



# AGENDA

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

**July 27, 2017  
6:00 P.M.**

Council Chambers  
11710 Telegraph Road  
Santa Fe Springs, CA 90670

**William K. Rounds, Mayor  
Jay Sarno, Mayor Pro Tem  
Richard J. Moore, Councilmember  
Juanita Trujillo, Councilmember  
Joe Angel Zamora, Councilmember**

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

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

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

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

***City of Santa Fe Springs***  
***Regular Meetings***

***July 27, 2017***

**1. CALL TO ORDER**

**2. ROLL CALL**

Richard J. Moore, Councilmember  
Juanita Trujillo, Councilmember  
Joe Angel Zamora, Councilmember  
Jay Sarno, Mayor Pro Tem  
William K. Rounds, 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 June 22, 2017, Public Financing Authority Meeting

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

**Monthly Reports**

- 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 June 22, 2017, Water Utility Authority Meeting

**Recommendation:** That the Water Utility Authority:

- Approve the minutes as submitted.

**Monthly Reports**

- b. Monthly Report on the Status of Debt Instruments Issued through the Water Utility Authority (WUA)

**Recommendation:** That the Water Utility Authority:

- Receive and file the report.

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

**Recommendation:** That the Water Utility Authority:

- Receive and file the report.

- d. Resolution No. 9557 – Board Member Appointment to the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority

**Recommendation:** That the Water Utility Authority:

- Adopt Resolution No. 9557 appointing Frank Beach to serve as the primary Board Member and Noe Negrete, Robert Garcia and Sarina Morales-Choate to serve as alternate Board Members representing the City of Santa Fe Springs with the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority

**CITY COUNCIL**

**5. CITY MANAGER REPORT**

**6. 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 of Minutes**

- a. Minutes of the June 22, 2017 City Council Meetings

**Recommendation:** That the City Council:

- Approve the minutes as submitted.

**PUBLIC HEARING (Continued from the City Council Meeting of July 13, 2017)**

7. An Agreement creating certain obligations between the City of Santa Fe Springs ("CITY") and CR&R Incorporated (CR&R), including but not limited to paying the CITY a fee based upon the total number of tons per day (TPD) of non-hazardous municipal solid waste processed at the Direct Transfer Facility (DTF) on property located at 12739 Lakeland Road (APN: APN 8011-016-022), within the M-2, Heavy Manufacturing, Zone.

**Recommendation:** That the City Council:

- Open the Public Hearing for those wishing to speak on these matters; and thereafter close the Public Hearing;
- Approve the Host Fee Agreement between the CITY AND CR&R;
- Authorize the Mayor or designee to sign the Host Fee Agreement.

**8. Confirmation of 2016/17 Weed Abatement Changes**

**Recommendation:** That the City Council:

- Open the Public Hearing and receive any comments from the public wishing to speak on this matter; and
- Confirm the charges listed in the Los Angeles County Agricultural Commissioners 2016/2017 Weed Abatement Assessment Roll; and
- Instruct the County Auditor to enter the amounts of these assessments against the respective parcels of land as they appear on the current assessment roll.

**NEW BUSINESS**

9. Second Reading and Adoption of Ordinance No. 1088 – Repealing and Replacing the City's Purchasing Statutes, Policies and Procedures  
**Recommendation:** That the City Council:
- Adopt Ordinance No. 1088 and repealing and replacing Sections 34.15 through 34.38 of Chapter 34, "Finance and Revenue", Title 3, "Administration," of the Santa Fe Springs Municipal Code.
10. Authorize the Disposal of Surplus Vehicles and Equipment by Way of Public Auction  
**Recommendation:** That the City Council:
- Authorize the disposal of fourteen (14) surplus vehicles and various obsolete furniture, supplies, and equipment items.
  - Authorize the City Manager or his designee to make available furniture, supplies, and equipment to interested local schools and non-profit organizations.
  - Authorize the City Manager or his designee to proceed with the disposal of vehicles & remaining furniture, supplies, and equipment at public auction.
11. Water Well No. 12 Ground Water Treatment System – Rejection of Bids  
**Recommendation:** That the City Council:
- Reject the bids submitted for the Water Well No. 12 Ground Water Treatment System; and
  - Authorize the City Engineer to re-advertise the Water Well No. 12 Ground Water Treatment System.
12. SB 649 (Hueso) Contracting for Wireless  
**Recommendation:** That the City Council:
- Give staff direction relating to a potential agreement with 5 Bars for small cell and wireless equipment marketing and licensing services.

**CLOSED SESSION**

13. **PUBLIC EMPLOYMENT**

(Pursuant to Subdivision (e) of Section 54957 of the Government Code)  
TITLE: City Manager

***Items 14 – 22 will occur in the 7:00 p.m. hour.***

14. **INVOCATION**

15. **PLEDGE OF ALLEGIANCE**

16. **INTRODUCTIONS**

- Representatives from the Chamber of Commerce

17. **ANNOUNCEMENTS**



***City of Santa Fe Springs***  
***Regular Meetings***

***July 27, 2017***

**18. PRESENTATIONS**

- a. 2017 Beautification Awards Program Recipients

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

- a. Committee Appointments

**20. 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.*

**21. EXECUTIVE TEAM REPORTS**

**22. 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.*

  
\_\_\_\_\_  
Janet Martinez, CMC  
City Clerk

July 21, 2017  
Date

**FOR ITEM NO. 3A**  
**PLEASE SEE ITEM NO. 6A**



## **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.

##### Water Revenue Bonds, 2005 Series A

Financing proceeds available for appropriation at 6/30/17	None
Outstanding principal at 6/30/17	\$1,960,000

##### Consolidated Redevelopment Project 2006-A Tax Allocation Bonds

Financing proceeds available for appropriation at 6/30/17	None
Outstanding principal at 6/30/17	\$35,377,675

##### Consolidated Redevelopment Project 2007-A Tax Allocation Refunding Bonds

Financing proceeds available for appropriation at 6/30/17	None
Outstanding principal at 6/30/17	\$29,270,000

#### **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 (CDC) issued a number of tax allocation bonds before it was dissolved by State law effective February 1, 2012 which are 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

Under an approved Bond Expenditure Agreement, unspent bond proceeds of the former CDC in the amount of approximately \$19 million were transferred to the City in July 2014. The funds are to be spent in accordance with the original bond documents. The unspent proceeds continue to be a source of funding within the City's capital improvement program (CIP).

2016 Bond Refunding

In July 2016 the Successor Agency issued its 2016 Tax Allocation Refunding Bonds, which paid off several bond issuances of the former CDC. The bonds were originally issued through the Public Financing Authority and included the 2001 Series A, 2002 Series A, 2003 Series A, the current interest portion of the 2006 Series A, and 2006 Series B bond issuances.



Thaddeus McCormack  
City Manager/Executive Director

**FOR ITEM NO. 4A**  
**PLEASE SEE ITEM NO. 6A**



# *City of Santa Fe Springs*

Water Utility Authority Meeting

July 27, 2017

## **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 6/30/17

None

Outstanding principal at 6/30/17

\$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 were 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 and all proceeds were since used on this 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 blue ink signature of Thaddeus McCormack, written in a cursive style.

Thaddeus McCormack  
City Manager/Executive Director





# **City of Santa Fe Springs**

## **Water Utility Authority Meeting**

**July 27, 2017**

### **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 of current active water projects.

#### **Water Well Zone 1 - Hydrogeological Services**

At the April 13, City Council Meeting, Richard Slade and Associates (RCS) was awarded a contract to design a new water production well in Zone 1. Currently RCS is under contract and in the process of conducting research and design work to provide plans and specifications for a new water production well. A new operating production well within Zone 1 will enhance the reliability of the water production and distribution system. The new well will offset the costly purchase of treated surface water provided to the City by the Metropolitan Water District.

#### **FISCAL IMPACT**

The Water Well Zone 1 project is funded by Capital Improvement Plan Bond Funds.

A blue ink signature of Thaddeus McCormack, written in a cursive style.

Thaddeus McCormack  
Executive Director

#### **Attachments:**

None

Report Submitted By:

Noe Negrete, Director  
Department of Public Works

Date of Report: July 19, 2017

**ITEM 4C**



# **City of Santa Fe Springs**

## **Water Utility Authority Meeting**

**July 27, 2017**

### **NEW BUSINESS**

Resolution No. 9557 – Board Member Appointment to the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority

#### **RECOMMENDATION**

That Water Utility Authority adopt Resolution No. 9557 appointing Frank Beach to serve as the primary Board Member and Noe Negrete, Robert Garcia and Sarina Morales-Choate to serve as alternate Board Members representing the City of Santa Fe Springs with the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority.

#### **BACKGROUND**

In 2007 the City Council authorized the City's participation in the Los Angeles Gateway Cities Integrated Regional Water Management Joint Powers Authority (GWMA). The GWMA was created to promote regional solutions to water issues and has been very successful in securing State and Federal funding for water quality related improvements.

In an effort to provide more flexibility at the City level, the GWMA Board approved a change to their bylaws to eliminate the use of proxies and allow member agencies to appoint up to three (3) alternate Board Members by Resolution.

The current City Council's appointed Board Members representing the City are Noe Negrete, Director of Public Works (Primary), Frank Beach, Utility Services Manager (Alternate), Robert Garcia, Capital Improvement Manager (Alternate), and Sarina Morales-Choate, Civil Engineering Assistant (Alternate).

#### **FISCAL IMPACT**


There is no fiscal impact for this action, as board representatives are not paid.

  
**Thaddeus McCormack**  
Executive Director

#### **Attachments:**

Resolution No. 9557

Report Submitted By: Noe Negrete, Director  
Department of Public Works

 Date of Report: July 19, 2017

**ITEM 4D**



**RESOLUTION NO. 9557**

**A RESOLUTION OF THE CITY OF SANTA FE SPRINGS  
APPOINTING A MEMBER AND ALTERNATES TO THE GATEWAY REGION  
INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY  
GOVERNING BOARD**

**WHEREAS**, the Los Angeles Gateway Region Integrated Water Management Joint Powers Authority (GWMA) was formed in 2007 in response to the passage of two voter approved water bonds; Proposition 50, passed in 2002 and Proposition 84, passed in 2006; and

**WHEREAS**, the City of Santa Fe Springs is a member of the GWMA; and

**WHEREAS**, under the GWMA Joint Powers Agreement, each member agency shall appoint one Member to the Governing Board and under the GWMA Bylaws may appoint three additional Alternate Members; and

**WHEREAS**, pursuant to the GWMA Bylaws the Member and Alternate Members appointed by this resolution shall hold office from October 1, 2017 until September 30, 2019.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. Frank Beach is appointed to serve as the GWMA Board Member representing the City of Santa Fe Springs.
2. Noe Negrete, Robert Garcia and Sarina Morales-Choate are appointed to serve as alternate Board Members representing the City of Santa Fe Springs.

**APPROVED and ADOPTED** by the City Council of the City of Santa Fe Springs at a regular meeting thereof this 27<sup>th</sup> day of July 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF SANTA FE SPRINGS

By: \_\_\_\_\_  
WILLIAM K. ROUNDS, MAYOR

ATTEST:

\_\_\_\_\_  
JANET MARTINEZ, CITY CLERK



# *City of Santa Fe Springs*

City Council Meeting

July 27, 2017

## **APPROVAL OF MINUTES**

Minutes of the June 22, 2017 Regular City Council Meetings

### **RECOMMENDATION**

Staff recommends that the City Council:

- Approve the minutes as submitted.

### **BACKGROUND**

Staff has prepared minutes for the following meetings:

- June 22, 2017 (Regular Meeting)
- June 22, 2017 (Study Session)

Staff hereby submits the minutes for Council's approval.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack", is written over the printed name.

Thaddeus McCormack  
City Manager

### **Attachment:**

Minutes for June 22, 2017



APPROVED:

## MINUTES OF THE MEETINGS OF THE CITY COUNCIL

June 22, 2017

1. **CALL TO ORDER**

Mayor Rounds called the meeting to order at 6:25 p.m.

2. **ROLL CALL**

**Members present:** Councilmembers/Directors: Moore, Trujillo, and Zamora, Mayor Pro Tem/Vice Chair Sarno and Mayor Rounds.

**Members absent:** None

Janet Martinez, City Clerk announced that the 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 May 25, 2017, Public Financing Authority Meeting

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

**Monthly Reports**

- 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.

It was moved by Council Member Moore, seconded by Mayor Pro Tem Sarno, approving Item No 3A and 3B, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nays:** None

### WATER UTILITY AUTHORITY

4. **CONSENT AGENDA**

**Approval of Minutes**

- a. Minutes of the May 25, 2017, Water Utility Authority Meeting

**Recommendation:** That the Water Utility Authority:

- Approve the minutes as submitted.

**Monthly Reports**

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

Authority (WUA)

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

c. Status Update of Water-Related Capital Improvement Projects

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

d. Destruction of Water Well No. 1 – Final Payment

**Recommendation:** That the Water Utility Authority:

- Approve the Final Payment to General Pump Company, San Dimas, California, in the amount of \$68,542.50 for the subject project.

e. Water Well No. 12 Ground Water Treatment System – Construction Management and Inspection Services – Authorization to Advertise Request for Proposals

**Recommendation:** That the Water Utility Authority:

- Authorize the City Engineer to advertise a Request for Proposals (RFP) to provide Construction Management and Inspection Services for Construction of Water Well No. 12 Ground Water Treatment System.

It was moved by Council Member Trujillo, seconded by Council Member Moore, approved items 4A, 4B, 4C, 4D, & 4E, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

## **PUBLIC HEARING**

5. Resolution No. 9546 - 2015 Urban Water Management Plan

**Recommendation:** That the City Council:

- Open the Public Hearing and hear from anyone wishing to speak on the matter and thereafter close Public Hearing;
- Adopt Resolution No. 9546 approving the 2015 Urban Water Management Plan; and
- Authorize the Executive Director to submit the 2015 UWMP to the California Department of Water Resources.

City Manager McCormack announced that due to the short amount of time Council had to review this item, he is recommending to have Council continue item no. 5.

City Attorney Skolnik announced that Council would need to open the Public Hearing and have Council make a motion to continue the item to the next regular meeting.

Mayor Rounds opened the Public Hearing at 6:26 p.m.

There were no public speakers.

Mayor Round closed the Public Hearing at 6:26 p.m.

It was moved by Council Member Moore, seconded by Council Member Trujillo, to Adopt Resolution No. 9546 approving the 2015 Urban Water Management Plan;

and authorize the Executive Director to submit the 2015 UWMP to the California Department of Water Resources, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

### **CITY COUNCIL**

#### **6. CITY MANAGER REPORT**

City Manager McCormack thanked council for the cooperating on the budget. Also noted that he and Council Member Zamora attended the Goodman Grand Opening event.

#### **CONSENT AGENDA**

**7.**

##### **Approval of Minutes**

##### **a. Minutes of the May 25, 2017 City Council Meetings**

**Recommendation:** That the City Council:

- Approve the minutes as submitted.

It was moved by Council Member Moore, seconded by Council Member Zamora, approved the minutes of the May 25, 2017 City Council Meetings, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

### **NEW BUSINESS**

#### **8. Award of Contract - Provide Planning Services on an As-Needed Planning Basis**

**Recommendation:** That the City Council:

- Award a contract to Sagecrest Planning + Environmental in the amount not to exceed \$350,000.00, to provide Planning Services on an as-needed basis.
- Authorize the Mayor or designee to execute the Agreement with Sagecrest Planning + Environmental to provide Planning Services on an as-needed basis.

Mayor Rounds noted there was a speaker card received to speak on item no. 8

City Attorney Skolnik stated that a letter from Gordee, Nowicki & Blakeney, LLP was received prior to the meeting and distributed to the City Council.

The following speaker was present to speak on item no. 8:

Bryan B. Arnold from Gordee, Nowicki & Blakeney, LLP.

It was moved by Council Member Zamora, seconded by Council Member Moore, to award a contract to Sagecrest Planning + Environmental in the amount not to exceed \$350,000.00, to provide Planning Services on an as-needed basis and authorize the Mayor or designee to execute the agreement with Sagecrest Planning + Environmental to provide Planning Services on an as-needed basis, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

**9. Approval of Little Lake School District Food Contract for City of Santa Fe Springs Child Care Programs for FY 2017-2018**

**Recommendation:** That the City Council:

- Approve the contract with the Little Lake City School District authorizing the City's Child Care & Preschool programs to purchase meal preparation and delivery services beginning July 1, 2017 and ending June 30, 2018.

It was moved by Council Member Zamora, seconded by Council Member Moore, to Approve the contract with the Little Lake City School District authorizing the City's Child Care & Preschool programs to purchase meal preparation and delivery services beginning July 1, 2017 and ending June 30, 2018, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

**10. Approval of Contracts with State Department of Education for FY 2017-18**

**Recommendation:** That the City Council:

- Approve Resolution No. 9550 authorizing the renewal of Contract CSPP-7168 with the State Department of Education for Fiscal Year 2017/2018 for the purpose of providing child care and development services for preschool age children.

It was moved by Mayor Pro Tem Sarno, seconded by Council Member Trujillo, to approve Resolution No. 9550 authorizing the renewal of Contract CSPP-7168 with the State Department of Education for Fiscal Year 2017/2018 for the purpose of providing child care and development services for preschool age children, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

**11. Authorize the Purchase of an Air & Light Vehicle from Emergency Vehicle Group, Inc. (EVG), Related Vehicle Communication Equipment, and Vehicle Support Equipment**

**Recommendation:** That the City Council:

- Authorize the Fire Chief to purchase an Air & Light Unit from Emergency Vehicle Group, Inc. (EVG) for an amount not to exceed \$549,363.68.
- Authorize the Fire Chief to purchase the Air & Light Vehicle's Communication Equipment from Motorola Solutions for an amount not to exceed \$27,867.18.
- Authorize the Fire Chief to purchase the Air & Light Vehicle's Mobile Data Computer (MDC) unit from Commline Inc. for an amount not to exceed \$4,770.23.
- Authorize the Fire Chief to purchase additional vehicle support equipment to outfit the Air & Light Vehicle for an amount not to exceed \$17,000.00.
- Authorize the Fire Chief to enter into a lease financing agreement with Government Capital for a 7 year term at an interest rate of 2.45% and annual payments in the amount of \$92,827.64 commencing at the time of lease origination.

Item No. 11 was pulled from the agenda. No action taken.

**12. Resolution 9551 and 9552 - Approval of Engineer's Report (FY 2017/18) in Conjunction with Annual Levy of Assessment-Heritage Springs Assessment District No. 2001-01 (Hawkins Street & Palm Drive)**

**Recommendation:** That the City Council:

- Adopt Resolution 9551, approving the Engineer's Report (FY 2017/18) in conjunction with the annual levy of assessments for the Heritage Springs Assessment District No. 2001-01; and
- Adopt Resolution No. 9552, declaring the City of Santa Fe Springs' intention to provide for an annual levy and collection of assessments for Heritage Springs Assessment District No. 2001-01, and setting the public hearing for the Council meeting of July 13, 2017.

It was moved by Mayor Pro Tem Sarno, seconded by Council Member Moore, to adopt Resolution No. 9551, approving the Engineer's Report (FY 2017/18) in conjunction with the annual levy of assessments for the Heritage Springs Assessment District No. 2001-01; and adopt Resolution No. 9552 declaring the City of Santa Fe Springs' intention to provide for an annual levy and collection of assessments for Heritage Springs Assessment District No. 2001-01, and setting the public hearing for the Council Meeting of July 13, 2017, by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

**13. Resolution 9553 and 9554 - Approval of Engineer's Report (FY 2017/2018) in Conjunction with Annual Levy of Assessments for Street Lighting District No. 1**

**Recommendation:** That the City Council:

- Adopt Resolution No. 9553, approving the Engineer's Report (FY 2017/18) in conjunction with the annual levy of assessments for Street Lighting District No. 1; and
- Adopt Resolution No. 9554, declaring the City of Santa Fe Springs' intention to provide for an annual levy and collection of assessments for Lighting District No. 1, and setting the public hearing for the Council meeting of July 13, 2017.

It was moved by Council Member Zamora, seconded by Council Member Trujillo, to approving the Engineer's Report (FY 2017/18) in conjunction with the annual levy of assessments for Street Lighting District No. 1; and, adopting Resolution No. 9554, declaring the City of Santa Fe Springs' intention to provide for an annual levy and collection of assessments for Lighting District No. 1, and setting the public hearing for the Council meeting of July 13, 2017 by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

***Mayor Rounds recessed the meetings at 6:35 p.m.***

***Mayor Rounds convened the meeting at 7:08 p.m.***

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**14. INVOCATION**

Invocation was led by Council Member Trujillo.

**15. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by the Youth Leadership Committee.

**16. INTRODUCTIONS**

- Representatives from the Chamber of Commerce: Paul Hess and Tammy Murray.

**17. ANNOUNCEMENTS**

The Youth Leadership Committee Members made the following announcements:.

- Independence Day Celebration, Monday, July 3, 2017
- Oh Say Can you Sing Karaoke, Thursday, July 9, 2017
- INCA The Peruvian Ensemble, July 14, 2017

Paul Hess, representing the American Cancer Society's Relay for Life provided a brief presentation.

**18. PRESENTATIONS**

- a. Proclaiming the Month of July 2017 as "Parks Make Life Better" in Santa Fe Springs

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

- a. Committee Re-Appointments

Council Member Moore approved all interested members for re-appointment.

Council Member Trujillo approved all interested members for re-appointment.

Council Member Zamora approved all interested members for re-appointment.

Mayor Pro Tem Sarno approved all interested members for re-appointment.

Mayor Rounds approved all interested members for re-appointment.

- b. Committee Appointments

There were no new appointments made by Council.

Mayor Rounds created a new sub-committee to discuss Child Care Services, appointed Council Member Zamora and Council Member Moore as sub-committee members.



**20. ORAL COMMUNICATIONS**

The following individuals appeared to speak during oral communications:

Zamora Family, Ruth Zamora, Dolores Zamora and Dora Flores.

**21. EXECUTIVE TEAM REPORTS**

- Joe Rodriguez, Municipal Services Manager provided a brief update on the 9735 Bartley drought tolerant landscape. He stated the project was a savings of \$3,000, since the project was completed by city staff. Wayne Morrell, Director of Planning added that it was a collaboration between public works and planning. He noted the landscape on the house has been installed and the process will begin to sell the home through the City's qualified first time home buyer program.
  - Council Member Zamora inquired whether employees qualify for the first time homebuyer program.
  - Planning Director Morrell noted it is only for residents, therefore if the employee is a resident they can qualify for the program.
- Wayne Morrell, Director of Planning spoke about the Goodman open house at the former Cenco/Powerine site. He noted it was one of the biggest development events of the year. He played a video of the former refinery site with commuter generated images of the final development.
- Dino Torres, Director of Police Services announced that SEAACA will have a Pet Vaccine-a-thon on Wednesday, July 12, 2017 from 5:00-8:00 p.m. at Soaring Dreams Plaza.
- Brent Hayward, Division Chief spoke in regards to the Independence Day event scheduled for Tuesday, July 3<sup>rd</sup>. He noted that safe and sane fireworks will go on sale on Friday, ending on July 4, 2017 at midnight.
- Finance Director spoke about having the auditors on site this week and the following week.
- Maricela Balderas, Community Services Director, spoke in regards to 50 students from the summer camp program visiting the event at the senior center. They participated with the senior events. Also spoke about the movie and concerts, series starting Friday June 16, 2017. She stated that with the donation of Janice Hahn, the City was able to show the movies on the protection screen. Last, she spoke about the 3-on-3 basketball tournament, ages 5 to 18.

The following comments were made by the City Council:

- Mayor Rounds thanked staff for all their hard work and dedication with working with the budget process. He also made the announcement of saying goodbye to Steve Skolnik, City Attorney, upon his departure from the City after 31 years of service.
- Council Member Trujillo thanked Steve for all his work and patience.
- Mayor Pro Tem Sarno thanked Steve Skolnik for all his hard work.
- Council Member Moore thanked Steve Skolnik for his service and dedication. Noted he met him at first in the Planning Commission and appreciated his advice.
- Council Member Zamora thanked Steve Skolnik for all his hard work.
- City Manager McCormack also thanked Steve Skolnik for all his hard work.

- Steve Skolnik said a few words of appreciation to the City Council, Community and Staff.

