



# AGENDA

## REGULAR MEETINGS OF THE SANTA FE SPRINGS HOUSING SUCCESSOR SUCCESSOR AGENCY AND CITY COUNCIL

MARCH 14, 2013  
6:00 P.M.

Council Chambers  
11710 Telegraph Road  
Santa Fe Springs, CA 90670

Richard J. Moore, Mayor  
Juanita A. Trujillo, Mayor Pro Tem  
Luis M. González, Councilmember  
Laurie M. Rios, Councilmember  
William K. Rounds, 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, and supplemental attachments, 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 – Thursday and every other Friday. Telephone (562) 868-0511.*

**1. CALL TO ORDER**

**2. ROLL CALL**

Luis M. González, Councilmember  
Laurie M. Rios, Councilmember  
William K. Rounds, Councilmember  
Juanita A. Trujillo, Mayor Pro Tem  
Richard J. Moore, Mayor

**PRESENTATION**

**3. Valley View Avenue Grade Separation Project - Status Update**

**Recommendation:** This report is for informational purposes only and does not require any action by the Council.

**HOUSING SUCCESSOR**

*There are no items on the Housing Successor agenda for this meeting.*

**SUCCESSOR AGENCY**

*There are no items on the Successor Agency agenda for this meeting.*

**CITY COUNCIL**

**4. CITY MANAGER REPORT**

**5. CONSENT AGENDA**

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

**Approval Minutes**

**A. Minutes of the February 14, 2013 Regular City Council Meeting**

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

**B. Minutes of the March 5, 2013 Adjourned City Council Meeting**

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

**NEW BUSINESS**

**6. Presentation and Consideration of the City's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending June 30, 2012**

**Recommendation:** That the City Council receive and file the City's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending June 30, 2012.

7. Presentation of Fiscal Year 2010-11 Certificate of Achievement for Excellence in Financial Reporting (CAFR Award) to the City Council

**Recommendation:** The Mayor may wish to call upon Jose Gomez, Assistant City Manager/ Director of Finance, to assist with the presentation of the award to the City Council.

8. Retrospective Deposit Payment to the California Joint Powers Insurance Authority (CJPIA)

**Recommendation:** That the City Council appropriate funds from General Fund reserves to the Fiscal Year 2012-13 budget for the payment of \$742,281 in Retrospective Deposits to the California JPIA and authorize the City Manager to take any action necessary.

9. Approval to Amend the Beautification Committee Bylaws

**Recommendation:** That the City Council approve an amendment to the Beautification Committee Bylaws to define Committee quorum as being 50% + 1 of active membership.

10. Resolution No. 9405 – Request for Revision of Parking Restriction on Placita Place and Navojoa Place West of Pioneer Boulevard

**Recommendations:** That the City Council adopt Resolution No. 9405, which would limit the parking of vehicles to 10 minutes between 6:30 am and 6:00 pm Mondays thru Fridays along the north side of Placita Place and the south side of Navojoa Place from Pioneer Boulevard to a point 300 feet west of Pioneer Boulevard.

11. Clarke Estate Enhancement Project: Synthetic Turf (10211 Pioneer Boulevard) – Final Progress Payment

**Recommendation:** That the City Council approve the Final Progress Payment (less 5% Retention) to Asphalt, Fabric & Engineering, Inc. of Signal Hill, California, in the amount of \$65,341.62 for the subject project.

12. Alcohol Sales Conditional Use Permit Case No. 57

Request for approval of Alcohol Sales Conditional Use Permit Case No. 57 to allow an alcohol beverage sales use for on-site consumption in association with an existing family restaurant establishment doing business as El Chipotle Grill in the C-4-PD, Community Commercial-Planned Development, Zone at 10120 Carmenita Road. (Chipotle Grill)

**Recommendation:** That the City Council approve Alcohol Sales Conditional Use Permit (ASCUP) Case No. 57 subject to the conditions of approval contained within this report and with a compliance review in one (1) year, by March 11, 2014, to ensure that the use is operating in strict compliance with the conditions of approval.

**Please note: *Item Nos. 13 - 23 will commence in the 7:00 p.m. hour.***

**13. INVOCATION**

**14. PLEDGE OF ALLEGIANCE**

**INTRODUCTIONS**

**15. Representatives from the Youth Leadership Committee**

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

**17. ANNOUNCEMENTS**

**PRESENTATIONS**

**18. Presentation to Julian and Kevin Pacheco for Achievement of Eagle Scout Rank**

**19. Proclaiming the Week of March 18, 2013 as "Diversity Week" in Commemoration of the 2013 Diversity Summit Program and to Honor the Rich Cultural Diversity within Santa Fe Springs**

**APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**

**20. Committee Appointments**

**21. 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.

**22. EXECUTIVE TEAM REPORTS**

**23. ADJOURNMENT Meeting will be adjourned to Mar. 26, time to be determined**  
*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.*

Anita Jimenez, CMC

Deputy City Clerk

March 8, 2013

Date



## *City of Santa Fe Springs*

City Council Meeting

March 14, 2013

### **NEW BUSINESS**

#### **Valley View Avenue Grade Separation Project – Status Update**

### **RECOMMENDATION**

This report is for informational purposes only and does not require any action by the Council.

### **BACKGROUND**

Staff will make a presentation to inform the City Council as to the current status of the Valley View Avenue Grade Separation Project. There will be emphasis on the 81 hour closure of Valley View Avenue which took place from 8:00 pm on February 21, 2013 to 5:00 am on February 25, 2013.

Thaddeus McCormack  
City Manager

### **Attachments:**

None

Report Submitted By:

Noe Negrete  
Department of Public Works

Date of Report: January 31, 2013

**MINUTES OF THE REGULAR MEETINGS OF THE  
SANTA FE SPRINGS HOUSING SUCCESSOR,  
SUCCESSOR AGENCY, AND CITY COUNCIL**

**FEBRUARY 14, 2013**

**1. CALL TO ORDER**

Mayor Moore called the meetings to order at 6:03 p.m.

**2. ROLL CALL**

Present: Councilmembers González and Rounds, Mayor Pro Tem Trujillo, Mayor Moore.  
Mayor Moore excused Councilmember Rios.

Also present: Thaddeus McCormack, City Manager; Steve Skolnik, City Attorney; Wayne Morrell, Director of Planning; Noe Negrete, Director of Public Works; Dino Torres, Director of Police Services; Maricela Balderas, Director of Community Services; Jose Gomez, Asst. City Manager/Director of Finance; Mike Crook, Fire Chief; Anita Jimenez, Deputy City Clerk

The City Attorney gave instruction on public comment.

**HOUSING SUCCESSOR**

*There were no items on the Housing Successor agenda for this meeting.*

**SUCCESSOR AGENCY**

**3. CONSENT AGENDA**

**Approval Minutes**

**A. Minutes of the January 10, 2013 Regular Successor Agency Meeting**

**Recommendation:** That the Successor Agency approve the minutes as submitted.

Councilmember González moved the approval of Item 3A; Mayor Pro Tem Trujillo seconded the motion which passed unanimously.

**CITY COUNCIL**

**4. CITY MANAGER REPORT**

The City Manager reported that he, along with staff, had a positive exchange with the Chamber of Commerce at the mid-year review. As a result, the City committed to a second brokers meeting and is discussing an economic development round table with Chamber Director Mike Foley. On Friday, February 22, the Mayor, Mayor Pro Tem, and City Manager will meet with Congresswoman Linda Sanchez. Staff is trying to schedule a similar meeting with Assemblyman Calderon.

**5. CONSENT AGENDA**

**Approval Minutes**

**A. Minutes of the January 10, 2013 Regular City Council Meeting**

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

### **Reports**

- B. Mayor Pro Tem Trujillo's Attendance at the New Mayors and Council Members Academy

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

- C. Councilmember Rios' Attendance at the New Mayors and Council Members Academy

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

Mayor Pro Tem Trujillo moved the approval of Items 5 A, B, and C; Councilmember Rounds seconded the motion which passed unanimously.

### **PUBLIC HEARING – ORDINANCE FOR INTRODUCTION**

6. Ordinance No. 1040 – An Ordinance of the City of Santa Fe Springs adopting a Development Agreement (Development Agreement 01-2013) by and between the City of Santa Fe Springs and Platinum Billboards, LLC, a Limited Liability Company

**Recommendation:** That the City Council: 1). Open the Public Hearing and receive any comments from the public regarding proposed Ordinance No. 1040, and thereafter close the Public Hearing; 2). Find and determine that the subject Development Agreement is consistent with the City's General Plan; 3). Pass the first reading of Ordinance No. 1040, an ordinance of the City of Santa Fe Springs adopting a Development Agreement (Development Agreement 01-2013) by and between the City of Santa Fe Springs and Platinum Billboards, LLC, a Limited Liability Company.

The City Attorney explained that the State requires that development agreements such as this must be adopted in conjunction with a public hearing and stated that the Planning Commission also held a public hearing which resulted in only one question by the developer. This type of agreement also requires a CUP. It has been determined that the duration of the agreement needs to be included in language of the agreement. Through discussion between the applicant and the Mayor, a 30 year term has been agreed upon. This language will be added to the agreement for the Council to consider at its next regular meeting at which the ordinance should be adopted. This length of time is a benefit to the applicant due to the substantial investment required and is a benefit to the City because it will produce revenue for a long period of time.

Mayor Moore opened the Public Hearing at 6:10 p.m. There being no one wishing to speak, Mayor Moore closed the Public Hearing at 6:11 p.m.

The City Attorney read the ordinance by title and stated that the motion should be to waive further reading and introduce the Ordinance, and to find that the subject Development Agreement is consistent with the City's General Plan.

Councilmember González moved the approval of Item 6; Mayor Pro Tem Trujillo seconded the motion which passed unanimously.

### **PUBLIC HEARING – RESOLUTION NO. 9404**

7. Approval of Programs/Projects Proposed for Funding during FY 2013-14 under the City's Community Development Block Grant (CDBG) Cooperation Agreement with the LA County

**Recommendation:** 1). That the Mayor open the Public Hearing and hear from anyone wishing to speak on this matter; 2). That the City Council approve the appropriation of CDBG funds as described in the body of this report; 3). That the City Council adopt Resolution No. 9404; and 4). That the City Council authorize staff to transmit the planning documents to the County of Los Angeles.

Mayor Moore opened the Public Hearing at 6:11 p.m. Management Assistant Wayne Bergeron gave a presentation on the item. The City Manager added that in the past, it has been difficult to find applicable low-income programs, so the City exchanged funds with other cities. This practice is no longer allowed. In looking at the list of current CIP projects, there are some ADA projects that may qualify for the use of these funds. Mayor Moore closed the Public Hearing at 6:16 p.m.

Councilmember González asked if staff would bring back a list of proposed projects for the City Council to consider. The City Manager replied that staff would submit a list of proposed projects to the Council in April so they may identify which projects to fund.

Councilmember Rounds moved the approval of Item 7; Mayor Pro Tem Trujillo seconded the motion which passed unanimously.

