



AGENDA

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

**February 27, 2020
6:00 P.M.**

Council Chambers
11710 Telegraph Road
Santa Fe Springs, CA 90670

**Annette Rodriguez, Councilmember
Juanita Trujillo, Councilmember
Joe Angel Zamora, Councilmember
John M. Mora, Mayor Pro Tem
William K. Rounds, Mayor**

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

Annette Rodriguez, Councilmember
Juanita Trujillo, Councilmember
Joe Angel Zamora, Councilmember
John M. Mora, Mayor Pro Tem
William K. Rounds, Mayor

PUBLIC FINANCING AUTHORITY

3. CONSENT AGENDA

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

- a. Minutes of the January 23, 2020 Public Financing Authority (City Clerk)

Recommendation:

- Approve the minutes as submitted.

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

Recommendation:

- 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.

- a. Minutes of the January 23, 2020 Water Utility Authority (City Clerk)

Recommendation:

- Approve the minutes as submitted.

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

Recommendation:

- Receive and file the report.

- c. Status Update of Water-Related Capital Improvement Projects (Public Works)

Recommendation:

- 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 Housing Successor.

Minutes of the January 23, 2020 Housing Successor (City Clerk)

Recommendation:

- 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 Successor Agency.

Minutes of the January 23, 2020 Successor Agency (City Clerk)

Recommendation:

- 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 January 23, 2020 Special and Regular City Council Meetings (City Clerk)

Recommendation:

- Approve the minutes as submitted.

- b. Resolution No. 9662 – Acknowledge Receipt of a Fire-Rescue Report Regarding the Annual Inspection of Certain Properties (Fire)

Recommendation:

- Acknowledge Receipt of Department of Fire-Rescue Report Regarding the Annual Inspection of Certain Properties.

- c. Marquardt Avenue 16" Water Main Relocation – Final Payment (Public Works)

Recommendation:

- Approve the Final Payment (less 5% Retention) to J.A. Salazar Construction & Supply Corp., of La Habra, California, in the amount of \$92,845.90 for the subject project.

PUBLIC HEARING

8. Annual Weed Abatement Program (City Clerk)

Recommendation:

- Conduct a Public Hearing on Weed Abatement and direct the Agricultural

Commissioner to abate the nuisance by having weeds, rubbish, and refuse removed.

NEW BUSINESS

9. FY 2018-19 Preliminary Year-End Review (Finance)

Recommendation:

- Authorize the transfer of \$5,900,000 from the FY 2018-19 increase in available General Fund balance to the following reserves and/or funds:
 - \$1,475,000 (25%) of available balance to the Unfunded Liability Reserve
 - \$1,475,000 (25%) of available balance to the Economic Contingency Reserve
 - \$1,475,000 (25%) of available balance to the Capital Improvement Program (CIP) Fund
 - \$885,000 (15%) of available balance to the Equipment Replacement Fund
 - \$295,000 (5%) of available balance to the Employee Benefits Fund for Compensated Absences liability
 - \$295,000 (5%) of available balance to the Insurance/Risk Management Reserve
- Authorize the transfer of the FY 2018-19 increase in available Water Fund balance to the Water CIP Reserve Fund (approximately \$787,000).

10. Resolution No. 9663 – Ordering the Preparation of the Engineer's Report for Fiscal Year 2020-21 in Conjunction with the Annual Levy of Assessments for Street Lighting District No. 1 (Public Works)

Recommendation:

- Adopt Resolution No. 9663, ordering the preparation of the Engineer's Report for Fiscal Year 2020/21 in conjunction with the annual levy of assessments for Street Lighting District No. 1.

11. Resolution No. 9664 – Ordering the Preparation of the Engineer's Report for Fiscal Year 2020/21 in Conjunction with the Annual Levy of Assessments for Heritage Springs Assessment District No. 2001-01 (Hawkins Street and Palm Drive) (Public Works)

Recommendation:

- Adopt Resolution No. 9664, ordering the preparation of the Engineer's Report for Fiscal Year 2020/21 in conjunction with the annual levy of assessments for Heritage Springs Assessment District No. 2001-01 (Hawkins Street and Palm Drive).

12. Initiation of Proceedings for Amendment of Water Rates and Related Charges (Public Works)

Recommendation:

- Direct staff to initiate proceedings per Proposition 218 to consider implementing a four-year increase to water rates effective June 1, 2020.

13. Facility Fee Waiver Final Appeal for Masters of Harmony (Community Services)
Recommendation:
- Affirm, modify, or overrule the decision to deny Continual Use status as defined by the City of Santa Fe Springs Facility Park and Equipment Use Policy.

CLOSED SESSION

14. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Consideration of initiation of litigation pursuant to Government Code section 54956.9(d)(4): Two cases

CLOSED SESSION

15. CONFERENCES WITH LABOR NEGOTIATORS
(Pursuant to California Government Code Section 54957.6)
Agency Designated Representatives: City Manager, Director of Finance, Human Resources Manager, City Attorney
Employee Organizations: Santa Fe Springs City Employees' Association and Santa Fe Springs Firefighters' Association

CLOSED SESSION

16. CONFERENCES WITH LABOR NEGOTIATORS
(Pursuant to California Government Code Section 54957.6)
Agency Designated Representatives: City Manager, City Attorney, Labor Negotiator
Employee Organization: Santa Fe Springs Executive, Management and Confidential Employees' Association

Items 17 – 26 will occur in the 6:30 p.m. hour.

17. **INVOCATION**
18. **PLEDGE OF ALLEGIANCE**
19. **INTRODUCTIONS**
- Representatives from the Chamber of Commerce
20. **ANNOUNCEMENTS**
21. **CITY MANAGER'S AND EXECUTIVE TEAM REPORTS**
22. **PRESENTATIONS**
- a. Recognition of the 2020 Lake Center Middle School Boys Basketball Team
 - b. Introduction of New Santa Fe Springs Policing Team Members
23. **APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS**
- a. Advisory Committee Appointments
24. **ORAL COMMUNICATIONS**

City of Santa Fe Springs
Regular Meetings

February 27, 2020

25. COUNCIL COMMENTS

26. 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.


to Janet Martinez, CMC
City Clerk

February 20, 2020
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

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 01/31/20

None

Outstanding principal at 01/31/20

\$38,140,344

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 blue ink, appearing to read "Raymond R. Cruz" followed by a flourish.

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

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 1/31/20

None

Outstanding principal at 1/31/20

\$6,890,000

Water Revenue Bonds, 2018

Financing proceeds available for appropriation at 1/31/20

None

Outstanding principal at 1/31/20

\$1,425,000

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.



Raymond R. Cruz
City Manager/Executive Director



City of Santa Fe Springs

Water Utility Authority Meeting

ITEM NO. 4C

February 27, 2020

CONSENT AGENDA

Status Update of Water-Related Capital Improvement Projects

RECOMMENDATION

- Receive and file the report.

BACKGROUND

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

Whittier Water Connection Project

Tetra Tech finalized the plans for the Whittier Water Connection project and submitted for City review. The Final plans have been reviewed by City staff and have now been sent to the City of Whittier for their review and approval. City Staff anticipates City of Whittier review and approval in early March 2020. Staff anticipates requesting authorization to advertise from Council in late March 2020.

FISCAL IMPACT

The design of the Whittier Water Connection is fully funded from the Water CIP Fund. However, no funding has been allocated for the construction of the project. Staff estimates the construction to be approximately \$150,000 - \$200,000. At the time staff requests Authorization to Advertise, staff will also request for construction funding for the project.

INFRASTRUCTURE IMPACT

The Whittier Water Connection Project will increase the water capacity into the City and reduce the dependency on the current connection with the Metropolitan Water District.

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

Raymond R. Cruz
Executive Director

Attachments:
None

Report Submitted By:

Noe Negrete
Director of Public Works

A handwritten signature in blue ink, appearing to read "Noe Negrete".

Date of Report: February 20, 2020

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

February 27, 2020

CONSENT AGENDA

Minutes of the January 23, 2020 Special and Regular City Council Meetings

RECOMMENDATION(S)

- Approve the minutes as submitted.

BACKGROUND

Staff has prepared minutes for the following meeting:

- January 23, 2020 Special Meeting Minutes
- January 23, 2020 Meeting Minutes

Staff hereby submits the minutes for Council's approval.

Raymond R. Cruz
City Manager

Attachments:

1. January 23, 2020 Special Meeting Minutes
2. January 23, 2020 Meeting Minutes



APPROVED:

MINUTES OF THE SPECIAL MEETING OF THE WATER UTILITY AUTHORITY

January 23, 2020

1. **CALL TO ORDER**

Mayor Rounds called the meeting to order at 5:16 p.m.

2. **ROLL CALL**

Members present: Councilmembers/Directors Rodriguez, Mayor Pro Tem/Vice Chair Mora, and Mayor/Chair Rounds.

Councilmember/Director Trujillo arrived at 5:17 p.m.

Members absent: Councilmember/Director Zamora and Mayor/Chair Trujillo

WATER UTILITY AUTHORITY

3. **ORAL COMMUNICATIONS**

There was no one present to speak during oral communications.

STUDY SESSION

4. Water Rate Study (Public Works)

Recommendation:

- Receive staff presentation and provide direction with regards to proceeding with the Water Rate Study recommendations.

City Manager, Ray Cruz began the study session by stating that water quality, availability, and costs are the main issues that face the community. The City is dealing with aging infrastructure, and the need to determine rates and costs is the 'math problem' that the City needs to solve in the immediate future.

Director of Public Works, Noe Negrete introduced Nancy Phan from Raftelis Financial Consultants, Inc. He started by talking about Proposition 218 where revenues derived from the fee may not exceed the funds required to provide the service. A Public Hearing would be conducted if Council approves to implement a rate change, where a denial of change in rates requires a majority protest. He noted that commercial/industrial water usage is at 62 percent, single family residential is at 27 percent, multi-family residential is at 5 percent, the City's water usage is at 3 percent, and Downey and Norwalk use 2 and 1 percent, respectively.

Noe Negrete presented different financial plan scenarios, including a status quo scenario. Under a status quo scenario, he estimates that funds would deplete by 2022 and would recommend revenue adjustments and reliance on external funding. He recommended a 9.5 percent increase each year for the first three years, and then a 6 percent increase each year for the following two years to help the city catch up for previous years. The

initial increase would pay for \$7 million of capital projects in fiscal years 2021 and 2022 and major projects would include Water Well Treatment in Zone 2 and Upgrade Motors at Reservoirs 1 and 2. At the fourth year, the city can be in a better financial state and can then reassess and see what changes can be made.

He also talked about the current water rates for single-family residential and non-residential units. He proposed switching from the current 5-tiered rate to a 3-tiered rate for single-family residential units. He proposed moving the multi-family units to the non-residential category in order to have a uniform rate, which would include multi-family, commercial, and the City. It would eliminate the current 5-tiered rate in place for non-residential units.

Nancy Phan talked about the current and proposed revenue recovery distribution. She proposed changing the fixed rates from 24.5 percent to 31.7 percent, and the variable rates from 75.5 percent to 68.3 percent. This would help the City be less reliant on consumption-based revenues and would help during times of drought.

Noe Negrete also spoke about proposed rates for monthly meter charges and monthly private fire charges. He also demonstrated the differences in the bimonthly billing statements under the proposed rates. He reminded everyone in attendance that under Proposition 218, it is illegal to profit on water costs – the proposed changes are only to cover operational costs. Lastly, he outlined the next steps and tentative schedule for the implementation of the proposed rates.

Mayor Rounds thanked Noe Negrete and Raftelis for the presentation.

5. ADJOURNMENT

Mayor Rounds adjourned the meeting at 5:56 p.m.

ATTEST:

Janet Martinez
City Clerk

William K. Rounds
Mayor

Date



APPROVED:

MINUTES OF THE MEETINGS OF THE CITY COUNCIL

January 23, 2020

1. **CALL TO ORDER**

Mayor Rounds called the meeting to order at 6:02 p.m.

2. **ROLL CALL**

Members present: Councilmembers/Directors: Rodriguez, Trujillo, Zamora, Mayor Pro Tem/Vice Chair Mora and Mayor/Chair Rounds.

Members absent: None

Fernando N. Muñoz, City Clerk Technician announced that members of the Public Financing Authority and Water Utility Authority receive \$150 for their attendance at meetings.

PUBLIC FINANCING AUTHORITY

3. **CONSENT AGENDA**

- a. Minutes of the December 12, 2019 Public Financing Authority (City Clerk)

Recommendation:

- Approve the minutes as submitted.

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

Recommendation:

- Receive and file the report.

It was moved by Councilmember Trujillo, seconded by Councilmember Rodriguez, to approve Item Nos. 3A and 3B, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nays: None

Absent: None

WATER UTILITY AUTHORITY

4. **CONSENT AGENDA**

- a. Minutes of the December 12, 2019 Water Utility Authority (City Clerk)

Recommendation:

- Approve the minutes as submitted.

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

Recommendation:

- Receive and file the report.

- c. Status Update of Water-Related Capital Improvement Projects (Public Works)

Recommendation:

- Receive and file the report.

It was moved by Councilmember Zamora, seconded by Mayor Pro Tem Mora, to approve Item Nos. 4A, 4B, and 4C, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

NEW BUSINESS

5. Adoption of Policy on Discontinuation of Residential Water Service for Non-Payment in Compliance with SB 998 (Water Shutoff Protection Act) (City Attorney)

Recommendation:

- Adopt Policy on Discontinuation of Residential Water Service for Non-Payment in Compliance with SB 998 (Water Shutoff Protection Act).

It was moved by Councilmember Zamora, seconded by Councilmember Trujillo, to adopt Policy on Discontinuation of Residential Water Services for Non-Payment in Compliance with SB 98 (Water Shutoff Protection Act), by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

HOUSING SUCCESSOR

6. **CONSENT AGENDA**

- a. Minutes of the December 12, 2019 Housing Successor (City Clerk)

Recommendation:

- Approve the minutes as submitted.

