



# AGENDA

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

**October 25, 2018  
6:00 P.M.**

Council Chambers  
11710 Telegraph Road  
Santa Fe Springs, CA 90670

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

1. **CALL TO ORDER**

2. **ROLL CALL**

Richard J. Moore, Councilmember  
William K. Rounds, Councilmember  
Joe Angel Zamora, Councilmember  
Juanita Trujillo, Mayor Pro Tem  
Jay Sarno, 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 September 27, 2018 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 September 27, 2018 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 City of Santa Fe Springs 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.

**HOUSING SUCCESSOR**

**5. CONSENT AGENDA**

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

**Approval of Minutes**

Minutes of the September 27, 2018 Housing Successor Agency Meeting

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

**SUCCESSOR AGENCY**

**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 Water Utility Authority.

**Approval of Minutes**

Minutes of the September 27, 2018 Successor Agency Meeting

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

**CITY COUNCIL**

**7. CONSENT AGENDA**

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

a. Minutes of the September 27, 2018 Regular City Council Meeting

**Recommendation:** That the City Council:

- Approve the minutes as submitted.

b. Residential Street Improvements (Terradell Street – Whiteland Street – Nova Street – Roma Street) – Final Payment

**Recommendation:** That the City Council:

- Approve the Final Payment (less 5% Retention) to All American Asphalt of Corona, California in the amount of \$196,948.89 for the subject project.

**NEW BUSINESS**

**8. Approval of 2019 Art Fest Event Professional Services Agreement**

**Recommendation:** That the City Council:

- Authorize the Director of Community Services to execute a revised Professional Services Agreement with Crepes and Grapes Café, LLC. Sandra Hahn, for consulting services for the 2019 Art Fest event.

**CLOSED SESSION**

**9. REAL PROPERTY NEGOTIATIONS**

(Pursuant to California Government Code Section 54956.8)

**Property:** APN: 8007-001-909 for the property located at 9919 Cedardale Drive,

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

***October 25, 2018***

Santa Fe Springs, CA

**Agency Negotiator:** Public Works Director

**Negotiation Parties:** Rafael Rosalez

**Under Negotiation:** Price and Terms for the Sale of Property

***Items 10 – 19 will occur in the 7:00 p.m. hour.***

**10. INVOCATION**

**11. PLEDGE OF ALLEGIANCE**

**12. INTRODUCTIONS**

- Representatives from the Chamber of Commerce

**13. ANNOUNCEMENTS**

**14. CITY MANAGER'S AND EXECUTIVE TEAM REPORTS**

**15. PRESENTATIONS**

- a. Presentation to Milestone Event Celebrant
- b. Recognition of Girl Scout Troop 14264
- c. Presentation to the 2018 Photo Contest Winners
- d. Presentation by the Los Angeles County Economic Development Corporation ("LAEDC") for a Most Business Friendly City Award Finalist
- e. Presentation – Relay for Life
- f. Circle 3.0 Tree Planting Update

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

- a. Advisory Committee Appointments

**17. 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.***

**18. COUNCIL COMMENTS**

**19. 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**

***October 18, 2018***  
\_\_\_\_\_  
**Date**



**FOR ITEM NO. 3A  
PLEASE SEE ITEM NO. 7A**



## **CONSENT CALENDAR**

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

### **RECOMMENDATION**

That the Public Financing Authority receive and file the report.

### **BACKGROUND**

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

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

Financing proceeds available for appropriation at 9/30/18

None

Outstanding principal at 9/30/18

\$38,668,258

#### Bond Repayment

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.

2017 Bond Refunding

In December 2017 the Successor Agency issued its 2017 Tax Allocation Refunding Bonds, which paid off the 2007 Tax Allocation Bonds of the former CDC. The 2007 Bonds were originally issued through the Public Financing Authority.

A handwritten signature in black ink, appearing to read "Raymond R. Cruz". The signature is fluid and cursive, with the first name "Raymond" being more prominent than the last name "Cruz".

Raymond R. Cruz  
City Manager/Executive Director

**FOR ITEM NO. 4A**  
**PLEASE SEE ITEM NO. 7A**





**CONSENT CALENDAR**

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 9/30/18	None
Outstanding principal at 9/30/18	\$6,890,000

Water Revenue Bonds, 2018

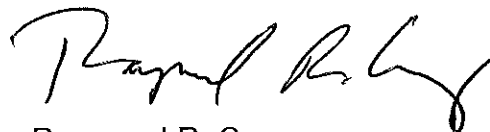
Financing proceeds available for appropriation at 9/30/18	None
Outstanding principal at 9/30/18	\$1,800,000

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.

In January 2018 the Water Utility Authority issued the 2018 Water Revenue Bonds in the amount of \$1,800,000. The bonds refunded the existing 2005 Water Revenue Bonds (issued through the Public Financing Authority). No additional funds were raised through the issuance of the 2018 Water Revenue Bonds.

The City budget includes sufficient appropriations and adequate revenues are expected to be collected to meet the debt service obligations associated with the 2013 and 2018 Water Revenue Bonds.

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

A handwritten signature in black ink, appearing to read "Raymond R. Cruz". The signature is fluid and cursive, with the first name being the most prominent.

Raymond R. Cruz  
City Manager/Executive Director



# City of Santa Fe Springs

## Water Utility Authority Meeting

ITEM NO. 4C

October 25, 2018

### **CONSENT AGENDA**

#### **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 No. 12 – Packer Testing Hydrogeological Services**

At its meeting on September 27, 2018 the City Council awarded a contract to Richard Slade & Associates to provide Packer Testing Hydrogeological Services for Water Well No. 12. Staff is working with said consultant on executing contract documents and setting a schedule for the project. The project schedule will be shared with Council at the next Water Utility Authority Meeting.

### **INFRASTRUCTURE IMPACT**

The production of adequate water quality by Water Well No. 12 is imperative to addressing the City's water demands.

### **FISCAL IMPACT**

Funding for the Water Well No. 12 – Packer Testing Hydrological Services is available through the Water CIP Fund.

A handwritten signature in black ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
Executive Director

### **Attachments:**

None

Handwritten initials in blue ink, possibly "NN".

**FOR ITEM NO. 5**  
**PLEASE SEE ITEM NO. 7A**



**FOR ITEM NO. 6**  
**PLEASE SEE ITEM NO. 7A**



## *City of Santa Fe Springs*

City Council Meeting

ITEM NO. 7A

October 25, 2018

### **APPROVAL OF MINUTES**

Minutes of the September 27, 2018 Regular City Council Meeting

#### **RECOMMENDATION**

Staff recommends that the City Council:

- Approve the minutes as submitted.

#### **BACKGROUND**

Staff has prepared minutes for the following meetings:

- September 27, 2018

Staff hereby submits the minutes for Council's approval.

A handwritten signature in black ink, reading "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

#### **Attachment:**

Minutes for September 27, 2018



APPROVED:

## MINUTES OF THE MEETINGS OF THE CITY COUNCIL

September 27, 2018

1. **CALL TO ORDER**

Mayor Sarno called the meeting to order at 6:01 p.m.

2. **ROLL CALL**

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

**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 August 23, 2018 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 Council Member Rounds, approving Item No. 3A and 3B, by the following vote:

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

**Nays:** None

**Absent:** None

### WATER UTILITY AUTHORITY

4. **CONSENT AGENDA**

**Approval of Minutes**

- a. Minutes of the August 23, 2018 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 City of Santa Fe Springs 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.

It was moved by Mayor Pro Tem Trujillo, seconded by Council Member Zamora, approving Item No. 4A, 4B, & 4C, by the following vote:

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

**Nayes:** None

**Absent:** None

**NEW BUSINESS**

5. Water Well No. 12 Packer Testing Hydrogeological Services – Award of Contract

**Recommendation:** That the City Council:

- Accept the Proposals to provide Hydrogeological Services for Water Well No. 12 Packer Testing; and
- Award a Contract to Richard Slade & Associates from Sherman Oaks, California; and
- Authorize the Mayor to execute a contract with Richard Slade and Associates in the amount of \$60,000; and
- Appropriate \$75,000 from the CIP Water Fund for Activity No. WT195001.

It was moved by Council Member Zamora, seconded by Council Member Moore, to accept the proposals to provide Hydrogeological Services for Water Well No. 12 Packer Testing, award a contract to Richard Slade & Associates from Sherman Oaks, California, authorize the Mayor to execute a contract with Richard Slade and Associates in the amount of \$60,000, and appropriate \$75,000 from the CIP Water Fund for Activity No. WT195001, by the following vote:

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

**Nayes:** None

**Absent:** None`

**HOUSING SUCCESSOR**

6. Minutes of the August 23, 2018 of the Housing Successor Agency.

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

It was moved by Council Member Moore, seconded by Mayor Pro Tem Trujillo, approving the minutes as submitted, by the following vote:

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

**Nayes:** None

**Absent:** None



## **NEW BUSINESS**

7. Provide Staff with directions regarding what mechanism (RFP or ENA or other) should be used to develop affordable housing on the ±3.93-acre site (APN: 8011-012-902) at 13241 Lakeland Road and the adjacent three (3) parcels, (APN: 8011-011-906, 8011-011-907, 8011-011-912), with a combined area of ±36,342 sq. ft., at the northeast corner of Lakeland Road and Laurel Avenue, within the R-3-PD, Multiple-Family Residential-Planned Development Overlay, Zone

**Recommendation:** That the City Council:

- Provide staff with direction regarding what mechanism (RFP, ENA or other) should be used to develop affordable housing on the ±3.93-acre site (APN: 8011-012-902) at 13241 Lakeland Road and the adjacent three (3) parcels, (APN: 8011-011-906, 8011-011-907, 8011-011-912) at the northeast corner of Lakeland Road and Laurel Avenue; and
- Provide staff with direction, other than what is enumerated above.

Director of Planning, Wayne Morrell provided a brief presentation on Item No. 7.

Constanza Pachon, Executive Director from The Whole Child provided further information on the project.

Mayor Sarno suggested to table the item and have a study session for this item.

It was moved by Council Member Zamora, seconded by Council Member Moore, to table item and have it listed for a future study session for future discussion by the following vote:

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

**Nayes:** None

**Absent:** None

## **SUCCESSOR AGENCY**

### **8. 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 Successor Agency.

#### **Approval of Minutes**

Minutes of the August 23, 2018 Successor Agency Meeting

**Recommendation:** That the Successor Agency:

- Approve the minutes as submitted.

It was moved by Council Member Zamora, seconded by Mayor Pro Tem Trujillo, to approve the minutes as submitted, by the following vote:

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

**Nayes:** None

**Absent:** None

9. **NEW BUSINESS**

Resolution No. SA-2018-004 – First Amendment to Purchase and Sale Agreement between the Successor Agency and PPF Industrial, LLC for two (2) properties located on the southeast corner of Bloomfield and Telegraph Road and north side of Telegraph Road east of Bloomfield

**Recommendation:** That the Successor Agency:

- Approve Resolution No. SA-2018-004 and authorize the Mayor to sign the First Amendment to Purchase and Sale Agreement between the Successor Agency and PPF Industrial, LLC for two (2) properties located on the southeast corner of Bloomfield and Telegraph Road and north side of Telegraph Road east of Bloomfield.

It was moved by Council Member Moore, seconded by Council Member Rounds, approving Resolution No. SA-2018-004 and authorizing the Mayor to sign the First Amendment to Purchase and Sale Agreement between the Successor Agency and PPF Industrial, LLC for two (2) properties located on the southeast corner of Bloomfield and Telegraph Road and north side of Telegraph Road east of Bloomfield, by the following vote:

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

**Nays:** None

**Absent:** None

10. **PRESENTATION**

Presentation to the Oversight Board Members for their service to the City

Director of Finance, Travis Hickey introduced all Oversight Board Members and provided them with a certificate for serving on the Oversight Board for these past few years.

**CITY COUNCIL**

11. **CONSENT AGENDA**

a. Minutes of the August 23, 2018 Regular City Council Meeting

**Recommendation:** That the City Council:

- Approve the minutes as submitted.

b. Approval of Letter Agreement between the City of Santa Fe Springs and United Way's Subsidized Housing Assistance Relief for Energy (SHARE) Program

**Recommendation:** That the City Council:

- Approve, and Mayor execute, the Letter of Agreement for the Subsidized Housing Assistance Relief for Energy (SHARE) Program through United Way of Greater Los Angeles.

