Citee has title to the property by deed.

I. Attorney Fees. The City is entitled to recover its attorney fees and all related collection costs arising from any action to collect or foreclose any unpaid civil fine, late charge, or fee imposed in accord with this Chapter.

Section 11.07. Right to an Administrative Hearing; Waiver of Advance Deposit of Fine

A. Contesting the Citation. Any Citee may contest a violation, or that he or she is a Responsible Person, by filing a request for an administrative hearing on a City-approved form with the Office of the City Clerk, Santa Fe Springs City Hall, 11710 E. Telegraph Road, Santa Fe Springs, CA 90670 within fifteen (15) calendar days from the issuance date of a citation. If the Office of the City Clerk does not receive the request in the required period, the Citee shall have waived the right to a hearing and the citation shall be final.

B. No Fee Required. No fee shall be charged for filing a request for a hearing.

C. Deposit Required. Requests for a hearing shall be accompanied by the entire amount of the fine stated in the Citation. Failing to deposit a fine, or submitting a non-negotiable check in the required period, makes a request for an administrative hearing incomplete and untimely. Fines that are deposited with the City do not accrue interest. If a Citation is not upheld, fines deposited shall be returned to the person who deposited them.

D. Hardship Waiver. A Citee who is financially unable to deposit the civil fine with his or her request for a hearing may complete a City-approved application form for an advance deposit hardship waiver (hereafter the "Hardship Waiver"). This form and all required accompanying records must be submitted with a request for a hearing, to the Office of the City Clerk, Santa Fe Springs City Hall, 11710 E. Telegraph Road, Santa Fe Springs, CA 90670 within fifteen (15) calendar days from the issuance date of a Citation.

E. Hardship Waiver Form. To be considered for a Hardship Waiver, the application form must be complete, signed, and must be accompanied by documents that enable the City to reasonably determine the Citee's present inability to deposit the fine. Documents suitable for consideration, may include, without limitation, accurate, complete and legible copies of state and federal income tax returns and all schedules for the preceding tax year; financial statements, loan applications, bank account records, income and expense records for twelve months preceding submittal of the waiver form, as well as other documentation demonstrating the Citee's financial hardship. The City may, at a time chosen in its sole discretion and after a Citation is final, destroy or discard the documents submitted by a Citee for a Hardship Waiver without prior notice to the Citee.

F. Hardship Waiver Application. A Hardship Waiver application form that is incomplete or late is not a timely request for a hearing. In this event, the Citee shall have waived the right to a hearing and the Citation shall be final.

G. Hardship Waiver Decision. The City shall issue a written decision specifying the reasons for issuing or not issuing the Hardship Waiver. This decision is final and non-appealable. The decision shall be served upon the person requesting the Hardship Waiver by first class mail.

1. If the City approves a Hardship Waiver application it must set a hearing in accord with subpart I of this section.

2. If the City determines that the Citee is not entitled to a Hardship Waiver, the Citee must deposit the full amount of the civil fine with the Office of the City Clerk within ten (10) calendar days from the date the decision is deposited with the U.S. Postal Service. If the City Clerk does not receive the full amount of the fine in the required period:

- (i) a late charge shall be imposed;
- (ii) the request for a hearing is incomplete and untimely; and,
- (iii) the Citee shall have waived the right to a hearing and the Citation shall be final.

H. A request for a hearing shall contain the following:

- 1. The citation number.
- 2. The name, address, and telephone numbers of the Citee contesting the citation.
- 3. A statement of the reasons a citation is being contested.
- 4. The date of the request and signature of the Citee.

I. The person filing the request for a hearing shall be notified in writing by first class mail of the date, time and place set for hearing, which shall be conducted within sixty (60) days of the date a timely and complete request is received by the Office of the City Clerk. The hearing notice must be mailed at least ten (10) calendar days before the date of the hearing. Service of the hearing notice is complete at the time of mailing. Even if a Citee does not receive a properly addressed, properly served hearing notice, the Citation, the hearing, and the hearing decision are valid.

J. If the Officer submits an additional written report concerning the Citation to the Office of the City Clerk for consideration at the hearing, then a copy of the report shall also be served by first class mail on the person requesting an administrative hearing no less than three (3) calendar days before the hearing. Failure to receive the report does not invalidate the Citation, the hearing, or the hearing decision.

K. A timely request for a hearing does not excuse a Citee from the duty to immediately abate a Violation, nor from any other responsibility or legal consequences for a continuing violation of the Code.

Section 11.08. Administrative Hearing Procedures

A. The City Manager shall designate or appoint a hearing officer who shall be selected in a manner that avoids the potential for pecuniary or other bias and in no event shall the

citing Officer, nor any other officer or employee in the Officer's department, be the hearing officer.

B. Administrative hearings are informal and formal rules of evidence and discovery do not apply. The City bears the burden of proof to establish a violation and responsibility for it by a preponderance of evidence. The citation is prima-facie evidence of the violation, however, and the Officer who issued the Citation is not required to attend or participate at the hearing. The Citee(s), and Officer, if present, shall have an opportunity to present evidence and witnesses and to cross-examine witnesses. A Citee may bring an interpreter to the hearing provided there is no expense to the City therefore. The hearing officer may question any person who presents evidence at any hearing.

C. A Citee may appear at the hearing in person or by written declaration executed under penalty of perjury. The declaration and any supporting documents must be received by the Office of the City Clerk at least three (3) City business days before the hearing. If the Citee does not attend the scheduled hearing, or does not submit a written declaration in a timely manner, he or she shall have waived the right to a hearing. In such an instance, the hearing officer shall cancel the hearing and not render a decision. In such an instance, the Citation shall be final.

D. Hearings may be continued once at the request of a Citee or the Officer who issued the citation. The hearing officer may continue the hearing for cause.

Section 11.09. Hearing Officer Decision; Appeal

A. After considering the testimony and other evidence submitted at the hearing, the Hearing officer shall issue a written decision to uphold or overturn the Citation including reasons for the decision. Each decision must advise the Citee of the 20-day appeal right in Government Code Section 53069.4(b), the court filing fee for its exercise, and the Citee's responsibility to serve a copy of the court-filed Notice of Appeal with the City Clerk within five (5) calendar days of filing the original. If the Citation is upheld and the Violation has not been fully corrected by the date of the hearing, the hearing officer shall order correction and a time to complete it. The decision of the hearing officer is final.

B. The hearing officer's written decision shall be served on the Citee by first class mail within 15 days after the hearing. The date the decision is deposited with the U.S. Postal Service is the date of service. The failure of a Citee to receive a properly addressed decision shall not invalidate any hearing, decision, City action, or proceeding regarding the Citation.

C. If a hearing officer's decision is not appealed within 20 days after the decision is mailed to the Citee, the decision is final.

D. The superior court is the sole reviewing authority. The hearing officer's decision cannot be appealed to the City Council. If a Citee prevails on appeal, the City shall reimburse the court filing fee, as well as the fine deposit in accord with the court judgment. The filing fee and fine deposit shall be mailed to the Citee within thirty (30) calendar days of the City's receipt of a notice of judgment or ruling from the superior court clerk.

Section 11.10. Failure to Comply with Final Order to Correct a Violation

Failure of a Citee to comply with a corrective order stated in any uncontested citation, or in any hearing officer decision that is not appealed to the superior court, or in a hearing officer decision that is upheld in superior court, is a new and separate misdemeanor offense.

Section 11.11. Severability

If any section, subsection, sentence, clause, phrase or portion of this chapter is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this chapter. The city council declares that it would have adopted this chapter and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, phrases or portions is declared invalid or unconstitutional.



City of Santa Fe Springs

City Council Meeting

February 11, 2010

NEW BUSINESS

Traffic Study at Dunning Street and Alburdis Avenue

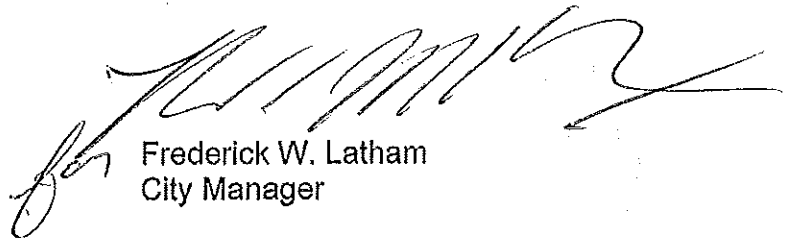
RECOMMENDATION

That the City Council concur with the Traffic Commission's recommendation not to install a STOP sign for southbound direction at the intersection of Dunning Street and Alburdis Avenue.

BACKGROUND


The Traffic Commission at their meeting of January 21, 2010 reviewed the attached report for installation of a STOP sign. The Commission voted 4 to 0 to recommend to the City Council that a STOP sign not be installed for the southbound direction at the intersection of Dunning Street and Alburdis Avenue.

Staff recommends not installing a STOP sign at Dunning Street and Alburdis Avenue. The enforcement of the right-of-way rule as stipulated in the California Vehicle Code for this intersection is effective in regulating traffic circulation.


Frederick W. Latham
City Manager

Attachment(s)

Traffic Commission Report

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

Date of Report: February 1, 2010



City of Santa Fe Springs

Traffic Commission Meeting

January 21, 2010

TRAFFIC ENGINEER'S REPORT

Traffic Study –Dunning Street and Alburdis Avenue

RECOMMENDATION

That the Traffic Commission recommend to the City Council that a STOP sign not be installed for the southbound direction at the intersection of Dunning Street and Alburdis Avenue.

BACKGROUND

At the request of a local resident, the intersection of Dunning Street and Alburdis Avenue was reviewed to determine if additional traffic control devices were needed. The study consisted of reviewing through and left turn traffic movements at the intersection of Dunning Street and Alburdis Avenue. The two streets intersect to form a T-intersection. Dunning Street is a residential collector street for vehicles traveling east/westbound and provides access to Pioneer Boulevard. Alburdis Avenue is a residential collector street for vehicles traveling north/southbound, and provides access to Telegraph Road.