- b. License Agreement to Temporary Use Housing Successor-Owned Land (Planning)
Consideration of a License Agreement with the Los Angeles County Chief Executive Office for the temporary use of a Housing Successor-owned 3.9± acre property, located at 13231 Lakeland Road (APN: 8011-012-902), to be utilized for the County's Registrar Recorder/County Clerk's election parking needs.

Recommendation:

- Authorize the Mayor or designee to execute the License Agreement and other related documents to effectuate the temporary use of the subject property pursuant to the terms and conditions contained therein.

It was moved by Mayor Pro Tem Mora, seconded by Councilmember Rodriguez, to approve Item Nos. 6A and 6B, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nays: None

Absent: None

SUCCESSOR AGENCY

7. CONSENT AGENDA

Minutes of the December 12, 2019 Successor Agency (City Clerk)

Recommendation:

- Approve the minutes as submitted.

It was moved by Councilmember Zamora, seconded by Councilmember Rodriguez, to approve Item No. 7, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nays: None

Absent: None

CITY COUNCIL

8. CONSENT AGENDA

- a. Minutes of the December 12 and 18, 2019 Special and Regular City Council Meetings (City Clerk)

Recommendation:

- Approve the minutes as submitted.

- b. Santa Fe Springs Road Street Improvements – Final Payment (Public Works)

Recommendation:

- Approve the Final Payment to All American Asphalt of Corona, California in the amount of \$762,776.34 (less 5% Retention).

- c. Basketball, Tennis, and Handball Courts Resurfacing (Los Nietos Park, Santa Fe Springs Park, and Little Lake Park) – Final Payment (Public Works)

Recommendation:

- Approve the Final Payment to Trueline Construction and Surfacing, Inc. of Corona, California in the amount of \$37,284.66 (less 5% Retention).

It was moved by Mayor Pro Tem Mora, seconded by Councilmember Trujillo, to approve Items Nos. 8A, 8B, and 8C, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nays: None

Absent: None

NEW BUSINESS

9. Consideration of a Master License Agreement with Los Angeles SMSA Limited Partnership, d/b/a Verizon Wireless for Wireless Telecommunications Facilities on City-owned Streetlight Poles (Planning)

Recommendation:

- Find and determine that pursuant to Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA), this project is Categorically Exempt; and
- Authorize the City Manager to execute a Master License Agreement for the use of City-Owned Streetlight Poles for Wireless Telecommunications Facilities; and
- Authorize the City Manager to execute all subsequent License Agreements.

It was moved by Councilmember Zamora, seconded by Councilmember Rodriguez, to find and determine that pursuant to Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA), this project is Categorically Exempt, and to authorize the City Manager to execute a Master License Agreement for the use of City-Owned Streetlight Poles for Wireless Telecommunications Facilities, and to authorize the City Manager to execute all subsequent License Agreements, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

10. Approval of Use Agreement for Lake Center Athletic Park and Facilities with Metropolitan Little League Baseball for 2020 (Community Services)

Recommendation:

- Approve the Use Agreement for Lake Center Athletic Park and Facilities with Metropolitan Little League Baseball for 2020.
- Authorize the Mayor to execute and sign the Use Agreement for Athletic Fields and Facilities with Metropolitan Little League.

It was moved by Councilmember Zamora, seconded by Mayor Pro Tem Mora, to approve the Use Agreement for Lake Center Athletic Park and Facilities with Metropolitan Little League Baseball for 2020, and authorize the Mayor to execute and sign the Use Agreement for Athletic Fields and Facilities with Metropolitan Little League, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

11. Approval of Use Agreement for Athletic Fields and Facilities with Santa Fe Springs 49ers Youth Football & Cheer for the 2020 season (Community Services)

Recommendation:

- Approve the Use Agreement for Athletic Fields and Facilities with Santa Fe Springs 49ers Youth Football & Cheer for the 2020 season.

- Authorize the Mayor to execute and sign the Use Agreement for Athletic Fields and Facilities with Santa Fe Springs 49ers Youth Football & Cheer.

Mayor Rounds announced that Item No. 11 would be pulled and not considered.

12. Approval of Use Agreement for Athletic Fields and Facilities with Norwalk/Santa Fe Springs Saints Youth Football & Cheer for 2020 season (Community Services)

Recommendation:

- Approve the Use Agreement for Athletic Fields and Facilities with the Norwalk-Santa Fe Springs Youth Football & Cheer for the 2020 season.
- Authorize the Mayor to execute and sign the Use Agreement for Athletic Fields and Facilities with the Norwalk-Santa Fe Springs Saints Youth Football & Cheer.

It was moved by Councilmember Trujillo, seconded by Councilmember Zamora, to approve the Use Agreement for Athletic Fields and Facilities with the Norwalk-Santa Fe Springs Youth Football & Cheer for the 2020 season, and authorize the Mayor to execute and sign the Use Agreement for Athletic Fields and Facilities with the Norwalk-Santa Fe Springs Saints Youth Football & Cheer, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds
Nays: None
Absent: None

13. Deaccession of the sculpture entitled "The Orange Harvest" located at 10631 Hathaway Drive from the Heritage Arts in Public Places Program (Community Services)

Recommendation:

- Approve deaccessioning of "The Orange Harvest" as recommended by the Heritage Arts Advisory Committee and staff.
- Approve funds not to exceed \$3,500 for the removal of the art piece from its current location by a qualified professional.

It was moved by Mayor Pro Tem Mora, seconded by Councilmember Trujillo, to approve deaccessioning of "The Orange Harvest" as recommended by the Heritage Arts Advisory Committee and staff, and approve funds not to exceed \$3,500 for the removal of the art piece from its current location by a qualified professional, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds
Nays: None
Absent: None

14. Repair of Band Wheel Art Piece (Community Services)

Recommendation:

- Authorize payment to Silverlake Conservation, LLC. In the amount of \$5,700 from the Art in Public Places Program Fund for the repair and restoration of the Band Wheel located in the Sculpture Garden.

It was moved by Councilmember Rodriguez, seconded by Councilmember Zamora, to authorize payment to Silverlake Conservation, LLC. in the amount of \$5,700 from the Art in Public Places Program Fund for the repair and restoration of the Band Wheel located in the Sculpture Garden, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

15. Resolution No. 9658 – Grant Funds for Various Santa Fe Springs Park Improvement Projects (FY 2019/20) (Public Works)

Recommendation:

- Adopt Resolution No. 9658 approving the various Santa Fe Springs park improvement projects to be funded by issuing body 57th Assembly District Member Ian Calderon;
- Authorize the Mayor to execute all documents necessary with the California Natural Resources Agency in order to process the collection of grant funding related to various park improvement projects for FY 2019/20; and
- Authorize the City Engineer to advertise for construction bids for various park improvement projects.

It was moved by Councilmember Zamora, seconded by Councilmember Trujillo, to adopt Resolution No. 9658 approving the various Santa Fe Springs park improvement projects to be funded by issuing body 57th Assembly District Member Ian Calderon, and authorize the Mayor to execute all documents necessary with the California Natural Resources Agency in order to process the collection of grant funding related to various park improvement projects for FY 2019/20, and authorize the City Engineer to advertise for construction bids for various park improvement projects, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

16. Rivera Road Street Improvements – Award of Contract (Public Works)

Recommendation:

- Accept the bids; and
- Award a contract to R.J. Noble Company of Orange, California, in the amount of \$624,591.00.

It was moved by Councilmember Zamora, seconded by Councilmember Rodriguez, to accept the bids, and award a contract to R.J. Noble Company of Orange, California, in the amount of \$624,591.00, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

17. Rosecrans/Marquardt Avenue Grade Separation Overpass Project – Approval of Section 190 Funding Agreement (Public Works)

Recommendation:

- Authorize the Mayor to execute the agreement for Section 190 funding in the amount of \$15 million from Caltrans for the Rosecrans/Marquardt Avenue Grade Separation Project.

It was moved by Councilmember Trujillo, seconded by Mayor Pro Tem Mora, to authorize the Mayor to execute the agreement for Section 190 funding in the amount of \$15 million from Caltrans for the Rosecrans/Marquardt Avenue Grade Separation Project, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

18. Landscape Services: Complete Landscape Care Request for Contract Increase (Public Works)

Recommendation:

- Provide City staff direction on how to proceed with the request from Complete Landscape Care for a 19.3% increase to the existing contract amount and contract renewal for an additional 3-year term.

There were five (5) people wishing to speak on Item No. 18: Tom Murray from Complete Landscape Care, Inc., residents Frank Martene, Ralph Aranda, David Erb, and Katherine Garcia. All spoke in acknowledgement of the work that Complete Landscape Care, Inc. does for the City.

Mayor Pro Tem Mora talked about looking at the bottom line, like a business owner.

Councilmember Zamora acknowledged that landscaping is difficult, and that it is also difficult to find good workers.

Councilmember Trujillo stated that they will work to find a solution.

Mayor Rounds stated that the City needs to be prudent about its expenses. He proposed an ad-hoc committee to work with staff to negotiate a solution.

City Manager Ray Cruz mentioned other things to consider, namely the standard of care and quality of work.

Noe Negrete recommended that a decision be made soon so that it may be brought back to council sometime in late February or early March for a resolution, citing the increase in minimum wage.

Tom Murray stated that he had dismissed a worker due to the increase in the minimum wage. He also stated buying new equipment as a big expense. He asked Council for a 4.5% increase to compensate for the wage increase.

It was moved by Councilmember Rodriguez, seconded by Mayor Pro Tem Mora,

to approve a 4.5% increase to the fixed monthly compensation fee for services provided by Complete Landscape Care, Inc., effective January 1, 2020 through the end of the current term which ends on June 30, 2020, to be brought back at the next council meeting, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

19. Review of Heritage Arts Advisory Committee Membership and Resolution No. 9657 Relating to Establishment of and Rules for City Advisory Committees (City Attorney)

Recommendation:

- Provide direction to staff.

Councilmember Trujillo recommended combining only the Beautification and Historical Advisory Committees and reverting to reinstate the Family & Human Services Advisory Committee. She also recommended reinstating the council liaisons to the advisory committees.

Councilmember Zamora suggested combining the Beautification Advisory Committee with the Parks & Recreation Advisory Committee. Mayor Rounds stated that Beautification Advisory Committee did not like the idea of meeting in the evenings as does the Parks & Recreation Advisory Committee.

It was moved by Mayor Rounds, seconded by Councilmember Zamora, to bring back an item at the next council meeting to reinstate the Family & Human Services Advisory Committee as it was before the consolidation, and to combine the Beautification and Historical Committees to meet at the same time and location as the old Beautification Advisory Committee, and to decrease the allotted slots for membership for the new committee for each councilmember to 4 instead of 5, and to reinstate the council liaisons to the advisory committees, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

Councilmember Zamora suggested designating an additional membership slot to the Family & Human Services Advisory Committee to serve on the Heritage Arts Advisory Committee.

It was moved by Councilmember Zamora, seconded by Councilmember Trujillo, to provide the Family & Human Services Advisory Committee an additional membership slot to the Heritage Arts Advisory Committee, by the following vote:

Ayes: Rodriguez, Trujillo, Zamora, Mora, Rounds

Nayes: None

Absent: None

Janie Aguirre and Linda Vallejo spoke on Item No. 19.

CLOSED SESSION

20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Consideration of initiation of litigation pursuant to Government Code section 54956.9(d)(4): One case

Mayor Rounds stated that Item No. 20 would be considered after Item No. 29 on the agenda.

21. INVOCATION

Invocation was led by Councilmember Trujillo.

22. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Lianey Resendiz from Rancho Santa Gertrudes Elementary.

23. INTRODUCTIONS

- Representative from the Chamber of Commerce: Susan Crowell from HealthFirst Medical Group, and Tony Williams from Global IT.

24. ANNOUNCEMENTS

- The Youth Leadership Committee Members made the following announcements:
 - Free Income Tax Preparation – January 21, 2020
 - Meet the Mayor – Last Wednesday of each month at 6:30 P.M., and the 4th Thursday of the month at 12:00 P.M.
 - Fandango with Los Cambalache – February 7, 2020 at 7:00 P.M.
 - Presidents' Day Penny Carnival – February 17, 2020 at 1:00 P.M.

25. CITY MANAGER AND EXECUTIVE TEAM REPORTS

- City Manager, Ray Cruz spoke about the Santa Fe Springs Chamber of Commerce hosting the 2020 Economic Outlook breakfast. At the event, they predicted a strong economy and no recession in sight for this year. He also spoke about his twins turning 13 years old.
- Director of Public Works, Noe Negrete provided an update on two projects: 1. The completion of the court resurfacing projects at Los Nietos, Santa Fe Springs, and Little Lake Parks; 2. The completion of the Greenstone Avenue project between Lakeland Rd and Sunshine Ave. Lastly, he spoke about the left turn pocket being open on Florence Ave and Orr & Day Rd.
- Director of Planning, Wayne Morrell spoke about the waste disposal site on Greenleaf, Los Nietos, and Santa Fe Springs Rd. Additional soil will be brought in to create a new foundation for the new property. The property will be used for outdoor storage by CalPERS. The property will be leased. He also spoke about the Lakeland Rd and Laurel Ave project, which will have Habitat for Humanity housing. Lastly, he spoke about the

Sonic Drive-In site being brought forward to the Planning Commission in March, and construction will begin by the end of the year.

- Director of Police Services, Dino Torres spoke about two upcoming event days: 1. Cesar Chavez Day on March 11 for Santa Fe High School students and 2. The "Every 15 Minutes" program at St. Paul High School on April 29 and 30.
- Fire Chief Brent Hayward spoke about beginning their Fire Life Safety Inspections. He also spoke about calls regarding fraudulent Fire Inspectors. He advised businesses to keep a watchful eye and to report anything suspicious.
- Director of Finance and Administrative Services, Travis Hickey spoke about attending the 2020 Economic Outlook breakfast and the beginning of the upcoming budget season.
- Director of Community Services, Maricela Balderas, spoke about the Youth Leadership Committee attending the retreat to Green Valley, CA. She also spoke about celebrating the Christmas Float program at Maggie's Pub. Lastly, she spoke about the Santa Fe Springs homeless count that took place last night that was done in tandem with The Whole Child. Results will be provided in May/June.