**ADJOURNMENT**

Mayor Rounds adjourned the meeting at 7:53 p.m.

\_\_\_\_\_  
William K. Rounds  
Mayor

***ATTEST:***

\_\_\_\_\_  
Janet Martinez  
City Clerk

\_\_\_\_\_  
Date



APPROVED:

## MINUTES OF THE MEETINGS OF THE CITY COUNCIL – STUDY SESSION

June 22, 2017

1. **CALL TO ORDER**

Mayor Rounds called the meeting to order at 5:05 p.m.

2. **ROLL CALL**

**Members present:** Councilmembers: Moore, Trujillo, and Zamora, Mayor Pro Tem Sarno and Mayor Rounds.

**Members absent:** None

### CITY COUNCIL

3. FY 2016-17 and 2017-18 Mid-Budget Cycle Revisions and Modifications

**Recommendation:** That the City Council:

- Approve the proposed revenue, expenditure, and personnel adjustments as detailed in Attachments A through K.

Jose Gomez, Finance Director/Assistant City Manager provided a brief presentation on item no. 3. Noted he will be discussing the adopted budget, and an overview of revisions made for the upcoming Fiscal Year 2017-18.

He noted the changes between each fiscal year from the previous and upcoming fiscal year, such as the increases and details

City Manager McCormack added that this presentation will cover the questions that were asked by Council at and after the last meeting.

Finance Director Gomez continued the budget presentation and went over the details of expenditures within both fiscal years. He covered the Labor Cost Variances, \$658,000 MOU costs expenditures.

Steve Skolnik, City Attorney added that the issue of the denial of funding for PERS and OPEB cost for former CDC/RDA employees is a statewide issue.

Finance Director Gomez continued the budget presentation. He noted that the labor cost increased because of the DOF denial resulting in a reduction of the Successor Agency administrative cost allowance, which totaled \$150,000. In addition, he added the increase in CalPERS costs of \$175,000, over and above the significant increase that was factored in last year when the original budget was adopted. He also reviewed the line items of increase and decrease expenditures within each department.

Council Member Moore, inquired about the anticipation of decrease of parking citations.

Finance Director Gomez deferred the question to Dino Torres, Director of Police Services.

Director of Police Services Torres noted that it is due to fewer Public Service Officers (PSOs). He noted that they are in the process of hiring more PSO and plans to interview candidates tomorrow.

City Manager McCormack noted that the City is trying to be conservative in its revenue estimates and will have the amount increased if the amount of revenue in fact does increase.

Finance Director Gomez continued the presentation discussing the Fire Rescue division. He noted the decrease and increases under the Fire prevention division. Some of the variances were caused by the changes of the new City Attorney contract.

Council Member Trujillo inquired what MS4 is.

Frank Beach, Utility Services Manager informed her that it was for Municipal Storm water (4<sup>th</sup> Permit).

City Manager McCormack noted it represents the cost of regulating storm water runoff.

Council Member Moore inquired about activity 2415, and how the \$24,000 savings would be achieved.

Finance Director Gomez, stated that it is applied to revenue component under Public Works. It is related to development activity and related fees.

He also spoke about maintenance. He stated it includes several activities such as transit services.

Council Member Moore inquired about the Transportation Center costs, and why there is an increase and whether or not the lease revenue from Parcel B was meant to offset costs.

City Manager McCormack noted that the lease payments for the parcel that is adjacent to the transportation center (Parcel B) will in fact reduce expenditures. He asked Finance Director Gomez whether the amount was included in the past few months. It includes 95% of the maintenance cost for the transportation center. He suggested to adopt the budget with the amendment.

Travis Hickey, Director of Fiscal Services spoke about the net cost, noted the city uses Measure R funds to cover the increase funds. If the amount decreases, the amount left over is used for other transportation service cost.

Finance Director Gomez continued the presentation, going over Community Services items, such as the decrease in summer program revenue of \$12,000, due to the attendance.

Mayor Rounds inquired whether this was based on last year's experience.

Adam Matsumoto, Parks and Recreation Manager, noted that the amount from last year led to the lower estimate of \$70,000, but noted that within the last week registration had surged such that they now expect to generate over \$80,000. Therefore, the \$12,000 will be recovered.

Council Member Zamora inquired whether there were additional openings added, and whether there is a waiting list.

Parks and Recreation Manager Matsumoto noted there is a waiting list even with the expansion of the program.

Council Member Moore inquired whether there will be an RFP for the Art Fest. City Manager McCormack addressed his question.

Richard noted whether the development fees are being included in the budget.

Finance Director Gomez noted it is and it is shown as applied revenue in various activities.

Council Member Moore inquired about the revenue from the *Fun Run* and other participation fees, and would like to know whether they are part of the general fund.

Finance Director Gomez stated they are part of the general fund.

Council Member Moore inquired why we are not reporting the anticipated art fest fees.

Finance Director Gomez noted they are part of the revenue.

Richard asked why they are reported under the health and wellness initiative.

Finance Director Gomez noted they include different activities, such as the fun run.

Wayne Morrell, Director of Planning noted that ongoing revenue is reported to the HAC at its monthly meetings.

Finance Director Gomez continued the presentation, spoke about the Community Services Department and Library and Cultural Services.

City Manager McCormack suggested that the Mayor appoint a sub-committee to discuss the child care services.

Mayor Rounds stated he will appointed a sub-committee at the 6pm regular meeting.

Council Member Trujillo inquired why there is a decrease in entertainment cost.

Maricela Balderas, Director of Community Services noted there used to be two theme events, then with the budget cost there was a reduction. Then Council requested to add the second event again which increased the cost.

Finance Director Gomez continued the presentation. He went over the equipment cost for maintenance purposes. Noted there are four (4) pickup trucks, and the single item that is more costly is the light item that is going to be brought forward to the next meeting.

Mayor Pro Tem Sarno inquired the contract patrol of the \$100,000 and whether that would be a recurring cost.

Finance Director Gomez noted that would be budgeted in the next Fiscal Year.

Council Member Moore inquired whether the police staging area has been completed.

Police Services Director Torres noted it is almost complete.

Council Member Zamora inquired what Prop 218 is.

City Manager McCormack provided further information on the proposition 218 and how it relates to street lighting district taxes.

Finance Director Gomez continued presentation such as the increase in credit card fee for water purchases.

Mayor Pro Tem Sarno inquired whether there has been alternative methods such as paying online.

Mayor Rounds inquired whether the fee is also for debit, aside from credit card for paying water bills.

Finance Director Gomez, continued presentation, spoke about farmers market. Noted that the expenditure was left since the city is devising another healthy living activity through Community Services.

He also spoke about the non-recurring fee of the canopies within a one-year period of time.

He also spoke about the residential inspection program. City Manager McCormack added additional information on the program.

Finance Director Gomez continued the presentation and provided a brief information on having a 2-year versus a 1-year budget.

Finance Director Gomez continued the presentation spoke about the Police Services Radio.

Council Member Trujillo inquired whether we had 1 or 2 motorcycles.

Police Services Director Torres noted we have 2, as one is a backup motorcycle.

Finance Director Gomez addressed Mayor Rounds' inquiry on the breakdown for the facility use fees.

Mayor Rounds requested a hard copy of the facility use fees.

Finance Director Gomez continued presentation went over the balancing the upcoming Fiscal of 2017-18 such as discussing the general fund unrestricted reserve amount of \$21.3 million; balances that are not available are set aside; CIP fund projected.

Also spoke about the long term expenditures such as the decline of sales taxes such as the UUT tax and other revenue taxes.

It was moved by Council Member Moore, seconded by Mayor Rounds, approve the proposed revenue, expenditure, and personnel adjustments as detailed in Attachments A through K., by the following vote:

**Ayes:** Moore, Trujillo, Zamora, Sarno, Rounds

**Nayes:** None

## **ADJOURNMENT**

Mayor Rounds adjourned the meeting at 6:24 p.m.

\_\_\_\_\_  
William K. Rounds  
Mayor

## **ATTEST:**

\_\_\_\_\_  
Janet Martinez  
City Clerk

\_\_\_\_\_  
Date





**PUBLIC HEARING (Continued from the City Council Meeting of July 13, 2017)**

An Agreement creating certain obligations between the City of Santa Fe Springs ("CITY") and CR&R Incorporated ("CR&R"), including but not limited to paying the CITY a fee based upon the total number of tons per day ("TPD") of non-hazardous municipal solid waste processed at the Direct Transfer Facility ("DTF") on property located at 12739 Lakeland Road (APN: 8011-016-022), within the M-2, Heavy Manufacturing, Zone.

**RECOMMENDATIONS:** That the City Council:

- Open the Public Hearing for those wishing to speak on these matters; and thereafter close the Public Hearing;
- Approve the Host Fee Agreement between the CITY and CR&R;
- Authorize the Mayor or designee to sign the Host Fee Agreement.

**BACKGROUND**

The subject site, comprised of a single parcel (APN 8011-016-022) of approximately 3.64 acres, has an address of 12739 Lakeland Road and is located on the north side of Lakeland Road, east of Bloomfield Avenue, and within the M-2, Heavy Manufacturing, Zone. Surrounding properties to the north, east, south, and west are zoned M-2 and consist of various industrial uses.

The subject site was granted a conditional use permit (CUP No. 623) in 2004, to allow the operation and maintenance of a City-franchised rubbish hauling use on the fully improved site developed with a 13,732 sq. ft. building. Specifically, the applicant utilizes the site for the storage of empty rubbish collection trucks, containers, and bins. Subsequently, in December of 2015, the Planning Commission approved an amendment to CUP No. 623 to allow for e-waste recycling and storage as an ancillary activity to the existing use.

On September 12, 2016, the Planning Commission opened the public hearing and continued Conditional Use Permit (CUP) Case No. 775, a request to allow the establishment, operation, and maintenance of a Direct Transfer Facility (DTF) with a maximum of 150 tons per day of non-hazardous municipal solid waste to be accepted and transferred from property located at 12739 Lakeland Road (APN: APN 8011-016-022), within the M-2, Heavy Manufacturing, Zone, to the next regularly held Planning Commission meeting on October 10, 2016, to allow additional time for various state agencies to review and comment on the proposed Initial Study/Mitigated Negative Declaration (IS/MND). CUP Case No. 775 was further continued to October 17, 2016 due to a lack of quorum on October 10, 2016.



On October 17, 2016, the Planning Commission, after considering the facts contained in the staff report and related attachments, receiving Staff's presentation and comments from the public approved the Project (CUP 755 and the Environmental Documents - State Clearing Number: 2016091029).

### **AGREEMENT TERMS**

The agreement would provide a fee/ton for CR&R's operation of its DTF in the City. It is important to note that a DTF is significantly different from a material recovery facility (AKA MRF or MURF) in that a DTF essentially allows for a trash truck to "transfer" its load "directly" into another larger truck (i.e., the trash is not dumped onto the floor or piled separately for sorting later) in order to reduce the number of trucks that ultimately have to drive to the landfill (or wherever the ultimate destination of the waste is). This is quite different than a MRF or regular Transfer Station, which is a specialized plant that receives and separates a variety of "dirty" trash streams in order to extract recyclable "clean" trash and or other contaminants that can be resold into the market as recyclable materials.

CR&R's DTF will allow CR&R's garbage trucks, during trash pick-up days, to unload once they are full so that they can more quickly and efficiently return to additional trash pick-up, thus, in turn, reducing the number of trucks needed to transport the waste to its ultimate destination. The DTF will not involve sorting or processing into recyclable materials. Instead, what is disposed of by CR&R at the DTF will then be hauled off to their facility for sorting etc.

In order to clarify this arrangement, additional definitions have been added to the proposed agreement to include "transfer facility" ("TF") and "direct transfer facility" ("DTF"). The definitions are as follows:

#### **Definition:**

**Transfer Facility (TF):** A transfer facility which receives, handles, separates, converts, or otherwise processes solid waste. Such facilities typically transfer solid waste directly from one container to another or from one vehicle to another for transport, or temporarily store solid waste prior to final disposal at a permitted landfill.

**Direct Transfer Facility (DTF):** A transfer facility that receives equal to or more than 60 cubic yards or 15 tons (whichever is greater) of solid waste per operating day but less than 150 tons of solid waste and meets all of the following requirements:

- (A) is located on the premises of a duly licensed solid waste hauling operator;
- (B) only handles solid waste that has been placed within covered containers or vehicles prior to entering the facility and that is transported in vehicles owned or leased by that same operator;
- (C) the facility does not handle, separate, or otherwise process the solid waste;
- (D) no waste is stored at the facility for more than any 8-hour period;

(E) solid waste is transferred only once and directly from one covered container or vehicle to another covered container or vehicle so that the waste is never put on the ground or outside the confines of a container or vehicle, before, during, or after transfer. Direct transfer would not include top loading trailers where the solid waste actually leaves the confines of the collection vehicle and is suspended in air before falling into a transfer vehicle;

(F) all of the contents of the original transferring container or vehicle must be emptied during a single transfer; and

(G) any waste that may unintentionally fall outside of the containers or vehicles, is promptly cleaned up and replaced within the container or vehicle to which it was being transferred.

Additional terms of the agreement include the following:

#### **HOST FEE AGREEMENT**

Pursuant to condition no. 12 of CUP Case No. 775, a Host Fee agreement between CR&R and the CITY shall be required prior to the commencement of the DTF operations. The subject Host Fee Agreement, which is the culmination of several revisions and a subsequent review by both the City Attorney and legal counsel for the applicant, creates certain obligations between the CITY and CR&R, including an obligation for CR&R to pay the CITY a fee based upon the total number of tons per day of non-hazardous municipal solid waste processed at the DTF located at 12739 Lakeland Road. The following is a quick summary of the main points of the Agreement:

#### **Terms of Agreement:**

The Agreement is subject to renegotiations seven (7) years from final issuance of the approvals and/or from the date that CR&R first begin to accept waste materials at the DTF.

#### **Terms of Fee and Payment:**

One Dollar (\$1.00) times the Gross Tonnage Collected (0-150 tons per day) shall be paid to the City on or before the last calendar day of the month following the end of each calendar quarter. Interest will accrue for each day that payment arrives after the due date.

#### **Books and Records; Audits:**

Applicant shall provide accounting of the Gross Tonnage Collected along with each quarter payment. The CITY has the right, upon reasonable advance notice, to inspect, audit and copy all records relating to and identified within the Agreement.

#### **Indemnification and Insurance:**

Indemnity to CITY by CR&R from any claim, action, or proceeding related to the subject

DTF. Nevertheless, CR&R is required to maintain full workers compensation and liability insurance throughout the entire term of the Agreement.

**FISCAL IMPACT**

In accordance with the subject Host Fee Agreement, CR&R shall pay the CITY a fee of \$1.00 per ton. At the maximum capacity of 150 tons per day (assuming the DTF is operational a total of 340 days of the year in recognition of 12 major holidays), it is estimated that a \$1.00 per ton would result in a host fee of \$51,000.

**INFRASTRUCTURE IMPACT**

There will not be any infrastructure impacts.

**LEGAL REVIEW**

The former City Attorney worked with staff in drafting this agreement. Since that time, revisions to the agreement proposed here have been reviewed and approved by the City Attorney's Office.

**LEGAL NOTICE OF PUBLIC HEARING**

This matter was set for Public Hearing in accordance with the requirements of Sections 65090 and 65091 of the State Planning, Zoning and Development Laws.

Legal notice of the Public Hearing for the Host Fee Agreement was posted in Santa Fe Springs City Hall, the City Library and the City's Town Center on June 28, 2017, and published in a newspaper of general circulation (Whittier Daily News) on June 28, 2017, as required by the State Zoning and Development Laws and by the City's Zoning Regulations.



Thaddeus McCormack  
City Manager

**Attachment(s):**

1. Host Fee Agreement
2. Planning Commission Staff Report from Adjourned Planning Commission Meeting of October 17, 2016.

RECORDING REQUESTED BY AND  
WHEN RECORDED MAIL TO:

City of Santa Fe Springs  
Attn: City Clerk  
11710 Telegraph Road  
Santa Fe Springs, CA 90670

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Exempt from Recording Fee per Government Code 27383. (Space above for Recorder's Use)

## HOST FEE AGREEMENT

Between

CITY OF SANTA FE SPRINGS  
A California Municipal Corporation

And

CR&R Incorporated  
A California Corporation

## HOST FEE AGREEMENT

This Host Fee Agreement ("Agreement") is entered on \_\_\_\_\_ by and between the CITY OF SANTA FE SPRINGS ("CITY") and CR&R Incorporated. ("CR&R"), are sometimes individually referred to as "Party" and collectively as "Parties."

### RECITALS

WHEREAS, the City of Santa Fe Springs is a California municipal corporation; and CR&R Incorporated is a California Corporation; and

WHEREAS, CR&R has applied to the CITY for various land use entitlements ("Approvals") necessary to construct and operate a Direct Transfer Facility ("DTF") at 12739 Lakeland Road ("property"); and

WHEREAS, in consideration of obtaining such Approvals from the CITY and in order to offset the impacts on the CITY in accordance with certain conditions imposed on the Conditional Use Permit ("CUP") which are part of the Approvals, CR&R has agreed to pay a certain amount of money based on the number of tons of per day ("TPD") of materials taken to the DTF;

NOW, THEREFORE, in consideration of the covenants, promises, and agreements hereafter set forth, the CITY and CR&R do mutually agree as follows:

#### **A. PURPOSE OF AGREEMENT**

The purpose of this Agreement is to create certain obligations between the parties and their successor(s), including an obligation of CR&R to pay the CITY a fee based upon the number of tons per day of materials processed at the DTF as long as they are in operation.

This Agreement shall remain in full effect as long as CUP 775 remains valid.

#### **B. DEFINITIONS**

Whenever any terms used in this Agreement has been defined by the Santa Fe Springs Municipal Code or Division 30, Part 1, Chapter 2 of the California Public Resources Code, the definitions in the Municipal Code or Public Resources Code shall apply unless the term is otherwise defined in this Agreement.

1. AB 939" or "Act" means the California Integrated Waste Management Act of 1989, codified in part at the Public Resources Code Section 40000 et seq., as it may be amended from time to time and as implemented by the regulations of the California Integrated Waste Management Board, or its successor.

2. "City" means the City of Santa Fe Springs
3. "City Manager" means the City Manager or his designee.
4. "Gross Tonnage Collected" means all solid waste and recycling materials received at CR&R's site within the City.

**C. "COMPLIANCE WITH LAWS AND REGULATIONS"**

CR&R warrants that it will comply with all applicable laws and regulations as they, from time to time, may be amended, specifically including, but not limited to RCRA, CERCLA, AB 939 and all other applicable laws, ordinances and regulations of the Stat of California, the County of Los Angeles, and the CITY and the requirements of Local Enforcement Agencies and other agencies with jurisdiction, and with the Conditional Use Permit issued for this use by the CITY.

**D. EQUIPMENT**

1. General: CR&R shall provide an adequate number of vehicles and equipment for the collection, processing, disposal and transportation services for which it is responsible under this Agreement. All equipment shall conform to the highest industry standards, shall be maintained in a clean and efficient condition and shall comply with all measures and procedures promulgated by all agencies with jurisdiction.

2. Vehicles:

- i. All vehicles owned and operated by CR&R in the performance of this Agreement shall be maintained in compliance with all applicable State and local standards.
  - ii. Each vehicle owned and operated by CR&R shall be constructed and used so that no oil, grease, liquid, or solid waste and recycling material will blow, fall, or leak out of the vehicle at any time on public streets. Any solid waste and recycling, materials dropped or spilled on public streets from vehicles owned and operated by CR&R in collection, transfer or transportation shall immediately be cleaned up by CR&R. A broom and shovel shall be carried at all times on each vehicle for this purposes.

- ii. Should the City Manager at any time give notification in writing to CR&R that any vehicle owned and operated by CR&R does not comply with the standards set forth herein, the vehicle shall immediately be removed from service in the CITY and shall not be used again until approved in writing by the City Manager.

- iii. Graffiti: CR&R agrees to maintain Containers and Vehicles owned and operated by CR&R free of graffiti or "tagging".

**E. LAND USE APPROVALS**

CR&R's obligations under this Agreement shall not become enforceable until the CITY has issued all Approvals necessary for CR&R to operate a DTF.

**F. CR&R'S PAYMENT OF FEE**

Upon final issuance of the approvals and upon the date that CR&R first begins to accept waste materials at the DTF, CR&R shall pay the CITY's fee as follows:

One Dollar (\$1.00) times the Gross Tonnage Collected (0-150 TPD). The fee shall be paid to the CITY on or before the last calendar day of the month following the end of each calendar quarter.

**G. TERM OF AGREEMENT**

This Agreement shall be valid for a term of seven (7) years from final issuance of the approvals and/or from the date that CR&R first begin to accept waste materials at the DTF. Any extension of the Agreement beyond this term shall be subject to mutual written agreement between the CITY and CR&R.

**H. BOOKS and RECORDS; AUDITS**

1. Accompanying each quarterly payment shall be an accounting of the Gross Tonnage Collected for the quarter. Such accounting shall consist of the official monthly tonnages as reported to the County of Los Angeles Department of Public Health, Solid Waste Management Program. After the above due dates, interest shall accrue at the maximum legal rate allowed under California law. Failure to make payment in full within thirty (30) days of the due date shall be grounds for immediate termination of this Agreement without further notice or such other remedy as the CITY may elect.
2. In addition to the record retention requirements set for the below, CR&R shall maintain all records relating to the services provided hereunder, including, but not limited to, weight tickets, AB 939 records, and customer complaints, for the full term that the CUP remains in effect. The CITY shall have the right, upon reasonable advance notice, to inspect, audit and copy all records referred to above relating to the Agreement and records which may be relevant in the event of an action under Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) or related claims. In the absence of extraordinary circumstances, two (2) business days' notice shall be considered reasonable. Such records shall be made available to the CITY at CR&R's corporate offices. The CITY shall have the rights to request from CR&R, copies of weighmaster or similar bills of lading to verify tonnage received.

3. The CITY may require CR&R to segregate the revenues and expenses and other financial data pertinent to the performance of this Agreement from the total revenues and expenses of CR&R. In the event the financial data provided by CR&R as to performance of this Agreement is deemed insufficient by the CITY and CR&R fails, after reasonable notice, to provide such data, CITY reserves the right to employ a certified public accountant to examine CR&R's records as necessary to obtain such data. In such case, CR&R shall be liable for, and pay the costs and expenses of obtaining and preparing such data. In the even that CR&R data is deemed sufficient, the costs of the CPA shall be deducted from the following quarter's Gross Tonnage Collected Host Fee.
4. The CITY shall have the right to examine CR&R's financial books and records pertaining to related gross tonnages and host fee payments at any time during business hours on reasonable notice to CR&R and to employ a certified public accountant to audit such books and records. If any such audit discloses a deviation of greater than 2% with respect to the Gross Tonnage Collected reported by CR&R for the period of such audit, the cost of the audit shall be paid to the CITY by CR&R. Otherwise, the cost of such audit shall be borne by the CITY.
5. The books, records, and accounts relating to CR&R's Gross Tonnage Collected shall be audited by a certified public accountant at the end of CR&R's fiscal year. The report of such accountant and all work papers utilized in the preparation of such audit shall be submitted to the City Manager. The City Manager or his designee shall review the work and work papers and may require any further information from CR&R.
6. The CITY shall notify CR&R in writing of the findings resulting from any audit or review of Gross Tonnage Collected pursuant to this Agreement. Should the audit or review reveal an underpayment to the CITY by CR&R, the amount of the underpayment, plus interest compounded daily at the maximum lawful rate, shall be paid to the CITY within thirty (30) days from notice of the findings. Should CR&R dispute the findings, it may appeal said findings in writing to the City Manager within ten (10) calendar days of the written notification. The City Manager or his designee shall then hold a hearing on the matter within fifteen (15) calendar days. At the hearing the City Manager or his designee shall take into account all reports submitted by CR&R, the report and other information submitted by the auditor, and any other such information CR&R may wish to submit. Evidence may be submitted either orally or in writing. The City Manager or his designee shall issue a written decision within ten (10) calendar days of the close of the hearing which decision shall be final.