It was moved by Council Member Zamora, seconded by Mayor Pro Tem Trujillo, approving Item No. 11A & 11B, by the following vote:

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

**Nays:** None

**Absent:** None

## **NEW BUSINESS**

### **12. 2018 Red Ribbon Parade Traffic Control Plan – Request for Approval**

**Recommendation:** That the City Council:

- Approve the traffic control plan prepared for the closure of various City streets in the area bordered by Clarkman Street, Jersey Avenue, Charlesworth Road and Alburdis Avenue for the detouring of traffic around the 2018 Red Ribbon Parade route on Wednesday October 24, 2018.

It was moved by Mayor Pro Tem Trujillo, seconded by Council Member Zamora, approving the traffic control plan prepared for the closure of various City streets in the area bordered by Clarkman Street, Jersey Avenue, Charlesworth Road and Alburdis Avenue for the detouring of traffic around the 2018 Red Ribbon Parade route on Wednesday October 24, 2018, by the following vote:

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

**Nays:** None

**Absent:** None

### **13. Approval of Traffic Signal Box – Library Theme: Book Titles**

**Recommendation:** That the City Council:

- Approve the art rendering by artist Candace Galvan for the Library Theme traffic signal box, and authorize staff to compensate Hartzog & Crabill, Inc. as part of this traffic signal box art project.

It was moved by Council Member Rounds, seconded by Council Member Moore, approving the art rendering by artist Candace Galvan for the Library Theme traffic signal box, and authorize staff to compensate Hartzog & Crabill, Inc. as part of this traffic signal box art project, by the following vote:

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

**Nays:** None

**Absent:** None

### **14. Resolution No. 9604 – Establishing the City's Maximum Contribution Under the Public Employees' Medical and Hospital Care Act**

**Recommendation:** That the City Council:

- Adopt Resolution No. 9604, establishing the City's maximum contribution to medical insurance premiums under the Public Employees' Medical and Hospital Care Act.

It was moved by Council Member Moore, seconded by Council Member Rounds, adopting Resolution No. 9604, establishing the City's maximum contribution to medical insurance premiums under the Public Employees' Medical and Hospital Care Act, by the following vote:

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

**Nays:** None

**Absent:** None

**15. Award of Contract for City Wide Ethernet Services**

**Recommendation:** That the City Council:

- Authorize the Mayor or designee to execute an agreement with Spectrum Enterprise to provide Ethernet Services between City Hall and other City facilities for 36 months.

It was moved by Mayor Pro Tem Trujillo, seconded by Council Member Moore, authorizing the Mayor or designee to execute an agreement with Spectrum Enterprise to provide Ethernet Services between City Hall and other City facilities for 36 months, by the following vote:

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

**Nayes:** None

**Absent:** None

**16. Go Rio Program AB2766 Funds to Subsidize Bus Passes to City Residents Attending Rio Hondo College – Agreement Renewal**

**Recommendation:** That the City Council:

- Approve the agreement with Rio Hondo College to provide AB2766 Funds for Subsidized Bus Passes for FY2017, FY2018 and FY2019; and
- Authorize the City Manager to execute the agreement on behalf of the City.

It was moved by Council Member Zamora, seconded by Mayor Pro Tem Trujillo, approving the agreement with Rio Hondo College to provide AB2766 Funds for Subsidized Bus Passes for FY2017, FY2018 and FY2019; and authorizing the City Manager to execute the agreement on behalf of the City, by the following vote:

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

**Nayes:** None

**Absent:** None

**17. Street and Parking Lot Lighting LED Retrofit Evaluation – Authorization to Advertise**

**Recommendation:** That the City Council:

- Authorize the Director of Public Works to advertise for a Request for Proposals from qualified consultants to evaluate replacing the existing City Street and parking lot lighting with energy efficient Light Emitting Diode (LED) equivalents.

It was moved by Mayor Pro Tem Trujillo, seconded by Council Member Moore, authorizing the Director of Public Works to advertise for a Request for Proposals from qualified consultants to evaluate replacing the existing City Street and parking lot lighting with energy efficient Light Emitting Diode (LED) equivalents, by the following vote:

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

**Nayes:** None

**Absent:** None



***Mayor Pro Tem Trujillo recessed the meetings at 6:41 p.m.***

***Mayor Pro Tem Trujillo convened the meeting at 7:05 p.m.***

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**18. INVOCATION**

Invocation was led by Mayor Pro Tem Trujillo.

**19. PLEDGE OF ALLEGIANCE**

The Youth Leadership Committee led the Pledge of Allegiance.

**20. INTRODUCTIONS**

- Representatives from the Chamber of Commerce: Debbie Baker from Simpson Advertising.

**21. ANNOUNCEMENTS**

The Youth Leadership Committee Members made the following announcements:

- Rocktober, Friday, October 5, 2018
- Arabian Nights Senior Dance, Friday, September 28, 2018
- Master Storyteller Olga Loya, Friday October 5, 2018

**22. CITY MANAGER AND EXECUTIVE TEAM REPORTS**

- City Manager Raymond Cruz spoke about attending the International City Management Association (ICMA) 2018 Annual Conference in Baltimore, Maryland this past week, he noted he attended certain sessions to improve his personal and professional development such as sessions that covered the following topics: homelessness, organizational ethics, and attracting retail development. He also spoke about Measure Y, and will be giving a presentation in the City Council Chamber on October 4, 2018 at 9:00 a.m. which will be open to the public. Third, he spoke about a survey that was sent out to the residents of Santa Fe Springs related to the marijuana dispensaries, he stated that the survey was not from the City and it was sent out from an independent party. Last, he spoke about the Relay for Life and the fundraising that was done by various departments in the City.
- Director of Planning, Wayne Morrell spoke about the Windsor Plaza Rehabilitation on Carmenita Road, he noted the center had just gone through a renovation. Also, he spoke about visiting the Hoover Dam & Colorado River Aqueduct on September 7-9, 2018, expressed the importance of bringing water from the Colorado River.
- Director of Police Services, Dino Torres spoke about the Red Ribbon Parade scheduled for October 24, 2018 and an Active Shooter seminar scheduled for October 16, 2018.
- Fire Chief, Brent Hayward spoke about the pink T-shirts the fire fighters will be wearing

in October for breast cancer awareness month.

- Director of Finance, Travis Hickey spoke about attending the Joint Powers Authority 2018 Annual Meeting.
- Director of Community Services, Maricela Balderas spoke about the Sandlot Movie that was played by the pool; she stated the event was sponsored by Maggie's Pub. Also, spoke about the Fiestas Patrias event that was held on September 14, 2018, she estimated over 3,000 individuals that attended the event. Last, spoke about the city being awarded 40 fruit trees; she stated staff has been working with the local elementary schools to plant trees at the schools as well.
- City Manager Raymond R. Cruz also added the "Council Dunk" times during tomorrow's Relay for Life event.

**23. PRESENTATIONS**

- a. Introduction of New Little Lake City School District Principals
- b. Presentation to the City of Santa Fe Springs from Complete Landscaping Care, Inc.
- c. Presentation to Milestone Event Celebrants
- d. Proclaiming October 10, 2018 as "Walk to School Day" in Santa Fe Springs
- e. Proclaiming October 2018 as "Breast Cancer Awareness Month" in Santa Fe Springs
- f. Proclaiming the Month of October 2018 as "National Community Planning Month"

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

- a. Advisory Committee Appointments

Council Member Moore appointed Kharisma Ruiz to the Youth Leadership Advisory Committee.

**25. ORAL COMMUNICATIONS**

Rita Topalian spoke during oral communications.

**26. COUNCIL COMMENTS**

Mayor Sarno thanked staff and everyone for supporting the Relay for Life event and admired the support in the surrounding community.

Council Member Zamora spoke about the Fiestas Patrias, thanked staff for all their help in putting together the event. Also spoke about the Relay for Life event and everyone's support.

Mayor Pro Tem Trujillo spoke about the community's involvement and support, also admired how the events are being held despite the budget cuts. Lastly, she acknowledged the Fiestas Patrias event and admired the number of people who attended.

Mayor Rounds spoke about the community and their support. He also spoke about the current programs such as Fiestas Patrias. Lastly, he talked about the Relay for Life event that was scheduled for the following day and encouraged everyone to attend.

Council Member Moore thanked Joyce Ryan for the Library Art and Ed Ramirez for the Fiestas Patrias event. Noted that it was better than having a concert in a building.

**27. ADJOURNMENT**

Mayor Sarno adjourned the meeting at 8:05 p.m.

\_\_\_\_\_  
Jay Sarno  
Mayor

**ATTEST:**

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

\_\_\_\_\_  
Date



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 7B

October 25, 2018

## CONSENT AGENDA

Residential Street Improvements (Terradell Street - Whiteland Street – Nova Street – Roma Street) - Final Payment

### RECOMMENDATION

That the City Council approve the Final Payment (less 5% Retention) to All American Asphalt of Corona, California in the amount of \$196,948.89 for the subject project.

### BACKGROUND

The City Council, at their meeting of June 28, 2018, awarded a contract to All American Asphalt of Corona, California in the amount of \$409,877.00 for the above project. The Residential Street Improvements project includes the following four (4) street segments:

1. Terradell Street from Pioneer Boulevard to Bradwell Avenue
2. Whiteland Street from Orr and Day Road to End of Cul-De-Sac
3. Nova Street from Bradwell Avenue to End of Cul-De-Sac
4. Roma Street from Bradwell Avenue to End of Cul-De-Sac

The project scope of work included the removal of existing asphalt concrete/macadam pavement surface and aggregate base and replacement with new asphalt concrete pavement over new aggregate base, removal and replacement of curb and gutter, cross gutters, sidewalks, driveways and striping.

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

The final construction cost is \$412,889.75. The final project cost including construction, engineering, inspection and contingency is within the budgeted amount of \$602,000.

### FISCAL IMPACT

The Residential Street Improvements project is fully funded through the Utility Users Tax (UUT) and Capital Improvement Project (CIP) Fund.

A handwritten signature in black ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

Attachment:  
Final Payment Detail

Report Submitted By:

Noe Negrete  
Director of Public Works

Handwritten initials in blue ink, possibly "NN".

