



AGENDA

REGULAR MEETINGS OF THE
SANTA FE SPRINGS
PUBLIC FINANCING AUTHORITY
WATER UTILITY AUTHORITY
HOUSING SUCCESSOR
SUCCESSOR AGENCY
AND CITY COUNCIL

MAY 22, 2014 – 6:00 P.M.

Council Chambers
11710 Telegraph Road
Santa Fe Springs, CA 90670

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

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.

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

Please Note: Staff reports, 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

Richard J. Moore, Director/Councilmember
William K. Rounds, Director/Councilmember
Jay Sarno, Director/Councilmember
Laurie M. Rios, Vice Chair/Mayor Pro Tem
Juanita A. Trujillo, Chair/Mayor

PUBLIC FINANCING AUTHORITY

3. 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 Public Financing Authority.

Approval of Minutes

- A. Minutes of the April 23, 2014 Special Public Financing Authority Meeting

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

Monthly Report

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

Recommendation: That the Public Financing Authority receive and file the report.

WATER UTILITY AUTHORITY

4. 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 Water Utility Authority.

Approval of Minutes

- A. Minutes of the April 23, 2014 Special Water Utility Authority Meeting

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

Monthly Reports

- B. Status Update of Water-Related Capital Improvement Projects

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

- C. Monthly Report on the Status of Debt Instruments Issued through the Water Utility Authority

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

SUCCESSOR AGENCY

NEW BUSINESS

5. Resolution No. SA-2014-003 – Approving a Long-Range Property Management Plan Pursuant to Health and Safety Code Section 34191.5

Recommendation: That the Successor Agency: 1). Hear a presentation on the statutory requirements of the Long-Range Property Management Plan; and 2). Give direction as to adjourning the Successor Agency meeting to 5:00 pm on June 12, 2014, and agendizing Resolution No. SA-2014-003 for approval at that time.

CITY COUNCIL

6. **CITY MANAGER REPORT**

7. **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 April 23, 2014 Special City Council Meeting

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

ORDINANCE FOR PASSAGE

8. National Pollutant Discharge Elimination Systems (NPDES) – Ordinance No. 1055 - Amending Chapter 52: Storm Water Runoff

Recommendation: That the City Council waive further reading and adopt Ordinance No. 1055 which amends Chapter 52: Storm Water Runoff of the Santa Fe Springs Municipal Code by incorporating Low Impact Development (LID) strategies into the existing Code.

PUBLIC HEARING/ORDINANCE FOR INTRODUCTION

9. Zone Change Case No. 135 / Ordinance No. 1056

A request by the applicant, Mission Linen Supply, to change the zoning designation for the properties located at 11904 and 11920 Washington Boulevard within the Washington Boulevard Redevelopment Project Area from M-1-BP, Light Manufacturing– Buffer Parking to M-1, Light Manufacturing.

Note: The Zone Change request is being processed in conjunction with Tentative Parcel Map 72616, a request to consolidate four contiguous parcels (APN: 8169-002-003, 8169-002-004, 8169-002-006 and 8169-002-024) into one lot. (Mission Linen Supply).

Recommendations: That the City Council: 1). Open the Public Hearing and receive any comments from the public regarding Zone Change Case No. 135 and, after receiving all public comments, thereafter close the Public Hearing; 2). Find that Zone Change Case No. 135 satisfies the criteria and conditions set forth in Section 155.825 et seq of the City Code for the granting of a Change of Zone; 3). Find that Zone Change Case No. 135 involving the proposed Change of Zone from M-1-BP, Light Manufacturing-Buffer Parking zone to M-1, Light Manufacturing zone is consistent with the City's General Plan; 4). Find that the 3.009± acres property is suitable for the requested Change of Zone from M-1-BP, Light Manufacturing-Buffer Parking to M-1, Light Manufacturing; 5). Introduce Ordinance No. 1056 and pass its first reading on Zone Change Case No. 135.

NEW BUSINESS

10. Resolution No. 9442 - Adopting Safe Harbors under the Patient Protection and Affordable Care Act

Recommendation: That the City Council approve Resolution No. 9442, adopting Safe Harbors under the Patient Protection and Affordable Care Act and authorizing the City Manager to create, modify and amend the Implementation Plan.

11. Approval of Parcel Map No. 72209 –Bona Vista Avenue Cul-de-sac

Recommendations: That the City Council: 1). Approve Parcel Map No. 72209; 2). Find that Parcel Map No. 72209 together with the provisions for its design and improvement, is consistent with the City's General Plans; and, 3). Authorize the City Engineer and City Clerk to sign Parcel Map No. 72209.

12. Street Light Construction at 13833 Freeway Drive, Marquardt Avenue and Mica Street (Freeway Springs, LLC) – Award of Contract

Recommendations: That the City Council: 1). Accept the Bids; and 2). Award a contract to California Professional Engineering, Inc. of La Puente, California in the amount of \$122,882.04.

13. Approving an Independent Audit Services Agreement with Lance, Soll & Lunghard, LLP for Fiscal Years 2013-14 through 2015-16 with Optional Renewals for Fiscal Years 2016-17 and 2017-18

Recommendation: That the City Council authorize the City Manager to execute a professional services agreement with the firm of Lance, Soll & Lunghard, LLP (LSL) to perform the City's annual independent audit for Fiscal Years 2013-14 through 2015-16 with optional renewals for Fiscal Years 2016-17 and 2017-18.

CLOSED SESSION

14. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

Subdivision (d)(1) of Section 54956.9
Gilbert Blank v. City of Santa Fe Springs
Case No.: BC 508953

15. PUBLIC EMPLOYMENT

Section 54957
Title: City Attorney

16. CONFERENCES WITH LABOR NEGOTIATORS

(Section 54957.6)

Agency Designated Representatives: City Manager, Assistant City Manager/Director of Finance, Human Resources Manager, City Attorney

Employee Organizations: Santa Fe Springs City Employees' Association and Santa Fe Springs Firefighters' Association

17. CONFERENCES WITH LABOR NEGOTIATORS

(Section 54957.6)

Agency Designated Representatives: City Manager, City Attorney, Labor Negotiator (Chris Birch)

Employee Organization: Santa Fe Springs Executive, Management and Confidential Employees' Association

Please note: Items 18 – 29 will occur in the 7:00 P.M. hour.

18. INVOCATION

19. PLEDGE OF ALLEGIANCE

INTRODUCTIONS

20. Representatives from the Chamber of Commerce

21. Representatives from the Youth Leadership Committee

22. ANNOUNCEMENTS

PRESENTATIONS

23. Proclaiming "Law Enforcement Week 2014"

24. Proclaiming "National Public Works Week" (May 18 - 24, 2014)

25. Valley View Grade Separation Quarterly Update

APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSION

26. Committee Appointments

27. 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.

28. EXECUTIVE TEAM REPORTS

29. ADJOURNMENT

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

Anita Jimenez, CMC

Deputy City Clerk

May 16, 2014

Date

**MINUTES OF THE SPECIAL MEETINGS OF THE
SANTA FE SPRINGS PUBLIC FINANCING AUTHORITY,
WATER UTILITY AUTHORITY, HOUSING SUCCESSOR,
SUCCESSOR AGENCY AND CITY COUNCIL**

April 23, 2014

1. CALL TO ORDER

Mayor Trujillo called the meetings to order at 6:04 p.m.

2. ROLL CALL

Present: Councilmembers/Directors Moore, Rounds, Sarno, Mayor Pro Tem/Vice Chair Rios, Mayor/Chair Trujillo

Also present: Thaddeus McCormack, City Manager; Steve Skolnick, 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; Travis Hickey, Asst. Director of Finance & Administrative Services; Mike Crook, Fire Chief; Priscilla Moreno, Administrative Clerk

The Deputy City Clerk announced that members of the Public Financing Authority and Water Utility Authority receive \$150 for their attendance at meetings.

PUBLIC FINANCING AUTHORITY

3. CONSENT AGENDA

Approval of Minutes

- A. Minutes of the March 27, 2014 Regular Public Financing Authority Meeting

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

Monthly Report

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

Recommendation: That the Public Financing Authority receive and file the report.

Vice Chair Rios moved the approval of Items 3A and B; Director Moore seconded the motion which passed by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

WATER UTILITY AUTHORITY

4. CONSENT AGENDA

Approval of Minutes

- A. Minutes of the March 27, 2014 Regular Water Utility Authority Meeting

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

Monthly Report

- B. Status Update of Water-Related Capital Improvement Projects

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

- C. Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Water Utility Authority

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

Director Sarno moved the approval of Items 4A, B & C; Director Rounds seconded the motion which passed by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

NEW BUSINESS

5. Test Pumping of Water Well No. 12 – Final Payment

Recommendation: That the Water Utility Authority approve the Final Progress Payment to General Pump Company, Inc. of San Dimas California, in the amount of \$46,988.00 for the subject project.

Director Moore moved the approval of Item 5; Director Sarno seconded the motion which passed by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

HOUSING SUCCESSOR

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

SUCCESSOR AGENCY

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

CITY COUNCIL

6. **CITY MANAGER REPORT**

The City Manager reported on the High Speed Rail Project. This project will not be complete until 2030. Mr. McCormack has some concerns regarding this project's budget and what the voters voted for, as well as the effects on City residents. Mr. McCormack will keep Council updated on this project.

7. **CONSENT AGENDA**

Approval Minutes

- A. Minutes of the March 27, 2014 Adjourned City Council Meeting

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

Mayor Pro Tem Rios moved the approval of Item 7; Councilmember Rounds seconded the motion which passed by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

NEW BUSINESS

8. Resolution No. 9440 – Cooperation Agreement for the 2015-2017 Qualification Period for the Los Angeles Urban County CDBG Program

Recommendation: 1). That the City Council approve and adopt resolution 9440; and 2). That the Mayor or her designee sign the Participating City Cooperation Agreement.

Councilmember Rounds moved the approval of Item 8; Councilmember Moore seconded the motion which passed by the following vote: by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

9. City Hall, South Section, HVAC Replacement of RTU AC-7 (Basement) – Authorization to Advertise

Recommendation: That the City Council: 1). Approve the Plans and Specifications; and 2). Authorize the City Engineer to advertise for construction bids.

This item was pulled from the agenda.

10. Fire Station Headquarters Parking Lot Slurry Seal - Authorization to Advertise

Recommendation: That the City Council: 1). Approve the Plans and Specifications; and 2). Authorize the City Engineer to advertise for construction bids.

Councilmember Sarno moved the approval of Item 10; Mayor Pro Tem Rios seconded the motion which passed by the following vote: by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

11. Interstate 5 Freeway Widening Water Main Relocation for the Florence Avenue Segment (Phase I) – Award of Contract

Recommendation: That the City Council: 1). Accept the bids; and 2). Award a contract to the low bidder, Ferreira Coastal Construction Co., Chino, California, in the amount of \$785,091.00.

Councilmember Rounds moved the approval of Item 11; Councilmember Sarno seconded the motion which passed by the following vote: by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

12. Approval of Out-of-State Travel for Gymnastic Coaches

Recommendation: That the City Council approve out-of-state travel for Gymnastic Coaches Shari Sanchez, Feliciano Castillo, and Christine Gonzalez to attend the Arizona Regionals Gymnastic Competition at the Tucson Convention Center, April 25-27, 2014.

Councilmember Moore moved the approval of Item 12; Councilmember Sarno seconded the motion which passed by the following vote: by the following vote: In favor: Moore, Rounds, Sarno, Rios, Trujillo; Opposed: None.

Meeting Recessed at 6:10pm.

Meeting Reconvened at 7:00pm.

13. INVOCATION

Councilmember Sarno gave the Invocation.

14. PLEDGE OF ALLEGIANCE

Whittier Police Captain Aviv Bar led the pledge allegiance.

15. INTRODUCTIONS

Representatives from the Chamber of Commerce

No representatives present.

16. Representatives from the Youth Leadership Committee

No members present.

17. ANNOUNCEMENTS

Maricela Balderas gave the Community Announcements.

PRESENTATIONS

18. Introduction of New Santa Fe Springs Policing Team Member

Item was pulled from the agenda

19. Proclaiming April as Sexual Assault Awareness Month and April 23, 2014 as "Denim Day" in Santa Fe Springs

Dino Torres described the events that led to the inception of Denim Day and received the proclamation.

20. Proclaiming April 25, 2014 as "Arbor Day" in Santa Fe Springs

Noe Negrete recognized and presented a proclamation to Public Works Supervisor Greg Jimenez who detailed this year's event.

21. Proclaiming the Week of April 28 – May 2, 2014, as "Library Week" in Santa Fe Springs

Librarian Joyce Ryan highlighted Library programs and activities and accepted the Library Week Proclamation.

22. Mayors Day of Recognition for National Service

Maritza Sosa-Nieves, Management Assistant, assisted with the presentation of a proclamation to LACADA Executive Director of Brenda Wiewel and AmeriCorps member Zachary Palaszewski.

APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

23. Committee Appointments

Councilmember Moore stated that at the previous meeting he nominated George Felix, Sr. for the Beautification Committee and George Felix, Jr. for the Community Program Committee, but it should have been the reverse. Mayor Trujillo corrected the appointments.

24. ORAL COMMUNICATIONS

There were no oral communications.

25. EXECUTIVE TEAM REPORTS

- Wayne Morrell reported: The Santa Fe Plaza located on Carmenita & Telegraph will be the last location to be remodeled. Mr. Morrell has received plans for the remodeling. Shari's Donut Shop is in the process of relocating to the former Villa's Tacos location on Orr & Day Rd. Frank Ybarra has been appointed by the Planning Commission to the Heritage Arts Committee.
- Noe Negrete reported: Power outages that have been occurring throughout the City are a result of Southern California Edison upgrades. Mr. Negrete has met with Edison and requested that a representative attend one of the two City Council meetings in May to brief the Council. Gateway COG Engineer Jerry Wood will be retiring April 30, 2014. The new Gateway COG Engineer will be Yvette Kirrin.
- Dino Torres reported: Family & Youth Intervention staff will make a presentation on current programs at a June Council meeting. Police Services has hired two new Public Safety Officers. The new hires are currently training and will be out on their own starting in May.
- Mike Crook reported: April 14, 15, and 16, the Environmental Detection Division held a hazardous waste management workshop for businesses in the City.
- Travis Hickey reported: Staff is currently working on the audit selection process, regarding audits affecting the City. Seven proposals were received.
- Maricela Balderas announced: The City's Art Fest will be held on May 29, 5:00pm – 9:00pm at the Clarke Estate. Family & Human Services Division's Caseworkers are now certified to accept enrollments for the Covered California program. As of April 18, caseworkers enrolled 111 families into the Covered California program. The City was reimbursed \$6,400, which was deposited into the Family & Human Services Fund account. Family & Human Services caseworkers are still assisting with the United Way Edison & Gas funds. Last year, caseworkers assisted 330 families and provided \$30,000 in financial assistance.
- Councilmember Sarno thanked Community Services staff for a job well done at this year's Annual Easter Festivities.
- Mayor Pro Tem Rios commended Rick Brown on a job well done on his presentation to the Family & Human Services Advisory Committee. Mayor Pro Tem Rios also

thanked Community Services staff for a job well done at this year's Annual Easter Festivities.

- Councilmember Moore expressed the importance of libraries in communities. Councilmember Moore also thanked Community Services staff for a job well done at this year's Annual Easter Festivities.
- Councilmember Rounds congratulated Community Services staff on the great art work displayed on props as well as throughout this year's Annual Easter Egg event.
- Mayor Trujillo thanked Community Services staff on a job well done at this year's Annual Easter Festivities.

26. ADJOURNMENT

At 7:51 p.m., Mayor Trujillo adjourned the meetings in memory of George Schumacher.

Juanita Trujillo, Mayor

ATTEST:

Anita Jimenez, CMC
Deputy City Clerk

Date



City of Santa Fe Springs

Public Financing Authority Meeting

May 22, 2014

NEW BUSINESS

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

RECOMMENDATION

That the Public Financing Authority receive and file the report.

BACKGROUND

The Santa Fe Springs Public Financing Authority (PFA) is a City entity that has periodically issued debt for the benefit of the Santa Fe Springs community. The following is a brief status report on the debt instruments currently outstanding that were issued through the PFA.

Consolidated Redevelopment Project 2001 Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 4/30/14	None
Outstanding principal at 4/30/14	\$17,050,000

Consolidated Redevelopment Project 2002 Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 4/30/14	None
Outstanding principal at 4/30/14	\$7,190,000

Consolidated Redevelopment Project 2003 Taxable Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 4/30/14	None
Outstanding principal at 4/30/14	\$3,225,000

Water Revenue Bonds, 2005 Series A

Financing proceeds available for appropriation at 4/30/14	None
Outstanding principal at 4/30/14	\$2,630,000

Consolidated Redevelopment Project 2006-A Tax Allocation Bonds

Financing proceeds available for appropriation at 4/30/14	None
Outstanding principal at 4/30/14	\$33,844,429

Consolidated Redevelopment Project 2006-B Taxable Tax Allocation Bonds

Financing proceeds available for appropriation at 4/30/14	None
Outstanding principal at 4/30/14	\$10,480,000

Consolidated Redevelopment Project 2007-A Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 4/30/14	None
Outstanding principal at 4/30/14	\$40,170,000

Bond Repayment

The City budget includes sufficient appropriations and adequate revenues are expected to be collected to meet the debt service obligations associated with the 2005 Water Revenue Bonds.

The former Community Development Commission issued a number of tax allocation bonds before it was dissolved by State law effective February 1, 2012 and is administered by the City acting as Successor Agency under the oversight of the appointed Oversight Board. The Successor Agency no longer receives tax increment. Instead distributions from the Redevelopment Property Tax Trust Fund (RPTTF) are received based on approved obligations. It is anticipated that sufficient allocations from the RPTTF will continue to be made to the Successor Agency to meet ongoing debt service obligations.

Unspent Bond Proceeds

Unspent bond proceeds in the amount of \$18,197,265, recycled bond proceeds in the amount of \$1,000,000, and accumulated interest earnings are held by the Successor Agency to the former Community Development Commission. Under the redevelopment dissolution legislation, unspent bond proceeds cannot be spent until a Finding of Completion (FOC) is issued by the California Department of Finance (DOF). The Finding of Completion is available to successor agencies upon completion of required reports and payment of required balances to the Los Angeles County Auditor-Controller.

The Successor Agency received its FOC on December 5, 2013. The Successor Agency entered into a Bond Expenditure Agreement (Agreement) with the City to transfer control of the unspent proceeds to the City to be spent in accordance with the original bond requirements. The Oversight Board approved the Agreement on April 2nd, 2014. The Agreement was then forwarded to DOF for review and was approved on April 21st, 2014. Beginning July 1, 2014 the City is authorized to spend the bond proceeds on eligible projects within the former project areas.



Thaddeus McCormack
City Manager/Executive Director

SEE ITEM 3A



City of Santa Fe Springs

Water Utility Authority Meeting

May 22, 2014

NEW BUSINESS

Status Update of Water-Related Capital Improvement Projects

RECOMMENDATION

That the Water Utility Authority receive and file the report.

BACKGROUND

This report is for informational purposes only. The following is a listing and current status of active water projects.

New Water Well Located Within Zone II (Well No. 12)

Kana Engineering Group, Inc. is currently under contract and are submitting submittals of well construction materials for staff's review. To date, the perimeter wall construction is nearing completion along with the pump to waste catch basin.

Abandonment of Water Well No. 4, and No. 309

General Pump Company is currently under contract and destroyed Well No. 309 on April 18, and Well No. 4 on April 23, 2014. The project has been completed and staff is awaiting approval from LA County Department of Public Health.

Interstate 5 Freeway Widening Water Main Relocation for the Florence Avenue Segment (Phase I)

A Contract has been awarded by the Council to Ferreira Coastal Construction Co. Contract documents are in the process of being executed.

Water Rate Study

RAFTELIS Financial Consultants, Inc. is currently under contract and gathering billing data for the water rate study analysis. Staff has provided RAFTELIS with billing and budget data for the study.

FISCAL IMPACT

All projects are fully funded through the Water Fund and State Transportation Utility Agreements.

INFRASTRUCTURE IMPACT


A fully functioning water production well will provide a source of potable water within Pressure Zone II and enhance the reliability of the City's water system. The installation of new water mains due to the I-5 widening project will update and extend the operational lifetime of the City's water system.


Thaddeus McCormack
Executive Director

Attachment:
None

Report Submitted By:

Noe Negrete, Director
Department of Public Works

 Date of Report: April 16, 2014

4B



City of Santa Fe Springs

Water Utility Authority Meeting

April 22, 2014

NEW BUSINESS

Monthly Report on the Status of Debt Instruments Issued through the City of Santa Fe Springs Water Utility Authority (WUA)

RECOMMENDATION

That the Water Utility Authority receive and file the report.

BACKGROUND

The Santa Fe Springs Water Utility Authority (WUA) is a City entity that has issued debt for the benefit of the Santa Fe Springs community. The following is a brief status report on the debt instruments currently outstanding that were issued through the WUA.

Water Revenue Bonds, 2013

Financing proceeds available for appropriation at 4/30/14

None

Outstanding principal at 4/30/14

\$6,890,000

In May 2013, the Water Utility Authority issued the 2013 Water Revenue Bonds in the amount of \$6,890,000. The bonds refunded the existing 2003 Water Revenue Bonds (issued through the Public Financing Authority) and provided additional funds for water improvement projects in the amount of \$2,134,339. The funds are restricted for use on water system improvements. In August 2013, the Water Utility Authority Board appropriated the proceeds for the Equipping Water Well No. 12 Project.

The City budget includes sufficient appropriations and adequate revenues are expected to be collected to meet the debt service obligations associated with the 2013 Water Revenue Bonds.

The WUA was formed in June of 2009. Water revenue bonds issued prior to this date were issued through the City of Santa Fe Springs Public Financing Authority.

A handwritten signature in black ink, appearing to read 'Thaddeus McCormack', is positioned above the title.

Thaddeus McCormack
City Manager/Executive Director



NEW BUSINESS

Resolution No. SA-2014-003 – Approving a Long-Range Property Management Plan Pursuant to Health and Safety Code Section 34191.5

RECOMMENDATION:

That the Successor Agency take the following actions:

1. Hear a presentation on the statutory requirements of the Long-Range Property Management Plan; and
2. Give direction as to adjourning the Successor Agency meeting to 5:00 pm on June 12, 2014, and agendizing Resolution No. SA-2014-003 for approval at that time.

BACKGROUND

Assembly Bill 1484 specifically under Health and Safety Code Section 34191.5 (b) requires Successor Agencies to prepare a Long-Range Property Management Plan (LRPMP) that addresses the disposition and use of the real properties of the former redevelopment agencies. Also pursuant to Health and Safety Code Section 34191.5(b), the Successor Agency must submit the LRPMP Plan to the Oversight Board and Department of Finance (DOF) no later than six months following the issuance by the DOF to the Successor Agency of the Finding of Completion pursuant to Health and Safety Code Section 34179.7.

The LRPMP's purpose is to address the disposition and use of non-housing real properties of the former Santa Fe Springs Community Development Commission (RDA). The LRPMP is subject to approval by the Oversight Board and the State of California Department of Finance (DOF) and is required to include the following information pertaining to all real property assets of the Successor Agency:

- Date of acquisition
- Value at time of purchase
- Estimated current value
- Purpose for which the property was acquired;
- Parcel data;
- Estimate of lease rental or other revenues generated by the property;
- History of environmental contamination;
- Description of property's potential for transit-oriented development;
- History of development proposals and activity;
- Recommended use or disposition of all the properties owned by the Successor Agency.

At the March 27, 2014, City Council meeting, the Successor Agency authorized the Successor Agency to enter into an agreement with Tierra West Advisors, Inc., to prepare the City's LRPMP. Since that time, Staff has been working with the firm to prepare the LRPMP. As of this writing, the consultant firm has completed an initial draft of the LRPMP, which staff is reviewing.

Although it is likely that the LRPMP will be refined to a final version prior to the Successor Agency meeting, staff is recommending introducing the LRPMP at the meeting of May 22 and agendizing the consideration for approval of the LRPMP at the meeting of June 12. Doing so would allow for a better understanding of the LRPMP and a more thorough evaluation, since decisions made by the DOF regarding certain properties listed on the LRPMP may have significant financial impacts to the City.



Thaddeus McCormack
City Manager

SEE ITEM 3A



City of Santa Fe Springs

City Council Meeting

May 22, 2014

ORDINANCE FOR PASSAGE

National Pollutant Discharge Elimination Systems (NPDES) – Ordinance No. 1055
- Amending Chapter 52: Storm Water Runoff

RECOMMENDATIONS

That the City Council waive further reading and adopt Ordinance No. 1055 which amends Chapter 52: Storm Water Runoff of the Santa Fe Springs Municipal Code by incorporating Low Impact Development (LID) strategies into the existing Code.

BACKGROUND

As required by the City's NPDES Permit, staff has been working cooperatively with the Gateway Authority and its consultant on the development of a LID Ordinance.

The LID Ordinance was introduced at the City Council Meeting on May 8, 2014, and is intended to lessen the surface water quality impacts of development and redevelopment using smart growth practices, and the integration of LID practices and standards for stormwater pollution mitigation. Projects that are required to incorporate appropriate storm water mitigation measures into their design plans are set forth in the Ordinance. Routine maintenance activities are exempt from this requirement.

Thaddeus McCormack
City Manager

Attachments:

Ordinance 1055
Chapter 52

Report Submitted By:

Noe Negrete, Director
Public Works

Date of Report: May 13, 2014

ORDINANCE NO. 1055

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS AMENDING TITLE 5 OF THE CITY CODE BY REPEALING AND REPLACING CHAPTER 52 TO ESTABLISH LOW IMPACT DEVELOPMENT REQUIREMENTS FOR NEW DEVELOPMENT AND REDEVELOPMENT PROJECTS

WHEREAS, the Municipal Separate Storm Sewer System (MS4) Permit (Order No. R-2012-0175) was adopted by the Los Angeles Region of the California Regional Water Quality Control Board on November 8, 2012; and

WHEREAS, cities electing to prepare a Watershed Management Program or an Enhanced Watershed Management Program pursuant to said Permit are required to adopt a Low Impact Development ("LID") Ordinance to lessen the impacts on surface water from development by using smart growth practices, and are required to integrate LID practices and standards for storm water pollution mitigation for new development and redevelopment projects; and

WHEREAS, LID consists of building and landscape features designed to retain or filter storm water runoff; and

WHEREAS, since February 26, 2012, the City has worked in conjunction with the Gateway Water Management Authority on the development of a LID Ordinance,

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

SECTION 1. Chapter 52 of the City Code is hereby repealed, provided, however, that such repeal shall not affect or excuse any violation of Chapter 52 occurring prior to the effective date of this Ordinance. A new Chapter 52 is hereby added to read as set forth in Exhibit "A", attached hereto, which exhibit is incorporated by reference herein.

SECTION 2. The City has determined that the adoption of this Ordinance will not have a significant effect on the environment. Such action is therefore categorically exempt from CEQA requirements, pursuant to Section 15061 of the CEQA Guidelines. Staff is hereby directed to prepare and post a notice of exemption pursuant to Section 15062 of the CEQA Guidelines.

SECTION 3. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Ordinance, or any part hereof, is held invalid or unconstitutional, such decision shall not affect the validity of the remaining sections or portions of this Ordinance, or any part thereof. The City Council hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase in this Ordinance

irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases may be declared invalid or unconstitutional.

SECTION 4. The Deputy City Clerk shall certify to the adoption of this Ordinance, and shall cause the same to be posted in at least three (3) public places in the City, such posting to be completed no later than fifteen (15) days after passage hereof.

PASSED, APPROVED, and ADOPTED THIS 22nd day of May 2014.