## **NEW BUSINESS**

### **8. Introduction of City Budget Process and Council Budget Priorities Setting**

**Recommendations:** That the City Council: 1). Complete the “Council Budget Priority Survey” and return to Deputy City Clerk; 2). Identify the budget policy areas outlined in the body of this report for incorporation into the Budget Development process; and, That the Mayor: 1). Name two Councilmembers each to the “Revenue and Fees” and “Program and Events” Council Sub-Committees.

The City Manager stated that this is the commencement of the budget adoption process. Staff has submitted a survey to solicit individual Council priorities which will be compiled to achieve a common direction. Staff is preparing the CAFR for presentation at the next meeting along with additional budget information. The City is in a more fiscally stable place than the past few years. The City Manager stated that the next year should present a structural reversal. Thanks to employees, residents, and businesses, the City is no longer in a deficit. A structural reversal implies long-term sustainability. The City’s past actions have staved off a calamity. To the extent that the reversal yields additional revenue, it is imperative to keep long-term sustainability in mind. Staff is looking for direction from the Council to shore up reserves. There will continue to be ups and downs in the economy, therefore budget actions should be taken that prepare the City for sustainability throughout difficult times.

Jose Gomez outlined the budget process for next 4 months. See Budget presentation.

Councilmember González moved the approval of Item 8; Councilmember Rounds seconded the motion which passed unanimously. Councilmember Rounds stated that it is beneficial to start the process now. Mayor Pro Tem Trujillo asked if the Town Hall meetings would be publicized. The City Manager stated that the meetings will be advertised in next newsletter.

Mayor Moore asked that if the item is approved would the priorities as outlined also be approved. The City Manager stated that the priorities would not be finalized, but it would give staff direction to gather information on priority areas. Council would still be able to prioritize the goals.

Councilmember González asked who created the priority list. The City Manager stated that he and Jose Gomez created the list, but reiterated that they are merely suggestions and they can be changed by the Council Sub-Committees.

Mayor Moore appointed Councilmembers González and Rios to the "Revenue and Fees" Sub-Committee, and Councilmember Rounds and Mayor Pro Tem Trujillo to the "Program and Events" Sub-Committee.

9. Resolution No. 9403 - Weed Abatement

**Recommendation:** That the City Council adopt Resolution No. 9403 declaring weeds a public nuisance, declaring its intention to remove them, and setting Thursday, February 28, 2013, as the date for the Public Hearing.

The City Manager stated that the staff report reflected an incorrect date for the Public Hearing, but that the notices that were sent contained the correct date of Thursday, February 28. Councilmember González moved the approval Item 9 as amended; Councilmember Rounds seconded the motion which passed unanimously.

10. Clarke Estate Enhancement Project: Carpet Replacement (10211 Pioneer Boulevard) – Award of Contract

**Recommendation:** That the City Council: 1. Accept the bids; and 2. Award a contract to Reliable Floor Covering Inc. of Westlake Village, CA, in the amount of \$33,450.

Councilmember González moved the approval Items 10 and 11; Mayor Pro Tem Trujillo seconded the motion which passed unanimously.

11. Clarke Estate Enhancement Project: Storage Shed Improvements (10211 Pioneer Boulevard) – Award of Contract

**Recommendation:** That the City Council: 1). Accept the bids; and 2). Award a contract to Corral Construction & Development Inc. of Commerce, CA, in the amount of \$20,506.

**See item 10.**

12. Valley View Grade Separation Project - Approval of Contract Change Order No. 6

**Recommendation:** That the City Council: 1). Approve Contract Change Order No. 6 in the amount of \$321,969.00; and 2). Authorize the Director of Public Works to execute Contract Change Order No. 6.

Councilmember González moved the approval Items 12 and 13; Councilmember Rounds seconded the motion which passed unanimously.

13. Authorize the Purchase of One (1) Grant-Funded Fire-Rescue Utility Vehicle

**Recommendation:** That the City Council authorize the Director of Purchasing to purchase one Ford F-250 utility truck from Carmenita Ford in the amount of \$42,188.08.

**See item 12.**

**CLOSED SESSION**

14. Conference with Legal Counsel – Existing Litigation  
(Subdivision (a) of Section 54956.9)

Name of Case: City v. ThyssenKrupp Materials NA, Inc.  
Case No. BC425699

Mayor Moore recessed the meetings at 6:37 p.m. for the Closed Session item.

**Please note: *Item Nos. 15 –23 will commence in the 7:00 p.m. hour.***

Mayor Moore reconvened the meetings at 7:21 p.m.

15. **INVOCATION**

Councilmember Rounds gave the Invocation.

16. **PLEDGE OF ALLEGIANCE**

The Pledge was led by the Youth Leadership Committee.

**INTRODUCTIONS**

17. Representatives from the Youth Leadership Committee

Members of the Youth Leadership Committee introduced themselves.

18. Representatives from the Chamber of Commerce

Mayor Moore introduced Liz Buckingham, Friendly Hills Bank; and Susan Crowell, HealthFirst Medical.

19. **ANNOUNCEMENTS**

The Mayor called on Brenda Wiewel of LA CADA to give an update on the Homeless Count. Ms. Wiewel reported that the volunteers counted 25 homeless persons during the count. Homeless persons that were contacted received donations of goods. Ms Wiewel thanked the City and staff at the Gus Velasco Neighborhood Center for their support.

Councilmember Rounds commended Ms. Wiewel for all her efforts in assisting the needy in our community. Mayor Pro Tem Trujillo asked if many people that were encountered suffered from mental illness issues. Ms. Wiewel stated that they did encounter some mental health suffers, as well as substance abusers. Councilmember González also commended Ms. Wiewel. Mayor Moore asked if any veterans were counted. Ms. Wiewel stated that five veterans were identified and outreach services will be offered to them.

**APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**

20. Committee Appointments

None.

**21. ORAL COMMUNICATIONS**

Mayor Moore opened Oral Communications at 7:32 p.m.

Debra Cabrera, from Lakeland Villa spoke in support of a dog park.  
(This item is on the Capital Improvement list and will be considered by Council.)

Chris Burr, Alburtis, SFS asked how the fees paid for dog licenses were used. Mayor Pro Tem Trujillo reported that fees are used to care for animals that are picked up by SEACCA and for staff that works at SEAACA. She invited the audience to attend a SEAACA meeting to find out more about services provided.

Mayor Moore closed Oral Communications at 7:42 p.m.

**22. EXECUTIVE TEAM REPORTS**

Wayne Morrell gave an update on the Villages housing development: 474 units will be in final development. By the end of the year, all units should be sold by Comstock. For the Traditions development which consists of 60 units, only 2 units are still available. These units are selling in the high \$500,000s.

Noe Negrete reported that Valley View Avenue will be closed next Thursday, February 21 at Rosecrans and Gannet. Some businesses will be accessible. The detour road should open the following Monday. This should be in place for about one year. On Feb. 19, Caltrans will close the Shoemaker bridge. Mayor Pro Tem Trujillo asked if the closure will affect the freeway. Noe Negrete stated that freeway closures would occur during night.

In light of recent events, Mayor Pro Tem Trujillo asked the audience to remember those in law enforcement.

Councilmember González stated that some very important issues were discussed at the Chamber workshop he attended. He invited Councilmembers to participate in a free water workshop sponsored by Water Education for Latino Leaders (WELL.)

**23. ADJOURNMENT**

At 7:51 p.m., Mayor Moore adjourned the meetings in memory of long-time resident Mary Soto Varner; Jenny Garcia, mother-in-law of Planning Commissioner Michael Madrigal; and Gary Mullens.

\_\_\_\_\_  
Richard J. Moore, Mayor

ATTEST:

\_\_\_\_\_  
Anita Jimenez, CMC  
Deputy City Clerk

\_\_\_\_\_  
Date

**MINUTES OF THE ADJOURNED MEETING OF THE  
SANTA FE SPRINGS CITY COUNCIL**

**MARCH 5, 2013**

**1. CALL TO ORDER**

Mayor Moore called the meeting to order at 4:25 p.m.

**2. ROLL CALL**

Present: Councilmembers González, Rios, Rounds, Mayor Pro Tem Trujillo, Mayor Moore

Also present: Thaddeus McCormack, City Manager; Anita Jimenez, Deputy City Clerk

The meeting was recessed at 4:27 p.m. for the Closed Session Item.

**3. CLOSED SESSION**

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Subdivision (b) of Section 54956.9

**Title:** City Manager

**4. ORAL COMMUNICATIONS**

There being no one in the audience, Oral Communications were not held.

**5. ADJOURNMENT**

Mayor Moore adjourned the meeting at 7:51 p.m.

\_\_\_\_\_  
Richard J. Moore, Mayor

ATTEST:

\_\_\_\_\_  
Anita Jimenez, CMC  
Deputy City Clerk

\_\_\_\_\_  
Date



# *City of Santa Fe Springs*

City Council Meeting

March 14, 2013

## **NEW BUSINESS**

Presentation and Consideration of the City's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending June 30, 2012

### **RECOMMENDATION**

That the City Council receive and file the City's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending June 30, 2012

### **BACKGROUND**

The purpose of the City's CAFR is to provide relevant financial information to the City Council, citizens, staff, grant entities, creditors, bond investors, rating agencies, and other concerned readers.

The City's financial statements contained within the CAFR are presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards. The statements are reported on a fiscal year basis beginning July 1 and ending June 30 and have been audited by an independent firm of certified public accountants (MGO) to provide reasonable assurance that they fairly present the City's financial condition.

Pursuant to auditing standards requirements, the City Council has formed an Audit Subcommittee. Its members, Mayor Moore and Councilmember Trujillo, working closely with staff and MGO have examined the FY 2011-12 CAFR. Additionally, the City Council Study Session on March 12 provided an in-depth opportunity for review and conversation with the entire Council.

As stated on previous occasions, the past year has been unprecedented. The dissolution of redevelopment led to numerous unscheduled special audits and reports that delayed the City's ability to produce the CAFR on a more timely basis. Overall, an enormous amount of staff and audit resources have been expended on the dissolution process. Normally, these resources would otherwise have been put toward the annual audit process and production of the CAFR.

Thaddeus McCormack  
City Manager

### **Attachment:**

City's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending June 30, 2012



# *City of Santa Fe Springs*

City Council Meeting

March 14, 2013

## **PRESENTATION**

Presentation of Fiscal Year 2010-11 Certificate of Achievement for Excellence in Financial Reporting (CAFR Award) to the City Council

## **RECOMMENDATION**

The Mayor may wish to call upon Jose Gomez, Assistant City Manager/ Director of Finance, to assist with the presentation to the City Council.

## **BACKGROUND**

The Government Finance Officers Association (GFOA) is a professional association of state/provincial and local finance officers in the United States and Canada, and has served the public finance profession since 1906. With more than 17,000 members, the GFOA provides leadership to the government finance profession through research, education, and recommended practices.

The GFOA established the Comprehensive Annual Financial Report (CAFR) award program in 1945 to encourage and assist state and local governments to go beyond the minimum requirements and prepare comprehensive annual financial reports that illustrate the spirit of transparency and full disclosure. Annually, the GFOA recognizes individual governments that succeed in achieving that goal. The City of Santa Fe Springs has received this distinguished award for a number of consecutive years.