Dunning Street is classified as a local residential collector street with a Prima Facie speed limit of twenty-five (25) miles-per-hour. The street is relatively level with a straight horizontal alignment and a curb-to-curb width of thirty (30) feet. Dunning Street has one lane of traffic in each direction and is not striped. The area is zoned R-1 with fronting Single Family Residential (SFR) development. Vehicles are permitted to park on both sides of the street.

Alburdis Avenue is classified as a residential collector street with a Prima Facie speed limit of twenty-five (25) miles-per-hour. The street is relatively level with a straight horizontal alignment and a curb-to-curb width of thirty-six (36) feet. Alburdis Avenue has one lane of traffic in each direction and is not striped. Alburdis Avenue is also zoned R-1 with fronting single family residential development. Vehicles are permitted to park on both sides of the street.

The geometric design of the intersection consist of a through east/west street (Dunning Street) with the north/south street (Alburdis Avenue) terminating at this location forming a T-Intersection. The California Vehicle Code requires that vehicles entering a T-intersection from the street that terminates at the intersection must yield to through traffic when entering the intersection. At the subject intersection southbound Alburdis Avenue traffic is required to yield to thru-traffic on Dunning Street per the Vehicle Code. Residential collector streets are utilized to provide access for ingress and egress for the residents within the subdivision onto the adjacent arterial highways.

FINDINGS

Traffic studies done in the State of California are done in accordance with the California Supplement of the Manual of Uniform Traffic Control Devices (MUTCD), 2003 Edition. This study is based on the guidelines or warrants contained in the MUTCD and include an analysis of the applicable factors contained in the warrants and other factors related to the existing operation and safety at the study location. Staff collected traffic count information and reviewed existing collision records.

Traffic counts were conducted at the intersection. The counts confirmed that Dunning Street is the primary collector street with Alburtis Avenue considered to be the secondary collector street. The peak traffic periods on both streets correspond with each other. Per the California Vehicle Code, Alburtis Avenue traffic is required to yield to traffic on Dunning Street.

Street	Direction	ADT	Peak Period	
			AM 7:00-8:00	PM 2:00-3:00
Dunning St.	Eastbound	611	60	47
	Westbound	486	66	58
Total		1,097	126	105

Street	Direction	ADT	Peak Period	
			AM 7:00-8:00	PM 2:00-3:00
Alburtis Ave.	Northbound	291	23	28
	Southbound	370	20	32
Total		661	43	60

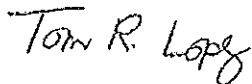
A five year traffic collision record search at the intersections of Dunning Street and Alburtis Avenue revealed only three reported collisions. The first collision occurred on January 4, 2006 and involved a vehicle eastbound on Dunning Street rear-ending a parked car. The primary collision factor was driving under influence of alcohol or drugs. The second collision occurred on January 28, 2006 and involved a vehicle eastbound on Dunning Street side-swiping a parked car. The third collision occurred on April 14, 2008 and involved a vehicle southbound on Alburtis side-swiping a parked car on Dunning Street. The primary collision factor was unsafe turning.

A Stop sign should not be installed unless warrants are met or a traffic engineering study concludes that the installation is an appropriate method to regulate traffic

circulation. Per California Vehicle Code 21354, a local authority may designate any highway under its jurisdiction as a through highway and may erect STOP signs at entrances thereto or may designate any intersection under its exclusive jurisdiction as a stop intersection and erect STOP signs at one or more entrances thereto. At least one of the following conditions must exist before the installation of a STOP sign would be considered at this intersection:

- The intersection of a less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law; and
- The street enters a through highway or street;
- Unsignalized intersection in a signalized area and/or
- High speeds, restricted view, or crash records indicate a need for control by the STOP sign.

Staff is not recommending the installation of a stop sign for southbound traffic on Alburtis Avenue at Dunning Street. The normal right-of-way rule as stipulated in the California Vehicle Code for this intersection has been shown to be effective at this location by virtue of the fact that there is no demonstrated collision problem at this intersection involving conflicts of right-of-way. Based on staff's review of the intersection, the installation of a STOP sign at this location would not be consistent with MUTCD Guidelines.



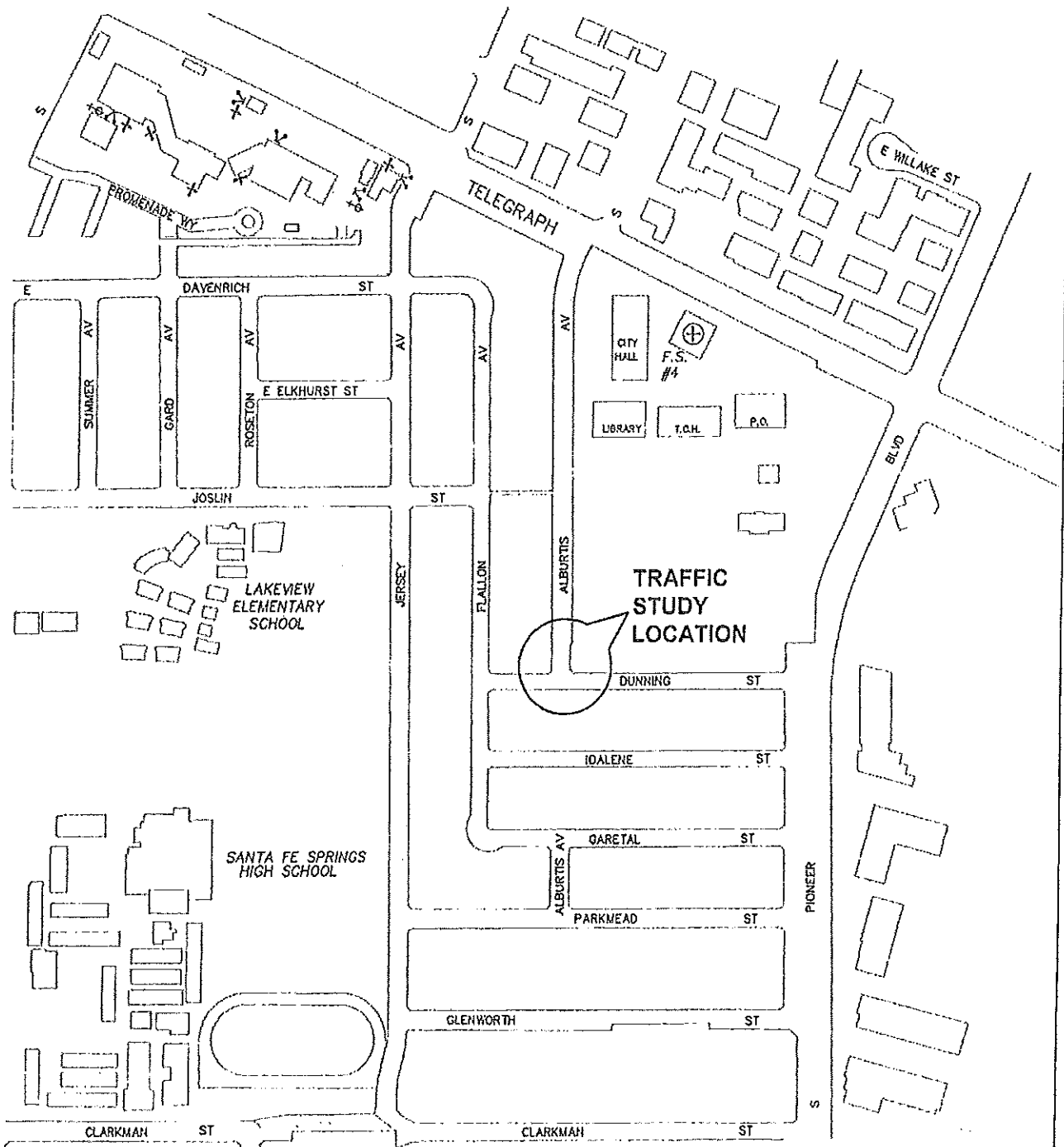
Tom R. Lopez
Assistant Director of Public Works



Rafael O. Casillas
Principal Civil Engineer

Attachment(s)
Study Location

SANTA FE SPRINGS TRAFFIC STUDY





City of Santa Fe Springs

City Council Meeting

February 11, 2010

NEW BUSINESS

Traffic Study at Dunning Street and Flallon Avenue

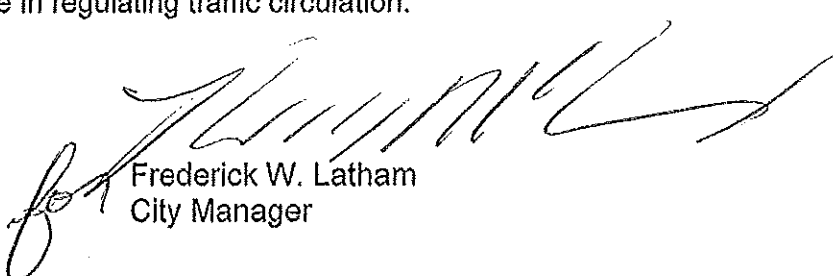
RECOMMENDATION

That the City Council concur with the Traffic Commission's recommendation not to install a STOP sign for westbound direction at the intersection of Dunning Street and Flallon Avenue.

BACKGROUND

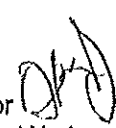
The Traffic Commission at their meeting of January 21, 2010 reviewed the attached traffic study for installation of a STOP sign. The Commission voted 4 to 0 to recommend to the City Council that a STOP sign not be installed for the westbound direction at the intersection of Dunning Street and Flallon Avenue.