Date of Report: October 17, 2018

## Payment Detail:

## RESIDENTIAL STREETS IMPROVEMENTS

(Terradell Street - Whiteland Street - Nova Street - Roma Street)

Contractor: All American Asphalt

400 East Sixth Street

Corona, CA 92879

Final Payment \$ 196,948.89

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
Contract Work									
1.	Mobilization	1	L.S.	\$ 25,889.50	\$ 25,889.50	25%	\$ 6,472.37	100%	\$ 25,889.50
2.	Traffic Control (Including Construction Signs and CMS)	1	L.S.	\$ 7,980.00	\$ 7,980.00	25%	\$ 1,995.00	100%	\$ 7,980.00
3.	Storm Water Pollution Prevention Plan (SWPPP) / Best Management Practice (BMPs)	1	L.S.	\$ 8,000.00	\$ 8,000.00	25%	\$ 2,000.00	100%	\$ 8,000.00
4.	Construction Survey	1	L.S.	\$ 11,650.00	\$ 11,650.00	25%	\$ 2,912.50	100%	\$ 11,650.00
5.	Traffic Pavement Markings, Striping and Sign Installation	1	L.S.	\$ 10,200.00	\$ 10,200.00	100%	\$ 10,200.00	100%	\$ 10,200.00
TERRADELL STREET									
6.	Remove and Construct 4" PCC Sidewalk over Native Soil.	834	S.F.	\$ 6.50	\$ 5,421.00	0	\$ -	776	\$ 5,044.00
7.	Remove and Construct 4" PCC Residential Driveway Approach.	876	S.F.	\$ 11.00	\$ 9,636.00	0	\$ -	982	\$ 10,802.00
8.	Remove and Construct 4" PCC Walkway.	24	S.F.	\$ 18.00	\$ 432.00	0	\$ -	12	\$ 216.00
9.	Remove and Construct Curb and Gutter.	251	L.F.	\$ 48.00	\$ 12,048.00	0	\$ -	293	\$ 14,064.00
10.	Remove and Construct PCC Longitudinal Gutter (Alley)	30	S.F.	\$ 24.00	\$ 720.00	0	\$ -	30	\$ 720.00
11.	Remove and Construct PCC ADA Curb Ramp Including Black Truncated Domes, Curb and Gutter, Full AC Slot and Sidewalk Per Plan.	4	EA.	\$ 4,060.00	\$ 16,240.00	0	\$ -	5	\$ 20,300.00
12.	Remove and Construct PCC Alley Intersection (Special Commercial Driveway City Standard R-6.4b).	308	S.F.	\$ 18.00	\$ 5,544.00	0	\$ -	364	\$ 6,552.00
13.	Construct Alley AC Transition (PG 64-10).	4	TONS	\$ 85.00	\$ 340.00	0	\$ -	4	\$ 340.00
14.	Adjust Water Valve to Grade	2	EA.	\$ 475.00	\$ 950.00	2	\$ 950.00	2	\$ 950.00
15.	Adjust Manhole to Grade	2	EA.	\$ 780.00	\$ 1,560.00	2	\$ 1,560.00	2	\$ 1,560.00
16.	Unclassified Excavation	291	C.Y.	\$ 61.00	\$ 17,751.00	0	\$ -	303	\$ 18,483.00
17.	Construct 4" CMB	338	TONS	\$ 26.00	\$ 8,788.00	325.81	\$ 8,471.06	325.81	\$ 8,471.06
18.	Construct 3" CMB (Alley)	4	TONS	\$ 68.00	\$ 272.00	0	\$ -	4	\$ 272.00
19.	Construct 3" AC Pavement (PG 64-10).	254	TONS	\$ 85.00	\$ 21,590.00	270.17	\$ 22,964.45	270.17	\$ 22,964.45



Payment Detail:

Contractor: All American Asphalt  
400 East Sixth Street  
Corona, CA 92879

Final Payment \$ 196,948.89

**RESIDENTIAL STREETS IMPROVEMENTS**

(Terradell Street - Whiteland Street - Nova Street - Roma Street)

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
WHITELAND STREET									
20.	Remove and Construct 4" PCC Sidewalk over Native Soil.	494	S.F.	\$ 6.50	\$ 3,211.00	0	\$ -	626	\$ 4,069.00
21.	Remove and Construct 8" PCC Cross Gutter over 6" CMB.	1,750	S.F.	\$ 17.00	\$ 29,750.00	0	\$ -	1,567	\$ 26,639.00
22.	Remove and Construct Curb and Gutter.	132	L.F.	\$ 56.00	\$ 7,392.00	0	\$ -	173	\$ 9,688.00
23.	Remove and Construct PCC Longitudinal Gutter (Alley)	36	L.F.	\$ 66.00	\$ 2,376.00	0	\$ -	36	\$ 2,376.00
24.	Remove and Construct PCC ADA Curb Ramp Including Black Truncated Domes, Curb and Gutter, Full AC Slot and Sidewalk Per Plan.	4	EA.	\$ 4,060.00	\$ 16,240.00	0	\$ -	4	\$ 16,240.00
25.	Remove and Construct PCC Alley Intersection (Special Commercial Driveway City Standard R-6.4b).	633	S.F.	\$ 12.00	\$ 7,596.00	0	\$ -	709	\$ 8,508.00
26.	Construct Alley AC Transition (PG 64-10).	5	TONS	\$ 85.00	\$ 425.00	0	\$ -	5	\$ 425.00
27.	Remove Residential Driveway Approach	120	S.F.	\$ 5.00	\$ 600.00	0	\$ -	68	\$ 340.00
28.	Adjust Manhole to Grade	7	EA.	\$ 780.00	\$ 5,460.00	7	\$ 5,460.00	7	\$ 5,460.00
29.	Remove and Install Mailbox in Original Location	1	EA.	\$ 425.00	\$ 425.00	0	\$ -	0	\$ -
30.	Unclassified Excavation	697	C.Y.	\$ 61.00	\$ 42,517.00	712	\$ 43,432.00	712	\$ 43,432.00
31.	Construct 6" CMB	870	TONS	\$ 26.00	\$ 22,620.00	697.69	\$ 18,139.94	697.69	\$ 18,139.94
32.	Construct 3" CMB (Alley)	4	TONS	\$ 68.00	\$ 272.00	0	\$ -	4	\$ 272.00
33.	Construct 4" AC Pavement (PG 64-10)	563	TONS	\$ 85.00	\$ 47,855.00	613.98	\$ 52,188.30	613.98	\$ 52,188.30
34.	Install Sod	120	S.F.	\$ 30.00	\$ 3,600.00	0	\$ -	0	\$ -
35.	Furnish and Install United Storm Water Wing-Gate ARS Screen Cover or Approved Equivalent and Catch Basin Stencil.	3	EA.	\$ 3,400.00	\$ 10,200.00	2	\$ 6,800.00	2	\$ 6,800.00
NOVA STREET									
36.	Remove and Construct 4" PCC Sidewalk over Native Soil.	556	S.F.	\$ 6.50	\$ 3,614.00	0	\$ -	507	\$ 3,295.50
37.	Remove and Construct Curb and Gutter.	36	L.F.	\$ 52.00	\$ 1,872.00	0	\$ -	37	\$ 1,924.00
38.	Adjust Water Valve to Grade	1	EA.	\$ 475.00	\$ 475.00	1	\$ 475.00	1	\$ 475.00
39.	Adjust Manhole to Grade	1	EA.	\$ 780.00	\$ 780.00	0	\$ -	0	\$ -
40.	Unclassified Excavation	54	C.Y.	\$ 61.00	\$ 3,294.00	0	\$ -	52	\$ 3,172.00
41.	Construct AC Pavement (PG 64-10)	109	TONS	\$ 85.00	\$ 9,265.00	109	\$ 9,265.00	109	\$ 9,265.00

Payment Detail:

**RESIDENTIAL STREETS IMPROVEMENTS**

(Terradell Street - Whiteland Street - Nova Street - Roma Street)

Contractor: **All American Asphalt**

400 East Sixth Street

Corona, CA 92879

**Final Payment \$ 196,948.89**

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
ROMA STREET									
42.	Remove and Construct 4" PCC Sidewalk over Native Soil.	191	S.F.	\$ 6.50	\$ 1,241.50	0	\$ -	164	\$ 1,066.00
43.	Remove and Construct Curb and Gutter.	134	L.F.	\$ 52.00	\$ 6,968.00	0	\$ -	134	\$ 6,968.00
44.	Adjust Water Valve to Grade	1	EA.	\$ 475.00	\$ 475.00	1	\$ 475.00	1	\$ 475.00
45.	Adjust Manhole to Grade	1	EA.	\$ 780.00	\$ 780.00	1	\$ 780.00	1	\$ 780.00
46.	Unclassified Excavation	67	C.Y.	\$ 61.00	\$ 4,087.00	0	\$ -	60	\$ 3,660.00
47.	Construct 4" AC Pavement (PG 64-10)	135	TONS	\$ 85.00	\$ 11,475.00	135	\$ 11,475.00	135	\$ 11,475.00
Contract Total:					\$ 409,877.00	\$ 206,015.62		\$ 411,590.75	

**Contract Change Order**

1.	Re-stripe Crosswalk @ three (3) locations.	1	L.S.	\$ 1,299.00	\$ 1,299.00	100%	\$ 1,299.00	100%	\$ 1,299.00
<b>Contract Total:</b>					<b>\$ 411,176.00</b>	<b>\$ 207,314.62</b>		<b>\$ 412,889.75</b>	

**Contract Amount to Date: \$ 411,176.00**

**Total Completed Items to Date: \$ 412,889.75**

**CONTRACT PAYMENTS:**

Total Items Completed to Date \$ 412,889.75

Less 5% Retention: \$ 20,644.49

Less Progress Payment No. 1 \$ 195,296.37

**Final Payment \$ 196,948.89**

Invoice Date	Invoice No.	Warrant Billing Period		Amount	Retention Amount
		Invoice Due Date	Invoice Pay Date		
09/10/2018	1	09/11/2018	09/20/2018	\$ 195,296.37	\$ 10,278.76
10/09/2018	Final Payment	10/23/2018	11/01/2018	\$ 196,948.89	\$ 10,365.73

	Amount	Account
Finance Please Pay:	\$ 196,948.89	
5% Retention Completed this Period:	\$ 20,644.49	205
Recommended by Project Manager:	Robert Garcia	<i>Robert Garcia</i> 10/17/18
Approved by PW Director:	Noe Negrete	<i>Noe Negrete</i>





**NEW BUSINESS**

Approval of 2019 Art Fest Event Professional Services Agreement

**RECOMMENDATION**

Authorize the Director of Community Services to execute a revised Professional Services Agreement with Crepes and Grapes Café, LLC. Sandra Hahn, for consulting services for the 2019 Art Fest event.

**BACKGROUND**

Through the guidance and direction of the Heritage Arts Advisory Committee (HAAC), the City will once again host its annual Art Fest on May 3, 2019 at the Clarke Estate. The event continues to successfully grow year after year. Participation of artists has increased to over 300 who showcase their art in a variety of mediums, and approximately 3,000 guests attend this festival annually.

At the September 14, 2017 City Council meeting, Council approved a two-year Art Fest Professional Services Agreement (PSA) with Crepes and Grapes Café, LLC. Sandra Hahn. The PSA was approved in the amount of \$49,000 and implemented for the 2018 Art Fest. However, the HAAC has requested that the booking and scheduling of all 2019 Art Fest entertainment be done by the City. This change in responsibility will reduce the PSA to \$46,500.00, a \$2,500 savings.

The 2019 Art Fest will follow the same format as in previous years and will continue to include educational workshops, local artists and art vendors, art for purchase, and enhanced entertainment, food and beverages. The film component, Trompe l'oeil art competition, and Paint & Sip Art Sessions will also continue in 2019. Additionally, Ms. Hahn has proposed holding a Collector's Night on Thursday, May 2, 2019. On this evening, collectors will have an opportunity to enjoy an art mixer, view art, and purchase art pieces as well. We will work with the Santa Fe Springs Chamber of Commerce and will sell tickets at \$30 for chamber members and \$45 for the general public. Tickets will include 2 beverages, hors d'oeuvres, and light entertainment. This added component will not increase costs of equipment, supplies, or staffing.

The following are the anticipated services to be performed by the consultant for the 2019 Art Fest. These services have not changed from the 2018 event.

**Pre-Art Fest Preparation:**

*Artist commissioning/recruitment* - "Calling All Artists"- Commission professional artists, recruit youth artists in the local middle schools, high schools, colleges and non-profit organizations. Also to include city employees and their family members.

*Recruitment of Pop-up Artist Vendors* – Recruit and secure pop-up artist vendors to include cultural jewelry, handcrafted items, textiles, etc.

*Donations/Sponsorships/Silent Auction* – Solicit potential sponsorships, and donations for the silent auction component.

*Curation of art work* – Receive, review and approve artist applications, oversee cataloguing and documentation of all artwork, work with artists on providing proper packaging of art for transportation.

*Marketing* – Design and print the visual marketing materials (i.e. "Call to Artist" postcards, fliers, posters, program with map, sponsorship brochure and paint & wine tickets). SFS ARTFEST Logo, design ad for electronic billboards, with City's approval and specifications. Design and market "Silent Auction" materials, "Paint & Wine" programs, "Looking Glass Garden" Trompe l'oeil Live installation competition, and Film Installation Screening. Consult with the City's Social Media Administrator for cross promotions and marketing materials using the City's logo and/or approved designs involving 2019 SFS ARTFEST through each party's social media forums (i.e. Facebook, Twitter, Instagram) which identifies the marketing partnership under the consultant's website name "Uptowncrawlers.com."