AYES:

NOES:

ABSENT:

Juanita Trujillo, MAYOR

ATTEST:

Anita Jimenez, DEPUTY CITY CLERK

CHAPTER 52: STORM WATER RUNOFF

Section

General Provisions

- 52.01 Purpose and intent
- 52.02 Definitions
- 52.03 Illicit discharges and connections
- 52.04 Illicit disposal
- 52.05 Construction sites requiring a building permit and/or a grading plan
- 52.06 Industrial site activity
- 52.07 Nuisance; abatement
- 52.08 Reimbursement to city of expenses
- 52.09 Fees

Administration and Enforcement

- 52.20 Responsibility for administration
- 52.21 Notification
- 52.22 Littering
- 52.23 Use of discontinued or banned chemicals
- 52.24 Pollutant source reduction
- 52.25 Inspection and enforcement
- 52.99 Penalty

GENERAL PROVISIONS

§ 52.01 PURPOSE AND INTENT.

The purpose of this chapter is to protect the health, safety and general welfare of the citizens of the city, and to reduce the quantity of pollutants being discharged to the waters of the United States by:

(A) Eliminating non-stormwater discharges to the municipal storm drain system.

(B) Eliminating pollutants in stormwater and urban runoff to the maximum extent practicable.

(C) Eliminating the contribution of pollutants to the MS4 by stormwater discharges associated with industrial activity, unless permitted under a separate NPDES permit.

(D) Prohibiting illicit discharges and illicit connections to the MS4 and requiring removal of illicit connections.

(E) Controlling spills, dumping, or disposal of materials to the MS4.

(F) Protecting and enhancing the quality of the waters of the United States in a manner consistent with the provisions of the Clean Water Act. ('64 Code, § 11B-1) (Ord. 851, passed 6-8-95; Am. Ord. 915, passed 1-12-01)

§ 52.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

40 CFR. Title 40 of the Code of Federal Regulation.

AUTHORIZED ENFORCEMENT OFFICER.

The Director of Public Works of the city, including any person designated by the Director to enforce the provisions of this chapter.

AUTOMOTIVE REPAIR SHOP. A facility that is categorized in any one of the following Standard Industrial Classification Codes: 5013, 5014, 5541, 7532-7534 or 7536-7539.

BEST MANAGEMENT PRACTICES (BMPS).

Any activities, prohibitions, practices, procedures, programs or other measures designed to prevent or reduce the discharge of pollutants directly or indirectly into waters of the United States. BMPs shall include, but are not limited to, those measures specified in the California Stormwater Best Management Practice Handbooks for Municipal, Industrial/Commercial and Construction Activity; and those measures identified by the City Engineer and/or the Public Works Director.

CEQA. The California Environmental Quality Act, Cal. Pub. Res. Code §§ 21000 et seq., and the regulations thereunder.

CITY. The City of Santa Fe Springs.

CLEAN WATER ACT or CWA. The Federal Water Pollution Control Act, amended in 1977 as the Clean Water Act (Title 33 U.S.C. 1251 et seq.), and amended in 1987 to establish new controls on industrial and municipal stormwater discharges, and any and all subsequent amendments thereto.

CODE. The Municipal Code of the City of Santa Fe Springs.

CONSTRUCTION ACTIVITY. Clearing, grading or excavation that results in soil disturbance. **CONSTRUCTION ACTIVITY** does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of the facility; nor does it include emergency construction activities required to immediately protect public health and safety.

CONTROL. To minimize, reduce or eliminate (by technological, legal, contractual or other means) the discharge of pollutants from an activity or activities.

DECHLORINATED/DEBROMINATED SWIMMING POOL DISCHARGES. Swimming pool discharges which have no measurable chlorine or bromine and do not contain any detergents, wastes or additional chemicals not typically found in swimming pool water. The term **SWIMMING POOL DISCHARGES** does not include swimming pool filter backwash.

DIRECTOR. The City of Santa Fe Springs Director of Public Works, or his or her designee.

DISCHARGE. Any release, spill, leak, disposal, flow, escape, leaching (including subsurface migration or deposition to groundwater), dumping or discarding of any liquid, semi-solid or solid substance, or combination thereof.

DISTURBED AREA. That area altered as a result of clearing, grading, and/or excavation of earth.

ENVIRONMENTALLY SENSITIVE AREA (ESA). An area in which plant or animal life or their habitats are either rare or especially valuable because of their special nature or role in an ecosystem and which would be easily disturbed or degraded by human activities and developments (Cal. Pub. Res. Code § 30107.5). Areas subject to stormwater mitigation requirements are: areas designated as Significant Ecological Areas by the County of Los Angeles (Los Angeles County Significant Areas Study, Los Angeles County Department of Regional Planning (1976) and amendments); an area designated as a Significant Natural Area by the California Department of Fish and Game's Significant Natural Areas Program, provided that area has been field verified by the Department of Fish and Game; an area listed in the Basin Plan as supporting the Rare, Threatened, or Endangered Species (RARE) beneficial use; and an area identified by a permittee as environmentally sensitive.

HAZARDOUS SUBSTANCE. Any hazardous substance as that term is defined under Cal. Health and Safety Code §§ 25281(g), 25501(o) and 25501.1, and pursuant to Title 42, § 9601(14) of the United States Code; any **HAZARDOUS WASTE** as defined under Title 42, § 6903(5) of the United States Code, and under Cal. Health and Safety Code § 25550(p); any **HAZARDOUS MATERIAL** as defined under Cal. Health and Safety Code § 25501(n); any chemical the Governor of California has identified as one known to cause cancer or reproductive toxicity, pursuant to Cal. Health and Safety Code, § 25249.8; and any crude oil or refined or unrefined petroleum product, or any fraction or derivative thereof, and any asbestos or asbestos-containing material. The term **HAZARDOUS SUBSTANCE** includes any amendments to the above-referenced statutes and regulations.

HAZARDOUS WASTE. A hazardous substance or hazardous material that is to be discharged, discarded, recycled or processed.

HILLSIDE PROPERTY. Property located in an area with known erosive soil conditions, where the development contemplates grading on any natural slope that is 25% or greater.

ILLICIT CONNECTION. Any direct or indirect physical connection to the municipal storm drain system that has not been permitted by the city, the county, or the Los Angeles Regional Water Quality Control Board.

ILLICIT DISCHARGE. Any discharge to the storm drain system that is prohibited under local, state, or federal statutes, ordinances, codes or regulations. The term illicit discharge includes all non-stormwater discharges except discharges made pursuant to a National Pollutant Discharge Elimination System (NPDES) permit, discharges that are listed within this chapter as exempt and discharges authorized by the Regional Board Executive Officer.

ILLICIT DISPOSAL. Any disposal of materials or wastes, either intentional or unintentional, that can pollute storm water or urban runoff.

IMPERVIOUS SURFACE. Any surface that prevents or significantly reduces the entry of water into the underlying soil, resulting in runoff from the surface in greater quantities and/or at an increased rate when compared to natural conditions prior to development. This includes, but is not limited to: parking lots, driveways, roadways, storage areas, and rooftops. The imperviousness of these areas commonly results from the use of paving or compacted gravel.

INDUSTRIAL ACTIVITY. As defined in 40 CFR 122.26(b)(14), which refers to 11 categories of activities required to obtain a National Pollutant Discharge Elimination System (NPDES) permit for storm water discharges associated with industrial activity as required by 40 CFR 122.26(c). See Phase I Facilities therein.

INDUSTRIAL OR COMMERCIAL FACILITY.

Any facility involved or used in either the production, manufacture, storage, transportation, distribution, exchange or sale of goods or commodities; and any facility involved or used in providing professional and nonprofessional services. This includes, but is not limited to, any facility defined by the Standard Industrial Classifications (SIC). Profit motive and ownership (federal, state, municipal, private) of the facility are not factors in this definition.

MAXIMUM EXTENT PRACTICABLE (MEP).

The standard for implementation of storm water management programs to reduce pollutants in storm water. **MEP** refers to storm water management programs taken as a whole: the maximum extent possible, taking into account equitable consideration and competing facts. This includes, but is not limited to: the gravity of the problem, public health risk, societal concerns, environmental benefits, pollutant removal effectiveness, regulatory compliance, public acceptance, implementability, cost and technical feasibility. Section 402(p)(3)(B)(iii) of the Clean Water Act (33 USC 1251 et seq.) declares that municipal permits, ". . . shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques and system, design and engineering methods, and such other provisions as the Administrator or the State determines appropriate for the control of such pollutants."

MS4. A "Municipal Separate Storm Sewer System" as used and referred to in the Clean Water Act, and the regulations thereunder.

MUNICIPAL NPDES PERMIT. An area-wide NPDES permit issued to a government agency or agencies permitting the discharge of storm water from an MS4.

MUNICIPAL SEPARATE STORM SEWER (MS4). See **STORM DRAIN SYSTEM**.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM. A permit issued by the USEPA, SWRCB or CRWQCB pursuant to the Clean Water Act (33 USC 1251 et seq.) that authorizes, and requires the reduction of pollutants in, discharges to United States waters.

NEW DEVELOPMENT PROJECT. A development project involving land disturbing activities, structural development (including the construction or installation of a new building or structure) and the creation of impervious surfaces resulting in one or more of the following new developments:

(1) Ten or more unit homes (includes single family homes, multifamily homes, condominiums, and apartments);

(2) A 100,000 or more square feet of impervious surface area industrial/commercial development (one acre or more starting on March 10, 2003);

(3) Automotive service facilities (SIC 5013, 5014, 5541, 7532-7534, and 7536-7539);

(4) Retail gasoline outlets;

(5) Restaurants (SIC 5812);

(6) Parking lots with 5,000 square feet or more of surface area or with 25 or more parking spaces;

(7) Redevelopment projects in subject categories that meet Redevelopment thresholds as defined in this section;

(8) Projects located in or directly adjacent to or discharging directly to an ESA, which meet thresholds as set forth in the city's Municipal NPDES Permit; and

(9) Those projects that require the implementation of a site-specific plan to mitigate post-development stormwater for new development not requiring a SUSMP but which may potentially have adverse impacts on post-development stormwater quality, where the following project characteristics exist:

(a) Vehicle or equipment fueling areas;

(b) Vehicle or equipment maintenance areas, including washing and repair;

(c) Commercial or industrial waste handling or storage;

(d) Outdoor handling or storage of hazardous materials;

(e) Outdoor manufacturing areas;

(f) Outdoor food handling or processing;

(g) Outdoor animal care, confinement, or slaughter; or

(h) Outdoor horticulture activities.

NON-STORMWATER DISCHARGE/RUNOFF.

Any discharge to a municipal storm drain system that is not composed entirely of stormwater.

NPDES. See NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM.

NPDES CONSTRUCTION PERMIT. A permit issued by the Regional Water Quality Control Board to owners/developers for construction activity on sites five or more acres in size, to prevent sediment and other pollutants from entering the storm drain system.

NPDES INDUSTRIAL PERMIT. A permit issued by the Regional Water Control Board to owners/operators of specific categories of industrial facilities identified in federal regulations, to discharge stormwater into the storm drain system.

NUISANCE. Anything that meets all of the following requirements:

(1) Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property so as to interfere with the comfortable enjoyment of life or property;

(2) Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal; and

(3) Occurs during, or as a result of, the treatment or disposal of wastes.

PERSON. Any natural person, firm, association, club, organization, corporation, partnership, sole proprietorship, business trust, company or other entity recognized by law as the subject of rights or duties.

POLLUTANT. Those pollutants defined in § 502(6) of the Federal Clean Water Act (33 USC 1362(6)), or incorporated into the Cal. Water Code § 13373. The term shall not include uncontaminated stormwater, potable water, or reclaimed water generated by a lawfully permitted water treatment facility. The term shall also not include any substance identified in this definition, if through compliance with the Best Management Practices available, the discharge of such substance has been eliminated to the maximum extent practicable. In an enforcement action, the burden shall be on the person who is the subject of such action to establish the elimination of the discharge to the maximum extent practicable through compliance with the Best Management Practices available. Examples of pollutants include, but are not limited to, the following:

(1) Artificial materials, chips or pieces of man-made materials (such as floatable plastics, paper, cartons, or pieces of metal);

(2) Commercial and industrial waste (such as fuels, solvents, detergents, plastic pellets, hazardous substances, fertilizers, pesticides, slag, ash, and sludge);

(3) Household waste (such as trash, paper, plastics, lawn clippings and yard wastes, animal fecal materials, excessive pesticides, herbicides and fertilizers; used oil and fluids from vehicles, lawn mowers and other common household equipment);

(4) Metals (such as cadmium, lead, zinc, copper, silver, nickel, chromium) and nonmetals (such as phosphorus and arsenic);

(5) Petroleum hydrocarbons (such as fuels, lubricants, surfactants, waste oil, solvents, coolants, and grease);

(6) Excessive eroded soils, sediment and particulate materials in amounts that may adversely affect the beneficial use of the receiving waters, flora or fauna of the state;

(7) Animal wastes (such as discharge from confinement facilities, kennels, pens, recreational facilities, stables and show facilities);

(8) Substances having characteristics such as pH less than 6 or greater than 9, or unusual coloration or turbidity; or excessive levels of fecal coliform, fecal streptococcus, or enterococcus;

(9) Waste materials and wastewater generated on construction sites and by construction activities (such as painting and staining; use of sealants, glues or limes; excessive pesticides, fertilizers or herbicides; use of wood preservatives and solvents; disturbance of asbestos fibers, paint flakes or stucco fragments; application of oils, lubricants, hydraulic, radiator or battery fluids; construction equipment washing, concrete pouring and cleanup washwater or use of concrete detergents; steam cleaning or sand blasting residues; use of chemical degreasing or diluting agents; and super chlorinated water generated by potable water line flushing);

POTABLE WATER SOURCES. Flows from drinking water distribution systems, including flows from: system failures, pressure releases, system maintenance, well development and testing, fire hydrant flow testing and flushing; dewatering of pipes, reservoirs, vaults and wells.

PREMISES. Any building, structure, fixture or improvement on land and any lot, parcel of land, or portion of land, whether improved or unimproved.

PROPER DISPOSAL. The act of disposing of material(s) in a lawful manner to ensure protection of water quality and beneficial uses of receiving waters.

RECEIVING WATERS. All service water bodies within the permit area.

REDEVELOPMENT. A land disturbing activity that results in the creation, addition, or replacement of at least 5,000 square feet or more of impervious surfaces on an already developed site. **REDEVELOPMENT** includes, but is not limited to, the expansion of a building footprint or addition or replacement of a structure; replacement of impervious surface that is not part of a routine maintenance activity; and land disturbing activities related to structural or impervious surfaces. It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to immediately protect public health and safety. Existing single-family structures are exempt from the redevelopment requirements.

REGIONAL BOARD. The California Regional Water Quality Control Board, Los Angeles Region.

RESTAURANT. A stand-alone facility that sells prepared foods and drinks for immediate consumption, including stationary lunch counters and refreshments stands, selling prepared foods and drinks for immediate consumption.

RETAIL GASOLINE OUTLET. Any retail facility engaged in selling gasoline and lubricating oils.

RUNOFF. Any runoff, including stormwater and dry weather flows, that reaches a receiving water body or subsurface. During dry weather, it is typically comprised of many base flow components, either uncontaminated or contaminated with pollutants.

SOURCE CONTROL BMPS. Operational practices that prevent pollution by reducing potential pollutants at the source.

STATE BOARD. The State Water Resources Control Board.

STORM DRAIN SYSTEM. Streets, gutters, conduits, natural or artificial drains, channels and watercourses, or other facilities that are owned, operated, maintained or controlled by any permittee and used for the purpose of collecting, storing, transporting or disposing of storm water.

STORMWATER. Water originating in atmospheric moisture (rainfall or snowmelt) and falling onto land, water or other surfaces.

STORMWATER POLLUTION PREVENTION PLAN (SWPPP). A plan required by and for which contents are specified in the state's General Permit for Storm Water Discharges Associated with Industrial Activities, and the General Permit for Storm Water Discharges Associated with Construction Activities. Its purpose is to help identify the sources of pollution that affect the quality of stormwater discharges from a site, and to describe and ensure the implementation of practices to reduce pollutants in stormwater discharges.

STORMWATER RUNOFF. Surface runoff and drainage associated with rain or other precipitation events.

USEPA. The United States Environmental Protection Agency.

WATERSHED MANAGEMENT AREA PLAN. A plan for implementation of permit requirements based on the Countywide Storm Water Management Plan ("SWMP"), but further addressing specific issues involving pollutants of concern and Best Management Practices unique to the specific Watershed Management Area. (Ord. 915, passed 1-12-01; Am. Ord. 929, passed 9-26-02)

§ 52.03 ILLICIT DISCHARGES AND CONNECTIONS.

(A) Except as otherwise permitted herein, all non-stormwater discharges to the municipal storm drain system are prohibited.

(B) No person shall cause, facilitate, or permit any illicit discharge to the municipal storm drain system.

(C) No person shall cause, facilitate or permit any discharge of washwaters to the municipal storm drain system in the performance of any maintenance or cleaning of a gas station, auto or truck repair garage or other similar auto or truck service facility.

(D) No person shall cause, facilitate or permit any discharge of untreated wastewater to the municipal storm drain system from any mobile auto washing, steam cleaning, mobile carpet cleaning, or other similar mobile commercial and/or industrial operation.

(E) All persons shall use Best Management Practices (BMPs) to avoid, to the maximum extent practicable, any discharge to the municipal storm drain system, from property owned or operated by the person, where there has been an unmitigated release or a threat of release of leaking oils or other petroleum fluids, including but not limited to: used oils, transmission oils, waste oils, cutting oils, kerosene, diesel, gasoline or antifreeze, from any machinery and/or equipment, including motor vehicles located in or on industrial sites or facilities within the city.

(F) No person shall discharge, cause, facilitate or permit to be discharged any chlorinated/brominated swimming pool water or filter backwash to the municipal storm drain system.

(G) No person shall use, store, maintain or discharge or cause, facilitate or permit to be discharged, any hazardous or toxic substance in an area that creates a release or a threat of a release of such hazardous or toxic substances into the municipal storm drain system.

(H) No person shall discharge, or cause, facilitate or permit to be discharged into the municipal storm drain system any untreated wastewater from the washing or cleaning of concrete trucks.

(I) No person shall discharge, or cause, facilitate or permit to be discharged any leaves, dirt or other landscape debris, or construction debris into the municipal storm drain system.

(J) No person shall discharge, or cause, facilitate or permit to be discharged any pesticide, fungicide or herbicide presently banned by the United States Environmental Protection Agency or the California Department of Pesticide Regulation into the municipal storm drain system.

(K) No person shall discharge, or cause, facilitate or permit to be discharged nonstormwater or stormwater from property it owns, operates, or maintains, that causes or contributes to a violation of a Water Quality Standard or a Water Quality Objective, as established by state or federal law.

(L) No person shall discharge or cause, facilitate or permit to be discharged nonstormwater or stormwater, from property it owns, operates or maintains, that causes or contributes to a condition of nuisance.

(M) All owners or operators of industrial and/or commercial property shall use BMPs in the use, maintenance, repair and operation of all machinery and equipment utilized on such property, in order to minimize and eliminate the discharge of pollutants to the municipal storm drain system.

(N) All owners and operators of industrial and/or commercial motor vehicle parking lots containing more than 25 parking spaces shall conduct regular sweeping and other similar measures to minimize the discharge of pollutants and other debris in the municipal storm drain system.

(O) Except as otherwise permitted under federal, state or local law, no owner or operator of an industrial or commercial premise within the city shall discharge or cause, facilitate or permit to be discharged any non-stormwater runoff into the municipal storm drain system.

(P) The discharge of any food or food processing wastes is prohibited.

(Q) The discharge of any fuel and chemical wastes, animal wastes, garbage, batteries and other materials that have potential adverse impacts on water quality is prohibited.

(R) No person shall construct, utilize, maintain, operate or permit the existence of any illicit connection on any premises owned or operated by such person. Any illicit connection constructed, utilized, maintained, operated or permitted to be operated on any premises owned or operated by any person, shall be terminated and removed and/or otherwise sealed in a manner approved by the Director.

(S) Exempted discharges. The following non-stormwater discharges are not considered illicit discharges, and are not prohibited by this chapter:

- (1) Natural springs and rising groundwater;
- (2) Flows from riparian habitats or wetlands;
- (3) Stream diversions, permitted by the State Board;
- (4) Uncontaminated groundwater infiltration [as defined by 40 CFR 35.2005(20)];
- (5) Flows from emergency firefighting activities;
- (6) Reclaimed and potable landscape irrigation runoff;
- (7) Potable drinking water supply and distribution system releases (consistent with American Water Works Association guidelines for dechlorination and suspended solids reduction practices);
- (8) Drains for foundations, footings, and crawl spaces;
- (9) Air conditioning condensate;
- (10) Dechlorinated/debrominated swimming pool discharges;
- (11) Dewatering of lakes and decorative fountains;
- (12) Non-commercial car washing by residents or by non-profit organizations;
- (13) Sidewalk rinsing.

(T) Any person who violates the terms of this section shall immediately commence all appropriate response action to investigate, assess, remove and/or remediate any pollutants discharged as a result of the

violation, and shall reimburse the city or other appropriate governmental agency, for all costs incurred in investigating, assessing, monitoring and/or removing, cleaning up, treating or remediating any pollutants resulting from the violation, including all reasonable attorneys' fees and environmental and related consulting fees incurred in connection therewith.

(U) In order to control the spilling, dumping or disposal of materials into the MS4, the following are prohibited:

- (1) Littering;
- (2) The disposal of leaves, dirt or other landscape debris into a storm drain;
- (3) The discharge to the MS4 of any pesticide, fungicide or herbicide banned by the ISOPIA or the California Department of Pesticide Regulation; and
- (4) The disposal of hazardous wastes into trash containers used for municipal trash disposal so as not to cause a discharge to the MS4.
(Ord. 915, passed 1-12-01; Am. Ord. 929, passed 9-26-02) Penalty, see § 52.99

§ 52.04 ILLICIT DISPOSAL.

No person or company shall spill, dump, dispose or place any material, other than storm water runoff, into any storm drain system, unless specifically permitted.
Penalty, see § 52.99

§ 52.05 CONSTRUCTION SITES REQUIRING A BUILDING PERMIT AND/OR A GRADING PLAN.

(A) Any person or company engaging in construction activity that requires an NPDES construction permit must demonstrate possession of such permit before grading and/or building permits can be issued. The NPDES permit shall be retained on site and shall be shown to city officers or inspectors at their request.

(B) The following Best Management Practices shall apply to all construction sites:

(1) Runoff sediment and construction waste from construction sites and parking areas shall not leave the site to enter the storm drain system.

(2) Any sediments or other materials which are tracked off the site shall be removed the same day as they are tracked off the site. Where determined necessary by the Building Official or his designated representative, a sediment barrier or erosion control measure shall be installed.

(3) Excavated soil shall be located on the site in a manner that eliminates the possibility of sediments running into the street or adjoining properties. Soil stock piles shall be covered if required by the erosion control plan until the soil is either used or removed.

(4) No washing of construction or other industrial vehicles shall be allowed adjacent to a construction site. No runoff from washing vehicles on a construction site is allowed to leave the site.

(5) All construction sites are inspected to detect and prevent erosion or runoff of waste building materials from leaving the site and entering the storm drainage system.

(6) Notification is presented to the construction site superintendent with information on construction site BMP's and attendant fines.

(7) Erosion control plans are required for all grading projects in accordance with the Los Angeles County Building Code.
('64 Code, § 11B-5) (Ord. 851, passed 6-8-95)
Penalty, see § 52.99

§ 52.06 INDUSTRIAL SITE ACTIVITY.

All persons or companies engaged in industrial activity in the city shall acquire an NPDES industrial permit before discharging any non-storm water run-off

into the storm drain system. The NPDES permit shall be retained on site and shall be shown to city officers or inspectors at their request.

Penalty, see § 52.99

§ 52.07 NUISANCE; ABATEMENT.

(A) In addition to the penalties provided in this chapter, any condition caused or permitted to exist in violation of any of the provisions of this chapter is a threat to the public health, safety and welfare, is declared and deemed a nuisance, may be summarily abated and/or restored by any authorized enforcement officer and/or civil action to abate, enjoin or otherwise compel the cessation of such nuisance may be taken by city.

(B) The cost of such abatement and restoration shall be borne by the owner of the property and the cost thereof shall be invoiced to the owner of the property. If the invoice is not paid within 60 days, a lien shall be placed upon and against the property. If the lien is not satisfied within three months, the property may be sold in satisfaction thereof in a like manner as other real property is sold under execution.

(C) If any violation of this subchapter constitutes a seasonal recurrent nuisance, the Director of Public Works shall so declare. Thereafter such seasonal and recurrent nuisance shall be abated every year without the necessity of any further hearing.
('64 Code, § 11B-7(b)) (Ord. 851, passed 6-8-95)

§ 52.08 REIMBURSEMENT TO CITY OF EXPENSES.

In any administrative or civil proceeding under this chapter in which the city prevails, the city shall be awarded all costs of investigation, administrative overhead, out-of-pocket expenses, cost of suit and reasonable attorney fees.
('64 Code, § 11B-7(b)) (Ord. 851, passed 6-8-95)

§ 52.09 FEES.

Fees to be charged for plan checking, monitoring and any other activities carried out by the city under this chapter shall be set by the City Council by resolution or minute action.

('64 Code, § 11B-9) (Ord. 851, passed 6-8-95)

ADMINISTRATION AND ENFORCEMENT**§ 52.20 RESPONSIBILITY FOR ADMINISTRATION.**

The responsibility for the administration, oversight and implementation of this chapter is delegated to the Director, and his or her authorized agent, deputy or representative.

(Ord. 915, passed 1-12-01)

§ 52.21 NOTIFICATION.

(A) *Immediate notification.* Any person who intentionally, negligently or otherwise violates any provision of this chapter resulting in a discharge of a pollutant or pollutants to the municipal storm drain system shall immediately:

(1) Notify the Director, or his or her designee, by telephone or in person; and

(2) Identify:

(a) The location of the discharge;

(b) The date and time of the discharge;

(c) The type, concentration and volume of pollutant discharged; and

(d) Any corrective action taken.

(B) *Written notification.* Written notification of such discharge information shall thereafter be

provided to the Director, or his or her designee, within 48 hours of the discharge.

(C) *Written report.* Within ten calendar days after any such discharge of a pollutant or pollutants, all persons violating this chapter shall file a detailed written report with the Director. This report should describe:

(1) The cause of the discharge;

(2) The date and time of the discharge;

(3) The type, concentration and volume of pollutant discharged;

(4) The location of the discharge;

(5) Any specific information necessary in connection with the location to fully explain the potential impacts from the discharge; and

(6) Any corrective action or other measures taken in connection with the discharge, including any measures taken to prevent similar discharges in the future. Submission of this written report shall not be deemed a waiver or release of any person for liability, fines or other obligations imposed under this chapter, or otherwise in this code, or under state or federal law.

(Ord. 915, passed 1-12-01) Penalty, see § 52.99

§ 52.22 LITTERING.

(A) No person shall discharge (or cause or permit to be discharged) any refuse, hazardous or infectious waste into the municipal storm drain system. This includes: discharges into any street, alley, alleyway, sidewalk, inlet, catch basin, or drainage structure or facility that are part of this system; and discharges onto any public or private property. The following exceptions apply:

(1) The discarding, depositing, disposal or placement of such waste material into containers, barrels and/or bins used for its proper containment and transportation; and

(2) The disposal of such waste at properly licensed and permitted solid and/or hazardous waste facilities.

(B) Any person violating § 52.22(A) shall:

(1) Immediately cause the proper collection and abatement of such waste materials, and

(2) Remedy and cleanup any premises and/or any portion of the municipal storm drain system directly or indirectly affected by such discharge.

(C) Any and all costs and expenses incurred by the city in assessing and abating a violation of this section may be assessed against all violating persons. This includes all administrative expenses, legal fees and other costs incurred by the city in assessing and abating the discharge; and in enforcing the terms of this section, including litigation fees and costs. (Ord. 915, passed 1-12-01) Penalty, see § 52.99

§ 52.23 USE OF DISCONTINUED OR BANNED CHEMICALS.