Staff recommends not installing a STOP sign at Dunning Street and Flallon Avenue. The enforcement of the right-of-way rule as stipulated in the California Vehicle Code for this intersection is effective in regulating traffic circulation.


Frederick W. Latham
City Manager

Attachment(s)

Traffic Commission Report

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

Date of Report: February 1, 2010



City of Santa Fe Springs

Traffic Commission Meeting

January 21, 2010

TRAFFIC ENGINEER'S REPORT

Traffic Study - Dunning Street and Flallon Avenue

RECOMMENDATION

That the Traffic Commission recommend to the City Council that a STOP sign Not be installed for the westbound direction at the intersection of Dunning Street and Flallon Avenue.

BACKGROUND

At the request of a local resident, the intersection of Dunning Street and Flallon Avenue was reviewed to determine if additional traffic control devices were needed. The study consisted of reviewing through and left turn traffic movements at the intersection of Dunning Street and Flallon Avenue. The two streets intersect to form a T-intersection. Flallon Avenue is the local street for vehicles traveling north/southbound and Dunning Street is the collector street and provides access to Pioneer Boulevard for vehicles traveling east/westbound and terminates at Flallon Avenue.

Dunning Street is classified as a residential collector street with a Prima Facie speed limit of twenty-five (25) miles-per-hour. The street is relatively level with a straight horizontal alignment and a curb-to-curb width of thirty (30) feet. Dunning Street is not striped and has one lane of traffic in each direction. The area adjacent to Dunning Street is zoned R-1 with fronting single family residential development. Vehicles are permitted to park on both sides of the street.

Flallon Avenue is classified as a local residential street with a Prima Facie speed limit of twenty-five (25) miles-per-hour. The street is relatively level with a straight horizontal alignment and a curb-to-curb width of thirty (30) feet. Flallon Avenue is not striped and has one lane of traffic in each direction. The area adjacent to Flallon Avenue is zoned R-1 with fronting single family residential development. Vehicles are permitted to park on both sides of the street.

The geometric design of the intersection consist of a through north/south street (Flallon Avenue) with the east/west street (Dunning Street) terminating at this location forming a T-intersection. The California Vehicle Code requires that vehicles entering a T-intersection from the street that terminates at the intersection must yield to through traffic when entering the intersection. Residential collector streets are designed to provide access for ingress and egress for the residents within a subdivision onto the adjacent arterial highways.

FINDINGS

Traffic studies done in the State of California are done in accordance with the California Supplement of the Manual of Uniform Traffic Control Devices (MUTCD), 2003 Edition. This study is based on the guidelines or warrants contained in the MUTCD and include an analysis of the applicable factors contained in the warrants and other factors related to the existing operation and safety at the study location. Staff collected traffic count information and reviewed existing collision records.

Traffic counts were conducted at the intersection. The peak traffic periods on both streets correspond with each other. Per the California Vehicle Code, Dunning Street traffic is required to yield to traffic on Flallon Avenue.

Street	Direction	ADT	Peak Period	
			AM 7:00-8:00	PM 2:00-3:00
Dunning St.	Eastbound	507	43	40
	Westbound	384	43	41
Total		891	86	81

Street	Direction	ADT	Peak Period	
			AM 7:00-8:00	PM 2:00-3:00
Flallon Ave.	Northbound	771	74	65
	Southbound	591	59	63
Total		1362	133	128

A five year traffic collision record search at the intersections of Dunning Street and Flallon Avenue revealed only one reported collision. The collision occurred on September 10, 2006 and involved a vehicle westbound on Dunning Street broad-siding a southbound vehicle. The primary collision factor was westbound vehicle on Dunning Street driving on the wrong side of the road.

A Stop sign should not be installed unless warrants are met or a traffic engineering study concludes that the installation is an appropriate method to regulate traffic circulation. Per California Vehicle Code 21354, a local authority may designate any highway under its jurisdiction as a through highway and may erect STOP signs at entrances thereto or may designate any intersection under its exclusive jurisdiction as a stop intersection and erect STOP signs at one or more entrances thereto. The study of the intersection, with respect to the MUTCD, concluded that the following conditions do not exist. At least one of the following conditions must exist before the installation of a Stop sign would be considered at this intersection:

- The intersection of a less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law; and
- The street enters a through highway or street;
- Unsignalized intersection in a signalized area and/or
- High speeds, restricted view, or crash records indicate a need for control by the STOP sign.

Staff is not recommending the installation of a Stop sign for westbound traffic on Dunning Street at Flallon Avenue. The normal right-of-way rule as stipulated in the California Vehicle Code for this intersection has been shown to be effective at this location by virtue of the fact that there is no demonstrated collision problem at this intersection involving conflicts of right-of-way. Based on staff's review of the intersection, the installation of a STOP sign at this location would not be consistent with MUTCD Guidelines.

Tom R. Lopez

Tom R. Lopez
Assistant Director of Public Works

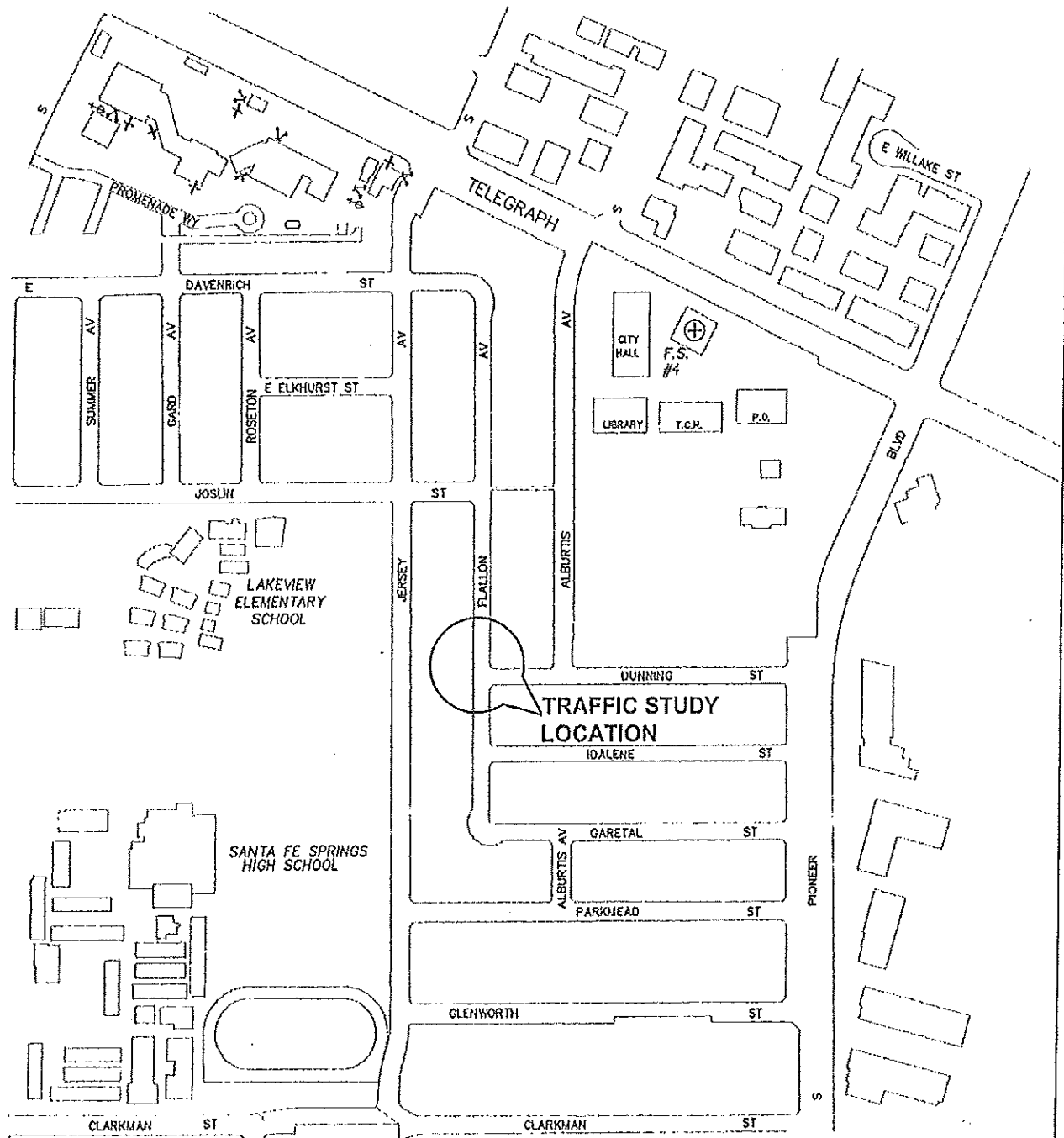
Rafael O. Casillas

Rafael O. Casillas
Principal Civil Engineer

Attachment(s)

Study Location
Intersection Vehicle Turn Counts

SANTA FE SPRINGS TRAFFIC STUDY



CITY OF SANTA FE SPRINGS

INTERSECTION VEHICLE TURN COUNT

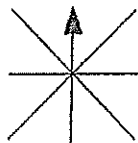
LOCATION: FLALLON AVE. at DUNNING ST.