26. PRESENTATIONS

- a. Proclamation declaring February 2020 as "Heart Health Month" in the City of Santa Fe Springs
- b. Presentation of former Public Works employee Heleo Espinoza upon his retirement
- c. Recognition of 2019 Tree Lighting Event Sponsors

27. APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

- a. Selection of Liaisons to Various City Committees and Representatives to Governmental Organizations
- b. Advisory Committee Appointments

Councilmember Trujillo appointed Nancy Krueger to the Parks and Recreation Advisory Committee.

28. ORAL COMMUNICATIONS

Residents Francisco Acosta and Gilbert Aguirre spoke during Oral Communications.

29. COUNCIL COMMENTS

Councilmember Rodriguez spoke about attending the Volunteer Recognition Dinner. She thanked the Women's Club and encouraged more people to join. She also thanked staff for their participation at the Volunteer Recognition Dinner and the Public Works Christmas Lunch.

Councilmember Trujillo thanked staff and the volunteers for their hard work. She asked those in attendance to keep Officer Scoggins in their thoughts and prayers as he recovers from surgery.

Councilmember Zamora asked Director of Public Works, Noe Negrete to look into what options can be considered in terms of traffic management at the area around the intersection of Pioneer Blvd and Orr & Day Rd.

Mayor Pro Tem Mora thanked everyone in attendance, and thanked all the volunteers for setting an example to all generations. He thanked staff for all they do, and looked forward to a great year.

Mayor Rounds thanked the volunteers for the time they dedicated in 2019. He also thanked all the residents who attended the council meeting.

CLOSED SESSION

20. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Consideration of initiation of litigation pursuant to Government Code section 54956.9(d)(4): One case

Mayor Rounds recessed the meeting at 7:57 p.m.

Mayor Rounds reconvened the meeting at 8:21 p.m.

City Attorney, Ivy M. Tsai provided a report on the closed session item: Direction was given to staff and no reportable action was taken.

30. **ADJOURNMENT**

Mayor Rounds adjourned the meeting at 8:21 p.m.

William K. Rounds
Mayor

ATTEST:

Janet Martinez
City Clerk

Date



City of Santa Fe Springs

City Council Meeting

ITEM NO. 7B

February 27, 2020

CONSENT AGENDA

Resolution No. 9662 – Acknowledge Receipt of a Fire-Rescue Report Regarding the Annual Inspection of Certain Properties

RECOMMENDATION:

- Acknowledge Receipt of Department of Fire-Rescue Report Regarding the Annual Inspection of Certain Properties.

BACKGROUND

The State legislature, through the passage of SB 1205, requires the chief of every fire department to conduct annual inspections on all public or private schools, hotel, motel, lodging house, apartment house, and certain residential care facilities (Health and Safety Code 13146.3, 13146.2, 17921(b)).

Beginning on January 1, 2019, every fire department must report on these State mandated annual inspections (Health and Safety Code 13146.4, *Added by Stats. 2018, Ch. 854, Sec. 1. (SB 1205) Effective January 1, 2019*). This report must be in the form of a resolution or other formal document.

Definitions of key terms:

R1 – Residential occupancies with transient (<30 days) occupants

- Boarding houses (transient) no more than 10 occupants
- Congregate residents (transient) no more than 10 occupants
- Hotels, motels

R2 – Residential – Residential occupancies containing sleeping units or more than two dwelling units where the occupants are primarily permanent in nature, including apartments

R2.1 – 24-hour living facilities may contain >6 non-ambulatory and/or bedridden clients.

- Assisted living facilities such as residential care facilities, residential care facilities for the elderly (RCFEs), adult residential facilities, group homes, etc.
- Social rehabilitation facilities such as halfway houses, community correctional centers, community treatment programs, alcoholism or drug abuse recovery or treatment



City of Santa Fe Springs

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R4 – 24-hour living facilities more than six ambulatory clients, but not more than 16 persons; maximum of six non-ambulatory or bedridden clients

- Assisted living facilities such as residential care facilities, residential care facilities for the elderly (RCFEs), adult residential facilities, group homes, etc.
- Social rehabilitation facilities such as halfway houses, community correctional centers, community treatment programs, alcoholism or drug abuse recovery or treatment

E – Facilities used for educational purposes through the 12th grade.

In order to meet this mandate, the Fire Suppression division assigns annual inspections to Fire Prevention Division staff and to Fire Companies. Inspections are logged into the Department's records management system. In 2020, all R1, R2, R2.1, R4, and E occupancies were inspected, achieving 100% compliance with the State Fire Marshal mandate.

Raymond R. Cruz
City Manager

Attachment(s):

1. Resolution No. 9662

RESOLUTION NO. 9662

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE SANTA FE SPRINGS DEPARTMENT OF FIRE-RESCUE REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PERFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Santa Fe Springs Department of Fire-Rescue, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided; and

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments, including the Santa Fe Springs Department of Fire-Rescue, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3; and

WHEREAS, the City Council of the City of Santa Fe Springs intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Santa Fe Springs Department of Fire-Rescue compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santa Fe Springs that said City Council expressly acknowledges the receipt of the report of compliance of the Santa Fe Springs Department of Fire-Rescue with California Health

and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the City of Santa Fe Springs, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the City of Santa Fe Springs, there lie eighteen (18) Group E occupancies, buildings, structures and/or facilities.

During calendar year 2018, the Santa Fe Springs Department of Fire-Rescue completed the annual inspection of eighteen (18) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the City of Santa Fe Springs, there lie thirty-nine (39) Group R (and their associated sub-categories) occupancies of this nature.

During calendar year 2018, the Santa Fe Springs Department of Fire-Rescue completed the annual inspection of thirty-nine (39) Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

APPROVED:
ITEM NO.:

APPROVED and ADOPTED this 27th day of February, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

William K. Rounds, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk



City of Santa Fe Springs

City Council Meeting

ITEM NO. 7C

February 27, 2020

CONSENT AGENDA

Marquardt Avenue 16" Water Main Relocation - Final Payment

RECOMMENDATION

- Approve the Final Payment (less 5% Retention) to J.A. Salazar Construction & Supply Corp., of La Habra, California, in the amount of \$92,845.90 for the subject project.

BACKGROUND

On December 12, 2019, the City Council awarded a contract to J.A. Salazar Construction & Supply Corp., of La Habra, California for \$78,500 for the Marquardt Avenue 16" Water Main Relocation project. The project encompasses the boundaries from Rosecrans Avenue to approximately 500' south on Marquardt Avenue, consisting of the removal of a portion of the existing 16" water main and the construction of a relocated water main to avoid conflicts with the Rosecrans Avenue/Marquardt Grade Separation project. Specifically, the water main relocation project will avoid conflict with the installation of a new Southern California Edison (SCE) steel transmission pole. The project includes the removal and disposal of interfering portions of an existing 16" water main, furnishing and installing a 16" ductile iron pipe via trenching, installation of a new fire hydrant, along with required shoring at designated locations per plans. Included in this project is all trenching, trench shoring, and furnishing and installing fittings, valves, all appurtenances, and all pipe pressure testing and disinfection.

The payment detail (Attachment No. 1) 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 \$97,732.53, and the final project cost includes construction, engineering, inspection, and contingency is within the budgeted amount of \$130,000.00.

FISCAL IMPACT

The Marquardt Avenue 16" Water Main Relocation project is approved and funded by the Metropolitan Transportation Authority (MTA). The City will be reimbursed for the project costs.

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

Raymond R. Cruz
City Manager

Attachment:

Attachment No. 1: Final Payment Detail

Report Submitted By: Noe Negrete
Director of Public Works

A handwritten signature in blue ink, appearing to read "Noe Negrete".

Date of Report: February 20, 2020

Payment Detail:

MARQUARDT AVENUE 16" WATER MAIN RELOCATION

Contractor: J.A.Salazar Construction Company

613 N.Barbor Blvd.

La Habra, CA 90631

Final Payment \$ 92,845.90

Item No.	Description	Contract				Completed This Period		Completed To Date	
		Quantity	Units	Unit Price	Total	Quantity	Amount	Quantity	Amount
Contract Work									
1.	Mobilization.	1	LS	\$ 5,000.00	\$ 5,000.00	100%	\$ 5,000.00	100%	\$ 5,000.00
2.	Traffic Control.	1	LS	\$ 5,000.00	\$ 5,000.00	100%	\$ 5,000.00	100%	\$ 5,000.00
3.	Asphalt Concrete Pavement Restoration.	8	TON	\$ 100.00	\$ 800.00	21.55	\$ 2,155.00	21.55	\$ 2,155.00
4.	Concrete Removal and Restoration	400	SF	\$ 25.00	\$ 10,000.00	321.5	\$ 8,037.50	321.5	\$ 8,037.50
5.	Furnish and Install 16" Ductile Iron Pipe(DIP) - Class 250 - Trenched.	65	LF	\$ 370.00	\$ 24,050.00	112.4	\$ 41,588.00	112.4	\$ 41,588.00
6.	Furnish and Install Fire Hydrant Assembly per Santa Fe Springs Standard Plans.	1	EA	\$ 22,000.00	\$ 22,000.00	1	\$ 22,000.00	1	\$ 22,000.00
7.	Furnish and Install 16" Resilient Seat Gate Valve with Valve Box and Cover per Santa Fe Springs Standard Plans.	1	EA	\$ 12,000.00	\$ 12,000.00	1	\$ 12,000.00	1	\$ 12,000.00
Contract Total:					\$ 78,850.00		\$ 95,780.50		\$ 95,780.50

1.	Contract Change Order No.1	1	LS	\$ 1,952.03	\$ 1,952.03	1	\$ 1,952.03	1	\$ 1,952.03
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Total Completed Items to Date: \$ 97,732.53



CONTRACT PAYMENTS:

Total Items Completed to Date: \$ 97,732.53

Less 5% Retention: \$ 4,886.63

Final Payment \$ 92,845.90

Invoice Date	Invoice No.	Warrant Billing Period		Amount	Retention Amount
		Invoice Due Date	Invoice Pay Date		
02/13/2020	347-1	03/10/2020	03/19/2020	\$ 92,845.90	\$ 4,886.63

	Amount	Account
Finance Please Pay:	\$ 92,845.90	PW 180109
5% Retention Completed this Period:	\$ 4,886.63	205
Recommended by Project Manager:	Robert Garcia	
Approved by PW Director:	Noe Negrete	 # 2055



City of Santa Fe Springs

City Council Meeting

February 27, 2020

PUBLIC HEARING

Annual Weed Abatement Program

RECOMMENDATION(S)

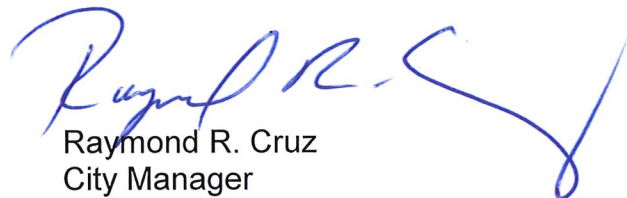
- Conduct a Public Hearing on Weed Abatement and direct the Agricultural Commissioner to abate the nuisance by having weeds, rubbish, and refuse removed.

BACKGROUND

On February 13, 2020, the City Council adopted Resolution No. 9660 declaring weeds to be a public nuisance on certain properties that had been inspected and found to contain a growth of weeds or to contain flammable rubbish. A list of the parcels is attached.

The date of Thursday, February 27, 2020, at 6:00 P.M. is set for a Public Hearing of protests to the abatement of weeds. Proper notices and postings in accordance with the Government Code have been made and the hearing of protests should be conducted.

It would be appropriate for the Mayor to conduct the Public Hearing and hear from any person(s) who would like to address the City Council.



Raymond R. Cruz
City Manager

Attachment(s):

1. Resolution No. 9660
2. Declaration List

RESOLUTION NO. 9660

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS DECLARING THAT WEEDS, BRUSH, RUBBISH AND REFUSE UPON OR IN FRONT OF SPECIFIED PROPERTY IN THE CITY ARE A SEASONAL AND RECURRENT PUBLIC NUISANCE, AND DECLARING ITS INTENTION TO PROVIDE FOR THE ABATEMENT THEREOF

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

BE IT RESOLVED THAT, pursuant to the provisions of Title 4, Division 3, Part 2, Chapter 13, Article 2, of the California Government Code, Sections 39560 to 39588, inclusive, and evidence received by it, the City Council of the City of Santa Fe Springs specifically finds:

SECTION 1. That the weeds, brush or rubbish growing or existing upon the streets, sidewalks, or private property in the city attain such large growth as to become, when dry, a fire menace to adjacent improved property, or which are otherwise noxious, dangerous, or a public nuisance.

SECTION 2. That the presence of dry grass, stubble, refuse, or other flammable materials are conditions which endanger the public safety by creating a fire hazard.

SECTION 3. That by reason of the foregoing fact, the weeds, brush, rubbish, dry grass, stubble, refuse, or other flammable material growing or existing upon the private property hereinafter described, and upon the streets and sidewalks in front of said property constitute a seasonal and recurrent public nuisance and should be abated as such.

SECTION 4. That the private property, together with the streets and sidewalks in front of same herein referred to, is more particularly described as follows, to wit: That certain property described in the attached list hereto and by this reference made a part hereof as though set forth in full at this point.

BE IT THEREFORE RESOLVED, pursuant to the findings of fact, by this Council heretofore made, that the weeds, brush, rubbish, dry grass, stubble, refuse, or other flammable material in and upon and in front of the real property hereinbefore described constitute and are hereby declared to be a seasonal and recurrent public nuisance which should be abated. The Agricultural Commissioner/Director of Weights and Measures, County of Los Angeles, is hereby designated the person to give notice to destroy said weeds, brush, rubbish, dry grass, stubble, refuse, or other flammable material and shall cause notices to be given to each property owner by United States Mail and said notice shall be substantially in the following form to wit.