No person shall use or apply on any public or private property within the city any pesticide, herbicide or fungicide, the manufacture of which has been prohibited by the United States Environmental Protection Agency and/or the California Department of Pesticide Regulation.

(Ord. 915, passed 1-12-01) Penalty, see § 52.99

§ 52.24 POLLUTANT SOURCE REDUCTION.

(A) *Treatment systems.* All persons who own, operate or maintain stormwater clarifiers, separators, sediment ponds and other stormwater treatment systems shall at all times maintain such systems in good working order and repair. This maintenance requirement shall be understood to include any maintenance activities necessary to prevent the breeding of vectors. Such systems shall be constructed and installed in a manner so as to at all times permit easy and safe access for proper maintenance, repair and inspection.

(B) *New development, redevelopment and construction.*

(1) *Copies of documents.* All persons engaged in construction activity within the city requiring a state construction activity stormwater permit shall have at the construction site available for review (1) a copy of the notice of intent for the state construction activities stormwater permit; (2) the waste discharge identification number issued by the State Water Resources Control Board; and (3) copies of the stormwater pollution prevention plan and stormwater monitoring plan as required by the permit.

(2) All persons engaged in construction activity within the city shall implement Best Management Practices to avoid, to the maximum extent practicable, the discharge of pollutants to the MS4, in accordance with the city's grading manual, as developed and updated by the City Engineer, and, when applicable, in accordance with a grading plan approved by the Director for such project.

(3) All applicants for construction projects equal to or greater than one acre and less than five acres shall prepare and submit a Local Stormwater Pollution Prevention Plan to the Director for review and approval prior to the issuance of any permits.

(4) Projects involving a single family hillside home shall be required to do the following:

(a) Conserve natural areas;

(b) Protect slopes and channels;

(c) Provide storm drain system stenciling and signage; and

(d) Divert roof runoff and surface flow to vegetated areas before discharge unless the diversion would result in slope instability; and direct surface flow to vegetated areas before discharge unless the diversion would result in slope instability.

(5) *Urban runoff mitigation plan.*

(a) All applicants for New Development and Redevelopment projects shall submit an Urban Runoff Mitigation Plan with their project

applications to the city. The Urban Runoff Mitigation Plan shall be submitted to the Director for review and approval and shall comply with all requirements of the city's Municipal NPDES Permit, including any applicable standard urban stormwater mitigation plan (SUSMP) or other similar plan, developed as a part of or pursuant to the city's Municipal NPDES Permit. Copies of the city's current Municipal NPDES Permit and any applicable SUSMP or other similar plan, are on file with the City Clerk and the Director for review.

(b) The Urban Runoff Mitigation Plan shall be designed to reduce projected runoff for the project through incorporation of design elements or principles, in accordance with the requirements set forth in the city's municipal NPDES permit and any applicable SUSMP or other similar plan. Applicants shall refer to the most recent edition of the Construction Best Management Practices Handbook, produced and published by the Stormwater Quality Task Force, for specific guidance on selecting Best Management Practices for reducing pollutants in stormwater runoff from urbanized areas. Urban runoff mitigation plans may include the development of a regional approach as a means of complying with Best Management Practices and any applicable numerical design standard or requirement, where such a regional approach is to be approved by both the Director and the Regional Board.

(6) *Numerical design criteria.* Post-construction Treatment Control BMPs for projects must incorporate, at a minimum, either a volumetric or flow based treatment control design standard, or both, as identified below to mitigate (infiltrate, filter or treat) stormwater runoff:

(a) *Volumetric treatment control BMP.*

1. The 85th percentile 24-hour runoff event determined as the maximized capture stormwater volume for the area, from the formula recommended in Urban Runoff Quality Management, WEF Manual of Practice No. 23/ASCE Manual of Practice No. 87 (1998); or

2. The volume of annual runoff based on unit based on unit basin storage water quality volume, to achieve 80% or more volume treatment by the method recommended in California Stormwater Best Management Practices Handbook Industrial/Commercial (1993); or

3. The volume of runoff produced from a 0.75 inch storm event, prior to its discharge to a stormwater conveyance system; or

4. The volume of runoff produced from a historical record based reference 24-hour rainfall criterion for treatment (0.75 inch average for the Los Angeles County area) that achieves approximately the same reduction in pollutant loads achieved by the 85th percentile 24-hour runoff event.

(b) *Flow based treatment control BMP.*

1. The flow of runoff produced from a rain event equal to at least 0.2 inches per hour intensity; or

2. The flow of runoff produced from a rain event equal to at least two times the 85th percentile hourly rainfall intensity for Los Angeles County; or

3. The flow of runoff produced from a rain event that will result in treatment of the same portion of runoff as treated using volumetric standards above.

(7) *Applicability of numerical design criteria.* The numeric design criteria listed above shall apply to the following categories of projects required to design and implement postconstruction treatment controls to mitigate stormwater pollution:

(a) Single-family hillside residential developments of one acre or more of surface area;

(b) Housing developments (includes single family homes, multifamily homes, condominiums, and apartments) of ten units or more;

(c) A 100,000 square feet or more impervious surface area industrial/commercial development;

(d) Automotive service facilities (SIC 5013, 5014, 5541, 7532-7534 and 7536-7539) [5,000 square feet or more of surface area];

(e) Retail gasoline outlets [5,000 square feet or more of impervious surface area and with projected Average Daily Traffic (ADT) of 100 or more vehicles]. Subsurface Treatment Control BMPs which may endanger public safety (i.e., create an explosive environment) are considered not appropriate;

(f) Restaurants (SIC 5812) [5,000 square feet or more of surface area];

(g) Parking lots 5,000 square feet or more of surface area or with 25 or more parking spaces;

(h) Projects located in, adjacent to or discharging directly to an ESA that meet threshold conditions identified above; and

(i) Redevelopment projects in subject categories that meet Redevelopment thresholds.

(8) *City review and plan approval.*

(a) Prior to the issuance of a permit for a New Development or Redevelopment project, the city shall evaluate the proposed project using the applicable SUSMP and the guidelines and BMP list approved by the Regional Board, and erosion and grading requirements of the City Building Official or Director to determine (i) its potential to generate the flow of pollutants into the municipal storm drain system both during and after construction; and (ii) how well the Urban Runoff Mitigation Plan for the proposed project meets the goals of this chapter. Each plan will be evaluated on its own merits according to the particular characteristics of the project and the site to be developed. Based upon the review, the city may impose conditions upon the issuance of the building permit, in addition to any required by the state construction activities stormwater permit for the

project, in order to minimize the flow of pollutants into the municipal storm drain system.

(b) No grading permit for developments requiring coverage under the state general construction permit shall be issued unless the applicant can show that a notice of intent to comply with the state construction activities storm waste permit has been filed and that a stormwater pollution prevention plan has been prepared for the project.

(c) If no building permit has been issued or no construction has begun on a project within a period of one hundred eighty days of approval of an Urban Runoff Mitigation Plan, the Urban Runoff Mitigation Plan for that project shall expire. The Director may extend the time by written extension for action by the applicant for a period not to exceed 180 days upon written request by the applicant showing that circumstances beyond the control of the applicant prevented the construction from commencing. In order to renew the Urban Runoff Mitigation Plan, the applicant shall resubmit all necessary forms and other data and pay a new plan review fee.

(d) Stormwater runoff containing sediment, construction waste or other pollutants from the construction site and parking areas shall be reduced to the maximum extent practicable. The following Best Management Practices shall apply to all construction projects within the city, and shall be required from the time of demolition of existing structures or commencement of construction until receipt of a Certificate of Occupancy:

1. Sediment, construction waste, and other pollutants from construction activities shall be retained on the construction site to the maximum extent practicable;

2. Structural controls such as sediment barriers, plastic sheeting, detention ponds, dikes, filter beams and similar controls shall be utilized to the maximum extent practicable in order to minimize the escape of sediment and other pollutants from the site;

3. All excavated soil shall be located on the site in a manner that minimizes the amount of sediments running onto the street, drainage

facilities or adjacent properties. Soil piles shall be covered with plastic or similar material until the soil is either used or removed from the site;

4. No washing of construction or other vehicles is permitted adjacent to a construction site. No water from the washing of construction or other vehicles is permitted to run off the construction site, or to otherwise enter the municipal storm drain system.

(e) As a condition to granting a construction permit, the city may set reasonable limits on the clearing of natural vegetation from construction sites, in order to reduce the potential for soil erosion. These limits may include, but are not limited to, regulating the length of time soil is allowed to remain bare or prohibiting bare soil.

(f) The Director may require, prior to the issuance of any building or grading permit, preparation of appropriate wet weather erosion control, stormwater pollution prevention or other plans consistent with countywide development construction guidance provisions and the goals of this chapter.

(9) *Development construction requirements.* Runoff from construction activity at all construction sites shall meet the following minimum requirements:

(a) Sediments generated on the project site shall be retained using adequate Treatment Control or Structural BMPs;

(b) Construction-related materials, wastes, spills, or residues shall be retained at the project site to avoid discharge to streets, drainage facilities, receiving waters, or adjacent properties by wind or runoff;

(c) Non-stormwater runoff from equipment and vehicle washing and any other activity shall be contained at the project site; and

(d) Erosion from slopes and channels shall be controlled by implementing an

effective combination of BMPs (as approved in Regional Board Resolution No. 99-03), such as the limiting of grading scheduled during the wet season; inspecting graded areas during rain events; planting and maintenance of vegetation on slopes; and covering erosion susceptible slopes.

(10) *Transfer of properties subject to requirement for maintenance of structural and treatment control BMPs.*

(a) The transfer or lease of a property subject to a requirement for maintenance of structural and treatment control BMPs shall include conditions requiring the transferee and its successors and assigns to either: (a) assume responsibility for maintenance of any existing structural or treatment control BMP, or (b) replace an existing structural or treatment control BMP with new control measures or BMPs meeting the then current standards of the city and the SUSMP. Such requirement shall be included in any sale or lease agreement or deed for such property. The condition of transfer shall include a provision that the successor property owner or lessee conduct maintenance inspections of all structural or treatment control BMPs at least once a year and retain proof of inspection.

(b) For residential properties where the structural or treatment control BMPs are located within a common area which will be maintained by a homeowner's association, language regarding the responsibility for maintenance shall be included in the project's conditions, covenants and restrictions (CC&Rs). Printed educational materials will be required to accompany the first deed transfer to highlight the existence of the requirement and to provide information on what stormwater management facilities are present, signs that maintenance is needed, and how the necessary maintenance can be performed. The transfer of this information shall also be required with any subsequent sale of the property.

(c) If structural or treatment control BMPs are located within an area proposed for dedication to a public agency, they will be the responsibility of the developer until the dedication is accepted.

(Ord. 915, passed 1-12-01; Am. Ord. 929, passed 9-26-02) Penalty, see § 52.99

§ 52.25 INSPECTION AND ENFORCEMENT.

(A) *Inspections.* The City Manager or the Director (or any designee thereof) may enter upon and inspect any private premises for the purposes of verifying compliance with the terms and conditions of this chapter. Such inspections may include, but are not limited to:

(1) Identifying products produced, processes conducted; chemicals and materials used, stored or maintained on the subject premises;

(2) Identifying points of discharge for all waste water, non-stormwater, processed water systems and pollutants;

(3) Investigating the natural slope of the premises, including drainage patterns and man-made conveyance systems;

(4) Establishing locations of all points of discharge from the premises, whether by surface runoff or through a storm drain system;

(5) Locating any illicit connection or illicit discharge;

(6) Identifying all vehicles, trucks, trailers, tanks or other mobile equipment;

(7) Reviewing all records (of the owner or occupant of public or private property) relating to chemicals or processes presently or previously stored or occurring on the property. This includes: materials and/or chemical inventories, facilities maps of schematics and diagrams, material safety data sheets, hazardous waste manifests, business plans, pollution prevention plans, state general permits, stormwater pollution prevention plans; and any and all records relating to illicit connections, illicit discharges, or any other source (or potential source) of contribution of pollutants to the municipal storm drain system;

(8) To determine the potential for contribution of pollutants to the municipal storm drain system, inspecting, sampling and testing: any area runoff, soils area (including groundwater testing), process discharge materials with any waste storage

area (including any container contents), and/or treatment system discharges;

(9) Inspecting the integrity of all storm drain and sanitary sewer systems, and any connection to other pipelines on the property. This includes: the use of dye and smoke tests, video surveys, photographs or videotapes, the taking of measurements, drawings or any other records reasonably necessary to document conditions as they exist on the premises;

(10) The institution and maintenance of monitoring devices for the purpose of measuring any discharge, or potential source of discharge, to the municipal storm drain system;

(11) Evaluating compliance with this chapter or the Clean Water Act.

(B) *Enforcement.*

(1) Any violation of this chapter is a misdemeanor and shall be punishable by either a fine of up to \$1,000 or six months in the county jail, or both.

(2) At the discretion of the prosecuting attorney, any person, who may otherwise be charged with a misdemeanor as a result of a violation of this chapter, may also be charged with an infraction punishable by a fine of not more than:

(a) \$100 for the first violation,

(b) \$200 for the second violation, and

(c) \$250 for each additional violation thereafter.

(3) As a part of any sentence or other penalty imposed, or the award of any damage, the court may also order that restitution be paid to the city or any injured person. In the case of a violator who is a minor, the minor's parent, lawfully designated guardian or custodian shall pay such restitution. Restitution may include the amount of any reward.

(4) An imminent danger shall include, but is not limited to, exigent circumstances created by the

discharge of pollutants, where such discharge presents a significant and immediate threat to public health or safety, or to the environment. In the event any violation of this chapter constitutes an imminent danger, the City Manager or Director of Public Works (or any authorized agent thereof) may:

(a) Enter upon the premises from which the violation emanates,

(b) Abate the violation and danger created, and

(c) Restore any premises affected by the alleged violation, without notice to or consent from the owner or occupant of the premises.

(5) Violations of this chapter may further be deemed to be a public nuisance, which may be abated by administrative, civil or criminal action, in accordance with the terms and provisions of this code and state law.

(6) All costs and fees incurred by the city as a result of any violation of this chapter that constitutes a nuisance, including all administrative fees and expenses and legal fees and expenses, shall become a lien against the subject premises from which the nuisance emanated and a personal obligation against the owner, in accordance with Cal. Gov't Code §§ 38773.1 and 38773.5. The owner of record of the premises subject to any lien shall receive notice of the lien prior to recording, as required by Cal. Gov't Code § 38773.1. The City Attorney is authorized to collect nuisance abatement costs or to enforce a nuisance lien (in an action brought for money judgment, or by delivery to the County Assessor of a special assessment against the premises), in accordance with the conditions and requirements of Cal. Gov't Code § 38773.5.

(7) Any person acting in violation of this chapter may also be acting in violation of the Clean Water Act or the California Porter-Cologne Act (California Water Code §§ 13000 et seq.), the regulations thereunder, and other laws and regulations, and may be subject to damages, fines and penalties, including civil liability under such other laws. The City Attorney is authorized to file a citizen's

suit pursuant to the Clean Water Act, seeking penalties, damages, and orders compelling compliance and appropriate relief.

(8) The City Attorney is authorized to file in a court of competent jurisdiction a civil action, seeking an injunction against any violation or threatened or continuing violation of this chapter. Any temporary, preliminary or permanent injunction issued pursuant hereto may include an order for reimbursement to the city for:

(a) All costs of inspection, investigation, monitoring, treatment, abatement, removal or remediation undertaken by, or at the expense of the city; and

(b) All legal expenses and fees and any and all costs incurred relating to the restoration or remediation of the environment.

(9) Each separate discharge in violation of this chapter, and each day a violation of this chapter exists without correction, shall constitute a new and separate violation punishable as a separate infraction, misdemeanor and/or civil violation.

(10) The city may utilize any and all other remedies as otherwise provided by law.
(Ord. 915, passed 1-12-01; Am. Ord. 929, passed 9-26-02)

§ 52.99 PENALTY.

The violation of any provision of this chapter, or failure to comply with any of the requirements of this chapter, shall constitute a misdemeanor and shall be punished by imprisonment and/or by a fine for the length of time and the amount allowed pursuant to California law; except that, notwithstanding any other provisions of this chapter, any such violation constituting a misdemeanor under this chapter may, at the discretion of the authorized enforcement officer, be charged and prosecuted as an infraction.

('64 Code, § 11B-7(a)) (Ord. 851, passed 6-8-95)

Cross reference:

Additional penalties, see § 52.25(B)



PUBLIC HEARING

Zone Change Case No. 135

Ordinance No. 1056

A request by the applicant, Mission Linen Supply, to change the zoning designation for the properties located at 11904 and 11920 Washington Boulevard within the Washington Boulevard Redevelopment Project Area from M-1-BP, Light Manufacturing- Buffer Parking to M-1, Light Manufacturing.

Note: The Zone Change request is being processed in conjunction with Tentative Parcel Map 72616, a request to consolidate four contiguous parcels (APN: 8169-002-003, 8169-002-004, 8169-002-006 and 8169-002-024) into one lot. (Mission Linen Supply).

RECOMMENDATIONS

Staff recommends that the City Council take the following actions:

1. Open the Public Hearing and receive any comments from the public regarding Zone Change Case No. 135 and, after receiving all public comments, thereafter close the Public Hearing.
2. Find that Zone Change Case No. 135 satisfies the criteria and conditions set forth in Section 155.825 et seq of the City Code for the granting of a Change of Zone.
3. Find that Zone Change Case No. 135 involving the proposed Change of Zone from M-1-BP, Light Manufacturing-Buffer Parking zone to M-1, Light Manufacturing zone is consistent with the City's General Plan.
4. Find that the 3.009± acres property is suitable for the requested Change of Zone from M-1-BP, Light Manufacturing-Buffer Parking to M-1, Light Manufacturing.
5. Introduce Ordinance No. 1056 and pass its first reading on Zone Change Case No. 135.

BACKGROUND

The subject site is made up of four (4) separate assessor's parcels measuring approximately 3 acres in area and located approximately 600 feet west of the Washington Boulevard and Sorensen Avenue intersection at 11904-11920 Washington Boulevard (APN: 8169-002-003, 8169-002-004, 8169-002-006 and 8169-002-024). The two northern parcels at the subject site are zoned M-1-BP (Light Manufacturing-Buffer Parking) while the two southern lots are zoned M-1 (Light

Manufacturing). The zone change request is being processed in conjunction with Tentative Parcel Map 72616, a request to consolidate all four assessor's parcels into one lot measuring approximately 3 acres in area.

The subject site has been owned by Mission Linen Supply for over 50 years. Previously, the site was used as a commercial laundry facility. Several years ago, all the onsite buildings and other improvements were demolished and the land was environmentally tested and characterized. The site was found to be contaminated and the property owner, with oversight from the Regional Water Quality Control Board (RWQCB), voluntarily and pro-actively initiated the process of removing the contaminants from the surface and underlying groundwater. At this point, the remediation phase of the project is nearing completion and the RWQCB is soon expected to issue a "*No Further Action Required*" letter for the property.

The site itself dates back to a time before the incorporation of the City of Santa Fe Springs (City); consequently, the configuration of the property does not conform to most modern industrial sites in the City. The property is comprised of four (4) contiguous parcels and access is provided off of Washington Boulevard as well as by an alley that lies along the western portion of the site. No new development is proposed in conjunction with this request at this time.

RELATED ENTITLEMENTS

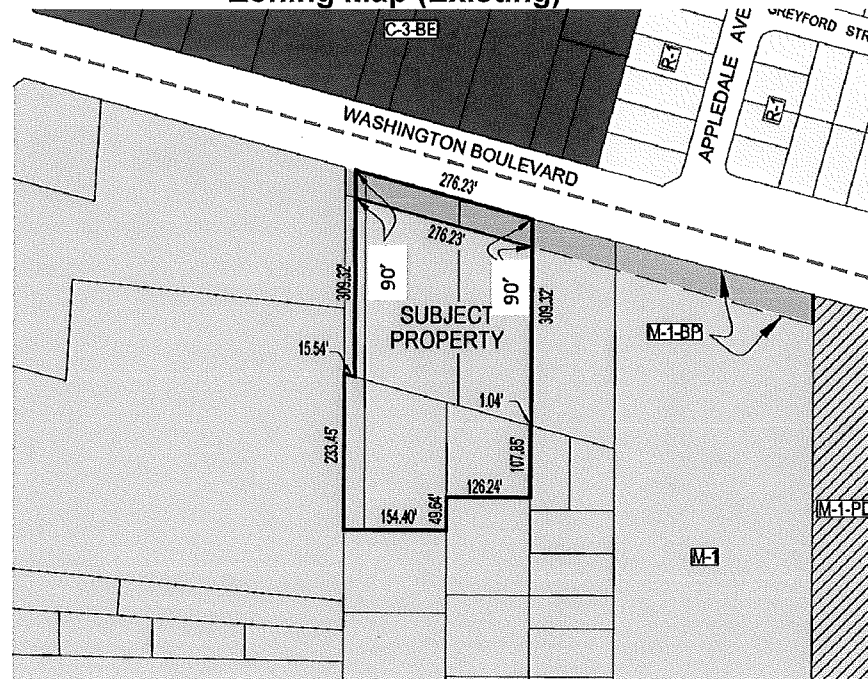
In addition to the change of zone request, the applicant is also requesting approval of Tentative Parcel Map No. 72616 for the purpose of consolidating four (4) existing assessor's parcels that make-up the subject site into one lot.

STREETS AND HIGHWAYS

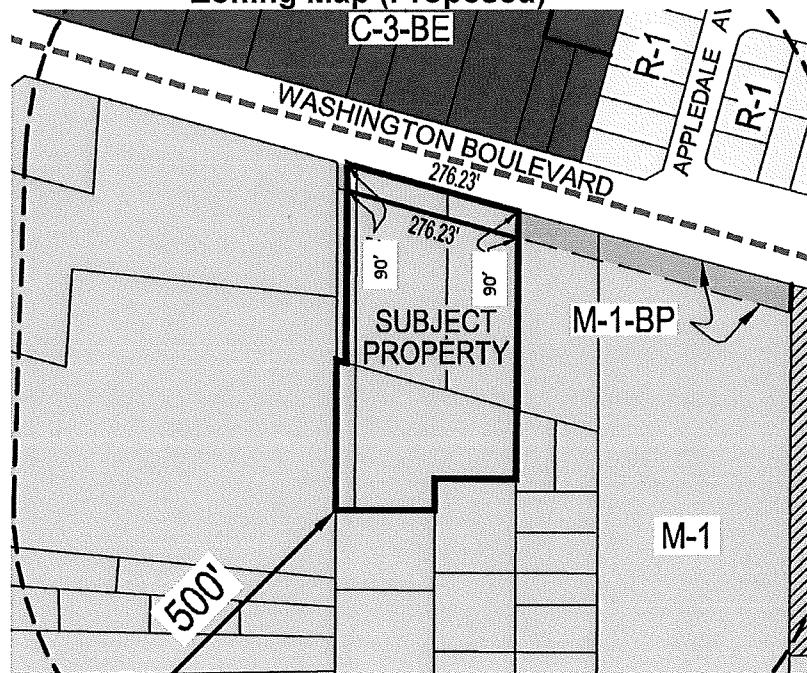
The main entrance to the site is provided off of Washington Boulevard. A secondary entrance and an additional access point can be provided off of an existing alley located along the west side of the property's boundary. Washington Boulevard is designated as a "Major" arterial within the Circulation Element of the City's General Plan.

ZONE CHANGE REQUEST

The subject property, as well as the two properties immediately to the east are zoned M-1-BP, Light Manufacturing-Buffer Parking. The properties to the north are located in unincorporated Los Angeles County; and the properties to the south and west are zoned M-1, Light Manufacturing.

Zoning Map (Existing)

The zone change request is proposing to rezone the existing site from M-1-BP (Light Manufacturing-Buffer Parking) to M-1 (Light Manufacturing). The portion of the property proposed to be rezoned is located on the northern-most portion of the site and measures approximately 276.23 feet (wide) by 90.00 feet (in depth) and lies along Washington Boulevard.

Zoning Map (Proposed)

GENERAL PLAN LAND USE DESIGNATION

The general plan land use designation for the site is "Industrial." Properties to the south, east, and west, also have a general plan land use designation of "Industrial." The properties to the north are located within unincorporated Los Angeles County.

Existing General Plan Map (No Changes Proposed)**PLANNING COMMISSION**

The Planning Commission held a Public Hearing on May 12, 2014, pertaining to the proposed zone change request. There were no inquiries or objections from the public. The Planning Commission adopted Resolution No. 45-2014 recommending that the City Council approve said request.

LEGAL NOTICE OF PUBLIC HEARING

In accordance, with the requirements of Sections 65090 and 65854 of the State Planning, Zoning, and Development Laws and the requirements of Sections 155.860 through 155.866 of the City's Municipal Code, the proposed Zone Change (ZC Case No. 135) was noticed for Public Hearing. Legal notice of the Public Hearing for the Zone Change 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 April 30, 2014. The legal notice was also posted in Santa Fe Springs City Hall, the City Library, and the City's Town Center on April 30, 2014, and published in a newspaper of general circulation (Whittier Daily News) on May 2, 2014, as required by the State Zoning and Development Laws and by the City's Zoning Regulations. Additionally, the Public Hearing notice was posted on the subject site.

ZONING ORDINANCE REQUIREMENTS

Section 155.825 of the Zoning Regulations stipulates that, in considering any request for a change of zone, the Commission shall satisfy itself that the following conditions prevail before recommending that the change be granted:

1. That there is a real need in the community for more of the types of uses permitted by the zone requested than can be accommodated in the areas already zoned for such use.
2. That the property involved in the proposed change of zone is more suitable for the uses permitted in the proposed zone than for the uses permitted in the present zone classification.
3. That the proposed change of zone would not be detrimental in any way to persons or property in the surrounding area, nor to the community in general.
4. That the proposed change of zone will not adversely affect the master plan of the city.

FINDINGS

1. *That there is a real need in the community for more of the types of uses permitted by the zone requested than can be accommodated in the areas already zoned for such use.*

The subject site is currently zoned M-1-BP (Light Industrial- Buffer Parking). The applicant is requesting to change only the northern-most portion of the property from BP (Buffer Parking) to M-1 (Light Industrial) in order to establish a single designation throughout the entire lot. The rezone is consistent with the "Industrial" land use classification established by the City's General Plan which would allow for a variety of small and medium size warehousing and distribution uses. Many of the surrounding lots are industrial in nature and this request assists with creating more developable industrial land which "in Santa Fe Springs is rapidly being depleted" (Santa Fe Springs General Plan, Land Use Element, Pg. 6). The consolidation and zone change assist in further creating industrial developable land which has been a trademark of the City and is consistent with already surrounding established land uses.

2. *That the property involved in the proposed change of zone is more suitable for the uses permitted in the proposed zone than for the uses permitted in the present zone classification.*

As indicated before, the majority of the existing site is zoned M-1 which is consistent with the zoning designation for many of the surrounding lots. The rezone proposing to rezone the BP designation to M-1 is consistent with the

area in that most of the properties in the vicinity are zoned M-1. The uses that will be allowed as a result of the zone change will be uses that are consistent with the General Plan as well as the City's Zoning Ordinance. The wide street width on Washington Boulevard will also assist with mitigating any harmful effects that may potentially be generated by future uses. In all, the site is suited for a wide variety of Light Industrial uses which are already allowed within the adjacent lots.

3. *That the proposed change of zone would not be detrimental in any way to persons or property in the surrounding area, nor to the community in general.*

No new development or uses are proposed along with this request. This request only proposes to rezone a portion of an existing property from M-1-BP to M-1. No detrimental impacts are expected to be generated with this project in that, no new construction or development is proposed at this time. The change of zone will permit the property in question to enjoy the same land use privileges that exist on neighboring properties.

4. *That the proposed change of zone will not adversely affect the master plan of the city.*

The General Plan provides the overall direction for the future development of the City. It is a comprehensive planning document that addresses the many aspects of community life in the City of Santa Fe Springs. It is a long-range plan in that it seeks to provide for the needs of the community into the future. The General Plan is also flexible enough to respond to the changing needs and concerns of those who live, work, and frequent Santa Fe Springs.