DATE: 6/16/2009

TIME: 7:00 AM TO: 8:00 AM

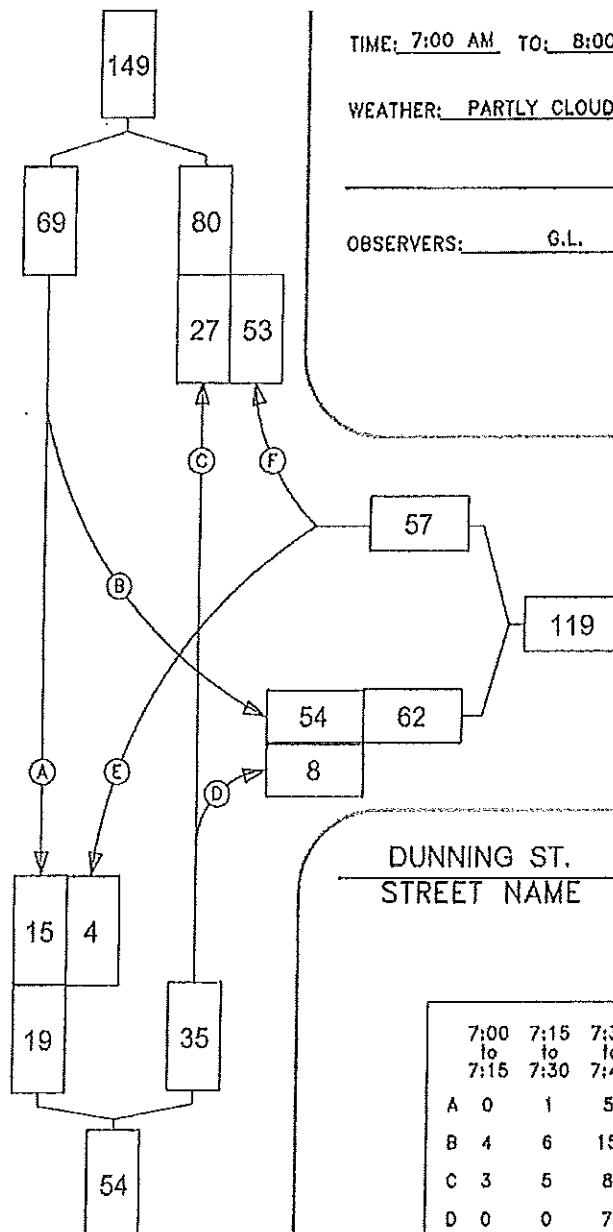
WEATHER: PARTLY CLOUDY

OBSERVERS: G.L.



INDICATE NORTH
BY ARROW

FLALLON AVE.
STREET NAME



DUNNING ST.
STREET NAME

	7:00 to 7:15	7:15 to 7:30	7:30 to 7:45	7:45 to 8:00
A	0	1	5	9
B	4	6	15	29
C	3	5	8	11
D	0	0	7	1
E	0	0	2	2
F	7	13	15	18

CITY OF SANTA FE SPRINGS

INTERSECTION VEHICLE TURN COUNT

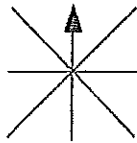
LOCATION: FLALLON AVE. at DUNNING ST.

DATE: 6/16/2009

TIME: 2:00 PM TO: 3:00 PM

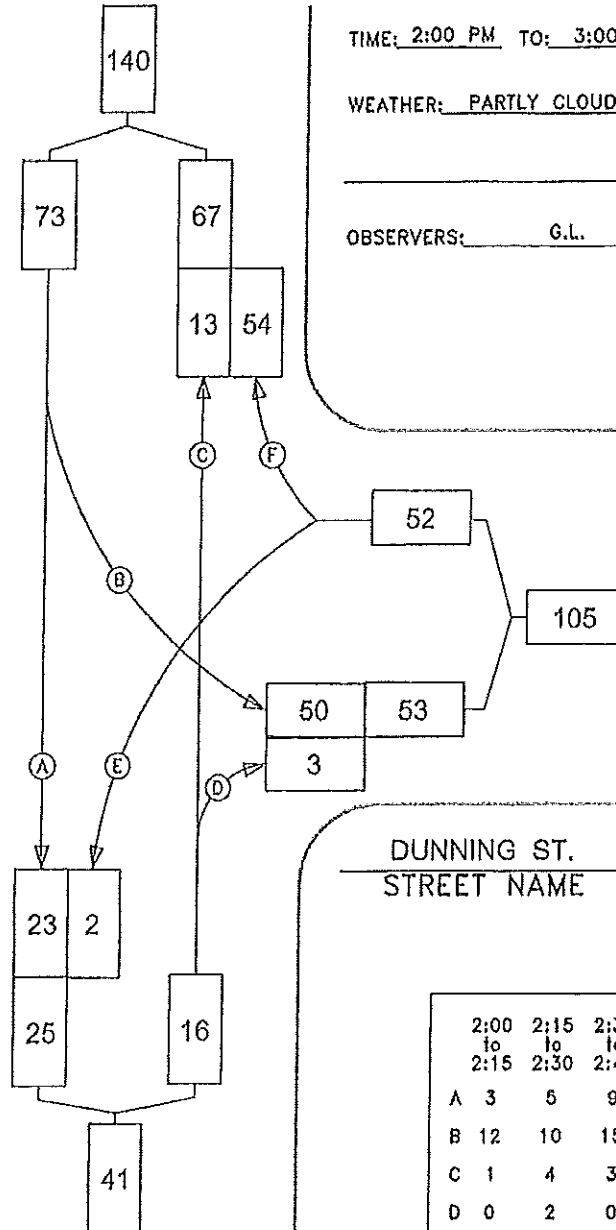
WEATHER: PARTLY CLOUDY

OBSERVERS: G.L.



INDICATE NORTH
BY ARROW

FLALLON AVE.
STREET NAME



DUNNING ST.
STREET NAME

	2:00 to 2:15	2:15 to 2:30	2:30 to 2:45	2:45 to 3:00
A	3	5	9	6
B	12	10	15	13
C	1	4	3	5
D	0	2	0	1
E	1	1	0	0
F	11	17	17	9



City of Santa Fe Springs

City Council Meeting

February 11, 2010

NEW BUSINESS

Request for approval of a Recyclable Materials Dealer Permit for Commercial Waste Services Inc. (Haik Petrosian, Applicant)

RECOMMENDATION

That the City Council approve the issuance of Recyclable Materials Dealer Permit No.20 to Commercial Waste Services Inc. for an annual renewal period set to expire on 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."

In accordance with section 119.02, the applicant, Haik Petrosian of Commercial Waste Services Inc., based in the city of Montebello, has applied for a Recyclable Materials Dealers Permit in order to collect recyclable material within the City, particularly paper products, and transport these materials to various recycling plants located outside the City.

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 119.09 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.
2. That Commercial Waste Services Inc. will be required to complete the enclosed tracking form that will: 1). confirm the amount of recyclable material being recycled from the City; 2). indicate any charges to customers; and 3). include any payments due to the City. This tracking form will be submitted to the City on a monthly basis unless no fees for service are collected under which circumstances the form will be submitted quarterly. Failure to submit the required tracking form may result in the permit being null and void.
3. That Commercial Waste Services Inc. maintains a current Santa Fe Springs Business License. This license can be obtained through the Finance Department, City Hall, 11710 Telegraph Road. Business Licensing is required annually beginning July 1 of each year.
4. That said Commercial Waste Services Inc. does not collect, haul, or purchase recycled material, as defined under Section 119.01, from any business location within the City, containing less than 90% materials that will be recycled, reused, or taken to a certified recycling center, except in the case of construction debris, where the requirement shall be 75% recyclable material.
5. That Commercial Waste Services Inc. agrees to abide by all requirements in Section 119 of the City Code.
6. That any vehicles used in conjunction with the recycling operation shall not be stored or parked in the R-1, Single Family Residential Zone.
7. 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.
8. That any vehicles used in conjunction with the recycling operation must be inspected by the City Department of Public Works and Department of Police

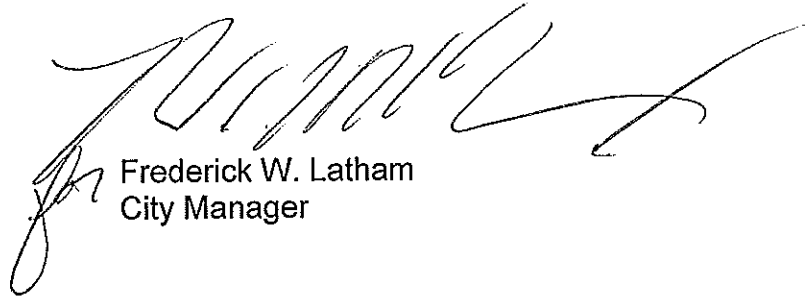
Services on an annual basis. Contact Phillip DeRousse, Department of Police Services at (562) 409-1850 to arrange for vehicle inspections.

9. 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.
10. All equipment used to collect recyclable materials, including vehicles and containers, shall be kept free of graffiti.
11. That the vehicles used in picking up recycling goods shall be clearly marked with the "Commercial Waste Services Inc." company name. Should the Applicant sub-contract the pick-up services, written approval shall first be obtained by the Director of Police Services.
12. That the recycling bins shall not be located within required parking, loading, or driveway areas.
13. That the recycling bins shall be located in an area where they will not be visible from the street; alternatively, an enclosure may be constructed to help screen the recycling bins.
14. That Commercial Waste Services Inc. shall not allow their vehicles/trucks to queue on the streets, use streets as a waiting area, or to backup onto the street from the subject property.
15. That the pickup of recycling goods shall not be performed within the residential areas between the hours of 7 p.m. and 7 a.m. the day thereafter.

16. That all company drivers shall be fully licensed with the appropriate classification as required by the California Department of Motor Vehicles.
17. 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.
18. 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.
19. 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.
20. 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.
21. That the applicant shall comply with all of the Federal, State, and local regulations, ordinances, and reporting requirements pertaining to recycling operations.
22. 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.
23. That Recyclable Dealer Permit No.20 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.
24. That this permit be valid through June 30, 2010, at which time the applicant shall request an annual extension of the privileges granted herein, provided that the use has been continuously maintained in strict compliance with these conditions of approval.
25. 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.