Ms. Linda Hurley, Partner with Macias, Gini, & O'Connell, will present the award to the City Council on behalf of GFOA.

Thaddeus McCormack  
City Manager



# *City of Santa Fe Springs*

City Council Meeting

March 14, 2013

## **NEW BUSINESS**

### Retrospective Deposit Payment to the California Joint Powers Insurance Authority

#### **RECOMMENDATION**

That the City Council appropriate funds from General Fund reserves to the Fiscal Year 2012-13 budget for the payment of \$742,281 in Retrospective Deposits to the California JPIA and authorize the City Manager to take any action necessary.

#### **BACKGROUND**

The City of Santa Fe Springs is a founding member of the California Joint Powers Insurance Authority (the Authority). It was formed in 1977 by 33 cities to provide liability protection when the insurance industry stopped providing coverage to local government agencies. The Authority is currently composed of and governed by 121 member agencies, including 98 cities, 16 Joint Powers Authorities, and 7 special districts. The Authority provides the City with insurance coverage for liability, workers' compensation, all-risk property, commercial crime, and pollution & remediation legal liability. Costs are pooled within the Authority's members based on experience and risk exposure.

Each year the Authority conducts a financial audit and actuarial study. The results of those studies over the past few years have highlighted the current financial challenges facing the Authority, specifically in the liability coverage area. Some of the major factors contributing to those challenges include: (1) historically high self-insured retention levels during the fiscal years spanning between 2003-04 and 2006-07 stemming from "hardened" excess and re-insurance market conditions; (2) greater frequency in claims with total incurred costs above \$1 million; (3) a difficult legal environment arising from "joint and several" liability in the state of California; and (4) decreased investment earnings.

These factors have contributed to escalating claim costs resulting in the Authority's current position as a creditor to its member agencies. To analyze these issues along with the overall funding model of the risk pool, the Authority's Executive Committee established a Formula Review Ad-Hoc Committee with the primary strategic objective of ensuring the overall financial strength and security of the Authority. To support this objective, the goal for the Authority to transition out of the role of creditor to its members was established.

#### **RETROSPECTIVE DEPOSIT AMOUNTS**

Historically, each year the City makes an annual contribution, and at the end of the year, the Authority retroactively reviews the loss history and issues a partial refund or requests an additional deposit based on actual claims activity. This retrospective review is conducted on an annual basis. For many members of the Authority, claims



# *City of Santa Fe Springs*

City Council Meeting

March 14, 2013

incurred in FY 2003-04 and 2004-05 experienced significant adverse development during the past few years as their cost grew.

Additional funding (retrospective adjustments) for these and other coverage years was not collected in full at the time these funding short-falls were initially identified. Members of the Authority were allowed to make partial payments, while a portion of each retrospective adjustment was deferred. The aggregation of these deferred amounts over the course of several years (\$742,281) is the City's current outstanding balance, which is referred to as the City's retrospective deposit balance.

Retrospective deposits are funding adjustments related to prior coverage years and are separate from the annual contribution, which is payment for the current year's insurance coverage.

Starting in Fiscal Year 2013-14, the Authority will be moving away from the retrospective deposit model. Sufficient annual contributions will be required without the need to perform and annual retrospective deposit calculations.

## **RETROSPECTIVE DEPOSIT PAYMENT POLICY**

The Authority approved a retrospective deposit payment policy in May 2010 (attached). The amounts are due and payable by July 1, 2013. Because of the significant amounts involved, it allows members to choose a payment plan of up to six years in length, if they wish. Of course, there is a cost to this ranging from 0.125% to 0.625% of the amount owed. There are no fees if the amount is paid prior to July 1, 2013.

## **FISCAL IMPACT**

In Fiscal Year 2011-12, the City received a number of one-time revenues greater than the \$742,281 retrospective deposit amount due. Payment of the retrospective deposit is consistent with the City's best practices objective to match one-time revenues with this one-time expenditure need.

Thaddeus McCormack  
City Manager

Attachment  
JPIA retrospective deposit payment policy

## **CALIFORNIA JPIA POLICY RETROSPECTIVE DEPOSIT PAYMENT POLICY**

### **I. BACKGROUND**

Since its inception, the California JPIA, "Authority," has operated under a retrospective funding model for its liability and workers' compensation programs. A change to the funding model was adopted in 2010 that will be fully implemented following the end of the 2012-13 coverage period. During the transition from the retrospective funding model to the prospective funding model, retrospective deposit payments have been deferred. The purpose of this policy is to provide the terms and conditions, and the overall framework in which retrospective deposit payments are to resume.

### **II. TRANSITION PERIOD**

A transition period has been designated as the three-year timeframe during which the Authority moves from the retrospective funding model to the prospective funding model. For both the liability and workers' compensation programs, the transition period includes the 2010-11, 2011-12, and 2012-13 coverage periods.

During the transition period the Annual Contribution will increase in confidence funding incrementally until it reaches the target of 75%, retrospective balances will be temporarily deferred from payment, and incentive discounts will be offered to encourage voluntary acceleration of payment on retrospective balances. Coverage periods within the transition period will be subject to retrospective adjustment.

### **III. RETROSPECTIVE BALANCES**

Coverage periods subject to retrospective adjustment on a routine annual basis range from each program's year of inception, up to and including 2012-13. For coverage periods that fall within this range, funding and cost allocation among members has and will continue to adjust annually in perpetuity, until all claims occurring within these coverage years are deemed closed on a pool-wide basis.

1. Aggregate Retrospective Balances – Historically, members have paid for retrospective deposit adjustments and received retrospective refunds in annual rolling installments of up to eight years in duration. Due to the Authority's movement toward a prospective funding model initiated in 2010, this practice was modified. The unpaid portion of all retrospective adjustments on coverage periods up to and including 2009-10 have been consolidated into a single aggregate retrospective balance and temporarily deferred from payment.

2. Transition Period Retrospective Balances – A separate transition period retrospective balance will be created to capture retrospective adjustments made to the coverage periods included within the transition period using cost allocation elements of the new funding model. The coverage periods included in the transition period are 2010-11, 2011-12, and 2012-13. Retrospective adjustments on these years will be consolidated and temporarily deferred from payment.

Herein, both aggregate retrospective balances and transition period retrospective balances are referred to collectively as “retrospective balances.”

#### **IV. OPTIONAL PAYMENT PLANS**

When the modeling was done in preparation for the change in funding methodology, it was determined that payment of retrospective deposits should be deferred until the transition period was concluded, after which time payments would resume. Recognizing that some members could have significant retrospective balances, the Executive Committee approved the development of payment plans that would encourage early payment while also offering members the flexibility to pay-down balances over time. The following payment plans have been developed separately for each of the programs.

**Optional Payment Plans  
for Retrospective Deposit Balances  
Liability Program**

Payment Option	Duration of Extension (years)	Illustration of Possible Annual Fees *	Annual Payment Due Date and % of Retrospective Balance Due						
			7/1/2013 <sup>2</sup>	7/1/2014	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
No Extension	none	none	100%	-	-	-	-	-	-
Payment Option # 1	1	2.000%	50%	50%	-	-	-	-	-
Payment Option # 2	2	2.125%	34%	33%	33%	-	-	-	-
Payment Option # 3	3	2.250%	25%	25%	25%	25%	-	-	-
Payment Option # 4	4	2.375%	20%	20%	20%	20%	20%	-	-
Payment Option # 5	5	2.500%	17%	17%	17%	17%	17%	15%	-
Payment Option # 6	6	2.625%	16%	14%	14%	14%	14%	14%	14%

\* Annual fees are not yet established. Fees shown above are for illustration purposes only. Actual fees will be based on the Authority's portfolio rate of return as of April 30, 2013.

<sup>2</sup> For all of the various payment options, no fee will be charged on the initial payment that is due on 7/1/2013. The full initial payment will be applied to reduce principal balances.

**Optional Payment Plans  
for Retrospective Deposit Balances  
Workers' Compensation Program**

Payment Option	Duration of Extension (years)	Illustration of Possible Annual Fees *	Annual Payment Due Date and % of Retrospective Balance Due						
			7/1/2015 $\nearrow$	7/1/2016	7/1/2017	7/1/2018	7/1/2019	7/1/2020	7/1/2021
No Extension	none	none	100%	-	-	-	-	-	-
Payment Option # 1	1	2.000%	50%	50%	-	-	-	-	-
Payment Option # 2	2	2.125%	34%	33%	33%	-	-	-	-
Payment Option # 3	3	2.250%	25%	25%	25%	25%	-	-	-
Payment Option # 4	4	2.375%	20%	20%	20%	20%	20%	-	-
Payment Option # 5	5	2.500%	17%	17%	17%	17%	17%	15%	-
Payment Option # 6	6	2.625%	16%	14%	14%	14%	14%	14%	14%

\* Annual fees are not yet established. Fees shown above are for illustration purposes only. Actual fees will be based on the Authority's portfolio rate of return as of April 30, 2015.

$\nearrow$  For all of the various payment options, no fee will be charged on the initial payment that is due on 7/1/2015. The full initial payment will be applied to reduce principal balances.

## **V. ANNUAL FEES**

Annual fees are intended to provide a means for the Authority to recover otherwise foregone investment earnings. Annual fees will be fixed rates associated with each payment option as defined in the preceding section.

For the liability program, annual fees will be based on the Authority's portfolio rate of return as of April 30, 2013. For the workers' compensation program, annual fees will be based on the Authority's portfolio rate of return as of April 30, 2015. Once established, annual fees will remain fixed throughout the duration of the payment extension period.

Fees will be calculated using simple interest and payment will be due annually on July 1<sup>st</sup>. In the event that payments are made early throughout the fiscal year, fees may be pro-rated on a quarterly basis to properly reflect the accelerated payment. Fees will begin to accrue on retrospective balances of the liability program starting July 1, 2013, and fees will begin to accrue on retrospective balances of the workers' compensation program starting July 1, 2015.

## **VI. BEGINNING PRINCIPAL BALANCES FOR OPTIONAL PAYMENT PLANS**

Prior to the beginning of the payment extension period in each program, retrospective balances will continue to adjust based on the outcome of each annual computation. However, once the payment extension period within each program begins, retrospective balances will become the beginning principal balance for optional payment plans and will thereafter not be adjusted by any factor other than the receipt of payments.

Before beginning principal balances for optional payment plans are established, those members with a refund balance in one program and a deposit balance in another will be subject to compulsory balance transfers between programs such that refunds will be applied to reduce deposit balances. This netting of retrospective refund balances between the liability and workers' compensation programs will occur twice. The first will occur based upon the results of the October 2012 Retrospective Computation, and the second will occur based upon the results of the October 2014 Retrospective Computation.

## **VII. FULL SETTLEMENT OF SUBSEQUENT RETROSPECTIVE ADJUSTMENTS**

Retrospective computations occurring after the beginning of the payment extension period within each program will not affect the optional payment plans. These subsequent adjustments will not be deferred over multiple years or rolled into the optional payment plans, but rather settled in full as part of the first annual invoice following the publication of such adjustments. Full settlement will be applicable to both additional deposits and refunds.