**Art Fest Event Implementation:**

*Collectors Night*- Promote Santa Fe Spring Chamber members to network among the artists, help engagement through cross-marketing efforts, Create a second night event for Community, Artist and Vendors

*Drop off / Installation / Pick up of art work* - Plan and coordinate with City staff for check-in, artwork drop-off, installation and return of all unsold artwork.

*Sales of Art* - Work collaboratively with City staff to conduct all sales of art at the Art Fest event.

**Post Art Fest and Evaluation Report:**

*Final Report* - Provide the City with a written summary and analysis report of all participating artists.

**Meetings with City Staff:**

Consultant will participate in all of the 2019 Art Fest Planning Committee meetings (meeting scheduled once a month, time and date to be determined). Meeting dates may be changed at the mutual consent of both parties.

**PROPOSED TOTAL COST: \$46,500.00**

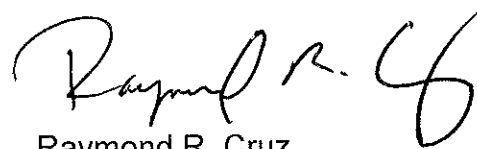
The Mayor may call upon Ed Ramirez, Family & Human Services Manager, to answer any questions the Council may have regarding the Professional Services Agreement.

LEGAL REVIEW

The City Attorney has reviewed the revised Professional Services Agreement for Crepes and Grapes Café, LLC. Sandra Hahn.

FISCAL IMPACT

The funding to cover the \$46,500.00 for the 2019 Art Fest Consultant Professional Services Agreement is included in the approved Public Art & Art Education program fund (10511001) and has no impact on the City's general fund.



Raymond R. Cruz  
City Manager

Attachment(s)

1. City of Santa Fe Springs Professional Services Agreement with Crepes & Grapes Café, LLC. for 2019 SFS ARTFEST
2. SFS ARTFEST 2019 Event Outline from Consultant
3. 2019 SFS ARTFEST Budget Proposal from Consultant

**CITY OF SANTA FE SPRINGS  
PROFESSIONAL SERVICES AGREEMENT  
WITH  
CREPES & GRAPES CAFÉ, LLC.  
2019 SFS ARTFEST**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 25th day of October, 2019 ("Effective Date"), by and between the CITY OF SANTA FE SPRINGS, a municipal corporation ("CITY"), and Crepes & Grapes, LLC. Sandra Hahn, a California Art Festival Consultant ("Consultant").

**W I T N E S S E T H :**

WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to provide Consulting services for the 2019 Art Fest event, as more fully described herein; and

WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code section 37103, and holds all necessary requirements to practice and perform the services herein contemplated; and

WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" (the "Project") and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

**1.0. SERVICES PROVIDED BY CONSULTANT**

1.1. Scope of Services. Consultant shall provide the professional services described and attached hereto as Exhibit "A" and Consultant's Response to City's scope of services ("Consultant's Proposal"), attached hereto as Exhibit "B," both incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional Consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement.

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the complete satisfaction of the City and within the hereinafter specified. Evaluations of the work will be done by the City Manager or his or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.5. Non-Discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military or veteran status, except as permitted pursuant to section 12940 of the Government Code.

1.6. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other Consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Delegation and Assignment. This is a personal service contract, and the duties set forth herein shall not be delegated or assigned to any person or entity without the prior written consent of City. Consultant may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Consultant's sole cost and expense.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

## **2.0. COMPENSATION AND BILLING**

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "C," attached hereto and made a part of this Agreement by this reference (the "Fee Schedule"). Consultant's total compensation shall not exceed \$46,500.00 (dollars).

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal unless the City or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable.

2.3. Method of Billing. Consultant may submit invoices to the City for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within twenty-five (25) days from the date City receives said invoice. Each invoice shall describe in detail, the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City or its Project Manager for inspection and/or audit at mutually convenient times from the Effective Date until two (2) years after termination of this Agreement.

### **3.0. TIME OF PERFORMANCE**

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Said services shall be performed in strict compliance with the Project Schedule approved by City as set forth in Exhibit "D," attached hereto and incorporated herein by this reference. The Project Schedule may be amended by mutual agreement of the parties. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

3.2. Excusable Delays. Except for rain neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party.

### **4.0. TERM AND TERMINATION**

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of seven months, ending on May 30, 2019, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by additional 1 year period upon mutual written agreement of both parties.

4.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City.

4.3. Compensation. In the event of termination, City shall pay Consultant for

reasonable costs incurred and professional services satisfactorily performed up to and including the date of City's written notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents pertaining to the services contemplated herein whether delivered to the City or in the possession of the Consultant.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the City within ten (10) days of delivery of termination notice to Consultant, at no cost to City. Any use of uncompleted documents without specific written authorization from Consultant shall be at City's sole risk and without liability or legal expense to Consultant.

## **5.0. INSURANCE**

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by City:

- (a) Commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers arising from work performed by Consultant for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
- (d) Professional errors and omissions ("E&O") liability insurance with policy limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance



during the life of this Agreement and for three years after completion of the work hereunder.

5.2. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions:

- (a) Additional insureds: "The City of Santa Fe Springs and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
- (b) Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."
- (c) Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Santa Fe Springs, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Santa Fe Springs shall be excess and not contributing with the insurance provided by this policy."
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Santa Fe Springs, its officers, officials, agents, employees, and volunteers.
- (e) The Consultant'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.

5.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.4. Certificates of Insurance. Consultant shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement. The certificates of insurance shall be attached hereto as Exhibit "E" and incorporated herein by this reference.

5.5. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

## **6.0. GENERAL PROVISIONS**

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by

the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The City Manager or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. City shall designate a Project Manager to work directly with Consultant in the performance of this Agreement.

Consultant shall designate a Project Manager who shall represent it and be its agent in all consultations with City during the term of this Agreement. Consultant or its Project Manager shall attend and assist in all coordination meetings called by City.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: (a) at the time of delivery if such communication is sent by personal delivery, and (b) 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

Crepes & Grapes, LLC.  
Sandra Hahn  
6560 Greenleaf Ave.  
Whittier Ca, 90601

Tel:(562) 696-3255  
Cell: (562) 708-1475

IF TO CITY:

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

Tel: (562) 868-0511

Attn: Maricela Balderas, Director  
Department of Community  
Services

Courtesy copy to:  
City of Santa Fe Springs  
9255 Pioneer Blvd  
Santa Fe Springs, CA 90670  
Attn: Ed Ramirez  
Family & Human Services  
Manager

6.5. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.6. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles, California.

6.7. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.8. Indemnification and Hold Harmless. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents and employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.9. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any

and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.11. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.12. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Consultant. City shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by City or its authorized representative, at no additional cost to the City.

6.13. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all

information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.14. Conflict of Interest. Consultant and its officers, employees, associates and sub Consultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code sections 81000, *et seq.*) and Government Code section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and sub Consultants shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or sub Consultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.15. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to City, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.

6.16. Prohibited Employment. Consultant will not employ any regular employee of City while this Agreement is in effect.

6.17. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.18. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.19. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.20. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.21. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.22. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.23. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.24. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.25. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.26. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

**CONSULTANT**

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
[Sandra Hahn, Crepes & Grapes, LLC.]

\_\_\_\_\_  
Social Security or Taxpayer ID Number

**CITY OF SANTA FE SPRINGS**

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

Date: \_\_\_\_\_

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Yolanda M. Summerhill, City Attorney

Date: \_\_\_\_\_

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Edmund Ramirez  
Project Manager

Date: \_\_\_\_\_

DEPARTMENTAL APPROVAL:

\_\_\_\_\_  
Maricela Balderas  
Director of Community Services

Date: \_\_\_\_\_



## EXHIBIT A

### SCOPE OF SERVICES

#### ***Artist Recruitment***

- "Calling All Artists"—Commission professional artist, and recruit youth artists in local middle schools, high schools, colleges and non-profit organizations. Recruit and secure no more than 200 Artists with no more than two or three pieces of art per artist, Medium of art should include but not limited to:
  - fine arts
  - Chalk artists (to provide live artwork in the making
  - Glass blowing artistry
  - Face painting and balloon artists
  - Street Art
  - Educational workshops/crafts
  - Finger painters
  - Food art
  - Floral art
  - Sand Art
  - Caricature artist
  - Trompe-l'œil
  - Poetry
  - Performing artist/Live Installations
- Recruit and coordinate selection of one featured and one or two guest artists. Consultant shall provide a proposal of recommended Artist to be featured and/or be guests. The proposal shall include a biography and pictures of the artist's work which will be presented to the Heritage Arts Advisory Committee (HAAC). The HAAC will then select and vote on the featured or guest artist.
- Coordinate an informational artist recruitment orientation with local school administrators and organizations to communicate all requirements of artists and art fest application submittals.
- Help recruit and secure no more than thirty (30) pop-up artist vendors to include cultural jewelry, handcrafted items, textiles, etc.

#### ***Donations/Sponsorships/Silent Auction***

- Solicit potential sponsorships, and donations for to support Art Fest event. Consultant will receive a 10% finders fees for any secured sponsorships.
- Obtain artist artwork or other donations for silent auction component.

#### ***Curation of art***

- Receive, review and approve artist applications, oversee cataloguing and documentation of all artwork, work with Artists on providing proper packaging of art for transportation. Cataloging Protocols should include a database file that possesses the following information: Artist Name, Name of Art Piece, Sale Price, Medium, Size, Photo and Location of Art / Artist.

- Collect, secure and store all submitted art work. City to provided location.
- Coordinate with Art Fest planning committee (City Staff) event layout and art components. Identify medium categories and display locations.

### **Marketing**

- Collaborate and consult the CITY's Social Media Administrator to promote and market ARTFEST 2019 through each Parties social media forums (i.e. Facebook, Twitter, and Instagram) which identifies marketing partnership under the Consultants name or business name.
- Attend various art events/shows (number & locations negotiable) representing the City throughout Southern California to promote and recruit participation in the 2019 SFS Art Fest.

### **Art Fest Event Implementation:**

- Coordinate artist check-in and artwork drop to include completion of all necessary waivers.
- Plan and coordinate with City staff hanging of all artwork. Consultant shall solely be responsible for the handling of all artworks. This includes the following: 1) the hanging of all art as well as the transportation of all art; 2) All tools and equipment necessary to execute this directive. Consultant may use the City owned art displays, equipment, materials, such as ladders, display panels, hanging grids, hooks and easels.
- Responsible for labeling and tagging of all artwork, once hung. Consultant to provide art labeling and tags (SFS logo provided by City staff).
- Work collaboratively with CITY staff to conduct all sales of art at the Art Fest event. City will provide receipt to purchaser(s) of art sold; Consultant shall tag displayed items as sold; City staff will conduct all reporting of items sold and money collected; Report will include: Artist Info, Buyers Name and Contact Information including email, Sale Price, Artwork Name
- Consultant will be responsible for the take down and proper storage of artwork. Consultant will schedule pick up dates of Artwork at the Clarke Estate following the Art Fest event. Dates and times are to be negotiated with Consultant for the return of artwork. All uncollected artwork and silent auction items will be forfeited to the CITY and will be used as raffle items for future Art Fest events.

### **Post Art Fest and Evaluation**

- Consultant will provide the City with a written evaluation report of all participating artists. Report will include an analysis of the marketing effort, the preparation process, the Art Fest event, the total of artists and Catalogue, pop –up artist and vendors, and total sales from Art Fest (City staff will provide financial).

## EXHIBIT B

### CONSULTANT'S PROPOSAL

#### CONSULTANT RESPONSIBILITIES

The following responsibilities shall be managed by the Consultant and/or Consultants Staff. Consultant shall be available and provide professional services for the CITY's SFS ARTFEST 2018 as described below. All reports shall be delivered electronically (as PDF(s)) to the Director of the Community Services Department and/or their designee.