The General Plan consists of seven mandatory elements, including: 1) Land Use; 2) Housing; 3) Open Space; 4) Conservation; 5) Safety; 6) Circulation; and, 7) Noise. There is no evidence to suggest that the proposed Zone Change will *adversely affect the Master Plan of the City*. As indicated earlier, the general plan land use designation and the proposed change of zone will be consistent with one another, in that, they are both industrial.

The following table (Table 2) illustrates how the proposed Change of Zone will be consistent with the goals and policies of the General Plan.

Table 2
General Plan Consistency Analysis

<i>General Plan Element</i>	<i>Policy</i>	<i>Project Consistency</i>
Land Use	Goal 5: Provide an environment to stimulate local employment, community spirit, property values, community stability, the tax base, and the viability of local business.	The zone of the subject site proposes to facilitate the sale and possible future development of said site which will assist in enhancing property values as well as the City's tax base.
	Goal 9: Provide for growth and diversification of industry and industrial related activities within the Santa Fe Springs industrial area.	The change of zone for the site will create a lot with one single zoning designation that is consistent throughout. This will provide more development potential for industrial development which would otherwise be limited by the front yard setback requirement by the BP zoning designation.
	Goal 11: Support and encourage the viability of the industrial and commercial areas of Santa Fe Springs.	The change of zone request will support and encourage the potential future development of the industrial zoned property within city limits.
Noise	Policy 3.2: Continue to minimize the impacts of construction noise on adjacent land uses through limiting the permitted hours of activity.	No construction is proposed at this time, however, once a new development is approved all construction activities will be consistent with the permitted hours established in the City's noise ordinance.

STAFF REMARKS

The purpose of the Buffer Parking (BP) Zone is to provide adequate open space and to insure proper distance between industrial or commercial zones and adjoining areas where separation of uses may be desirable. The BP Zone may also be used to designate off-street parking areas for automobiles where the mandatory open space would serve as a means of reducing conflicts between adjoining uses and to facilitate the safe and proper movement of vehicles within the property and upon entering or leaving adjoining streets. It is believed that primary reason that the BP designation was incorporated onto the Washington Boulevard corridor was to generate a buffer between industrial uses lying on the south side of Washington Blvd. and the residential uses to the north located within unincorporated Los Angeles County. The zone change request is proposing to eliminate the Buffer Parking zone designation which will reduce the front yard setback requirement from the required 90 feet (depth of the BP designation along Washington Boulevard) to 30 feet or the height of the new building, whichever is greater (per Section 155.218 of the SFSMC).

The subject site is one of three remaining M-1-BP zoned properties along Washington Boulevard and is the only remaining property to be developed. Although the intent of

the BP designation is to create off-street parking areas as well as generate buffer areas between industrial uses and sensitive receptors, the 90-foot front yard setback is a standard that is typically not mandatory for M-1 zoned lots. The setback requirement associated with the BP designation, therefore, reduces the buildable area for the subject site. Moreover, neither of the already developed properties to the east currently conform to the 90 foot setback requirement. In fact, the two properties to the east of the subject site are developed with buildings within the BP zoned portion. Finally, unlike many other streets which are designated with the BP zone, Washington Boulevard is considered a Major arterial with a public right-of-way measuring approximately 100 feet in width. The street width helps in mitigating potential impacts that may be generated by any future development.

Additionally, the benefits associated with the BP designation can be obtained through the implementation of an effective site plan design that addresses nuisances from impacting nearby sensitive receptors and dwellings. No new development is proposed with this request, however, any future development will be required to comply with the Santa Fe Springs Zoning Regulations including, but not limited to parking requirements to assure that sufficient on-site parking will be provided for employees and patrons. Moreover, any new development will require approval of a Development Plan Approval and will be required to go before the Planning Commission for consideration and approval. Lastly, although the adjacent properties to the east have been developed with buildings which encroach onto the BP designation area no complaints have been received from the neighboring residents in relation to parking, noise, or any other environmental impacts. This, in its entirety, helps to substantiate the finding that the proposed rezone will be harmonious with the surrounding properties while not unduly limiting the potential development of the subject site.

Based on the reasons enumerated above, Staff believes that Zone Change Case No. 135 meets and satisfies the criteria for the subject change of zone request.



Thaddeus McCormack
City Manager

Attachments:

1. Aerial Photograph
2. Zoning Map – Existing
3. Zoning Map – Proposed
4. Zone Change Application
5. Resolution No. 45-2014 Adopted by Planning Commission
6. Ordinance No. 1056



CITY OF SANTA FE SPRINGS

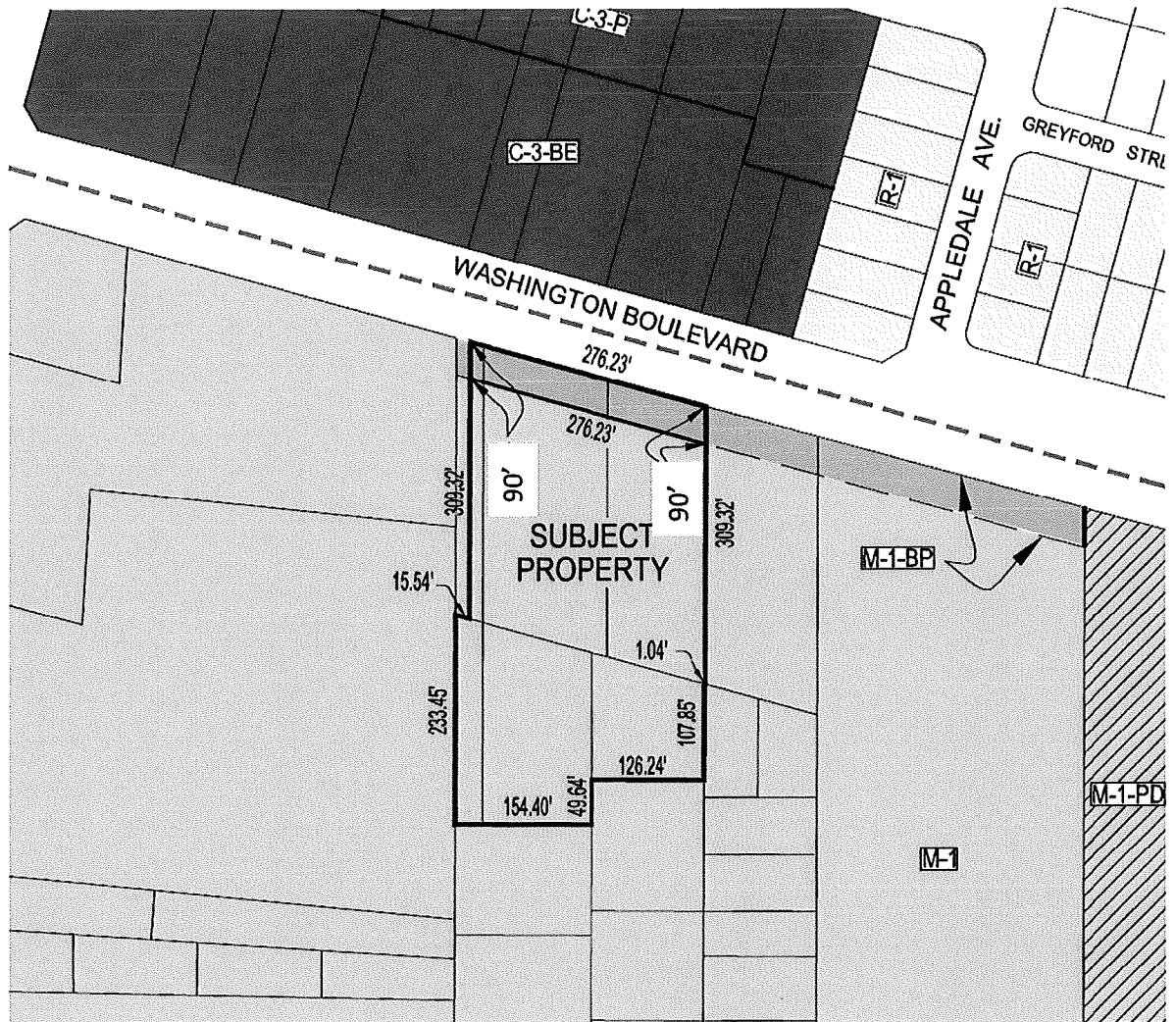
Aerial Photograph



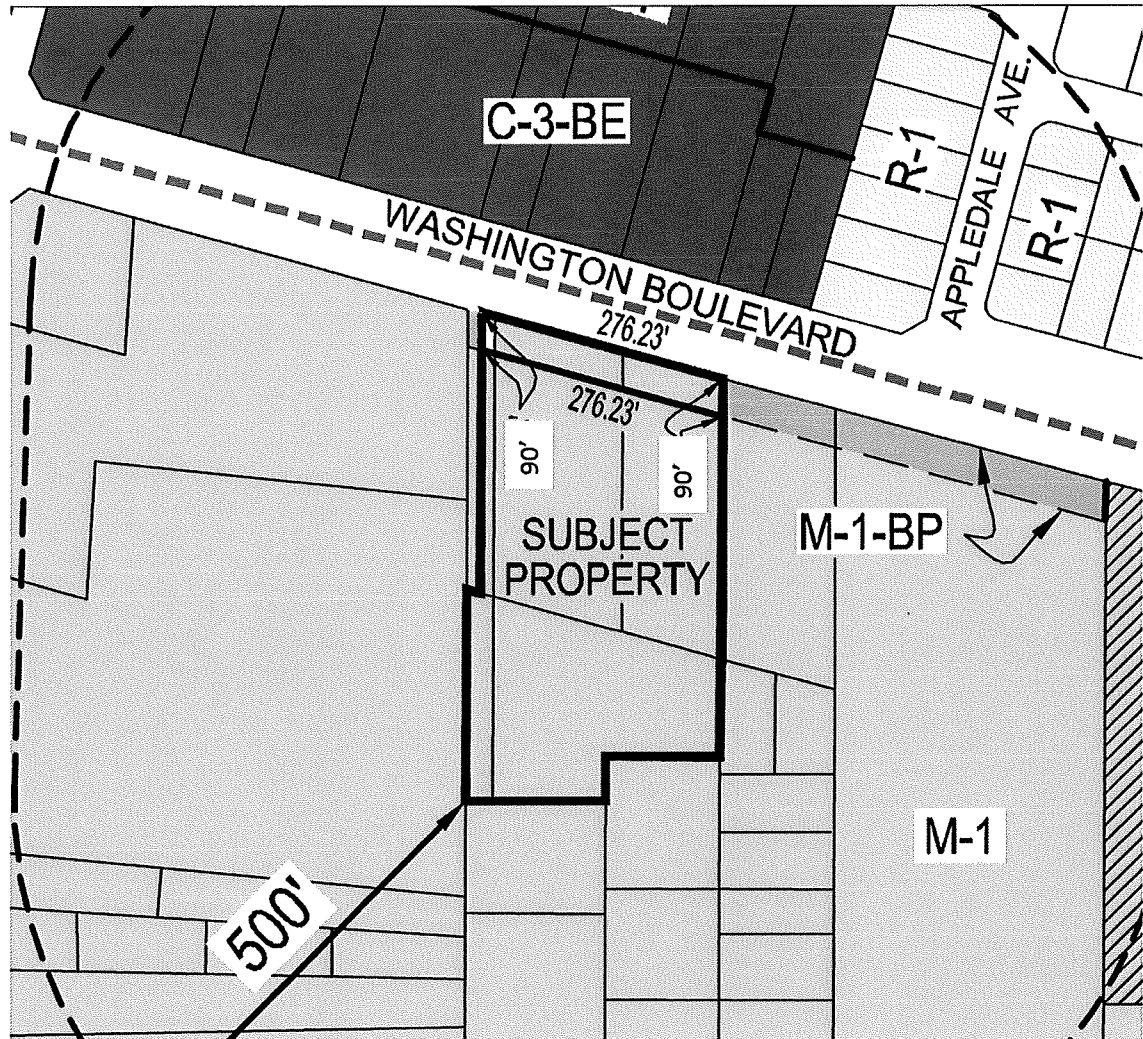
Zone Change Case No. 135

11904 & 11920 Washington Boulevard, Santa Fe Springs

ZONING MAP – EXISTING



ZONING MAP – PROPOSED



ZONE CHANGE APPLICATION



City of Santa Fe Springs

Application for

ZONE CHANGE

The undersigned hereby petitions that the Zoning Ordinance be amended by changing the Zoning Map as outlined in this application.

Location of property involved (give street address or distance from nearest cross streets): 11904 - 11920 Washington Blvd.
574.61 feet East of Sorensen Avenue

Legal description of property (attach supplemental sheet if necessary):

APN: 8169-002-003, 004, 006 & 024
Tentative Parcel Map No. 72616

Change Requested: From Zone M-1BP to Zone M-1

The application is being filed by:

☒ Record Owner of the Property
☐ Authorized Agent of the Owner
 (Written authorization must be attached to application.)

Status of Authorized Agent (engineer, attorney, purchaser, lessee, etc.):

Economic Development Consultant

Describe any easements, covenants or deed restrictions controlling the use of

the property: The property is crisscrossed with many obsolete easements. In addition to the Zone Change, the property owner is going to consolidate the parcels and remove the easements.

Present use of property:

Vacant and unimproved, but previously developed

Purpose for which the Change of Zone is requested (Explain fully the intended use of the property if the Change of Zone is granted):

The intent is to have the BP overlay removed so the property may be developed like adjacent properties. The property will remain an industrial site.

NOTE

This application must be accompanied by the filing fee, map and other data specified in "Information on Zone Changes"

ZONE CHANGE APPLICATION (Cont.)

ZC Application
Page 2 of 3

ANSWERS TO THE FOLLOWING QUESTIONS MUST BE CLEAR AND COMPLETE. THE ANSWERS SHOULD JUSTIFY YOUR REQUEST FOR A CHANGE OF ZONE.

1. Demonstrate how the proposed Change of Zone would be in accordance with the principles of good land use planning. (For example, would the proposed use serve a desirable function in the area, harmonize with adjoining zoning, promote sound development and not impose undue traffic burdens or cause traffic hazards, etc.)

Please see attached information.

2. Is there a justifiable need in the community for more of the types of uses permitted in the zone requested than can be accommodated in the areas already zoned for such uses? (The justification for a Zone Change must be community need. The fact that the requested zone would be financially beneficial to the property owner is not sufficient grounds for granting the change.)

Please see attached.

3. Why is this particular property more suitable for the use permitted in the proposed zone than for the use permitted in the present zone?

Please see attached.

4. Indicate how the use permitted in the proposed zone would be compatible to existing permitted uses in the same neighborhood. Show that they would not in any way be detrimental to persons and property in the same general area.

Please see attached.

ZONE CHANGE APPLICATION (Cont.)

ZC Application
Page 3 of 3

We, the undersigned, state that we are the owners of all of the property involved in this petition: (Attach a supplemental sheet if necessary)

Name (please print): _____
Mailing Address: _____
Phone No: _____
Signature: _____

Name (please print): _____
Mailing Address: _____
Phone No: _____
Signature: _____

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.

I, Andrew C. Lazzaretto, being duly sworn, depose and say that I am the petitioner in this application for a Change of Zone, and I hereby certify under penalty of law that the foregoing statements and all statements, maps, plans, drawings and other data made a part of this application are in all respects true and correct to the best of my knowledge and belief.

Signed: Andrew C. Lazzaretto
(If signed by other than the Record Owner, written authorization must be attached to this application)

On January 21, 2014 before me, DIANNE M. BOWNE, Personally appeared ANDREW C. LAZZARETTO personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

Dianne M. Bowne
Notary Public

RECEIVED

JAN 21 2014

Planning Dept.



FOR DEPARTMENT USE ONLY
CASE NO: ZC 135
DATE FILED: _____
FILING FEE: _____
RECEIPT NO: _____
APPLICATION COMPLETE? _____

01-29-14 101.8415 CHECK 1140.00
" " " "

ZONE CHANGE APPLICATION (Cont.)

Answer to Questions Posed by the City of Santa Fe Springs
Concerning a Zone Change Request
11904-11920 Washington Blvd. (APN 8169-002-003, 004, 006, & 024)

Location of the Property:

The Property is located at 11904-11920 Washington Boulevard and carries a Whittier mailing address. The Property is on the south side of Washington approximately 575 ft. east of Sorensen Avenue.

Legal description of the Property:

The Property is a combination of seven separate contiguous parcels. Please see attached legal description and A.L.T.A. survey map pertaining to the site.

Change Requested:

From Zone M-1 BP to Zone M-1

The application is being filed by:

An Authorized Agent for the Property Owner. Please see attached written authorization.

Status of Authorized Agent:

Management and Economic Development Consultant.

Describe any easements, covenants or deed restrictions controlling the use of the Property:

There are several ingress and egress, public utility, and sewer easements which impact the Property. It is the goal of the property owner to remove all the easements that can reasonably be removed from the Property. Most of the existing easements are unnecessary given the fact that the plan is for the land to be consolidated into a new legal lot. Where proposed by the City, the obsolete easements will be replaced by utility, access and related easements that are specifically designate to serve the new lot. Any new easements will be located in coordination with the Santa Fe Springs City Engineer and approval of the Tentative Parcel Map.

Present Use of the Property:

Currently the site is vacant with the exception of a water treatment facility that is on-site to treat contaminated groundwater. The Property is under oversight from the Los Angeles Regional Quality Control Board (RWQCB). The property owner is working with the RWQCB and expects to receive a No Further Action Letter from the Board sometime early in 2014. The applicant has consulted with the Santa Fe Springs CUPA staff which is aware of the RWQCB oversight. The CUPA has been consulted and is reassured by the fact that a NFA letter will be issued.

ZONE CHANGE APPLICATION (Cont.)

Purpose for which the Change of Zone is requested:

As noted above the Property is comprised of seven separate contiguous parcels. The property owner has submitted an application for a Tentative Parcel Map to the City Engineer of the City of Santa Fe Springs with the intent of combining the parcels into a new lot of +/-131,068 sq. ft. (3.009 acres). Once the new lot is approved and recorded the Property will be ready for development as an Industrial site. The current zoning impedes development of the site because there is Buffered Parking overlay on the Property. The adjacent lots also carry the BP designation, but they are already developed. If the Property were to be developed under the current zoning the quality and size of the development would suffer because any proposed building would have to be set back substantially from the north property line. In effect the building would be inconsistent with the surrounding area and the adjacent buildings.

1. **Demonstrate how the proposed Change of Zone would be in accordance with the principles of good land use planning.**

The Change of Zone would bring the Property into conformance with the typical industrial development which has already taken place along the south side of Washington Boulevard, and in other parts of Santa Fe Springs. The BP designation was applied to this area many years ago presumably to protect the residences to the north which lie in the County of Los Angeles. However, other industrial development on the south side of Washington Blvd. did not implement the BP setbacks; consequently, the Property is the only site where this requirement would apply. It is akin to a 'spot zoning' situation where the current Property is the only parcel that would be made to adhere to the BP setbacks while adjacent properties will not have to follow the BP dictates. If the BP overlay is removed the current Property will be in harmony with the neighborhood and with adjacent properties. Furthermore, if the BP overlay is removed the property will still remain consistent with the adopted General Plan for the City.

2. **Is there a justifiable need in the community for more of the types of uses permitted in the zone requested than can be accommodated in the areas already zoned for such uses?**

The property owner is requesting that the BP overlay be removed from the Property; however the owner is satisfied with the underlying M-1 zoning. The larger area in question is primarily developed with heavy commercial and manufacturing land use in mind. This area can absorb more M-1 development which will provide more jobs for the community and economic stimulus for the City and the area at large.

3. **Why is this particular property more suitable for the use permitted in the proposed zone than for the use permitted in the present zone?**

The underlying M-1 zone is very suitable and compatible with the adjacent properties and with the area in general. What is not compatible, as explained above, is the BP overlay which places the Property in question at a distinct disadvantage. The BP requirements increase the amount of setback required of any new development; this makes development more difficult and would remove harmony with adjacent properties. The Change of Zone would make this particular property compatible with the neighborhood and with adjacent properties.

ZONE CHANGE APPLICATION (Cont.)

4. Indicate how the use permitted in the proposed zone would be compatible to existing permitted uses in the same neighborhood. Show that they would not in any way be detrimental to persons and property in the same general area.

As mentioned previously, the Change of Zone would permit the Property in question to enjoy the same privileges that exist on neighboring properties. The removal of the BP will allow the same development to continue in the general area. The closest homes are north of Washington Blvd. which is a 100' right-of-way. Add the usual setbacks of the M-1 of 30' and that creates a distance of over 130'. Any building built will have the same or greater setbacks as the existing industrial buildings on the south side of Washington Blvd. Plus any new building will have modern features and elements, including landscaping, which are now missing in many of the current building on the south side of Washington Blvd. This should be a welcome improvement to surrounding properties.

CONCLUSION AND SUMMARY

The property owner is aware that a change in zoning on select properties is not the 'usual procedure' under most circumstances. However, by approving the elements of this request the 'spot zoning' which now appears to exist in the area will be eliminated in accord with good planning practices. Furthermore, the resulting development will use the full potential of the Property and will allow the site to be developed in accordance with the City Zoning Ordinance and with surrounding properties.

Throughout this application process every effort has been made to work closely with the City Planning and Development staff and other responsible agencies in order to design a workable solution for a very complicated site. The Property is in a very desirable location and the property owner is anxious to continue working with the City and to implement a solution that incorporates design elements to both mitigate potential impacts and enhance the appearance and compatibility of the proposed project.

Attached Exhibits:

- Application Zone Change
- Exhibit "A" showing location of Buffer Parking Zone to be removed
- Aerial Photos showing surrounding properties, zoning designations, and addresses
- ALTA Survey with legal descriptions and easement affecting the Property
- Part 1 Initial Study prepared by the Applicant
- 700' radius map showing the surrounding landuse

CITY OF SANTA FE SPRINGS

RESOLUTION NO. 45-2014

**A RESOLUTION OF THE PLANNING COMMISSION OF THE
CITY OF SANTA FE SPRINGS REGARDING ZONE CHANGE CASE NO. 135.**

WHEREAS, a request for a change of zone has been submitted to rezone said properties from M-1-BP, Light Manufacturing-Buffer Parking zone to M-1, Light Manufacturing zone on an approximately 3-acre property located at 11904 (APN: 8169-002-003) & 11920 (APN: 8169-002-004) Washington Boulevard, and

WHEREAS, the change of zone request was heard concurrently with Tentative Tract Map Case No. 72616 requesting to consolidate four (4) assessor's parcels (APN: 8169-002-003, 8169-002-004, 8169-002-006 and 8169-002-024) into one lot, and

WHEREAS, Staff finds that pursuant to Section 15061 (b)(3), General Rule Exemption, of the California Environmental Quality Act (CEQA), this project is exempt and has determined that additional environmental analysis is therefore not necessary to meet the requirements of the California Environmental Quality Act (CEQA).

WHEREAS, the Planning Commission held a Public Hearing on May 12, 2014 in regard to the proposed zone change request, and

WHEREAS, the Planning Commission has considered the testimony received at the Public Hearing and studied the facts and circumstances involved in the change of zone request, and

WHEREAS, notice of the Public Hearing was given as required by law, and

NOW, THEREFORE, IT BE RESOLVED THAT THE PLANNING COMMISSION OF THE CITY OF SANTA FE SPRINGS DOES HEREBY RESOLVE, DETERMINE, AND ORDERS AS FOLLOWS:

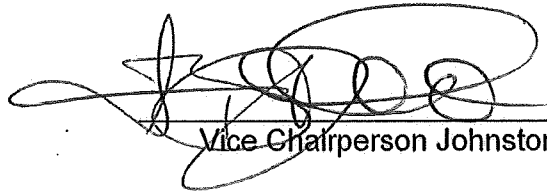
SECTION I. The Planning Commission finds that the facts in this matter are as follows:

1. That the facts in this matter are as stated in the staff report. The staff report provided the following subject matter: the background of the request, the zoning and general plan land use designation of the subject property and the surrounding area, the streets and highways, the General Plan considerations, reference to the environmental documents, and the public hearing noticing requirements. Said staff report is on file.

2. That Zone Change Case No. 135 satisfies the criteria provided in Section 155.825 of the City's Municipal Code to change the zone of the subject property from M-1-BP, Light Manufacturing-Buffer Parking zone to M-1, Light Manufacturing.
3. That the change of zone request involving the subject 3-acre property does satisfy the intent and purpose of the M-1, Light Manufacturing zone.
4. That Zone Change Case No. 135, will be consistent with the Land Use Map of the City's General Plan.

SECTION II. The Planning Commission hereby finds and determines that the 3-acre site as shown on the attached map marked Exhibit "A" is suitable for a change of zone from its existing M-1-BP, Light Manufacturing-Buffer Parking zone to M-1, Light Manufacturing, and therefore recommends that the City Council approve said Change of Zone request.

PASSED and ADOPTED this 12th day of May, 2014.

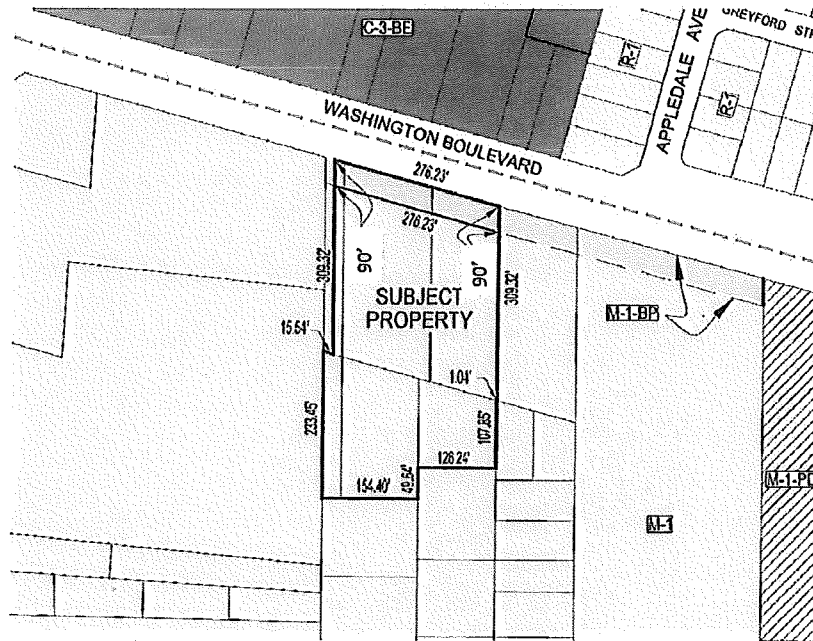

Vice Chairperson Johnston

ATTEST:

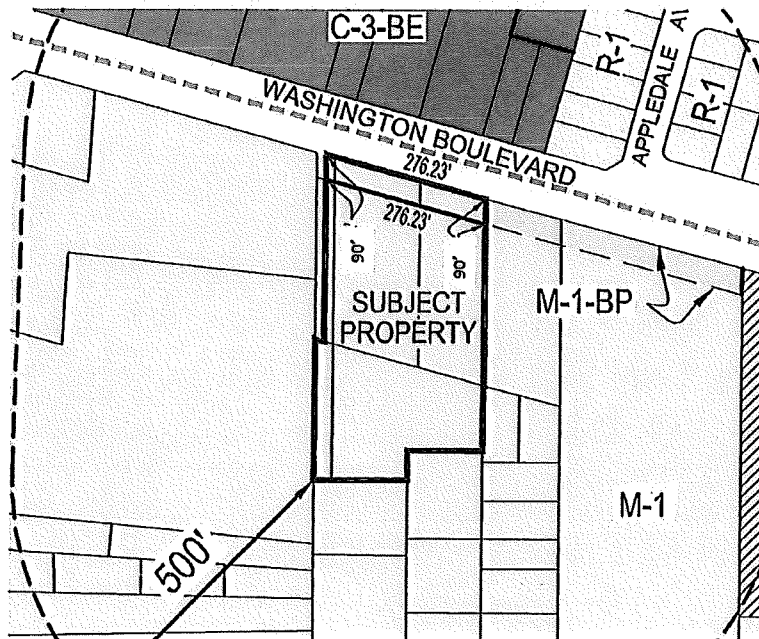

Teresa Cavallo

Exhibit A
Zone Change Case No. 135

Existing Zoning Map



Proposed Zoning Map



ORDINANCE NO. 1056

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS AMENDING TITLE 15 OF THE CODE OF ORDINANCES OF THE CITY, "THE ZONING ORDINANCE" OF THE CITY, BY CHANGING THE ZONING DESIGNATION FOR THE SUBJECT PROPERTY LOCATED AT 11904 & 11920 WASHINGTON BOULEVARD FROM M-1-BP, LIGHT MANUFACTURING-BUFFER PARKING TO M-1, LIGHT MANUFACTURING (ZONE CHANGE CASE NO. 135).