## **VIII. VOLUNTARY ACCELERATION OF PAYMENT**

Upon selecting one of the optional payment plans, member agencies are thereby committing to the associated annual fee regardless of the actual term of the payment extension period in the event that it may be shorter.

If a member elects to voluntarily accelerate payment after choosing an optional payment plan, the annual fee (rate) will not be adjusted. For example, if a member chooses the six-year payment option then pays off the balance in full within two years, the member will only be charged two years of fees, but at the six-year rate as originally agreed upon.

## **IX. PAYMENT DUE DATE**

Under all of the optional payment plans, payments will consist of a single annual payment due at the beginning of the fiscal year, on July 1<sup>st</sup>. The grace period for payment and applicable late fees will be the same as what the Authority uses in its invoicing for the Annual Contribution.



# City of Santa Fe Springs

City Council Meeting

March 14, 2013

## NEW BUSINESS

### Approval to Amend the Beautification Committee Bylaws

#### **RECOMMENDATION**

That the City Council approve an amendment to the Beautification Committee Bylaws to define Committee quorum as being 50% + 1 of active membership.

#### **BACKGROUND**

The Beautification Committee was established for the following purposes:

- Preparing suggestions for policy consideration by the City Council concerning beautification in the City of Santa Fe Springs;
- Recommending programs it deems advisable for recognizing individuals, groups, organizations, and/or companies that have improved or are working towards beautifying their homes, businesses, industries, or property; and
- Recommending educational programs concerning City beautification to be conducted in schools, service clubs, and other community organizations.

The Beautification Committee is comprised of no more than twenty-five members appointed by the City Council from a cross section of persons residing in or active in the City of Santa Fe Springs.

According to the existing Bylaws of the Beautification Committee, the definition of a Committee quorum currently consists of 2/3 active membership. A review of the Bylaws of other Council-appointed Committees found all other Committees have the definition of a Committee quorum as a simple majority.

In an effort to be consistent with other Council-appointed Committees it is the Beautification Committee's desire that a quorum be comprised of a simple majority of its active membership (50% + 1) for the purpose of conducting Committee business.

It is recommended that *Section V – Organization, Sub-section "D"* regarding the constitution of a Committee quorum be amended as follows:

**"A 2/3 simple majority of the Committee members (50% +1) ~~active membership of the Committee members shall constitute a quorum~~ for the transaction of business. The affirmative or negative vote of a majority of the members present shall be necessary for the final transaction of any business."**

Thaddeus McCormack  
City Manager

Attachment:  
Beautification Committee Bylaws

# **SANTA FE SPRINGS BEAUTIFICATION COMMITTEE**

## **BY-LAWS**

### **I. NAME**

The name of this Committee shall be BEAUTIFICATION COMMITTEE.

### **II. PURPOSE**

The purpose of this Committee shall be:

To prepare suggestions for policy determination by the City Council concerning beautification in the City of Santa Fe Springs.

To recommend programs it deems advisable for recognizing individuals, groups, organizations, or companies that have improved or are working toward beautifying their homes, businesses, industries, property or area.

To make recommendations for educational programs concerning City beautification to be conducted in the schools, in service clubs, PTA groups, and other community organizations.

### **III. AUTHORITY**

This Committee shall be advisory only to the City Council. A report of the Committee Minutes and/or actions of this Committee shall be presented to the City Council following each meeting.

### **IV. MEMBERSHIP**

This Committee shall be comprised of no more than 25 members appointed by the City Council from a cross section of persons residing in or active in the City. Committee membership may include representatives from the schools, local businesses, various social agencies, and civic and service organizations.

#### **A. Appointments**

All Committee members shall be nominated by Council Members and appointed by the Mayor, with the approval of the City Council, for terms of two years. Members may be reappointed at the discretion of the Council.

#### **B. Vacancies**

If a member is absent from three consecutive meetings, or a total of five meetings

per fiscal year, his/her office shall become vacant and shall be so declared by a majority vote of the Committee.

Long-term absences, due to extenuating circumstances, may be excused by the City Council. Such requests must be submitted in writing to the City Council.

Long-term absence excuses shall be limited to six months, at which time the Committee member shall be removed from service.

A member of the Committee may be excused from Committee meeting(s), should said member be summoned for jury duty service.

Vacancies shall be filled by the Council Member whose appointment has been vacated with the approval of the Mayor and City Council to complete the unexpired term.

**C. Expiration Of Terms**

One-half of Committee membership will expire on June 30 of even numbered years and one-half will expire on June 30 of odd numbered years.

**D. Council Liaison**

With the approval of the City Council, the Mayor may designate a Member of the Council to act as a Liaison to the Committee. The duties of the Liaison shall include reporting to the Committee any actions of the City Council relative to the Committee's programs or sphere of influence and to act as spokesperson on behalf of the Committee to the City Council.

**V. ORGANIZATION**

**A. Meetings**

The Committee shall meet regularly each month as decided by the Committee with the exception of July, August and December.

The Committee will select a meeting time and date convenient to most members and adhere to that schedule. The Chairperson shall have the power to call special meetings but all members shall have at least two (2) days notice for a special meeting. All meetings shall be public.

**B. Officers**

At the regular meeting in September of each year, the Committee shall organize by electing a Chairperson and Vice-Chairperson from its membership to serve for one year. Successful candidates must receive a majority vote of members present.

1. Duties:

- a. The Chairperson shall preside at Committee meetings, shall represent the Committee at various functions, and shall make necessary decisions affecting the Committee when a meeting is not possible.
- b. The Vice-Chairperson shall assume the Chairperson's duties in the Chairperson's absence or inability to perform said duties.
- c. In the absence or disability of both the Chairperson and Vice-Chairperson, the Executive Secretary shall chair the meeting.
- d. The Executive Secretary shall be a member of the City staff assigned by the City Manager. The duties shall include: Provide for the recording of Minutes for each meeting; keep an accurate record of attendance and notify the City Clerk of members missing three (3) consecutive meetings; provide staff assistance as required for the conduct of the Committee's business; and, act as principal staff advisor:

**C. RULES, REGULATIONS AND RECORDS**

All rules and regulations governing the Committee shall be approved by the City Council and shall be kept on file in the office of the City Clerk. The Committee shall keep a written record of its transactions, findings and determinations. Copies of such materials as well as Minutes of each meeting shall be forwarded to the City Clerk and the City Council.

Committee will operate under parliamentary procedure.

**D. QUORUM**

A 2/3 active membership of the Committee members shall constitute a quorum for the transaction of business. The affirmative or negative vote of a majority of members present shall be necessary for the final transaction of any business.

**E. SUB-COMMITTEES**

Sub-committees which are needed to successfully carry forth a Committee project shall be established by the Chairperson. The Chairperson shall appoint all sub-committee Chairpersons from members of the Committee.


## VI. FINANCE

- A. It is contemplated that only under unusual circumstances would the Committee collect or spend money. If the Committee's purpose does allow for the collection or expenditure of money, such collection or expenditures shall be consistent with City Council policy.
- B. Committee members shall serve without monetary compensation.

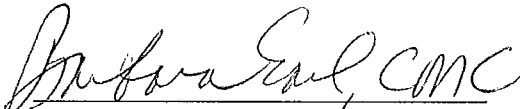
## VII. AMENDMENTS

Amendments to these By-Laws may be recommended to the City Council upon a 2/3 majority vote of the active Committee members. Any amendments to said By-Laws must be approved by the City Council.

Approved by the City Council this 9th day of July, 2009.

  
MAYOR

ATTEST:

  
CITY CLERK

**CITY OF SANTA FE SPRINGS  
YOUTH LEADERSHIP COMMITTEE  
BY-LAWS**

**I. NAME**

The name of this Committee shall be The Youth Leadership Committee.

**II. PURPOSE**

The Committee purpose shall be to foster greater involvement of youth in the community and municipal government. The Committee shall study problems, activities, and concerns of youth, especially as they relate to municipal programs or projects of the City and recommend solutions to the City Council.

**III. AUTHORITY**

This committee shall report to the City Council. A report on the findings and/or actions of this Committee shall be presented to the City Council at least once a year.

**IV. MEMBERSHIP**

The committee shall be comprised of no more than 20 members appointed by the City Council from a cross section of youth residing in the City. Committee members will be between the ages of 13 and 18 years of age during the next committee term following his/her appointment.

No more than two (2) family members may participate on the Committee during any appointed term.

**A. APPOINTMENTS**

All Committee members will be appointed by City Council, for terms of two years. Members may be reappointed at the discretion of the appointing City Council Member.

**B. VACANCIES**

If a member is absent from three consecutive meetings, or a total of five meetings per fiscal year, his/her office shall become vacant.

Long-term absences, due to extenuating circumstances, may be excused by the City Council. Such request must be submitted in writing to the City Council.

Long-term absence excuses shall be limited to six months, at which time the Committee member shall be removed from service.



- c. In the absence of both the Chairperson, Vice Chairperson, the Secretary shall chair the meeting.
- d. The Executive Secretary or their designee shall be a member of the City Staff assigned by the Director of Community Services. The duties shall include: Provide for the recording of the Minutes for Each meeting; keep an accurate record of attendance and notify the City Clerk of members missing three (3) consecutive meetings; provide staff assistance as required for the conduct of the Committee's business; and, act as the principal staff advisor.

#### **C. RULES, REGULATIONS AND RECORDS**

All rules and regulations governing the Committee shall be approved by the City Council and shall be kept on file in the Office of the City Clerk. The Committee shall keep written record of its transactions, findings, and determinations. Copies of such materials, as well as Minutes of each meeting, shall be forwarded to the City Clerk and the City Council.

Committee will operate under parliamentary procedure.

#### **D. QUORUM**

A majority of the Committee members shall constitute a quorum for the transaction of business. The affirmation or negative vote of the majority of the members present shall be necessary for the final transaction of any business.

#### **E. SUB-COMMITTEES**

Sub-committees which are needed to successfully carry forth a Committee project shall be established by the Chairperson. The Chairperson shall appoint all Sub-committee Chairpersons from the Committee.

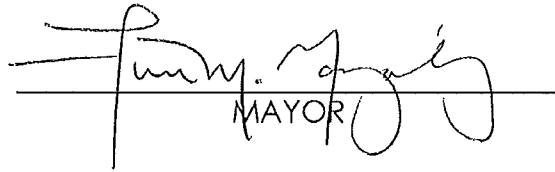
#### **F. ADVISORY COMMITTEE**

Graduating Youth Leadership Committee members may be appointed to the Advisory Committee to assist in committee projects. This Advisory Committee will have no voting power and be appointed by the Executive Secretary.

### **VI. AMENDMENTS**

Amendments to these By-Laws may be recommended to the City Council upon a 2/3 majority vote of the Committee members. Any amendments to said By-Laws must be approved by the City Council.

Approved by the City Council this 9th day of July 2009.