- A. **Advertising, Designing, Marketing Materials:** Consultant shall design and print the visual marketing materials (i.e. "Call to Artist" postcards, fliers, posters, map program, sponsorship brochure and paint & wine tickets). In addition, Consultant shall design ad for the electronic CITY billboards, with CITY's approval and specifications. Consultant shall design and market "Silent Auction" materials, "Paint & Sip" programs, "Artifact" Trompe l'oeil Live installation competition, and Film "Absorption" Installation Screening.
- B. **Social Media Marketing:** Consultant shall collaborate and consult the CITY's Social Media Administrator for cross promotions and marketing material using CITY's logo and/or approved designs involving SFS ARTFEST 2019 through each Parties social media forums (i.e. Facebook, Twitter, and Instagram) which identifies the marketing partnership under the Consultant's website name "Artcrawfest.com". Social media marketing involving the CITY's logo and/or designs shall be approved by the CITY Administrator.
- C. **Featured and Guest Artists:** Consultant shall provide a proposal of recommended Artists to be featured and/or be guests to the SFS Art Fest 2019. The proposal shall include a biography and pictures of the artist's work which will be presented to the Heritage Arts Advisory Committee (HAAC) at the November HAAC meeting. The HAAC will then select and vote on the featured and/or guest artist(s). The Featured Artist would receive a stipend and Two or three Guest Artists would also receive a stipend provided by the CITY. Consultant shall be solely responsible for the handling of all artworks, art transportation and payment to artist from CITY. Consultant to provide ground staff (2-4) and working with assign CITY staff
- D. **Art Handling:** Consultant shall be solely responsible for the handling of all artworks. This includes the following: 1) the hanging of all art as well as the transportation of all art; 2) All tools and equipment necessary to execute this directive is the sole responsibility of the Consultant. CITY will provide metal grids for hanging artworks, outdoor and indoor moveable walls, as well as ladders for installation of art during the SFS Art Fest event set-up. CITY will provide CITY Staff to assist in hanging artwork inside the historic Clarke Estate home. Consultant may use the CITY owned art displays, equipment, easels, etc. CONSULTANT to provide staff week of, during and post (8-10) and working with assign CITY staff for sales and payment of artwork.
- E. **Paint & Sip:** Consultant shall provide a layout and proposal of the site with a list of recommended Artist instructors to be featured in the Paint & Sip venue. The proposal shall include a biography and pictures of the artist's work. The Artist instructors would receive a stipend per session from Consultant. All materials such as paint, brushes, canvases, tickets, and some collateral materials to produce a Paint & Sip component that will be provided by Consultant. The Consultant to provide layout to CITY rental vendor. CITY well provide

(rentals) tents, tables, chairs and any city collateral material. Consultant to provide staff during and post (2-3) and working with assign CITY staff for sales and payment of artwork and or tickets.

- F. **Silent Auction:** Consultant shall provide staffing before, during open auction and closing of auction. Consultant is to ensure that the Silent Auctions run smoothly, on time, and handled thoroughly from start to finish including the database and final close-out with auction winners. Consultant will ensure that all communication is maintained with CITY staff regarding all monetary closing tasks. All materials such as easels, tags, special Silent Auction art related items, tickets, and some collateral materials to produce a Silent Auction event that will be provided by Consultant. CITY will provide easels, tables, and black table cloths. CITY will be responsible to collect all sales at closing of Silent Auction and must meet prior with CITY logistics and staff to plan a collaborative customer services payment plan.

- Coordinate donations delivery and pick-up with artist and donors.
- Maintain the Silent Auction database.
- Input and update donations received in database.
- Input all contact information from donor into database.
- Keep track of all items received.
- Determine starting values for each Silent Auction item.
- Create bid sheets for each Silent Auction item.
- Setup Silent Auction display tables and ensure all Silent Auction areas are ready by May 2nd, 2019. Tend to Silent Auctions throughout the evening.
- Be in regular communication with two of Consultant's staff during Silent Auction.
- Remove unclaimed items and return to respective artist(s).
- Consultant to provide staff week of, during and post (2-4) and working with assigned CITY staff for sales and payment of auction sales

- G. **Sponsorships:** Consultant will receive a 10% finders fees for any secured sponsorships. Consultant will notify CITY immediately of any secured sponsors and will submit documentation of all tenable sponsors for payment by May 15th, 2019. Consultant will update solicitation promo cards, promote sponsorships for the SFS Art Fest 2019.

**EXHIBIT C**  
**FEE SCHEDULE**

In full consideration for the rendering of the services hereunder, and for any rights granted or relinquished by the Consultant under this Agreement, the CITY shall compensate the Consultant in accordance with the following payment schedule.

1. Upon execution of the agreement, the Consultant shall be paid \$15,000
2. In accordance with the completion of the informational artist recruitment orientation meeting in January 2019 (date and time to be determined by CITY and (Consultant) the Consultant shall be paid \$15,000
3. Upon completion of the SFS ARTFEST event on May 3rd, 2019, the Consultant shall be paid \$10,000;
4. Upon completion of the Post-SFS ARTFEST evaluation report, the Consultant shall be paid \$6,500 on May 30th, 2019.

## EXHIBIT D

### PROJECT SCHEDULE

#### Meetings with City

Consultant shall attend the following scheduled meetings with SFS ARTFEST Contract CITY Administrator to provide updates or TBD:

- 3rd Tuesday of the month, November – December, 2018 (time to be determined by CITY)
- 2nd Tuesday of the month, January – March, 2019 (time to be determined by CITY)
- Meeting dates may be changed at the mutual consent of both Parties.
- Additional meetings may be scheduled at the request of CITY and Heritage Arts Advisory Committee (HAAC)

#### CONSULTANT LIST OF DELIVERABLES

The following deliverables shall be managed by the Consultant. Consultant shall provide all deliverables in accordance with the mutually agreed upon timelines as stated herein. All reports shall be delivered electronically in PDF format.

a. **Cataloging Protocols:** Consultant shall provide the CITY with a database (Excel) file that includes the following information per the requested dates / timeline herein.

- Artist Name
- Name of Art Piece
- Sale Price
- Medium
- Size
- Submitted Artwork Photos
- General Artist Information (phone, mailing address, school (if applicable), etc.)

**Pre- Art Fest Preparation** - Consultant shall provide the CITY with a schedule indicating the completion of tasks and providing the following information per the requested dates / timeline herein. During the Pre-Art Fest preparation, the Consultant shall conduct, perform, and complete the following services:

- a. Consultant shall design and print the visual marketing materials (i.e. "Call to Artist" postcards, flyers, posters, map program, sponsorship brochure and paint & wine tickets). In addition, Consultant shall design ad for the electronic CITY billboards, with CITY's approval and specifications. Call to Artist marketing materials shall be disseminated not later than December 30, 2018 and continue promotion through April 15, 2019.
- b. Art Fest Promotional Flyers shall be disseminated no later than January 30th, 2019 and should be made available until date of event.
- c. Consultant shall design and market "Silent Auction" materials, "Paint & Sip" programs, "Artifact" Trompe l'oeil Live installation competition, and Film "Absorption" Installation Screening and be approved by City by January 15, 2019.

- d. Distribution of "Calling All Artists" Promotional Card – Consultant shall routinely distribute, upon receipt from the City, to local art venues / studios including, local shops, boutiques, stores, and colleges. Consultant shall provide CITY with a report of "Calling All Artists" distribution list. Distribution to contacts, facilities etc. begin no later than January 15, 2019 and remain available through April 15th, 2019. (CITY staff shall be responsible for distributing promotional cards within CITY facilities, residents and CITY schools).
- e. All Artwork designed by Consultant shall remain the sole property of the City to include both advertising materials and visual social media platforms.
- f. Consultant shall contact and recruit youth artists in the local high schools, middle schools and Colleges (i.e. Santa Fe High School, Pioneer High School, St. Paul High School, Lake Center, Rio Hondo College) and non-profit organizations no later than December 15th, 2018.
- g. Consultant shall coordinate with the City to schedule an informational artist recruitment orientation lunch meeting provided by the CITY by January 20th, 2019 or TBD. Desired schedule time shall take place between the hours of 11:30am – 3:00pm (exact time to be determined by City and Consultant)
- h. Consultant shall report back to CITY upon completion of these tasks. Report shall include venues, schools, contact information, and dates of established contact.
- i. Consultant shall recruit and secure between 200 and 250 exhibiting artists. Of those exhibiting artists: Between 100 and 125 student artists will be from local high schools, middle schools, colleges, and art schools with each student being required to submit no more than 2 pieces of artwork each; Between 100 and 150 artists from the greater Los Angeles area, state, national, and international regions. Each artist is required to submit two pieces of artwork each; Film Artists / Installations, each artist / filmmaker is required to submit 1 film piece with supporting visuals each; 4 Paint Instructors for Paint & Sip sessions, each artist instructor exhibiting 4 pieces of artwork each; one or two School art instructors and or one or two local artists to instruct; 15 Gallery Artists with two selected curators to represent 8 to 10 artists, each artist will showcase between 5 and 10 pieces of artwork each; 40 Silent Auction items; and 20-30 Artist retail Vendors.
- j. Consultant shall not accept more than 10% of Dia de Los Muertos artwork submitted by artists
- k. Art vendors submittals shall include but is not limited to the following:
  - i. Fine arts
  - ii. Chalk Artists Performing / to provide Budget for live artwork in the making (location to be determined)
  - iii. Glass blowing artistry (to be determined, if possible, due to equipment needs)
  - iv. Face painting and balloon artists
  - v. Street Art (muralist providing live art on canvas) to provide
  - vi. Budget for live artwork in the making (location to be determined)
  - vii. Educational workshops/crafts (professional / CITY staff driven)
  - viii. Food Art (to possibly include live artistry)
  - ix. Floral Art (hands on and on display)
  - x. Sand Art (sculptures or cultural creations)
  - xi. Caricature Artists
  - xii. Poetry (designate a poetry recital location)
  - xiii. Performing Artist (to be part of entertainment)
  - xiv. Art Installations (i.e. Sculpture Garden)
  - xv. Film Installations
  - xvi. Photography



- l. Art Vendors shall consist of, but is not limited to pop-up artists, cultural jewelry, handcrafted items, textiles, non-profits, etc.
- m. Consultant shall refer all showcasing artists, artist vendors, food vendors, Health and ABC permits, entertainment, and performing artists, to Uptowncrawlers.com website for proper application and submission protocol. Consultant will forward updates to CITY website marketing team. CITY handles logistics, public safety, volunteers, decor and props, CITY art workshops, art sales, silent auction sales, paint and wine sales, public works, CITY staffing, CITY marketing, and CITY social media.
- n. All hardcopy applications received from the Gus Velasco Neighborhood Center should be photographed or scanned and sent to Consultant via EMAIL. Applications may also be submitted electronically via www.artcrawlfest.com. No submissions will be permitted after the deadline of April 15th, 2019.
- o. Consultant shall submit all approved Cataloged Artists, Cataloged Silent Auction Items (follow cataloging protocol as referenced above) and approved Artist and Food Vendors to CITY by April 25th, 2019.
- p. Collection of Artwork and Storage at the Clark Estate is the responsibility of Consultant. The following dates and times are available to CONSULTANT for collection and storage of artwork:
  - Friday, April 26th 11:00a.m. – 3:00p.m. (Art Deliveries)
  - Saturday, April 27th 10:00a.m. – 2:00p.m. (Art Deliveries /Tent Set-Ups)
  - Monday, April 29th 8:00a.m. – 3:00p.m. (Tent Set-Ups / Art Deliveries)
  - Tuesday, May 30th 8:00a.m. – 4:00p.m. (Art Deliveries)
  - Wednesday, May 1st 8:00a.m. – 4:00p.m. (Art Installations)
  - Thursday, May 2nd 8:00a.m. – 9:00p.m. (Installations / Silent Auction)
  - Friday, May 3rd 8:00a.m. – 12:00a.m. (DAY OF EVENT)
  - Saturday, May 4th 10:00a.m. – 2:00p.m. (Closing)
- q. Consultant shall coordinate with Contract CITY Administrator regarding event layout and art components. (CITY will schedule the meeting). Identify medium categories and display locations.
- r. Consultant shall provide list of categories and display location layout to Contract CITY Administrator by April 28th, 2019 or TBD.
- s. Consultant to assist and research local community based Food vendors.
- t. Consultant to assist City with event entertainment timeline for program.
- u. Consultant to work with City to send confirmations along with artist event packets, including parking passes, event details, and event location.
- v. CITY will provide all checks for Feature and Guest Artist prior to event.