**I     AB 939 REPORTING REQUIREMENTS**

CR&R shall cooperate with the CITY and or designated consultants in any waste stream audits and shall implement measures adequate to achieve the CITY's source reduction, recycling and waste stream diversion goals. CR&R at its sole expense, shall submit to the CITY information and reports necessary for the CITY to meet its reporting obligations imposed by AB 939, and the regulations implementing AB 939. Such reporting shall consist of the official monthly tonnages as reported to the County of Los Angeles, Department of Public Health, Solid Waste Management Program, and the monthly Solid Waste Information Management System (SWIMS) data as reported to the County of Los Angeles, Department of Public Works.

**J.     REPORTS AND RECORDS**

1. Reporting Adverse Information: CR&R shall provide the CITY with a copy of all reports, pleadings, applications, notifications, Notices of Violation, communications or other material relating specifically to the DTF operating at 12739 Lakeland Road, Santa Fe Springs, California 90670. Copies shall be submitted to the CITY simultaneously with CR&R's filing or submission of such matters with said agencies. CR&R's routine correspondence to said agencies need not be routinely submitted to the CITY, but shall be made available to the CITY promptly upon the CITY's written request.
2. Cost: All reports and records required under this Agreement shall be furnished at the sole expense of CR&R except as provided herein.
3. Submission of Reports: Reports shall be submitted to:

Director of Planning  
City of Santa Fe Springs  
11710 Telegraph Road  
Santa Fe Springs, CA 90670

CR&R shall submit all reports and information required by this Agreement within thirty (30) business days on computer discs, or by model, in a format compatible with the CITY's computers, at no additional charge, if requested by the CITY in writing to CR&R.

4. City's Right to Request Information: CR&R shall provide additional information reasonably and directly pertaining to this Agreement on an "as-needed" basis.

Certification: All reports by this Agreement shall be signed under penalty of perjury, by the responsible corporate official, that the report is true and correct.

K. **NONLIABILITY OF CITY** The CITY and CR&R desire to make it clear that by entering into this Agreement, the CITY is not becoming a "generator" or an "arranger" as those terms are used in the context of CERCLA Section 107(a)(3) and that it is CR&R, an independent entity, and not the CITY, that is "arranging for" the collection, processing and storage in the CITY, the transport for disposal.

1. This Agreement does not instruct CR&R on its collection methods, nor supervise the collection of waste material, and nothing in this Agreement or other action of the CITY shall be construed to place title to such solid waste and recycling materials in the CITY or CR&R (the parties recognizing that whatever, if any, title CR&R may gain to such waste is by operation of law and is not the result of this Agreement).
2. CR&R represents and warrants to the CITY that it has the experience, responsibility and qualifications to conduct a DTF, to provide the CITY with information sufficient to meet the CITY's reporting requirements under AB 939, to assist the CITY in meeting the CITY's other requirements under AB 939, to arrange for the collection, processing and transport and disposal of waste material.

L. **INDEMNIFICATION AND INSURANCE**

1. Indemnification of CITY: CR&R, agrees to defend, indemnify and hold harmless the City of Santa Fe Springs, its agents, officers and employees from any claim, action or proceeding against the CITY or its agents, officers or employees to attack, set aside, void or annul an approval of the CITY or any of its councils, commissions, committees or boards arising from or in any way related to this agreement or CR&R's operations of the DTF, or any actions or operations conducted pursuant thereto. Should the CITY, its agents, officers or employees receive notice of any such claim, action or proceeding, the CITY shall promptly notify CR&R of such claim, action or proceeding, and shall cooperate fully in the defense thereof.
2. Hazardous Substances Indemnification: CR&R shall defend, indemnify and hold harmless the CITY, its elected officials, officers, employees, volunteers, agents, assigns and any successor or successors to the CITY's interest from and against all claims, actual damages (including but not limited to special and consequential damages), natural resources damages, punitive damages, injuries, costs, response, remediation and removal costs, losses, demands, debts, liens, liabilities, causes of action, suits, legal or administrative proceedings, interest, fines, charges, penalties and expenses (including but not limited to attorneys' and expert witness fees and costs incurred in connection with defending against any of the foregoing or in enforcing this indemnity) of any kind whatsoever paid, incurred or

suffered by, or asserted against, the CITY or its elected officials, officers, employees, volunteers or agents arising from or attributable to any repair, cleanup or detoxification, or preparation and implementation of any removal, remedial, response, closure or other plan (regardless of whether undertaken due to governmental action) concerning any Hazardous Substance in any solid waste and recycling materials collected, transported, processed, stored or disposed of by CR&R or its activities pursuant to this Agreement resulting in a release of hazardous substances into the environment. This indemnity is intended to operate as an agreement pursuant to Section 107(e) of the Comprehensive Environmental Response, Compensation and Liability Act, "CERCLA", 42 U.S. C. Section 9607(e), and California Health and Safety Code Section 25364, to defend, protect, hold harmless and indemnify the CITY, its elected officials, officers, employees, volunteers, agents, assigns and any successor or successors from all matters addressed in this Section and shall be limited to the extent of the CITY's liability. This provision shall survive the expiration of the period during which collection services are to be provided under this Agreement.

3. CERCLA Defense Records: CR&R shall maintain data retention and preservation systems which can establish where solid waste and recyclable materials collected in the CITY was ultimately deposited with a copy or summary of the reports. CR&R agrees to notify the City Manager and City Attorney before destroying such records. This provision shall survive the expiration of the period during which collection services are to be provided under this Agreement.
4. Liability Insurance: CR&R shall procure and maintain during the life of this Agreement such public liability and property damage insurance as shall protect the CITY, its elected officials, officers, agents, volunteers and employees, CR&R and any subcontractor performing work covered by this Agreement from claims for damages for bodily injury, including death, personal injury, as well as from claims for property damage which may arise from CR&R's or any subcontractor's operations under this Agreement, whether such operations be by CR&R or by any subcontractor, or by anyone directly or indirectly employed by either CR&R or any subcontractor. The liability insurance requirement are as follows:
  - a. Minimum Scope of Insurance. Coverage shall be at least as broad as:
    - (1) Insurance Services Office Commercial General Liability form No. CG 00 01 11 85 or 88.

(2) Insurance Services Office Business Auto Coverage form, CA 00 01 06 92, covering Automobile Liability, code 1 (any auto). If CR&R owns no automobiles, a non-owned auto endorsement to the General Liability policy described above is acceptable.

(3) Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance. If the CR&R has no employees while performing under this Agreement, worker's compensation insurance is not required, but CR&R shall execute a declaration that it has no employees.

(4) Professional Liability Insurance shall be written on a policy form providing professional liability for the CR&R's profession.

b. Minimum Limits of Insurance. CR&R shall maintain limits no less than:

(1) General Liability: One million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

(2) Automobile Liability: One million dollars (\$1,000,000) per accident for bodily injury and property damage.

(3) Worker's Compensation as required by the State of California; Employer's Liability: One million dollars (\$1,000,000) per accident for bodily injury or disease.

(4) Professional Liability coverage: Two million (\$2,000,000) per claim and in aggregate.

c. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City Manager. At the option of the City Manager, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees and volunteers; or CR&R shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

d. Other Insurance Provisions. The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

(1) The City, its officers, officials, employees and volunteers are to be covered as insured's as respects: liability arising out of activities performed by or on behalf of CR&R; products and completed operations of CR&R; premises owned, occupied or used by CR&R; or automobiles owned, leased, hired or borrowed by the CR&R. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

(2) For any claims related to this project, CR&R's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insured maintained by the City, its officers, officials, employees or volunteers shall be excess of the CR&R's insurance and shall not contribute with it.

(3) Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officers, officials, employees or volunteers.

(4) CR&R's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(5) Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

e. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VIII, and admitted and licensed to do business in the State of California, unless otherwise acceptable to the City. Self insurance shall not be considered to comply with these insurance requirements.

f. Verification of Coverage. CR&R shall furnish the City with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the City before work commences. As an alternative to the City's forms, CR&R's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

**M. TRANSFER; CITY CONSENT; FEES**

1. CR&R shall not transfer, sell, hypothecate, sublet or assign (collectively "transfer") any of the rights or privileges of the Approvals, either in whole or in part, nor shall title thereto, either legal or equitable, or any right, interest or property therein, pass to or vest in any person, either by act of CR&R or by operation of law, without the prior approval of the City Council. Any attempt to do any of the foregoing with respect to any of the rights herein without the consent of the City Council shall be grounds for immediate termination of this Agreement. For purposes of this Agreement, any dissolution, merger, consolidation, change in control or other reorganization of CR&R or transfer of a controlling interest of stock shall be deemed a violation of this section. A change of corporate name only shall be deemed to be a violation of this section.
2. If the City Council approves the transfer, the CITY may impose reasonable conditions of approval.
3. Notwithstanding the above, CR&R shall be entitled to pledge, encumber, or grant any security interest in the DTF provided that CR&R shall first notify and obtain the CITY consent to such transaction, subject to the following conditions:
4. Any consent so granted by the CITY shall not be deemed a consent to the exercise by such pledge, encumbrancer or secured party of any rights of the holder under the permit, license or other authorization unless so noted by the CITY.
5. Any consent so granted by the CITY shall not be deemed a consent to any subsequent transfer shall be deemed an assignment of the permit, license or other authorization within the meaning of this SECTION.
6. The pledgee, encumbrancer, or secured party shall have executed and delivered to the CITY an instrument in writing agreeing to be bound by the provisions of the permit, license or other authorization.

**N. MONITORING; REMEDIES; IMPOSITION OF DAMAGES; TERMINATION.**

1. **Monitoring of Agreement.** The CITY or any independent consultant or agent acting on the CITY's behalf shall have the right and authority under the terms of this Agreement to monitor the provisions hereof at CR&R's expense to ensure that all of the term and conditions are adhered to and that all reporting requirements and information are accurately reported to the CITY.
2. **Termination.** All terms and provisions of this Agreement are material and binding and failure of CR&R to perform any provision hereof or to provide any

of the services described herein shall be a breach of this Agreement which may lead to termination of this Agreement.

**3. Notice; Response; Resolution; Appeal.**

4. **Notice of Deficiencies: Response.** If the CITY determines that CR&R has breached this Agreement or any other applicable federal, state or local law or regulation, including but not limited to, the laws governing transfer, storage or disposal of solid waste and recyclable materials, the CITY shall advise CR&R in writing within twenty (20) working days of its discovery of such suspected deficiencies, specifying the deficiency in reasonable detail and setting forth a reasonable time within which CR&R is to respond. Unless the circumstances necessitate correction and response within a shorter period of time or unless a shorter period of time is required by this Agreement, CR&R shall respond to the written Notification of Deficiencies within twenty (20) working days from the receipt by CR&R of such written notice. CR&R may request additional time to correct deficiencies.

**5. Review by City Manager: Notice of Appeal.**

- a. The City Manager shall review any written response from CR&R and decide the matter. If the City Manager's decision is adverse to CR&R, the City Manager may order remedial actions to cure any deficiencies or invoke any other remedy in accordance with this Agreement, including termination. The City Manager shall promptly inform CR&R in writing of his decision. In the event the decision is adverse to CR&R, The City Manager shall inform CR&R of the specific facts found, and include any relevant affidavits, documents, photographs and videotapes and any other evidence relied on, and the legal basis in provisions of the Agreement or other laws for the decision and any remedial action taken or ordered. An adverse decision by the City Manager shall be final and binding on CR&R unless CR&R files a "Notice of Appeal" with the City Clerk within fifteen (15) working days of receipt of the notification of the adverse decision.
  - b. In any "Notice of Appeal" CR&R shall state all its factual contentions and include any relevant affidavits, documents, photographs and videotapes which CR&R may choose to submit. In addition, CR&R shall include all its legal contentions, citing provisions of the Agreement or other laws to support its contentions.
6. **City Council Hearing.** If a matter is appealed to the City Council by CR&R, the City Council will set the matter for an administrative hearing and act on the matter. The City Clerk shall give CR&R a minimum of Fourteen (14) days written notice of the time and place of the administrative hearing. At the hearing, the City Council shall consider the administrative record. No new legal

issues may be raised, or new evidence submitted by CR&R at this or at any further point in the proceedings, absent a showing of good cause. CR&R representatives and other interested persons shall have a reasonable opportunity to be heard.

7. **City Council Determination.** Based on the administrative record, the City Council shall determine by resolution whether the decision or order of the City Manager should be upheld. A tie vote of the City Council shall be regarded as upholding the decision of the City manager. If, based upon the administrative record, the City Council determines that the performance of CR&R is in breach of any term of this Agreement or any provision of any applicable federal, state or local statute or regulation, the City Council, in the exercise of its discretion, may order CR&R to take remedial actions to cure the breach or impose any other remedy in accordance with this Agreement. The decision or order of the City Council shall be final and binding.
8. **Continued Performance.** CR&R's performance under the Agreement is not excused during the period of time prior to a final determination as to whether or not CR&R performance is in breach of this Agreement, or the time set by the CITY for CR&R to discontinue a portion or all of its services pursuant to this Agreement.
9. **Cumulative Rights.** The CITY's rights of termination are in addition to any other rights of the CITY upon a failure of CR&R to perform its obligations under this Agreement.

#### **O. GENERAL PROVISIONS.**

1. **Computer Hardware and Software.** All reports and other information required to be maintained pursuant to this Agreement shall be maintained in a computer database consisting of PDF or other portable document electronic files.
2. **Independent Status.** CR&R is an independent entity and not an officer, agent, servant or employee of the CITY. CR&R is solely responsible for the acts and omissions of its officers, agents, employees, contractors and subcontractors, if any. Nothing in this Agreement shall be construed as creating a partnership or joint venture between the CITY and CR&R, nor an arrangement for the disposal of hazardous substances. Neither CR&R nor its officers, employee, agents or subcontractors shall obtain any rights to retirement or other benefits which accrue to the CITY employees.
3. **Law to Govern; Venue.** This Agreement shall be governed by the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Los Angeles. In the event of litigation in U.S. District Court, exclusive venue shall lie in the Central District of California.



4. **Changes in the Law.** This Agreement is part of the CITY's efforts to comply with the provisions of the California Integrated Waste Management Act of 1989, ("AB 939") as it from time to time may be amended and as implemented by the regulations of the California Integrated Waste Management Board ("Regulations"), as they from time to time may be amended, and the CITY's Source Reduction and Recycling Element, as it may be amended from time to time. In the event that AB 939 or other state or federal laws or regulations enacted or amended after this Agreement has been executed, prevent or preclude compliance with one provisions of this Agreement shall be modified or suspended as may be necessary to comply with such state or federal laws or regulations, and CR&R may seek a rate increase to offset the costs directly attributable to the amended or newly enacted provision of law or regulations or deduct such costs form the quarterly Gross Tonnage Collected CR&R Fee payments.
5. **Amendments.** Amendments must be in writing, duly executed by the parties.
6. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered or sent by fax, email or United States certified mail, postage prepaid, return receipt requested, addressed as follows:

or to such other address as either party may from time to time designate by notice to the other given in accordance with this Section. Notice shall be deemed effective on the date personally served or if mailed, three (3) business days from the date such notice is deposited in the United States mail.

8. **Use of City Name.** CR&R shall not use the words "SANTA FE SPRINGS" or "CITY" or like words in its corporate names, style of business, or in its

equipment, nor shall CR&R utilize the stated words in any publication, promotion, program, etc., without the prior expressed written consent of the City of Santa Fe Springs.

9. **Force Majeure.** In addition to specific provisions of this Agreement, performance by either party hereunder shall not be deemed to be in default where delays or defaults are due to causes beyond the control of and without the fault of such party, including war, insurrection, strikes, lock-outs, riots, floods, earthquakes, fires, casualties, Acts of God, epidemics, quarantine restrictions, freight embargoes, lack of transportation, governmental restrictions or priority, unusually severe weather, inability to secure necessary labor or supplies, materials or tools, or acts of the other party. An extension of time for any such cause shall be for the period of the enforced delay and shall commence to run from the time of the commencement of the cause, if notice by the party claiming such extension is sent to the other party within thirty (30) days of knowledge of the commencement of the cause.

**WITNESS the execution of this thirteen (15) page Agreement on the day and year first written above.**

DATED: \_\_\_\_\_

CITY OF SANTA FE SPRINGS

BY: \_\_\_\_\_

Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

DATED: \_\_\_\_\_

CR&R INCORPORATED

By: \_\_\_\_\_

Title: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST: \_\_\_\_\_

City Clerk



**PUBLIC HEARING**

Conditional Use Permit Case No. 775 and related Environmental Documents

*CUP 775*: A request for approval to allow the establishment, operation, and maintenance of a direct transfer facility; *Environmental Documents*: A request for approval of the proposed Initial Study / Mitigated Negative Declaration related to the proposed project, on property located at 12739 Lakeland Road (APN: 8011-016-022), within the M-2, Heavy Manufacturing, Zone. (CR&R, Inc.)

**RECOMMENDATIONS**

Staff recommends that the Planning Commission take the following actions:

1. Open the Public Hearing and receive any comments from the public regarding Conditional Use Permit (CUP) Case No. 775 and, thereafter, close the Public Hearing; and
2. Find that the proposed direct transfer facility, if conducted in strict compliance with the conditions of approval, will be harmonious with adjoining properties and surrounding uses in the area and, therefore, will not be detrimental to persons or property in the immediate vicinity and will not adversely affect the city in general; and
3. Find that the applicant's request meets the criteria set forth in §155.716 of the Zoning Regulations, for the granting of a Conditional Use Permit; and
4. Approve and adopt the proposed Mitigated Negative Declaration which, based on the findings of the Initial Study, indicates that there is no substantial evidence that the proposed project will have a significant adverse effect on the environment; and
5. Approve the proposed Mitigation Monitoring and Reporting Program (MMRP) for the proposed project (CUP 775); and
6. Approve CUP Case No. 775, subject to a compliance review in one (1) year, until October 17, 2017, and subject to the conditions of approval as contained within this staff report.

**PROJECT LOCATION**

The subject site, comprised of a single parcel (APN: 8011-016-022) of approximately 3.64 acres, has an address of 12739 Lakeland Road and is located on the north side of Lakeland Road, east of Bloomfield Avenue, and within the M-2, Heavy Manufacturing, Zone. Surrounding properties to the north, east, south, and west are zoned M-2 and consist of various industrial uses.

**BACKGROUND**

The subject site was granted Conditional Use Permit (CUP No. 623) approval, in 2004, to allow the operation and maintenance of a City-franchised rubbish hauling use on a fully improved 3.64-acre site developed with a 13,732 sq. ft. building. Specifically, the applicant utilizes the site for the storage of empty rubbish collection trucks, containers, and bins. Subsequently, in December of 2015, the Planning Commission approved an amendment of CUP No. 623 to allow for e-waste recycling and storage as an ancillary activity to the existing use.

On September 12, 2016, the Planning Commission opened and continued Conditional Use Permit (CUP) Case No. 775 to the next regularly held Planning Commission meeting on October 10, 2016, to allow additional time for various state agencies to review and comment on the proposed IS/MND. CUP Case No. 775 was further continued to October 17, 2016 due to a lack of quorum on October 10, 2016.

**REQUEST**

The applicant is now requesting a CUP to allow for the establishment, operation, and maintenance of a Direct Transfer Facility (DTF). The proposed DTF will accept and, subsequently, transfer non-hazardous municipal solid waste to other approved facilities including MRFs, recycling facilities, and landfills. The process involves the transfer of waste from collection vehicles to a large transfer trailer, which will then transport the waste to other approved facilities including MRFs, recycling facilities, and landfills. The proposed DTF will handle a maximum of 150 tons per day of non-hazardous municipal solid waste. It should be noted that all transfer activities would be conducted within the existing 13,732 sq. ft. building.

Minor improvements to the existing 13,732 sq. ft. building are necessary to accommodate the proposed use. The improvements include the re-configuring of 1,155 sq. ft. of floor area within the existing building; no additional square footage is proposed. Other improvements include the raising of the roof to accommodate collection trucks, the installation of two large roll-up doors, the construction of a new exterior ramp, and various structural improvements. All improvements will be located within the northern (rear) portion of the existing facility.

Per Section 155.243(C)(5) et seq. of the City's Zoning Regulations, salvage, reclamation, recycling, wrecking, storage and disposal of industrial waste materials shall be permitted in the M-2 Zone only after a valid conditional use permit (CUP) has first been issued. As a result, the applicant has filed an application for said permit as required by the City's Zoning Regulations.

**DETAILS OF PROPOSED OPERATION**

As aforementioned, the subject site is currently developed with a 13,732 sq. ft. single-story industrial building. The applicant is proposing to make several improvements to the existing building and subject site to accommodate the proposed DTF use, which will accept a maximum of 150 tons per day of non-hazardous municipal solid waste.



Site Plan (SP)

The site plan details the existing 13,732 sq. ft. industrial building on the subject property located at 12739 Lakeland Road. Access and egress is provided by an existing 31'-wide and 30'-wide driveways on the western and eastern portion of the property's frontage. An existing 15'-high block wall, located along the length of the street frontage, screens the interior truck yard. As a result, trucking activities are not readily visible from the public right-of-way. A new truck scale is proposed along the interior truck yard, west of the existing building. Lastly, as aforementioned, no additional square footage is proposed.

Floor Plan (A1 & A2)

The floor plan indicates the overall building floor area to be 13,732 sq. ft. The floor area consists of 2,582 sq. ft. dedicated to existing office space, 7,763 sq. ft. dedicated to existing warehouse space, 2,232 sq. ft. dedicated to the existing e-waste recycling/storage use, and 1,155 sq. ft. dedicated to the proposed DTF use.

Elevations (A3)

The elevations detail the proposed exterior improvements to the north (rear) portion of the existing building. Improvements include the raising of the roof to accommodate collection trucks, the installation of two large roll-up doors, the construction of a new exterior ramp, and various structural improvements. Note that the existing warehouse portion of the building consists of a metal exterior. Staff has conditioned, and the applicant has agreed (as noted on the elevations), that the existing metal building be re-cladded with a non-metallic exterior to match the existing front office area.

Operational Details

Incoming solid waste collection vehicles enter the facility via Lakeland Road through the west gate and enter the western side of the building via a ramp into an overhead truck door. The transfer trucks enter through the east gate and back up into an overhead truck dock door on the eastern side of the building. After depositing the waste into the transfer trucks, the collection vehicles will exit the facility via the east gate. The transfer trucks will also exit through the east gate when filled to capacity. All weighing of the collection trucks will occur on-site. All outbound transfer trucks will be directed to other approved facilities including MRFs, recycling facilities, and landfills.

The facility will receive non-hazardous municipal solid waste up to seven days per week, excluding holidays. Normal hours of operation will be Monday through Sunday from 5:00 a.m. to 7:00 p.m. The solid waste will be transferred directly from the waste collection trucks to the transfer trucks so that the waste is never put on the ground or outside the confines of the collection and transfer trucks before, during, or after transfer.

The transfer trucks are specifically designed to accept waste from a typical collection vehicle. Once the rear door is opened, the rear and outside wall portions of the transfer truck expand in width to accept the full width of the collection vehicle. The

waste is directly off-loaded, at a rate of 4-5 tons per minute, utilizing the existing compacter blade within the collection vehicle that pushes the load out of the collection vehicle and into the transfer truck. One vehicle goes inside the other, which virtually eliminates litter and spilling.

As aforementioned, the proposed DTF will accept a maximum of 150 tons per day of non-hazardous municipal solid waste. Each collection truck has a 10 ton capacity and each transfer truck has a capacity of 20 tons. Therefore, each day fifteen collection trucks carrying approximately 10 tons each will transfer waste into eight transfer trucks carrying approximately 20 tons each.

Additional detail on the proposed operations (site security, litter control, traffic control, vector control, etc.) is contained within the attached project description.

### **STREETS AND HIGHWAYS**

The subject site is located on the north side of Lakeland Road, between Bloomfield Avenue and Shoemaker Avenue. Lakeland Road and Shoemaker Avenue are designated as a "Secondary" arterial within the Circulation Element of the City's General Plan. Bloomfield Avenue is designated as a "Major" arterial.

### **ZONING AND LAND USE**

The subject property is zoned M-2 (Heavy Manufacturing). The property has a General Plan Land Use designation of Industrial.