  
MAYOR

ATTEST:  
  
CITY CLERK



## City of Santa Fe Springs

City Council Meeting

March 14, 2013

### **CITY ENGINEER'S REPORT**

Resolution No. 9405 – Request for Revision of Parking Restriction on Placita Place and Navojoa Place West of Pioneer Boulevard

#### RECOMMENDATION

That the City Council adopt Resolution No. 9405, which would limit the parking of vehicles to 10 minutes between 6:30 am and 6:00 pm Mondays thru Fridays along the north side of Placita Place and the south side of Navojoa Place from Pioneer Boulevard to a point 300 feet west of Pioneer Boulevard.

#### BACKGROUND

With the relocation of the City's Child Care facility to the site of the Gus Velasco Neighborhood Center, staff has found that the existing parking restrictions along Placita Place and Navojoa Place do not provide an area close to the Child Care facility for parents to park their vehicle and walk their children to the facility. In order to meet the needs of the Child Care facility, staff recommends the implementation of a 10 minute parking zone between 6:30 am and 6:00 pm Mondays thru Fridays along the north side of Placita Place and the south side of Navojoa Place from Pioneer Boulevard to a point 300 feet west of Pioneer Boulevard.

The Traffic Commission at their meeting of January 21, 2013, reviewed the attached report for the proposed revision to the existing parking restrictions. The Commission voted 5 to 0 to recommend to the City Council for their consideration and approval of the proposed revisions to the existing parking restrictions.

Thaddeus McCormack  
City Manager

#### Attachment(s):

Resolution No. 9405  
Traffic Commission Report  
Location Map

Report Submitted By:

Noe Negrete  
Public Works Director

Date of Report: January 31, 2013

RESOLUTION NO. 9405

A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA  
LIMITING PARKING OF VEHICLES AT CERTAIN LOCATIONS DURING CERTAIN  
DAYS AND HOURS

THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DOES HEREBY  
RESOLVE AND ORDER AS FOLLOWS:

Section 1: Pursuant to the provisions of Section 72.23 of the City Code, the following location is designated as a place where no person shall stop, stand or park a vehicle on Monday thru Fridays between the hours of 6:30 a.m. and 6:00 p.m. longer than 10 minutes on the following streets:

North side of Placita Place beginning at Pioneer Boulevard to a point 300 feet west of the centerline of Pioneer Boulevard.

South side of Navojoa Place from Pioneer Boulevard to a point 300 feet to the west of the centerline of Pioneer Boulevard

APPROVED and ADOPTED this 14<sup>th</sup> day of March 2013.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK



## *City of Santa Fe Springs*

Traffic Commission Meeting

February 21, 2013

### **NEW BUSINESS**

Request for Revision of Parking Restrictions on Placita Place and Navojoa Place West of Pioneer Boulevard

#### **RECOMMENDATION**

That the Commission recommend to the City Council that a 10 minute parking zone between the hours of 6:30 a.m. and 6:00 p.m., Mondays through Fridays be implemented on the south side of Navojoa Place from Pioneer Boulevard to a point 260 feet westerly and on the north side of Placita Place from Pioneer Boulevard to a point 290 feet westerly.

#### **BACKGROUND**

With the relocation of the City's Child Care Facilities to the site of the Gus Velasco Neighborhood Center, there is a need to revise the existing parking restrictions along the two adjacent local streets, Placita Place and Navojoa Place. The proposed revisions would provide an area for parents to park their vehicles on both streets and deliver their children to the Child Care Center.

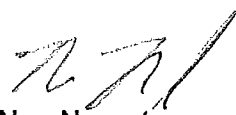
In April 2010, the existing restrictions were recommended for approval by the Traffic Commission to the City Council. The first restriction was No Parking to be in effect between the hours of 10:00 pm and 7:00 am on Mondays through Fridays on the south side of Navojoa Place from Pioneer Boulevard to a point 260 feet westerly. This was requested in order to have parking available for security reasons for employees in close proximity to the temporary units that were installed during the renovation of the Neighborhood Center. The second restriction the Commission recommended to the City Council was that a Loading Zone be established between the hours of 7:00 am and 2:00 pm on the north side of Placita Place from Pioneer Boulevard to a point 300 feet to the west. This was requested in order to provide a drop-off and pick-up area for seniors immediately adjacent to the temporary senior facility. Since the rehabilitation of the facility has been completed there is no longer a need for these two parking restrictions.

However, in order to provide a nearby area for parents to park their vehicle and walk their children into the Child Care Center, staff is recommending that a limited time parking zone be set up on both Placita Place and Navojoa Place. Note that adjacent to the Plaza de la Raza Head Start facility which is next to Rancho Santa Gertrudes School, a "10 Minute Parking During School Hours" zone was set up on both sides of Alburtis Avenue south of Broaded Street and it meets the needs of the facility with little or no enforcement. In order to correspond to the hours of operation of the Child Care Center, staff is

Request for Revision of Parking Restrictions on Placita Place and Navojoa Place West  
of Pioneer Boulevard

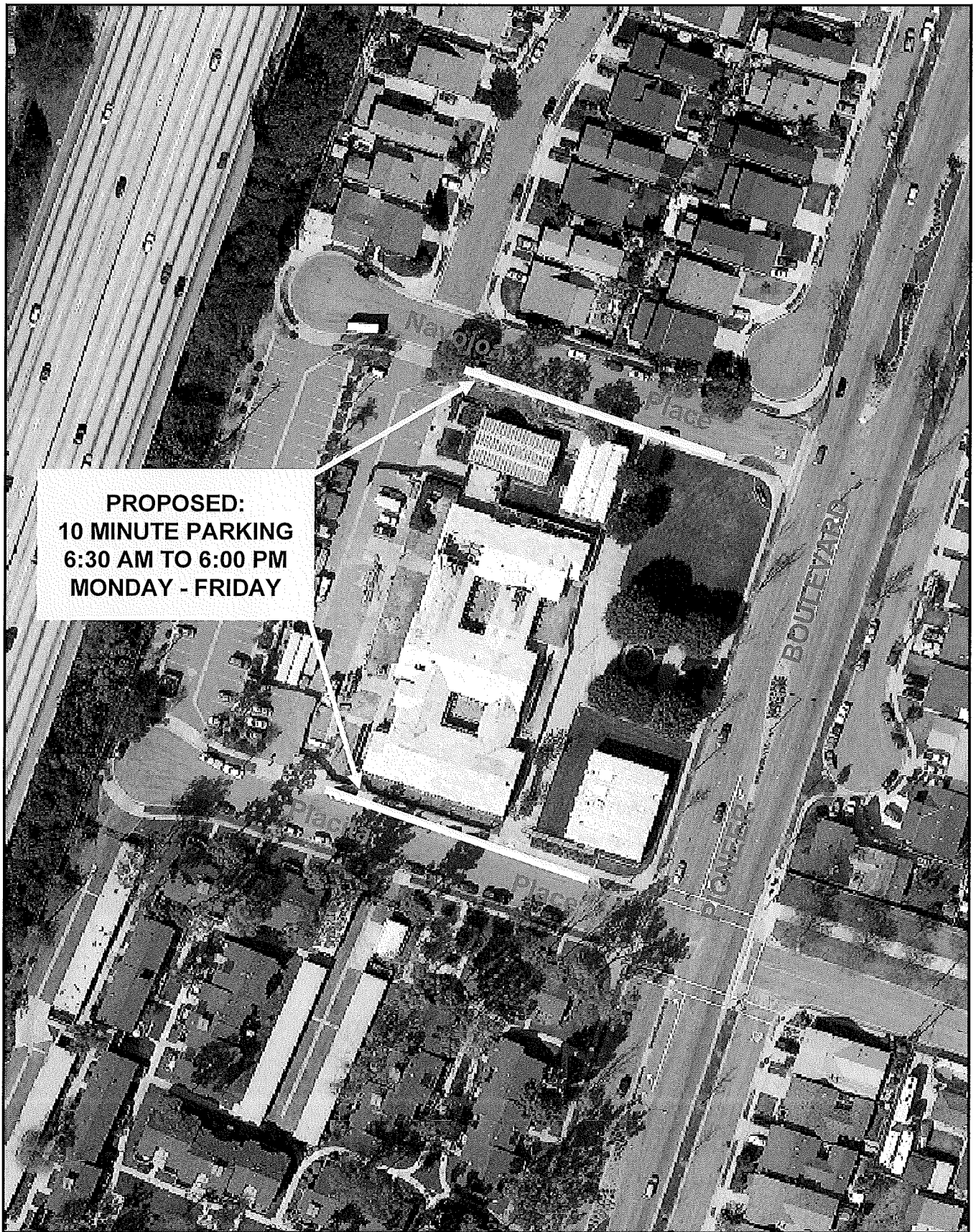
Page 2 of 2

recommending that a 10-minute parking zone be established between 6:30 am and 6:00 pm, Monday through Friday on the south side of Navojoa Place and north side of Placita Place west of Pioneer Boulevard.



Noe Negrete  
Director of Public Works

Attachment:  
Location Map



**Location Map**



## City of Santa Fe Springs

City Council Meeting

March 14, 2013

### NEW BUSINESS

Clarke Estate Enhancement Project: Synthetic Turf Installation (10211 Pioneer Boulevard) – Final Payment

#### RECOMMENDATION

That the City Council approve the Final Progress Payment (less 5% Retention) to Asphalt, Fabric & Engineering, Inc. of Signal Hill, California, in the amount of \$65,341.62 for the subject project.

#### BACKGROUND

At the City Council meeting of December 13, 2012, the Council awarded a contract to Asphalt, Fabric & Engineering, Inc. of Signal Hill, California, in the amount of \$68,780.65 for the construction of the subject project.

The following payment detail represents the Final Progress Payment (less 5% Retention) due per terms of the contract for the work which has been completed and found to be satisfactory.

The final construction cost is \$68,780.65. The total estimated cost for this project, including construction, engineering, inspection, overhead, and contingency is \$80,000. The City of Santa Fe Springs will be reimbursed up to \$150,000 by the Los Angeles County Regional Park and Open Space District for the cost of three projects at the Clarke Estate. The three Clarke Estate projects include, Synthetic Turf Installation, Storage Shed Improvements and Carpet Replacement.