**Art Fest Event Implementation** - Consultant shall provide the Contract CITY Administrator with a schedule indicating the completion of tasks and provide the following information per the requested time frame herein.

- a. Consultant shall be responsible for hanging all Art Work at the Clarke Estate
- b. CONSULTANT shall be responsible for preparation of all art to be labeled and tagged by May 3rd, 2019;
- c. Consultant shall have all artwork hung and displayed by May 2nd, 2019.



- d. Consultant shall have Silent Auction, Paint & Sip, displayed and staffed
- e. Consultant shall have all Feature and Guest artists secured and payments ready for exhibits at the day of event and staffed
- f. Consultant shall have all Garden Pool exhibits, Feature & Guest artist exhibits and installations performances and or displayed ready and staffed
- g. Consultant to verify with CITY set-up of Film stage, back drop, signage, lighting, and sound is complete and install.
- h. Consultant to work with Film MC on film artists highlights and program
- i. CITY shall be responsible for handling all sales of art, vendors, "silent auction", and "paint & sip" tickets at the Clarke Estate
- j. CITY to provide receipts to purchaser of art sold;
- k. CITY to provide receipts to artist and food vendors regarding booth purchases;
- l. CITY shall tag displayed items as sold;
- m. CITY shall provide report to Consultant of items sold and money collected by May 15th, 2019; Report shall include: Artist Info, Buyer's Name and Contact Information including email, Sale Price, Artwork Name.
- n. CITY will be responsible for all rentals (i.e., booths, tables, chairs, lighting, stage etc.)
- o. CITY will staff for logistics, security, vendors site location, parking, etc.

**Post Art Fest and Art Show** - Consultant shall provide the CITY with written reports as indicated by the requested timeline herein.

- a. **Consultant Debriefing Report:** A special meeting between Consultant and CITY shall be held on May 21st, 2019 to debrief and discuss the outcome of the festival. Consultant will Draft a "Thank You" letter to all Artists, Schools, and Entertainers. In addition, Consultant shall present a written report to the City to include any contracts, invoices, and documents used. This report will be shared by the City with the HAAC at the May 28th, 2019 meeting. The report shall be comprised of the following information: An analysis of the marketing effort, the preparation process, and the Art Fest event, the total of artists, vendors, and total sales from Art Fest (HAAC may request the Consultant's attendance at a HAAC meeting. CITY will inform Consultant if such request is made by HAAC).

# EXHIBIT E

## CERTIFICATES OF INSURANCE

		<b>CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) <b>03/29/2018</b>	
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.					
<b>IMPORTANT:</b> If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).					
<b>PRODUCER</b> KCAL Insurance Agency 2048 S. Hacienda Blvd., Hacienda Heights, CA 91745 License #: 0B07015		<b>CONTACT</b> NAME: Emery Lee PHONE: (626)333-1111 FAX: (626)369-7539 E-MAIL: emery@kcal.net ADDRESS: emery@kcal.net			
<b>INSURED</b> CREPES & GRAPE CAFE LLC DBA CREPES & GRAPE CAFE 6560 GREENLEAF AVE WHITTIER, CA 90601		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: TRAVELERS INSURANCE NAIC #: 19046 INSURER B: INSURER C: INSURER D: INSURER E:			
<b>COVERAGES</b>		<b>CERTIFICATE NUMBER:</b> 00000000-61281		<b>REVISION NUMBER:</b> 3	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INSR LTR	TYPE OF INSURANCE	ADDL. SUBR. INFO, W/O	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT AMOUNTS PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		6806405N723	07/01/2017	07/01/2018
					EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EX. OCCUR) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADY INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMMOD. AGG. \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED <input type="checkbox"/> AUTO. ONLY <input type="checkbox"/> HIRED <input type="checkbox"/> AUTOS ONLY  <input type="checkbox"/> SCHEDULED <input type="checkbox"/> AUTO <input type="checkbox"/> NON-OWNED <input type="checkbox"/> AUTOS ONLY				COMBINED SINGLE LIMIT (EX. AGGREGATE) \$ BODILY INJURY (PER PERSON) \$ BODILY INJURY (PER ACCIDENT) \$ PROPERTY DAMAGE (PER ACCIDENT) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> COV. <input type="checkbox"/> RETENTION				EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Indemnify in RM) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N/A POL. OPERATIONS WITH DESCRIPTION OF OPERATIONS: N/A				PER. STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> EA E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 111, Additional Remarks Schedule, may be attached if more space is required) Certificate holder has been added as additional insured with respect for general liability. Event Date 05/03/2018					
<b>CERTIFICATE HOLDER</b> Santa Fe Springs Art Fest City of Santa Fe Springs, Edmund Ramirez Clarke Estate, 10211 Pioneer Blvd. Santa Fe Springs, CA 90670			<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  (EME)		

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

Printed by EME on March 29, 2018 at 02:00PM

Insurance to be provided by City



# SFS ARTFEST 2019

## "Absorption" | Film

### FILM SCREENING

## SFS FILM ARTIST "ABSORPTION" / FILM SCREENING

### ab·sorp·tion

1. the process or action by which one thing absorbs or is absorbed by another.

"East Germany's absorption into West Germany"

synonyms: soaking up, sucking up; More

2. the fact or state of being engrossed in something.

"her absorption in the problems of the Third World"

synonyms: involvement in, immersion in, raptness in, engrossment in, occupation with, preoccupation with, engagement in, captivation with, fascination with, enthrallment with

"her total absorption in the movie" the formation of liquid film on a solid surface

### "Absorption" - Film Screening

The "Film Screening" allows guest to submerge and experience oneself in all types of movies, from short to full feature length: horror, comedy, documentary, drama, animated, experimental, and/or live-action. Some are produced on a shoestring, others on a modest low-budget forcing creative solutions to meet the final outcome. The Filmmaker's canvas that they all have in common is that the minds behind each body of work have an absolute passion for creating film and sharing their creations.

SFS ARTFest invites a friendly film-centric arena with excellent networking opportunities for directors, screenwriters, artists and people in the film industry, sharing the passion and the exposure of the work. The theme "Absorption" gives a direction to some filmmakers in creating a new body of work in which they will premier if selected in 2019 SFS Artfest Film Fest "Absorption".

#### Film Outline

- Selection of 8-10 Filmmakers depending on the time slots of program
- Screen submissions with each film against itself. How well did the filmmaker execute their idea?
- A Synopsis from each submission required.  
Highlighting the main characters and what they go through during the story with the focus on the attention to conflict and resolution.
- We invite cast and crew on selected films to participate on open-mic on stage.
- 2019 SFS Artfest Film Fest "Absorption" Director's Program



# SFS FEST 2019

## "Artifact" | Tromp L'Oeil

### TROMPE L'OEIL COMPETITION

#### SFS "ARTIFACT" / TROMPE L'OEIL COMPETITION

##### ar•ti•fact

1. an object made by a human being, typically an item of cultural or historical interest.

"gold and silver artifacts"

synonyms: relic, article; handiwork

"hundreds of unidentified artifacts are stored in numerous rooms beneath the museum"

2. something observed in a scientific investigation or experiment that is not naturally present but occurs as a result of the preparative or investigative procedure.

#### "Artifact" Trompe l'oeil Artist - Live Installation Juried Competition

We watch artists, at work, interpreting the world in the most vulnerable, honest, and authentic ways possible. Their work effects changes in the way we see the world-often turning something we think we know into something else entirely.

Continuing the spotlight to visual artists in the "Artifact" Trompe l'oeil competition will embrace an art technique that uses realistic imagery, on body surfaces, to create the optical illusion that the depicted objects exist in three dimensions.

This year, Artists will be performing 3-4 hours in a Live Installations throughout the festival. A special open call to industry artists to submit their work (i.e. a vivid sketch, detailed descriptive statement, etc.). Applying artists will be screened and 4-5 artists will be selected to create the experience. Selected artists will be creating their work in designated 10x10 booth areas with their crew. Artist's models will be displayed at thier assigned booths for jury inspection and photographers will be encouraged to step into their light while jury members tally the scores.

##### Trompe l'oeil Outline

- Call to Artist / Selection of 4-5 artists
- Artist Statement based on "Artifact" theme of work
- Artists may exhibit their body of artwork in their booth
- A panel of 3or4 Judges will be selected / 1or 2 SFS City Officials and 2 Artist Professionals
- 2019 will provide awards to artist winners

##### 2019 Trompe l'oeil "Artifact" Body Artist - Live Installation Awards:

1st Place, \$500 | 2nd Place, \$200 | 3rd Place, \$100

# **SFS/ARTFEST 2019**

## **"Artifact" | "Absorption"**

### **SILENT AUCTION**

#### **SFS SILENT ART AUCTION**

Be inspired by the creativity and generosity of community artists. Place your bid and join them in providing access for the "ARTS". The auction is promoted with artists in mind, how they'll benefit from the publicity, and how many people are expected to attend the event and view their artwork. More than 35 established and emerging artists are donating original pieces of artwork to our event and sharing how the theme of "Artifact | Absorption" inspired their submissions.

Our past two art auctions were successful and we are so grateful for the generosity of all artists that have participated. Proceeds from the silent auction will benefit all of the Heritage Arts Advisory Committee programs which will provide arts education to under-served youth in the community.

#### **SFS Silent Auction:**

- "Call to Artist" for Artwork Donation from participating artists
- Special Program of Artist donations on website
- Procure the most desirable artwork by highlighting online early
- Promote donated artwork and artists in advance through social media
- Secure inkind sponsorships
- Make a live appeal during festival

In summary: Advertising our auction items to attendees in advance can result in a bigger turnout at SFS ARTFEST silent auction and more bid activity.

# SFS FEST 2019

## "Artifact" | "Absorption"

### PAINT & SIP

#### SFS PAINT & SIP

Experience the creative empowerment with step-by-step instruction with passionate local artists. Relax and enjoy one glass of wine or non-alcoholic beverage paired with cheese and crackers. All supplies are provided and guests keep their canvas masterpiece. Unleash the inner artist!

In 2019, we will continue to build this area to the next level with a choice between three or four artistic styles, each led by an art instructor. We will have artistic renderings of selected styles and images designed just for this festival. In addition, each artist will donate one art piece for the silent auction, which will add cross marketing opportunities to sell tickets and give highlights to each art instructor.

<u>Title of Work:</u>	<u>Artist Style:</u>	<u>Times:</u>	<u>Instructors</u>
"TBA"	TBA	Session A1 • 20 guests for 4:00-6:00 pm	TBA
"TBA"	TBA	Session B2 • 20 guests for 5:00-7:00 pm	TBA
"TBA"	TBA	Session C3 • 20 guests for 7:00-9:00 pm	TBA
"TBA"	TBA	Session D3 • 20 guests for 8:00-10:00 pm	TBA

#### SFS PAINT & SIP:

- 2 Locations on the festival grounds with Artist instructors per location
- Tickets \$45 each after April 25th, 2019
- Pre-Sale \$40 each with \$5 going towards selected non-profit organizations or individuals who are selling tickets. Deadline for ticket sales is April 25th, 2019
- 80 tickets at \$40 each will bring in \$3,200.00 if pre-sold to the SFS CITY
- Three or four Art Instructors one or two of the art instructors from local School Districts and the other Artists that have a following in this area
- This is a 2 hour guided lesson
- Participants will be there to relax, so the entire atmosphere of the experience is perfect to unwind and socialize
- We provide the Artist instructor, canvas or canvas bag, paint, brushes, easels, and aprons.
- Packaged Refreshments and beverage are included



# **SFS/ARTFEST 2019**

## **Proposed Event**

### **"COLLECTORS NIGHT"**

#### **SFS VIP COLLECTORS' NIGHT**

City of Santa Fe Springs hosts its 7th annual SFS Artfest with a special night of "Collectors' Night", presented with the Santa Fe Springs Chamber of Commerce, on Thursday, May 2nd, 2019 from 5:30pm to 9:00 pm.

Enjoy hors d'oeuvres, beverages, wine, beer, and Live jazz entrainment at the Clark Estate. Santa Fe Springs Chamber will honor longstanding volunteers, supporters, and/or former board chairs for continued commitment to the organization or create a VIP Membership Mixer.