NOTICE TO DESTROY WEEDS,
REMOVE BRUSH, RUBBISH AND REFUSE

Notice is hereby given that on February 27, 2020, the City Council of the City of Santa Fe Springs passed or will pass a resolution declaring noxious or dangerous vegetation including weeds, brush, tumbleweeds, sagebrush, and chaparral or rubbish and refuse were growing or occurring upon or in front of said property on certain streets in said city or unincorporated area of the County of Los Angeles, and more particularly described in the resolution, and that they constitute a public nuisance which must be abated by the removal of said noxious or dangerous vegetation, rubbish and refuse. The resolution further declares that, if not abated, the vegetation and/or rubbish and refuse may be removed and the nuisance abated by County authorities in which case the cost of removal shall be assessed upon the land from or in front of which the noxious or dangerous vegetation, rubbish and refuse are removed. Such cost will constitute a special assessment against such lots or lands. Reference is hereby made to said resolution for further particulars. In addition, the Board of Supervisors of the County of Los Angeles authorized and directed the Agricultural Commissioner to recover its costs of details. All property owners having any objections to the proposed removal of noxious or dangerous vegetation, rubbish and refuse and the recovery of inspection costs, are hereby notified that they may attend a hearing of the City Council of said city to be held at 11710 East Telegraph Road, Santa Fe Springs, CA 90670, in the Council Chambers on February 27, 2020 at 6:00 p.m. where their objections will be heard and given due consideration. If the property owner does not want to present objections to the proposed removal of the noxious or dangerous vegetation including weeds, brush, tumbleweeds, sagebrush, and chaparral or rubbish and refuse, or the recovery of inspection costs, the owner need not appear at the above mentioned hearing.

City Clerk of the City of Santa Fe Springs

BE IT THEREFORE RESOLVED, that the Agricultural Commissioner is hereby authorized and directed to recover its costs of inspection of the properties hereinabove described in a manner consistent with prior action of the Board adopting a fee schedule for such inspections. The recovery of these costs is vital to the ongoing operation governing the identification and abatement of those properties that constitute a seasonal and recurrent public nuisance and endanger the public safety.

BE IT FURTHER RESOLVED THAT the 27th day of February, 2020, at the hour of 6:00 p.m. of said day is the day and hour, and the Meeting Room of the City Council of the City of Santa Fe Springs in the City Hall in the City of Santa Fe Springs is fixed by this City Council as the place when and where any and all property owners having any objections to the aforesaid proposed removal of weeds, brush, rubbish, dry grass, stubble, refuse, or other flammable material may appear before the City Council and show cause why said weeds, brush, rubbish, dry grass, stubble, refuse, or other flammable material should not be removed in accordance with this resolution, and said objections will then and there be heard and given due consideration; and

BE IT RESOLVED THAT the notices to destroy weeds, brush, rubbish, dry grass, stubble, refuse or other flammable material hereinbefore referred to shall be mailed by said Agricultural Commissioner/Director of Weights and Measures at least ten days prior to February 27, 2020.

APPROVED and ADOPTED this 13th day of February, 2020 by the following roll call vote:

AYES: Councilmembers Rodriguez, Trujillo, Mayor Pro Tem Mora, and Mayor Rounds
NOES: None
ABSENT: Councilmember Zamora
ABSTAIN: None



William K. Rounds, Mayor

ATTEST:



Janet Martinez, CMC, City Clerk

LOS ANGELES COUNTY DECLARATION LIST
CITY OF SANTA FE SPRINGS
KEY OF 8, CITY CODE 623 (UNIMPROVED)

DATE: 01/07/2020

PARCEL	LOCATION	OWNER	MAILING ADDRESS	CITY/STATE	ZIP
7005 001 803	SHOEMAKER AVE	SO PAC CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
7005 014 801	CARMENITA	SO PAC CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
7005 014 803	ALONDRA BLVD	SO PAC CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
7005 014 913	13560 FIRESTONE BLVD	DEPARTMENT OF TRANSPORTATION	100 S MAIN ST MS 13	LOS ANGELES CA	90012
7005 014 915	13580 FIRESTONE BLVD	STATE OF CALIFORNIA	100 S MAIN ST MS 13	LOS ANGELES CA	90012
7005 014 917	13460 FIRESTONE BLVD	STATE OF CALIFORNIA	100 S MAIN ST MS 6	LOS ANGELES CA	90012
7005 014 918	13500 FIRESTONE BLVD	STATE OF CALIFORNIA	100 S MAIN ST STE 1300	LOS ANGELES CA	90012
8002 019 042	BELL RANCH DR	MCMaster CARR SUPPLY CO	9630 NORWALK BLVD	SANTA FE SPRINGS CA	90670
8005 012 027	GEARY AVE	GEARY AVENUE PROPERTIES LLC	8536 WHITE FISH CIR	FOUNTAIN VLY CA	92708
8005 012 047	10137 NORWALK BLVD	GEMINIS PROPERTY DEV LLC	P O BOX 2767	SANTA FE SPRINGS CA	90670
8005 012 902	12171 TELEGRAPH RD	SANTA FE SPRINGS CITY	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8005 015 046	10025 BLOOMFIELD AVE	BREITBURN OPERATING LP	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 001 095	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 001 097	CLARK ST	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 001 098	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 001 101	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 004 078	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 004 079	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 004 116	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 004 117	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017

LOS ANGELES COUNTY DECLARATION LIST
CITY OF SANTA FE SPRINGS
KEY OF 8, CITY CODE 623 (UNIMPROVED)

DATE: 01/07/2020

PARCEL	LOCATION	OWNER	MAILING ADDRESS	CITY/STATE	ZIP
8009 004 118	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 004 119	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 004 127	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 004 128	GARDEN PARKWAY	TOWNLOT FEE LLC	707 WILSHIRE BLVD 46TH FL	LOS ANGELES CA	90017
8009 022 071	FLORENCE AVE	SFS REAL ESTATE & RECOVERY LLC	2140 S DUPONT HWY	CAMDEN DC	19934
8011 004 031	FREEMAN AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 004 058	FREEMAN AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 004 064	FREEMAN AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 005 013	13007 TELEGRAPH RD	PITTS,MARVIN E TR	P O BOX 3033	WHITTIER CA	90605
8011 005 034	10330 GREENLEAF AVE	PLAINS WEST COAST TERMINALS LLC	333 CLAY ST STE 1600	HOUSTON TX	77002
8011 007 026	FREEMAN AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 007 027	FREEMAN AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 007 028	ROMANDEL AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 007 029	ROMANDEL AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 007 038	ROMANDEL AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 007 040	ROMANDEL AVE	FELYBY ASSOCIATES LLC	630 VIA LIDO NORD	NEWPORT BEACH CA	92663
8011 007 041	ROMANDEL AVE	PRODUCTOL INC	PO BOX 1367	SUN VALLEY CA	91353
8011 007 056	12636 LOS NIETOS RD	RCS ADRIA MARU PROPERTY LLC	23820 HAWTHORNE BLVD UNIT 100	TORRANCE CA	90505
8011 009 935	10712 LAUREL AVE	SANTA FE SPRINGS CITY	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 011 906	LAUREL AVE	SUCCESSOR AGENCY OF SFS	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670

LOS ANGELES COUNTY DECLARATION LIST

DATE: 01/07/2020

CITY OF SANTA FE SPRINGS

KEY OF 8, CITY CODE 623 (UNIMPROVED)

PARCEL	LOCATION	OWNER	MAILING ADDRESS	CITY/STATE	ZIP
8011 011 907	LAKELAND RD	SUCCESSOR AGENCY OF SFS	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 011 912	LAUREL AVE	COMMUNITY DEV COMMISSION SFS	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 015 041	10765 PAINTER AVE	WESTMONT PROPERTIES INC	10805 PAINTER AVE	SANTA FE SPRINGS CA	90670
8011 017 015	TELEGRAPH RD	BUTLER, ROBERT F TR ET AL	17110 BROOK CT	MOUNT VERNON WA	98274
8011 017 035	TELEGRAPH RD	SFSA INVESTMENT CO INC	2271 W MALVERN AVE 521	FULLERTON CA	92833
8011 017 036	TELEGRAPH RD	SFSA INVESTMENT CO INC	2271 W MALVERN AVE 521	FULLERTON CA	92833
8011 017 037	TELEGRAPH RD	SFSA INVESTMENT CO INC	2271 W MALVERN AVE 521	FULLERTON CA	92833
8011 017 064	SANDOVAL ST	YEH FAMILY LIMITED PTNSHP LTD	12928 SANDOVAL ST	SANTA FE SPRINGS CA	90670
8011 018 901	TELEGRAPH RD	COMMUNITY DEV COMMISSION	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 018 902	TELEGRAPH RD	COMMUNITY DEV COMMISSION	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 018 903	TELEGRAPH RD	COMMUNITY DEV COMMISSION	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 018 904	TELEGRAPH RD	COMMUNITY DEV COMMISSION	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 018 905	TELEGRAPH RD	COMMUNITY DEV COMMISSION	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 018 906	TELEGRAPH RD	COMMUNITY DEV COMMISSION	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8011 019 911	PARK AVE	COMMUNITY DEV COMMISSION	11710 TELEGRAPH RD	SANTA FE SPRINGS CA	90670
8017 018 800	SANTA ANITA RTE 5 FWY	SOU PAC CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8017 018 801	FLORENCE AVE	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8017 018 802	SANTA ANITA RTE 5 FWY	SO PAC CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
- 8059 001 017	13215 CAMBRIDGE ST	FSFS LLC, C/O EDWARD FINEMAN	10314 SUNNINGDALE DR	RANCHO MIRAGE CA	92270
8059 029 016	BORA DR	BPW INC	13639 BORA DR	SANTA FE SPRINGS CA	90670

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PARCEL	LOCATION	OWNER	MAILING ADDRESS	CITY/STATE	ZIP
8069 004 803	SHOEMAKER AVE	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	92660
8069 006 044	14150 ROSECRANS AVE	CONNECTICUT GENERAL LIFE	1420 BRISTOL ST N STE 100	NEWPORT BEACH CA	92660
8069 011 801	BONAVISTA AVE	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	92660
8069 011 802	BONAVISTA AVE	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	92660
8069 013 802	MICA ST	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	92660
8069 016 032	EXCELSIOR DR	ALT DRIVEWAYS LLC	PO BOX 2688	SANTA FE SPRINGS CA	90607
8069 016 913	EXCELSIOR DR	DEPARTMENT OF TRANSPORTATION	100 S MAIN ST MS 6	LOS ANGELES CA	90670
8167 001 807	BUSCH PL	SOUTHERN PAC TRANS CO	1700 FARMAN ST FL-10	OMAHA NE	68102
8167 002 025	9648 SANTA FE SPRINGS RD	MANDELL, STAN TR	411 N CENTRAL AVE STE 200	GLENDALE CA	91203
- 8167 002 026	SANTA FE SPRINGS RD	MANDELL, STAN TR	411 N CENTRAL AVE STE 200	GLENDALE CA	91203
8167 002 051	GREENLEAF AVE	MANDELL, STAN TR	411 N CENTRAL AVE STE 200	GLENDALE CA	91203
8167 002 052	GREENLEAF AVE	USA CONSOLIDATED INC.	11115 KILKERRAN CT	LAS VEGAS NV	89141
8167 002 053	GREENLEAF AVE	USA CONSOLIDATED INC.	11115 KILKERRAN CT	LAS VEGAS NV	89141
8168 001 048	11770 BURKE ST	AYALA INDUSTRIAL INVESTORS LLC	7901 CROSSWAY DR	PICO RIVERA CA	90670
8168 001 050	BURKE ST	AYALA INDUSTRIAL INVESTORS LLC	7901 CROSSWAY DR	PICO RIVERA CA	90670
8168 001 051	BURKE ST	AYALA INDUSTRIAL INVESTORS LLC	7901 CROSSWAY DR	PICO RIVERA CA	90670
8168 001 815	NORWALK BLVD	UNION PACIFIC RAILROAD CO.	1400 DOUGLAS ST	OMAHA NE	68179
8168 001 816	NORWALK BLVD	UNION PACIFIC RAILROAD CO.	1400 DOUGLAS ST	OMAHA NE	68179
8168 002 900	SORENSEN AVE	FLOOD MAINTENANCE DIVISION	900 S. FREMONT AVENUE	ALHAMBRA CA	91803
8168 002 901	SORENSEN AVE	FLOOD MAINTENANCE DIVISION	900 S. FREMONT AVENUE	ALHAMBRA CA	91803

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PARCEL	LOCATION	OWNER	MAILING ADDRESS	CITY/STATE	ZIP
8168 007 814	DICE RD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8168 007 816	DICE RD	SOU PACIFIC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8168 009 030	SORENSEN AVE	VALVOLINE INC	9520 JOHN ST	SANTE FE SPRINGS CA	90670
8168 011 802	SANTA FE SPRINGS RD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8168 011 803	SANTA FE SPRINGS RD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8168 012 814	SORENSEN AVE	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8168 022 036	8721 SANTA FE SPRINGS RD	COCHRAN, TERRY K	14302 CULLEN ST	WHITTIER CA	90605
8168 023 048	11790 SLAUSON AVE	CLEMENTE, FELIPE AND	2505 KANSAS AVE	SOUTH GATE CA	90280
8177 029 810	PIONEER BLVD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8177 029 815	PIONEER BLVD	SO CALIF EDISON CO	2 INNOVATION WAY 2ND FLOOR	POMONA CA	91768
8177 029 823	RANCHO SANTA GERTRUDES	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8178 004 065	NORWALK BLVD	CHAVEZ, WILLIAM AND	2923 VIA SAN DELARRO	MONTEBELLO CA	90640
8178 035 811	LOS NIETOS RD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8178 035 812	DE COSTA AVE	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	90660
8178 035 815	NORWALK BLVD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8178 036 803	RIVERA RD	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	90660
8178 036 804	DE COSTA AVE	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	90660
8178 037 805	PIONEER BLVD	A T AND S F RY CO	8920 REX RD	PICO RIVERA CA	90660
8178 037 806	LOS NIETOS RD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747
8178 037 811	LOS NIETOS RD	SOU PAC TRANS CO	10031 FOOTHILL BLVD.	ROSEVILLE CA	95747

LOS ANGELES COUNTY DECLARATION LIST
 CITY OF SANTA FE SPRINGS
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DATE: 01/07/2020

PARCEL	LOCATION	OWNER	MAILING ADDRESS	CITY/STATE	ZIP
TOTAL VACANT/IMPROVED RECORDS					2
TOTAL UNIMPROVED RECORDS					98
TOTAL RECORDS					100



City of Santa Fe Springs

City Council Meeting

NEW BUSINESS

FY 2018-19 Preliminary Year-End Review

RECOMMENDATION

- Authorize the transfer of \$5,900,000 from the FY 2018-19 increase in available General Fund balance to the following reserves and/or funds:
 - \$1,475,000 (25%) of available balance to the Unfunded Liability Reserve
 - \$1,475,000 (25%) of available balance to the Economic Contingency Reserve
 - \$1,475,000 (25%) of available balance to the Capital Improvement Program (CIP) Fund
 - \$885,000 (15%) of available balance to the Equipment Replacement Fund
 - \$295,000 (5%) of available balance to the Employee Benefits Fund for Compensated Absences liability
 - \$295,000 (5%) of available balance to the Insurance/Risk Management Reserve
- Authorize the transfer of the FY 2018-19 increase in available Water Fund balance to the Water CIP Reserve Fund (approximately \$787,000).