Thaddeus McCormack  
City Manager

Attachment:  
Progress Payment Detail

Report Submitted By:

Noe Negrete   
Director of Public Works

Date of Report: January 31, 2013

**Payment Detail**

**Clarke Estate Enhancement Project - Replacement of Reception Site Grass Area with Artificial Turf (10211 Pioneer Boulevard)**

**Contractor:** Asphalt, Fabric & Engineering  
2683 Lime Avenue  
Signal Hill, CA 90755

Item No.	Description	Contract			Completed This Period		Completed To Date		
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
Contract Work									
1	Clearing and grubbing and removal of obstructions (6" Depth)	1	L.S.	\$ 21,391.00	\$21,391.00	100.00%	\$ 21,391.00	100.00%	\$ 21,391.00
1	Cap and plug irrigation sprinklers heads and valves	1	L.S.	\$ 1,150.00	\$1,150.00	100.00%	\$ 1,150.00	100.00%	\$ 1,150.00
1	Construct 5" aggregate base including grading and compaction	185	TONS	\$ 47.49	\$8,785.65	185.00	\$ 8,785.65	185.00	\$ 8,785.65
1	Furnish and install artificial/synthetic turf and drainage system, including geo-textile fabric and infill and brushing/finishing process. Turf must hold up to heavy foot traffic including women's high heels and appear natural in color/texture and have an eight (8) year warranty.	6,100	S.F.	\$ 6.14	\$37,454.00	6100.00	\$ 37,454.00	6100.00	\$ 37,454.00
Total					\$68,780.65	\$	68,780.65	\$	68,780.65

**Total Completed Items to Date: \$ 68,780.65**

**CONTRACT PAYMENTS**

Total Items Completed to Date

Less Retention Withheld (5%)

**First and Final Progress Payment**

\$ 68,780.65

\$ 3,439.03

\$ 65,341.62

W.O. #: 453-397-B034-4800

**RECOMMENDED BY: Robert Garcia**

**APPROVED BY:**



## NEW BUSINESS

### Alcohol Sales Conditional Use Permit Case No. 57

Request for approval of Alcohol Sales Conditional Use Permit Case No. 57 to allow an alcohol beverage sales use for on-site consumption in association with an existing family restaurant establishment doing business as El Chipotle Grill in the C-4-PD, Community Commercial-Planned Development, Zone at 10120 Carmenita Road. (Chipotle Grill)

### RECOMMENDATION

That the City Council approve Alcohol Sales Conditional Use Permit (ASCUP) Case No. 57 subject to the conditions of approval contained within this report and with a compliance review in one (1) year, by March 11, 2014, to ensure that the use is operating in strict compliance with the conditions of approval.

### BACKGROUND

The Applicant, Chipotle Grill, is one of the ten new eating establishments operating out of the newly remodeled Santa Fe Springs Shopping Plaza (Plaza) that is located on the northeast corner of Telegraph and Carmenita. Chipotle Grill occupies approximately 1,200 sq ft of space on the westerly side of the Plaza; Chipotle Grill has been in operation since June 2012.

Founded in 1993, near the University of Denver, Chipotle Grill is now a chain of restaurants located in the U.S., England, Canada and France specializing in burritos and tacos. The restaurant is known for its large burritos, assembly-line production, and use of natural ingredients. As part of its tasty menu, Chipotle Grill is proposing to add the sale of beer to its customers for on-site consumption. Chipotle Grill, however, is applying for a Type 47 ABC License to allow the flexibility in the event that it later wishes to expand its service to include margaritas.

In compliance with Section 155.628 of the City's Zoning Regulations, the Applicant is requesting approval of Alcohol Sales Conditional Use Permit Case No. 57 to allow the sale of alcoholic beverages for on-site consumption. Concurrent with this request, the Applicant is seeking approval for an alcohol license from the California Department of Alcohol Beverage Control (ABC), which is the state government authority over alcohol sales. If the ABC alcohol license is denied, this Permit shall immediately become null and void.

**ZONING ORDINANCE REQUIREMENTS**

Section 155.628 (B), regarding the sale or service of alcoholic beverages, states the following:

"A Conditional Use Permit shall be required for the establishment, continuation or enlargement of any retail, commercial, wholesale, warehousing or manufacturing business engaged in the sale, storage or manufacture of any type of alcoholic beverage meant for on or off-site consumption. In establishing the requirements for such uses, the Planning Commission and City Council shall consider, among other criteria, the following:

**a. Conformance with parking regulations.**

*The restaurant is within the Santa Fe Springs Plaza. The Plaza was remodeled in 2008, which added building square footage to the center. Overall the Plaza provides 906 parking spaces which conform to the current parking regulations.*

**b. Control of vehicle traffic and circulation.**

*The subject property has on-site vehicle circulation with several ingress and egress driveways on Carmenita Road, Telegraph Road and Gunn Street. The property also provides on-site vehicle circulation. Truck loading areas are to the rear of the Plaza; trucks enter through Gunn Avenue and exit through Carmenita Road.*

**c. Hours and days of operation.**

*The restaurant operates from 10:00 a.m. to 11:00 p.m. seven days per week.*

**d. Security and/or law enforcement plans.**

*As part of the conditions of approval, the Applicant is required to submit and maintain an updated Security Plan. It should be noted that the Plaza has its own dedicated security personnel.*

**e. Proximity to sensitive and/or incompatible land uses, such as schools, religious facilities, recreational or other public facilities attended or utilized by minors.**

*The proposed restaurant is within walking distance to schools, child care nurseries and religious facilities. The restaurant allows children into the premises considering that the restaurant is a commonly known as a family establishment. The proposed conditions of approval and the ABC regulations are designed to mitigate any potential negative impacts.*

**f. Proximity to other alcoholic beverage uses to prevent the incompatible and undesirable concentration of such uses in an area.**

*The proposed restaurant is within walking distance to other retail uses and restaurants selling alcohol beverages. Each use within the City is regulated by a conditional use permit, the City's Municipal Code, and ABC's regulations; businesses outside of the City's boundary are regulated by the County and ABC. These established regulations minimize any negative impacts usually associated with over concentration of alcoholic beverage establishments. It should be noted that ABC does not classify the area as over concentrated with alcoholic beverage sales uses.*

**g. Control of noise, including noise mitigation measures.**

*The subject site does not generate any audible noises out of character with other commercial and retail establishments in the area.*

**h. Control of littering, including litter mitigation measures.**

*As part of the conditions of approval, the Applicant, and/or his employees, is required to maintain the property free of trash and debris; moreover, the City's Property Maintenance Ordinance prohibits trash and debris on any property within the City.*

**i. Property maintenance.**

*The shopping center is well maintained. As part of the conditions of approval, the Applicant is required to maintain the immediate area in compliance with the City's Property Maintenance Ordinance.*

**j. Control of public nuisance activities, including, but not limited to, disturbance of the peace, illegal controlled substances activity, public drunkenness, drinking in public, harassment of passersby, gambling, prostitution, sale of stolen goods, public urination, theft, assaults, batteries, acts of vandalism, loitering, curfew violations, sale of alcoholic beverages to a minor, lewd conduct or excessive police incident responses resulting from the use.**

*Staff has generated conditions of approval to mitigate or fully eliminate these negative impacts. It should be noted that some of the listed activities are out of the control of the Applicant and/or his employees, but the Applicant is aware that he or his employees are to contact the Whittier Police whenever these activities take place.*

### **SURROUNDNG ZONING AND LAND USE**

The subject property is zoned C-4-PD, Community Commercial-Planned Development and is developed with a variety of retail/commercial uses, including a bank, theater, restaurants, medical, professional, business and administrative offices. The subject property interfaces with a single-family residential neighborhood to the north and east. The neighborhood is characterized by one-story single-family residential dwellings located on approximately 5,000 sq ft lots. The interfacing

residential lots to the north back onto the subject property. Both neighborhoods are located in the Los Angeles County unincorporated area and are zoned R-1.

The property to the south, across Telegraph Road, is zoned M-1, Heavy Manufacturing. A small area at the southeast corner of Carmenita Road and Telegraph Road is located in the City of Santa Fe Springs; the larger area is located in the Los Angeles County unincorporated area. The property at the southwest corner of Carmenita Road and Telegraph Road is zoned C-4, Community Commercial and is developed with the Gateway Shopping Center. The property at the northwest corner of Carmenita Road and Telegraph Road is also zoned C-4, Community Commercial and is developed with commercial/retail uses including a gas station and a small commercial center. The property directly to the north of the gas station and small retail center is R-3, Multiple-Family Residential and is developed with apartment complexes.

### **LEGAL NOTICE OF PUBLIC HEARING**

This matter was set for Public Hearing in accordance with the requirements of Sections 65090 and 65091 of the State Planning, Zoning and Development Laws and the requirements of Sections 155.860 through 155.864 of the City's Municipal Code.

Legal notice of the Public Hearing for the proposed Alcohol Sales Conditional Use Permit was sent by first class mail to all property owners whose names and addresses appear on the latest County Assessor's Roll within 500 feet of the exterior boundaries of the subject property on February 22, 2013. The legal notice was also posted in Santa Fe Springs City Hall, the City Library and Town Center as required by the State Zoning and Development Laws and by the City's Zoning Regulations. As of March 6, 2013, Staff has not received any inquiries regarding the proposal.

### **CALLS FOR SERVICE**

Chipotle Grill opened in June 2012. Since that time there have not been any calls for service.

### **STAFF COMMENTS**

As part of the permit review process, Staff conducted a review of the general area to identify any potential negative impacts as a result of the restaurant and the proposed alcohol sale use. Based on its findings Staff generated a list of conditions to mitigate any potential negative impacts. The conditions are typical conditions imposed to restaurants within the City.

Staff recommends approval of Alcohol Sales Conditional Use Permit Case No. 57, as requested by the Applicant. It should be noted that the Applicant has signed an affidavit in which he declares that he is aware of and is in acceptance of the

conditions of approval. Any breach of the conditions of approval by the Applicant and/or his employees may result in the process to revoke this Permit if the violation is not corrected in a timely manner or if the violations continue.

### **CONDITIONS OF APPROVAL**


1. That the Applicant understands and accepts that this Permit is solely for the sale of alcoholic beverages in relationship with a bona-fide restaurant use and that this Permit shall become void and terminated if the restaurant use is terminated, closed, or modified to another type of use.
2. That the Applicant, within 30 (thirty) days of the approval of this permit, shall install an additional video camera on the northern entry door leading to the patio seating area. The camera shall capture customer egress and ingress from that entry door.
3. That it shall be the responsibility of the Applicant and/or his employees to monitor that outdoor consumption of alcoholic beverages is not conducted. Signs shall be placed in a conspicuous area to notify customers that consumption of alcoholic beverages is prohibited.
4. That the sale of alcoholic beverages shall only be permitted during the normal business hours of the week, or as required by the Alcohol Beverage Code.
5. That the Type 47 Alcoholic Beverage License, allowing the on-site sale of alcoholic beverages in connection with a public eating place, shall be restricted to the sale for consumption of alcohol beverages on the subject site only; the use shall not sell alcoholic beverages for transport and/or for consumption off the subject premise.
6. That it shall be the responsibility of the ownership to ensure that all alcoholic beverages purchased on the subject site shall be consumed within the business establishment; all stored alcoholic beverages shall be kept in a locked and secured area that is not accessible to patrons.
7. That the applicant shall be responsible for maintaining control of their litter/trash on the subject property and any that may migrate onto adjacent properties as a result of the business. This may be controlled by installing trash receptacles within strategic areas.
8. That the applicant and/or his employees shall not allow any person who is intoxicated, or under the influence of any drug, to enter, be at, or remain upon the licensed premises, as set forth in Section 25602(a) of the Business and Professions Code.