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

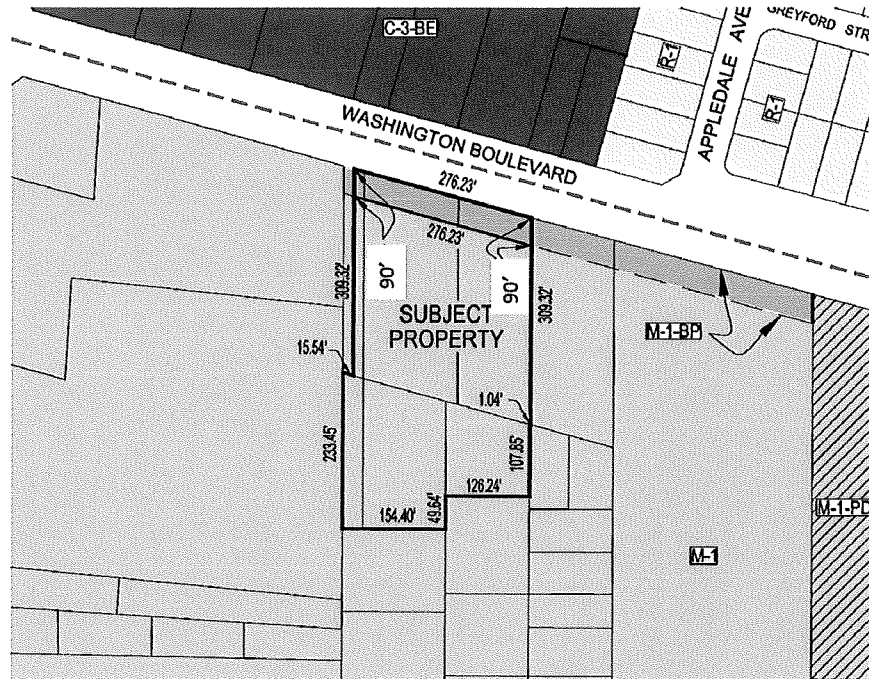
Section 1. Attached hereto and, by this reference, made a part hereof, is a map entitled "Exhibit A – Summary of Changes." The property which is the subject of this Ordinance is shown on said map as currently being in the M-1-BP, Light Manufacturing-Buffer Parking, zone.

Section 2. Title 15 of the Code of Ordinances of the City of the City of Santa Fe Springs, which chapter is the Zoning Ordinance of the City, is amended by placing the property shown upon Exhibit A as being in the M-1, Light Manufacturing, zone.

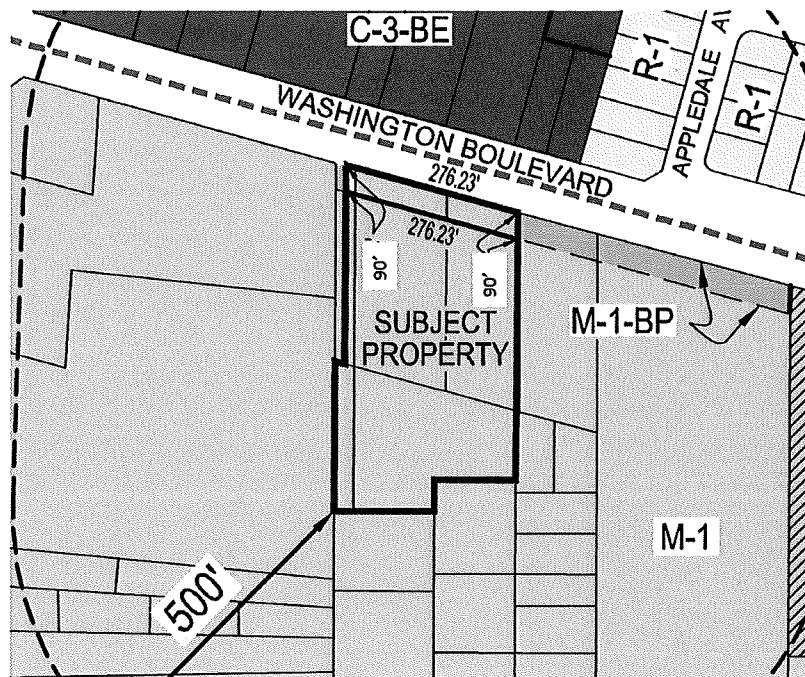
Section 3. The City Clerk shall certify to the adoption of this Ordinance, and shall cause the same to be posted in at least three (3) public places in the City, such posting to be completed not later than fifteen (15) days after passage hereof.

**Exhibit A
Summary of Changes**

Existing Zoning Map



Proposed Zoning Map





City of Santa Fe Springs

City Council Meeting

May 22, 2014

NEW BUSINESS

Resolution No. 9442 - Adopting Safe Harbors under the Patient Protection and Affordable Care Act

RECOMMENDATION

That the City Council approve Resolution No. 9442, adopting Safe Harbors under the Patient Protection and Affordable Care Act and authorizing the City Manager to create, modify and amend the Implementation Plan.

BACKGROUND

The Patient Protection and Affordable Care Act (ACA) was enacted on March 23, 2010, adding shared responsibility and reporting requirements for employers regarding health care coverage for employees who work an average of 30 or more hours of service per week.

To comply with the ACA, Staff recommends that the City implement a plan by January 1, 2015, to determine which employees are considered full-time as defined by the ACA, as well to assess the affordability of the City's health insurance offerings under the ACA.

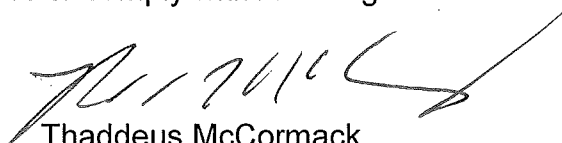
Since the enactment of the ACA, the federal government has released numerous updates, regulations, and guidance impacting implementations for large employers such as the City.

Staff therefore recommends that City Council approve the attached Resolution, adopting Safe Harbors under the ACA, and authorizing the City Manager to create, modify and amend the Implementation Plan, as necessary.

The Implementation Plan that is currently being developed, will address the mechanics of the City's compliance with the requirements of the ACA and may be updated, as needed, as additional guidance and regulations are released.

FISCAL IMPACT

\$130,000 will be budgeted in FY2014-15 to comply with ACA regulations.


Thaddeus McCormack
City Manager

Attachment:

Resolution No. 9442

Report Submitted by: Andrea Cutler
Human Resources Manager

Date of Report: May 14, 2014

RESOLUTION NO. 9442

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, ADOPTING SAFE HARBORS UNDER THE PATIENT PROTECTION AND AFFORDABLE CARE ACT.

WHEREAS, the Patient Protection and Affordable Care Act ("ACA") was enacted on March 23, 2010;

WHEREAS, ACA added Section 4980H Shared Responsibility for Employers Regarding Health Care Coverage (Section 4980H) and Section 6056 Certain Employers Required to Report on Health Insurance Coverage (Section 6056) to Title 26 of the United States Code, the Internal Revenue Code;

WHEREAS, Section 4980H imposes an assessable payment on an applicable large employer when (1) it fails to offer "substantially all" of its full-time employees (and their dependents) the opportunity to enroll in minimum essential coverage or offers coverage to "substantially all" of its full-time employees (and their dependents), but that coverage is either "unaffordable" or does not provide "minimum value" and (2) any full-time employee is certified to the employer as having received a subsidy for coverage through the exchange ("Assessable Payment");

WHEREAS, Section 6056 requires an applicable large employer to file with the Internal Revenue Service an annual return for each full-time employee;

WHEREAS, the City of Santa Fe Springs ("City") is considered an applicable large employer because it employed an average of at least 50 full-time employees (including full-time equivalents) on business days during the preceding calendar year;

WHEREAS, the Department of Treasury issued final regulations regarding Section 4980H that permit the City to adopt the Look Back Measurement Method Safe Harbor in order to determine the status of an employee as "full-time" for purposes of reporting and calculating the Assessable Payment, if any (79 Federal Register 8544, 8586, February 12, 2014);

WHEREAS, the City intends to adopt the provisions of the Look Back Measurement Method Safe Harbor in order to determine the full-time status of its employees for reporting purposes and for purposes of the Assessable Payment.

WHEREAS, the Department of Treasury issued final regulations regarding Section 4980H that permit the City to use one of three affordability safe harbors for any reasonable category of employees as long as the safe harbor is applied on a uniform and consistent basis for all employees in the category (79 Federal Register 8544, 8599-8601, February 12, 2014);

WHEREAS, the City intends to adopt the provisions of the Look Back Measurement Method Safe Harbor in order to determine the full-time status of its employees for reporting purposes and for purposes of the Assessable Payment.

WHEREAS, the City intends to use good faith efforts to comply with legal requirements under ACA despite that they have not yet been fully developed; and

WHEREAS, the City expects that further guidance and regulations may be issued regarding ACA.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, DOES RESOLVE AS FOLLOWS:

SECTION 1. The City hereby establishes the Look Back Measurement Method Safe Harbor with regard to all employees for the purpose of identifying full-time employees for calculation of the Assessable Payment and for IRS reporting purposes.

SECTION 2. The City does not establish the Look Back Measurement Method Safe Harbor for the purpose of determining eligibility for an offer of medical coverage for any employee. All represented employees' eligibility for an offer of medical coverage shall continue to be governed by the terms of any applicable memorandum of understanding.

SECTION 3. The City hereby delegates authority to the City Manager, including his/her designee(s), to create an Implementation Plan that establishes measurement, administrative and stability periods, governs the measurement and tracking of employees' hours of service, and/or otherwise establishes procedures in accordance with Section 4980H to comply with the Look Back Measurement Method Safe Harbor.

SECTION 4. For each reasonable category of employees, the City in its sole discretion, but on a uniform and consistent basis for all of the employees in a reasonable category, will apply one of the three affordability safe-harbors (i.e. Form W-2 Safe Harbor, Rate of Pay Safe Harbor, or Federal Poverty Line Safe Harbor) to determine the affordability of the minimum value coverage that it offers its full-time employees.

SECTION 5. The City hereby delegates authority to the City Manager, including his/her designee(s), to establish an Implementation Plan to comply with any of the three affordability safe harbors in accordance with and as permitted by Section 4980H.

SECTION 6. The City Manager, including his or her designee(s), shall have authority to create, modify or amend the Implementation Plan to ensure the City's compliance with Sections 4980H and 6056 of the Internal Revenue Code.

PASSED AND ADOPTED this 22nd day of May 2014.

Juanita Trujillo, MAYOR

ATTEST:

Anita Jimenez, DEPUTY CITY CLERK



NEW BUSINESS

Approval of Parcel Map No. 72209 –Bona Vista Avenue Cul-de-sac

RECOMMENDATION

That the City Council take the following actions:

1. Approve Parcel Map No. 72209;
2. Find that Parcel Map No. 72209 together with the provisions for its design and improvement, is consistent with the City's General Plans; and
3. Authorize the City Engineer and City Clerk to sign Parcel Map No. 72209.

BACKGROUND/DESCRIPTION OF REQUEST

The subjects of the proposed entitlement consist of three (3) Assessor Parcels, APN: 8069-011-021, APN: 8069-011-017, APN: 8169-012-006 and a cul-de-sac (Bona Vista Avenue). APN: 8069-011-021 is located at the terminus of the Bona Vista Avenue cul-de-sac, on the west side, with an address of 15215 Bona Vista Avenue. It is developed with an 85,000 sq. ft. building constructed in 1974. APN 8069-011-017, is also located at the terminus of the Bona Vista Avenue cul-de-sac, but on the east side, has frontage on Valley View Avenue, with an address of 15305 Valley View Avenue.

It is developed with a 135,000 sq. ft. building constructed in 1971. APN: 8069-012-006 is located directly south of APN: 8069-011-021 and is undeveloped and as a result does not have an address.

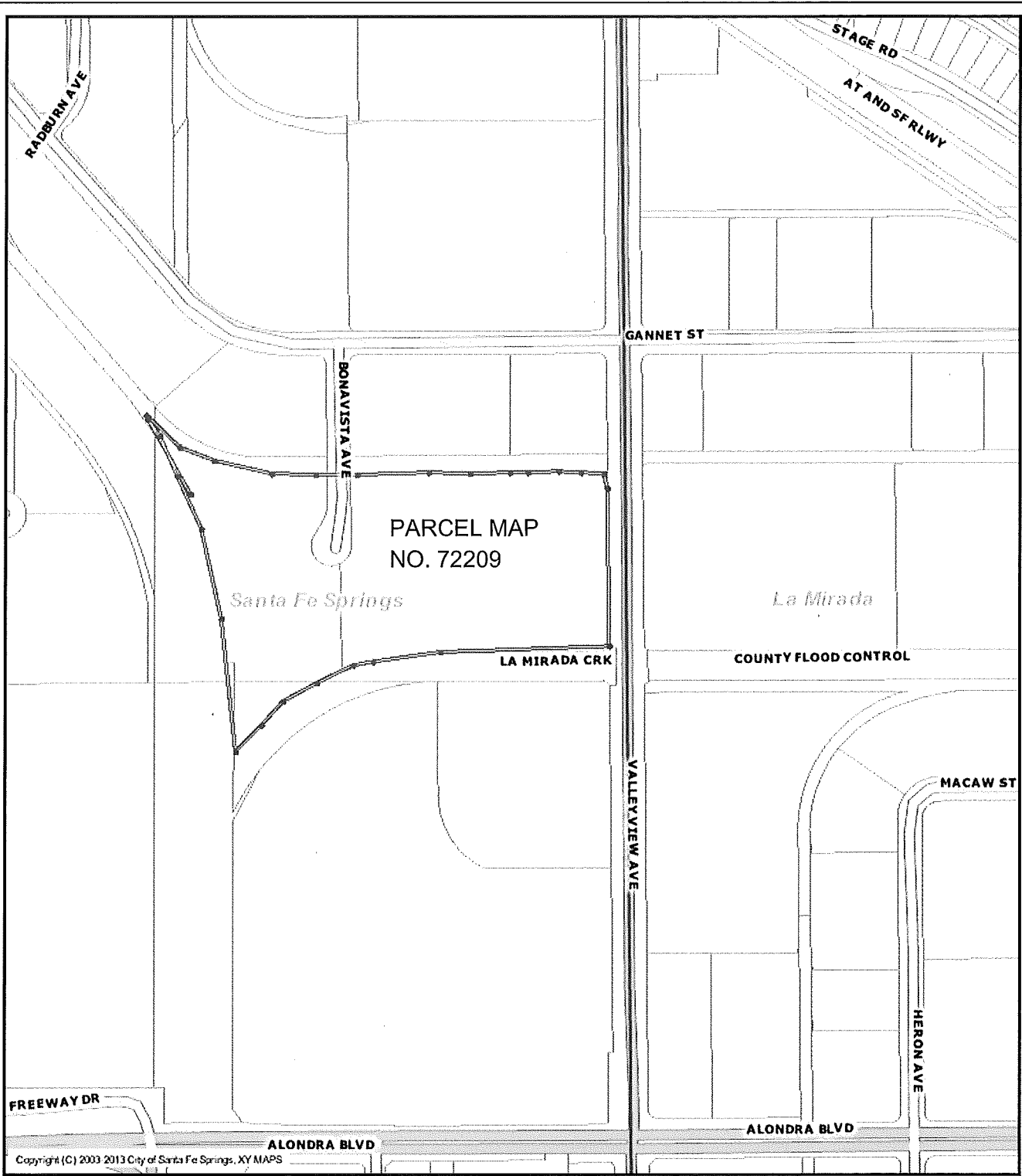
In summary, three (3) assessor parcels and a cul-de-sac currently exist. After the proposed subdivision, the area of the parcels and the cul-de-sac will be combined into one (1) parcel. All utilities and infrastructure necessary to serve the existing parcels are in place. No new utilities or infrastructure are planned or are necessary.

The subdivision/consolidation consists of three (3) assessor parcels (APN: 8069-011-021 of 5.14 acres, APN: 8069-011-017 of 9.12 acres, APN: 8069-012-006 of 0.465 acres) and a cul-de-sac of 0.495 acres (cul-de-sac to be vacated), into one (1) parcel with a combined net area of 15.22 acres, on the properties located at 15305 Valley View Avenue and 15215 Bona Vista Avenue, in the M-2, Heavy Manufacturing Zone.

A Parcel Map is required for the consolidation of the existing parcels into one parcel. The Planning Commission approved the tentative parcel map at their meeting on August 12, 2013. A full-sized copy of the parcel map is available in the office of the City Clerk.

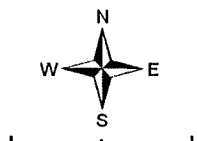

Thaddeus McCormick
City Manager

Attachment:
Location Map



Parcel Map No 72209

Location Map



Scale: 1 in = 400 ft
Printed 5/13/2014



NEW BUSINESS

Street Light Construction at 13833 Freeway Drive, Marquardt Avenue and Mica Street (Freeway Springs, LLC) – Award of Contract

RECOMMENDATION

That the City Council take the following actions:

1. Accept the Bids; and
2. Award a contract to California Professional Engineering, Inc. of La Puente, California in the amount of \$122,882.04.

BACKGROUND

The City Council, at their meeting of March 27, 2014, authorized the City Engineer to advertise for construction bids for the subject project.

Bids were opened on May 6, 2014, and a total of seven (7) bids were received. The low bidder for the project was California Professional Engineering, Inc. of La Puente, California, in the amount of \$122,882.04. The following represents the bids received and the amount of each bids:

<u>Company Name</u>	<u>Bid Amount</u>
California Professional Engineering, Inc.	\$122,882.04
Steiny and Company, Inc.	\$143,136.00
VT Electric, Inc.	\$143,190.00
JFL Electric, Inc.	\$148,716.00
Amtek Construction (Non-Responsive)	\$157,752.00
MaCadee Electrical Construction, Inc.	\$162,000.00
Select Electric, Inc.	\$168,912.00

The bid submitted by California Professional Engineering, Inc. was 18% below the Engineer's Estimate of \$150,000.00.

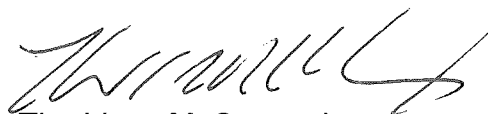
The Department of Public Works has reviewed the bids and has determined the low bid submitted by California Professional Engineering, Inc. to be satisfactory.

FISCAL IMPACT

The installation of the street lights is fully funded by the owner of the Freeway Springs, LLC site and there is no requirement for a City match. There will be additional energy and maintenance costs to the City associated with the installation of eighteen (18) street lights.

INFRASTRUCTURE IMPACT

The project will result in the improvement of light levels for motorists and pedestrians that drive and walk along this section of Freeway Drive, Marquardt Avenue, and Mica Street.



Thaddeus McCormack
City Manager

Attachment:

1. Contract Agreement

CITY OF SANTA FE SPRINGS

CONTRACT AGREEMENT

FOR

**STREET LIGHT CONSTRUCTION AT
13833 FREEWAY DRIVE, MARQUARDT AVENUE AND MICA STREET
(Freeway Springs, LLC)**

IN THE CITY OF SANTA FE SPRINGS

This Contract Agreement is made and entered into the above-stated project this ____ day of
2014, BY AND BETWEEN the City of Santa Fe Springs, as AGENCY, and _____,
as CONTRACTOR in the amount of \$_____.

WITNESSETH that AGENCY and CONTRACTOR have mutually agreed as follows:

ARTICLE I

The contract documents for the aforesaid project shall consist of the Notice Inviting Sealed Bids, Instructions to Bidders, Proposal, General Specifications, Standard Specifications, Special Provisions, Plans, and all referenced specifications, details, standard drawings, CDBG contract provisions and forms, and appendices; together with this Contract Agreement and all required bonds, insurance certificates, permits, notices, and affidavits; and also including any and all addenda or supplemental agreements clarifying, or extending the work contemplated as may be required to ensure its completion in an acceptable manner. All of the provisions of said contract documents are made a part hereof as though fully set forth herein.

ARTICLE II

For and in consideration of the payments and agreements to be made and performed by AGENCY, CONTRACTOR agrees to furnish all materials and perform all work required for the above-stated project, and to fulfill all other obligations as set forth in the aforesaid contract documents.

ARTICLE III

CONTRACTOR agrees to receive and accept the prices set forth in the Proposal as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid contract documents; and also including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work.

ARTICLE IV

AGENCY hereby promises and agrees to employ, and does hereby employ, CONTRACTOR to provide the materials, do the work and fulfill the obligations according to the terms and conditions herein contained and referred to, for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner, and upon the conditions set forth in the contract documents. No work or portion of the work shall be paid for until it is approved for payment by the City Engineer. Payment made for completed portions of the work shall not constitute final acceptance of those portions or of the completed project.

ARTICLE V

CONTRACTOR acknowledges the provisions of the State Labor Code requiring every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that code and certifies compliance with such provisions. Contractor further acknowledges the provisions of the State Labor Code requiring every employer to pay at least the minimum prevailing rate of per diem wages for each craft classification or type of workman needed to execute this contract as determined by the Director of Labor Relations of the State of California. The Contractor is required to pay the higher of either the State or Federal Wages.

ARTICLE VI

CONTRACTOR agrees to indemnify, defend and hold harmless AGENCY and all of its officers and agents from any claims, demand or causes of action, including related expenses, attorney's fees, and costs, based on, arising out of, or in any way related to the work undertaken by CONTRACTOR hereunder.

ARTICLE VII

CONTRACTOR affirms that the signatures, titles and seals set forth hereinafter in execution of this Contract Agreement represent all individuals, firm members, partners, joint venturers, and/or corporate officers having principal interest herein.

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Contract Agreement to be executed in triplicate by setting hereunto their name, titles, hands, and seals as of the date noted above.

By: _____
CONTRACTOR

ADDRESS

THE CITY OF SANTA FE SPRINGS

By: _____
MAYOR

ATTEST:

DEPUTY CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

ACKNOWLEDGEMENT

State of California

County of _____)

On _____ before me, _____
(insert name and title of the officer)

Personally appeared _____
Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

Bond No. _____

FAITHFUL PERFORMANCE BOND
FOR

**STREET LIGHT CONSTRUCTION AT
13833 FREEWAY DRIVE, MARQUARDT AVENUE AND MICA STREET
(Freeway Springs, LLC)**

IN THE CITY OF SANTA FE SPRINGS

KNOWN ALL PERSONS BY THESE PRESENTS that we _____, hereinafter referred to as "Contractor" as principal, and _____, as "Surety", are held and firmly bound unto the City of Santa Fe Springs, hereinafter referred to as the "AGENCY," in the sum of _____ dollars (\$ _____), which is one hundred percent (100%) of the total contract amount for the above stated project, for the payment of which sum, well and truly to be made, we bind ourselves, jointly and severally, and firmly by these presents.

The Conditions of this obligation are such that, whereas said Contractor has been awarded and is about to enter into a Contract for said AGENCY for the above-stated project in said City, in accordance with the drawings and specifications therefore, which contract is incorporated herein by this reference:

NOW THEREFORE, if said Contractor shall well and truly carry out and perform all the covenants and obligations of said contract on Contractor's part to be done and performed at the times and in the manner specified herein, then this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

PROVIDED, that any alternations in the obligations or extensions of time granted under the provisions of said contract shall not in anyway release either said Contractor or said Surety thereunder, and notice of such alterations of the contract is hereby waived by said Surety.

IN WITNESS WHEREOF, we have hereunto set our hands and seal this _____ day of _____, 20__.

Contractor

Surety

By: _____

By: _____

Address

Address

(_____) _____
Area Code/Phone Number

(_____) _____
Area Code/Phone Number

(Contractor signature must be notarized as well as Surety with proper acknowledgement attached.)

ACKNOWLEDGEMENT

State of California

County of _____)

On _____ before me, _____
(insert name and title of the officer)

Personally appeared _____
Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

Bond No. _____

MATERIAL AND LABOR BOND

FOR

**STREET LIGHT CONSTRUCTION AT
13833 FREEWAY DRIVE, MARQUARDT AVENUE AND MICA STREET
(Freeway Springs, LLC)**

IN THE CITY OF SANTA FE SPRINGS

KNOWN ALL PERSONS BY THESE PRESENTS that we _____, hereinafter referred to as "Contractor" as principal, and _____, as "Surety", are held and firmly bound unto the City of Santa Fe Springs, hereinafter referred to as the "AGENCY," in the sum of _____ dollars (\$ _____), which is one hundred percent (100%) of the total contract amount for the above stated project, for the payment of which sum, well and truly to be made, we bind ourselves, jointly and severally, and firmly by these presents.

The conditions of this obligation are such that, whereas Contractor has been awarded and is about to enter into the annexed Contract Agreement with AGENCY for the above-stated project, if Contractor or any subcontractor fails to pay for any labor or material of any kind used in the performance of the work to be done under said contract, or fails to submit amounts due under the State Unemployment Insurance Act with respect to said labor, Surety will pay for the same in an amount not exceeding the sum set forth above, which amount shall insure to the benefit of all persons entitled to file claims under the State Code of Civil Procedures; provided that any alterations in the work to be done, materials to be furnished, or time for completion made pursuant to the terms of the contract documents shall not in any way release either Contractor or Surety, and notice of said alterations is hereby waived by Surety.

IN WITNESS WHEREOF the parties have set their names, titles, hands, and seals this _____ day of _____, 20__.

Contractor

Surety

By: _____

By: _____

Address

Address

(_____) _____
Area Code/Phone Number

(_____) _____
Area Code/Phone Number

(Contractor signature must be notarized as well as Surety with proper acknowledgement attached.)

ACKNOWLEDGEMENT

State of California

County of _____)

On _____ before me, _____
(insert name and title of the officer)

Personally appeared _____

Who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)



City of Santa Fe Springs

City Council Meeting

May 22, 2014

NEW BUSINESS

Approving an Independent Audit Services Agreement with Lance, Soll & Lunghard, LLP for Fiscal Years 2013-14 through 2015-16 with Optional Renewals for Fiscal Years 2016-17 and 2017-18

RECOMMENDATION

That the City Council authorize the City Manager to execute a professional services agreement with the firm of Lance, Soll & Lunghard, LLP (LSL) to perform the City's annual independent audit for Fiscal Years 2013-14 through 2015-16 with optional renewals for Fiscal Years 2016-17 and 2017-18.

BACKGROUND

The City's annual independent audit has been performed by Macias Gini & O'Connell, LLP (MGO) for the past six years. MGO began performing the audit after acquiring the firm Moreland & Associates in 2008, who had performed the City's audit for approximately two decades prior to the MGO acquisition.

On March 27, 2014, the City issued a Request for Proposals (RFP) for qualified independent Certified Public Accounting firms to provide annual audit services. The RFP was issued for several reasons, including: (1) industry best practices, (2) recent state legislation requiring firm or partner rotation every five years, and (3) a Los Angeles County Grand Jury report recommending a regular bidding process for the procurement of independent audit services for all cities in Los Angeles County. The City's current audit firm, MGO, was invited to bid with the understanding that their proposal would reflect responsibility for the audit being rotated to another partner of the firm.