BACKGROUND

As part of the City's annual fiscal year-end procedures, staff compiles an "unaudited" summary of the City's actual General Fund and Water Fund revenues and operating expenditures compared to the final estimated budget for the year. While the figures are not final, nor official, the summary is instrumental in helping staff assess prior year expenditures and to incorporate the information into future budget estimates. Staff expects to provide complete year-end audited figures as part of the full Comprehensive Annual Financial Report (CAFR) presentation to the City Council in March.

"Actual vs. Budget" Information

Attached are revenue and expenditure summaries illustrating comparisons between budgeted and actual figures. Across the General Fund, the actual year-end financial information is favorable for both budgeted revenue and operating expenditure estimates. Revenues are higher than anticipated and expenditures are less than the amounts budgeted by 6.6%. The City also received \$6.6 million in loan repayments from the Successor Agency in June 2019. All combined, this resulted in an overall increase in available fund balance of \$5.9 million.

Although the revenues in the Water Fund were less than budgeted – primarily due to decreases in metered water sales – the actual revenues received were



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approximately \$787,000 higher than the expenditures incurred. Expenditures were 12.4% under budget.

GENERAL FUND

Operating Revenues

Overall, General Fund revenues were approximately 7.8% higher than anticipated at \$52.9 million; revenues exceeded the budget estimate by approximately \$3.8 million. This high variance is primarily due to the Sales Tax, the Transaction and Use Tax (Measure Y) and the Use of Money, Property, and Other, which were \$1.3 million, \$1.0 million, and \$1.5 million higher, respectively, than budgeted. Staff will continue to monitor the Sales Tax and Measure Y as they are key economic indicators and represent close to two-thirds of the City's revenue base.

The Utility User's Tax (UUT) came in 1% under budget expectations. Staff will continue to monitor the UUT and adjust as needed. In a year-over-year comparison, the revenue remained flat from the previous year. The original revenue estimate of \$6.8 million was lowered to \$6.6 million during the fiscal year based on year-to-date revenue receipts.

Use of Money, Property, & Other revenues received were \$1.5 million higher than budgeted. This was primarily the result of unrealized gains on the City's investment portfolio. Accounting principles require investments to be adjusted to market value on the City's books each year. Essentially, market values of the City's investments fluctuate on a daily basis and a gain is not actually realized unless the investment is sold for more than it was purchased. In addition to the unrealized gains, actual interest earnings received amounted to approximately \$944,000 compared to a budget of \$581,400.

Other taxes, including Franchise Taxes, Property Taxes, Motor Vehicle In Lieu Taxes, and other miscellaneous taxes slightly exceeded budget expectations coming in, on average, approximately 1% over budget.

Operating Expenditures

Overall in the General Fund, operating department expenditures totaled \$45.0 million, providing a savings of approximately \$3.2 million (6.6%) compared to the budgeted figures. Although there were customary actual-to-budget departmental fluctuations, all departments realized savings through labor savings and internal efficiencies. The Fire-Rescue Department realized savings of approximately \$1.5 million through significant labor savings and operations/maintenance savings throughout each of the Fire-Rescue activities, while the Public Works Department savings totaled approximately \$475,000. The Police Services Department generated savings of \$424,000 and the Community Services Department savings totaled approximately \$296,000 and were seen in all four divisions. The Planning



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Department realized savings of over \$143,000 through higher than anticipated building fee collections. The General Government and Finance & Administrative Services generated \$370,000 in savings.

Summary

Below is a summary comparing the General Fund's budgeted vs. actual year-end figures followed by a discussion of potential uses of the available balance.

GENERAL FUND	Final Budget	Actual*
Revenues (see attachment for details)	\$49,040,200	\$52,876,905
Operating Expenditures (see attach. for details)	48,117,200	44,953,358
Vehicles/Transfers/Non-Recurring	7,693,600	7,657,521
Total Uses	\$55,810,800	\$52,610,879
Operational Surplus/(Deficit)	\$(6,770,600)	\$266,026
Loan Repayments	6,460,900	6,566,074
Change in Assigned Fund Balance	305,000	305,000
Change in Nonspendable Fund Balance		(1,244,148)
Net Increase in Available Fund Balance	\$(4,700)	\$5,892,952

*Unaudited figures

Available Fund Balance

The prior year's (FY 2017-18) audited financial statements reflected \$21.7 million in the General Fund's available/unassigned fund balance, or approximately 39% of FY 2018-19 expenditures. If no further action is taken by the City Council, the net increase in available fund balance of \$5.8 million would be added to the City's \$21.7 million fund balance, bringing the new total to \$27.5 million (49% of expenditures).

Recommended FY 2018-19 Surplus Allocation Plan

Given the economic conditions, rising pension costs, and organizational needs going forward, the following allocation plan is recommended for FY 2018-19:

- \$1,475,000 or 25% of the available balance to the Unfunded Liability Reserve to mitigate potential CalPERS annual unfunded liability increases and/or increases to the Employer Contribution Rates;



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- \$1,475,000 or 25% of the available balance to the Economic Contingency Reserve to offset any major variation in General Fund revenues and/or offset any other unforeseen cost increases;
- \$1,475,000 or 25% of the available balance to the Capital Improvement Program (CIP) Fund to support critical deferred maintenance needs;
- \$885,000 or 15% of the available balance to the Equipment Replacement Fund to support the replacement of critical City equipment, such as vehicles and other gasoline or diesel-powered equipment;
- \$295,000 or 5% of the available balance to the Employee Benefits Fund for Compensated Absences to provide funding for compensated absences the City incurs on an annual basis. Compensated absences are absences for which employees will be paid, such as vacation, sick leave and other leave at termination or retirement;
- \$295,000 or 5% of the available balance to the Insurance/Risk Management Reserve to fund unanticipated increases to the California Joint Powers Insurance Authority (JPIA) annual contributions for general liability and workers' compensation insurance.

WATER FUND

Revenues

In the Water Fund, as mentioned at the beginning of the report, revenues received were less than the budget amount by approximately \$760,000 or 5.6% below budget. This was largely due to a reduction in consumption. Metered water sales decreased by 6.6% or \$891,000. Interest earnings came in approximately \$97,000 greater than anticipated.

Operating Expenditures

Similar to the General Fund, the Water Fund experienced overall expenditure savings in the operating activities. All activities reported costs below the budget. Significant savings were realized in the Water Purchases activity as the cost of MWD and Central Basin water did not increase as anticipated, primarily due to the reduction in consumption of water. The savings amounted to \$618,000 or 9.6% of the budget. These savings are primarily the result of budgeting conservatively for demand. Moreover, the Distribution System Maintenance activity and Administration activity realized savings of \$306,000 (21.2%) and \$250,000 (20.8%), respectively.



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Summary

The Water Fund's budgeted vs. actual year-end figures are summarized in the table below:

WATER FUND	Final Budget	Actual*
Revenues (see attachment for details)	\$13,545,900	\$12,785,529
Operating Expenditures (see attach. for details)	13,694,100	11,998,206
Operational Surplus/(Deficit)	\$(148,200)	\$787,323
Net Increase in Available Fund Balance	\$(148,200)	\$787,323

*Unaudited figures

Available Fund Balance

The beginning fund balance in the Water Fund in FY 2017-18 was \$18.2 million. If no further action is taken by the City Council, the net increase in available balance of \$787,000 would be added to the Water Fund's available balance, bringing the new total to approximately \$19.0 million.

Potential Use for Water Fund Balance

Given the water infrastructure needs and available funding for necessary projects, the recommended use of the Water Fund Balance is to deposit the \$787,000 in excess into the Water CIP Reserve Fund. The additional funding will be critical to support the long-term improvement of the water system.

Future Outlook

As discussed above, the City's General Fund and Water Fund experienced positive results for FY 2018-19. Both funds are reporting increases in available fund balances and the passage of Measure Y provided a significant increase to the City's revenue base. However, there are a number of issues to call to the City Council's attention as we look to the future:

- General Fund revenues are expected to have slight growth and are not anticipated to increase substantially in the next several years. Although there is no expectation of a recession, we are now in the longest economic expansion in US history. While a recession is not imminent, there are mounting concerns that are being monitored by economists. Revenues are expected to have a slight growth in the current environment, with the results expected to be much worse in a recessionary environment.



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- CalPERS Unfunded Liability and Normal Costs contributions are expected to have steep increase of approximately \$4.3 million between FY 2019-20 and FY 2025-26. These projections are based on actuarial report from June 30, 2018 and will be adjusted each year based on actual results experienced by CalPERS. If investment performance does not meet expectations, the rates could escalate even higher. The CalPERS contributions affects both the General Fund and Water Fund.
- Infrastructure funding will be critical in the upcoming years. While there are funds and accounts that have been established by the City Council, the City will be challenged to continue to set funding aside on an ongoing basis. In the Water Fund, infrastructure needs are critical as well, and while an addition of \$787,000 to the Water CIP Reserve Fund is being proposed tonight, there is no ongoing dedicated revenue source to fund infrastructure projects.

Even under the current positive economic environment, expenditures are expected to grow substantially faster than existing revenues over the next couple of years. Staff will continue to pursue internal operating efficiencies and strategies to minimize costs and impacts to City services while exploring new and innovative revenue ideas. As we begin the process of developing the FY 2020-21 operating budget, staff will continue to work with the City Council through the Finance Subcommittee and both Budget Subcommittees to explore not only new revenue options but cost containment strategies as well.

Raymond R. Cruz
City Manager

Attachment:

Attachment A – General Fund – FY 2018-19 Budget to Actual Summary (Unaudited)

Attachment B – Water Fund – FY 2018-19 Budget to Actual Summary (Unaudited)

Revenues

Type	Midyear Budget	Final Budget	Actual	Variance: Actual vs. Final Favorable / (Unfavorable)	
				\$	%
Sales Tax	\$ 26,200,000	\$ 26,900,000	\$ 28,163,231	\$ 1,263,231	4.7%
Transactions & Use Tax		2,000,000	3,044,712	1,044,712	52.2%
Utility Users Tax	6,785,000	6,586,000	6,517,423	(68,577)	-1.0%
Franchise Tax	2,885,000	3,182,800	3,223,128	40,328	1.3%
Property Tax	3,230,000	4,224,000	4,238,397	14,397	0.3%
Motor Vehicle In Lieu Tax	1,716,000	1,930,000	1,960,317	30,317	1.6%
Other Taxes	1,739,000	1,720,000	1,723,227	3,227	0.2%
Use of Money, Property, & Other	2,044,000	2,497,400	4,006,469	1,509,069	60.4%
Total Revenues	44,599,000	49,040,200	52,876,905	3,836,705	7.8%

Expenditures (Operating Departments)

Department/Activity	Midyear Budget	Final Budget	Actual	Variance: Actual vs. Final Favorable / (Unfavorable)	
				\$	%
General Government	(2,596,000)	\$ 2,112,400	\$ 2,081,259	\$ 31,141	1.5%
Finance and Admin Svcs.	(4,328,700)	5,236,300	4,550,548	685,752	13.1%
Police	(10,246,100)	11,358,800	10,934,973	423,827	3.7%
Fire-Rescue	(17,211,700)	17,690,300	16,233,456	1,456,844	8.2%
Planning and Development	(243,200)	650,500	507,463	143,037	22.0%
Public Works					
Engineering	(511,500)	650,900	478,702	172,198	26.5%
Maintenance	(6,165,400)	6,472,900	6,170,339	302,561	4.7%
Subtotal	(6,676,900)	7,123,800	6,649,041	474,759	6.7%
Community Services					
Administration		681,800	640,170	41,630	6.1%
Parks and Recreation	(1,881,800)	2,098,500	2,006,506	91,994	4.4%
Library & Cultural Services	(1,675,200)	1,759,700	1,649,564	110,136	6.3%
Family & Human Services	(1,233,200)	1,248,100	1,196,259	51,841	4.2%
Subtotal	(4,790,200)	5,788,100	5,492,499	295,601	5.1%
Overhead Recovery *	2,968,800	(1,843,000)	(1,495,881)	(347,119)	-18.8%
Total Operating Expenditures	\$ (43,124,000)	\$ 48,117,200	\$ 44,953,358	\$ 3,163,842	6.6%

* In the budget document, overhead recovery is included within the Finance & Admin. Services Dept.