9. That there will be a corporate officer or manager on the licensed premises during all public business hours, which will be responsible for the business operations. The general manager and any newly/subsequently hired manager(s), of the licensed premise shall comply with the minimum age requirements by ABC and obtain an ABC Manager's Permit within two-months of the hire date. The City of Santa Fe Springs' Director of Police Services shall be provided a copy of said Manager's Permit including the name, age, residential address, and related work experience of the intended Manager, prior to the Manager assuming the manager responsibilities.
10. That the applicant and/or his employees shall not sell, furnish, or give any alcohol to any habitual drunkard or to any obviously intoxicated person, as set forth in Section 25602 (a) of the State Business and Professions Code.
11. That the applicant shall not have upon the subject premises any alcoholic beverage(s) other than the alcoholic beverage(s) which the licensee is authorized to sell under the licensee's license, as set forth in Section 25607 (a) of the State Business and Professions Code.
12. That the applicant and/or any of his employees shall not sell, furnish, or give any alcoholic beverage to any person under 21 years of age, as set forth in Section 25658 (a) of the State Business and Professions Code.
13. That solicitation of drinks is prohibited; that is, an employee of the licensed premises shall not solicit alcoholic beverages to its customers. Refer to Section 303 of the California Penal Code and Section 25657 of the Business and Professions Code.
14. That the applicant and/or his employees shall not permit any person less than 18 years of age to sell alcoholic beverages.
15. That vending machines, water machines, pay telephones and other similar equipment shall not be placed outdoors whereby visible from the street or adjacent properties.
16. That all buildings, structures, walls, fences, and similar appurtenances shall be maintained in good appearance and condition at all times.
17. That streamers, pennants, whirling devices or other similar objects that wave, float, fly, rotate or move in the breeze shall be prohibited. Banners may be displayed with prior approval and permits with approval by the Department of Police Services.
18. That the façade windows shall be free of advertisements, marketing devices, beer logos, menus, signs, and/or any other displays. Upon approval by the

Department of Planning, 25% of the window space area may be used for temporary displays.

19. That the applicant must receive approval by the Director of Public Works and the Director of Police Services for any installation of newspaper racks on the exterior of the premises.
20. That a copy of these conditions shall be posted and maintained with a copy of the City Business License, in a place conspicuous to all employees of the location.
21. That the applicant shall maintain digital video cameras and shall allow the Director of Police Services, Whittier Police Officers, and any of their representatives to view the security surveillance video footage immediately upon their request.
22. That the applicant and/or his employees shall not allow any person to loiter on the subject premises, shall report all such instances to the City's Police Services Center; and, shall post signs, as approved by the Department of Police Services, prohibiting loitering.
23. That the applicant must receive approval from the Department of Police Services for any installation of pay telephones on the premises; and, such phones shall not be capable of receiving calls.
24. That security personnel, as well as 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 licensed premises while in the course of their official duties.
25. That in the event the applicant intends to sell, lease or sublease the subject business operation or transfer the subject Permit to another owner/applicant or licensee, the Director of Police Services shall be notified in writing of said intention within a reasonable time of the intent of signing an agreement to sell lease or sublease.
26. That this permit is contingent upon the approval by the Department of Police Services of an updated security plan which shall address the following for the purposes of minimizing risks to the public health, welfare, and safety. The Security Plan shall be submitted to the Department of Police Services within 60 days from the approval of this permit with the following information:
  - (A) A description of the storage and accessibility of alcoholic beverages on display, as well as surplus alcoholic beverages in storage;

- (B) A description of crime prevention barriers in place at the subject premises, including, but not limited to: placement of signage, landscaping, ingress and egress controls, security systems, and site plan layouts;
  - (C) A description of how the applicant plans to educate employees on their responsibilities; actions required of them with respect to enforcement of laws dealing with the sale of alcohol to minors; and, the conditions of approval set forth herein;
  - (D) A business policy requiring employees to notify the Police Services Center of any potential violations of law or this Conditional Use Permit, occurring on the subject premises, and the procedures for such notifications.
  - (E) The City's Director of Police Services may, at his discretion, require amendments to the Security Plan to assure the protection of the public's health, welfare, and safety.
27. That this Permit shall be subject to a compliance review in one year, prior to March 14, 2014, to ensure the alcohol sales activity is still operating in strict compliance with the original conditions of approval.
28. That all other applicable requirements of the City Zoning Ordinance, Uniform Building Code, Uniform Fire Code, the determinations of the City and State Fire Marshall, the security plan and all other applicable regulations shall be strictly complied with.
29. That failure to comply with the foregoing conditions shall be cause for suspension and/or initiation for the revocation process of this Permit.
30. That ASCUP Case No. 57 shall be subject to any other conditions the City Council may deem necessary to impose.
31. It is hereby declared to be 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, this Permit shall be subject to the revocation process at which time, the Permit may become terminated and the privileges granted hereunder shall lapse.



Thaddeus McCormack  
City Manager

Attachments

1. Location Map



### Location Map

10120 Carmenita Road



# City of Santa Fe Springs

City Council Meeting

March 14, 2013

## **PRESENTATION**

Presentation to Julian and Kevin Pacheco for Achievement of Eagle Scout Rank

## **RECOMMENDATION**

The Mayor may wish to call upon Management Assistant Wayne Bergeron to assist with this presentation.

## **BACKGROUND**

The Eagle Scout rank, the highest advancement rank in Scouting, has been a proud custom of the Boy Scouts of America dating all the way back to 1911. The Boy Scout must fulfill 21 merit badges and fulfill requirements in the areas of leadership, service, and outdoor skills. They must also lead and complete a service project.

Julian and Kevin Pacheco, City residents, will be honored with the Eagle Scout rank on April 26, 2013. Julian, Kevin, and their family have been invited to tonight's Council meeting to be recognized for this distinguished honor.

Thaddeus McCormack  
City Manager



# *City of Santa Fe Springs*

City Council Meeting

March 14, 2013

## **PROCLAMATION**

Proclaiming the Week of March 18, 2013 as "Diversity Week" in Commemoration of the 2013 Diversity Summit Program and to Honor the Rich Cultural Diversity within Santa Fe Springs

## **BACKGROUND**

The City of Santa Fe Springs recognizes the value and importance of celebrating the rich diversity found within the community through activities and programs designed for its youth. As such, over the course of twenty-three years and in collaboration with local schools as well as social services providers, the City has sponsored the Diversity Summit Program, an award winning program, at local schools that includes various age-appropriate program components. This year's program activities will be conducted during the week of March 18, 2013.

The Diversity Summit Program is considered to be an integral component in the City's efforts to create healthy and vibrant communities and has received national and state recognition. In February 1998, the City received the "ICMA Public Safety Excellence" award that noted the effectiveness and positive impact that programs such as the Diversity Summit have had on the community. Also, in 1997 the City of Santa Fe Springs received two outstanding achievement awards from the National League of Cities Black Caucus and the California Healthy Cities Project in recognition of its Diversity Summit Program.

## **ANALYSIS**

The Diversity Summit Program promotes safety by developing greater understanding and tolerance of social, cultural, ethnic, religious, and gender differences found in our community and local schools. The program's primary intent is for the students to develop a greater appreciation of their similarities and for the many ways they can work together for the common good, while respecting their differences.

Highlights of the 2013 Diversity Summit Program, "Agents of Change," include the following program components:

- One of our country's top youth speakers, who addresses over 400,000 students each year, Keith Hawkins.
- High School Assemblies: On March 19, 2013, Santa Fe High School will host three assemblies to over 3,000 high school students. On March 20, 2013, St. Paul High School will host an assembly for over 500 high school students.

- Middle School Assembly: On March 20, 2013, The Foursquare Church will host the middle school assembly, where over 500 middle school students will come together representing Lake Center Middle School and Santa Fe Christian.
- Commemorating a Human Rights Role Model: A recognition event will be held on May 8, 2013, to honor the memory and legacy of a human rights leader, Cesar E. Chavez.
- Excursions: On April 3, 2013, Community leaders and students will come together on an annual "Day of Service" trip to the National Chavez Center. The week of May 20-24, Santa Fe High School Sophomore class (700 students) will tour the Simon Wiesenthal Museum of Tolerance in Los Angeles.

In recognition of Diversity Week, it is recommended that the following actions be taken:

1. That the Mayor call upon Family and Youth Intervention Program Coordinator Rick Brown to make a brief presentation on the 2013 Diversity Summit Program activities that will take place during the week of March 18, 2013.
2. That the City Clerk read the proclamation for "Diversity Week" and that City and local school representatives be invited to receive the proclamation.



Thaddeus McCormack  
City Manager

Attachment  
Proclamation

WHEREAS, diverse cultures, families, and individuals make up the communities in which we live; and

WHEREAS, it is important to place a value on diversity and cultural pluralism in our society; and

WHEREAS, people are enriched by others through sharing their culture, history, and traditions; and

WHEREAS, importance lies in teaching tolerance; and

WHEREAS, in the United States, a Country of Law and Civility, it has become increasingly important that we respect our diversity while at the same time develop the understanding and sensitivity to live together in peace and harmony and to work together as a country and community on our common human goals.

NOW, THEREFORE, I, RICHARD J. MOORE, MAYOR OF THE CITY OF SANTA FE SPRINGS, do hereby proclaim the week of March 18, 2013 as

## **CELEBRATING DIVERSITY WEEK IN THE CITY OF SANTA FE SPRINGS**

to encourage tolerance and respect for cultural diversity and to promote inclusiveness and continued cultural awareness within our community.

Dated this 14<sup>th</sup> day of March 2013.

---

MAYOR

ATTEST:

---

CITY CLERK



## APPOINTMENT TO BOARDS, COMMITTEES, COMMISSIONS

Committee	Vacancy	Councilmember
Beautification	3	González
Beautification	1	Moore
Community Program	2	Rios
Community Program	3	Rounds
Community Program	5	Trujillo
Historical	2	Rios
Historical	2	Rounds
Historical	2	Trujillo
Parks & Recreation	1	Trujillo
Senior Citizens Advisory	1	González
Senior Citizens Advisory	2	Rios
Senior Citizens Advisory	2	Rounds
Senior Citizens Advisory	3	Trujillo
Sister City	1	Moore
Sister City	1	Rios
Sister City	2	Rounds
Sister City	2	Trujillo
Youth Leadership	1	Rios
Youth Leadership	1	Rounds

**Applications received:** Youth Leadership Committee – Precious Ramirez

Thaddeus McCormack  
City Manager

Attachments:  
Committee Lists  
Prospective Member List

## Prospective Members for Various Committees/Commissions

### Beautification

Marcus Hernandez

### Community Program

Marcus Hernandez

### Family & Human Services

Marcus Hernandez

### Heritage Arts

Vaibhav Narang

### Historical

Marcus Hernandez

### Personnel Advisory Board

### Parks & Recreation

### Planning Commission

Vaibhav Narang

### Senior Citizens Advisory

### Sister City

Marcus Hernandez

### Traffic Commission

Vaibhav Narang

### Youth Leadership

Precious Ramirez

## BEAUTIFICATION COMMITTEE

Meets the fourth Wednesday of each month, except July, Aug, Dec.  
9:30 a.m., Town Center Tall

25

APPOINTED BY	NAME	TERM EXPIRATION YR.
<b>Gonzalez</b>	Vacant	(14)
	Irene Pasillas	(14)
	Vacant	(14)
	May Sharp	(13)
	Vacant	(13)
<b>Moore</b>	Juliet Ray	(14)
	Paula Minnehan	(14)
	Annie Petris	(13)
	Guadalupe Placencia	(13)
	Vacant	(13)
<b>Rios</b>	Mary Reed	(14)
	Charlotte Zevallos	(14)
	Vaibrav Narang	(14)
	Vada Conrad	(13)
	Sally Gaitan*	(13)
<b>Rounds</b>	Sadie Calderon	(14)
	Rita Argott	(14)
	Mary Arias	(13)
	Marlene Vernava	(13)
	Debra Cabrera	(13)
<b>Trujillo</b>	Mary Jo Haller	(14)
	Eleanor Connelly	(14)
	Margaret Bustos*	(14)
	Rosalie Miller	(13)
	A.J. Hayes	(13)

*\*Asterisk indicates person currently serves on three committees*

# COMMUNITY PROGRAM COMMITTEE

Meets the third Wednesday in Jan., May, and Sept., at 7:00 p.m., in City Hall.