The zoning, General Plan and land use of the surrounding properties are as follows:

<i>Direction</i>	<i>Zoning District</i>	<i>General Plan</i>	<i>Land Use</i>
North	M-2, Heavy Manufacturing	Industrial	12740 Florence Avenue - Fixture Living, Inc. (Warehouse Distribution)
South	M-2, Heavy Manufacturing	Industrial	12740 Lakeland Road - Conquest Industries, Inc. (Manufacturing - Spincasting Machines)
East	M-2, Heavy Manufacturing	Industrial	12903 Lakeland Road - XPO Logistics Freight Inc. (Warehouse / Distribution)
West	M-2, Heavy Manufacturing	Industrial	12680 Lakeland Road - LA County Assessors (Office/Storage Warehouse)

### **ENVIRONMENTAL DOCUMENTS**

The environmental analysis provided in the Initial Study indicates that the proposed project will not result in any significant adverse immitigable impacts on the environment; therefore, the City caused to be prepared and proposes to adopt a Mitigated Negative Declaration (MND) for the proposed Project. The MND reflects the independent judgment of the City of Santa Fe Springs, and the environmental consultant, Blodgett/Baylosis Environmental Planning.

**Phases in the Environmental Review Process:**

The implementation of the California Environmental Quality Act (CEQA) entails three separate phases:

1. The first phase consists of preliminary review of a project to determine whether it is subject to CEQA.
2. If the project is subject to CEQA, the second phase involves the preparation of an Initial Study to determine whether the project may have a significant environment effect.
3. The third phase involves the preparation of an Environmental Impact Report (EIR) if the project may have a significant environmental effect or a Negative Declaration or Mitigated Negative Declaration if no significant effects will occur.

Phase 1: The first phase is to determine if the proposed project is subject to CEQA. CEQA applies to an activity that (a) involves the exercise of an agency's discretionary powers, (b) has the potential to result in a direct or reasonable foreseeable indirect physical change in the environment, and (c) falls within the definition of a "project" as defined in CEQA Guidelines Section 15378. City Staff and Blodgett/Baylosis Environmental Planning the proposal and determined that the project is subject to CEQA.

Phase 2: The second phase involves the preparation of an Initial Study. An Initial Study is a preliminary analysis to determine whether an EIR or a Negative Declaration or Mitigated Negative Declaration is needed. If the Initial Study concludes that the proposed project may have a significant effect on the environment that cannot be mitigated, an EIR should be prepared. If no potentially significant impacts are identified, then a Negative Declaration can be prepared. If potentially significant impacts are identified that can be mitigated, then a Mitigated Negative Declaration can be prepared with mitigation measures (conditioned as part of the project's approval) to reduce potentially significant impacts to levels of insignificance.

To facilitate the Commission's determination whether "effects" are potentially significant, the Commission should focus on scientific and factual data. Unfortunately, CEQA does not provide a definitive definition of what constitutes a "significant effect." However, CEQA Guidelines Section 15382 generally defines a "significant effect" as a substantial or potentially substantial adverse change in the physical environment. City Staff and Blodgett/Baylosis Environmental Planning determined, through the preparation of the Initial Study, that there were no potentially significant environmental effects that could not be mitigated to a level of insignificance and, therefore, a Mitigated Negative Declaration was prepared.



Phase 3: A Mitigated Negative Declaration is a written statement, briefly explaining why a proposed project will not have a significant environmental effect and includes a copy of the Initial Study justifying this finding. Included within the Initial Study are mitigation measures to avoid potentially significant effects. City Staff and Blodgett/Baylosis Environmental Planning determined that, although, the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because either revisions in the project have been made by or agreed to by the project applicant or mitigation measures are being implemented to reduce all potentially significant effects to levels of insignificance. As a result, a Mitigated Negative Declaration was prepared for the project.

**Draft MND Review:**

The Draft Initial Study/Mitigated Negative Declaration reflects the independent judgment of the City of Santa Fe Springs and the environmental consultant, Blodgett/Baylosis Environmental Planning, as to the potential environmental impacts of the proposed project on the environment. The Draft Initial Study/Mitigated Negative Declaration was circulated for the required 30-day public review and comments from August 11, 2016 to September 10, 2016. The Notice of Intent to Adopt a Mitigated Negative Declaration was posted with the Los Angeles County Clerk. A copy of the Initial Study/Mitigated Negative Declaration was also mailed to surrounding cities for their review and comment.

When reviewing the Mitigated Negative Declaration/Initial Study, the focus of the review should be on the project's potential environmental effects. If persons believe that the project may have a significant effect, they should, (a) Identify the specific effect; (b) Explain why they believe the effect would occur, and; (c) Explain why they believe the effect would be significant.

Individuals who believe there are significant effects as outlined above, should also explain the basis for their comments and submit data or references offering facts, reasonable assumptions based on facts, or expert opinion supported by facts in support of the comments. Pursuant to CEQA Guidelines, an effect shall not be considered significant in the absence of substantial evidence.

**Potentially Affected Environmental Factors:**

The draft Initial Study/Mitigated Negative Declaration has identified several factors that may be potentially affected by the subject project which include: *Aesthetics, Air Quality; Hazards and Hazardous Materials; Noise; and Public Services*. These factors and their respective pertinent issues are discussed and analyzed within the Initial Study/Mitigated Negative Declaration. Mitigations, where necessary, were implemented to help ensure potential impacts are reduced to a less than significant level. A detailed analysis can be found in the Initial Study/Mitigated Negative Declaration and corresponding Mitigation Monitoring and Reporting Program.

**Mitigation Monitoring:**

The monitoring and reporting on the implementation of these measures, including the monitoring action, monitoring agency, and the period for implementation, are identified in the Mitigation Monitoring and Reporting Program (attachment #9).

**Responses to Initial Study/Mitigated Negative Declaration:**

A Notice of Intent (NOI) and Draft MND was mailed to the State Clearinghouse on September 9, 2016. The State Clearinghouse received the NOI/Draft MND and the 30-day review period commenced on September 12, 2016 and ended on October 11, 2016. The State Clearinghouse assigned the following number to the proposed project (SCH Number: 2016091029).

The 30-day review period ended and staff received a total of 4 comment letters from various local and state agencies. The commenting agencies were as follows:

- *City of Norwalk:*
  - Provided three comments related to Section 3.16 (Transportation and Circulation).
- *South Coast Air Quality Management District:*
  - Provided four additional recommended mitigation measures to reduce the potential for objectionable odors related to the Direct Transfer Facility (DTF) use.
- *Department of Transportation:*
  - Stated that Caltrans does not expect project approval to result in a direct adverse impact to the existing State transportation facilities.
  - Also provided reminders for Caltrans transportation permits when using over-sized transport vehicles, limit large trucks to off-peak periods, and to be mindful of storm water run-off related issues
- *CalRecycle:*
  - Provided nine comments related to the Findings (on page 3), Section 1.3 (Initial Study Checklist), Section 2.4.2 (Operational Characteristics of Proposed Project), Exhibit 2-8 (Conceptual Site Plan), Section 2.6 (Discretionary Actions), Section 3.3.2 (Air Quality – Subsection E), Section 3.9.2 (Hydrology & Water Quality – Subsection I), and Section 3.17 (Utilities – Subsections F & G)

The City's planning staff worked with Blodgett Baylosis Environmental Planning to adequately address each comment raised within the letters received from the above-mentioned agencies. A Response to Comments section has been prepared and is provided as an addendum to the IS/MND.

**LEGAL NOTICE OF PUBLIC HEARING**

This matter was set for Public Hearing in accordance with the requirements of

Sections 65090 and 65091 of the State Planning, Zoning and Development Laws and the requirements of Sections 155.860 through 155.864 of the City's Municipal Code.

Legal notice of the Public Hearing for the project 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 August 31, 2016. The legal notice was also posted in Santa Fe Springs City Hall, the City Library and the City's Town Center on August 31, 2016, and published in a newspaper of general circulation (Whittier Daily News) August 31, 2016, as required by the State Zoning and Development Laws and by the City's Zoning Regulations.

As of date of this report, staff has not received any comments and/or inquiries regarding the proposal.

### **COMMISSION'S CONSIDERATIONS**

#### **Conditional Use Permit**

As mentioned previously, Section 155.243(C)(5) of the Zoning Regulations, a Conditional Use Permit (CUP) is required within the M-2 (Heavy Manufacturing) Zone for the establishment of any industrial waste material salvage, recycling, storage, and processing use.

The Commission should note that in accordance with Section 155.716 of the City's Zoning Regulations, before granting a Conditional Use Permit, the Commission shall:

- 1) Satisfy itself that the proposed use will not be detrimental to persons or property in the immediate vicinity and will not adversely affect the city in general; and
- 2) Give due consideration to the appearance of any proposed structure and may require revised architectural treatment if deemed necessary to preserve the general appearance and welfare of the community.

Staff believes that the applicant's request meets the criteria required by Section 155.716 of the City's Zoning Regulations for the granting of a Conditional Use Permit.

The reasons for the findings are as follows:

1. **That the proposed direct transfer facility (DTF) use will not be detrimental to persons or property in the immediate vicinity, nor the welfare of the community for the following reasons:**

Staff finds that the proposed use will not be detrimental for the following reasons:

- The subject site is located in the M-2 (Heavy Manufacturing) Zone and also has a General Plan land use designation of Industrial. A DTF would be consistent with the current zoning and land use designation;

- The building is being modified to ensure the DTF operations occurs completely inside the existing industrial building;
- Solid waste will be transferred directly from the waste collection trucks to the transfer trucks so that the waste is never put on the ground or outside the confines of the collection and transfer trucks before, during, or after transfer. Additionally, materials are not being sorted on-site;
- Transfer trucks are specifically designed to accept waste from a typical collection vehicle, litter and spilling therefore should not be an issue;
- All waste collection vehicles entering or leaving the subject site in connection with the direct transfer use shall be fully covered to prevent materials from escaping and littering the roadways;
- DTF solely involves CR&R collection vehicles and is thus not open to the general public. In no instances shall the applicant accept materials from the general public
- No hazardous waste will be accepted at the facility;

**2. That the proposed direct transfer facility (DTF) use has been designed to preserve the general appearance and welfare of the community for the following reasons:**

Staff finds that the proposed use will preserve the general appearance and welfare of the community for the following reasons:

- The subject building and site is existing. The applicant will only make a few minor tenant improvements to accommodate the collection and transfer trucks;
- Proposed improvements will ensure the DTF operations occurs completely inside the existing industrial building and thus will minimize any potential impact to persons or property in the immediate vicinity;
- As per condition #15, the Applicant will eventually re-clad the existing metal exterior with a non-metallic exterior to match the existing front office area;
- Since the site characteristics will remain practically unchanged, the proposed DTF activities should continue to preserve the general appearance and welfare of the community.

**STAFF CONSIDERATIONS:**

For the reasons stated within the report, staff finds that if the proposed DTF use, operates in strict compliance with the required conditions of approval, it will be compatible with the surrounding properties and will not be detrimental or pose a nuisance risk to persons or property in the immediate vicinity. Staff is, therefore, recommending approval, subject to a compliance review after one-year to ensure the subject direct transfer facility use is still operating in strict compliance with the conditions of approval as stated within the staff report.

**AUTHORITY OF PLANNING COMMISSION:**

The Planning Commission has the authority, subject to the procedures set forth in this subchapter, to grant a Conditional Use Permit whenever it finds that the granting of said permit is consistent with the requirements, intent and purpose of this chapter. The Commission may grant a Conditional Use Permit subject to such conditions as the Commission finds are warranted by the circumstances involved. This may include the dedication and development of streets adjoining the property and other improvements. All such conditions shall be binding upon the applicants, their successors and assigns; shall run with the land; shall limit and control the issuance and validity of certificates of occupancy; and shall restrict and limit the construction, location, use and maintenance of all land and structures within the development.

**CONDITIONS OF APPROVAL****ENGINEERING / PUBLIC WORKS DEPARTMENT**

(Contact: Robert Garcia 562.868.0511 x7545)

1. That a grading plan shall be submitted for drainage approval to the City Engineer. The applicant shall pay drainage review fees in conjunction with this submittal. A professional civil engineer registered in the State of California shall prepare the grading plan.
2. That a hydrology study shall be submitted to the City if requested by the City Engineer. The study shall be prepared by a Professional Civil Engineer.
3. That the applicant shall comply with the National Pollutant Discharge Elimination System (NPDES) program and shall require the general contractor to implement storm water/urban runoff pollution prevention controls and Best Management Practices (BMPs) on all construction sites in accordance with the current MS4 Permit. The applicant will also be required to submit a Certification for the project and will be required to prepare a Storm Water Pollution Prevention Plan (SWPPP).

**DEPARTMENT OF FIRE - RESCUE (ENVIRONMENTAL DIVISION)**

(Contact: Tom Hall 562.868-0511 x3715)

4. That the owner/operator shall reimburse the City for all costs associated with investigating and responding to odor complaint resulting from inadequate or faulty odor control equipment.
5. That the owner/operator shall, if applicable, comply with all South Coast Air Quality Management Districts' Rule 410 odor management practices and requirements to prevent odor problems in the area surrounding the facility.

6. That the owner/operator shall record in the Hazardous Waste Load Check log all hazardous waste brought on-site. All hazardous waste collected on-site shall be managed and disposed in accordance with Federal, State, and local hazardous waste generator laws and regulations.

**WASTE MANAGEMENT**

**(Contact: Teresa Cavallo 562.868.0511 x7309)**

7. That the applicant shall maintain a log of all materials that have a point of origin in Santa Fe Springs that are subsequently disposed at a landfill. Logs shall be submitted to the Waste Management Division on a monthly basis using forms referenced in the preceding condition.

**PLANNING AND DEVELOPMENT DEPARTMENT**

**(Contact: Cuong Nguyen 562.868.0511 x7359)**

8. That this approval shall allow CR&R (henceforth referred to as the "the applicant") to establish, operate, and maintain a direct transfer use (up to 150 tons of non-hazardous municipal solid waste per day) within the existing approximately 13,650 sq. ft. industrial building located at 12739 Lakeland Road.
9. That the applicant agrees and understands that the proposed direct transfer use, as described by the applicant in their application materials, involves the immediate transfer of non-hazardous municipal waste from collection trucks directly to transfer trucks. Waste material should therefore be confined to only the collection and/or transfer trucks.
10. That the applicant understands and agrees that the existing conditions identified in Conditional Use Permit Case No. 623 which relate to the city-franchise rubbish hauling use and e-waste recycling use that currently operate on the subject site shall remain in full effect.
11. That the Mitigation Monitoring and Reporting Program, which was prepared for the proposed project and adopted by the Planning Commission upon completion of the Initial Study/Mitigated Negative Declaration, shall be made part of the conditions of approval for Conditional Use Permit Case No. 775. The Mitigation Monitoring and Reporting Program is listed as an attachment to this staff report.
12. That a Host Fee agreement between the applicant and the City shall be required prior to the operation of the proposed project. Said agreement shall

contain language specifying that the applicant shall pay City a tipping fee of \$1.00 per ton. Said agreement shall be approved by the City Council.

13. That the applicant agrees and understands that the proposed direct transfer use solely involves CR&R collection vehicles and is thus not open to the general public. In no instances shall the applicant accept materials from the general public.
14. That the applicant shall designate in-house staff or otherwise hire a consultant (familiar with updating a Nondisposal Facility Element) to assist the Planning Staff with updating the City's existing NDFE, pursuant to AB 341. Pursuant to Section 41730 et. Seq. of the California Public Resource Code (PRC), every California city and county is required to prepare and adopt a Nondisposal Facility Element (NDFE) for all new nondisposal facilities, and any expansion of existing nondisposal facilities. The City's existing NDFE, therefore, must be amended to include the proposed project.
15. That the applicant understands and agrees that an application for a Development Plan Approval, to allow the re-cladding of the existing metal exterior with a non-metallic exterior (to match the existing front office area), shall be filed with the Planning Department within 12 months from the date of approval by the Planning Commission.
16. That the applicant shall provide staff with a check in the amount of \$2,285.25 (within 3 days from the date of approval by the Planning Commission) made payable to Los Angeles County Clerk to cover fees associated with the mandatory filing of a Notice of Determination and related Fish and Game fees.
17. That signage with language stating, "Please Contact Us with Questions or Complaints Regarding This Facility", shall be installed at the exterior of the Site. Said signage shall include the wording "Security," "LEA" "City of Santa Fe Springs" and "SCAQMD" and the respective phone number for each. Signage shall be installed prior to operation.
18. That the applicant shall maintain a log of special/unusual occurrences. This log shall include but is not limited to: fires, the discharge and disposition of hazardous or non-permitted waste, significant injuries, accidents or property damage. Each log entry shall be accompanied by a summary of any actions taken by the operator to mitigate the occurrence. The operator shall maintain this log on-site so as to be available at all times to site personnel and Enforcement Agencies'.
19. That the applicant shall obtain all the necessary Permits and approvals from the Building, Planning, Engineering and Fire Department for necessary site/building improvements related to the proposed direct transfer use.



20. That the proposed direct transfer use shall otherwise be substantially in accordance with the site plan, floor plan, elevations, and project description submitted by the applicant and on file with the case.
21. That the applicant understands and agrees that if changes to the original plans (submitted and on file with the subject case) are required during construction, revised plans must be provided to the planning department for review and approval prior to the implementation of such changes. Please note that certain changes may also require approvals from other departments.
22. That the proposed direct transfer use shall be limited to the following hours of operation: Monday through Sunday from 5:00am and 7:00pm. Changes to said hours shall require prior approval from the Director of Planning.
23. That all vehicles associated with the proposed direct transfer use shall be parked on the subject site at all times. Off-site parking is not permitted and would result in the restriction or revocation of privileges granted under this Permit. In addition, any vehicles associated with the property shall not obstruct or impede any traffic.
24. That the applicant shall not allow commercial vehicles, trucks and/or truck tractors to queue on Lakeland Road, use said street as a staging area, or to back-up onto the street from the subject property.
25. That the applicant shall require that all collection trucks and transfer trucks enter the site in accordance with the proposed circulation plan (as indicated in the site plan submitted by the applicant and on file with the case) to ensure truck traffic will not impact the employee parking area. If necessary, the applicant shall install signage, employ on-site spotter(s) to direct traffic, educating drivers, etc. to ensure that truck maneuvering occurs as depicted in the provided site plan.
26. That during the hours of operation, an attendant or attendants shall be present to supervise the loading and unloading of materials that will occur from the collection trucks to the transfer trucks.
27. That the proposed direct transfer use, including loading and unloading of materials, shall be conducted entirely within an enclosed building.
28. That operational controls shall be established to reduce the potential for the receipt and disposal of prohibited materials and/or wastes.

29. That all waste collection vehicles entering or leaving the subject site in connection with the direct transfer use shall be fully covered to prevent materials from escaping and littering the roadways.
30. That all trucks hauling materials shall comply with State Vehicle Code Section 23114, with special attention to Sections 23114(b) (F), (e) (2) and (e) (4) as amended, regarding the prevention of such material spilling onto public streets and roads.
31. That the proposed direct transfer use shall operate within the noise limitations established within Section 155.424 of the City's Zoning Regulations. The applicant also understands and agrees that if the City receives complaints that allege the proposed use has exceeded the City's maximum noise limits, the City may hire a certified acoustical engineer to measure site related noise levels. The applicant shall assume the responsibility of suspending and/or mitigating non-compliant noise if a violation is document, and shall reimburse the City for acoustical engineering costs. The applicant shall otherwise cooperate with the Director of Planning to address substantial noise complaints which can be mitigated through reasonable efforts.
32. That the proposed direct transfer use shall comply with Section 155.420 of the City's Zoning Ordinance regarding the generation of objectionable odors. Nevertheless, if there is a violation of this aforementioned Section, the applicant shall take whatever measures necessary to eliminate the objectionable odors from the operation in a timely manner.
33. That the applicant shall comply with all SCAQMD Rules and Regulations for operating a direct transfer use. These rules shall include Rule 402 which prohibit the creation of an odor nuisance and Rule 410 which is designed to minimize odors from trash and recycling centers.
34. That the applicant shall be required to obtain and maintain any required permit required by the SCAQMD.
35. That the proposed direct transfer use shall continuously operate and be maintained in a neat and orderly manner. The applicant shall conduct daily (at a minimum) litter pick-up on-site, and along adjacent properties and streets, such that any litter resulting from the proposed direct transfer use will be removed. The obligation to clean-up debris in public right-of-ways and/or routes shall apply regardless of whether such debris was inadvertently spilled or intentionally dumped.

36. That the applicant shall develop and implement a rodent and insect management program, including contracting with a professional pest control company to inspect the Site on a periodic basis, no less than once per month. In the event of apparent pest/vector activity, within twenty-four (24) hours of City notification, the applicant shall implement vector control measures sufficient to remedy the vector nuisance.
37. That in the event of confirmed pest or litter issue, within twenty-four (24) hours of City notification, the applicant shall implement control measures sufficient to remedy said pest or litter issue.
38. That the applicant shall be responsible for reviewing and/or providing copies of the required conditions of approval to his/her architect, engineer, contractor, tenants, etc. Additionally, the conditions of approval contained herein, shall be made part of the construction drawings for the proposed development. Construction drawings shall not be accepted for Plan Check without the conditions of approval incorporated into the construction drawings.
39. That the applicant shall require and verify that all contractors and sub-contractors have successfully obtained a Business License with the City of Santa Fe Springs prior to beginning any work associated with the subject project. A late fee and penalty will be assessed to any contractor or sub-contractor that fails to obtain a Business License and a Building Permit final or Certificate of Occupancy will not be issued until all fees and penalties are paid in full. Please contact Cecilia Martinez, Business License Clerk, at (562) 868-0511, extension 7527 for additional information. A business license application can also be downloaded at [www.santafesprings.org](http://www.santafesprings.org).
40. That Conditional Use Permit Case No. 775 shall be subject to a compliance review in one (1) year, no later than October 17, 2017, to ensure the subject direct transfer use is still operating in strict compliance with the conditions of approval as stated in the staff report.
41. That the applicant shall comply with the City's "Heritage Artwork in Public Places Program" in conformance with City Ordinance No. 1054.
42. That the applicant agrees to defend, indemnify and hold harmless the City of Santa Fe Springs, its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul an approval of the City or any of its councils, commissions, committees or boards arising from or in any way related to all entitlements and approvals issued by the City in connection with the Project and from any CEQA challenges relating to the environmental review and determination for the Project, or any actions or operations conducted pursuant thereto. Should the City, its agents, officers or employees receive notice of any such claim,

action or proceeding, the City shall promptly notify the applicant of such claim, action or proceeding, and shall cooperate fully in the defense thereof.

43. That the applicant agrees and understands that all other requirements of the City's Zoning Ordinance, Building Code, Property Maintenance Ordinance, State and City Fire Code and all other applicable County, State and Federal regulations and codes shall be complied with.
44. That if there is evidence that conditions of approval have not been fulfilled or the use has or have resulted in a substantial adverse effect on the health, and/or general welfare of users of adjacent or proximate property, or have a substantial adverse impact on public facilities or services, the Director of Planning may refer the conditional use permit to the Planning Commission for review. If upon such review, the Commission finds that any of the results above have occurred, the Commission may modify or revoke the subject conditional use permit.
45. That it is hereby declare to be the intent that if any provision of this Approval is violated or held to be invalid, or if any law, statute or ordinance is violated, this Approval shall be void and the privileges granted hereunder shall lapse.

  
Wayne M. Morrell  
Director of Planning

Attachments:

1. Aerial Photograph
2. Complete Set of Plans (Site Plan, Floor Plans & Elevations)
3. Project Description provided by Applicant
4. CUP Application
5. Radius Map for Public Hearing Notice
6. Public Hearing Notice/Postcard
7. Initial Study/Mitigated Negative Declaration (*previously delivered to PC on 8/23/2016*)
8. Mitigation Monitoring and Reporting Program (*previously delivered to PC on 8/23/2016*)
9. Response to Comments Section (*Addendum to IS/MND*).