General Fund - Final FY 2018-19 Budget to Actual Summary (Unaudited)

Other Sources and Uses

Type	Midyear Budget	Final Budget	Actual	Variance: Actual vs. Final Favorable / (Unfavorable)	
				\$	%
Vehicle Acquisitions/Replacements	21,000	-	(18,872)	18,872	0.0%
Interfund Transfers	2,400,000	7,031,900	7,032,911	(1,011)	0.0%
Non-Recurring	151,000	661,700	643,482	18,218	2.8%
Total Vehicles/Transfers/Non-Recurring	\$ 2,572,000	\$ 7,693,600	\$ 7,657,521	\$ 36,079	0.5%
Total Before One-Time Sources/Other	\$ 85,151,000	\$ (6,770,600)	\$ 266,026	7,036,626	103.9%
Loan Repayments (gross)		6,460,900	6,566,074	\$ 105,174	1.6%
Change in Nonspendable Fund Balance		-	(1,244,148)	(1,244,148)	0.0%
Change in Assigned Fund Balance		305,000	305,000	-	0.0%
Available Balance After One-Time Sources	\$ 85,151,000	\$ (4,700)	\$ 5,892,952	5,897,652	-125482.0%
Net Increase in Available Fund Balance		\$ (4,700)	\$ 5,892,952	\$ 5,897,652	-125482.0%

Revenues

Type	Midyear Budget	Final Budget	Actual	Variance: Actual vs. Final Favorable / (Unfavorable)	
				\$	%
Metered Water Sales		\$ 13,500,000	\$ 12,608,962	\$ (891,038)	-6.6%
Interest		43,000	139,729	96,729	225.0%
Other		2,900	36,837	33,937	1170.3%
Total Revenues	-	13,545,900	12,785,529	(760,371)	-5.6%

Department/Activity	Midyear Budget	Final Budget	Actual	Variance: Actual vs. Final Favorable / (Unfavorable)	
				\$	%
Administration		\$ 1,201,000	\$ 951,152	\$ 249,848	20.8%
Purchases		6,456,400	5,838,479	617,921	9.6%
Billing and Collection		1,067,900	913,188	154,712	14.5%
Backflow		171,700	160,818	10,882	6.3%
Distribution System Maintenance		1,446,700	1,140,266	306,434	21.2%
Production Facilities Maintenance		845,400	745,948	99,452	11.8%
Debt Service		493,200	331,920	161,280	32.7%
Interfund Transfers		2,011,800	1,916,435	95,365	4.7%
Total Operating Expenditures	\$ -	\$ 13,694,100	\$ 11,998,206	\$ 1,695,894	12.4%

Total Revenues Less Expenditures	\$	(148,200)	\$	787,323	\$	935,523	-631.3%
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City of Santa Fe Springs

City Council Meeting

ITEM NO. 10

February 27, 2020

NEW BUSINESS

Resolution No. 9663 – Ordering the Preparation of the Engineer's Report for Fiscal Year 2020/21 in Conjunction with the Annual Levy of Assessments for Street Lighting District No. 1

RECOMMENDATION

- Adopt Resolution No. 9663, ordering the preparation of the Engineer's Report for Fiscal Year 2020/21 in conjunction with the annual levy of assessments for Street Lighting District No. 1.

BACKGROUND

The City of Santa Fe Springs formed the Lighting District No. 1 on May 26, 1982, according to the provisions of the Landscaping and Lighting Act of 1972. However, to levy the assessments against the properties located within the Lighting District on an annual basis, it is necessary for the City to prepare an Engineer's Report for the Lighting District.

The required documents that meet the legal requirements are outlined in Chapter 3 of the Landscaping and Lighting Act of 1972, as contained in the Streets and Highways Code.

The approval of Resolution No. 9663, orders the preparation of cost estimate, assessment diagram, assessment, and Engineer's Report for the annual update of the Lighting District.


Raymond R. Cruz
City Manager

Attachments:

Attachment No. 1: Resolution No. 9663

Attachment No. 2: Boundary Map

Report Submitted By:

Noe Negrete
Director of Public Works



Date of Report: February 19, 2020

RESOLUTION NO. 9663

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS,
CALIFORNIA ORDERING THE PREPARATION OF THE ENGINEER'S REPORT FOR
FY 2020-21 IN CONJUNCTION WITH THE ANNUAL UPDATE FOR
STREET LIGHTING DISTRICT NO. 1**

WHEREAS, the City Council of the City of Santa Fe Springs, California, desires to initiate proceedings for the annual levy of assessments for a street lighting district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, in what is known and designated as

**CITY OF SANTA FE SPRINGS
LIGHTING DISTRICT NO. 1**

(Hereinafter referred to as the "District"); and,

WHEREAS, these proceedings for the annual levy of assessments shall relate to the fiscal year commencing July 1, 2020 and ending June 30, 2021; and,

WHEREAS, there has been submitted to this City Council, for its consideration at this time, a map showing the boundaries of the area affected by the levy of the assessment for the above referenced fiscal year, said map further showing and describing in general the works of improvement proposed to be maintained in said District, and description being sufficient to identify the works of improvement and the areas proposed to be assessed for said maintenance thereof; and

WHEREAS, the provisions of said Division 15, Part 2 require a written "Report" consisting of the following:

1. Plans and specifications of the area of the work improvement to be maintained; and
2. An estimate of the costs for maintaining the improvements for the above referenced fiscal year; and
3. A diagram of the area proposed to be assessed; and
4. An assessment of the estimated costs for maintenance work for said fiscal year.

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

Section 1: That the above recitals are true and correct.

Section 2: That a map entitled "City of Santa Fe Springs Lighting District No. 1 Annual Levy" as submitted to this City Council, showing the boundaries of the proposed

area to be assessed and showing the work of improvement to be maintained, and a copy is on file in the Office of the City Clerk and open to public inspection. The proposed parcels and properties within said area are those to be assessed to pay certain costs and expenses for said maintenance work.

Section 3: That the proposed maintenance work within the area proposed to be assessed shall be for certain street lighting improvements, as said maintenance work is set forth in the "Report" to be presented to this City Council for consideration.

Section 4: That Noe Negrete, City Engineer, is hereby ordered to prepare and file with this City Council, a "Report" relating to said annual assessment and levy in accordance with the provisions of Article IV, commencing with Section 22565 of Chapter 1 of the Streets and Highways Code of the State of California.

Section 5: That, upon completion, said "Report" shall be filed with the City Clerk who shall then submit the same to this City Council for its consideration pursuant to section 22623 and 22624 of said Streets and Highways Code.

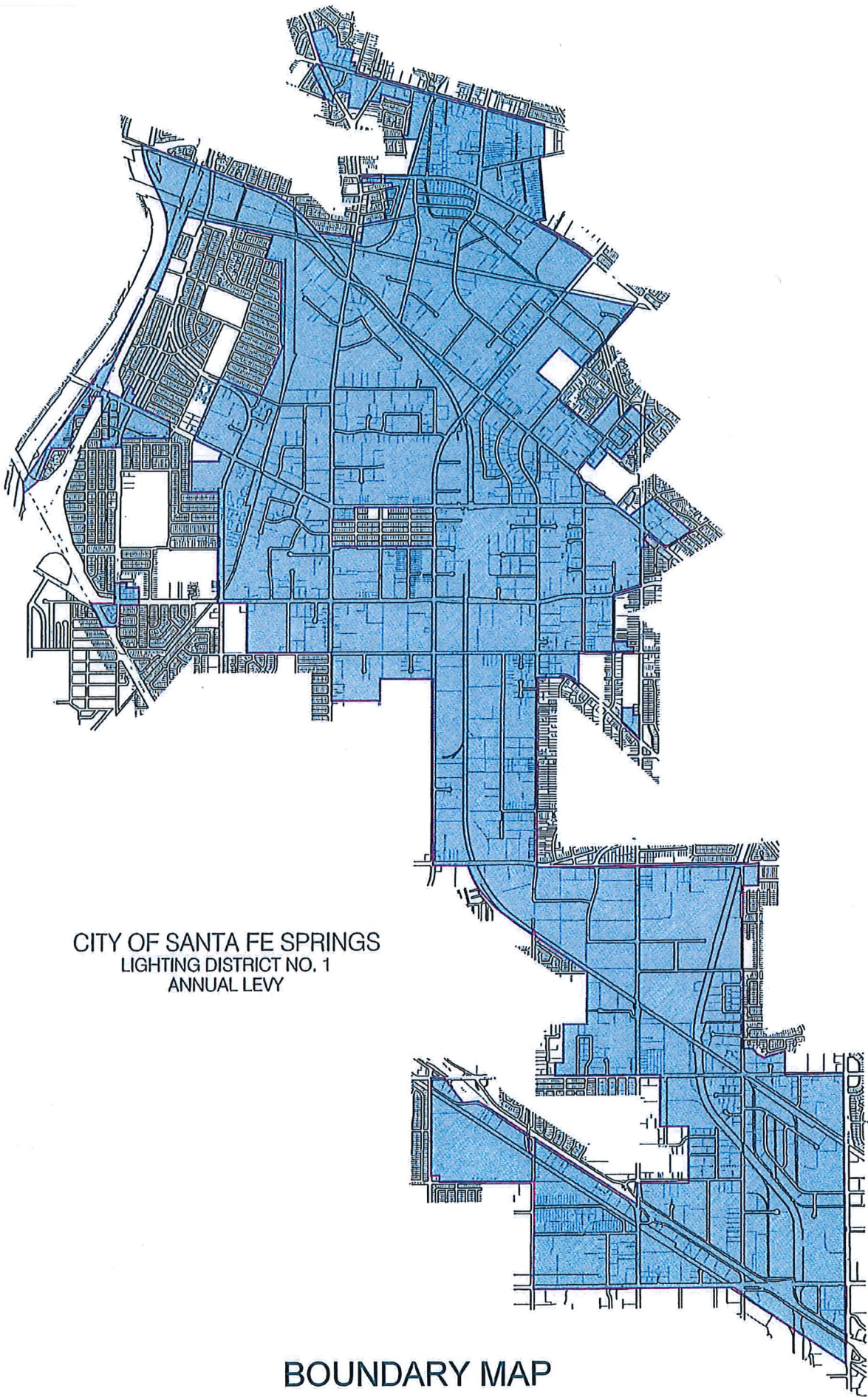
Section 6: That the City Clerk shall certify to the adoption of this resolution.

APPROVED and ADOPTED this 27th day of February, 2020.

William K Rounds, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk



CITY OF SANTA FE SPRINGS
LIGHTING DISTRICT NO. 1
ANNUAL LEVY

BOUNDARY MAP



City of Santa Fe Springs

City Council Meeting

ITEM NO. 11

February 27, 2020

NEW BUSINESS

Resolution No. 9664 – Ordering the Preparation of the Engineer's Report for Fiscal Year 2020/21 in Conjunction with the Annual Levy of Assessments for Heritage Springs Assessment District No. 2001-01 (Hawkins Street and Palm Drive).

RECOMMENDATION

- Adopt Resolution No. 9664, ordering the preparation of the Engineer's Report for Fiscal Year 2020/21 in conjunction with the annual levy of assessments for Heritage Springs Assessment District No. 2001-01 (Hawkins Street and Palm Drive).

BACKGROUND

The Heritage Springs Assessment District was established in May 2001, according to the Municipal Improvements Act of 1913 (Division 12 of the California Streets and Highway Code), to finance the acquisition of various public improvements required for the development of the District.

The District also included a mechanism to provide funding on an annual basis for ongoing street maintenance to include slurry sealing, street resurfacing and street reconstruction as needed. The requirement for a street maintenance district component was a condition of approval for the development. The two streets within the Heritage Springs Assessment District, Palm Drive and Hawkins Street were last slurry-sealed in Fiscal Year 2017/18.

The approval of Resolution No. 9664, orders the preparation of plans, specifications, cost estimates, assessment diagram, assessment, and the Engineer's Report for the annual update of the Assessment District.

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

Raymond R. Cruz
City Manager

Attachments:

- Attachment No. 1: Resolution No. 9664
Attachment No. 2: Boundary Map

Report Submitted By:

Noe Negrete
Director of Public Works

A handwritten signature in blue ink, reading "Noe Negrete".

Date of Report: February 19, 2020

RESOLUTION NO. 9664

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS,
CALIFORNIA ORDERING THE PREPARATION OF THE ENGINEER'S REPORT FOR
FISCAL YEAR 2020/21 IN CONJUNCTION WITH THE ANNUAL UPDATE FOR
HERITAGE SPRINGS ASSESSMENT DISTRICT NO. 2001-01 (HAWKINS STREET
AND PALM DRIVE)**

WHEREAS, the City Council of the City of Santa Fe Springs, California, desires to initiate proceedings for the annual levy of assessments for an assessment district established in May 2001, pursuant to the Municipal Improvements Act of 1913 (Division 12 of the California Streets and Highways Code.)

**CITY OF SANTA FE SPRINGS
HERITAGE SPRINGS ASSESSMENT DISTRICT NO. 2001-01
(HAWKINS STREET AND PALM DRIVE)**

(Hereinafter referred to as the "District"); and,

WHEREAS, these proceedings for the annual levy of assessments shall relate to the fiscal year commencing July 1, 2020 and ending June 30, 2021; and,

WHEREAS, there has been submitted to this City Council, for its consideration at this time, a map showing the boundaries of the area affected by the levy of the assessment for the above referenced fiscal year, said map further showing and describing in general the works of improvement proposed to be maintained in said District, and description being sufficient to identify the works of improvement and the areas proposed to be assessed for said maintenance thereof; and

WHEREAS, the provisions of said Division 12 require a written "Report" consisting of the following:

1. Plans and specifications of the area of the work improvement to be maintained; and
2. An estimate of the costs for maintaining the improvements for the above referenced fiscal year; and
3. A diagram of the area proposed to be assessed; and
4. A proposed assessment of the estimated costs for maintenance work for said fiscal year.

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

Section 1: That the above recitals are true and correct.

Section 2: That a map entitled "Boundary Map Heritage Springs Assessment District No. 2001-01" as submitted to this City Council, showing the boundaries of the proposed area to be assessed and showing the work of improvement to be maintained and a copy is on file in the Office of the City Clerk and open to public inspection. The proposed parcels and properties within said area are those to be assessed to pay certain costs and expenses for said maintenance work.

Section 3: That the proposed maintenance work within the area proposed to be assessed shall be for certain improvements, as said maintenance work is set forth in the "Report" to be presented to this City Council for consideration.

Section 4: That Noe Negrete, City Engineer, is hereby ordered to prepare and file with this City Council, a "Report" relating to said annual assessment and levy in accordance with the provisions of Municipal Improvements Act of 1913 (Division 12 of the California Streets and Highway Code).

Section 5: That, upon completion, said "Report" shall be filed with the City Clerk who shall then submit the same to this City Council for its consideration pursuant to section 10203 and 10204 of said Streets and Highways Code.

Section 6: That the City Clerk shall certify to the adoption of this resolution.