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



Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

February 11, 2010

NEW BUSINESS

Request for approval of a Recyclable Materials Dealer Permit for Tomra Pacific Inc. located at 7910 Norwalk Blvd. (Brian Jackson, Representative)

RECOMMENDATION

That the City Council approve the issuance of Recyclable Materials Dealer Permit No.21 to Tomra Pacific Inc. for an annual renewal period set to expire on 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 currently operating a recyclable materials collection facility at 7910 Norwalk Blvd., within the parking lot of the Food 4 Less Grocery Store.

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 119.09 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.
2. That Tomra Pacific Inc. will be required to complete the enclosed tracking form that will: 1). confirm the amount of recyclable material being recycled from the City; 2). indicate any charges to customers; and 3). include any payments due to the City. This tracking form will be submitted to the City on a monthly basis unless no fees for service are collected under which circumstances the form will be submitted quarterly. Failure to submit the required tracking form may result in the permit being null and void.
3. That Tomra Pacific Inc. maintains a current Santa Fe Springs Business License. This license can be obtained through the Finance Department, City Hall, 11710 Telegraph Road. Business Licensing is required annually beginning July 1 of each year.
4. That said Tomra Pacific Inc. does not collect, haul, or purchase recycled material, as defined under Section 119.01, from any business location within the City, containing less than 90% materials that will be recycled, reused, or taken to a certified recycling center, except in the case of construction debris, where the requirement shall be 75% recyclable material.
5. That Tomra Pacific Inc. agrees to abide by all requirements in Section 119 of the City Code.
6. That any vehicles used in conjunction with the recycling operation shall not be stored or parked in the R-1, Single Family Residential Zone.
7. 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.

8. 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. Contact Phillip DeRousse, Department of Police Services at (562) 409-1850 to arrange for vehicle inspections.
9. 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.
10. All equipment used to collect recyclable materials, including vehicles and containers, shall be kept free of graffiti.
11. 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.
12. That the recycling bins shall not be located within required parking, loading, or driveway areas.
13. That the recycling bins shall be located in an area where they will not be visible from the street; alternatively, an enclosure may be constructed to help screen the recycling bins.
14. That Tomra Pacific Inc. shall not allow their vehicles/trucks to queue on the streets, use streets as a waiting area, or to backup onto the street from the subject property.

15. That the applicant and/or his employees shall be responsible for maintaining control of litter on the subject property on a daily basis.
16. That the pickup of recycling goods shall not be performed within the residential areas between the hours of 7 p.m. and 7a.m. the day thereafter.
17. That all company drivers shall be fully licensed with the appropriate classification as required by the California Department of Motor Vehicles.
18. 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.
19. 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.
20. 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.
21. 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.
22. That the applicant shall comply with all of the Federal, State, and local regulations, ordinances, and reporting requirements pertaining to recycling operations.
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 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.

25. That Recyclable Dealer Permit No. 21 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.
26. That this permit be valid through June 30, 2010, at which time the applicant shall request an annual extension of the privileges granted herein, provided that the use has been continuously maintained in strict compliance with these conditions of approval.
27. 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.
28. That the applicant shall maintain a valid Conditional Use Permit for the continued operation and maintenance of the recycling activities on the subject property.
29. That the applicant shall ensure full compliance with the conditions of approval as set for in Conditional Use Permit (CUP) Case No. 638.
30. That failure to comply with the foregoing conditions of approval shall be cause for procedures to suspend and/or revoke this permit.



Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

February 11, 2010

NEW BUSINESS

Agreement with the City of Compton to Provide Fire Apparatus Maintenance Services

RECOMMENDATION

That the City Council take the following actions:

1. Approve the Agreement with the City of Compton to Provide Fire Apparatus Maintenance Services; and
2. Authorize the City Manager to execute the Agreement on behalf of the City.

BACKGROUND

The City of Compton recently approached staff regarding our City's interest in maintaining their fire apparatus. They currently have their apparatus maintained by an independent contractor and are dissatisfied with the quality of the service they receive.

Staff has met with Compton staff and discussed the number of apparatus to be maintained, services available, response times, and potential costs. Staff has reviewed manpower and equipment requirements to determine if additional resources would be required to provide the additional apparatus maintenance services to Compton. Based on staff's evaluation it was determined that existing resources and equipment could maintain the additional apparatus given the size of Compton's fleet with no deterioration of service in Santa Fe Springs. The Rio Hondo Fire Academy currently contracts with the fire department for apparatus maintenance also.

Compton's fleet is comprised of 12 apparatus. The basic services available include quarterly routine maintenance and extraordinary maintenance, performed on an as-needed basis. These two services are consistent with those provided internally to the City's fleet.

The proposed fee for services is \$92.00 per hour for the first year of service with an adjustment effective starting in the second year (with a 10% cap per year based on cost of service. Costs for extraordinary maintenance are proposed at the actual cost of labor, equipment, and materials used plus agreed-upon markups and indirect costs added. The proposed agreement contains a termination clause where the agreement can be terminated by either party after a ninety day notice in writing.

FISCAL IMPACT

It is estimated that \$74,000 in revenue may be realized the first year after expenses.

INFRASTRUCTURE IMPACT

None.

A handwritten signature in black ink, appearing to read 'F. W. Latham', is written over the printed name and title.

Frederick W. Latham
City Manager

Attachment(s)
Agreement

**INTERLOCAL AGREEMENT
BETWEEN
CITY OF SANTA FE SPRINGS AND THE CITY OF COMPTON
FOR
FIRE DEPARTMENT VEHICLE REPAIR AND MAINTENANCE SERVICES**

NOW, THEREFORE, in consideration of the mutual promises contained herein, the City of Santa Fe Springs and City of Compton agree as follows:

I. Purpose/Objective

The purpose of this Agreement is to allow the City of Santa Fe Springs Department of Fire-Rescue to provide maintenance and repair services to the City of Compton Fire Department for Apparatus owned and operated by the Compton Fire Department (CFD). CFD does not have sufficient resources to provide such services and desires to have such services performed as set forth below. Santa Fe Springs Fire-Rescue (SFSFR) currently maintains appropriate facilities and sufficient personnel to perform necessary maintenance and repair services, and agrees to extend this service to CFD under the terms and conditions specific to this Agreement.

II. Definitions

In this Agreement, the following shall have the meanings set forth below:

Annual Inspection: A yearly inspection conducted at the SFSFR maintenance facility that includes items listed on the "Apparatus/Fire Engines Annual Inspection" form as set forth on the attached Exhibit "A" as set forth herein or updated in accordance with this Agreement.

Apparatus: Fire Department owned vehicle used for the purpose of responding to fire or medical emergencies.

Fire Ground Equipment: Mechanical and electrical tools assigned to Apparatus.

Fluids: Motor oil, antifreeze, transmission fluid, brake fluid, gear oils, grease and washer fluids.

Front Line Apparatus: The primary designated staffed vehicle first in line to respond.

Quarterly Inspection: A quarterly inspection conducted at the SFSFR maintenance facility that includes items listed on the form as set forth on the attached Exhibit "B" as set forth herein or updated in accordance with this Agreement.

III. Scope of Agreement/Work

A. Responsibilities of Santa Fe Springs Fire Rescue (SFSFR) shall be as follows:

- 1. SFSFR Maintenance Responsibilities.** SFSFR shall be responsible for routine maintenance of the Apparatus and Fire Ground Equipment covered under the terms of this Agreement.
- 2. SFSFR Repair Responsibilities.** Modifications and repairs shall be scheduled and performed on a priority basis by SFSFR or its chosen service provider. Repairs and modifications will be charged at the hourly shop rate established herein, in addition to any other applicable charges authorized in this Agreement.

3. **Work performed by Outside Service Providers:** SFSFR will provide notice to CFD prior to work being performed by other service providers.
4. **Maintenance and Repair Limitations.** SFSFR agrees to attempt to complete all maintenance and repair requests within the time CFD requests or has scheduled with SFSFR. CFD is aware that there may be times when SFSFR cannot meet the desire timeline. SFSFR will make every attempt to maintain or repair all Front Line Apparatus as scheduled.
5. **Equipment covered.** The equipment SFSFR agrees to maintain for CFD is set forth in the chart outlined in Exhibit "C: attached hereto. The Fire Chief of SFSFR and Fire Chief of CFD are authorized to amend the covered equipment as necessary, so long as both parties agree to the changes and attach to this Agreement an updated copy of the equipment covered. Any Apparatus covered assumes that it also includes Fire Ground Equipment supporting such Apparatus.
6. **Hours of Work.** SFSFR's Fleet Service's normal working hours are from 7:30 a.m. to 5:30 p.m., Monday through Friday except holidays.
7. **Documentation and Safety Concerns.** SFSFR shall supply to CFD all records of work performed at the time of billing. If CFD does not authorize additional repairs that SFSFR recommends, SFSFR shall state so on the repair documentation. Items discovered that are safety concerns shall be documented (as above) and notification provided to CFD. If the level of safety concern meets National Fire Protection Association's (NFPA) criteria as determined by SFSFR, SFSFR may make a recommendation directly to CFD's Fire Chief and SFSFR will seek direction to proceed with the recommended repair(s) or maintenance. SFSFR makes no representation that it will discover any safety issues or defect, actual or potential.
8. **Pick-up and Delivery of Apparatus.** This may be a joint effort between CFD and SFSFR with CFD as the party ultimately responsible for pick-up and delivery. CFD remains responsible for any costs associated with pick-up and delivery.