**AERIAL PHOTOGRAPH**

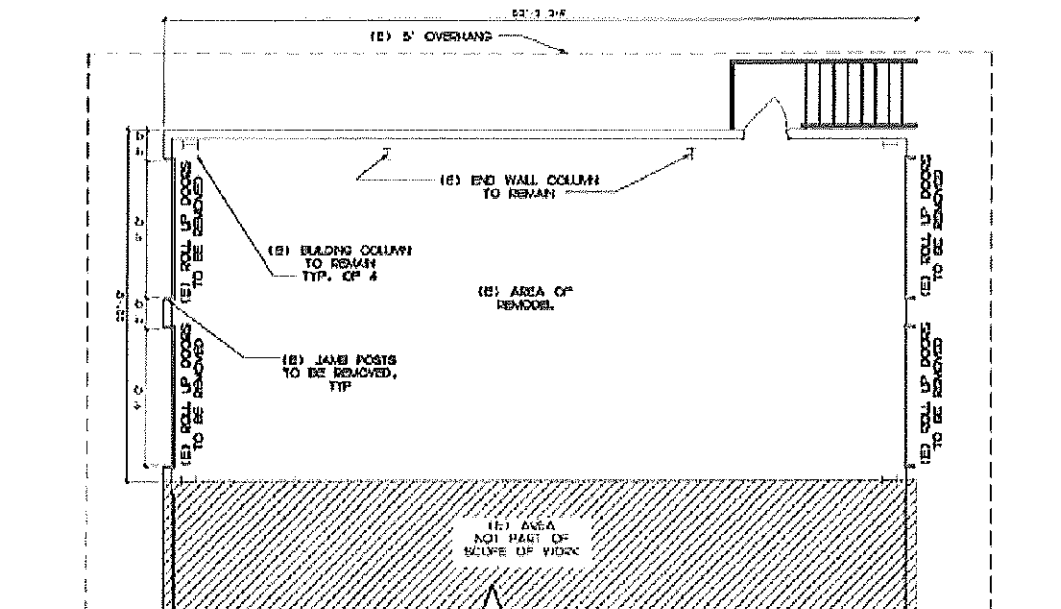
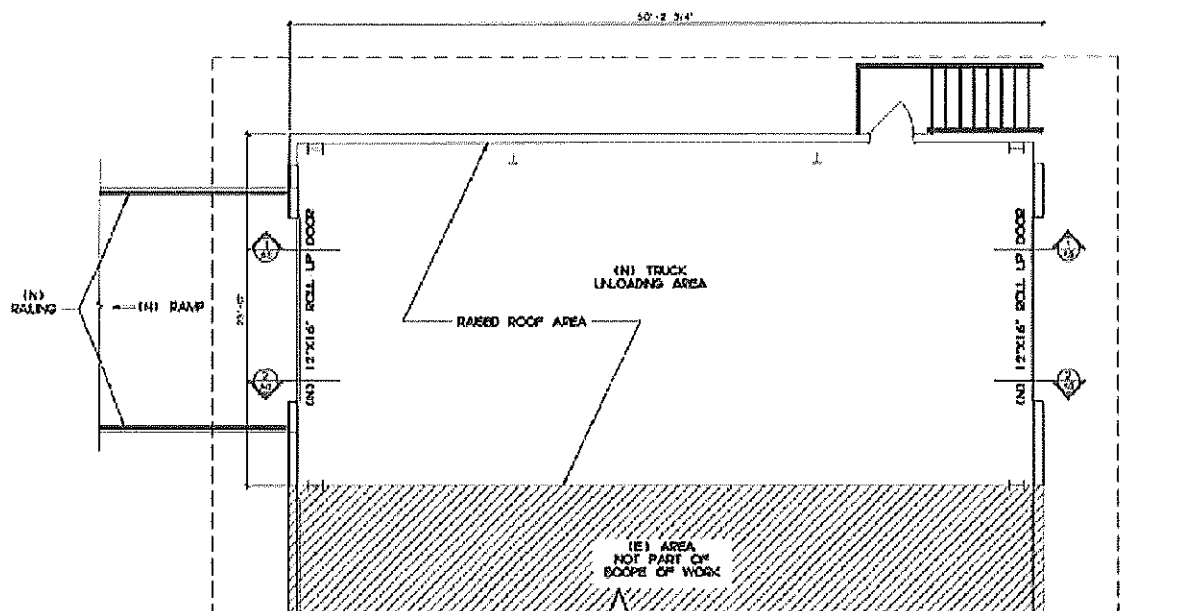


**Conditional Use Permit Case No. 775  
12739 Lakeland Road  
CR&R Incorporated**

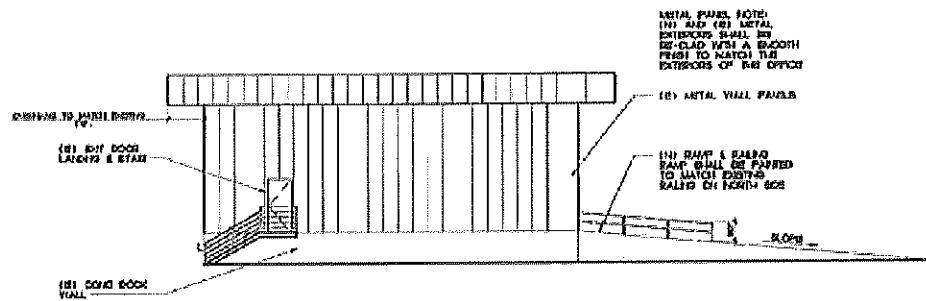


FLOOR AREA	
ROOMS	1,200
HALLS	1,200
STAIRS	1,200
ELEVATORS	1,200
SERVICE AREAS	1,200
TOTAL	5,000



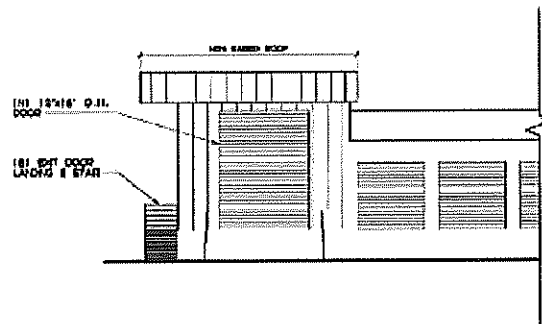
**FLOOR PLAN – TRANSFER AREA****2 - EXISTING FLOOR PLAN****1 - NEW FLOOR PLAN**

## ELEVATIONS



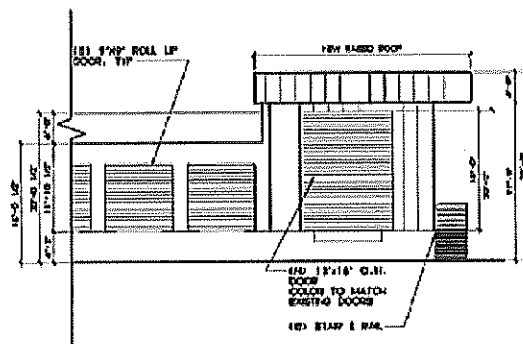
### NORTH ELEVATION

SCALE: 1/8" = 1' - 0"



### WEST ELEVATION

SCALE: 1/8" = 1' - 0"



### EAST ELEVATION

SCALE: 1/8" = 1' - 0"

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**PROJECT DESCRIPTION**

This Project Description describes the design and operation of the Lakeland Road Direct Transfer Facility (Facility) at a maximum operating capacity of 150 tons per day (TPD) of non-hazardous municipal solid waste. The Facility site is located at 12739 Lakeland Road, Santa Fe Springs, CA 90670. There is an existing Conditional Use Permit for the site that permits the use of an existing multi-use industrial building with front offices, E-Waste collection and processing, vehicle maintenance, and a surrounding yard for parking waste collection vehicles and bins. The existing permitted use(s) will remain in place at the site with no changes other than the addition of the Direct Transfer operations described herein.

(a) name(s) of the operator, owner, and the company they represent, if applicable;

The property and facility are owned and operated by:

Facility Operator:  
CR&R Incorporated  
12739 Lakeland Road,  
Santa Fe Springs, California 90670  
(562) 944-1520

Facility/Land Owner:  
CR&R Incorporated  
11292 Western Ave.  
Stanton, California 90680  
(714) 826-9049

(b) schematic drawing of the building and other structures showing layout and general dimensions of the operations area, including, but not limited to, unloading, storage, loading, and parking areas;

A schematic drawing of the Facility is shown in Figure 1.

The Facility is located within a multi-use industrial building with front offices, E-Waste collection and processing, vehicle maintenance, vehicle fueling, and a surrounding yard for parking waste collection vehicles and bins.

The Direct Transfer building comprises approximately a 1,155 square foot area that is designated for Direct Transfer operations within the existing approximately 13,732 square foot building.

The Direct Transfer building is situated on a 3.69 acre parcel of land that is fully fenced and gated. Lakeland Road is a major thoroughfare carrying heavy duty commercial vehicles and associated trailer loads. It is a main thoroughfare of the Industrial District of the City of Santa Fe Springs.

As illustrated, the primary access driveway is located on the south side of the project site.

(c) descriptive statement of the manner in which activities are to be conducted at the facility;

The Direct Transfer building is located at the rear and north end of the existing maintenance and recycling building. The Direct Transfer operations will be located next to a portion of the building that has been utilized for about 1 year as an E-Waste Collection and Recycling Facility. The existing site uses will continue in the same way with the addition of the Direct Transfer.

**PROJECT DESCRIPTION (Cont.)**

The Facility Traffic Flow is shown on Figure 1. Incoming solid waste collection vehicles drive into the Facility via Lakeland Road through the west gate and enter the existing building via an overhead door. Access for vehicles entering and exiting the Direct Transfer building will be via the west side of the existing building using a vehicle ramp. After depositing their waste load into the transfer trailers the solid waste collection vehicles will exit the Facility via the east gate. Direct Transfer trailers enter through the east gate and back up to a truck loading dock located at the rear (easterly) overhead sliding door and stage to the rear of the existing building. Once the Direct Transfer trailers are full they exit through the east gate.

All weighing of outgoing and incoming waste collection vehicles will be done on site as noted in Figure 1.

All outbound traffic will be directed to landfills approved by participating jurisdictions. The following landfills may be utilized: Olinda Alpha Landfill, Prima Dashecha Landfill, Bowerman Landfill, El Sobrante Landfill, Chiquita Canyon Landfill, and Sunshine Canyon Landfill.

The Facility is designed and operated in accordance with requirements of Title 14 of the California Code of Regulations (CCR) and applicable local, state, and federal codes and regulations.

**(d) Operating days and hours**

The Facility will receive non-hazardous municipal solid waste up to seven days per week. The site is closed for New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, and Christmas.

Hours of operation are: Monday through Sunday, 5:00 a.m. – 7:00 p.m.

Maintenance hours: Monday through Sunday, 5:00 a.m. – 2:00 a.m.

All scaling for the material will occur at the site.

**(e) Total acreage contained within the operating area.**

The Facility site is located on a 3.69-acre parcel, and the main building used for the Direct Transfer operations is a 1,155 square feet area within the existing approximately 13,732 square foot building.

**(f) facility design capacity**

The Facility will receive and directly transfer up to 150 TPD of municipal solid waste.

The off-load capacity for direct transfer is based on specifically designed commercial collection vehicles currently in use within the southern California area. The waste load is directly off-loaded utilizing the existing compactor blade within the collection vehicle that pushes the load

**PROJECT DESCRIPTION (Cont.)**

out. These vehicles will be both commercial front end loaders and residential automated side loader collection vehicles currently in use and housed at the facility.

The solid waste is transferred only once and directly from one covered vehicle to another covered vehicle so that the waste is never put on the ground or outside the confines of a container or vehicle, before, during, or after transfer. All of the contents of the transferring vehicle are emptied during a single transfer. In addition the Direct Transfer operation will be inside the existing building at the site.

The existing collection vehicles are designed to off-load material at a rate of at least 4 to 5 tons per minute. Each collection vehicle contains approximately 10 tons. Therefore, 15 collection vehicles carrying 10 tons each and be offloaded in less than 8 hours. Since the collection vehicles are coming and going the total is 30 trips.

The transfer tractors are identical to the standard long haul tractors currently in use at the Facility and are for hauling the direct transfer trailers directly to a landfill or processing center.

The Direct Transfer trailers are specifically designed to accept waste from a typical collection vehicle. Once the rear door is opened, the rear and outside wall portions of the trailer expand in width to accept the full width of the collection vehicle (see Attachment 2 for typical trailer make, model, and specifications). Therefore, there is no matching of vehicles – one vehicle goes inside the other. This virtually eliminates litter and spilling.

The walking floor of the Direct Transfer trailers moves the waste to the front of the trailer so that at least two (2) collection vehicle loads are placed into the trailer. Once loaded, the walls of the trailer contract, the rear door is closed, and the trailer is removed for landfill delivery. Each transfer vehicle contains approximately 20 tons. Therefore, 8 collection vehicles carrying approximately 20 tons each and be loaded in less than 8 hours. Since the transfer vehicles are coming and going the total is 16 trips.

The total additional daily trips is approximately 46 maximum based on the combination of the anticipated collection and transfer vehicle loads.

**(g) Types and daily quantities of solid waste to be received.**

The Facility will receive and directly transfer only non-hazardous municipal solid waste up to 150 TPD. The following provides a description of the procedures that will be utilized to ensure the safe and proper handling of the solid waste.

**Section 17407.1. Burning Wastes and Open Burning.**

Waste Burning will not occur at the Facility and loads that are smoking or on fire will not be accepted into the Facility. If a truck is on fire, the Fire Department will be notified immediately and they will take charge of the truck or vehicle and administer the actions required to quench the fire.

**PROJECT DESCRIPTION (Cont.)****Section 17407.2. Cleaning.**

Any waste that may unintentionally fall outside of the containers or vehicles is promptly cleaned up and replaced within the container or vehicle to which it was being transferred.

The Facility will be cleaned regularly each day to remove any litter or other accumulated materials. All operational equipment will be cleaned at least once per operating day. The transfer areas will be cleaned daily using dry sweep methods. The office and restrooms will be cleaned weekly.

**Section 17407.3. Drainage Control**

Onsite drainage has been and will continue to be controlled to achieve the following:

- Prevent uncontrolled flow of water
- Protect the integrity of roads and structures
- Protect the public health
- Prevent safety hazards and interference with operations

The facility is designed so that onsite drainage flows into existing storm drain channels and inlets. The storm water at the site generally flows to the easterly portion of the property and disperses via sheet flow to the off-site drainage system maintained by the City.

The general drainage patterns at the site are provided in Site Plan

Individual drainage systems are established for areas that use water. Any seepage from vehicles and waste in the transfer building is controlled by absorbents and daily dry sweeping.

**Section 17407.4. Dust Control**

Minor amounts of dust may be generated within the transfer building as part of the waste handling process. All transfer activities are conducted within the confines of the building, thereby eliminating any out of doors dust mitigation.

All loads will be pushed within the building and directly from one covered vehicle into another covered vehicle which will control fugitive emissions at the Facility.

As needed to control dust, outside operational areas are paved to control fugitive dust. All onsite paved areas are cleaned regularly. Additional measures may be conducted to control exterior dust and will be employed to comply with local requirements.

The site will be maintained in accordance with all applicable air emission rules in order to avoid a nuisance to any neighbors.

**Section 17407.5. Hazardous, Liquid, and Special Wastes.**

The Facility does not accept hazardous, liquid or special wastes. CR&R has developed an education program to identify to users hazardous wastes and prevent these materials from being disposed of in the general waste stream. All solid waste collection vehicles will be inspected for

**PROJECT DESCRIPTION (Cont.)**

unacceptable wastes upon entrance to the disposal site. Each load is inspected by spotters or other trained and authorized personnel as the vehicle is unloaded. If any unacceptable material is identified by onsite personnel, it is removed and temporarily stored in a secured hazardous materials storage container until it can be removed to an approved hazardous waste receiving facility.

The container will be staged inside the site property away from the transfer truck operation and labeled in accordance with applicable regulations. Any hazardous materials uncovered during the unloading operations will be removed from the Site within 90 days by a licensed waste handler in accordance with applicable regulations for those materials.

Wastes are handled and transferred inside the transfer building to prevent contact with surface water flows or rain water. Exterior surfaced areas are cleaned as required to eliminate onsite accumulation of fluids.

**Section 17408.1. Litter Control.**

Litter control is an integral part of daily operations. Because the direct transfer of the waste is conducted within enclosed vehicles and in an enclosed building, litter control is not expected to be a problem.

Additionally, to reduce the potential for litter to escape, all transfer trailers are covered before they leave the load out dock at the transfer building. These control procedures are proven to be adequate to prevent the accumulation of litter in quantities that would be aesthetically objectionable or cause other problems.

Litter is collected daily as soon as it is detected to prevent safety hazards, nuisances or similar problems and to prevent offsite migration to the greatest extent possible. Litter is collected and a broom used to sweep the transfer area, load out dock and other paved areas of the site. Outside the project's boundary, litter is collected in the site vicinity and along primary access routes every day when it is detected.

**Section 17408.2. Medical Wastes.**

Medical wastes are not accepted at the Facility.

**Section 17408.3. Noise Control.**

The Facility is located in an area surrounded by heavy commercial, industrial and manufacturing uses, with no noise-sensitive land uses nearby.

Hearing protection is provided to equipment operators and other facility personnel subject to excessive noise levels. This is in compliance with OSHA guidelines. All equipment meets OSHA requirements and is maintained to operate in a clean, quiet and safe manner.

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**PROJECT DESCRIPTION (Cont.)****Section 17408.4. Non-Salvageable Items.**

Scavenging and salvaging will not be conducted at the Facility.

**Section 17408.5. Nuisance Control.**

Adjacent land uses are primarily manufacturing and/or heavy commercial. These uses should not be disturbed by facility operations that are conducted within the fenced site; the likelihood of a public nuisance is below a level of significance.

The site identification signs display a 24-hour telephone number for site-related concerns. In addition any written complaints may be sent directly to the Facility and will be recorded along with the description of any actions taken in response by the General Manager for review by any regulatory agencies. Control measures described in the following sections serve to identify and correct potential nuisance conditions.

**17408.6. Maintenance Program.**

All the equipment at the Facility will be maintained in accordance with the specifications from the manufacturer. The equipment at the Facility is the collection vehicles and the transfer vehicles. They will be maintained by CR&R's own maintenance personnel or by the manufacturer or their authorized representative. All other equipment and facility improvements will be maintained by CR&R in a good state of repair using a preventative maintenance approach and any deteriorated or defects will be promptly repaired.

**17408.7. Personnel Health and Safety.**

All CR&R employees undergo a comprehensive Health and Safety training program at the start of employment and ongoing training is conducted at the Facility by trained CR&R personnel or authorized consultants. The written program is available along with the training records at the site for review. CR&R will maintain an IIPP at the site and it will be available for review by appropriate agencies. The training topics are included in the documents at the site available for review and include hazardous materials recognition, use of equipment, environmental controls, and emergency procedures.

**17408.8. Protection of Users**

A Traffic Spotter will be in attendance at all times during waste receipt and ensure that users are kept safe. The Traffic Spotter will ensure that all truck drivers do not exit their vehicles while transferring their loads.

No self-haul loads or private users will be accepted at the Facility.



**PROJECT DESCRIPTION (Cont.)****17409.1. Roads**

CR&R vehicles will access the Facility via Lakeland Road.

CR&R will maintain the drive way, and on site routes designated for the personal vehicles, as well as waste collection and transfer vehicles.

**17409.2. Sanitary Facilities.**

The Facility has adequate sanitary facilities for the proposed use. There are bathrooms in the main building and the Facility is currently serviced by the City sewer system.

**17409.3. Scavenging and Salvaging.**

No scavenging or salvaging is allowed at the Facility.

**17409.4. Signs.**

The Facility has adequate signs for the proposed use including the entrance and directional signs for traffic flow. The entrance sign will indicate the name of the operator, the phone number where they can be reached, and the hours of operation and that the site is only available for the use of CR&R personnel (not open to the public). Signs will also be provided for direction of traffic and locations of the check in for receipt of waste loads. A sign that is easily visible will be posted at the point of access at the Facility to indicate the name and location of the nearest facility available to the public.

**17409.5. Loadchecking.**

As noted in the hazardous Waste Section 17407.5 above, load-checking procedures will be performed at the Facility for the solid waste vehicles entering the site. Hazardous wastes, liquid wastes, special wastes and medical waste will not be accepted at the Facility.

**17409.6. Parking.**

The Facility provides all required parking for the refuse collection and transfer vehicles and the employees as shown in Figure 1. The parking provided is in accordance with the City requirements for this type of facility. There will be approximately three (3) employees on site at any one time. No off-site parking is required for this project.

**17410.1. Solid Waste Removal.**

All solid waste is removed within an 48 hour period.

**17410.2. Supervision and Personnel.**

The Facility maintains adequate supervision and a sufficient number of qualified personnel to ensure proper operation in compliance with applicable laws, regulations, permit conditions and other requirements. This includes compliance with the requirement for at least one site attendant

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**PROJECT DESCRIPTION (Cont.)**

to be present during normal operating hours. The General Manager will be the site attendant or he may designate another CR&R employee to be the site attendant under his direct supervision.

**17410.4. Vector, Bird and Animal Control.**

Solid waste materials will be delivered to the Facility in enclosed collection vehicles. As noted, the direct transfer process is contained in covered vehicles and covered transfer trailers. Exterior litter is removed regularly from the site as part of standard facility housekeeping. These measures minimize the potential for animal or bird problems at the facility.

Birds are not anticipated to be an issue at the Facility. No waste will ever be exposed to the atmosphere that would warrant a problem. During the day, the activity of transfer station equipment and personnel deter birds from entering the transfer station building. At night, the station's doors are lowered and the facility secured. This prevents birds from entering during hours of darkness. If for some unforeseen reason these measures are not successful in keeping birds out, other measures may be implemented to prevent birds from entering and nesting in the transfer building.

Other vectors are controlled through the regular removal of wastes and by general housekeeping measures as described in other sections of this document. The processing area is swept of loose debris and inspected for vectors at the end of each day, or as needed. Boxes, bins or other containers are cleaned regularly on a schedule to avoid attraction of vectors. These measures prevent the propagation, harboring or attraction of flies, rodents, and other vectors. If there is a vector nuisance, appropriate measures are implemented including the use of a licensed vector control contractor.

**Section 17414. Record Keeping Requirements.**

All required records will be kept at the Facility by the General Manager and will be available for review upon request from any applicable regulatory agencies. Records are kept on site and at the CR&R corporate offices. These records will include daily tonnage, training, special occurrence log, complaint log and other applicable records. The records will be kept in the main office at the site and are available for review upon request during regular business hours.

**17414.1. Documentation of Enforcement Agency Approvals, Determinations, and Requirements.**

All LEA documents for the Facility will be kept in the files at the site and will be available for review by any applicable agency.

**17415.1. Communications Equipment**

The General Manager maintains the communication devices at the Facility and includes cell phones, hand held radios, and land line telephones. In addition the Facility uses computers to track information relevant to the site operations. A land line and cell phones are assigned to the site and will be used to dial 911 in the event of an emergency.

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**PROJECT DESCRIPTION (Cont.)**

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**17415.2. Fire Fighting Equipment.**

The Facility is equipped with sufficient firefighting equipment consisting of fire extinguishers that are maintained and are shown on the attached plans for the Facility. An approved City Fire Department plan will be received and adhered to at all times. The quantity and locations are inspected in accordance with City requirements and an outside company is used to inspect the function and adequacy of each extinguisher on a regular basis.

**17416.1. Housekeeping.**

Maintenance of the exterior of the Facility is conducted by on site staff under the direction of the General Manager to keep the site clean and safe. All aspects of the site will be kept in good working condition and kept clear of non-usable equipment such as broken parts, old tires, scrap, and other similar items.

**17416.2. Lighting**

The Facility has adequate lighting for the proposed operations including fluorescent and canned lighting inside the transfer building and offices, and exterior lighting mounted on the building and poles at various locations around the site. The Facility has existing lighting that provides adequate lighting for activities planned.

**17416.3. Equipment**

The equipment and vehicles at the facility will be limited to existing collection vehicles and Direct Transfer trucks and trailers for delivery of waste to landfills. Collection vehicles, long-haul semi-tractors, and Direct Transfer Trailers will be utilized. Vehicles and equipment may be replaced or added throughout the life of the Facility based upon changes in technology and processing requirements. The equipment and vehicles shown are adequate in capacity and number to enable the facility to meet operational requirements and standards. Maintenance of this equipment will be done on-site and in some cases off-site (as needed).

**17418.1. Site Security.**

The Facility has sufficient security for its operations including a perimeter fence around the entire site with entrance gates that can be locked.

**17418.2. Site Attendant.**

The General Manager for the Facility is the site attendant and designates a site staff to conduct attendant duties as needed. The Traffic Spotter may be designated as the site attendant at various times during the day by the General Manager.