Collectors' Night Mixer pre-sale tickets can cost \$30 for Chamber members and \$45 for the general public. Tickets include 2 beverages and hors d'oeuvres hosted by a local business.

Some of the proceeds from Collectors' Night Mixer help Heritage Arts Advisory Committee for the visual arts education and outreaching programs. (TBD)

#### **Proposal:**

- City of Santa Fe Springs and the Chamber of Commerce partnering through the arts
- Promote Santa Fe Spring Chamber members to network among the artists
- Help engagement through cross-marketing efforts
- Preview Artworks
- Preview of Film Screening
- Preview of Silent Auction
- Creating a second night event for Community, Artist and Vendors
- Create Special Artist and or Speaker
- Budget (TBD)
- Event to be held in a special location at the Clark Estate
- Additional cost for Staffing



# SFS/ARTFEST 2019

## Consultant Expenses & Fees

### MARKETING & ADVERTISING

Collaborate and consult the CITY's Social Media Administrator through each Parties social media forums (i.e. Facebook, Twitter, and Instagram). Attend various art events/shows to promote and recruit participation, distribute of postcards, flyers, and networking.  
\$2,800

### DESIGN & MARKETING

Design for print and visual marketing materials. "Call to Artists" postcards, Flyer cards, Sponsorship brochure, Map Program, Design update of Website, Social Media Banners, Chamber ADs, Billboard, "Silent Auction" materials, "Paint & Sip" materials, "Artifact" Trompe l'oeil materials, and Film "Absorption" materials.  
\$2,300

### PRINT COLLATERAL MATERIALS

Post Cards 10K, Flyers 4K, Posters 20, Map Program 200pc, Sponsorship Brochure 200 pc  
\$2,200

### DEDICATED WEBSITES

Manage and update applications for artists, vendors and sponsorships and marketing efforts - [www.artcrawlfest.com](http://www.artcrawlfest.com)  
\$2,800

### FEATURE & GUEST RECRUIT

Recruit and coordinate selection of one featured and one or two guest artists. Provide a proposal of recommended Artists. Shall include a biography and pictures of the artist's work and all meetings with artist. The Featured Artist and Guest Artists would receive a stipend provided by the CITY. Consultant shall be solely responsible for the handling of all artworks and art transportation.  
\$2,200

### ARTIST RECRUITMENT, CURATION AND ART HANDLING

- Art Handling: Responsible for the handling of all artworks, transportation of all art, CITY will provide metal grids for hanging artworks, outdoor and indoor moveable walls.
- "Calling All Artists"—Commission professional artists, and recruit youth artists in local middle schools, high schools, colleges and non-profit organizations and artists at large. Recruit and secure no more than 200 Artists with no more than two or three pieces of art per artist.
- Coordinate an informational artist recruitment orientation and or meetings with local school administrators and organizations to communicate all requirements of artists and art fest application submittals. Help recruit and secure no more than thirty (30) pop-up artist vendors.
- Curation of Art—Receive, review and approve artist applications, oversee cataloguing and documentation of all artwork, work with Curators and Artists on providing proper packaging of art for transportation. Coordinate artist check-in and artwork drop to include completion of all necessary waivers. Responsible for labeling and tagging of all artwork. Work collaboratively with CITY staff to conduct all sales of art. Responsible for the take down and proper storage of artwork.  
\$25,000

### PAINT & SIP

Provide a layout and proposal of the site with a list of recommended Artist instructors to be featured. This includes biography and pictures of the artist's work. All materials such as paint, brushes, canvases, tickets, and some collateral materials to produce a Paint & Sip, provide staff during and post. Working with assigned CITY staff for sales on tickets.  
*Consultant will provide Honorariums for Art Instructors.*  
\$2,200

### SILENT AUCTION

Create bid sheets for each Silent Auction item. Setup display tables and ensure that the event activity run smoothly, on time, and handled thoroughly from start to finish including the database and final close-out with auction winners, ensure that all communication is maintained with CITY staff regarding all monetary closing tasks. All materials such as tags, special Silent Auction art related items, and some collateral materials and staff to produce a Silent Auction event will be provided. CITY will provide easels, tables, and black table cloths. CITY will be responsible to collect all sales at closing of Silent Auction.  
*Consultant will provide silent auction floor staffing.*  
\$2,000

### "ARTIFACT" TROMPE L'OEI

Shall provide "Open Call" for installation make-up, industry artists to submit their work (i.e. a vivid sketch, statement, etc.). Selecting 4-5 artists to create the live installation. Selected artists will be designated in areas throughout the festival grounds for a live competition. Consultant will provide collateral materials, recruitments, jury packets.  
*Consultant will provide Awards and staffing.*  
\$2,500

### "ABSORPTION" FILM

Shall provide "Open Call" for emerging filmmakers. Recruit filmmakers will include a biography and pictures of the artist's work. Filmmakers will be selected. Film Artist will present body of their work. Set-up will include artist discussion during the festival. Consultant will provide materials, and staff.  
*Consultant will provide Honorarium*  
\$2,500

### DONATIONS

Solicit potential sponsorships, and donations to help support SFS Art Fest event activities. Consultant will receive a 10% finders fees for any secured sponsorships.

**Total Expenses Fees: \$46,500**



# 2019 SFS ARTFEST Proposal

## Budget

10.08.18

MONEY INCOME	
City SFS Budget	\$0
Art Sales	\$2,500
Silent Auction Income	\$1,500
Paint & Sip Tickets - 80 tickets @ \$40	\$3,200
Sponsorships	\$8,000
<b>TOTAL PROJECTED INCOME</b>	<b>\$15,200</b>

Income Expenses



- Income Minus Expenses
- Consultant Fees
- Projected Income

### COST TO PRODUCE

Income minus expenses	-\$31,300
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### ART FESTIVAL EXPENSES

**CONSULTANT FEES** \$46,500

#### MARKETING & ADVERTISING

Collaborate and consult the CITY's Social Media Administrator through each Parties social media forums (i.e. Facebook, Twitter, and Instagram). Attend various art events/shows to promote and recruit participation, distribute of postcards, flyers, and networking.

\$2,800

#### DESIGN & MARKETING

Design for print and visual marketing materials. "Call to Artists" postcards, Flyer cards, Sponsorship brochure, Map Program, Design update of Website, Social Media Banners, Chamber ADs, Billboard, "Silent Auction" materials, "Paint & Sip" materials, "Artifact" Trompe l'oeil materials, and Film "Absorption" materials.

\$2,300

#### PRINT COLLATERAL MATERIALS

Post Cards 10K, Flyers 4K, Posters 20 pc, Map Program 200 pc, Sponsorship Brochure 200 pc

\$2,200

#### DEDICATED WEBSITES

Manage and update applications for artists, vendors and sponsorships and marketing efforts - [www.artcrawlfest.com](http://www.artcrawlfest.com)

\$2,800

#### FEATURE & GUEST RECRUIT

Recruit and coordinate selection of one featured and one or two guest artists. Provide a proposal of recommended Artists. Shall include a biography and pictures of the artist's work and all meetings with artist. The Featured Artist and Guest Artists would receive a stipend provided by the CITY.  
*Consultant shall be solely responsible for the handling of all artworks, art transportation.*

\$2,200

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- Art Handling: Responsible for the handling of all artworks, transportation of all art, CITY will provide metal grids for hanging artworks, outdoor and indoor moveable walls.
- "Calling All Artists"-Commission professional artist, and recruit youth artists in local middle schools, high schools, colleges and non-profit organizations and artist at large. Recruit and secure no more than 200 Artists with no more than two or three pieces of art per artist.
- Coordinate an informational artist recruitment orientation and or meetings with local school administrators and organizations to communicate all requirements of artists and art fest application submittals. Help recruit and secure no more than thirty (30) pop-up artist vendors.
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\$25,000

#### PAINT & SIP

Provide a layout and proposal of the site with a list of recommended Artist instructors to be featured. This includes biography and pictures of the artist's work. All materials such as paint, brushes, canvases, tickets, and some collateral materials to produce a Paint & Sip, provide staff during and post. Working with assign CITY staff for sales on tickets.  
*Consultant will provide Honorariums for Art Instructor.*

\$2,200

**ART FESTIVAL EXPENSES****SILENT AUCTION**

Create bid sheets for each Silent Auction item. Setup display tables and ensure that the event activity run smoothly, on time, and handled thoroughly from start to finish including the database and final close-out with auction winners, ensure that all communication is maintained with CITY staff regarding all monetary closing tasks. All materials such as, tags, special Silent Auction art related items, and some collateral materials and staff to produce a Silent Auction event will be provided. CITY will provide easels, tables, and black table cloths. CITY will be responsible to collect all sales at closing of Silent Auction.

*Consultant will provide silent auction floor staffing.*

\$2,000

**"ARTIFACT" TROMPE L'OEIL**

Shall provide "Open Call" for installation make-up, industry artists to submit their work (i.e. a vivid sketch, statement, etc.). Selecting 3-4 artists to create the live installation. Selected artists will be designated in areas throughout the festival grounds for a live competition. Consultant will provide collateral materials, recruitments, jury packets. *Consultant will provide Awards and staffing.*

\$2,500

**"ABSORPTION" FILM**

Shall provide "Open Call" for emerging filmmakers.

Recruit filmmakers will include a biography and pictures of the artist's work. Filmmakers will be selected. Film Artist will present body of their work. Set-up will include artist discussion during the festival.

Consultant will provide materials, and staff. *Consultant will provide Honorarium*

\$2,500

**DONATIONS** Solicit potential sponsorships, and donations to help support SFS Art Fest event activities. Consultant will receive a 10% finders fees for any secured sponsorships.

**TOTAL EXPENSES**

**\$46,500**



## *City of Santa Fe Springs*

*City Council Meeting*

*October 25, 2018*

### **PRESENTATION**

Presentation to Milestone Event Celebrant.

### **RECOMMENDATION:**

The Mayor may wish to call upon Raelene Barraza, Public Affairs Assistant, to assist with this presentation.

### **BACKGROUND**

Quarterly, the City Council holds a Milestone Celebration to recognize residents for significant "milestone" achievements (e.g., significant birthdays or wedding anniversaries). Tonight, the following City resident has been invited to be recognized:

Allen Luke Martinez – 99<sup>th</sup> Birthday

A handwritten signature in black ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

### **Attachment(s):**

None





# City of Santa Fe Springs

City Council Meeting

ITEM NO. 15B

October 25, 2018

## **PRESENTATION**

Recognition of Girl Scout Troop 14264

## **RECOMMENDATION**

The Mayor may wish to call upon Parks & Recreation Manager, Adam Matsumoto, to assist with the presentation.

## **BACKGROUND**

The Girl Scout Silver Award is the highest honor a Girl Scout Cadette can achieve. The Silver Award project is a multi-step process that teaches the scouts the importance of giving back to the community, partnerships, event planning, and volunteerism.

Girl Scout Cadette Troop 14264 identified Little Lake Park to be the location of their Silver Award project which consisted of creating a Science, Technology, Engineering and Mathematics (STEM) event as well as donating a park bulletin board. Troop 14264 has a history of giving back to the Santa Fe Springs community as they completed their birdhouse project for their Bronze Award at the City's Community Garden.

Cadette Troop 14264 hosted the STEM event on Sunday, June 10, 2018 from 1:00 p.m. - 4:00 p.m. at Little Lake Park. The goal of the event was to bring Science, Technology, Engineering and Mathematics to youth through a series of talks and demonstrations. Youth at the event learned about comets from a speaker from the Griffith Observatory and about our Solar System from a Jet Propulsion Laboratory (JPL) speaker. In addition, attendees were able to create their own lava lamps, build paper rockets, make elephant toothpaste, and learn about bacteria cultures on an agar plate.

Troop 14264 worked in conjunction with Home Depot to build the bulletin board from scratch for Little Lake Park. The bulletin board was fabricated and painted during the summer by the troop and was installed in October at Little Lake Park. The bulletin board will feature event and program flyers throughout the year and serve as a much needed amenity to the park.