B. Responsibilities of Compton Fire Department (CFD) shall be as follows:

1. **Notification of Repair and/or Maintenance:** CFD agrees to notify SFSFR via the SFSFR designated email address when Apparatus is in need of repair/and or maintenance. CFD agrees that it is their intent to maintain the Apparatus to NFPA 1911 Standard for the inspection and maintenance of in-service automotive fire apparatus and, as such, hereby agrees to participate in the SFSFR preventative maintenance program as outlined in attached Exhibits "A" and "B:. If SFSFR determines that the Apparatus is not being maintained to this standard, SFSFR may notify the Fire Chief of CFD.
2. **Authorized Representative:** CFD agrees to provide the name and telephone number of a CFD authorizing representative who can, in a timely manner, provide any necessary direction to SFSFR to approve additional repairs, if SFSFR determines such repairs are recommended or required.
3. **Response to Safety Concerns:** If SFSFR has occasion to notify CFD the level of safety concern meets NFPA's criteria as determined by SFSFR, the Fire Chief of CFD is responsible for a timely response to SFSFR's recommendation.
4. **Pick-up and Delivery of Apparatus:** SFSFR and CFD shall coordinate all pick-up and delivery of apparatus with CFD as the party ultimately responsible for pick-up and delivery. CFD is responsible for any costs associated with pick-up and delivery.

IV. Payment (or Funding/Costs/etc.)

- A. Service and repair charges will be on an hourly basis rounded to the nearest 15 minutes. The 2009-2010 shop rate for service is \$92.00 per hour which is inclusive of documentation and reporting of all maintenance work and service work. The shop rate will be reviewed by SFSFR staff in January of each year and the Fire Chief for SFSFR may authorize an increase under this Agreement of up to ten percent (10%) so long as CFD received notification of the increase at least 120 days prior to implementation of the new labor rate. Fees do not include California State sales tax. In addition, CFD agrees to pay SFSFR for all service and parts provided by SFSFR and any costs associated with fluids and pick-up and delivery.
- B. Expenses outlined herein shall be paid by CFD in the manner set forth below:
1. Cost of any parts that SFSFR does not have in-stock will be directly billed by the vendor to SFSFR.
 2. Service that SFSFR does not provide but that SFSFR authorizes another entity provide will be directly billed by the vendor to SFSFR
 3. All labor services provided by SFSFR and the cost of parts SFSFR has in-stock will be directly billed by SFSFR to CFD.
 4. Fluids used and replaced will be billed at the normal rates paid by SFSFR as well as fluids accountability requirements and any required disposal charges incurred by SFSFR.
 5. Pick-up and delivery charges will be directly paid by CFD to the entity providing such services. For example, if towing is required, CFD will pay the towing company directly.

V. Method of Payment

- A. SFSFR will submit a monthly itemized invoice to CFD for all SFSFR in-stock parts, fluid replacement, labor for maintenance and repair services provided by SFSFR and any other services provided under this Agreement.
- B. Upon completion of the work set forth in the invoice, CFD will make payment within thirty (30 days) of receipt of an invoice.

VI. Amendments/Term Extensions

Either party of this Agreement may request an amendment or term extension. Any amendment shall be negotiated and agreed to by both parties prior to implementation, except labor costs which can be increased by SFSFR as provided in this Agreement. Certain updates are expressly authorized to be made by the SFSFR or CFD Fire Chiefs under this Agreement and, when so authorized, must be made in writing and attached hereto.

Any other amendments to this Agreement shall be made in writing and shall be presented to each party's governing authority for approval prior to implementation.

VII. Indemnification

The City of Compton and City of Santa Fe Springs each agree to defend, indemnify and hold the other, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including reasonable attorney fees, to the extent caused by each entity's respective negligence in performance of its responsibilities under this Agreement.

VII. Warranty

The City of Santa Fe Springs gives a ninety (90) day warranty on parts and labor.

IX. Duration of Agreement

This Agreement shall be effective until March 1, 2011 unless otherwise terminated or extended in the manner described under the pertinent sections of this Agreement.

X. Termination of Agreement

Should either party choose to terminate this Agreement, the party desiring to terminate this agreement must provide ninety (90) days advance written notice to the other party, unless otherwise set forth in this Agreement.

XI. Joint Board/No Separate Legal Entity Created/Property

No joint board and no separate legal entity is created under this Agreement. Each party shall maintain ownership of its own property.

XII. Entire Agreement

This Agreement along with the Exhibits incorporated by reference set forth all terms and conditions agreed upon by SFSFR and CFD, and supersedes any and all agreements oral or otherwise with respect to the subject matter addressed herein.

XIV. Notice

Any notice required under this Agreement shall be to the party at the address listed below and shall become effective three days following the date of deposit in the United States Postal Service.

City of Santa Fe Springs
Attention: Fire Chief
Re: Interlocal Agreement with CFD
11300 Greenstone Avenue
Santa Fe Springs, CA 96070

City of Compton
Attention: Fire Chief
Re: Interlocal Agreement with SFSFR
201 South Acacia
Compton, CA 90220

XV. Interpretation and Venue

This Agreement shall be governed by the laws of the State of California as to interpretation and performance. The parties hereby agree that venue for enforcement of this Agreement shall be the Superior Court of Los Angeles County.

XVI. Dispute Resolution

In the event of a dispute between the parties arising by reason of this Agreement, or any obligation hereunder, the dispute shall first be referred to a representative designed by parties to have oversight over the administration of this Agreement. Said representatives shall meet within fourteen (14) calendar days of either party's request for a meeting, and the parties shall make a good faith effort to attempt to achieve a resolution of the dispute. In the event that the parties are unable to resolve the dispute under the procedure set forth, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties.

XVII. Effective Date

This Agreement shall take effect on the date of the last authorizing signature affixed hereto.

City of Santa Fe Springs

City of Compton

Mayor, Betty Putnam

Mayor

Date: _____

Date: _____

Approved as to Form:

City Attorney, Steven Skolnik

City Attorney



City of Santa Fe Springs

City Council Meeting

February 11, 2010

NEW BUSINESS

Approval of Side Letter #1 Amending the FY2009-2010 Memorandum of Understanding between the City of Santa Fe Springs and the Santa Fe Springs Employee Association, Inc.

RECOMMENDATION

That the City Council approve Side Letter #1, Amending the FY2009-2010 Memorandum of Understanding (MOU) with the Santa Fe Springs Employees Association and authorize the City Manager to execute said agreement.

BACKGROUND

In light of the current economic condition, the Santa Fe Springs Employees Association has once again come forward to assist the City in filling the budget gap by offering to take reductions in pay for all their represented members.

Details of Side Letter #1 will be provided shortly before the Council meeting. It is anticipated that Side Letter #1 will be signed and ratified by the membership of the Santa Fe Springs Employees Association by the time this item is presented to the City Council for approval.

Staff recommends approval of Side Letter #1 that amends the FY2009-2010 Memorandum of Understanding and that the City Council authorize the City Manager to execute said agreement.

FISCAL IMPACT

The implementation of this Side Letter #1 will result in labor cost savings. An estimate of the labor cost savings can be provided orally by Staff at the Council meeting.



Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

February 11, 2009

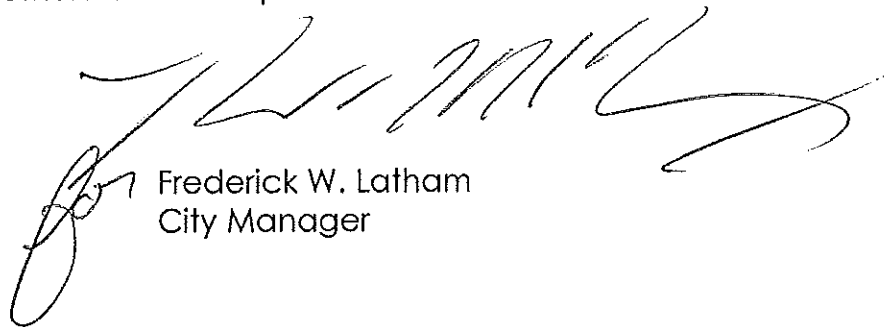
PRESENTATION

Recognition of Basic Chemical Solutions and the Santa Fe Springs Firefighters Association for their Generous Contributions to the Community over the Holiday Season

BACKGROUND

Representatives from Basic Chemical Solutions, a local business, and the Santa Fe Springs Firefighters Association have been invited to tonight's meeting to be recognized by the City Council for their efforts in providing toys to needy children during the holiday season.

For over the past 10 years the Santa Fe Springs Firefighters Association has been hosting an annual Holiday Toy Drive for needy children in the Community. Over that time, Basic Chemical Solutions has collaborated with the Firefighters to collect and purchases hundreds of toys and gift certificates annually, which are in turn distributed to children through local community based organizations, churches, as well as institutions like Whittier Presbyterian Hospital and the Four Winds Apartments. Collectively, the Firefighters Association and Basic Chemical Solutions have been able to make a tremendous impact on literally hundreds of local youth whose prospects for holiday cheer would have otherwise been quite dim.



Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

February 11, 2010

PRESENTATION

Whittier Police Traffic Division Presentation


RECOMMENDATION

The Mayor may wish to call upon Fernando Tarin, Director of Police to assist in presentation on the special traffic enforcement efforts by the Whittier/Santa Fe Springs traffic Bureau through the State of California Office of Traffic Safety.

BACKGROUND

On September 24, 2009, the State Office of Traffic Safety (OTS) approved a traffic safety grant in the amount of \$111,000 as part of the California Traffic Safety Program. The grant application was submitted on behalf of the Santa Fe Springs Traffic Bureau by Whittier Police Sergeant Dan Lowe.

The grant focus is on Driving under the Influence (DUI) enforcement. Sergeant Lowe has prepared a presentation for the City Council on the activities conducted by the officers, and is available to answer any questions regarding the special traffic enforcement efforts that were conducted.