The scope of the annual independent audit services includes the following:

- Audit of the City's Comprehensive Annual Financial Report (CAFR)
- Audit of the City's Federal award programs (Single Audit)
- Audit of the City's Child Care Program
- Review of the annual GANN Appropriations Limit calculation
- Preparation of the annual State Controller's Report of Financial Transactions

The audits and other services are to be performed in accordance with various requirements including Generally Accepted Government Auditing Standards (GAGAS), the Office of Management and Budget (OMB) Circular A-133, and the State Controller's guidelines for financial and compliance audits of California Child Care Programs.



City of Santa Fe Springs

City Council Meeting

May 22, 2014

REQUEST FOR PROPOSALS (RFP)

The City distributed the RFP to 23 firms and received a total of seven responses. After a preliminary review of the proposals and conducting initial phone interviews, City Staff selected the four most qualified firms to participate in on-site interviews. The interview panel was comprised of three City Staff members and one external member. City Staff included the Assistant City Manager/Director of Finance, the Assistant Director of Finance & Administrative Services, and one Accountant. The City of Whittier Controller joined the panel as an external member. The four firms interviewed included:

- Lance, Soll & Lunghard, LLP
- Macias Gini & O'Connell, LLP
- Moss, Levy & Hartzheim, LLP
- White Nelson Diehl Evans, LLP

The panel evaluated the firms on a number of factors including:

- Qualifications and experience of the firm
- Qualification and experience of the project manager and key personnel assigned to the engagement
- Approach to performing requested services
- References
- Pricing

Using a 100 point maximum scale, scores were assigned by each panel member for each of the criterion and an overall average score was calculated for each firm. The panel unanimously selected the firms in the order shown below, with the corresponding average panel scores for each firm:

1. Lance, Soll & Lunghard, LLP	95
2. White Nelson Diehl Evans, LLP	90
3. Moss, Levy & Hartzheim, LLP	82
4. Macias Gini & O'Connell, LLP	70

LANCE, SOLL, & LUNGHARD, LLP

Lance, Soll & Lunghard, LLP (LSL) is an experienced, highly qualified firm specializing in audits of California cities. The breadth and depth of their client base indicates a strong ability to effectively and efficiently perform the requested services for the City in a timely manner. LSL has a reputation for working cooperatively with clients while maintaining independence and working on behalf of their clients' governing boards. Their proposed staff is qualified and highly regarded by their existing clients. The proposed fees fall within the range of fees quoted by other firms



City of Santa Fe Springs

City Council Meeting

May 22, 2014

and appear reasonable for the level of work required. Based on the forgoing, City Staff recommends that the City Council authorize the City Manager to enter into a three-year contract with LSL for independent audit services, with two optional one-year renewals.

AUDIT FEES

The proposed annual audit service fees ranged widely over the five-year period requested, from \$64,647 from one firm (for 1st year services) to \$100,621 from another firm (for 5th year services). As a reference point, the City paid \$91,350 in fees last fiscal year.

LSL's proposed annual fees are as follows:

FY 2013-14	\$77,780
FY 2014-15	\$77,780
FY 2015-16	\$77,780
FY 2016-17	\$80,110 (optional renewal)
FY 2017-18	\$82,510 (optional renewal)

COUNCIL AUDIT SUBCOMMITTEE

A Council Audit Subcommittee meeting is scheduled for Friday, May 16, 2014, to provide members with an overview of the proposal and evaluation process as well as an opportunity to meet with the recommended firm.

FISCAL IMPACT

The annual proposed cost for the comprehensive audit services (detailed above) is lower than the amount budgeted and paid to the City's current auditor. The annual costs are currently budgeted within various activities in the City budget including, City Council, Child Care, and Successor Agency.

Thaddeus McCormack
City Manager

Attachments:

Rating Sheet Sample
Request for Proposal
Lance, Soll & Lunghard, LLP Proposal

**Audit Services LSL
INTERVIEW RATING FORM**

FIRM EVALUATED: **LANCE, SOLL & LUNGHARD, LLP**

Rater please fill out Rating column per line item.

CRITERIA	MAXIMUM POINTS	RATING	COMMENTS
1 QUALIFICATIONS OF THE FIRM Firm's experience with providing similar services identified in the scope of work	15	15	Firm has substantial governmental auditing practice with a focus specifically on California cities.
2 PROJECT MANAGER Qualifications and relevant experience. Unique qualifications and time commitment to this project.	15	15	Rich Kikuchi has substantial relevant experience and is well qualified to lead his team on this project.
3 KEY PERSONNEL Qualifications, experience and time commitment of firm's key personnel. Sub-consultant's qualifications, experience and time commitment of key personnel. Organizational chart showing team.	20	18	The audit team appears experienced, qualified, committed and reasonable to work with.
4 PROJECT UNDERSTANDING AND APPROACH Knowledge of the work required and innovative approach to providing services. Internal devices, methods and schedules to communicate and report progress, issues and opportunities to Proposed organization and commitment to respond to City needs. Proposed hours and segmentation of work between staffing levels.	20	20	The firm seems to have a good approach to the work and will be reasonable in dealing with the transition from the previous firm which was with the City for many years.
5 PAST EXPERIENCE AND REFERENCES Past experience with City or other Cities. Understanding of local government issues, practices, environment, revenues, expenditures, etc. References.	15	15	The firm has an excellent reputation with no known issues of problem audits. References recommend the firm and they conduct regular training showing their understanding of local government issues.
6 PRICING Fair pricing for the current economy.	15	12	The pricing appears fair for the current economy and is below the City's current audit fees.

TOTAL SCORE

100 95

PANEL AVERAGE SCORES

Rater Name (Print)

Rater Signature and Date

SCORING RANGES		
FAIL (0-60) Category evaluated non-responsive.	AVERAGE (71-80) Qualifications/Pricing fully satisfy requirements.	EXCEPTIONAL (91-100) Qualifications/Pricing far exceed requirements.
BELOW AVERAGE (61-70) Below minimally acceptable.	ABOVE AVERAGE (81-90) Qualifications/Pricing more than satisfy requirements.	



11710 Telegraph Road • CA • 90670-3679 • (562) 868-0511 • Fax (562) 868-7112 • www.santafesprings.org

"A great place to live, work, and play"

City of Santa Fe Springs

NOTICE REQUESTING PROPOSALS

FOR

AUDITING SERVICES

Proposal issue date:
March 27, 2014

Proposal submittal due date & time:
5:00 pm, Tuesday April 22, 2014

**REQUEST FOR PROPOSALS
PROFESSIONAL AUDITING SERVICES**

I. INTRODUCTION

A. General Information

The City of Santa Fe Springs (City) is requesting proposals from qualified Certified Public Accounting firms (Auditor) to perform an audit and issue opinions on the City's financial statements. This request is for a three (3) year contract term beginning with the fiscal year ending June 30, 2014, with an option to renew the contract for an additional two (2) fiscal years.

Electronic submittal of the proposal must be received by Anita Jimenez, Deputy City Clerk (anitajimenez@santafesprings.org) by 5:00 p.m. on April 22, 2014. The City reserves the right to reject any or all proposals submitted.

During the evaluation process, the City reserves the right, where it may serve the City's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. The City reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the Auditor of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City and the firm selected. There is no expressed or implied obligation for the City to reimburse responding firms for any expenses incurred in preparing proposals in response to this request. The City reserves the right without prejudice to reject any or all proposals.

It is anticipated that the recommended firm will be selected by the City Council at their meeting on May 22, 2014.

All inquiries relating to this Request for Proposal (RFP) should be submitted to:

Jose Gomez
Assistant City Manager / Director of Finance & Administrative Services
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670
Phone (562) 868-0511
josegomez@santafesprings.org

B. Scope of Services

1. **Comprehensive Annual Financial Report (CAFR)** - Financial audit and preparation of the City's CAFR. The City desires the Auditor to express an opinion on the fair presentation of its basic financial statements.
2. **Single Audit Act Report** - Single audit, preparation, and submission of report to the Federal Clearinghouse. This report must satisfy all requirements of the federal Single Audit Act of 1996.
3. **Agreed-upon Procedures Review of the Gann Appropriations Limit** - A report reviewing the City's spending limitation computation as required by Section 1.5 of Article XIII B of the California Constitution. The review should be performed in conformance with the provisions of the "League of California Cities Uniform Guidelines".
4. **Financial and Compliance Audit of Child Care Programs (Including Development and Food Programs) Audit**- The City receives funding from the California Department of Education which requires a financial and compliance audit. The auditor is also responsible for preparation of separately issued financial statements for the Child Care Program.
5. **California State Controller's Cities Financial Transactions (SCO) Report** - Preparation and submission of California State Controller's Cities Financial Transaction Report. Currently, City Staff prepares this report but optionally may elect for the audit firm to complete the report.

C. Auditing Standards

Audits shall be conducted in accordance with generally accepted auditing standards; *Government Auditing Standards*; the Single Audit Act Amendments of 1996 (the Single Audit Act); the provisions of the Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; OMB Circular A-102, *Grants and Cooperative Agreements with State and Local Governments*; OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*; the State Controllers' Minimum Audit Requirements for California Special Districts; the California Department of Education *CDE Audit Guide*; and applicable laws and regulations.

The financial statements are to be prepared in accordance with the latest Governmental Accounting Standard Board (GASB) pronouncements, as required. The City participates in the Government Finance Officers Association (GFOA) award program for Excellence in Financial Reporting, consistently obtaining the CAFR award.

II. GENERAL TERMS AND CONDITIONS

A. **Proposal Requirements**

1. **Requirement to Meet All Provisions.** Each individual or firm submitting a proposal shall meet all of the terms and conditions of the RFP specifications package. By virtue of its proposal submittal, the proposer acknowledges agreement with and acceptance of all provisions of the RFP specifications.
2. **Proposal Submittal.** Each proposal must be submitted in the format described in the RFP specifications and accompanied by any other required submittals or supplemental materials. **Proposals must be submitted by email (in PDF file format) to anitajimenez@santafesprings.org and received no later than 5:00 p.m. on April 22, 2014.** It is the Auditor's responsibility to confirm receipt. Proposals received after the above date and time will not be considered.
3. **Proposal Quotes.** The prices quoted by the Auditor must be presented using a form consistent with Exhibit A.
4. **Proposal Withdrawal.** An Auditor may withdraw its proposal, without prejudice prior to the deadline submission, by submitting a written request to the City Clerk for its withdrawal.
5. **Submittal of One Proposal Only.** No individual or business entity of any kind shall be allowed to make or file, or to be interested in more than one proposal, except an alternative proposal when specifically requested; however, an individual or business entity that has submitted a sub-proposal to a proposer submitting a proposal, or who has quoted prices on materials to such proposer, is not thereby disqualified from submitting a sub-proposal or from quoting prices to other proposers submitting proposals.
6. **Proposal Retention and Award.** The City reserves the right to retain all proposals for a period of 90 days for examination and comparison. The City also reserves the right to waive non-substantial irregularities in any proposal, to reject any or all proposals, to reject or delete one part of a proposal and accept the other, except to the extent that proposals are qualified by specific limitations.
7. **Proposal Evaluation and Selection.** Proposals will be evaluated based on the following criteria:
 - a. Understanding of the work required by the City.
 - b. Quality, clarity and responsiveness of the proposal.
 - c. Demonstrated competence and professional qualifications necessary for successfully performing the work required by the City.
 - d. Recent experience in successfully performing similar services.
 - e. References.
 - f. Background and related experience of the specific individuals to be assigned to this project.

- g. Proposed approach in completing the work.
- h. Proposed compensation.

As reflected above, contract award will not be based solely on price, but on a combination of factors as determined to be in the best interest of the City. After evaluating the proposals and discussing them further with the finalists or the tentatively selected contractor, the City reserves the right to further negotiate the proposed work and/or method and amount of compensation.

8. **Pre-Proposal Teleconference.** An optional pre-proposal teleconference will be held on Wednesday April 9, 2014 at 10:00 a.m. to answer any relevant questions. Auditors interested in participating in the pre-proposal teleconference should contact Jose Gomez (josegomez@santafesprings.org) to receive more details.
9. **Competency and Responsibility of Auditor.** The City reserves full discretion to determine the competence and responsibility, professionally and/or financially, of Auditors. Auditors will provide, in a timely manner, all information that the City deems necessary to make such a decision.
10. **Contract Requirement.** The Auditor to whom the award is made shall execute a written contract with the City within thirty (30) calendar days after notice of the award has been sent by mail to the address given in its proposal. The contract shall be made in the form adopted by the City and shall incorporate the proposal and these specifications.
11. **Insurance Requirements.** The Auditor shall maintain professional liability and workers' compensation insurance coverage. The Auditor shall provide proof of insurance in the form, coverages and amounts specified in the contract within thirty (30) calendar days after notice of contract award as a precondition to the contract execution.
12. **Business License.** The Auditor must obtain a valid City of Santa Fe Springs business license. Additional information regarding the City's Business License program may be obtained by calling (562) 868-0511.

B. Contract Performance

1. **Ability to perform.** The Auditor warrants that it possesses, or has arranged through subcontracts, all capital and other equipment, labor, materials, and licenses necessary to carry out and complete the work hereunder in compliance with any and all federal, state, county, city and special district laws, ordinances, and regulations.
2. **Safety Provisions.** The Auditor shall conform to the rules and regulations pertaining to safety established by OSHA and the California Division of Industrial Safety.

3. **Auditor non-Discrimination.** In the performance of this work, the Auditor agrees that it will not engage in, nor permit such subcontractors as it may employ, to engage in discrimination in employment of persons because of age, race, color, sex, national origin or ancestry, sexual orientation, or religion of such persons.
4. **Work Delays.** Should the Auditor be obstructed or delayed in the work required to be done hereunder by changes in the work or by any default, act, or omission of the City, or by strikes, fire, earthquake, or any of Act of God, or by the inability to obtain materials, equipment, or labor due to federal government restrictions arising out of defense or war programs, then the time of completion may, at the City's sole option, be extended for such periods as may be agreed upon by the City and the Auditor.
5. **Payment Terms.** Interim progress payments may be made monthly on the basis of progress completed for each audit service. Payment to the Auditor will be made within thirty days of receipt of auditor's invoice. Final payment will be made upon acceptance of each audit service as complete by the City.
6. **Working Papers.** All working papers and reports must be retained, at the Auditor's expense, for a minimum of seven (7) years, unless the firm is notified in writing by the City of the need to extend the retention period. The Auditor will be required to make working papers available, upon request by the City. In addition, the Auditor shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.
7. **Contract Term.** The contract will have a three-year term with an option to renew for two additional years. At the end of each year, the City reserves the right to terminate services for the subsequent year upon 30 days notification.
8. **Field Work.** The City anticipates and expects the major field work for the CAFR and Single Audit to begin on or near the first week of October of each year. The Child Care field work may take place on or near the third week of September of each year. Preliminary field work may occur during a mutually acceptable time frame, normally May through July of each year.
9. **Draft Reports.** The Auditor shall provide draft copies of the Child Care audit report no later than **November 1st** of each year. The Auditor shall provide draft copies of the CAFR and Single Audit no later than **November 10th** of each year.
10. **Final Reports.** The Auditor shall provide final copies of the Child Care audit report no later than **November 10th** of each year. The Auditor shall provide final copies of the CAFR, Single Audit, and management letter no later than **November 30th** of each year.

11. **Attendance at Meetings and Hearings.** As part of the work scope, and included in the contract price, is attendance by the Auditor at up to three (3) public meetings every fiscal year to present and discuss its findings and recommendations, as necessary. The Auditor shall attend as many "working" meetings with staff as necessary in performing work scope tasks.

III. PROPOSAL REQUIREMENTS

A. General Requirements

The purpose of the proposal is to demonstrate the qualifications, competence and capacity of the firms seeking to undertake an independent audit of the City in conformity with the requirements of this request for proposals. As such, the substance of the proposals will carry more weight than their form or manner of presentation. The proposal should demonstrate the qualifications of the firm and of the particular staff to be assigned to this engagement. It should also specify an audit approach that will meet the request for proposal's requirements.

The proposal should address all the points outlined in the request for proposals. The proposal should be prepared simply and economically, providing a straightforward, concise description of the Auditor's capabilities to satisfy the requirements of the request for proposals. While additional data may be presented, items B through L must be included. They represent the criteria against which the proposal will be evaluated.

B. Independence

The Auditor should provide an affirmative statement that it is independent of the City, as defined by generally accepted auditing standards and the U.S. General Accounting Office's *Government Auditing Standards*.

The Auditor also should provide an affirmative statement that it is independent of all of the component units of the City, as defined by those same standards.

The Auditor should also list and describe their professional relationships involving the City or any of its agencies and component units for the past five (5) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed audit. In addition, the Auditor shall provide the City with written notice of any such professional relationships entered into during the period of this agreement.

C. License to Practice in California

An affirmative statement should be included which states that the Auditor and all assigned key professional staff are properly licensed to practice in California.

D. Firm Qualifications and Experience

The Auditor should state the size of the firm, the size of the firms' governmental audit staff, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff to be employed in this engagement on a full-time basis and the number and nature of the staff to be so employed on a part-time basis.

If the Auditor is a joint venture or consortium, the qualifications of each firm comprising the joint venture or consortium should be separately identified and the firm that is to serve as the principal auditor should be noted, if applicable.

The Auditor is also required to submit a copy of the report on its most recent external quality control review, with a statement whether that quality control review included a review of specific governmental engagements.

The Auditor shall also provide information on the results of any federal or state desk reviews or field reviews of its audits during the past three (3) years. In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the Auditor during the past three (3) years with state regulatory bodies or professional organizations, as well as any pending or settled litigation within the past three (3) years.

E. Partner, Supervisory and Staff Qualifications and Experience

Identify the principal supervisory and management staff, including engagement partners, managers, other supervisors and specialists, who would be assigned to the engagement. Indicate whether each such person is registered or licensed to practice as a certified public accountant in California. Provide information on the government auditing experience of each person, including information on relevant continuing professional education for the past three (3) years and membership in professional organizations relevant to the performance of this audit.

Provide as much information as possible regarding the number, qualifications, experience and training, including relevant continuing professional education, of the specific staff to be assigned to this engagement. Indicate how the quality of staff over the term of the agreement will be assured.

Include affirmative statement that engagement partners, managers, other supervisory staff and specialists may be changed if those personnel leave the firm, are promoted or are assigned to another office. These personnel may also be changed for other reasons **only** with the express prior written permission of the City. However, in either case, the City retains the right to approve or reject replacements.

Other audit personnel may be changed at the discretion of the proposer provided that replacements have substantially the same or better qualifications or experience.

F. Similar Engagements with other Governmental Entities

For the Auditor's office that will be assigned responsibility for the audit, list at least 5 of the most significant engagements performed in the last five years that are similar to the engagement described in this request for proposal. Indicate the scope of work, date, engagement partners, total hours, and the name and telephone number of the principal client contact. A list of all governmental audit clients for the principal office should also be supplied in this section.

G. Specific Audit Approach

The Auditor's proposal should set forth a work plan, including an explanation of the audit methodology to be followed, to perform the services required in this request for proposal.

The Auditor will be required to provide the following information on their audit approach:

1. Proposed segmentation of the engagement
2. Sample size and the extent to which statistical sampling is to be used in the engagement
3. Type and extent of analytical procedures to be used in the engagement
4. Approach to be taken to gain and document an understanding of the City's internal control structure.
5. Approach to be taken in determining laws and regulations that will be subject to audit test.
6. Approach to be taken in drawing audit samples for purposes of tests of compliance

H. Total Maximum Price

The proposal should contain all pricing information relative to performing the audit engagement as described in this request for proposal. The cost bid should be submitted in a format consistent with Exhibit A. The total maximum price to be bid is to contain all direct and indirect costs including all out-of-pocket expenses. Costs should be specified for each fiscal year. Costs within each fiscal year should also specify the amount for each individual assignment. For example, costs for the Single Audit Act Report should be separately identified.

The City will not be responsible for expenses incurred in preparing and submitting the proposal. Such costs should not be included in the proposal. The cost bid must include the following information:

1. Certification that the person signing the proposal is entitled to represent the Auditor, empowered to submit the bid, and authorized to sign a contract with the City.

2. A total maximum price for the five-year engagement.

I. Rates by Partner, Specialist, Supervisory and Staff Level Times Hours Anticipated for Each

The proposal should include a schedule of professional fees and expenses, presented in a format consistent with Exhibit B, which supports the total maximum price. A separate form should be prepared for each of the Fiscal Years 2013-14, 2014-2015, 2015-2016, 2016-2017, and 2017-2018.

J. Out-of-Pocket Expenses in the Total Maximum Price and Reimbursement Rates

All estimated out-of-pocket expenses to be reimbursed should be presented in the format provided in Exhibit B. All expense reimbursements will be charged against the total maximum price submitted by the Auditor.

K. City Staff Hours

City staff currently produces schedules and other backup for most balance sheet accounts at year end (accounts receivable listing, accounts payable listing, compensated absences listing, bank reconciliations, schedule of fixed assets etc.). The Auditor is expected to produce any other necessary schedules. City staff will help obtain any necessary information.

An estimate of the number of "additional" City staff hours required to assist the auditors and the tasks to be performed by City staff should be discussed. Do not include time preparing correspondence, discussions with Auditors, or preparing balance sheet support schedules (in the City's format). Do include any time pulling invoices, copying or otherwise assisting the auditors. Sample "provided by client" (PBC) schedules should also be provided.

L. Rates for Additional Professional Services

If it should become necessary for the City to request the Auditor to render any additional services to either supplement the services requested in this RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the City and the Auditor. Any such additional work agreed to between the City and the Auditor shall be performed at the same rates set forth in the schedule of fees and expenses included in the cost bid.

IV. DESCRIPTION OF THE GOVERNMENT

A. Name and Telephone Number of Principal Contact

The Auditor's principal contact with the City is Jose Gomez, Assistant City Manager / Director of Finance & Administrative Services, who will coordinate the assistance to be

provided by the City to the Auditor. His email address is josegomez@santafesprings.org and his telephone number is (562) 868-0511.

B. Background Information

The City, incorporated in 1957, has a population of approximately 16,500. The City is a general law city and operates under the City Council/City Manager form of government. The City is located in the southeast area of Los Angeles County. The City's fiscal year begins on July 1st and ends on June 30th. The City is the Successor Agency for the former Santa Fe Springs Community Development Commission.

The City provides the following services to its citizens:

Highways and Streets	General Administrative Support
Public Improvements	Police (via contract with City of Whittier)
Planning and Zoning	Water
Recreation and Parks	Fire

The City has a total payroll of approximately \$16 million covering approximately 170 full-time employees.

C. Fund Structure

The City uses the following fund types in its external financial reporting:

<u>Fund Type/Account Group</u>	<u>Number of Individual Funds</u>
General Fund	1
Special Revenue Funds	16
Capital Project Funds	2
Enterprise Funds	1
Internal Service Funds	3
Fiduciary Funds	
Private Purpose Trust Fund	1
Agency Funds	4

D. Budgetary Basis of Accounting

The City prepares its budgets on a basis consistent with generally accepted accounting principles. The City uses an "activity based" budget with revenues associated with a particular activity budgeted within that activity as "applied revenues" in order to better analyze the cost of individual activities.

E. Federal and State Financial Assistance

During Fiscal Year 2012-13, the City received the following federal financial assistance:

Department of Agriculture	\$72,957
Department of Housing and Urban Development	\$18,542
Department of Transportation	\$14,163,871
Department of Treasury	\$13,751
Department of Health and Human Services	\$229,164
Department of Homeland Security	\$567,867

Other forms of Federal financial assistance may be added to the list before the fiscal year ends.

F. Pension Plans

The City participates in the State of California Public Employees' Retirement System (CalPERS), an agent multiple-employer retirement system. The City also participates in a defined contribution plan for employees that are not covered by CalPERS, such as hourly employees.

G. Component Units

The City is defined, for financial reporting purposes, in conformity with the Government Accounting Standards Board's Codification of Governmental Accounting and Financial Reporting Standards, Section 2100. Using these criteria, component units are included in the City's financial statements.

The management of the City identified the Successor Agency, Public Financing Authority, and Water Utility Authority as component units that are included in the City's financial statements. These component units are to be audited as part of the audit of the City's financial statements. Separate financial statements are not issued for the component units.

H. Financial Software

The City currently uses a proprietary mainframe system with limited export capabilities. The system is able to provide unformatted exports of the trial balance, revenue/expenditure summary, and general ledger detail in Excel file format.

I. Work Area, Wi-Fi, Photocopying and Fax Machines

The City will provide the Auditor with reasonable work space, desks and chairs. The Auditor will also be provided with Wi-Fi access, photocopying facilities, and fax machines to be used for the audit.

EXHIBITS

EXHIBIT A**Total Maximum Price**

	Fiscal Year					
	2013-14	2014-15	2015-16	2016-17	2017-18	Total
City Audit						
Single Audit						
Gann Limit						
Child Care						
SCO Report						
Total						

**All inclusive total for services, out-of-pocket expenses, meals, lodging, transportation, printing and other costs. (Should tie to maximum price on Exhibit B.)*

Contract Authorization:

The undersigned bidder acknowledges that he/she has thoroughly reviewed all pages for this request for proposal. Bidder further acknowledges that he/she is aware of all the requirements of these documents and agrees to same. The bidder shall be bound to furnish the services specified according to requirements herein, upon acceptance by City of Santa Fe Springs.

_____ Company Name	_____ Address	_____ City	_____ Zip Code
-----------------------	------------------	---------------	-------------------

_____ Signature of Authorized Representative	_____ Title	_____ Date
---	----------------	---------------

_____ Printed Name of Authorized Representative	_____ Phone Number	_____ Email Address
--	-----------------------	------------------------

Federal Tax ID Number

EXHIBIT B**Schedule of Professional Fees and Expenses**

Scope of Service: _____ Fiscal Year: _____

	Rate	Hours	Cost (rate x hours)
Partners	\$	\$	\$
Managers			
Supervisory Staff			
Staff			
Other (Specify)			
Subtotal Staff	\$	\$	\$

Billable Expenses	\$	\$	\$
Meals & Lodging			
Transportation			
Other (Specify)			
Subtotal Billable Expenses			

Total Maximum Cost	\$	\$	\$
---------------------------	----	----	----

Notes:

- The quoted hourly rate should not be presented as a general percentage of the standard hourly rate or as a gross deduction from the total maximum price.
- A separate Exhibit B should be completed for each scope of service shown on Exhibit A and each fiscal year being proposed. Multiple schedules can be shown on an individual page.