25

APPOINTED BY	NAME	TERM EXPIRATION YR.
<b>Gonzalez</b>	Jeanne Teran	(14)
	Miguel Estevez	(14)
	Kim Mette	(14)
	Cecilia Leader	(13)
	Frank Leader	(13)
<b>Moore</b>	Rosalie Miller	(14)
	Margaret Palomino	(14)
	Mary Jo Haller	(13)
	Lynda Short	(13)
	Bryan Collins	(13)
<b>Rios</b>	Francis Carbajal	(14)
	Mary Anderson	(13)
	Dolores H. Romero*	(13)
	Vacant	(14)
	Vacant	(13)
<b>Rounds</b>	Mark Scoggins*	(14)
	Marlene Vernava	(14)
	Vacant	(14)
	Vacant	(13)
	Vacant	(13)
<b>Trujillo</b>	Vacant	(14)
	Vacant	(14)
	Vacant	(14)
	Vacant	(13)
	Vacant	(13)

\*Asterisk indicates person currently serves on three committees

## FAMILY & HUMAN SERVICES ADVISORY COMMITTEE

Meets the third Wednesday of the month, except Jul., Aug., Sept., and Dec., at 5:30 p.m., Neighborhood Center

15 Residents Appointed by City Council

5 Social Service Agency Representatives Appointed by the Committee

APPOINTED BY	NAME	TERM EXPIRATION YR.
Gonzalez	Mercedes Diaz	(14)
	Josephine Santa-Anna	(14)
	Angelica Miranda	(13)
Moore	Arcelia Miranda	(14)
	Brandy Ordway-Roach	(13)
	Margaret Bustos*	(13)
Rios	Lydia Gonzales	(14)
	Manny Zevallos	(13)
	Gilbert Aguirre*	(13)
Rounds	Annette Rodriguez	(14)
	Janie Aguirre*	(13)
	Ted Radoumis	(13)
Trujillo	Dolores H. Romero*	(14)
	Gloria Duran*	(14)
	Alicia Mora	(13)

Organizational Representatives: Nancy Stowe  
Evelyn Castro-Guillen  
Elvia Torres  
(SPIRRIT Family Services)

*\*Asterisk indicates person currently serves on three committees*

## HERITAGE ARTS ADVISORY COMMITTEE

Meets the Last Tuesday of the month, except Dec., at 9:00 a.m., at the Library  
Community Room

9 Voting Members

6 Non-Voting Members

APPOINTED BY	NAME	TERM EXP.
Gonzalez	Gloria Duran*	6/30/2014
Moore	May Sharp	6/30/2014
Rios	Paula Minnehan	6/30/2014
Rounds	A.J. Hayes	6/30/2014
Trujillo	Amparo Oblea	6/30/2014

### Committee Representatives

Beautification Committee	Marlene Vernava	6/30/2013
Historical Committee	Larry Oblea	6/30/2013
Planning Commission	Vacant	6/30/2013
Chamber of Commerce	Tom Summerfield	6/30/2013

### Council/Staff Representatives

Council	Richard Moore
Council Alternate	Laurie Rios
City Manager	Thaddeus McCormack
Director of Library & Cultural Services	Hilary Keith
Director of Planning	Wayne Morrell

*\*Asterisk indicates person currently serves on three committees*

## HISTORICAL COMMITTEE

Meets Quarterly - The second Tuesday of Jan. and the first Tuesday of April, July, and Oct., at 5:30 p.m., Train Depot

Membership: 20

APPOINTED BY	NAME	TERM EXPIRATION YR.
<b>Gonzalez</b>	Ed Duran	(14)
	Gilbert Aguirre*	(13)
	Janie Aguirre*	(13)
	Sally Gaitan*	(13)
<b>Moore</b>	Astrid Gonzalez	(14)
	Tony Reyes	(14)
	Amparo Oblea	(13)
	Francine Rippy	(13)
<b>Rios</b>	Vacant	(14)
	Hilda Zamora	(14)
	Vacant	(13)
	Larry Oblea	(13)
<b>Rounds</b>	Vacant	(14)
	Vacant	(14)
	Mark Scoggins*	(13)
	Janice Smith	(13)
<b>Trujillo</b>	Vacant	(14)
	Alma Martinez	(14)
	Merrie Hathaway	(13)
	Vacant	(13)

*\*Asterisk indicates person currently serves on three committees*

## PARKS & RECREATION ADVISORY COMMITTEE

Meets the First Wednesday of the month, except Jul., Aug., and Dec., 7:00 p.m.,  
Council Chambers.

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

Membership: 25

APPOINTED BY	NAME	TERM EXPIRATION YR.
<b>Gonzalez</b>	Jennie Carlos	(14)
	Frank Leader	(14)
	Brandy Ordway-Roach	(13)
	Raul Miranda, Jr.	(14)
	Vaibrav Narang	(13)
<b>Moore</b>	Jimmy Mendoza	(14)
	John Salgado	(14)
	Janet Rock	(13)
	David Gonzalez	(13)
	Sheila Archuleta	(13)
<b>Rios</b>	Lynda Short	(14)
	Bernie Landin	(14)
	Joe Avila	(14)
	Sally Gaitan*	(13)
	Fred Earl	(13)
<b>Rounds</b>	Kenneth Arnold	(14)
	Richard Legarreta, Sr.	(14)
	Luigi Trujillo	(14)
	Angelica Miranda	(13)
	Mark Scoggins*	(13)
<b>Trujillo</b>	Miguel Estevez	(14)
	Andrea Lopez	(14)
	Vacant	(13)
	Jesus Mendoza	(13)
	Arcelia Miranda	(13)

*\*Asterisk indicates person currently serves on three committees*

## PERSONNEL ADVISORY BOARD

Meets Quarterly on an As-Needed Basis

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

Terms: Four Years

APPOINTED BY	NAME	TERM EXPIRES
Council	Angel Munoz	6/30/2015
	Ron Biggs	6/30/2013
Personnel Advisory Board	Jim Contreras	6/30/2013
Firemen's Association	Wayne Tomlinson	6/30/2013
Employees' Association	Anita Ayala	6/30/2015

## PLANNING COMMISSION

Meets the second Monday of every Month at 4:30 p.m.,  
Chambers

Council

5

### APPOINTED BY

### NAME

Gonzalez

Jaime Velasco

Moore

Manny Zevallos

Rios

Michael Madrigal

Rounds

Susan Johnston

Trujillo

Frank Ybarra

## SENIOR CITIZENS ADVISORY COMMITTEE

Meets the Second Tuesday of the month, except Jul., Aug., Sep., and Dec., at 10:00 a.m., Neighborhood Center

25

APPOINTED BY	NAME	TERM EXPIRATION YR.
<b>Gonzalez</b>	Gloria Duran*	(14)
	Josephine Santa-Anna	(14)
	Vacant	(13)
	Janie Aguirre*	(13)
	Ed Duran	(13)
<b>Moore</b>	Yoshi Komaki	(14)
	Yoko Nakamura	(14)
	Paul Nakamura	(14)
	Astrid Gonzales	(13)
	Pete Vallejo	(13)
<b>Rios</b>	Vacant	(14)
	Louis Serrano	(14)
	Vacant	(14)
	Amelia Acosta	(13)
	Jessie Serrano	(13)
<b>Rounds</b>	Vacant	(14)
	Vacant	(14)
	Gloria Vasquez	(13)
	Lorena Huitron	(13)
	Berta Sera	(13)
<b>Trujillo</b>	Vacant	(14)
	Vacant	(14)
	Gilbert Aguirre*	(13)
	Margaret Bustos*	(13)
	Vacant	(13)

*\*Asterisk indicates person currently serves on three committees*

## SISTER CITY COMMITTEE

Meets the First Monday of every month, except Dec., at 6:30 p.m., Town Center Hall, Mtg. Room #1. If the regular meeting date falls on a holiday, the meeting is held on the second Monday of the month.

25

APPOINTED BY	NAME	TERM EXPIRATION YR.
<b>Gonzalez</b>	Amanda Tomsick	(14)
	Kimberly Mette	(14)
	Jimmy Mendoza	(13)
	Dominique Velasco	(14)
	Lucy Gomez	(13)
<b>Moore</b>	Martha Villanueva	(14)
	Vacant	(14)
	Mary K. Reed	(13)
	Peggy Radoumis	(13)
	Jeannette Wolfe	(13)
<b>Rios</b>	Charlotte Zevallos	(14)
	Francis Carbajal	(14)
	Marlene Vernava	(13)
	Doris Yarwood	(13)
	Vacant	(13)
<b>Rounds</b>	Manny Zevallos	(14)
	Susan Johnston	(14)
	Vacant	(14)
	Ted Radoumis	(13)
	Vacant	(13)
<b>Trujillo</b>	Vacant	(14)
	Andrea Lopez	(14)
	Dolores H. Romero*	(13)
	Marcella Obregon	(13)
	Vacant	(13)

\*Asterisk indicates person currently serves on three committees.

# TRAFFIC COMMISSION

Meets the Third Thursday of every month, at 6:00 p.m., Council Chambers

5

APPOINTED BY

NAME

Gonzalez

Ruben Madrid

Moore

Lillian Puentes

Rios

Sally Gaitan

Rounds

Ted Radoumis

Trujillo

Greg Berg

## YOUTH LEADERSHIP COMMITTEE

Meets the First Monday of every month, at 6:30 p.m., Council Chambers

Membership: 20

APPOINTED BY	NAME	TERM EXPIRATION YR.
<b>Gonzalez</b>	Dominique Walker	()
	Victoria Molina	()
	Felipe Rangel	(14)
	Victor Garza	()
<b>Moore</b>	Destiny Cardona	(14)
	Gabriela Rodriguez	(13)
	Wendy Pasillas	(13)
	Daniel Wood	(13)
<b>Rios</b>	Vacant	()
	Danielle Garcia	(14)
	Marisa Gonzalez	(15)
	Ariana Gonzalez	(13)
<b>Rounds</b>	Drew Bobadilla	(13)
	Andrea Valencia	(13)
	Vacant	()
	Lisa Baeza	(13)
<b>Trujillo</b>	Maxine Berg	(15)
	Martin Guerrero	(13)
	Cameron Velasco	()
	Kevin Ramirez	(13)