Frederick W. Latham
City Manager



City of Santa Fe Springs

City Council Meeting

February 11, 2010

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	Gonzalez
Beautification	1	Putnam
Beautification	2	Rounds
Beautification	3	Serrano
Community Program	4	Gonzalez
Community Program	2	Serrano
Community Program	1	Trujillo
Family & Human Services	1	Serrano
Historical	3	Putnam
Historical	2	Serrano
Parks & Recreation	1	Gonzalez
Senior Citizens Advisory	1	Gonzalez
Senior Citizens Advisory	2	Putnam
Senior Citizens Advisory	1	Rounds
Senior Citizens Advisory	1	Trujillo
Sister City	2	Gonzalez
Sister City	1	Serrano
Sister City	1	Trujillo
Youth Leadership	1	Putnam

Daniel Wood submitted an application for the Youth Leadership Committee.

Modesta Viero resigned from the Senior Citizen Advisory and Family & Human Services Committees due to health reasons.

Martha Ohanesian submitted a request for a six month leave of absence from the Beautification and the Senior Citizen's Advisory Committees.

Sylvia Takata submitted a request for a six month leave of absence from the Beautification, Community Program, and the Heritage Arts Committees.

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

Frederick W. Latham
City Manager

Attachments:

Application for Appointment

Resignation Letter

Requests for Leave of Absence Letters (2)

Active Committee Lists

Prospective Members for Various Committees/Commissions

Beautification

Community Program

Henrieta Abajian

Family & Human Services

A.J. Hayes

Jimmy Mendoza

Jose Avila

Berta Sera

Gilbert Aguirre

Heritage Arts

Marlene Vernava

Historical

Personnel/Advisory Board

Parks & Recreation

Cecilia Uribe Gonzalez

Christina Avila

Paula Minnehan

Planning Commission

Art Escobedo

Lynda Short

Hector Renteria

Senior Citizens Advisory

Sister City

Frank Carbajal, Sr.

Michele Carbajal

Cecilia Urbie Gonzalez

Traffic Commission

Art Escobedo

Jose Zamora

Hector Renteria

Lynda Short

Youth Leadership

Veronica Cruz

Gabriela Rodriguez

Ignacio Herrera

BEAUTIFICATION COMMITTEE

Meets the fourth Wednesday of each month, at 9:30 a.m., Town Center Hall

Membership: 25

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Juanita Montes	(10)
	Irene Posillas	(10)
	Vacant	(10)
	May Sharp	(11)
	Marlene Vernava	(11)
Putnam	Juliet Ray	(10)
	Vacant	(10)
	Lupe Lopez	(11)
	Guadalupe Placencia	(11)
	Ruth Gray	(11)
Rounds	Vacant	(10)
	Vacant	(10)
	Annette Ledesma*	(11)
	Paula Minnehan*	(11)
	Henrietta Abajian	(11)
Serrano	Martha Ohanesian	(10)
	Vacant	(10)
	Vacant	(10)
	Vada Conrad	(11)
	Vacant	(11)
Trujillo	Sylvia Takata*	(10)
	Eleanor Connelly	(10)
	Margaret Bustos	(10)
	Rosalie Miller	(11)
	A. J. Hayes	(11)

*Asterisk indicates person currently serves on three committees

COMMUNITY PROGRAM COMMITTEE

Meets the third Wednesday of every other month, at 7:00 p.m., in City Hall.

Membership: 25

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	A. J. Hayes	(10)
	Vacant	(10)
	Vacant	(10)
	Vacant	(11)
	Vacant	(11)
Putnam	Rosalie Miller	(10)
	Luigi Trujillo*	(10)
	Mary Jo Haller	(11)
	Lynda Short	(11)
	Jose Zamora	(11)
Rounds	Mark Scoggins*	(10)
	Marlene Vernava	(10)
	Sylvia Takata*	(10)
	Denise Vega	(11)
	Annette Rodriguez	(11)
Serrano	Ruth Gray	(10)
	Mary Anderson	(11)
	Dolores H. Romero*	(11)
	Vacant	(11)
	Vacant	(11)
Trujillo	Eleanor Connelly	(10)
	Hilda Zamora	(10)
	Naomi Torres	(10)
	Lisa Sanchez	(11)
	Vacant	(11)

*Asterisk indicates person currently serves on three committees

FAMILY & HUMAN SERVICES ADVISORY COMMITTEE

Meets the third Wednesday of every month at 5:30 p.m., Neighborhood Center

Membership: 15 Residents Appointed by City Council
5 Social Service Agency Representatives Appointed by the Committee

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Mercedes Diaz	(10)
	Josephine Santa Anna	(10)
	Toni Vallejo	(11)
Putnam	Arcelia Miranda	(10)
	Laurie Rios*	(11)
	Margaret Bustos*	(11)
Rounds	Annette Rodriguez	(10)
	Janie Aguirre*	(11)
	Michele Carbajal	(11)
Serrano	Lydia Gonzales	(10)
	Francis Carbajal	(11)
	Vacant	(11)
Trujillo	Dolores H. Romero*	(10)
	Gloria Duran*	(10)
	Alicia Mora	(11)

Organizational Representatives: Nancy Stowe
Evelyn Castro-Guillen
Irene Redondo Churchward
(SPIRRIT Family Services)

**Asterisk indicates person currently serves on three committees*

HERITAGE ARTS ADVISORY COMMITTEE

Meets the Last Tuesday of the Month at 9:00 a.m., at the Train Depot

Membership: 9 Voting Members
 6 Non-Voting Members

APPOINTED BY

NAME

Gonzalez	Laurie Rios*
Putnam	May Sharp
Rounds	Gustavo Velasco
Serrano	Paula Minnehan*
Trujillo	Amparo Oblea

Committee Representatives

Beautification Committee
Historical Committee
Planning Commission
Chamber of Commerce

Sylvia Takata*
Larry Oblea
Richard Moore
Tom Summertield

Council/Staff Representatives

Council
City Manager
Director of Library & Cultural Services
Director of Planning & Development

Betty Putnam
Frederick W. Latham
Hilary Keith
Paul Ashworth

**Asterisk indicates person currently serves on three committees*

HISTORICAL COMMITTEE

Meets Quarterly - The First Tuesday of the Month in April, July, October, and January at 5:30 p.m., Carriage Barn

Membership: 20

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Richard Moore	(10)
	Gilbert Aguirre	(11)
	Janie Aguirre	(11)
	Sally Galtan	(11)
Putnam	Astrid Gonzalez	(10)
	Vacant	(10)
	Vacant	(11)
	Vacant	(11)
Rounds	Art Escobedo	(10)
	Paula Minnehan*	(10)
	Mark Scoggins*	(11)
	Janice Smith	(11)
Serrano	Gloria Duran*	(10)
	Vacant	(10)
	Vacant	(10)
	Larry Oblea	(11)
Trujillo	Mary Glegg	(10)
	Alma Martinez	(10)
	Merrie Hathaway	(11)
	Susan Johnston	(11)

*Asterisk indicates person currently serves on three committees

PARKS & RECREATION ADVISORY COMMITTEE

Meets the First Wednesday of the month, 7:00 p.m., Council Chambers.

Subcommittee Meets at 6:00 p.m., Council Chambers

Membership: 25

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Jennie Carlos	(10)
	Frank Leadder	(10)
	Vacant	(10)
	Ruben Madrid	(11)
	Michael Madrigal	(11)
Putnam	Jimmy Mendoza	(10)
	Michele Carbajal	(10)
	Frank Realado	(11)
	Carlene Zamora	(11)
	Hilda Zamora	(11)
Rounds	Kenneth Arnold	(10)
	Richard Legarreta, Sr.	(10)
	Luigi Trujillo*	(10)
	Don Meffe	(11)
	Mark Scoggins*	(11)
Serrano	Lynda Short	(10)
	Bernie Landin	(10)
	Joe Avila	(10)
	Sally Gaitan	(11)
	Fred Earl	(11)
Trujillo	Hector Renteria	(10)
	Andrea Lopez	(10)
	Art Escobedo	(11)
	Jose Zamora	(11)
	Arcelia Miranda	(11)

*Asterisk indicates person currently serves on three committees

PERSONNEL ADVISORY BOARD

Meets Quarterly on an As-Needed Basis

Membership: 5 (2 Appointed by City Council, 1 by Personnel Board, 1 by Firemen's Association, 1 by Employees' Association)

APPOINTED BY

NAME

Council	Angel Munoz Ron Biggs
Personnel Advisory Board	Jim Contreras
Firemen's Association	Wayne Tomlinson
Employees' Association	Donn Ramirez

**Asterisk indicates person currently serves on three committees*

PLANNING COMMISSION

Meets the Second and Fourth Mondays of every Month at 4:30 p.m.,
Council Chambers

Membership: 5

APPOINTED BY	NAME
Gonzalez	Laurie Rios
Putnam	Larry Oblea
Rounds	Richard Moore*
Serrano	Michael Madrigal
Trujillo	Frank Ybarra

**Asterisk indicates person currently serves on three committees*

SENIOR CITIZENS ADVISORY COMMITTEE

Meets the second Wednesday of the month at 10:00 a.m.,
Neighborhood Center

Membership: 25

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Gloria Duran*	(10)
	Josephine Santa Anna	(10)
	Toni Vallejo	(11)
	Janie Aguirre*	(11)
	Vacant	(11)
Putnam	Jennie Valli	(10)
	Martha Ohanesian	(10)
	Vacant	(10)
	Vacant	(10)
	Pete Vallejo	(11)
Rounds	Josephine G. Ramirez	(10)
	Vacant	(10)
	Gloria Vasquez	(11)
	Lorena Huiltron	(11)
	Berta Sera	(11)
Serrano	Gusta Vicuna	(10)
	Louis Serrano	(10)
	Mary Bravo	(10)
	Amelia Acosta	(11)
	Jessie Serrano	(11)
Trujillo	Julia Butler	(10)
	James Hogan	(10)
	Gilbert Aguirre	(11)
	Margaret Bustos*	(11)
	Vacant	(11)

*Asterisk indicates person currently serves on three committees

SISTER CITY COMMITTEE

Meets the First Monday of every month at 6:30 p.m., Town Center Hall, Mtg. Room #1.
When there is a Monday holiday, the meeting is held on the second Monday of the month.