APPROVED and ADOPTED this 27th day of February, 2020.

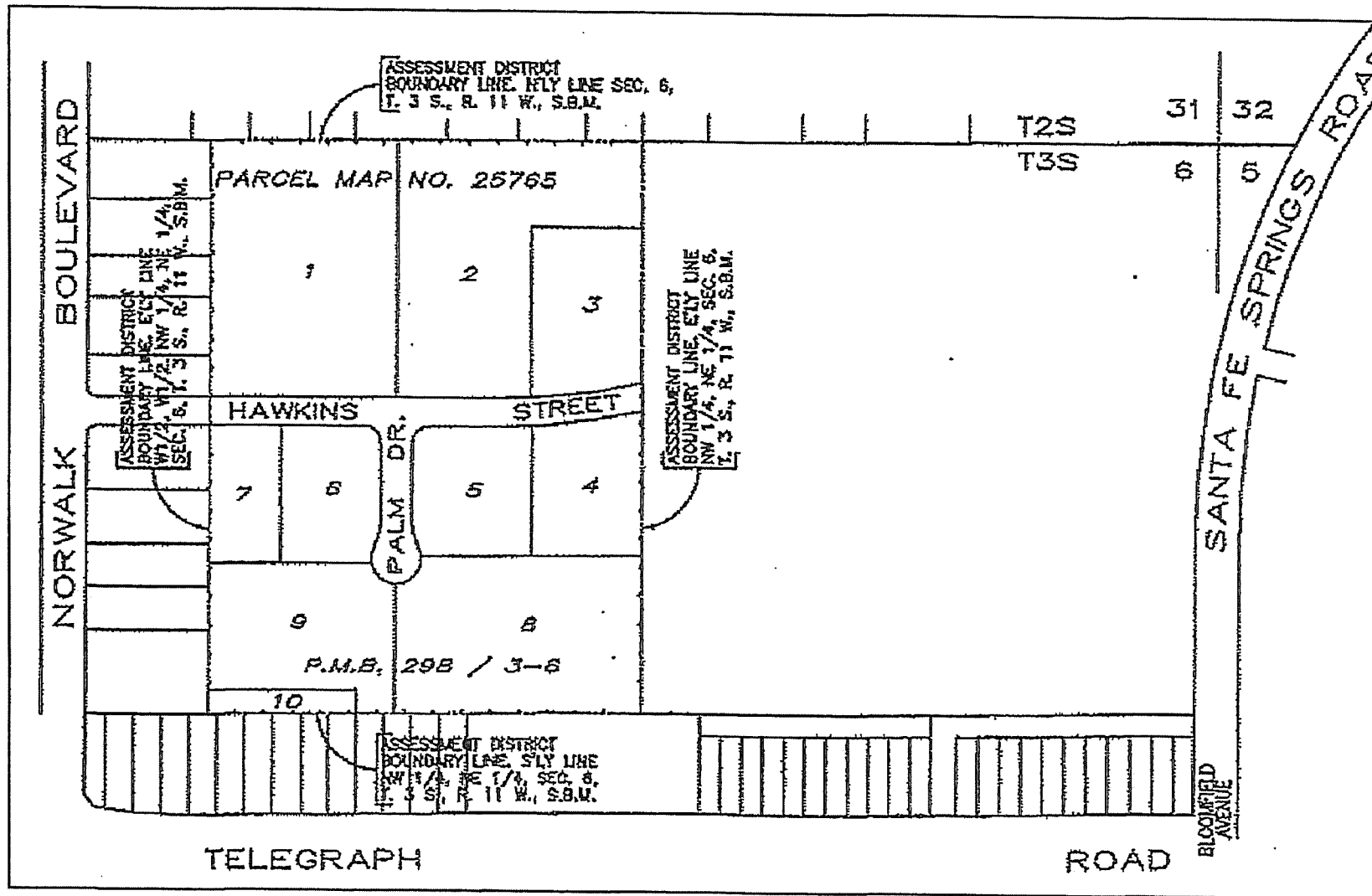
William K. Rounds, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk

BOUNDARY MAP

HERITAGE SPRINGS ASSESSMENT DISTRICT 2001-1





City of Santa Fe Springs

City Council Meeting

ITEM NO. 12

February 27, 2020

NEW BUSINESS

Initiation of Proceedings for Amendment of Water Rates and Related Charges

RECOMMENDATION

- Direct staff to initiate proceedings per Proposition 218 to consider implementing a four-year increase to water rates effective June 1, 2020.

BACKGROUND

Potable water rates and service charges were last amended by 11% in August 2016, to keep pace with the annual increases levied on the water by the Metropolitan Water District (MWD), Central Basin Municipal Water District (CBMWD) and the Water Replenishment District (WRD). During that same time-frame, MWD and WRD have raised their rates by approximately 22% and 31%, respectively. However, during the past seven years, the City has increased its water rates only once, in 2016. The City has not kept up with the rate increases passed on by other agencies and is now in a "catch up" mode to cover operating and maintenance costs of the water system.

Proposition 218 Compliance

For the City to amend water rates, the process must comply with California Constitution Article XIII D, Section 6, commonly referred to as Proposition 218. Additionally, the fee amount must not exceed the proportional cost of the services attributable to the parcel upon which the fee is imposed and any revenue derived from the fee may not exceed the funds required to provide the service. Under Proposition 218, a 45-day notice of the City's intent to increase rates must be sent to all customers before any City action is taken. At the end of the 45-day notice period, the City Council must hold a public hearing to receive comments for the proposed increase. Please note that the City cannot implement any rate adjustments if the City receives written protests from a majority of water customers. The approximate number of water customers is 6,400, and a majority protest would be 3,201 customers.

Timeline for Proposed Rate Increase

The following timeline outlines the possible implementation of a rate increase:

- | | |
|---|---------------------|
| • City Council Initiates Prop 218 Process | 02/27/2020 |
| • Notice Mailed to Customers | 04/13/2020 (latest) |
| • City Council Holds Public Hearing | 05/28/2020 |
| • Rate Increases Implemented | 06/01/2020 |

The City needs to implement water rates that will generate adequate revenue required to cover the costs to operate the City's water system. Without an adequate rate increase, the current revenue generated by water sales will be insufficient to cover the anticipated costs to operate the water system by Fiscal Year 2022/23.

Report Submitted By:

Noe Negrete
Director of Public Works

A handwritten signature in blue ink, appearing to be "NN", is written over the printed name of Noe Negrete.

Date of Report: February 20, 2020

Imported Water

About 54% of the potable water used by City customers is purchased from the MWD. As a result of the 2012 MWD increases, plus the increases implemented by the CBMWD, the City's cost for imported water has steadily increased.

Pumped Water

Approximately 46% of the potable water needed to supply City customers is pumped from underground aquifers and delivered to Santa Fe Springs consumers through the Water Quality Protection Plan (WQPP). The WRD assesses a charge to all groundwater pumped known as the Replenishment Assessment (RA). The cost of pumped water is approximately 50% as compared to purchasing Imported Water. For this reason, City staff is working on providing treatment for the new Water Well No. 12, which has not been able to operate since it is not passing drinking water standards. The City must find new sources of Pumped Water as compared to keep purchasing costly Imported Water.

Recommended Changes in Rates and Service Charges

After evaluating various options, City staff determined that the water rates and service charges need to be increased as follows to generate additional revenue required to cover anticipated expenses. In general, the recommendation is for a four-year increase to potable water rates as shown below:

<u>Effective Date</u>	<u>Rate Increase</u>
June 1, 2020	9.5%
January 1, 2021	9.5%
January 1, 2022	9.5%
January 1, 2023	6.0%

Currently, the rate structure has 5 tiers for Single Family Residence (SFR) (Attachment No. 3), Multi-Family Residence (MFR), Commercial, and Senior Discount customers. The new rate structure is proposing 3 tiers for SFR and Senior Discount. The Senior Discount is proposed to increase from 15% to 25%. The uniform rate is proposed for MFR, Commercial, and all non-residential classes. Therefore, the above-stated increase is based on the 5 tier system staying in place. The actual rate increase will vary depending on your customer's class and water consumption.

Effective Date of Rate Adjustments

All rate adjustments will go into effect on Monday, June 1, 2020. However, the actual date of implementation will be subject to billing schedules. The new rates and charges will be applied to the billing periods after June 1, 2020. Subsequent rate increases will be effective at the beginning of each calendar year.

Impact on Customers

If the adjustments proposed are implemented, the impact on residential and business customers would be as follows:

Residential Customers

The approximate impact on residential customers would be as follows:

Billing Units	Water Meter Size	Current Fee	Revised Fee	Change Per Bill
13	3/4"	\$ 53.61	\$ 58.15	\$ 4.54
18	1"	\$ 73.15	\$ 87.15	\$ 14.00

Business Customers

The actual impact for commercial customers is dependent on the quantity of water used, and the size of the customer's water meter. The following are examples provided to illustrate the impact on business customers.

Billing Units	Water Meter Size	Change
18	1.5"	\$ 1.67
30	2"	\$ 4.56
50	3"	\$ (9.30)
100	4"	\$ (1.91)

FISCAL IMPACT

The proposal to amend water rates and related charges is required to ensure that operating revenue will cover operating expenditures associated with water-funded operations.

INFRASTRUCTURE IMPACT

The proposed adjustments in rates and charges will provide the resources required to maintain the operation of the City's water system and to meet the water demands of residential and commercial customers.



Raymond R. Cruz
City Manager

Attachments:

- Attachment No. 1: Monthly Meter Charge
- Attachment No. 2: Monthly Private Fire Charges
- Attachment No. 3: Single Family Charges
- Attachment No. 4: Non-Residential
- Attachment No. 5: Local Cities Monthly Water Rate Comparison Chart

Proposed Rates

Monthly Meter Charge

Monthly Meter Charge	Current	June 2020	January 2021	January 2022	January 2023
5/8 x 3/4-in	\$12.40	\$19.39	\$21.24	\$23.26	\$24.66
3/4-in	\$12.40	\$19.39	\$21.24	\$23.26	\$24.66
1-in	\$16.09	\$28.74	\$31.48	\$34.48	\$36.55
1 1/2-in	\$59.55	\$52.12	\$57.08	\$62.51	\$66.27
2-in	\$83.25	\$80.18	\$87.80	\$96.15	\$101.92
3-in	\$167.61	\$154.99	\$169.72	\$185.85	\$197.01
4-in	\$220.89	\$239.16	\$261.89	\$286.77	\$303.98
6-in	\$277.00	\$472.95	\$517.89	\$567.09	\$601.12
8-in	\$368.52	\$753.51	\$825.10	\$903.49	\$957.70
10-in	\$555.00	\$1,969.25	\$2,156.33	\$2,361.19	\$2,502.87

Proposed Rates

Monthly Private Fire Charges

Monthly Fire Service Charge	Current	June 2020	January 2021	January 2022	January 2023
2.5-in	\$54.40	\$16.90	\$18.51	\$20.27	\$21.49
4-in	\$82.14	\$45.10	\$49.39	\$54.09	\$57.34
6-in	\$102.12	\$120.78	\$132.26	\$144.83	\$153.52
8-in	\$138.75	\$251.32	\$275.20	\$301.35	\$319.44
10-in	\$175.38	\$447.68	\$490.21	\$536.78	\$568.99

Proposed Variable Rates

Single Family Residential

Quantity Charge	Current Monthly Tiers (hcf)	Current Rates	Proposed Monthly Tiers (hcf)	June 2020	January 2021	January 2022	January 2023
SFR							
Tier 1	18	\$3.17	9	\$2.56	\$2.81	\$3.08	\$3.27
Tier 2	36	\$3.62	25	\$3.93	\$4.31	\$4.72	\$5.01
Tier 3	100	\$4.14	25+	\$5.64	\$6.18	\$6.77	\$7.18
Tier 4	400	\$4.24					
Tier 5	400+	\$4.34					

Proposed Variable Rates

Non-Residential

Quantity Charge	Current Monthly Tiers (hcf)	Current Rates	Proposed Monthly Tiers (hcf)	June 2020	January 2021	January 2022	January 2023
All Others							
Tier 1	18	\$3.17					
Tier 2	36	\$3.62					
Tier 3	100	\$4.14					
Tier 4	400	\$4.24					
Tier 5	400+	\$4.34					
Non-Residential	5 Tiers		Uniform	\$3.67	\$4.02	\$4.41	\$4.68

**MONTHLY WATER COST COMPARISON (1ST YEAR)
WITH 9.5% PROPOSED RATE INCREASE
EFFECTIVE 6/1/2020**

Water Purveyor	Average Residential Bill		
	Monthly Cost	Other Agency Cost Compared to City of Santa Fe Springs Proposed Rate	
City of Norwalk	\$115.18	98%	higher
City of Whittier	\$92.88	60%	higher
City of South Gate	\$77.74	34%	higher
City of Paramount	\$61.46	6%	higher
City of Pico Rivera	\$60.39	4%	higher
City of Santa Fe Springs (Proposed)	\$58.15		
City of Signal Hill	\$55.52	5%	lower
City of Santa Fe Springs (Current)	\$53.61		
City of Downey	\$46.63	20%	lower
City of Cerritos	\$33.55	42%	lower

Notes:

- (1) Monthly cost is for 1,300 cubic feet (9,725 gallons) and includes the meter charge
- (2) Cities of Downey and Whittier are 100% well water



NEW BUSINESS

Facility Fee Waiver Final Appeal for Masters of Harmony

RECOMMENDATIONS

- Affirm, modify, or overrule the decision to deny Continual Use status as defined by the City of Santa Fe Springs Facility Park and Equipment Use Policy.

BACKGROUND

At the April 11, 2019 City Council meeting, the City Council moved to place a temporary moratorium on City facility fees. The moratorium extended current practices for waiving facility and use fees for local non-profit organizations. In addition to the moratorium, staff began drafting a Facility, Park and Equipment Use Policy to formalize the fee waiver process. At the September 10, 2019 City Council meeting, the City Council approved the City of Santa Fe Springs Facility, Park and Equipment Use Policy. This Policy established clear criteria for fee waivers, continual park and facility use, and the use of city equipment. In the staff report, it was noted that City staff was to meet with organizations by the end of September 2019 to discuss these changes. City staff began dialogue with all organizations, including Masters of Harmony, as early as late August 2019. On August 28, 2019, the former Parks and Recreation Services Manager met with Charles Carothers, Masters of Harmony Liaison to the City, to discuss the adopted Policy. On November 13, 2019, City staff and Mr. Carothers once again discussed the details of the adopted Policy and the application submittal process. City staff also communicated on several occasions via email with Masters of Harmony regarding the Council approved Policy.