The City is grateful to have partnered with Troop 14264 on their Silver Award project and delighted to recognize the scouts for their hard work and volunteerism with certificates. The following Cadette Scouts will receive recognition: Kasandra O'Rourke, Angelina Buenfil, Alyssa Barrera, and Neveah Esteves-Parker.

A handwritten signature in black ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager



**PRESENTATION**

Presentation to the 2018 Photo Contest Winners

**RECOMMENDATION:**

That the Mayor may wish to call upon, Cuong Nguyen, Senior Planner, to assist with this presentation.

**BACKGROUND**

To help celebrate the month of October as National Community Planning Month, the Planning Department is hosting several activities and contests throughout the month. One activity is an inaugural photo contest in which the Planning Department invited everyone who live, work, or study in the City to submit a high-resolution photo capturing their favorite place or location in the City. Entries were encouraged to showcase unique perspectives which depict the vibrancy, vitality, and livability of the Santa Fe Springs community.

The contest began on September 24<sup>th</sup> and ended on October 10<sup>th</sup>. Over 35 photo entries were received. Staff reviewed all entries and selected photos that met all rules and submittal requirements (i.e. submission agreement and photo release forms). Of the valid entries, the Planning and Building Department staff selected the top 10 entries. At the adjourned Planning Commission meeting on October 15, 2018, the Planning Commission selected the contest winners.

Initially, it was decided that there would be one (1) winner which would receive a \$100 prize and a feature in an upcoming edition of the City's quarterly newsletter. However, at the October 15<sup>th</sup> Planning Commission meeting, a donation of \$100 was made by the City's Code Enforcement Officer, Luis Collazo. Since there was a tie for second place, it was decided that both runner ups should each receive a \$50 prize.

Raymond R. Cruz  
City Manager

**Attachment:**

Photo submitted by the First and Second Place winners.



## 2018 PHOTO CONTEST WINNER



Photographer: Berónica Moroaica



## 2018 PHOTO CONTEST RUNNER UP



Photographer: Natalie Medina



## 2018 PHOTO CONTEST RUNNER UP



Photographer: Alec Perez





### **PRESENTATION**

Presentation by the Los Angeles County Economic Development Corporation ("LAEDC") for a Most Business Friendly City Award Finalist plaque by Barbara Levine, Senior Business Assistance Director and Joseph J. Torres, Area Director for the LAEDC

### **RECOMMENDATION:**

The Mayor may wish to call upon, Barbara Levine, Senior Business Assistance Director and Joseph Torres, Area Director for the Los Angeles County Economic Development Corporation to assist with this presentation.

### **BACKGROUND**

The Los Angeles County Economic Development Corporation (LAEDC) created the *Most Business-Friendly City in Los Angeles County* award category in 2006 to recognize cities within the County that facilitate ease-of-doing-business and proactively promote business-friendly programs and services in the interest of attracting and retaining good quality jobs for their residents. Every year, a blue ribbon panel evaluates nominations submitted by the cities in LA County.

This year, the City of Santa Fe Springs, along with the cities of Azusa, Duarte, Monrovia, and San Gabriel, were recently announced as a finalist for *Most Business-Friendly City of 2018*. Santa Fe Springs qualified for this nomination in the category of cities with a population under 50,000. The cities of Inglewood, Rosemead, and Whittier are finalists for the population of 50,000 and over category.

All finalists were selected through independent review by a panel of blue ribbon judges, based on several criteria, including: demonstrated priority commitment to economic development; excellence in programs and services designed to facilitate business entry, expansion, and retention; competitive business tax rates and fee structures; availability of economic incentives; and effective communication with and about business clients.

One winner from each category will be announced live at the 23<sup>rd</sup> Annual Eddy Awards on Thursday, November 8th, at the Intercontinental Hotel at the Wilshire Grand in Downtown Los Angeles. The Eddy Awards is the most prestigious awards program to recognize leadership development in business, education and government throughout Los Angeles County. At the 2017 Eddy Awards, the City of Arcadia was recognized as the Most Business Friendly City in the small city category and the Downey for large cities. The City of Santa Fe Springs was one of five finalists last year in the small city category.

If the City wins the 2018 award, it will be the second time that the City has been named *Most Business-Friendly City*. The first time was in 2009.

A handwritten signature in black ink, appearing to read "Raymond R. Cruz", with a stylized flourish at the end.

Raymond R. Cruz  
City Manager



# *City of Santa Fe Springs*

City Council Meeting

ITEM NO. 15E

October 25, 2018

## **PRESENTATION**

Presentation – Relay for Life

## **RECOMMENDATION**

The Mayor may wish to call upon Wendy Meader.

## **BACKGROUND**

Over the past 17 years, since the first Santa Fe Springs Relay for Life was organized in 2001, the support of thousands of volunteers and sponsors have made the most impact by fundraising. It unites communities across the globe to celebrate people who have battled cancer, remember loved ones lost, and take action to finish the fight once and for all.

Representatives from Relay for Life will be at the Council Meeting to report on this year's event.

A handwritten signature in black ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

Attachment:

None



# City of Santa Fe Springs

City Council Meeting

ITEM NO. 15F

October 25, 2018

## **PRESENTATION**

Circle 3.0 Tree Planting Update

## **RECOMMENDATION**

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

## **BACKGROUND**

The City has partnered with Circle 3.0, Cal Fire and High Speed Rail and West Coast Arborists to plant approximately 400 trees in the City of Santa Fe Springs. Staff will make a presentation to inform the City Council as to the location and process of the tree plantings.

Raymond R. Cruz  
City Manager

Attachments:

None



## City of Santa Fe Springs

City Council Meeting

ITEM NO. 16A

October 25, 2018

### APPOINTMENTS TO COMMITTEES AND COMMISSIONS

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

**Applications Received:** None

**Recent Actions:** Kharisma Ruiz to YLC and Adrienne Matte to Historical Committee

A handwritten signature in black ink, appearing to read "Raymond R. Cruz".

Raymond R. Cruz  
City Manager

Attachments:  
Committee Lists  
Prospective Members

Report Submitted by: Janet Martinez  
City Clerk

Date of Report: October 18, 2018



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

**Beautification**

**Family & Human Services**

**Heritage Arts**

**Historical**

**Personnel Advisory Board**

**Parks & Recreation**

**Planning Commission**

**Senior Citizens Advisory**

**Sister City**

**Traffic Commission**

**Youth Leadership**

## 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 Residents appointed by City Council

APPOINTED BY	NAME	TERM EXPIRES JUNE 30 OF
<b>Moore</b>	Juliet Ray	(18)
	Guadalupe Placencia	(19)
	Francis Carbajal	
	Eileen Ridge	(19)
	Jeannie Hale	(19)
<b>Zamora</b>	Mary Reed	(18)
	Charlotte Zevallos	(18)
	Doris Yarwood	(18)
	Vada Conrad	(19)
	<b>Vacant</b>	(19)
<b>Rounds</b>	Sadie Calderon	(18)
	<b>Vacant</b>	(18)
	Mary Arias	(19)
	Marlene Vernava	(19)
	<b>Vacant</b>	(19)
<b>Sarno</b>	<b>Vacant</b>	(18)
	May Sharp	(19)
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
<b>Trujillo</b>	Jacqueline Martinez	(18)
	AJ Hayes	(18)
	Margaret Bustos*	(18)
	Debra Cabrera	(19)
	Kay Gomez	

*\*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>	Martha Villanueva	(18)
	Margaret Bustos*	(18)
	Miriam Herrera	
<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>	<b>Vacant</b>	(18)
	Linda Vallejo	(18)
	Hilda Zamora	(19)
<b>Trujillo</b>	Dolores H. Romero*	(18)
	Laurie Rios	(18)
	Bonnie Fox	(19)

**Organizational Representatives:** Nancy Stowe  
(Up to 5) 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	6/30/2019
Zamora	Larry Oblea	6/30/2019
Rounds	Pauline Moore	6/30/2019
Sarno	Francis Carbajal	6/30/2019
Trujillo	AJ Hayes	6/30/2019

### Committee Representatives

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

### Council/Staff Representatives

Council Liaison	Richard Moore
Council Alternate	Jay Sarno
City Manager	Don Powell
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
<b>Moore</b>	Astrid Shesterkin	(18)
	Tony Reyes	(18)
	Amparo Oblea	(19)
	<b>Vacant</b>	(19)
<b>Zamora</b>	Francis Carbajal	(19)
	<b>Vacant</b>	
	<b>Vacant</b>	
	Larry Oblea	(18)
<b>Rounds</b>	<b>Vacant</b>	
	Adrienne Matte	(20)
	Mark Scoggins*	(19)
	Janice Smith	(19)
<b>Sarno</b>	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
	Sally Gaitan	(19)
<b>Trujillo</b>	<b>Vacant</b>	
	<b>Vacant</b>	
	Merrie Hathaway	(19)
	<b>Vacant</b>	

*\*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>	<b>Vacant</b>	(18)
	Adrian Romero	(19)
	William Logan	(19)
	Ralph Aranda	(19)
	Kurt Hamra	(19)
<b>Zamora</b>	Michael Givens	(18)
	Ruben Gonzalez	(18)
	Frank Aguayo, Sr.	(18)
	<b>Vacant</b>	
	<b>Vacant</b>	
<b>Rounds</b>	Kenneth Arnold	(18)
	Mary Anderson	(18)
	Johana Coca*	(18)
	Tim Arnold	(19)
	Mark Scoggins*	(19)
<b>Sarno</b>	Rudy Lagarreta Jr.	(18)
	<b>Vacant</b>	(18)
	Lisa Garcia	(19)
	<b>Vacant</b>	(18)
	David Diaz-Infante	(19)
<b>Trujillo</b>	Dolores Romero	(19)
	Andrea Lopez	(18)
	Lydia Gonzalez	(19)
	Anthony Ambris	(19)
	<b>Vacant</b>	(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	6/30/2019
	Ron Biggs	6/30/2019
Personnel Advisory Board	Neal Welland	6/30/2020
Firemen's Association	Jim De Silva	6/30/2019
Employees' Association	Johnny Hernandez	6/30/2020



## PLANNING COMMISSION

updated 10/17/17

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>	Paul Nakamura	(18)
	Astrid Shesterkin	(19)
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
<b>Zamora</b>	Dolores Duran	(18)
	Elena Lopez Armendariz	(18)
	Rebecca Lira	(18)
	Amelia Acosta	(19)
	Gloria Madrid	(19)
<b>Rounds</b>	Sally Gaitan	(20)
	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)
	<b>Vacant</b>	(19)
	<b>Vacant</b>	
	Doris Yarwood	(19)
	<b>Vacant</b>	
<b>Rounds</b>	Manny Zevallos	(18)
	Susan Johnston	(18)
	Jacqueline Martinez	(19)
	<b>Vacant</b>	
	<b>Vacant</b>	
<b>Sarno</b>	Jeannette Wolfe	(18)
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
	<b>Vacant</b>	
<b>Trujillo</b>	Beverly Radoumis	(19)
	Andrea Lopez	(18)
	A.J. Hayes	(19)
	Marcella Obregon	(19)
	Debra Cabrera	(19)

*\*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

Bryan Collins

Rounds

Johana Coca

Sarno

Alma Martinez

Trujillo

AJ Hayes

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
<b>Moore</b>	Kharisma Ruiz	(20)
	Destiny Cornejo	(19)
	Zachary Varela	(18)
	Jazmine A. Duque	(19)
<b>Zamora</b>	Metztli Mercado-Garcia	(18)
	Savanna Aguayo	(19)
	Valerie Melendez	(19)
	Christian Zamora	(19)
<b>Rounds</b>	Andrew Chavez	(18)
	<b>Vacant</b>	(19)
	Walter Alvarez	(18)
	Valerie Yvette A. Gonzales	(18)
<b>Sarno</b>	Angel M. Corona	(19)
	<b>Vacant</b>	(19)
	Ivan Aguilar	(19)
	Jennifer Centeno Tobar	(19)
<b>Trujillo</b>	Bernardo Landin	(18)
	Ionnis Panou	(18)
	<b>Vacant</b>	(19)
	<b>Vacant</b>	(18)