Membership: 25

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Luz Trujillo*	(10)
	Kimberly Mette	(10)
	Jimmy Mendoza	(11)
	Vacant	(11)
	Vacant	(11)
Putnam	Martha Villanueva	(10)
	Gloria Duran*	(10)
	Mary K. Reed	(11)
	Peggy Jo Radoumis	(11)
	Jeannette Wolfe	(11)
Rounds	Manny Zevallos	(10)
	Susan Johnston	(10)
	Francis Carbajal	(10)
	Ted Radoumis	(11)
	Jose Avila	(11)
Serrano	Charlotte Zevallos	(10)
	Vacant	(10)
	Laurie Rios*	(11)
	Doris Yarwood	(11)
	Vacant	(11)
Trujillo	Alicia Mora	(10)
	Andrea Lopez	(10)
	Dolores H. Romero	(11)
	Marcella Obregon	(11)
	Vacant	(11)

*Asterisk indicates person currently serves on three committees

TRAFFIC COMMISSION

Meets the Third Thursday of every month, at 7:00 p.m., Council Chambers

Membership: 5

APPOINTED BY

NAME

Gonzalez

Arcelia Valenzuela

Putnam

Manny Zevallos

Rounds

Ted Radoumis

Serrano

Michael Madrigal

Trujillo

Donn Ramirez

**Asterisk indicates person currently serves on three committees*

YOUTH LEADERSHIP COMMITTEE

Meets the First Monday of every month, at 6:00 p.m., Council Chambers

Membership: 20

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Victor Becerra	(11)
	Jessica Aguilar	(11)
	Jeanneth Guerrero	(11)
	Marilyn Llanos	(12)
Putnam	Ashley Ortiz	(10)
	Lupe Pasillas	(10)
	Wendy Pasillas	(13)
	Vacant	
Rounds	Carina Gonzalez	(11)
	Stephanie Gilbert	(11)
	Karina Saucedo	(12)
	Lisa Baeza	(13)
Serrano	Kimberly Romero	(11)
	Alyssa Trujillo	(11)
	Alyssa Berg	(11)
	Ariana Gonzalez	(13)
Trujillo	Madalin Marquez	(11)
	Omar Rodriguez	(12)
	Jose Rocha	(12)
	Martin Guerrero	(13)

**CITY OF SANTA FE SPRINGS
YOUTH LEADERSHIP COMMITTEE
APPLICATION**

(Please type or use black ink)

Name: Wood Daniel Phi
Last First Middle

Address: 11511 Promenade Dr. _____ Age: 15

School: Santa Fe High School Present Grade: 9 Anticipated Graduation Date: 6/2013

E-Mail: phiwooddothis@gmail.com

Home Phone: 714-331-6837 Cell Phone: 714-331-8013

Emergency Contact: Burton Wood Phone: 714-331-6837

Employer Name: Northrup Grumman Position: Engineer

Employer Address: 1 Space Park., Redondo Beach, CA 90278 Phone: 310-813-4179

Hours available for volunteer work: 23hours/week

Organizations/Clubs you are currently a member of:

Associated Student Body Freshman Class President

Black and Gold Nation

Extra Curricular Activities/Sports:

Swim Team

Are you or have you in the past participated as a City Volunteer: yes X no
If "YES" list below:

Why do you want to be involved?

See Attached

Talents/Skills of Leadership:

See Attached

What ideas do you have for the Committee?

See Attached

References/Recommendations: *(Must have known candidate for a minimum of one year. No family members.)*

<u>Name</u>	<u>Address</u>	<u>Telephone</u>	<u>Occupation</u>
<u>Marissa Valdez</u>	<u>10400 Orr and Day Rd</u>	<u>562-698-8121x4281</u>	<u>Teacher</u>
<u>Paul Wise</u>	<u>10400 Orr and Day Rd</u>	<u>562-698-8121x4277</u>	<u>Teacher</u>
<u>Fernie Fernandez</u>	<u>10400 Orr and Day Rd</u>	<u>562-698-8121x4010</u>	<u>Asst. Principal</u>
<u>Sarah Chop</u>	<u>10400 Orr and Day Rd</u>	<u>562-698-8121x4000</u>	<u>Teacher</u>
<u>Ben Rodriguez</u>	<u>10400 Orr and Day Rd</u>	<u>562-698-8121x4000</u>	<u>Teacher</u>

Include a letter of recommendation from an adult who is not a family member and has known you for at least 1 year. This person should be able to address your leadership potential and ability to manage the demands of both school and the Committee.

SIGNATURES:

I have read and understand the time commitment required for the Youth Leadership committee. I am able to make such a commitment.



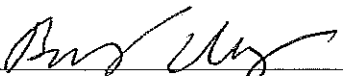
Student Signature

JANUARY 31ST, 2010

Date

Parent/Legal Guardian Permission

I give my permission for Daniel Wood to seek appointment for the position of representative of the Youth Leadership Committee.

 (BURTON WOOD)
Parent/Legal Guardian Name (Print)


Parent/Legal Guardian Signature

1/24/10

Date

Daniel Wood
January 25th, 2010

1. Why do you want to be involved?

My days and hours off from school are usually spent at home. By being part of the City of Santa Fe Springs Youth Leadership Committee, I will be supporting a win-win situation by going out and helping the city at the same time. I have also recently moved into the city and this will allow me to meet new people. I will probably learn new and interesting things about the city. But basically I want to have fun and get kids in the city to become more involved as well as giving them a fun environment to be in.

2. Talents/ Skills of Leadership:

I am creative and easy to get along with person. I have a caring, understanding, optimistic, and straightforward personality that everyone seems to like and respect. But my biggest attribute is that I am insanely creative. My creativity has helped my Associated Student Body with numerous events and projects. Its is also my favorite skill of mine because its is what sets me apart far more than my personality does.

3. What ideas do you have for the Committee?

My ideas for the committee revolve around getting the kids involved more in their schools and the city they live in. I was thinking of putting on some events such as games or carnivals that will get kids to come. We could bring the firefighters or police officers of Santa Fe Springs to come and encourage the kids to stay in school. They can also teach them about what they do and how they help our community. This will hopefully make them want to volunteer and help around with the city. It will also be an attention grabber.



Santa Fe High School

10400 Orr and Day Road Santa Fe Springs, California, 90670-4199

Tel: (562) 698-8121
Fax: (562) 868-8277

Kevin Jamero
Principal

Fernie Fernandez
Assistant Principal
Business and Activities

Juan Anzaldo
Assistant Principal
Counseling and Guidance

Griselda Castro
Assistant Principal
Curriculum and Instruction

January 22, 2010

To Whom It May Concern,

I am extremely pleased to be writing a letter of recommendation on behalf of Daniel Wood and do so without reservations. I have been Daniel's teacher over the past year and have been able to observe him in a variety of academic, athletic and social activities. He is an extremely talented young man with great promise.

Daniel, an honor student, has always placed an important emphasis on his academic study, and this is evident by his rigorous class schedule. In the classroom, Daniel consistently produces quality work that shows dedication and creativity. He is adept at working well with a group, presenting information orally, as well as completing complicated tasks on his own. He enjoys being challenged by his learning and consistently takes on assignments with a rigorous learning stretch. Daniel sets high standards for himself and he is determined in reaching those goals.

Unlike many, Daniel is willing and devotes a great deal of his personal time in preparing and completing tasks. His character, charisma and warm personality distinguish him from his peers. Daniel is a special young man that any parent and community would be proud of. He is determined to be successful in all his endeavors. He knows the importance of hard work and will dedicate himself to seeing that he takes advantage of the opportunities that will present themselves. Daniel's ability, integrity and spirit as a person and scholar will yield great promise in his future.

Sincerely,



Fernie Fernandez

January 27, 2010

Dear Councilmember Joseph Serrano,

It is with deep regret that I must resign from the Senior Citizen Advisory Committee and Family & Human Services Committee effective January 27, 2010 due to outside personal commitments that do not allow me to attend these meetings.

At a time when I can make a commitment to regular attendance of these two committees I would like the opportunity to be reconsidered for re-appointment to either of these committees.

Once again thank you for the opportunity to sit on the SCAC & FHS committees.

Modesta Viero

Modesta Viero

RECEIVED
City Clerk's Office

FEB 01 2010

*City of
Santa Fe Springs*

*Family & Hmn Svcs.
appt. by: Serrano*

*Senior Citizen Adv.
appt by: Fry Trujillo*

RECEIVED
City Clerk's Office

FEB 02 2010

*City of
Santa Fe Springs*

February 2, 2010

Dear City Council of Santa Fe Springs,

I, Martha Ohanesian am requesting an excused absence for six months from the Beautification Committee and the Senior Citizen's Advisory Committee. At the end of the six months I should have a better idea as to my ability to serve on the committees.

Thank you,

Martha Ohanesian
10139 Orr & Day Rd.
Santa Fe Springs, CA 90670

RECEIVED
City Clerk's Office

FEB 02 2010

*City of
Santa Fe Springs*

February 2, 2010

Dear City Council of Santa Fe Springs,

I, Sylvia Takata am requesting an excused absence for six months from the Beautification Committee, Community Program Committee and the Heritage Arts Committee. At the end of the six months I should have a better idea as to my ability to serve on the committees.

Thank you,

Sylvia Takata
10207 Orr & Day Rd.
Santa Fe Springs, CA 90670