**17418.3. Traffic Control.**

The transfer station is located in the City of Santa Fe Springs. Direct access to the site is from Lakeland Road.

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*Project Description**Lakeland Road Direct Transfer Facility Page 9*

**PROJECT DESCRIPTION (Cont.)**

All solid waste collection vehicles enter the Facility by the west gate and exit the site through the east gate (see Figure 1). Direct Transfer trucks will enter and exit via the east gate.

A Traffic Spotter with applicable traffic circulation devices will be utilized on site during operating hours to direct traffic and avoid both onsite safety hazards and backing up of vehicles onto adjacent public streets. The traffic flow will be controlled by the Traffic Spotter and other on-site personnel to avoid interference with adjacent public streets, onsite safety hazards, and any other site operations. The traffic controls will be aided by signs such as arrows showing the direction of traffic flow for the vehicles using the facility.

**17419.1. Visual Screening.**

The Facility possesses adequate visual screening because the transfer operations are conducted inside the building.

**17419.2 Water Supply**

A safe and adequate water supply for drinking and emergency use (i.e.: first aid) is available on site.

**(b) anticipated volume of quench or process water and the planned method of treatment, and disposal of any wastewater;**

No quench water is anticipated to be used in the operations of the facility.

**(c) description of provisions to handle unusual peak loading;**

The Facility has enough space to handle any anticipated peak loading and will not exceed 150TPD. The General Manager and Dispatch staff will control the deliveries of the collection vehicles to the Facility.

In the event of unusually high daily tonnages entering the site, contingency plans may be implemented. The contingency plan includes turning away trucks from dumping at the Facility and directing them to haul directly to the landfill or other approved solid waste facility.

**(d) description of transfer, recovery and processing equipment, including classification, capacity and the number of units;**

A total of four (4) specially designed Direct Transfer solid waste handling trailers and standard long haul semi-tractors will be used for the transfer operations. These vehicles are designed to receive loads directly from the collection vehicles. The equipment that is anticipated for operation of the Facility includes: a total of four (4) transfer tractors and four (4) Direct Transfer Trailers (see attached diagrams and specifications from the manufacturer), along with existing collection vehicles. All the required collection vehicles are already in use at the site and approximately half are clean burning CNG fueled vehicles.

**PROJECT DESCRIPTION (Cont.)****(l) planned method for final disposal of the solid waste;**

The solid waste will be transferred from the Facility to approved solid waste disposal sites.

**(m) planned method for the storage and removal of salvaged material;**

There will be no salvaging or scavenging allowed at the Facility.

**(n) resume of management organization which will operate the facility.**

CR&R is a full service waste management company serving over 2.5 million people and 25,000 businesses throughout Southern California. The company provides franchised waste collection and recycling services to numerous jurisdictions in Riverside, San Bernardino, Orange, Imperial, and Los Angeles Counties. Started in 1963, CR&R has become one of the largest independent waste management companies in the Western United States.

Some of the major solid waste facilities that CR&R operates are:

- The CRT 2,475 TPD Transfer and MRF facility in Stanton, California.
- The Western Avenue MRF for recyclables in Stanton CA.
- The South County MRF, Transfer Station, composting facility and operations in San Juan Capistrano, CA
- The Prima Deshecha MRF and Transfer in San Juan Capistrano
- The 3,000 ton per day Perris CA Transfer, MRF, AD Facility and hauling operations center.

Key members of CR&R's management include the following individuals:

- **Clifford Ronnenberg (Chief Executive Officer):** Mr. Ronnenberg is the company's founder. He has been actively involved in the waste industry in Southern California since 1963 and has been the key driver behind CR&R's recycling innovations.
- **David Ronnenberg (Chief Operating Officer):** Mr. Ronnenberg is responsible for the managing the operations of CR&R's waste Transfer Stations and Materials Recovery Facilities, as well as the company's transportation systems. He is actively involved in the design of innovative recycling systems at the company's facilities.
- **David Fahrion (President, Solid Waste Division):** Mr. Fahrion has worked in all facets of the solid waste management and recycling industry for the past 43 years and exclusively for CR&R for the past 30 years.

**PROJECT DESCRIPTION (Cont.)**

- **Dan Stepanian (General Manager):** Mr. Stepanian manages all activities at the Santa Fe Springs Facility. Mr. Stepanian has over 30 years of experience in the solid waste industry, including managing various solid waste transfer facilities.

CR&R management staff at the Facility has over 50 years' experience with managing these types of facilities including the following:

The General Manager will be the site attendant or he may designate another CR&R employee to be the site attendant under his direct supervision.

The General Manager will be the staff in charge of the Facility during operating hours and will be responsible for the day to day operation of the site. This position reports directly to the Chief Operating Officer. The General Manager is selected based on past experience in the operation of similar facilities, plus formal training and qualifications. Qualifications include personnel management training and experience, facilities operations experience, and specialized training, such as hazardous waste certification and safety training. Each supervisor is selected based upon past experience in the operation of similar facilities, plus formal training and qualifications. The total number of site staff varies depending on the needs of the customers/clients. The total employees at the site is approximately 45 including 35 waste collection vehicle drivers, 2 route supervisors, 4 administrative, and 4 mechanics/maintenance. The e-waste area is staffed by existing maintenance employees and drivers at the site.

As shown, the Direct Transfer facility will be staffed with the following existing employees.

General Manager - 1  
Collection Truck Drivers - 5  
Transfer Truck Drivers - 2  
Maintenance/Traffic Spotters - 1

## CUP APPLICATION



City of Santa Fe Springs  
Application for  
**CONDITIONAL USE PERMIT (CUP)**

RECEIVED

MAY 23 2016

Planning Dept.

Application is hereby made by the undersigned for a Conditional Use Permit on the property located at (Provide street address or, if no address, give distance from nearest cross street):

12739 LAKELAND ROAD, SANTA FE SPRINGS 90670

Give the correct legal description of the property involved (include only the portion to be utilized for the Conditional Use Permit. If description is lengthy, attach supplemental sheet if necessary)

(SEE ATTACHED LEGAL DESCRIPTION)

Record Owner of the property: CRTR, Inc.

Name: MR. DAVID ROHMMEIER Phone No: (804) 826-9677

Mailing Address: 11292 WESTERN AVE. STANTON CA. 90680 Date of Purchase:

Fax No: (714) 870-6350 E-mail:

Is this application being filed by the Record Owner? YES

(If filed by anyone other than the Record Owner, written authorization signed by the Owner must be attached to the application.)

Representative authorized by the Record Owner to file this application:

Name: JOHN McMANAMA Phone No: (714) 372-8281

Mailing Address: 11292 WESTERN AVE. P.O. Box 125 STANTON CA. 90680-2912

Fax No: (714) 870-6350 E-mail: JOHNM20@GMAIL.COM

Describe any easements, covenants or deed restrictions controlling the use of the property: NONE

The Conditional Use Permit is requested for the following use (Describe in detail the nature of the proposed use, the building and other improvements proposed):

A DIRECT TRANSFER FACILITY WITH A MAXIMUM  
CAPACITY OF 149 TONS PER DAY OF MUNICIPAL SOLID WASTE  
(SEE ATTACHED RETAILING ROUTE DESCRIPTION).

**NOTE**

This application must be accompanied by the filing fee, map and other data specified in the form entitled "Checklist for Conditional Use Permits."



## CUP APPLICATION (Cont.)

CUP Application  
Page 2 of 3

### JUSTIFICATION STATEMENT

ANSWERS TO THE FOLLOWING QUESTIONS MUST BE CLEAR AND COMPLETE. THEY SHOULD JUSTIFY YOUR REQUEST FOR A CONDITIONAL USE PERMIT

1. Explain why the proposed use is essential or desirable in the location requested.
2. Explain why the proposed use will not be detrimental to persons and properties in the vicinity, nor to the welfare of the community in general.
3. What steps will be taken to ensure that there will be no harmful noise, dust, odors or other undesirable features that might affect adjoining properties?  
*See Attached*
4. Explain why the proposed use will not in the future become a hindrance to quality development or redevelopment of adjoining properties.
5. Explain what measures will be taken to ensure that the proposed use will not impose traffic burdens or cause traffic hazards on adjoining streets.
6. If the operator of the requested conditional use will be someone other than the properly owner, state name and address of the operator.



**CUP APPLICATION (Cont.)**

# **Justification Statement**

For

**Lakeland Road**

**Direct Transfer Facility**

May 2016

Prepared by

**CR&R Incorporated**

Corporate: 11292 Western Avenue  
Stanton, CA 90680  
714.826.9049

Local: 12739 Lakeland Road  
Santa Fe Springs, CA 90670  
562.944.1520

**CUP APPLICATION (Cont.)****1. Explain why the proposed use is essential or desirable in the location requested.**

The Facility is located within a Multi-use industrial building with front offices, E-Waste collection and processing, vehicle maintenance, and a surrounding yard for parking waste collection vehicles. The building has been utilized for about 1 year as an E-Waste Collection Facility and for over 10 years as waste collection vehicle parking and maintenance yard. The vehicles that will be used for the Direct Transfer operations are already at the site as part of the currently approved use which has been operated for the past 12 years without incident. Therefore the Direct Transfer is a natural progression in the use of the site and will serve an essential purpose for the community since it will reduce truck trips and promote an increase in recycling.

**2. Explain why the proposed use will not be detrimental to persons and properties in the vicinity, nor to the welfare of the community in general.**

The off-load capacity for direct transfer is based on specifically designed commercial collection vehicles currently in use and that have the capacity to directly off-load via a direct push-out utilizing the existing compacter blade within the collection vehicle. These vehicles will be both commercial front end loaders and residential automated side loader collection vehicles currently in use and housed at the facility. Therefore the increase in truck trips will be very small and will not affect the nearby neighboring operations.

The solid waste is transferred only once and directly from one covered vehicle to another covered vehicle so that the waste is never put on the ground or outside the confines of a container or vehicle, before, during, or after transfer. All of the contents of the transferring vehicle are emptied during a single transfer. In addition all the transfer activities will be conducted inside a building so it will be covered. Therefore there will be no impact to the welfare of the persons and properties in the vicinity.

**3. What steps will be taken to ensure that there will be no harmful noise, dust, odors, or other undesirable features that might affect adjoining properties?**

As stated in the answer to number 2 above, the solid waste is transferred only once and directly from one covered vehicle to another covered vehicle so that the waste is never put on the ground or outside the confines of a container or vehicle, before, during, or after transfer. All of the contents of the transferring vehicle are emptied during a single transfer. In addition all the transfer activities will be conducted inside a building so it will be covered. Therefore there will be no impact to the welfare of the persons and properties in the vicinity. The trash will be contained in the trailer and the building so that will mitigate any noise, dust, odors and any other undesirable features that might affect adjoining properties.

**CUP APPLICATION (Cont.)**

Adjacent land uses are primarily manufacturing and/or heavy commercial. These uses should not be disturbed by facility operations that are conducted within the fenced site; the likelihood of a public nuisance is below a level of significance.

The site identification signs display a 24-hour telephone number for site-related concerns. In addition any written complaints may be sent directly to the Site and will be recorded along with the description of any actions taken in response by the General Manager for review by any regulatory agencies. Control measures described in the following sections serve to identify and correct potential nuisance conditions.

**4. Explain why the proposed use will not in the future become a hindrance to quality development or redevelopment of adjoining properties.**

As stated in the answer to number 2 above, the solid waste is transferred only once and directly from one covered vehicle to another covered vehicle so that the waste is never put on the ground or outside the confines of a container or vehicle, before, during, or after transfer. All of the contents of the transferring vehicle are emptied during a single transfer. In addition all the transfer activities will be conducted inside a building so it will be covered. Therefore there will be no impact to the welfare of the persons and properties in the vicinity. The trash will be contained in the trailer and the building so that will mitigate any noise, dust, odors and any other undesirable features that might affect adjoining properties.

In addition the proposed Direct Transfer will be located inside an existing building so the new operation will not affect the future look of the property. The Facility possesses adequate visual screening because the transfer operations are conducted inside the building.

**5. Explain what measures will be taken to ensure that the proposed use will not impose traffic burdens or cause traffic hazards on adjoining streets.**

The transfer station is located in the City of Santa Fe Springs and direct access to the site is from Lakeland Road. All CR&R vehicles enter through the west gate and exit the site through the east gate. Incoming solid waste collection vehicles drive through the west gate and enter the existing building via an overhead door. Direct Transfer trailers back up to a truck loading dock located at the rear (easterly) overhead sliding door and stage to the rear of the existing building.

The Facility provides all required parking on site for the refuse collection and transfer vehicles and the employees. The parking provided is in accordance with the City requirements for this type of facility.

A Traffic Spotter with applicable traffic circulation devices will be utilized on site during operating hours to direct traffic and avoid both onsite safety hazards and backing up of vehicles onto adjacent public streets. The traffic flow will be controlled by the Traffic Spotter and other on-site personnel to avoid interference with adjacent public streets, onsite safety hazards, and any other site operations. The traffic controls will be aided by signs such as arrows showing the direction of traffic flow for the vehicles using the facility.

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*Justification Statement*

*Lakeland Road Direct Transfer Facility Page 2*

**CUP APPLICATION (Cont.)**

6. If the operator of the requested conditional use will be someone other than the property owner, state the name and address of the operator.

CR&R is the owner of the property and has been operating the site for over 12 years, CR&R will operate the Direct Transfer facility as well.

## CUP APPLICATION (Cont.)

CUP Application  
Page 3 of 3

## PROPERTY OWNERS STATEMENT

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): CR & R Incorporated  
 Mailing Address: 11292 Western Ave. Stanton, CA 90680  
 Phone No: 800-826-9677  
 Fax No: 714-990-6350 E-mail: davidr@crrmail.com  
 Signature: [Signature]

Name (please print): \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone No: \_\_\_\_\_  
 Fax No: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Signature: \_\_\_\_\_

## CERTIFICATION

STATE OF CALIFORNIA )  
 COUNTY OF LOS ANGELES ) ss.

I, David Ronnenberg, being duly sworn, depose and say that I am the petitioner in this application for a Conditional Use Permit, 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: [Signature]  
 (If signed by other than the Record Owner, written authorization must be attached to this application)

[Seal]

On \_\_\_\_\_ before me, \_\_\_\_\_  
 Personally appeared \_\_\_\_\_  
 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

See Attached  
 Notary Public

FOR DEPARTMENT USE ONLY  
 CASE NO: CUP 775  
 DATE FILED: 5/23/2016  
 FILING FEE: 45352.00  
 RECEIPT NO: 1615289  
 APPLICATION COMPLETE? \_\_\_\_\_

## CUP APPLICATION (Cont.)

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of OrangeOn 05/10/2016 before me, Kim U. Nguyen, Notary Public  
(insert name and title of the officer)

personally appeared David Ronnenberg  
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 of 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 [Signature] (Seal)



The map is a detailed plat of land in Los Angeles, California. It shows several streets including FLORENCE, BLOOMFIELD, and LAKE LAND. The map is divided into numerous lots, many of which are numbered in pink circles. A yellow rectangular area is highlighted on the map, and a blue arrow points to a specific lot. The map includes various annotations such as 'S.F. 112 SW 1/2 SEC 5 RR T3S, R11W' and 'S.F. 112 SW 1/2 SEC 5 RR T3S, R11W'. The map is signed 'C.S. 112-112-1' and dated '11/11/11'.

DONNA'S RADIUS MAPS  
DATE: 6-23-2016  
834 S GENTRY LANE  
ANAHEIM CA 92807  
(714) 921-2921

**PUBLIC HEARING NOTICE/POSTCARD****CITY OF SANTA FE SPRINGS  
NOTICE OF PUBLIC HEARING  
TO PROPERTY OWNERS WITHIN 500 FEET**

NOTICE IS HEREBY GIVEN that the Santa Fe Springs Planning Commission will conduct a public hearing at a regular meeting on Monday, September 12, 2016 at 6:00 p.m., in the Council Chambers of City Hall located at 11710 Telegraph Road, on the following matter:

**Applicant:** CR&R, Inc.

**Property located at:** 12739 Lakeland Road (APN: 8011-016-022).

**Conditional Use Permit (CUP) Case No. 775:** A request for approval to allow the establishment, operation, and maintenance of a direct transfer facility on property located at 12739 Lakeland Road, within the M-2, Heavy Manufacturing, Zone.

**CEQA Status:** On the basis of an Initial Study conducted for the proposed project, Staff finds that the proposed project will not have a significant adverse effect on the environment with the meaning as defined in the Guidelines for Implementation of the California Environmental Quality Act. The City is hereby proposing to adopt a Mitigated Negative Declaration for this project. Additionally, the project site is not listed on the Hazardous Waste and Substance Site List (Cortese List) as set forth in Government Code Section 65962.5.

*All interested persons are invited to attend the above Public Hearing. If you challenge the above mentioned item and related actions in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the City of Santa Fe Springs Planning Department at, or prior to the Public Hearing. Any person interested in this matter may contact Cuong Nguyen at 562-868-0511, Ext. 7332 or [cuongnguyen@santafesprings.org](mailto:cuongnguyen@santafesprings.org)*



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

NEOPOST

FIRST-CLASS MAIL

08/24/2016

US POSTAGE \$000.00<sup>2</sup>



ZIP 90670  
041L11257783

**FILE**

**(NOTICE OF PUBLIC HEARING)**

CARRIER: IF ADDRESSEE HAS MOVED,





# *City of Santa Fe Springs*

City Council Meeting

July 27, 2017

## **PUBLIC HEARING**

### Confirmation of 2016/16 Weed Abatement Charges

#### **RECOMMENDATION**

That the City Council confirm the charges listed in the Los Angeles County Agricultural Commissioners 2016/2017 Weed Abatement Assessment Roll and instruct the County Auditor to enter the amounts of these assessments against the respective parcels of land as they appear on the current assessment roll.

#### **BACKGROUND**

The City Council is being asked to confirm assessments against property for weed abatement charges. A copy of the Los Angeles County Agricultural Commissioner's 2016/2017 Weed Abatement Assessment Roll has been posted in City Hall since July 4, 2017.

The attached notice of charges was sent to all Santa Fe Springs property owners listed on the roll.

The Council should hear from anyone who wants to speak on this item. A representative of the County of Los Angeles Agricultural Commission will be in attendance to answer any questions you might have.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack  
City Manager

#### **ATTACHMENT:**

Los Angeles County Weed Abatement Charge List

**CITY OF SANTA FE SPRINGS  
WEED ABATEMENT CHARGES**

**JULY 6, 2017**

<b>KEY</b>	<b>MAPBOOK</b>	<b>PAGE</b>	<b>PARCEL</b>	<b>ZONE</b>	<b>CITY CODE</b>	<b>TOTAL CHARGES</b>
8	7005	014	076	05	623	\$41.28
8	8002	019	042	05	623	\$41.28
8	8005	012	027	05	623	\$41.28
8	8005	012	047	05	623	\$41.28
8	8005	015	011	05	623	\$41.28
8	8005	015	024	05	623	\$41.28
8	8005	015	027	05	623	\$41.28
8	8009	001	093	05	623	\$41.28
8	8009	001	095	05	623	\$41.28
8	8009	001	096	05	623	\$41.28
8	8009	001	097	05	623	\$41.28
8	8009	001	098	05	623	\$41.28
8	8009	001	099	05	623	\$41.28
8	8009	001	101	05	623	\$41.28
8	8009	002	074	05	623	\$41.28
8	8009	004	078	05	623	\$41.28
8	8009	004	079	05	623	\$41.28
8	8009	004	116	05	623	\$41.28
8	8009	004	117	05	623	\$41.28
8	8009	004	118	05	623	\$41.28
8	8009	004	119	05	623	\$41.28
8	8009	004	127	05	623	\$41.28
8	8009	004	128	05	623	\$41.28
8	8009	004	129	05	623	\$41.28
8	8009	022	071	05	623	\$41.28
8	8011	004	031	05	623	\$41.28
8	8011	004	058	05	623	\$41.28
8	8011	004	064	05	623	\$41.28
8	8011	005	013	05	623	\$41.28
8	8011	005	034	05	623	\$41.28
8	8011	007	026	05	623	\$41.28
8	8011	007	027	05	623	\$41.28
8	8011	007	028	05	623	\$41.28
8	8011	007	029	05	623	\$41.28
8	8011	007	038	05	623	\$41.28
8	8011	007	040	05	623	\$41.28
8	8011	007	041	05	623	\$41.28
8	8011	007	043	05	623	\$41.28
8	8011	007	046	05	623	\$41.28
8	8011	007	047	05	623	\$41.28
8	8011	013	017	05	623	\$41.28
8	8011	015	041	05	623	\$41.28
8	8011	017	015	05	623	\$41.28
8	8011	017	035	05	623	\$41.28
8	8011	017	036	05	623	\$41.28
8	8011	017	037	05	623	\$41.28
8	8011	017	064	05	623	\$41.28
8	8059	001	017	05	623	\$1,046.37
8	8059	029	016	05	623	\$41.28

**CITY OF SANTA FE SPRINGS  
WEED ABATEMENT CHARGES**

**JULY 6, 2017**

<b>KEY</b>	<b>MAPBOOK</b>	<b>PAGE</b>	<b>PARCEL</b>	<b>ZONE</b>	<b>CITY CODE</b>	<b>TOTAL CHARGES</b>
8	8069	006	044	05	623	\$41.28
8	8167	002	025	05	623	\$41.28
8	8167	002	026	05	623	\$41.28
8	8167	002	051	05	623	\$41.28
8	8167	002	052	05	623	\$41.28
8	8167	002	053	05	623	\$41.28
8	8168	001	010	05	623	\$41.28
8	8168	009	030	05	623	\$41.28
8	8168	022	036	05	623	\$41.28
8	8168	023	048	05	623	\$41.28
8	8178	004	065	05	623	\$41.28
<b>TOTAL IMPROVED PARCELS =</b>			<b>0</b>		<b>TOTAL CHARGES</b>	<b>\$0.00</b>
<b>TOTAL UNIMPROVED PARCELS =</b>			<b>1</b>		<b>TOTAL CHARGES</b>	<b>\$1,046.37</b>
<b>TOTAL INSPECTION FEE ONLY PCLS =</b>			<b>59</b>		<b>TOTAL CHARGES</b>	<b>\$2,435.52</b>
<b>TOTAL PARCELS</b>			<b>60</b>		<b>TOTAL CHARGES</b>	<b>\$3,481.89</b>

# Advertising Order Confirmation

06/30/17 12:58:13PM

Page 1

<u>Ad Order Number</u> 0010975271	<u>Customer</u> CITY OF SANTA FE SPRINGS	<u>Payor Customer</u> CITY OF SANTA FE SPRINGS	<u>PO Number</u> CASE NO. 2017-01
<u>Sales Representative</u> Mikki Almeida	<u>Customer Account</u> 5007848	<u>Payor Account</u> 5007848	<u>Ordered By</u> JANET MARTINEZ
<u>Order Taker</u> Mikki Almeida	<u>Customer Address</u> ATTN: LINDA GUERRERO 11710 TELEGRAPH ROAD SANTA FE SPRINGS, CA 90670	<u>Payor Address</u> ATTN: LINDA GUERRERO 11710 TELEGRAPH ROAD SANTA FE SPRINGS, CA 90670	<u>Customer Fax</u>
<u>Order Source</u> Select Source	<u>Customer Phone</u> 562-868-0511	<u>Payor Phone</u> 562-868-0511	<u>Customer Email</u> lindaguerrero@santafesprings.org

<u>Current Queue</u> Ready	<u>Invoice Text</u>
<u>Tear Sheets</u> 0	<u>Affidavits</u> 0
<u>Blind Box</u>	<u>Materials</u>
<u>Promo Type</u>	<u>Special Pricing</u>

<u>Ad Number</u> 0010975271-01	<u>Ad Size</u> 3 X 41 Li	<u>Color</u>	<u>Production Color</u>	<u>Ad Attributes</u>	<u>Production Method</u> AdBooker	<u>Production Notes</u>
<u>External Ad Number</u>	<u>Pick Up</u>	<u>Ad Type</u> Legal Liner	<u>Released for Publication</u>			

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held by the Santa Fe Springs City Council, to consider:

WEED ABATEMENT CHARGE LIST  
2016/2017

CITY OF SANTA FE SPRINGS

PUBLIC HEARING FOR PROTESTING CHARGES

THURSDAY, JULY 27, 2017  
6:00 P.M.