EXHIBIT C**Audit Services Planning Calendar****Due date for Proposals****April 22, 2014**

City Council Award of Contract

May 22, 2014

Interim Audit

June – July 2014

CAFR and Single Audit

Year End Field Work Begins

October 6, 2014

Draft Financials Submitted to City

November 10, 2014

Final reports submitted to City

November 30, 2014

Child Care Audit

Year End Field Work Begins

September 15, 2014

Draft Financials Submitted to City

November 1, 2014

Final report submitted to City

November 10, 2014

We're focused on you



CITY OF SANTA FE SPRINGS

PROPOSAL TO PROVIDE
AUDITING SERVICES



"A great place to live, work, and play"

PROPOSAL FOR AUDITING SERVICES

Prepared by:

Lance, Soll & Lunghard, LLP
Certified Public Accountants
203 N. Brea Blvd, Suite 203
Brea, CA 92821

(714) 672-0022



Contact Person:

Richard K. Kikuchi, CPA, Partner
richard.kikuchi@lslcpas.com

April 22, 2014

CITY OF SANTA FE SPRINGS
PROPOSALS FOR AUDITING SERVICES

TABLE OF CONTENTS

	<u>Page No.</u>
Letter of Transmittal	1
Proposal For Auditing Services	
Independence	4
License to Practice in California.....	4
Firm Qualification and Experience	4
Size of the Firm and Size of the Firm Governmental Audit Staff.....	4
Location of Offices	5
Number and Nature of the professional Staff.....	5
Peer Review.....	5
Desk Reviews and Disciplinary Action	5
Partner, Supervisory and Staff Qualifications and Experience	6
Continuing Education	7
Personnel Assigned to the Audit	7
Staff Auditors.....	7
Similar Engagements with Other Governmental Entities.....	8
Specific Audit Approach	
Proposed Segmentation of Engagement	8
Sample Size and Extent of Statistical Sampling	9
Type and Extent of Analytical Procedures	9
Approach to Understanding the City's Internal Control Structure	9
Approach to Determining Laws and Regulations Subject to Audit.....	10
Approach to be Taken in Drawing Audit Samples.....	10
Total Maximum Price	10
Rate by Partner, Supervisory and Staff Level Times Hours Anticipated for Each..	10
Out-of-Pocket Expenses in the Total Maximum Price and Reimbursement Rate...	11
City Staff Hours	11
Rate for Additional Professional Services.....	11

CITY OF SANTA FE SPRINGS
PROPOSAL TO PROVIDE AUDITING SERVICES

TABLE OF CONTENTS

	<u>Page No.</u>
Appendices	
Appendix A - Total Maximum Price	12
Appendix B - Schedule of Professional Fees and Expenses	13
Appendix C - Peer Review Report.....	18
Appendix D - Personnel Resumes	
Richard K. Kikuchi, CPA, Partner.....	19
Deborah A. Harper, CPA, Concurring Partner	21
Adam T. Odom, CPA, Audit Manager	23
Robert W. Eyler, CPA, Audit Senior.....	24
Appendix E - Listing of Governmental Audit Clients	25

April 22, 2014

Anita Jimenez, Deputy City Clerk
City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670

Lance, Soll & Lunghard, LLP is pleased to respond to your Request for Proposals for Auditing Services. As a leader in the field of governmental accounting and auditing, we appreciate this opportunity given us to present our professional qualifications. Because of our extensive public sector experience, dedication to excellence and determination to retain the brightest and most talented professionals, we are certain that Lance, Soll & Lunghard, LLP is the most qualified accounting firm to provide professional auditing services to the City of Santa Fe Springs.

We are a public accounting firm licensed by the State of California, Department of Consumer Affairs, as a Public Accounting Partnership. All of our partners are Certified Public Accountants licensed by the State of California. As a firm, we are members of the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants. All key staff to be assigned to this engagement are or will be licensed by the State of California to practice as Certified Public Accountants.

Lance, Soll & Lunghard, LLP agrees to provide the following annual services for the City of Santa Fe Springs and in accordance with the time periods established by the City, for the fiscal year ending June 30, 2014, 2015, and 2016 with the option to renew for fiscal year ending June 30, 2017 and 2018, as follows:

1. **Comprehensive annual Financial Report (CAFR)** - Perform an audit of all the funds and prepare the City's financial statements in full compliance with GASB 34. At the completion of our audit, we will express an opinion on the fair presentation of the City's basic financial statements which will include both Government-Wide Financial Statements and Fund Financial Statements. We will also apply limited audit procedures to Management's Discussion and Analysis (MD&A) and required supplementary information pertaining to the General Fund and each major fund of the City.
2. **Single Audit Report** - Perform a single audit on the expenditures of federal grant awards in compliance with the requirements of the federal Single Audit Act of 1996, and prepare and submit the report to the Federal Audit Clearinghouse.
3. **Agreed-upon Procedures Review of the Gann Appropriations Limit** - Perform agreed-upon procedures pertaining to the calculation of the Gann Limit (Appropriations Limit) in conformance with the provision of the "League of California Cities Uniform Guidelines" and render a letter annually regarding compliance.



City of Santa Fe Springs
Anita Jimenez, Deputy City Clerk

4. **Financial and Compliance Audit of Child Care Programs (Including Development and Food Programs) Audit** - Perform a financial and compliance audit of the Financial Statements of the State of California Child Care Grant and prepare the financial statements. This audit will comply with all supplemental requirements required of the City by the grantor agency.
5. **California State Controller's Cities Financial Transactions (SCO) Report** - Prepare and submit the City's State Controller's Report when requested by the City.

The audit will be performed in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants; the Single Audit Act Amendments of 1996 (the Single Audit Act); the provisions of the Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; OMB Circular A-102, *Grants and Cooperative Agreements with State and Local Governments*; OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*; the State Controllers' Minimum Audit Requirements for California Special Districts; the California Department of Education *CDE Audit Guide*; and applicable laws and regulations.

The financial statements will be prepared in full compliance with the latest Government Accounting Standard Board (GASB) pronouncements for submission under the Government Finance Officers Association of the United States and Canada's "Certificate of Achievement for Excellence in Financial Reporting" program.

As part of the audit, we will prepare the financial statements and related notes. The City will designate an individual with suitable skill, knowledge, and experience to oversee our services and will assume all management responsibilities. The City will review, approve, and accept responsibility for the financial statements and related notes. Our responsibility will be to issue an opinion on the financial statements.

All working papers and reports will be retained (at our expense) for a minimum of seven (7) years, unless we are notified in writing by the City of Santa Fe Springs of the need to extend that retention period. Upon written request from the City, we will make working papers available to the City of Santa Fe Springs or any government agencies included in the audit of federal grants. In addition, the firm will respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

Upon identification or indication of irregularities and illegal acts, we will make an immediate written report to the City Manager, the City Attorney and the Assistant City Manager/Director of Finance & Administrative Services.

The proposed schedule dates for the audit are as follow:

Interim fieldwork will be conducted during May through July. Audit planning, documentation of systems of internal control and compliance and transaction testing will be completed during the interim stage. A month prior to the start of the interim work, we will provide a list of schedules and items to be provided by the City. At the conclusion of the interim fieldwork, a list of schedules and items needed for the year-end filed work will be provided.



City of Santa Fe Springs
Anita Jimenez, Deputy City Clerk

Year-end fieldwork for the CAFR, the single audit and the Child Care audit will be scheduled the first week of October each year. Financial statement testing, internal controls evaluation, and preparation of reports and letters will be completed during the year-end fieldwork.

Preliminary draft of the reports will be provided by November 1st for the Child Care audit and no later than November 10th for the CAFR to the Assistant City Manager/Director of Finance & Administrative Services. We will be available for any meetings that may be necessary to discuss the draft audit reports.

Final reports will be delivered to the Assistant City Manager/Director of Finance & Administrative Services by November 10th for the Child Care audit report and by November 30th for the CAFR once all issues of discussion have been resolved.

As part of the scope of the audit, we will be available to attend meetings and hearings at the request of the City and to discuss audit findings and recommendations, as necessary. Also, while performing the audit, we will attend as many "working" meetings with staff as necessary in performing work scope tasks.

The sections that follow describe the benefits your organization would receive from Lance, Soll & Lunghard, LLP. **We are committed to provide the services discussed above in accordance with the timetable specified in your request for proposal.** This proposal is a firm and irrevocable offer for a period no less than 90 days for the fiscal year ending June 30, 2014, 2015, and 2016 with the option to renew for fiscal year ending June 30, 2017 and 2018. For purposes of this proposal, Richard K. Kikuchi, Partner, is authorized to make representations for our firm, empowered to submit this bid and authorized to sign a contract with the City of Santa Fe Springs. I can be reached at the address above, by phone at (714) 672-0022 or through email at richard.kikuchi@lsllcpas.com.

Very truly yours,

Richard K. Kikuchi, Partner
LANCE, SOLL & LUNGHARD, LLP

PROPOSAL FOR AUDITING SERVICES

INDEPENDENCE

We meet the independence requirements as defined by Auditing Standards Generally Accepted in the United States of America and the U.S. General Accounting Office's *Government Auditing Standards* (2011 revision). We are a partnership consisting of ten partners who do not own any other business organization that has in the past, or will in the future, be providing services, supplies, materials or equipment to the City of Santa Fe Springs or its component units.

For the past five (5) years, Lance, Soll & Lunghard, LLP has not had any professional relationships involving the City or any of its agencies and component units. We will provide written notice of any professional relationship entered into during the period of the proposed agreement.

LICENSE TO PRACTICE IN CALIFORNIA

Lance, Soll & Lunghard, LLP is a public accounting firm licensed by the State of California, Department of Consumer Affairs, as a Public Accounting Partnership. All of our partners are Certified Public Accountants licensed by the State of California. As a firm, we are members of the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants. All key staff to be assigned to this engagement are or will be licensed by the State of California to practice as Certified Public Accountants.

FIRM QUALIFICATIONS AND EXPERIENCE

Lance, Soll & Lunghard, LLP is a regional public accounting firm that has met the auditing needs of governmental entities throughout California for over 85 years. This experience has led to the development of efficient procedures that provide numerous client benefits. Our clients have grown to understand that an audit from Lance, Soll & Lunghard, LLP provides them with a wealth of knowledge, confidence and value added services.

SIZE OF THE FIRM AND SIZE OF THE FIRM GOVERNMENTAL AUDIT STAFF

Our firm has approximately 65 employees including ten partners and professional staff of approximately forty-five. Governmental staff consists of three partners, one senior manager, four managers, two supervisors, eight seniors and twelve staff auditors. All personnel assigned to this engagement work on a full-time basis.

Local government expertise is led by the following partners:

Richard K. Kikuchi, CPA, Partner
Bryan S. Gruber, CPA, Partner
Deborah A. Harper, CPA, Partner



LANCE, SOLL & LUNGHARD, LLP

PROPOSAL FOR AUDITING SERVICES

FIRM QUALIFICATIONS AND EXPERIENCE (Continued)

LOCATIONS OF OFFICES



We have four offices in California which provide services to the western region of the United States. Our headquarters are located in Orange County in the City of Brea, California. The audit for the City of Santa Fe Springs will be staffed from our Orange County office. We also have three other offices in Temecula Valley, Los Angeles County, and Silicon Valley.

NUMBER AND NATURE OF THE PROFESSIONAL STAFF

The professional staff employed on this engagement will include a partner, a concurring partner, an audit manager, an audit senior and two to three staff auditors. The audit senior will be the in-charge and will be present at all time during the audit fieldwork. All personnel assigned to this engagement work on a full-time basis.

PEER REVIEW

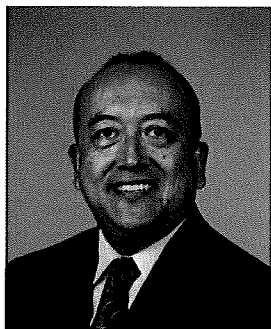
We are members of the American Institute of Certified Public Accountant's Private Companies Practice Section, which has the requirement for peer review along with Generally Accepted Government Auditing Standards. We have participated in the peer review program since its inception and have undergone several peer reviews. The first review was conducted by Arthur Young & Company (now Ernst & Young) and the most recent by R.H. Johnston Accountancy Inc. Overall, they confirmed what we already knew, that our approach and procedures are in compliance with technical and professional pronouncements. All of these peer reviews covered governmental engagements. Our most recent peer review, conducted by R.H. Johnston Accountancy Inc., is included in **Appendix C** to this proposal.

DESK REVIEWS AND DISCIPLINARY ACTION

There have been no disciplinary actions against our organization since its inception. All of our Single Audit reports are desk reviewed either by the Federal cognizant agency or the State Controller's Office acting as the Oversight Agency. We have never had a report rejected by any of these agencies. In fact, we are highly regarded and recognized by the staff of the State controller's Office as a firm that always submits top quality reports.

PROPOSAL FOR AUDITING SERVICES

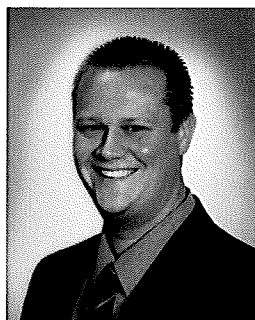
PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE



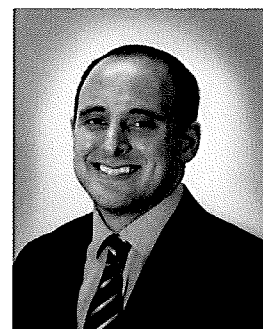
Engagement Partner
Richard K. Kikuchi, CPA



Concurring Partner
Deborah A. Harper, CPA



Audit Manager
Adam T. Odom, CPA



Audit Senior
Robert W. Eyler, CPA

Additional Professional Staff of 2 to 3 on the LSL team.

Resumes for these individuals are located in **Appendix D**.

PROPOSAL FOR AUDITING SERVICES

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE (Continued)

CONTINUING EDUCATION

As a firm policy, and in compliance with the continuing education requirements promulgated by the AICPA, General Accounting Office and the California Society of CPAs, all our staff auditors (certified and non-certified) meet the requirement of 40 hours of continuing education every year, with at least 24 hours in governmental accounting and auditing in a two year period. For our educational programs, we utilize in-house seminars, California Society of CPAs courses, AICPA Government Audit Quality Center courses, and Government Finance Officers Association courses. Our formal education program was reviewed by independent firms during our peer review process and no exceptions were noted.

PERSONNEL ASSIGNED TO THE AUDIT

The most critical component in the successful completion of an audit is the personnel assigned to carry out the responsibilities. We have assembled a **Lance, Soll & Lunghard, LLP Team** composed of individuals with the optimum mix of talents. The individuals assigned have experience in performing the tasks for which they are responsible, as well as familiarity with all government accounting operations. In addition, each has developed extensive skills in a variety of other complementary subjects through their work with clients in other industries. Thus, the experience gained on previous assignments can be applied and tailored to the unique needs of your organization. The partners at Lance, Soll & Lunghard, LLP are an integral part of the audit process and will routinely be overseeing and supervising staff personnel in the field.

STAFF AUDITORS

The firm's policy of assigning in-charge to an engagement requires that the in-charge have at two years of government auditing experience. He or she must have demonstrated a high degree of understanding of governmental accounting and auditing, as well as of the firm's overall client philosophy. Having been assigned to the engagement before is also an important factor in assigning an in-charge supervisor or senior to an engagement. Any changes in personnel at the senior level or above will be approved by the City of Santa Fe Springs. Lance, Soll & Lunghard, LLP's philosophy is to provide **quality audit services with minimal disruption to City staff**. Our focused efforts to obtain and retain quality staff have further enabled us to provide this to our clients.



LANCE, SOLL & LUNGHARD, LLP

PROPOSAL FOR AUDITING SERVICES

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

Similar engagements performed would be as follows:

City of Thousand Oaks – Audit and preparation of a Comprehensive Annual Financial Report (CAFR), a single audit, a childcare audit and the Conejo Open Space Conservation Agency audit. These services have been provided to the City for the last six years. Last audit was for June 30, 2013. Total hours were approximately 541. The engagement partner is currently Mr. Richard K. Kikuchi. Contact person: Mr. John Adams, Finance Director (805) 449-2235 jadams@toaks.org

City of South Gate – Audit and preparation of a Comprehensive Annual Financial Report (CAFR) and a single audit. These services have been provided to the City for the last five years. Last audit performed was for June 30, 2013. Total hours were approximately 412. Engagement partner is currently Mr. Richard K. Kikuchi. Contact person: Mr. Bryan Cook, Finance Director (323) 563-9524 bcook@sogate.org

City of Ontario - Audit and preparation of a Comprehensive Annual Financial Report (CAFR), a single audit, the West End Communication Authority financial audit, the West End Fire And Emergency Response Commission financial audit and an AQMD audit. These services have been provided to the City for the last fifteen years. Last audit performed was for June 30, 2013. Total hours were approximately 723. Engagement partner is Mr. Richard K. Kikuchi. Contact person: Ms. Doreen Nunes, Director of Fiscal Services (909) 395-2352 dnunes@ci.ontario.ca.us

City of Pomona – Audit and preparation of a Comprehensive Annual Financial Report (CAFR) which receives the GFOA award. Successor Agency Audit and preparation of financial statements for the City of Pomona Public Financing Authority, the City of Pomona Housing Authority, AQMD audit and Single Audit in accordance with OMB A-133. These services have been provided to the City for the last three years. Last audit performed was for June 30, 2013. Total hours were approximately 1049. The engagement partner is currently Richard K. Kikuchi, CPA. Contact person: Ms. Paula Chamberlain, Finance Director (909) 620-2355.

City of Bell Gardens - Audit and preparation of a Comprehensive Annual Financial Report (CAFR) and a single audit. These services have been provided to the City for the last nine years. Total hours were approximately 481. Last audit was for June 30, 2013. The engagement partner is currently Mr. Richard K. Kikuchi. Contact person: Mr. Will Kaholokula Director of Finance (562) 806-7708 wkaholokula@bellgardens.org.

A complete listing of current governmental audit clients, along with phone numbers of contact personnel and references as to services provided, is contained in **Appendix E** to this proposal. We welcome you contacting any or all of these to get their opinion on the services we provide.

SPECIFIC AUDIT APPROACH

PROPOSED SEGMENTATION OF ENGAGEMENT

We utilize a governmental audit program which we will tailor to the City of Santa Fe Springs' operations. The tailoring is necessary to accommodate specific client circumstances and to recognize differences in organizational structure. Our audit programs are organized by financial statement category. This approach takes full advantage of our accumulated experience. The

PROPOSAL FOR AUDITING SERVICES

SPECIFIC AUDIT APPROACH (Continued)

primary benefit is that the risk of omitting important procedures is substantially reduced. We believe that this approach tends to be the most effective and efficient for an entity such as the City of Santa Fe Springs. The audit procedures are listed in the most logical sequence which improves efficiency. The savings in effort and time gained by using our audit program can free an auditor's attention for unusual or difficult situations that may arise. The audit programs are designed to increase audit efficiency by linking financial statement assertions, audit objectives, and procedures that are basic to most governmental audit engagements.

SAMPLE SIZE AND EXTENT OF STATISTICAL SAMPLING

Our approach may be to utilize statistical sampling in the areas of receipts, disbursements, utility billing and payroll. Here we develop a statistical conclusion based upon an initial computer selected random sample which is based on the population and other risk factors identified. If errors are noted in the sample, the sample size will be expanded. We believe that a random selection can be efficient, while providing each item in the population an equal chance of being selected. Additionally, we may select a stratified sample of all transactions over a specified dollar limit for review. This allows us to cover all high dollar value transactions not otherwise selected in the random sample. Our samples are selected randomly utilizing IDEA data analysis software.

TYPE AND EXTENT OF ANALYTICAL PROCEDURES

We use analytical procedures as an overall review of the financial information in the preliminary and final stages of the audit. These procedures are designed to assist us in planning our audit and in assessing the propriety of the conclusions reached and in the evaluation of the overall financial statement presentation. The procedures to be utilized consist of determining expectations for percentage increases and decreases between significant revenue, expenditure and balance sheet accounts, reading the financial statements and related notes, and we focus on overall relationships within the financial statements. Once determined, these are reviewed to determine if the changes appear reasonable or require further analysis. For all significant differences, explanations are obtained as to why the situation occurred and additional substantive procedures may be applied and related evidence gathered to resolve concerns and questions.

APPROACH TO UNDERSTANDING CITY'S INTERNAL CONTROL STRUCTURE

To gain an understanding of the City of Santa Fe Springs' internal control structure, we will perform procedures as required by the new Auditing Standards, primarily SAS 104-111. This will include documenting the major transaction classes, the purpose of funds, the structure of the City and to quantify materiality. We will review and make recommendations on the internal control structure, which consists of Control Environment, Accounting System and Control Procedures. We will review internal controls in the area of cash; investments; revenues and receivables; expenditures and accounts payable; payroll; inventories; property and equipment, debt and debt service; insurance and claims. In addition, during the performance of a Single Audit (if required), we will review areas of internal controls over federal grants, including general requirements; specific requirements; claims for advances and reimbursements and amounts claimed or used for matching.

PROPOSAL FOR AUDITING SERVICES

SPECIFIC AUDIT APPROACH (Continued)

Based on the result of our review, we will issue a formal internal control report (SAS 115 Letter) that will identify any significant deficiencies and or material weaknesses noted. This report is required by the *Government Auditing Standards* issued by the Comptroller General of the United States, as well as the Single Audit Act. In addition, we will also issue a separate communication letter directly to the governing board. This letter would communicate any significant deficiencies or material weaknesses we identify in the internal control system and other matters that we feel should be communicated to the governing board. All internal control issues will initially be discussed with management of the City.

APPROACH IN DETERMINING LAWS AND REGULATIONS SUBJECT TO AUDIT TEST

The Laws and Regulations that will be subject to audit test work are determined from the applicable laws, regulations, contracts, and grant agreements which we identify through the understanding we obtain of the City of Santa Fe Springs and our extensive experience with governmental entities.

APPROACH TO BE TAKEN IN DRAWING AUDIT SAMPLES

For the purpose of tests of controls and tests of compliances with laws and regulations, we use audit sampling. Tests of controls are procedures directed towards determining the effectiveness of the design or operation of an internal structure policy or procedures. Normally, audit sampling is used for tests of controls that involve inspection of documents and reports indicating performance of the policy or procedures and, in many cases, re-performance of the application of the policy or procedures. These sampling procedures test the operating effectiveness of an internal control structure policy or procedures by determining how the policy or procedure was applied, the consistency with which it was applied during the audit period, and by whom it was applied.

To achieve this goal, we draw samples in the area of disbursements, receipts, utility billing and payroll. Each document selected will be tested for various attributes that are designed to verify compliance with different aspects of internal controls. Additionally, each sample item will be tested for coding to the proper accounts and posting to the general ledger.

TOTAL MAXIMUM PRICE

Total maximum price is presented as **Appendix A** in the format requested and is all inclusive of services, out-of pocket expenses, meals, lodging, transportation, printing and other costs.

RATE BY PARTNER, SUPERVISORY AND STAFF LEVEL TIMES HOURS ANTICIPATED FOR EACH

The rate per partner, manager, supervisory staff with the anticipated hours spent on the audits is presented as **Appendix B** in the format requested and is supporting the total maximum price reported in **Appendix A**. A separate form is presented for each of the Fiscal Years 2013-14, 2014-2015, 2015-2016, 2016-2017, and 2017-2018.

PROPOSAL FOR AUDITING SERVICES

OUT-OF-POCKET EXPENSES IN THE TOTAL MAXIMUM PRICE AND REIMBURSEMENT RATES

All out of pocket expenses have been included in the maximum price and in the rates reported in **Appendices A and B**.

CITY STAFF HOURS

At the conclusion of the interim fieldwork, a list of schedules and items needed for the year-end fieldwork will be provided. Since City staff already produces schedules and other backup for most balance sheet accounts at year end, we will use the City's prepared schedules and backup to perform our audit. We will prepare any additional schedules if necessary from information obtained from City staff. We do not anticipate the need for additional City staff hours.

RATE FOR ADDITIONAL PROFESSIONAL SERVICES

Additional services to supplement the services requested in this RFP will be performed at the same rates set forth in the schedule of fees and expenses included in **Appendix B**.

Total Maximum Price*


	Fiscal Year					
	2013-14	2014-15	2015-16	2016-17	2017-18	Total
City Audit	\$ 55,980	\$ 55,980	\$ 55,980	\$ 57,660	\$ 59,390	\$ 284,990
Single Audit	8,320	8,320	8,320	8,570	8,830	42,360
Gann Limit	470	470	470	480	490	2,380
Child Care	9,460	9,460	9,460	9,740	10,030	48,150
SCO Report	3,550	3,550	3,550	3,660	3,770	18,080
Total	\$ 77,780	\$ 77,780	\$ 77,780	\$ 80,110	\$ 82,510	\$ 395,960

**All inclusive total for services, out-of-pocket expenses, meals, lodging, transportation, printing and other costs.*

Contract Authorization:

The undersigned bidder acknowledges that he/she has thoroughly reviewed all pages for this request for proposal. Bidder further acknowledges that he/she is aware of all the requirements of these documents and agrees to same. The bidder shall be bound to furnish the services specified according to requirements herein, upon acceptance by City of Santa Fe Springs.

Lance, Soll & Lunghard, LLP.	203 N. Brea Blvd, Suite 203, Brea, CA	92821
Company Name	Address	City Zip Code

	Partner	04/22/2014
Signature of Authorized Representative	Title	Date

Richard Kikuchi	714-672-0022	richard.kikuchi@islcpas.com
Printed Name of Authorized Representative	Phone Number	Email Address

95-2700123
Federal Tax ID Number

Schedule of Professional Fees and Expenses

Scope of Service: Auditing Services Fiscal Year: 2013-14

	Rate	Hours	Cost (rate x hours)
Partners	\$ 272	29.0	\$ 7,888
Managers	179	78.5	14,052
Supervisory Staff	136	167.0	22,712
Staff	121	244.0	29,524
Other (Preparation of the SCO Report will be contracted out)		n/a	3,550
Rounding			54
Subtotal Staff		518.5	\$ 77,780

Billable Expenses			Included
Meals & Lodging			Included
Transportation			Included
Other (Specify)			Included
Subtotal Billable Expenses			Included

Total Maximum Cost			\$ 77,780
---------------------------	--	--	-----------

Schedule of Professional Fees and Expenses

Scope of Service: Auditing Services Fiscal Year: 2014-15

	Rate	Hours	Cost (rate x hours)
Partners	\$ 272	29.0	\$ 7,888
Managers	179	78.5	14,052
Supervisory Staff	136	167.0	22,712
Staff	121	244.0	29,524
Other (Preparation of the SCO Report will be contracted out)		n/a	3,550
Rounding			54
Subtotal Staff		518.5	\$ 77,780

Billable Expenses			Included
Meals & Lodging			Included
Transportation			Included
Other (Specify)			Included
Subtotal Billable Expenses			Included

Total Maximum Cost			\$ 77,780
---------------------------	--	--	-----------

Schedule of Professional Fees and Expenses

Scope of Service: Auditing Services Fiscal Year: 2015-16

	Rate	Hours	Cost (rate x hours)
Partners	\$ 272	29.0	\$ 7,888
Managers	179	78.5	14,052
Supervisory Staff	136	167.0	22,712
Staff	121	244.0	29,524
Other (Preparation of the SCO Report will be contracted out)		n/a	3,550
Rounding			54
Subtotal Staff		518.5	\$ 77,780

Billable Expenses			Included
Meals & Lodging			Included
Transportation			Included
Other (Specify)			Included
Subtotal Billable Expenses			Included

Total Maximum Cost			\$ 77,780
---------------------------	--	--	-----------

Schedule of Professional Fees and Expenses

Scope of Service: Auditing Services Fiscal Year: 2016-17

	Rate	Hours	Cost (rate x hours)
Partners	\$ 279	29.0	\$ 8,091
Managers	185	78.5	14,523
Supervisory Staff	140	167.0	23,380
Staff	125	244.0	30,500
Other (Preparation of the SCO Report will be contracted out)		n/a	3,550
Rounding			66
Subtotal Staff		518.5	\$ 80,110

Billable Expenses			Included
Meals & Lodging			Included
Transportation			Included
Other (Specify)			Included
Subtotal Billable Expenses			Included

Total Maximum Cost			\$ 80,110
---------------------------	--	--	-----------

Schedule of Professional Fees and Expenses

Scope of Service: Auditing Services Fiscal Year: 2017-18

	Rate	Hours	Cost (rate x hours)
Partners	\$ 288	29.0	\$ 8,352
Managers	191	78.5	14,994
Supervisory Staff	144	167.0	24,048
Staff	129	244.0	31,476
Other (Preparation of the SCO Report will be contracted out)		n/a	3,550
Rounding			90
Subtotal Staff		518.5	\$ 82,510

Billable Expenses			Included
Meals & Lodging			Included
Transportation			Included
Other (Specify)			Included
Subtotal Billable Expenses			Included

Total Maximum Cost			\$ 82,510
---------------------------	--	--	-----------

R.H. JOHNSTON ACCOUNTANCY INC.

A Professional Corporation
21300 Victory Boulevard, Suite 750
Woodland Hills, California 91367
(818) 346-9800
Fax (818) 346-0609

Appendix C

System Review Report

November 13, 2013

To the Partners of Lance, Soll & Lunghard, LLP
and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Lance, Soll & Lunghard, LLP (the firm) in effect for the year ended May 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

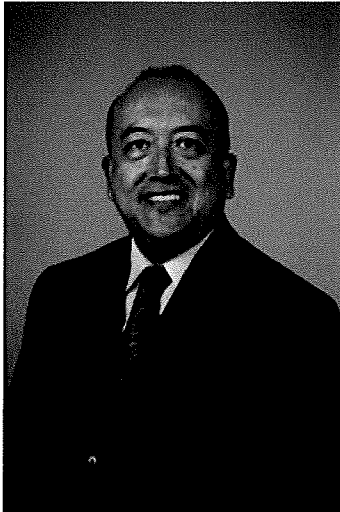
As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, and an audit of employee benefit plan.

In our opinion, the system of quality control for the accounting and auditing practice of Lance, Soll & Lunghard, LLP in effect for the year ended May 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Lance, Soll & Lunghard, LLP has received a peer review rating of *pass*.

R.H. Johnston Accountancy Inc.

RICHARD K. KIKUCHI, CPA

ENGAGEMENT PARTNER



Education: Bachelor of Arts Degree in Business Administration with an emphasis in Accounting - California State University, Fullerton 1985

License: Certified Public Accountant - California 1991

Continuing Education: Total hours were 142 in last three years of which 64 were in governmental accounting and auditing subjects. Mr. Kikuchi has met the Governmental Auditing Standards requirement for governmental CPE

Memberships: California Society of Certified Public Accountants
American Institute of Certified Public Accountants
California Society of Municipal Finance Officers (Associate Member)
Government Finance Officers Association (Associate Member)

Experience: Over twenty five years of experience in governmental audits.

He is currently involved on the following major governmental engagements:

City of Fontana
City of Cathedral City
City of Diamond Bar
City of Azusa
City of Big Bear Lake
City of Indian Wells
City of Imperial Beach
City of Monrovia
City of Malibu
City of Oceanside
City of South Gate

City of Rancho Cucamonga
City of Palm Springs
City of Escondido
City of Canyon Lake
City of Yorba Linda
City of Redlands
City of Rolling Hills
City of La Quinta
City of Manhattan Beach
City of Ontario
City of Thousand Oaks

- This work entailed the preparation of the Comprehensive Annual Financial Report for those entities involved in the award programs of the California Society of Municipal Finance Officers and the Government Finance Officers Association of the United States and Canada.
- Mr. Kikuchi has the responsibility for overseeing federal single audits for these and other clients of our firm. These audits have met the requirements of the OMB and have been desk reviewed by the State Controller's Office.

Richard K. Kikuchi, CPA, Partner (Continued)

Achievements: Mr. Kikuchi recently sat on the California State Board of Accountancy's Qualifications Committee, which is an advisory committee established to examine and to make recommendations for all applicants for the license of Certified Public Accountant.

He currently serves as a technical reviewer for the Government Finance Officers Association (GFOA) and the California Society of Municipal Finance Officers (CSMFO).

Mr. Kikuchi sat on the CSMFO Special Districts Technical Committee and teaches an Introductory Governmental Accounting course through the CSMFO Career Development Committee.

Mr. Kikuchi is a frequent guest speaker for CSMFO seminars and luncheons.

DEBORAH A. HARPER, CPA

CONCURRING PARTNER



Education: Bachelor of Arts Degree in Business Administration with an emphasis in Accounting - California State University, Fullerton 2000

License: Certified Public Accountant – California 2005

Continuing Education: Total hours were 132 in last three years of which 82 were in governmental accounting and auditing subjects. Ms. Harper has met the Governmental Auditing Standards requirement for governmental CPE.

Memberships: California Society of Certified Public Accountants
 American Institute of Certified Public Accountants
 California Society of Municipal Finance Officers (Associate Member)
 Government Finance Officers Association (Associate Member)
 Governmental Accounting and Auditing Committee

Experience: Over fourteen years of experience in governmental audits. During her time with the firm, Ms. Harper has performed all phases of our government audits and made numerous presentations to Boards of Directors and Audit Committees. She has been involved on the following similar engagements:

Cucamonga Valley Water District	City of Chino Hills
Azusa Agricultural Water Company	City of Fontana
City of Aliso Viejo	City of Glendora
City of Irvine	City of Menifee
City of Yorba Linda	City of Corona
City of Laguna Niguel	City of Diamond Bar
City of Monrovia	City of Banning
City of Orange	City of Claremont
City of Seal Beach	City of Brea
City of Simi Valley	City of Fullerton
Foothill Transit Authority	

- This work entailed the preparation of the Comprehensive Annual Financial Report for those entities involved in the award programs of the California Society of Municipal Finance Officers and the Government Finance Officers Association of the United States and Canada.

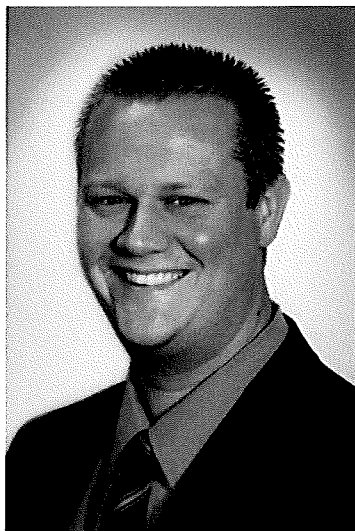
Deborah A. Harper, CPA, Partner (Continued)

- Review the audit of these entities and provide technical assistance throughout the year to provide the most up to date information with current GASB pronouncement.
- Present the overall audit results to audit committees or other Board Members.

Achievements: Ms. Harper has developed and conducts various Lance, Soll & Lunghard, LLP municipal training courses for new associates and members of the firm.

ADAM T. ODOM, CPA

AUDIT MANAGER



Education: Bachelor of Arts Degree in Accounting – Vanguard University of Southern California, 2006

License: California - 2010

Continuing Education: Total hours were 144 in last three years of which 119 were in accounting and auditing subjects. Mr. Odom has met the Governmental Auditing Standards requirement for governmental CPE.

Memberships: American Institute of Certified Public Accountants

Experience: Mr. Odom has over eight years of experience in all phases of audits. He has performed all phases of the audit process, including financials statements. He has been involved in the following engagements:

City of Rancho Cucamonga	City of South Pasadena
City of Seal Beach	City of Santa Barbara
Foothill Transit	Ontario Convention Center
City of Monrovia	City of Laguna Niguel
City of Diamond Bar	Lake Arrowhead Water Agency
City of Banning	Long Beach Convention Center
City of Palm Springs	

Achievements: Mr. Odom has been involved with teaching current audit and accounting related material at Lance, Soll & Lunghard, LLP's in house training seminars. He is also serves as a mentor to auditors in the firm.

ROBERT W. EYLER, CPA

AUDIT SENIOR



Education: Bachelor of Science Degree in Accounting – University of Redlands, 2011

License: Certified Public Accountant – California 2013

Continuing Education: Total hours were 105 in last three years of which 61 were in governmental accounting and auditing subjects. Mr. Eyer has met the Governmental Auditing Standards requirement for governmental CPE.

Experience: Mr. Eyer has progressed in an outstanding manner. During his time with the firm, Mr. Eyer has performed all phases of our government audits, including, CAFR audits, successor agency audits and Single Audits. He has been involved in the following municipal engagements:

City of South Pasadena
City of Ontario
City of Redlands
City of Diamond Bar
City of Palm Springs
City of Cathedral City
City of Banning
City of Walnut

City of La Quinta
City of Chino Hills
City of Manhattan Beach
City of Santa Barbara
City of Orange
City of Azusa
City of Escondido

Appendix E

LSL LISTING OF GOVERNMENTAL AUDIT CLIENTS

	Client	Contact Person	Service Code	Years	Telephone
*	Aliso Viejo	Ms. Gina M Tharani, Director of Financial Services/City Treasurer	F	3	949-425-2520
	American Water Work Association	Ms. S. Ramakrishnan, Asst. Exec. Director	F	2	909-291-2114
*	Azusa	Mr. S. Paragas, Finance Director	F, S	17	626-812-5291
	Banning	Ms. M. Green, Accounting Manager	F, S	15	951-922-3118
	Bell Gardens	Mr. W. Kaholokula, Finance Director	F, S	9	562-806-7708
	Big Bear Lake	Ms. K. Ent, Director of Admin. Services	F, S	16	909-866-5831
	Burbank	Ms. Cindy L Giraldo	I	2	818-238-5487
	Canyon Lake	Mr. T. Shea, Finance Director	F	18	909-244-2955
*	Cathedral City	Mr. K Biersack, Fiscal Officer	F, S	4	760-770-0378
*	Chino Hills	Ms. J. Lancaster, Finance Director	F, S	16	909-364-2600
	Chula Vista	Ms. M. Kachadoorian, Finance Director	F, S	New	619-409-5815
*	Claremont	Mr. A. Pirrie, Acting Finance Director	F, S	9	909-399-5460
*	Coachella Valley Water District	Ms. Kay Godbey, Finance Director	F, S	1	760-398-2661
*	Corona	Ms. Kerry Eden, Finance Director	F, S	3	951-736-2315
	Coronado	Ms. L. Suelter, Finance Director	F, S	7	619-522-7300
*	Cucamonga Valley Water District	Mr. Chad Brantley, Finance Officer	F, S	2	909-483-7453
*	Diamond Bar	Ms. Dianna Honeywell, Finance Director	F, S	3	909-839-7051
	Duarte	Ms. K. Petersen, Finance Director	F	7	626-357-7931
*	Escondido	Ms. J. Ryan, Acting Finance Director	F, S	4	760-839-4338
*	Emeryville	Ms. D. Auker, Finance Director	F, S	10	510-596-4352
*	Fullerton	Ms. J. James, Director of Admin. Services	F, S	2	714-738-6522
*	Fontana	Ms. L. Strong, Director of Admin. Services	F, S	20	909-350-6778
*	Foothill Transit Authority	Mr. G. Victorio, Acting Finance Director	F, S	9	626-967-2274
*	Glendora	Ms. E. Stoddard, Accounting Manager	F, S	10	626-914-8238
	Greater Los Angeles Vector Control	Mr. K Bayless, District Manager	F	4	562-758-6501
	Hidden Hills	Ms. C. Paglia, City Clerk	F	28	818-888-9281
*	Indian Wells	Mr. K. McCarthy, Finance Director	F, S	2	760-346-2489
*	Irvine	Ms. D. Mullally, Manager of Fiscal Services	F, S	3	949-724-6037
	Irwindale	Ms. E. Carreon, Finance Director	F	18	626-430-2221
*	La Mirada	Ms. M. Pasqual, Finance Manager	F, S	10	562-943-0131
*	La Quinta	Ms. R. Byrd, Finance Director	F, S	7	760-777-7150
*	Laguna Niguel	Mr. S. Erlandson, Finance Director	F, S	3	949-362-4358
*	Malibu	Ms. R. Feldman, Finance Director	F	10	310-456-2489
*	Manhattan Beach	Mr. B. Moe, Finance Director	F	11	310-802-5553
*	Monrovia	Mr. M. Alvarado, Director of Admin. Services	F, S	13	626-932-5510
*	Moreno Valley	Mr. R. Teichert, Finance & Admin Svcs Dir.	F, S	2	951-413-3021
*	Ontario	Mr. G. Yee, Director of Admin. Services	F, S	15	909-395-2000
*	Orange	Mr. R. Jacobs, Finance Director	F, S	3	714-744-2235
*	Orange County Water District	Mr. R. Fick, Chief Financial Officer	F, S	2	714-378-3271
*	Palm Springs	Mr. G. Kiehl, Finance Director	F, S	4	760-323-8229
*	Palos Verdes Estates	Ms. L. Yamamoto, Acting Finance Director	F	3	310-378-0383
	Pomona	Ms. P. Chamberlain, Finance Director	F, S	2	909-620-2355
*	Rancho Cucamonga	Ms. T. Layne, Finance Officer	F, S	36	909-989-1851
*	Redlands	Ms. T. Kundig, Finance Director	F, S	3	909-798-7543
	Rolling Hills	Mr. J. Walker, Finance Director	F	5	310-377-1521
	San Carlos	Ms. R. Mendenhall, Acting Admin Svcs Dir	F, S	3	650-802-4221
*	Santa Cruz	Mr. M. Pimentel, Director of Finance	F, S	2	831-420-5050
	San Dimas	Ms. B. Bishop, Finance Director	F, S	53	909-394-6200
	San Marino	Ms. L. Bailey, Finance Director	F	21	626-300-0700
*	Seal Beach	Ms. V. Beatley, Finance Director	F, S	3	562-431-2527
*	Simi Valley	Mr. J. Purtee, Asst City Manager	F, S	6	805-583-6747
*	South Pasadena	Mr. D. Batt, Acting Finance Director	F	11	626-403-7250
*	Three Valleys Water District	Mr. R. Hansen, General Manager	F	6	909-626-4631

Service Codes:

F - Financial Audit

S - Single Audit of Federal Grants in accordance with OMB Circular A-133

I - Internal Audit Services

* - Participates in Award Programs and has received or anticipates receiving outstanding award

Appendix E

LSL LISTING OF GOVERNMENTAL AUDIT CLIENTS

	Client	Contact Person	Service Code	Years	Telephone
*	Vista	Mr. D. Nielsen, Finance Manager	F	5	760-639-6170 x1023
*	Walnut	Ms. Marie Santos, Finance Manager	F	42	909-595-7543
*	Wildomar	Mr. G. Nordquist, Finance Director	F	5	951-677-7751

Service Codes:

F - Financial Audit

S - Single Audit of Federal Grants in accordance with OMB Circular A-133

I - Internal Audit Services

* - Participates in Award Programs and has received or anticipates receiving outstanding award



City of Santa Fe Springs

City Council Meeting

May 22, 2014

PRESENTATION

Proclaiming "Law Enforcement Week 2014" in Santa Fe Springs

RECOMMENDATION

The Mayor may wish to call upon Dino Torres, Director of Police Services, to assist with this presentation.

BACKGROUND

One of the community's most important resources is the brave, devoted peacekeeping force. These brave men and women willingly dedicate their lives to securing a safe society for all and have sustained a tradition of performing the highest quality of work in order to provide a better life environment for others. In 1962, President John F. Kennedy proclaimed May 15 of each year as Peace Officers' Memorial Day, and the week around it, Law Enforcement Week.

The City of Santa Fe Springs would like to recognize "Law Enforcement Week 2014" and honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy. Additionally, it is important to honor those presently in law enforcement that play an essential role in safeguarding the rights and freedoms of the citizens.

Please join the City of Santa Fe Springs in honoring "Law Enforcement Week 2014" and join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their community.

Thaddeus McCormack
City Manager

Attachment:

"Law Enforcement Week 2014" Proclamation

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Whittier Police Department serving the City of Santa Fe Springs; and

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries; and

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, 286 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 100 officers killed in 2013 and 186 officers killed in previous years; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty was honored during the National Law Enforcement Officers Memorial Fund's 26th Annual Candlelight Vigil; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags were flown at half-staff;

NOW, THEREFORE, BE IT RESOLVED that I, Juanita Trujillo, Mayor of the City of Santa Fe Springs, do hereby call upon all residents to recognize the week of May 18-24, 2014, as

“Law Enforcement Week 2014”

in Santa Fe Springs and join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their community and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

DATED this 22nd day of May, 2014.

Juanita Trujillo, MAYOR

ATTEST:

Anita Jimenez, DEPUTY CITY CLERK



PRESENTATION

Proclaiming the Week of May 18 - 24, 2014 as "National Public Works Week"

RECOMMENDATION

That the City Council proclaim the week of May 18 - 24, 2014 as "National Public Works Week" in Santa Fe Springs.

BACKGROUND

National Public Works Week (NPWW) is a celebration of the tens of thousands of men and women in North America who provide the services and maintain the infrastructure collectively known as public works. Instituted as a public education campaign by the American Public Works Association (APWA) in 1960, the goal is to call attention to the importance of public works in community life.

National Public Works Week is observed each year during the third full week of May. Through NPWW and other efforts, APWA seeks to raise the public's awareness of public works issues and to increase confidence in public works employees who are dedicated to improving the quality of life for present and future generations. This year's theme is "Building for Today, Planning for Tomorrow".

The Mayor may wish to call upon Noe Negrete, Director of Public Works, to receive the proclamation.

Thaddeus McCormack
City Manager

Attachment:
Proclamation

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, storm drains, sewers, streets and highways, public buildings and facilities, and traffic signals; and

WHEREAS, the health, safety, and comfort of this community greatly depend on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, construction, and maintenance, is vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel that staff public works departments is materially influenced by people's attitude and understanding of the importance of the work they perform,

NOW, THEREFORE, I, Juanita Trujillo, Mayor of the City of Santa Fe Springs, on behalf of the City Council, do hereby proclaim the week of May 18-24, 2014 as

NATIONAL PUBLIC WORKS WEEK

in the City of Santa Fe Springs and call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

DATED this 22th day of May, 2014.

Juanita Trujillo, MAYOR

ATTEST:

Anita Jimenez, DEPUTY CITY CLERK



City of Santa Fe Springs

City Council Meeting

May 22, 2014

PRESENTATION

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.



Thaddeus McCormack
City Manager

Attachment:

None

Report Submitted By:

Noe Negrete
Department of Public Works

 Date of Report: May 14, 2014



City of Santa Fe Springs

City Council Meeting

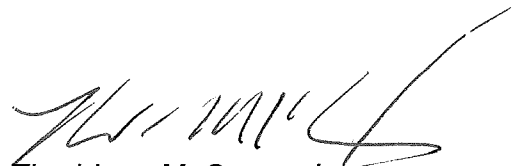
May 22, 2014

APPOINTMENTS TO COMMITTEES AND COMMISSIONS

Committee	Vacancy	Councilmember
Beautification	3	Sarno
Community Program	1	Moore
Community Program	2	Rios
Community Program	1	Rounds
Community Program	4	Trujillo
Historical	1	Moore
Historical	2	Rounds
Historical	2	Sarno
Historical	3	Trujillo
Parks & Recreation	1	Moore
Senior Citizens	1	Rios
Senior Citizens	2	Rounds
Senior Citizens	3	Trujillo
Sister City	1	Moore
Sister City	1	Rounds
Sister City	5	Sarno
Sister City	2	Trujillo
Youth Leadership	1	Moore
Youth Leadership	1	Trujillo

Recent Activity: Margaret Palomino was removed from the Community Program Committee. Rigo Estrada was removed from the Sister City Committee. Francis Carbajal was appointed to the Sister City Committee. Johana Coca was appointed to the Parks & Recreation Committee.

Applications Received:


Thaddeus McCormack
City Manager

Attachments:
Committee Lists
Prospective Member List

BEAUTIFICATION COMMITTEE

Meets the fourth Wednesday of each month, except July, Aug, Dec.

9:30 a.m., Town Center Hall

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Juliet Ray	(14)
	Paula Minnehan	(14)
	Annie Petris	(15)
	Guadalupe Placensia	(15)
	George Felix, Sr.	(15)
Rios	Mary Reed	(14)
	Charlotte Zevallos	(14)
	Doris Yarwood	(14)
	Vada Conrad	(15)
	Joseph Saiza	(15)
Rounds	Sadie Calderon	(14)
	Rita Argott	(14)
	Mary Arias	(15)
	Marlene Vernava*	(15)
	Debra Cabrera	(15)
Sarno	Vacant	(14)
	Irene Pasillas	(14)
	Vacant	(14)
	May Sharp	(15)
	Vacant	(15)
Trujillo	Mary Jo Haller	(14)
	Eleanor Connelly	(14)
	Margaret Bustos*	(14)
	Rosalie Miller	(15)
	A.J. Hayes	(15)

**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.

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	George Felix, Jr.	(14)
	Vacant	(14)
	Mary Jo Haller	(15)
	Gabriela Garcia	(15)
	Bryan Collins	(15)
Rios	Vacant	(14)
	Mary Anderson	(15)
	Dolores H. Romero*	(15)
	Vacant	(14)
	David Diaz-Infante*	(15)
Rounds	Mark Scoggins*	(14)
	Marlene Vernava*	(14)
	Vacant	(14)
	Anthony Ambris	(15)
	Johana Coca	(15)
Sarno	Jeanne Teran	(14)
	Miguel Estevez	(14)
	Kim Mette	(14)
	Cecilia Leader	(15)
	Frank Leader	(15)
Trujillo	Vacant	(14)
	Vacant	(14)
	Vacant	(14)
	Judy Aslakson	(15)
	Vacant	(15)

**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., Gus Velasco Neighborhood Center

Qualifications: 18 Years of age, reside or active in the City

Membership: 15 Residents Appointed by City Council

5 Social Service Agency Representatives Appointed by the Committee

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Arcelia Miranda	(14)
	Martha Villanueva	(15)
	Margaret Bustos*	(15)
Rios	Lydia Gonzales	(14)
	Manny Zevallos*	(15)
	Gilbert Aguirre*	(15)
Rounds	Annette Rodriguez	(14)
	Janie Aguirre*	(15)
	Ted Radoumis	(15)
Sarno	Debbie Belmontes	(14)
	Linda Vallejo	(14)
	Hilda Zamora	(15)
Trujillo	Dolores H. Romero*	(14)
	Gloria Duran*	(14)
	David Diaz-Infante *	(15)

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

**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 Gus Velasco
Neighborhood Center Room 1

Qualifications: 18 Years of age, reside or active in the City

Membership: 9 Voting Members
6 Non-Voting Members

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

Committee Representatives

Beautification Committee	Marlene Vernava*	6/30/2015
Historical Committee	Larry Oblea	6/30/2015
Planning Commission	Frank Ybarra	6/30/2015
Chamber of Commerce	Tom Summerfield	6/30/2015

Council/Staff Representatives

Council	Richard Moore
Council Alternate	Laurie Rios
City Manager	Thaddeus McCormack
Director of Community Services	Maricela Balderas
Director of Planning	Wayne Morrell

**Indicates person currently serves on three committees*

HISTORICAL COMMITTEE

Meets Quarterly - The 2nd Tuesday of Jan. and the 1st Tuesday of April, July, and Oct., at 5:30 p.m., Carraige Barn

Qualifications: 18 Years of age, reside or active in the City

Membership: 20

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Astrid Gonzalez	(14)
	Tony Reyes	(14)
	Amparo Oblea	(15)
	Vacant	(15)
Rios	Gilbert Aguirre	(14)
	Hilda Zamora	(14)
	Janie Aguirre	(15)
	Larry Oblea	(15)
Rounds	Vacant	(14)
	Vacant	(14)
	Mark Scoggins*	(15)
	Janice Smith	(15)
Sarno	Ed Duran	(14)
	Vacant	(14)
	Vacant	(15)
	Sally Gaitan	(15)
Trujillo	Vacant	(14)
	Vacant	(14)
	Merrie Hathaway	(15)
	Vacant	(15)

**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

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Mary Tavera	(14)
	John Salgado	(14)
	Janet Rock	(15)
	Ralph Aranda	(15)
	Vacant	(15)
Rios	Lynda Short	(14)
	Bernie Landin	(14)
	Carlos Tovar	(14)
	Sally Gaitan	(15)
	Fred Earl	(15)
Rounds	Kenneth Arnold	(14)
	Richard Legarreta, Sr.	(14)
	Johana Coca	(14)
	Angelica Miranda	(15)
	Mark Scoggins*	(15)
Sarno	Joey Hernandez	(14)
	Debbie Belmontes	(14)
	Lisa Garcia	(15)
	Ed Madrid	(14)
	David Diaz-Infante*	(15)
Trujillo	Miguel Estevez	(14)
	Andrea Lopez	(14)
	A.J. Hayes	(15)
	Judy Aslakson	(15)
	Arcelia Miranda	(15)

**Indicates person currently serves on three committees*

PERSONNEL ADVISORY BOARD

Meets Quarterly on an As-Needed Basis

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

Terms: Four Years

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Council	Angel Munoz	6/30/2017
	Ron Biggs	6/30/2017
Personnel Advisory Board	Jim Contreras	6/30/2017
Firemen's Association	Jim De Silva	6/30/2017
Employees' Association	Anita Ayala	6/30/2017

PLANNING COMMISSION

Meets the second Monday of every Month at 4:30 p.m.,
Council Chambers
Qualifications: 18 Years of age, reside or active in the City
Membership: 5

APPOINTED BY

NAME

Moore	Louie Gonzalez
Rios	Michael Madrigal
Rounds	Susan Johnston
Sarno	Joe Angel Zamora
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.,
Gus Velasco Neighborhood Center

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Yoshi Komaki	(14)
	Yoko Nakamura	(14)
	Paul Nakamura	(14)
	Astrid Shesterkin	(15)
	Pete Vallejo	(15)
Rios	Janie Aguirre	(14)
	Louis Serrano	(14)
	Vacant	(14)
	Amelia Acosta	(15)
	Jessie Serrano	(15)
Rounds	Vacant	(14)
	Vacant	(14)
	Gloria Vasquez	(15)
	Lorena Huitron	(15)
	Berta Sera	(15)
Sarno	Gloria Duran	(14)
	Betty Elizalde	(14)
	Hilda Zamora	(15)
	Linda Vallejo	(15)
	Ed Duran	(15)
Trujillo	Vacant	(14)
	Vacant	(14)
	Gilbert Aguirre*	(15)
	Margaret Bustos*	(15)
	Vacant	(15)

**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.

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Martha Villanueva	(14)
	Vacant	(14)
	Mary K. Reed	(15)
	Peggy Radoumis	(15)
	Jeannette Wolfe	(15)
Rios	Charlotte Zevallos	(14)
	Francis Carbajal	(14)
	Marlene Vernava*	(15)
	Doris Yarwood	(15)
	Lucy Gomez	(15)
Rounds	Manny Zevallos	(14)
	Susan Johnston	(14)
	Vacant	(14)
	Ted Radoumis	(15)
	Johana Coca	(15)
Sarno	Vacant	(14)
	Vacant	(14)
	Vacant	(15)
	Vacant	(14)
	Vacant	(15)
Trujillo	Vacant	(14)
	Andrea Lopez	(14)
	Dolores H. Romero*	(15)
	Marcella Obregon	(15)
	Vacant	(15)

**Indicates person currently serves on three committees*

TRAFFIC COMMISSION

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

Membership: 5

Qualifications: 18 Years of age, reside or active in the City

APPOINTED BY

NAME

Moore

Albert J. Hayes

Rios

Pauline Moore

Rounds

Ted Radoumis

Sarno

Alma Martinez

Trujillo

Greg Berg

YOUTH LEADERSHIP COMMITTEE

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

Qualifications: Ages 13-18, reside in Santa Fe Springs

Membership: 20

APPOINTED BY	NAME	TERM EXPIRES UPON GRADUATION IN
Moore	Destiny Cardona	(14)
	Evony Reyes	(17)
	Katrina Uribe	(17)
	Vacant	()
Rios	Precious Ramirez	(14)
	Danielle Garcia	(14)
	Marisa Gonzalez	(15)
	Joshua Rojo	(14)
Rounds	Gabriel Perez	(16)
	Jesus Ramirez	(14)
	Laurence Ordaz	(16)
	Ciani Hernandez	(15)
Sarno	Dominique Walker	()
	Victoria Molina	()
	Felipe Rangel	(14)
	Alyssa Madrid	()
Trujillo	Paul Legarreta	(17)
	Victoria Nunez	()
	Cameron Velasco	(16)
	Vacant	()

Prospective Members for Various Committees/Commissions

Beautification

Community Program

Family & Human Services

Gabriela Garcia

Heritage Arts

Historical

Personnel Advisory Board

Parks & Recreation

Gabriela Garcia

David Kurt Hamra

Brenda Kaholokula

Planning Commission

Carlos Tovar

Manuel Zevallos

Senior Citizens Advisory

Francis Carbajal

Sister City

Linda Vallejo

Traffic Commission

Nicolette Bravo

Manuel Zevallos

Youth Leadership