CITY COUNCIL CHAMBERS  
11710 TELEGRAPH ROAD  
SANTA FE SPRINGS, CA

Any person may attend and speak on this matter. A copy of Resolution No. 9536 is on file in the City Clerk's office. Inquiries concerning this Public Hearing may be directed to the City Clerk's office, (562) 868-0511, Ext. 7314.

Janet Martinez, CMC  
City Clerk  
Published: July 4, 2017  
Whittier Daily News

Ad#975271

<u>Product</u> SGV Newspapers:Whittier	<u>Requested Placement</u> Legals CLS	<u>Requested Position</u> MiscellaneousNotices - 1076~	<u>Run Dates</u> 07/04/17	<u># Inserts</u> 1
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## **NEW BUSINESS**

### Second Reading and Adoption of Ordinance No. 1088 – Repealing and Replacing the City's Purchasing Statutes, Policies, and Procedures

#### **RECOMMENDATION**

That the City Council adopt Ordinance No. 1088, repealing and replacing Sections 34.15 through 34.38 of Chapter 34, "Finance and Revenue", Title 3, "Administration," of the Santa Fe Springs Municipal Code.

#### **BACKGROUND**

The City's Purchasing Policy and Procedures as outlined in Chapter 34 of the City's Municipal Code formally outlines the procurement guidelines for the City. It is the product of various City ordinances adopted from 1964 through 1989. Understandably, they no longer serve as an adequate guide for the current operational needs of the City. Portions of the procedures are outdated and do not incorporate today's best practices. In 2012 a City Council Subcommittee worked with staff to update the policy, however it was never formally adopted.

Ordinance No. 1088 provides updated purchasing guidelines, establishing responsibilities and authorization levels while outlining statutory requirements.

Noteworthy items of the proposed ordinance are as follows:

- **Procedures for Purchasing:** Bidding may be dispensed during an emergency, when the amount involved is less than \$1,000, when the commodity can be obtained from only one vendor, when the product must match or interface with existing equipment, or if the purchase is conducted through a government agency cooperative purchasing program. The Purchasing Officer is authorized to purchase supplies and equipment up to \$25,000 as long as there are at least three (3) bids received. City Council approval is required for all purchases of supplies and equipment exceeding \$25,000.
- **Local Vendor Preference:** A reasonable effort shall be made to include Santa Fe Springs' vendors in the procurement process. For bid items under \$10,000, a preference equal to the amount the City will receive in sales tax revenue, shall be provided to the local vendor.
- **Change Orders:** Changes to contracts for supplies and equipment can be made to the quantity ordered, delivery date, or unit price. The Purchasing Officer is authorized to issue change orders for all contracts of an accumulated total of \$25,000 or less, with City Council approval required for those that exceed \$25,000.





## *City of Santa Fe Springs*

City Council Meeting

July 27, 2017

- **Construction (Public) Projects:** For public works projects (as defined by the California Public Contract Code) where construction is estimated be less than \$175,000 (or the maximum amount set forth under applicable State law), the City Council delegates the authority to award contracts under \$100,000 to the City Manager or his designee. Informal contracts of \$100,000 or more shall be awarded by the City Council. Formal bidding shall be required when the construction cost is estimated to be more than \$175,000 (or the maximum amount set forth under applicable State law).
- **Construction Change Orders:** In addition to administrative and notification changes, the Director of Public Works or his/her designee is authorized to approve change orders up to ten (10) percent of the contract bid award dollar amount (excluding any contingency amount). The City Manager is authorized to approve change orders, cumulative or singly, that do not exceed 15 percent of the project/contract's bid award dollar amount. City Council approval is required for change orders that increase the value of the project/contract beyond 15 percent of the contract bid award dollar amount.
- **Professional Services Contracts:** Procurement of services of an estimated value of \$25,000 or less may be made by the City Manager or his/her designee, with services of an estimated value of less than \$10,000 requiring at least one (1) written proposal. Service valued between \$10,000 and \$25,000 require a reasonable effort to obtain at least two (2) written proposals. Procurement of service of more than \$25,000, or any contract longer than one year, are to be approved by the City Council, and require at least three (3) written proposals. Services with an estimated value of \$50,000 or more shall be evaluated by a team of at least three individuals.
- **Professional Services Change Orders:** The City Manager or his designee is authorized to approve amendments to service contracts, where the new total value of the contract does not exceed \$25,000. For contracts over \$25,000, amendments that exceed 10% of the contract amount, or \$10,000, whichever is less, shall be approved by the City Council.
- **Cooperative Purchasing Agreements:** Purchases of supplies, materials, or equipment made under a cooperative purchasing program, utilizing purchasing agreements maintained by public agencies, are exempt from the requirements of competitive bidding.



## City of Santa Fe Springs

City Council Meeting

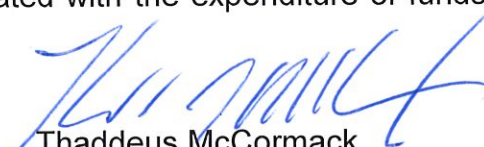
July 27, 2017

- **Unlawful Purchases:** If any purchase of supplies, materials, equipment, or services is made by an employee not authorized to make a purchase or if any purchase is contrary to the provisions set forth in this purchasing policy, such purchase shall be void and of no effect. Additionally, departments may not split their purchases into smaller estimated amounts in order to evade any of the provisions of the policy. Lastly, the purchase of supplies, materials, or equipment for any purpose other than the conduct of City business by any official or employee of the City is prohibited.
- **Local Emergency Purchases:** In the event of certain occurrences, the City Council delegates to the City Manager the authority to authorize repairs and/or replacements as are necessary to permit the continued operation or services. The work or purchases may be performed at once without the benefit of bidding. For larger emergency situation purchases, which normally require City Council approval, the City Manager shall provide a full report on the emergency and work performed or purchases made, at the next meeting of the City Council. At that meeting the City Council will ratify such actions, and determine further appropriate action such as, but not limited to, whether work should continue without the benefit of informal or formal bidding. Emergency purchases are not intended to cover for poor planning, overlooked requirements, or inadequate forecasting. The items and quantities purchased, or work ordered for emergency situations shall be only what is necessary to satisfy the immediate emergency.
- **City Attorney Review:** All contracts or agreements not on templates approved by the City Attorney, require the City Attorney's approval. Any changes to the terms and conditions preapproved by the City Attorney require City Attorney review and approval by the City Council.

The City Attorney has reviewed and approved the attached Purchasing Ordinance.

### **FISCAL IMPACT**

While the proposed ordinance comprehensively addresses the City's purchasing policy and procedures associated with the expenditure of funds, it does not have a fiscal impact on the City.

  
Thaddeus McCormack  
City Manager

### **Attachments:**

Chapter 34 – Current Code  
Ordinance No. 1088



**ORDINANCE NO. 1088**

**AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS REPEALING AND REPLACING SECTIONS 34.15- 34.38 OF CHAPTER 34, "FINANCE AND REVENUE", TITLE 3, "ADMINISTRATION," OF THE SANTA FE SPRINGS MUNICIPAL CODE**

**WHEREAS**, Government Code sections 54201 et seq. govern purchasing by local governmental bodies and require that every local agency adopt policies and procedures to of supplies and equipment;

**WHEREAS**, Sections 34.15-34.38, Chapter 34 of Title 3 of the Santa Fe Springs Municipal Code was originally adopted in 1964 to address the finance and revenue and was last updated in April 1996.

**WHEREAS**, the City Council now desires to repeal Sections 34.15-34.38, Chapter 34 and replace it with the Purchasing Policy.

**NOW, THEREFORE**, the City Council of the City of Santa Fe Springs does ordain as follows:

**Section 1. Recitals.** The City Council of the City of Santa Fe Springs does hereby find that the above referenced recitals are true and correct and material to adoption of this Ordinance.

**Section 2. Repeal and Replacement.** Sections 34.15-34.38, Chapter 34 of the Santa Fe Springs Municipal Code (Finance and Revenue) is hereby repealed in its entirety and shall be replaced to read as follows:

**PURCHASING**

**§ 34.15 PURCHASING OFFICER CREATED; POWERS AND DUTIES**

- (A) There is hereby created the position of Purchasing Officer. He or She shall be appointed by the City Manager. The duties of the Purchasing Officer may be combined with those of any other office or position.

('64 Code, § 2-38)

- (B) The Purchasing Officer of the city, or his designee, shall have the authority and duty to do the following:
1. Purchase or contract for supplies, services, and equipment required by any department in accordance with purchasing procedures prescribed by this subchapter, such administrative regulations as the Purchasing Officer shall adopt and such other rules and regulations as shall be prescribed by the City Council or City Manager.
  2. Request quotations, negotiate, and recommend execution of contracts for the purchase of supplies and equipment.



3. Act to procure for the city the needed quality and quantity of supplies and equipment at least cost to the city.
4. Discourage uniform bidding and endeavor to obtain as full and open competition as possible on all purchases.
5. Prepare and recommend to the City Manager rules governing the purchase of supplies and equipment for the city.
6. Prepare and recommend to the City Manager revisions and amendments to the purchasing rules.
7. Keep informed of current developments in the field of purchasing, prices, market conditions, and new products.
8. Prescribe and maintain such forms as are reasonably necessary to the operation of this subchapter and other rules and regulations.
9. Supervise the inspection of all supplies and equipment purchased, to insure conformance with specifications.
10. Recommend the transfer of surplus or unused supplies and equipment between departments as needed and the sale of all supplies and equipment which cannot be used by any department or which have become unsuitable for city use.
11. Maintain a bidders' list, vendors catalog file and records needed for efficient operation of the Purchasing Office.
12. Establish and maintain inventory, storage, and distribution systems.
13. Support the various departments to enable them to provide their services to the community in a timely manner.

('64 Code, § 2-39)

(Ord 237, passed 1-23-64)

### **§ 34.16 INSPECTING AND TESTING ITEMS**

The Purchasing Officer shall inspect or cause to be inspected to his satisfaction supplies and equipment delivered, to determine their conformance with the

specifications set forth in the purchase order or contract. The Purchasing Officer shall have authority to require chemical and physical tests of samples submitted with bids and samples of deliveries which are necessary to determine their quality and conformance with specifications.

('64 Code, § 2-40) (Ord 237, passed 1-23-64)

#### **§ 34.17 REQUESTS BY DEPARTMENTS TO BE MADE ON REQUISITION FORMS**

Departments shall submit requests for supplies and equipment to the Purchasing Officer utilizing paper or approved electronic requisition forms. If attachments such as specifications, artwork, exhibits, etc. are required as part of the requisition, departments are responsible to ensure additional materials are received by Purchasing Officer in a timely manner.

('64 Code, § 2-41) (Ord 237, passed 1-23-64)

#### **§ 34.18 PURCHASING METHODS**

- (A) Purchases of supplies and equipment for the city shall be made by purchase order, petty cash, or city-issued procurement credit card.

('64 Code, § 2-42)

- (B) Except in cases of emergency, the Purchasing Officer of the city shall not issue any purchase order for supplies or equipment for the city unless there exists an unencumbered appropriation in the account against which such purchase is to be charged.

('64 Code, § 2-43)

(Ord 237, passed 1-23-64)

#### **§ 34.19 PURCHASE BY BIDDING REQUIRED GENERALLY; INSTANCES WHERE BIDDING NOT REQUIRED**

- (A) Purchases of supplies and equipment shall be by bid procedures pursuant to §34.20 and §34.21. Bidding may be dispensed with only when an emergency, as determined by the City Manager or his designee, requires that an order be placed with the nearest available source of supply, or when the amount involved is less than \$1,000,

when the commodity can be obtained from only one vendor, or when the product must match or interface with existing equipment.

- (B) Bidding may also be dispensed with, by order of the City Council, if the Council shall find, with respect to a specific purchase, that:
  - 1. The best interests of the city require a negotiated purchase; and
  - 2. The proposed negotiated purchase will result in a cost to the city not greater than the projected costs of a purchase after bidding.
- (C) Bidding may also be dispensed if purchase is conducted through a government agency cooperative purchasing program.

('64 Code, § 2-44) (Ord 237, passed 1-23-64; Ord. 624, passed 1-13-83; Ord. 691, passed 4-10-86)

#### **§ 34.20 PROCEDURE FOR PURCHASES OF \$25,000 OR LESS**

- (A) Purchases of supplies and equipment of an estimated value in the amount of \$25,000 or less may be made by the Purchasing Officer in the open market without observing the procedure prescribed by § 34.21.
- (B) The following requirements shall be met in such instances:
  - 1. Minimum number of bids. Open market purchases shall, wherever possible, be based on at least three (3) bids and shall be awarded to the lowest responsible bidder.
  - 2. Notice inviting bids. The Purchasing Officer shall solicit bids by written requests, by telephone, or other electronic communication method, or by a combination of such methods.

#### **§ 34.21 PROCEDURE FOR PURCHASES EXCEEDING \$25,000**

Except as otherwise provided in this subchapter, purchases and contracts for supplies and equipment of estimated value greater than \$25,000 shall be by written contract with the lowest responsible bidder pursuant to the procedure prescribed as follows:

- (A) Notices inviting bids. Notices inviting sealed bids shall include a general description of the articles to be purchased, shall state where bid forms and specifications may be secured, as well as the date, time, and location for opening bids. Such notices shall be disseminated by the Purchasing Officer to prospective bidders, to those names that are on the bidders' list, or to those who have requested that their names be added thereto. The Purchasing Officer or his designee may also solicit bids from all responsible prospective suppliers via written requests, or other form of electronic communication, or by a combination of such methods.
- (B) Bid opening procedure. Sealed bids shall be submitted to the Purchasing Officer and must be received by the date and time specified. Bids shall be opened in public or electronically at the time and place stated. A tabulation of all bids received shall be open for public inspection during regular business hours for a period of not less than thirty (30) calendar days after the bid opening.
- (C) Rejection of bids. In its discretion, the City Council may reject all bids presented and order a new bid solicitation.
- (D) Award of bids. Bids shall be awarded by the City Council to the lowest responsible bidder, except as otherwise provided in this section.
- (E) Tie bids. If two or more bids received are for the same total amount or unit price, quality, and service being equal, and if the public interest will not permit the delay of a new solicitation for bids, the City Council may accept the one it chooses or accept the lowest bid made by negotiation with the tie bidders.
- (F) Compliance with specifications. All qualified vendors have a right to compete for the city's business. Specifications shall not limit competition. Where a manufacture's name or a trade name is specified, the intent is to establish quality specifications or utility of the items required, and shall be deemed to be followed by the words "or equal." Bidders may offer any material, process, or service which is the equivalent of that specified, but it is at the discretion of the Purchasing Officer or his designee to determine if the material, process, or service is a valid substitution.
- (G) Motor vehicle purchases. The provisions of this section shall apply to the purchase of motor vehicles individually costing \$25,000 or more. It is desired that the motor vehicle(s) purchased under this policy be of USA origin, unless it is not feasible to do so or it is operationally required to purchase a foreign-made motor vehicle.

Ord. 631, passed 7-14-83; Am. Ord. 753, passed 7-13-89)

#### **§ 34.22 PROCEDURE FOR LOCAL VENDOR PREFERENCE**

- (A) A reasonable effort shall be made to include Santa Fe Springs vendors in the procurement process. Prior to soliciting bids, the Purchasing Officer or his designee shall research the local market and look for Santa Fe Springs vendors to include in the list of bidders.
- (B) In the case of a bid submitted by a vendor under \$10,000, and such vendor is located or maintains a point of sale within the city, for the purpose of a bid comparison only, a preference equal to the amount the city will receive in sales tax, shall be provided to the local vendor.

#### **§ 34.23 CHANGE ORDERS – FOR PURCHASES OF SUPPLIES AND EQUIPMENT**

Changes to contracts for supplies and equipment can be made to the quantity ordered, delivery date, or unit price. Line items can also be added and can be changed.

- (A) The Purchasing Officer is authorized to issue change orders for all contracts of an accumulated total of \$25,000 or less.
- (B) City Council approval is required for changes to contracts of an accumulated total that exceed \$25,000.

('64 Code, § 2-46) (Ord 237, passed 1-23-64; Ord. 609, passed 9-24-81; Am. Ord. 631, passed 7-14-83; Am. Ord. 753, passed 7-13-89)

#### **§ 34.24 PUBLIC PROJECTS – INFORMAL BIDS**

- (A) The provisions of this section shall apply to public works projects as defined by the California Public Contract Code 22032(b) or the maximum amount set forth under applicable state law. All such purchases shall comply with applicable provisions of the states Uniform Construction Cost Accounting Act, Labor Code, and Public Contract Code.

('64 Code, § 2-46.1)

- (B) The notice inviting informal bids shall describe the project in general terms, how to obtain more detailed information about the project, and state the time and place for the submission of bids.

('64 Code, § 2-46.4)

- (C) The City Council delegates the authority to award contracts under \$100,000 to the City Manager or his designee. Informal contracts of \$100,000 or more shall be awarded by City Council.
- (D) The Public Works Engineer is authorized to prepare and adopt plans, specifications, and working details for all construction contracts under \$100,000 in sufficient detail to enable qualified contractors to bid on and perform the work.

('64 Code, § 2-46.5)

(Ord. 687, passed 1-9-86)

#### **§ 34.25 PUBLIC PROJECTS – FORMAL BIDS**

- (A) The provisions of the California Uniform Construction Cost Accounting Act, as defined in the Public Contract Code, beginning with Section 22032(c), shall apply to bids for formal contracts for construction of public projects.
- (B) Formal bidding shall be required when the construction cost is estimated to be under California Public Contract Code Section 22032(c) or the maximum amount set forth under applicable State law.
- (C) Prior to going out to bid, the City Council shall adopt plans, specifications, and working details for any public projects exceeding the amount specified in subdivision (c) of Section 22032 of California Uniform Construction Cost Accounting Act, currently set at \$175,000.

#### **§ 34.26 MAINTENANCE WORK AND NON PUBLIC PROJECTS**

When contracting for maintenance work or work which does not fall within the definition of "public project," the provisions of the California Uniform Public Construction Cost Accounting Act, beginning with Section 22000 of the Public Contract Code, shall apply to such work or project.

#### **§ 34.27 CONSTRUCTION CHANGE ORDERS**

A change order is a valid instruction from an authorized signatory of the city that results in revised work to a contract. Change orders are appended to the original contract and become part of said contract. Change orders result from unforeseen or changed conditions; added or deleted scope of work; or design

errors or omissions. A change order is only appropriate to change a project in a manner consistent with the original bid specifications.

Change orders generally must meet all of the following criteria:

- (A) The modified job will consist essentially of the same work in the same general location as the original contract.
- (B) The project, as ultimately constructed, will be essentially the same as the original project.
- (C) The change order will not alter the nature of the project.
- (D) The change order authorization policy shall be as follows:
  - 1. The Director of Public Works or designee is authorized to approve change orders up to 10 percent of the contract bid award dollar amount (excluding any contingency amount).
  - 2. The City Manager is authorized to approve change orders, cumulative or singly, that do not exceed 15 percent of the project/contract's bid award dollar amount.
  - 3. City Council approval is required for change orders that increase the value of the project/contract beyond 15 percent of the contract bid award dollar amount. In such cases, upon demonstration by the Director of Public Works that a change order is necessary, the City Manager shall submit to the City Council, a change order request to include the amount of requested funds and justification describing why the additional funds are necessary and the benefits to be derived.
  - 4. If the City Council denies the change order request, the City Manager shall report back to the City Council with options as to how to accomplish the project/contract within the funds allocated.
  - 5. Contractors are not authorized to perform any work which is the subject of the change order request, without an approved, signed change order.
  - 6. In the event of an emergency or the need to take immediate or expeditious action necessary to protect or maintain the public health, safety, or welfare, or to prevent damage to public or private property, and with approval of the Mayor, the City Manager is authorized to enact change orders in excess of the City Manager's authorized expenditure limit. The City Manager shall take the

change order to the next City Council meeting for approval by the City Council.

#### **§ 34.28 BID WITHDRAWAL**

Bidders are allowed to change, modify, or withdraw their bid at any time up until the time set for opening. Once opened, a bid cannot be changed. If a bidder identifies a mistake in his bid, the bidder may request that it be relieved of the bid. The request must be made in writing within five days of bid opening, and is only allowed if the mistake is clerical in nature, and not due to error in judgment or to carelessness in inspecting the work site, or in reading the plans or specification. Bid relief must be reviewed and approved by the City Attorney.

#### **§ 34.29 PROFESSIONAL SERVICES AND CONSULTING SERVICES CONTRACTS**

Contracts for professional services requiring a high degree of specialized technical or mental skill, integrity or judgment, for which specifications cannot be developed due to the nature of the services, shall be negotiated and contracted through a Request for Proposals (RFP) process. An RFP allows the city to define the end result desired, and respondents are able to provide an approach or means to achieve the goal, a time frame to complete the work, and an associated cost. Consulting services contracts are contracts that are of an advisory nature: provide a recommended course of action or personal expertise; have an end product that is basically a transmittal of information either written or verbal, and that is related to the governmental functions of the City.

- (A) Award of such contracts shall be on the basis of demonstrated competence and qualifications for the type of services to be performed; understanding of an approach to the project; responsiveness to the city's terms, conditions and required time of performance; completeness and thoroughness of the proposal; and a price that is determined to be fair and reasonable.
- (B) Proposals shall be evaluated on the basis of objective criteria. The RFP shall include the specific criteria to be used in the evaluation of all proposals. The weight for each evaluation factor shall be determined prior to review or evaluation of any of the proposals.
- (C) There shall be no public opening of proposals; however, all proposal responses must be received no later than the date and time specified. A list of all firms and individuals that responded shall be prepared, but shall not be made available for public inspection until after a contract or purchase order has been awarded.



- (D) Negotiations may be conducted with the responder deemed most qualified or with those that have submitted proposals that are determined to have a reasonable potential of being selected for award. Negotiations may be used for purpose of clarification to assure a full understanding of, and conformance with, the solicitation requirements.
- (E) Procurement of services of an estimated value in the amount of \$25,000 or less may be made by the City Manager or his/her designee. Procurement of service of more than \$25,000, or any contract longer than one year, shall be approved by the City Council.
- (F) Procurement of service of an estimated value of less than \$10,000 shall require at least one (1) written proposal. Procurement of service of an estimated value of \$10,000 or more but less than \$25,000 shall require departments to make a reasonable effort to obtain a solicitation of at least two (2) written proposals. Procurement of service of an estimated value of \$25,000 or more shall require at least three (3) written proposals. Procurement of service of an estimated value \$ 50,000 or more shall be evaluated by an evaluation team of at least three individuals.
- (G) To comply with Internal Revenue Services regulations, an independent contractor may not be used or controlled as an employee. The City may not control the details of a contractor's performance.

#### **§ 34.30 AMENDMENTS TO PROFESSIONAL SERVICES AND CONSULTING SERVICE CONTRACTS**

- (A) When the city issues amendments outside of the original scope or intent of the contract, the most qualified firm may not end up performing the work and, thus the city may not receive the best value for its money; therefore, when, in the opinion of the City Manager, additional work deviates so substantially from the original scope of services as to constitute new services, the city shall initiate a new competitive selection process.
- (B) The City Manager or his designee is authorized to approve amendments to service contracts, provided the new total value of the contract does not exceed \$25,000. For contracts over \$25,000, amendments that exceed 10% of the contract amount, or \$10,000, whichever is less, shall be approved by the City Council. Such approval will establish a new contract amount against which the above percentages apply for subsequent amendments.

### **§ 34.31 TYPES OF CONTRACTS AND PURCHASES**

- (A) The Purchasing Officer shall reduce, to the maximum extent possible, the number of purchasing transactions by combining into bulk orders and contracts the requirements of departments for common-use items repetitively purchased; and shall develop and use those types of contracts and purchase orders which will reduce to the minimum the accompanying paperwork and which, in other respects, will be most advantageous to the city.
- (B) The Purchasing Officer is authorized to prescribe the use of various types of contracts and orders, including but not limited to:
  - 1. Definite-quantity contracts, whereby the contractor agrees to furnish a specified quantity of supplies, material or equipment at a specific time.
  - 2. Indefinite-quantity contracts, whereby the city agrees to obtain from the contractor all its requirements for specified supplies, materials or equipment in an estimated but indeterminate amount during a prescribed period of time, at a definite unit price or at a specified discount from list or posted prices.
  - 3. Price agreements, whereby the contractor agrees to supply the city requirements for items, such as replacement parts for different makes of mechanical or automotive equipment, during a prescribed period of time, at a definite unit price or at a specific discount from list or posted prices.
  - 4. Indefinite-quantity and price agreement contracts, as well as time and material contracts, shall specify a maximum expenditure or not-to-exceed amount based on estimated requirements.
  - 5. Any contract that will have a term longer than one year, must be awarded by the City Council.

### **§ 34.32 COOPERATIVE PURCHASING PROGRAMS**

Purchases of supplies, materials, or equipment made under a cooperative purchasing program, utilizing purchasing agreements maintained by the county, state, or other public agencies, are exempt from the requirements of competitive bidding.

### **§ 34.33 UNLAWFUL PURCHASES**

- (A) If any purchase of supplies, material, equipment, or service is made by an employee not expressly authorized to make such purchase or if any purchase is contrary to the provisions set forth in this purchasing policy, such purchase shall be void and of no effect, unless thereafter ratified by the person or body required by this policy to approve such purchase. If not ratified, the individual, and not the city, will be responsible for purchase.
- (B) Departments may not split their requirements for supplies, materials or equipment into smaller estimated amounts in order to evade any of the provisions of the policy.
- (C) The purchase of supplies, materials, or equipment for any purpose other than the conduct of city business by any official or employee of the city is prohibited.

### **§ 34.34 PROHIBITION OF INTEREST**

Any purchase order or contract in which an employee of the city is financially interested, directly or indirectly, shall be void.

### **§ 34.35 SALE OF SURPLUS CITY PROPERTY**

No city property or asset may be sold, given away, or otherwise disposed of without City Council approval.

### **§ 34.36 LOCAL EMERGENCY PURCHASE**

- (A) In the event of a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property or essential public services, the City Council delegates to the City Manager, with the approval of the Mayor, the authority to authorize repairs and/or replacements as are necessary to permit the continued operation or services of the city or to avoid danger to life or property. The work or purchases may be performed at once without the benefit of bidding; however, bids shall be taken whenever reasonably possible. Emergencies that are a "great public calamity", as defined in Section 36.01 – 36.09 of the Municipal Code, shall be dealt with following the provisions of that code.

- (B) For any emergency contract or purchases awarded which normally required City Council approval, the City Manager shall provide a full report on the emergency and work performed or purchases made, at the next meeting of the City Council. At that meeting the City Council will ratify such actions, and determine further appropriate action such as, but not limited to, whether work should continue without the benefit of informal or formal bidding.
- (C) Emergency purchases are not intended to cover for poor planning, overlooked requirements, or inadequate forecasting. The items and quantities purchased, or work ordered for emergency situations shall be only what is necessary to satisfy the immediate emergency.

#### **§ 34.37 MONETARY LIMITS**

All monetary limits established in this policy are exclusive of applicable taxes.

#### **§ 34.38 CITY ATTORNEY REVIEW**

All contracts or agreements not on templates approved by the City Attorney, require the City Attorney's approval. Any changes to the terms and conditions preapproved by the City Attorney require City Attorney review and approval by the City Council.

**SECTION 2.** The City Clerk shall certify to the adoption of this Ordinance, including the vote for and against and shall post a certified copy of this ordinance, within 15 days after its passage to be posted in at least three (3) public places within the City as established by ordinance, and, in compliance with Section 36933 of the Government Code.

PASSED and ADOPTED this 13<sup>th</sup> day of July, 2017, by the following roll call vote:

AYES:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
William K. Rounds, Mayor

\_\_\_\_\_  
Janet Martinez, CMC, City Clerk



# City of Santa Fe Springs

City Council Meeting

July 27, 2017

## NEW BUSINESS

Authorize the Disposal of Surplus Vehicles and Equipment by Way of Public Auction

### RECOMMENDATION

That the City Council take the following actions:

- Authorize the disposal of fourteen (14) surplus vehicles and various obsolete furniture, supplies, and equipment items.
- Authorize the City Manager or his designee to make available furniture, supplies, and equipment to interested local schools and non-profit organizations.
- Authorize the City Manager or his designee to proceed with the disposal of vehicles & remaining furniture, supplies, and equipment at public auction.

### BACKGROUND

There are a number of items that are obsolete and need to be declared as surplus goods and disposed of by way of public auction. This includes vehicles, furniture, supplies, and various types of equipment.

### Vehicles

The City's fleet includes fourteen (14) vehicles that have been replaced and/or are no longer needed. They are now eligible for disposal and sale. At the time of replacement the vehicles had either met the needed criteria or were in need of repairs costing more than the vehicle's value. In general, vehicles meet the criteria at 10 years of age and/or 100,000 miles. Following is a detailed listing of the vehicles that will be sent to public auction:

Unit	Year	Dept.	Make/Model	VIN#	Mileage
363	1998	PW	Stump Grinder/Trailer	P2U58A96T10889143	N/A
395	1980	PW	Trail-king Trailer	12-20-7	N/A
433	1993	PW	GMC 2500 Truck	1GDHC39N2PE561707	97,000
472	1996	PW	Blue Bird Bus	1BAGHB7AXTF069579	103,000
477	1998	PW	Ford Windstar	2FMDA51U1WBB16968	87,000
485	2004	PW	Ford Cut-Away Bus	1FDXE455S64HA74267	170,000
504	2011	Police	Ford Crown Vic.	2FABP7BV9BX159616	125,000
505	2011	Police	Ford Crown Vic.	2FABP7BV0BX159617	101,000
508	2011	Police	Ford Crown Vic.	2FABP7BV1BX162848	97,000
509	2011	Police	Ford Crown Vic.	2FABP7BV3BX162849	96,000
518	1999	Police	Miller built Trailer	1M9U08105W1250056	N/A
562	2010	Police	Ford Explorer	1FMEU6DE5AUA04800	87,000
621	2002	PW	Gem Electric Cart	5ASAK27402F022675	N/A
807	2001	Fire	Ford Taurus	1FAFP52U21A153838	83,234



# ***City of Santa Fe Springs***

## ***City Council Meeting***

***July 27, 2017***

### **Furniture, Supplies, and Equipment**

The following list of furniture, supplies, and equipment have become obsolete. It includes various items that were recently donated to the City from a local business. Staff has already selected several items for use at City facilities with the remaining items to be declared surplus and made available to interested local schools and non-profit organizations. All remaining items would be sent to public auction.

Quantity	Description
1	Desk Workstation
4	Office Chairs
7	Round Wood Tables
2	Gym Exercise Machines
1	Pallet of Soap Dispensers
1	Pallet of Paper Goods
3	Pallets of File Folders & Filing Boxes
7	Library Meeting Room Tables
19	Library Meeting Room Chairs
1	Aqua Fog Neutralizer Kit
2	Pallets of Obsolete Water Parts
3	Pallets of Obsolete Police Vehicle Parts
2	Truck Shells
1	Layout Table with Flat File Cabinet
1	Small Reception Station
1	4-Drawer Vertical File Cabinet
2	4-Drawer Lateral File Cabinet
1	Conference Table
8	Conference Room Chairs
1	Whiteboard
1	Corkboard
6	Guest Chairs
9	Task Chairs
1	Storage Cabinet
9	5-Shelf Bookcase
1	Pallet Shelving
3	2-Shelf Bookcases
1	End Table
9	Workstation Partitions & Components
3	Pallets of obsolete computer & technology parts



# *City of Santa Fe Springs*

*City Council Meeting*

*July 27, 2017*

## **FISCAL IMPACT**

Auction sale proceeds are recognized as applied revenue in various department budget accounts.

**ATTACHMENTS:** None

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack", is written over the printed name.

Thaddeus McCormack  
City Manager





# City of Santa Fe Springs

City Council Meeting

July 27, 2017

## NEW BUSINESS

### Water Well No. 12 Ground Water Treatment System – Rejection of Bids

#### RECOMMENDATION

That the City Council

- Reject the bids submitted for the Water Well No. 12 Ground Water Treatment System; and
- Authorize the City Engineer to re-advertise the Water Well No. 12 Ground Water Treatment System.

#### BACKGROUND

The City Council authorized the City Engineer to advertise for construction bids at its meeting of May 11, 2017 for the Water Well No. 12 Ground Water Treatment System. Construction bids were opened on June 27, 2017 and a total of five (5) bids were received as represented below:

<u>Company Name</u>	<u>Bid Amount</u>
1. Canyon Springs Enterprise, dba RSH Construction	\$3,495,489.00
2. Metro Builders and Engineers Group, Ltd.	\$3,555,483.00
3. Environmental Construction, Inc.	\$3,776,853.00
4. Tharsos, Inc.	\$3,937,000.00
5. Pacific Hydrotech Corp.	\$3,940,500.00

Staff reviewed the bids submitted and recommends that all bids be rejected and the project be re-advertised for bidding. While this action will delay the completion of the project, staff believes the rejection of the bids is in the best fiscal interest of the City as the current bids greatly exceed the approved funding for the project.

#### FISCAL IMPACT

There is no fiscal impact associated with this action. The funding for this project is derived from Water Capital Improvement Plan (CIP) Funds. Approximately \$2.5 million is budgeted for this project. Additional funding may be necessary to complete this project.

A blue ink signature of Thaddeus McCormack, written in a cursive style.

Thaddeus McCormack  
City Manager

#### Attachments:

None

Report Submitted By:

Noe Negrete, Director  
Department of Public Works

Date of Report: July 21, 2017





# City of Santa Fe Springs

City Council Meeting

July 27, 2017

## NEW BUSINESS

### SB 649 (Hueso) Contracting for Wireless

RECOMMENDATION: That the City Council take the following actions:

- Give staff direction relating to a potential agreement with 5 Bars for small cell and wireless equipment marketing and licensing services.

### **BACKGROUND**

As The Council is aware, there is pending legislation, SB 649 (Hueso), which looks to limit local control over small cell wireless telecommunications facility sites. If adopted, the legislation will directly limit a city's ability to control its public infrastructure, specifically city-owned street and traffic lights. The City of Santa Fe Springs, along with the League of California Cities and over 120 other cities, is on record opposing this legislation. SB 649 would grant telecommunication companies the right to locate equipment on public infrastructure and severely limit a city's ability to object over the time, place and manner of the installation. In addition, SB 649 establishes a monetary limit on how much local agencies can charge the telecommunication companies for use of city-owned infrastructure, which is substantially less than the current market rate. Despite the objections of cities, the bill appears to be headed towards passage. *(It should be noted that our State Elected officials have been supportive of the City's position, but seem eager to find a way to allow the telecommunications companies to install their equipment in a way that is acceptable to cities.)* If SB 649 becomes law, cities may have a limited opportunity to protect their right to monetize city-owned assets, manage aesthetics, and control the deployment of small cells.

The City has been approached by a firm, 5 Bars, who purports to be able to protect the city's interest, should SB 649 be enacted, through an agreement enacted prior to the passage of the bill. Specifically, 5 Bars asserts that a public/private partnership agreement enacted prior to SB 649 going into effect would allow the City to maintain greater control of siting and aesthetics, as well as maximize revenue. Such an agreement could facilitate the build-out and enhancement of wireless capacity Citywide, which would lay the foundation for sustained economic growth that will drive Santa Fe Springs forward. An agreement with 5 Bars would allow them to market the use of City assets for lease/license to all wireless service providers equally and without any exclusive rights for any wireless service provider. 5 Bars would act on the City's behalf with a goal of ensuring that residents and businesses within the City receive the maximum benefit of all available services from all existing wireless services providers, including:

- Maximizing the use of underutilized City assets;
- Maintaining control of City-owned assets and generate revenue for the City;
- Lowering visual impact and control aesthetics in the community;
- Creating a long-term solution for wireless connectivity; and,
- Reducing visual blight in crowded areas.

The cities of Sacramento, Fresno, Irvine and Lathrop have already taken action by entering into agreements with 5 Bars, and the City of El Monte's Council recently voted to pursue an agreement for the primary purpose of protecting their assets, including the public right-of-way, against the impacts of SB 649.

Because of what appears to be a short timeframe stemming from the imminent passage of SB 649, staff is agendaizing the issue so that the Council can give direction as to whether or not it wants the City to negotiate an agreement with 5 Bars. Other cities represented by Jones & Mayer are also considering such action. In that regard, the City Attorney is working with her colleagues and 5 Bars on agreement language that would be consistent amongst multiple cities, should the Council want to enter into a contractual relationship with 5 Bars. If the Council is desirous of such action, staff could bring an agreement back to the City Council at the August 10, 2017 meeting.



Thaddeus McCormack  
City Manager



# *City of Santa Fe Springs*

City Council Meeting

July 27, 2017

## **PRESENTATION**

Recognition of 2017 Beautification Committee Awards Program Recipients

## **RECOMMENDATION**

That the City Council recognize the 2017 Beautification Committee Awards Program recipients

## **BACKGROUND**

The Beautification Committee which is comprised of residents in the City toured the community in an effort to locate and recognize homeowners and business owners that exhibit pride in the appearance of their property. This pride is reflected in property improvements and meticulous landscaping. The primary purpose of the Beautification Program is to encourage maintenance of personal and commercial properties in an effort to boost property values throughout the City.

This year, nine (9) residences and seven (7) businesses were selected by the Beautification Committee for having met the exceptionally high and demanding standards to receive a Beautification Award. New for 2017 was the recognition of a home and business that utilized drought tolerant landscaping to beautify the community while also being conservation savvy. The recipients will receive a plaque with a commemorative photograph of their property, as well as a yard sign to inform neighbors and the public that their house or business is among the most visually appealing and exquisitely maintained properties in the City of Santa Fe Springs and has earned the right to be called a Beautification Award Recipient.

The Mayor may wish to call upon Jo Ann Madrid, Community Services Supervisor to assist with the presentation.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack  
City Manager

## **Attachment/s:**

List of 2017 Recipients for Beautification Program Awards

## **2017 BEAUTIFICATION COMMITTEE AWARDS PROGRAM RECIPIENTS**

### **BUSINESS RECIPIENTS**

American Compressor Company  
10144 Freeman Ave.

Atlas Radiator Services  
10110 Norwalk Blvd.

Blaine Labs  
11037 Lockport Pl.

Gelson Distribution Center  
13833 Freeway Dr.

Metal Center-Reliance Steel & Aluminum Co.  
12034 Greenstone Ave.

Ryder Truck Rental & Leasing  
13630 Firestone Blvd.

### **RESIDENTIAL RECIPIENTS**

Fausto & Marilu Herreramuro  
9426 Bradwell Ave.

Roberto Sandoval & Carlota Flores  
11403 Charlesworth Rd.

Hilario & Mirna Lopez  
11555 Elkhurst St.

Annie Velasco  
11644 Glenworth St.

Nelson Jimenez & Irma Gonzales  
10633 Harvest Ave.

Pauline Pasillas & Thomas Veloz  
11246 Maxine St.

Jose & Rosa Correa  
11629 Nova St.

**2017 BEAUTIFICATION COMMITTEE AWARDS PROGRAM RECIPIENTS**

Eddie & Lulu Renteria  
11729 Parkmead St.

Maynard Wright  
9114 Vicky Dr.





# City of Santa Fe Springs

City Council Meeting

July 27, 2017

## APPOINTMENTS TO COMMITTEES AND COMMISSIONS

Committee	Vacancies	Councilmember
Beautification	3	Moore
Beautification	1	Rounds
Beautification	3	Sarno
Beautification	1	Trujillo
Historical	1	Rounds
Historical	3	Sarno
Historical	3	Trujillo
Historical	3	Zamora
Parks & Recreation	1	Rounds
Parks & Recreation	2	Sarno
Parks & Recreation	1	Trujillo
Parks & Recreation	2	Zamora
Senior Citizens	3	Moore
Senior Citizens	1	Rounds
Senior Citizens	1	Sarno
Senior Citizens	4	Trujillo
Senior Citizens	1	Zamora
Sister City	2	Rounds
Sister City	3	Sarno
Sister City	2	Trujillo
Sister City	2	Zamora
Youth Leadership	1	Moore
Youth Leadership	1	Sarno
Youth Leadership	1	Trujillo

**Applications Received:** None.

**Recent Actions:** None.

A handwritten signature in blue ink, appearing to read "Thaddeus McCormack".

Thaddeus McCormack  
City Manager

Attachments:

Committee Lists

Prospective Members

## **Prospective Members for Various Committees/Commissions**

**Beautification**

**Community Program**

**Family & Human Services**

**Heritage Arts**

**Historical**

**Personnel Advisory Board**

**Parks & Recreation**

Frank Aguayo Sr.

Rudy Legarreta Jr.

**Planning Commission**

**Senior Citizens Advisory**

Frank Aguayo Sr.

**Sister City**

**Traffic Commission**

**Youth Leadership**

Victor Noah Santana



## 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	(18)
	<b>Vacant</b>	
	<b>Vacant</b>	
	Guadalupe Placencia	(19)
	<b>Vacant</b>	
Zamora	Mary Reed	(18)
	Charlotte Zevallos	(18)
	Doris Yarwood	(18)
	Vada Conrad	(19)
	Joseph Saiza	(19)
Rounds	Sadie Calderon	(18)
	Rita Argott	(18)
	Mary Arias	(19)
	Marlene Vernava	(19)
	<b>Vacant</b>	
Sarno	<b>Vacant</b>	
	Irene Pasillas	(18)
	<b>Vacant</b>	
	May Sharp	(19)
Trujillo	<b>Vacant</b>	
	Mary Jo Haller	(18)
	Nora Walsh	(18)
	Margaret Bustos*	(18)
	<b>Vacant</b>	

*\*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 5:45 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
<b>Moore</b>	<b>Vacant</b>	
	Martha Villanueva	(18)
	Margaret Bustos*	(18)
<b>Zamora</b>	Gaby Garcia	(18)
	Tina Delgado	(19)
	Gilbert Aguirre	(19)
<b>Rounds</b>	Annette Rodriguez	(18)
	Janie Aguirre	(19)
	Peggy Radoumis	(19)
<b>Sarno</b>	Debbie Belmontes	(18)
	Linda Vallejo	(18)
	Hilda Zamora	(19)
<b>Trujillo</b>	Dolores H. Romero*	(18)
	Laurie Rios	(18)
	Bonnie Fox	(19)

Organizational Representatives:  
(Up to 5)

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	Laurie Rios	6/30/2018
Zamora	Larry Oblea	6/30/2018
Rounds	Pauline Moore	6/30/2018
Sarno	Francis Carbajal	6/30/2018
Trujillo	Amparo Oblea	6/30/2018

### Committee Representatives

Beautification Committee	Charlotte Zevallos	6/30/2019
Historical Committee	Sally Gaitan	6/30/2018
Planning Commission	Gabriel Jimenez	6/30/2018
Chamber of Commerce	Debbie Baker	6/30/2018

### Council/Staff Representatives

Council Liaison	Richard Moore
Council Alternate	Jay Sarno
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., April, July, and Oct., at 5:30 p.m.,  
Heritage Park Train Depot

Qualifications: 18 Years of age, reside or active in the City

Membership: 20

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
Moore	Astrid Shesterkin	(18)
	Tony Reyes	(18)
	Amparo Oblea	(19)
	George Felix, Jr.	(19)
Zamora	Vacant	
	Vacant	
	Vacant	
	Larry Oblea	(18)
Rounds	Vacant	
	Linda Vallejo	(18)
	Mark Scoggins*	(19)
	Janice Smith	(19)
Sarno	Vacant	
	Vacant	
	Vacant	
	Sally Gaitan	(19)
Trujillo	Vacant	
	Vacant	
	Merrie Hathaway	(19)
	Vacant	

*\*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., Town Center Hall, Meeting Room #1

Subcommittee Meets at 6:00 p.m.

Qualifications: 18 Years of age, reside or active in the City

Membership: 25

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
<b>Moore</b>	Mary Tavera	(18)
	Adrian Romero	(19)
	William Logan	(19)
	Ralph Aranda	(19)
	Kurt Hamra	(19)
<b>Zamora</b>	Michael Givens	(18)
	Ruben Gonzalez	(18)
	<b>Vacant</b>	
	Sally Gaitan	(19)
<b>Rounds</b>	<b>Vacant</b>	
	Kenneth Arnold	(18)
	Johana Coca*	(18)
	Tim Arnold	(19)
	Mark Scoggins*	(19)
<b>Sarno</b>	<b>Vacant</b>	(18)
	Debbie Belmontes	(18)
	Lisa Garcia	(19)
	<b>Vacant</b>	(18)
	David Diaz-Infante	(19)
<b>Trujillo</b>	<b>Vacant</b>	
	Andrea Lopez	(18)
	<b>Vacant</b>	
	Anthony Ambris	(19)
	Arcelia Miranda	(19)

*\*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	Neal Welland	6/30/2020
Firemen's Association	Jim De Silva	6/30/2017
Employees' Association	Johnny Hernandez	6/30/2020

## 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**

Ken Arnold

**Rounds**

Ralph Aranda

**Sarno**

John Mora

**Trujillo**

Frank Ybarra

**Zamora**

Gabriel Jimenez



## SENIOR ADVISORY COMMITTEE

Meets the Second Tuesday of the month, except Jul., Aug., Sep., and Dec., at 9:30 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
<b>Moore</b>	<b>Vacant</b>	
	<b>Vacant</b>	
	Paul Nakamura	(18)
	Astrid Shesterkin	(19)
	<b>Vacant</b>	
<b>Zamora</b>	Dolores Duran	(18)
	Elena Lopez Armendariz	(18)
	Rebecca Lira	(18)
	Amelia Acosta	(19)
	<b>Vacant</b>	
<b>Rounds</b>	<b>Vacant</b>	
	Bonnie Fox	(18)
	Gilbert Aguirre	(19)
	Lorena Huitron	(19)
	Janie Aguirre	(19)
<b>Sarno</b>	Yoko Nakamura	(18)
	Linda Vallejo	(18)
	Hilda Zamora	(19)
	<b>Vacant</b>	
	<b>Vacant</b>	
<b>Trujillo</b>	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
	Margaret Bustos*	(19)
	<b>Vacant</b>	

*\*Indicates person currently serves on three committees*

## SISTER CITY COMMITTEE

Meets the First Monday of every month, except Dec., at 6:45 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
<b>Moore</b>	Martha Villanueva	(18)
	Laurie Rios	(18)
	Mary K. Reed	(19)
	Peggy Radoumis	(19)
	Francis Carbajal	(19)
<b>Zamora</b>	Charlotte Zevallos	(18)
	Josefina Canchola	(19)
	<b>Vacant</b>	
	Doris Yarwood	(19)
	<b>Vacant</b>	
<b>Rounds</b>	Manny Zevallos	(18)
	Susan Johnston	(18)
	Robert Wolfe	(18)
	<b>Vacant</b>	
	<b>Vacant</b>	
<b>Sarno</b>	Jeannette Wolfe	(18)
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
	Cathy Guerrero	(19)
<b>Trujillo</b>	<b>Vacant</b>	(18)
	Andrea Lopez	(18)
	<b>Vacant</b>	
	Marcella Obregon	(19)
	<b>Vacant</b>	(18)

*\*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

Vacant\*

Rounds

Johana Coca

Sarno

Alma Martinez

Trujillo

Greg Berg

Zamora

Nancy Romo

\*Albert Hayes removed on 7/19/17

## YOUTH LEADERSHIP COMMITTEE

Meets the First Monday of every month, at 6:30 p.m., Gus Velasco Neighborhood Center

Qualifications: Ages 13-18, reside in Santa Fe Springs

Membership: 20

APPOINTED BY	NAME	Term Expires in Year Listed or upon Graduation
Moore	Richard Aguilar	(19)
	<b>Vacant</b>	
	Zachary Varela	(18)
	<b>Vacant</b>	
Zamora	Giovanni Sandoval	(18)
	Metzli Mercado-Garcia	(18)
	Savanna Aguayo	(19)
	Valerie Melendez	(19)
Rounds	Christian Zamora	(19)
	Andrew Chavez	(18)
	Jennisa Casillas	(19)
	Walter Alvarez	(18)
Sarno	Valerie Yvette A. Gonzales	(18)
	<b>Vacant</b>	
	Rafael Gomez	(19)
	Ivan Aguilar	(19)
Trujillo	Jennifer Centeno Tobar	(19)
	<b>Vacant</b>	
	Ionnis Panou	(18)
	<b>Vacant</b>	
	Amber Marquez	(18)