Masters of Harmony submitted an application for a Fee Waiver, Continual Use and Equipment Request to the Parks and Recreation Services Division; the applications were dated December 31, 2019 and received by City staff via email on January 2, 2020. The applications submitted by Masters of Harmony listed a start time of 6 p.m. (including set-up) and an end time of 11:00 p.m. The amount of time indicated on the applications, (5 hours) exceeds the maximum time allowed for a reservation under Section II, Continual Park and Facility Use. The Policy clearly indicates that *the maximum time allowed for per day use is 2 hours, to include set-up and clean-up times*. As such, the organization would be responsible for paying fees that exceed the 2 hour maximum, when the facility is available. The Policy also states that staffing fees are not eligible for a fee waiver. The usage of hours requested by Masters of Harmony were in conflict with a newly established City recreation Zumba class, which ends at 6:45 p.m. Staff has worked with Masters of Harmony to have their permit start as soon as the Zumba class ends. Town Center Hall is staffed until 8:15 p.m. In this case, Masters of Harmony would be responsible for paying the staffing fees from 8:15 p.m. to 11:00 p.m. (2.75 hours).

Further, in order for an organization to be eligible for a fee waiver and continual use status under Continual Park and Facility Use, *the organization must be a non-profit organization or association that is headquartered in Santa Fe Springs, verified by their Tax Identification Number and such organization shall be organized and exist in the City for a minimum of one year prior to the event.* The address listed on the application, on the Fictitious Business Name Statement, and on the California Secretary of State SI-100 lists the City's Town Center Hall address as the Masters of Harmony headquarters address. The IRS lists the address of "The Santa Fe Springs Chapter of the Society for the Preservation and Encouragement of Barbershop Quartet Singing in America" as being in Pasadena, CA. The Town Center Hall address is not a permissible address and having a post office box in Santa Fe Springs does not constitute being headquartered in the City of Santa Fe Springs. Additionally, the address on the IRS letter lists an address in Pasadena, not Santa Fe Springs, and the Articles of Incorporation list an address in South Pasadena. The fee waiver and continual use applications were denied since the organization is not headquartered in Santa Fe Springs and does not *have its sole purpose to benefit the City or particular City department or service.* Masters of Harmony's sole purpose is not to specifically benefit the City. Masters of Harmony was notified of the decision on January 8, 2020. At that time, they were also informed regarding the appeal process.

On January 15, 2020, Masters of harmony submitted a letter to the Director of Community Services, appealing the January 8, 2020 denial decision. On January 28, 2020, the City Manager sent a letter to Masters of Harmony upholding the decision of the Director of Community Services to deny the appeal for Continual Park and Facility Use.

On February 11, 2020, the City Clerk's office received a letter from Masters of Harmony (MOH) appealing the City Manager's decision to uphold the decision of the Director of Community Services. The MOH appeal letter indicates that the City has ignored three decades of devotion from Masters of Harmony to the City and that the group has brought notoriety to the City through championship performances that are unique to the West. On the contrary, the City is not ignoring the contributions made over the aforementioned time. Simply, the climate that once allowed for free use of facilities has changed.

Additionally, the MOH appeal letter indicates that over \$26,000 has been donated to various Christmas Basket programs and other City programs. City records indicate that since 2008, only \$3,000, and some food donations, were donated to City programs (2008-\$0, 2009-\$0, 2010-\$0, 2011-\$250, 2012-\$250, 2013-food donation, 2014-\$500 and food donation, 2015-\$500, 2016-\$500, 2017-\$500, 2018-\$500, 2019-\$0). The letter states the group performs at various local events without compensation. There are various local community groups that contribute through volunteer performances or volunteer endeavors to City programs throughout the year. City programs and events rely heavily on volunteer efforts to make them successful.

The MOH appeal letter indicates that "every IRS report, Franchise Tax Board and California corporate filing with the Secretary of State and the Department of Corporations over the years is sent from our physical location in the Town Center Hall and/or our Post

Office address nearby.” City staff has been unaware that the Town Center Hall address was being used by Masters of Harmony. This was brought to staff’s attention over the course of the last few months. There are no records that indicate that Masters of Harmony had permission nor approval to use the Town Center Hall address as their physical location. As aforementioned, a post office box does not constitute being headquartered in the City of Santa Fe Springs. Moreover, as stated in this letter, Masters of Harmony’s sole purpose is not just to benefit the City because they want to share their music with the world. Although commendable, this disqualifies Masters of Harmony eligibility for continual use, as stated in the Policy, *the organization must have their sole purpose to benefit the City or a particular City department or service.*

The efforts of Masters of Harmony to preserve and grow barbershop quartet-style signing and performance are duly noted. However, the Social Hall facility that is utilized by Masters of Harmony is primarily for rehearsals to prepare for shows and competitions that are conducted outside the City by a diverse membership whose composition consists of a very small number, if any, Santa Fe Springs residents. The Continual Park and Facility Use aspect of the policy is truly meant to assist local community City-based non-profit organizations (i.e. locally based Boys Scout and Girl Scout troops, Santa Fe Springs Women’s Club based in the City whose membership consists of city residents and whose efforts specifically benefit residents through fundraising activities like scholarships for high school seniors residing in Santa Fe Springs, etc.) that are providing their sole purpose to benefit residents of Santa Fe Springs or a City Department.

FISCAL IMPACT

The facility rental fee for Continual Facility Use of the Social Hall is \$30 (maximum 2 hours) for eligible schools and non-profit organizations headquartered in Santa Fe Springs as outlined in the Facility, Park and Equipment Use Policy.

The facility rental fee for a business organization is \$305.00 for daily use of the Social Hall (maximum 6 hours), as outlined in the approved City fee schedule.

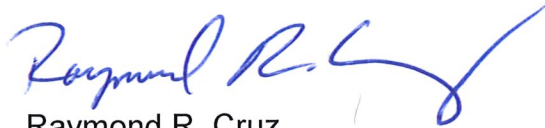
As aforementioned, Masters of Harmony is not eligible for a fee waiver nor for continual use status. Therefore, Masters of Harmony would be responsible to pay the following rates to rent the Social Hall for one Wednesday evening from 6:45 p.m. to 11:00 p.m.:

TCH Social Hall Business Fee	\$305.00
Set-up Fee	\$30.00
*Staffing (2 staff x 2.75 hours x \$30/hour)	\$165.00
Total	\$500.00

**Town Center Hall closes at 8:00 p.m. and staff ends their regular shift at 8:15 p.m. Staffing is charged for the hours outside of the normal hours of operation.*

Over the course of a 6-month period, there are 26 Wednesday evenings that Masters of Harmony would rent the facility. This total cost is \$13,000.00.

The Mayor may call upon Parks and Recreation Services Manager, Gus Hernandez, to answer questions the Council may have regarding the staff report.



Raymond R. Cruz
City Manager

Attachments

1. Item #14 (Council Requested Item – Temporary Moratorium on City Facility Fees) of the City Council Agenda Packet for the April 11, 2019 City Council Meeting
2. Minutes of item #14 of the City Council Meeting, approved on May 9, 2019
3. Item #9 (Approval of City Facility, Park and Equipment Use Policy) of the City Council Agenda Packet
4. Minutes of Item #9 of the City Council Meeting, approved October 8, 2019
5. City Equipment Request Application from Masters of Harmony, received on January 2, 2020
6. Fee Waiver Application from Masters of Harmony, received on January 2, 2020
7. Continual Use Application from Masters of Harmony, received on January 2, 2020
8. Internal Revenue Service Letter for Society for the Preservation & Encouragement of Barbershop
9. Masters of Harmony's Fictitious Business Name Statement
10. Articles of Incorporation of the Foothill Cities Chapter of The Society for the Preservation and Encouragement of Barber Shop Quartet Singing in America
11. Appeal Letter to Director of Community Services, dated January 15, 2020
12. City Manager's Response to Appeal Letter, dated January 28, 2020
13. Letter to City Council Appealing City Manager's Decision, dated February 11, 2020



City of Santa Fe Springs

City Council Meeting

April 11, 2019

NEW BUSINESS

Council Requested Item – Temporary Moratorium on City Facility Fees

RECOMMENDATION

That the City Council take the following action:

- Provide staff direction on the temporary moratorium of City facility fees.

BACKGROUND

At the request of Mayor Pro Tem Rounds, staff have been directed to temporarily suspend City facility fees, including staff labor fees, for all City non-profit agencies and local school districts. Currently, the City does not have an approved policy in place on the waiving of city facility fees. The moratorium will remain in effect until City Council discusses this issue at the upcoming Long Term Planning Retreat taking place on May 11, 2019 and as part of the FY 2019-2020 budget review process.

Raymond R. Cruz
City Manager

Nayes: None
Absent: None

13. Resolution No. 9630 – Approving Use of Senate Bill 1 Funds (Fiscal Year 2019/20) for Santa Fe Springs Road Street Improvement Project

Recommendation: That the City Council:

- Adopt Resolution No. 9630 approving the Santa Fe Springs Road Street Improvement Project to be partially funded by Senate Bill SB-1, the Road Repair and Accountability Act; and
- Authorize the Director of Public Works to submit an application to the California Transportation Commission for Road Maintenance and Rehabilitation Account (RMRA) funds.

It was moved by Council Member Rodriguez, seconded by Mayor Pro Tem Rounds, to adopt Resolution No. 9630 approving the Santa Fe Springs Road Street Improvement Project to be partially funded by Senate Bill SB-1, the Road Repair and Accountability Act; and authorize the Director of Public Works to submit an application to the California Transportation Commission for Road Maintenance and Rehabilitation Account (RMRA) funds, by the following vote:

Ayes: Mora, Rodriguez, Zamora, Rounds, Trujillo

Nayes: None

Absent: None

14. Council Requested Item – Temporary Moratorium on City Facility Fees

Recommendation: That the City Council:

- Provide staff direction on the temporary moratorium of City facility fees.

It was moved by Council Member Zamora, seconded by Mayor Pro Tem Rounds, to place a suspension on all fees until further consideration during the budget process, and to re-title the item to "Temporary Freeze on City Facility Fees", by the following vote:

Ayes: Mora, Rodriguez, Zamora, Rounds, Trujillo

Nayes: None

Absent: None

The City Attorney read the closed session items. Mayor Trujillo opened oral communications for closed session items. No one wished to speak, so Mayor Trujillo closed oral communications.

CLOSED SESSION

15. PUBLIC EMPLOYMENT

(Pursuant to California Government Code Section 54957(b)(1))

TITLE: City Manager Evaluation

CLOSED SESSION

16. CONFERENCE WITH LABOR NEGOTIATORS

(Pursuant to California Government Code Section 54957.6)

Unrepresented Employee: City Manager



City of Santa Fe Springs

City Council Meeting

ITEM NO. 9

September 10, 2019

NEW BUSINESS

Approval of City Facility, Park and Equipment Use Policy

RECOMMENDATION

- Approve the new City Facility, Park and Equipment Use Policy.

BACKGROUND

At the April 11, 2019 City Council meeting, the City Council moved to place a temporary moratorium on City Facility fees. The moratorium extended current practices for waiving facility and use fees for local non-profit organizations. In addition to the moratorium, staff began drafting a facility, park and equipment use policy to formalize the fee waiver process.

Over the past three fiscal years, the City has generously provided fee waivers to local organizations that have made contributions to the City and improved the quality of life for its residents. Upon reviewing the past three fiscal years, the City has forgone potential revenue from the fee waivers in the following amounts:

- Fiscal Year 2016-2017: \$213,900
- Fiscal Year 2017-2018: \$250,500
- Fiscal Year 2018-2019: \$254,000

City staff have drafted the Facility, Park and Equipment Use Policy for review and approval by the City Council. The policy consists of three separate and distinct sections.

- **Section 1 – Fee Waivers**

- This section establishes guidelines for who is eligible to receive a fee waiver, which fees are eligible to be waived, and an appeal process.
- Organizations fall into two (2) Tier categories. Organizations that meet Tier I criteria will automatically receive a facility fee waiver. Organizations that fall in the Tier II category must demonstrate specific criteria in order to qualify for a fee waiver.
- Only facility fees are eligible for a fee waiver. "Hard costs" such as staffing, security, deposits, etc. are not eligible to be waived.
- Organizations that are not approved for a fee waiver, may follow the outlined appeal process. The applicant can appeal to the Director of Community Services, City Manager, and finally to the City Council as the ultimate authority.

- **Section 2 – Continual Park & Facility Use**

- This section established use fees for continual use of parks or facilities by organizations. This application must be renewed every six months and applicants are subject to a \$30 per day use fee.
- The \$30 per day use fee represents a reduced rate for local organizations

that meet the eligibility criteria. In addition organizations are required to provide a \$250 deposit and liability insurance for the use of facilities or parks.

- Organizations may qualify for a waiver of the daily use fee in exchange for community service projects that benefit the City and are pre-approved by the Department of Community Services.

- **Section 3 – Use of City Equipment**

- Organizations may request to utilize City equipment at City facilities that require transport and delivery.
- Use of equipment must be on City property, equipment cannot be utilized outside of City property. Organizations are responsible for staff fees for transportation, set-up and tear-down of equipment. Equipment available for use include: rectangular tables, round tables, chairs, and stage panels.

The Facility, Park, and Equipment Use Policy creates Tier I and Tier II categories for organizations. The following is the breakdown of the criteria:

- **Tier I Criteria**

- a. A non-profit organization or association that is headquartered in Santa Fe Springs, verified through their Tax Identification Number. Such organization shall be organized and exist in the City for a minimum of one year (1) prior to the event.
- b. The organization must have as their sole purpose to benefit the City or a particular City Department or service.
- c. Schools located within the City of Santa Fe Springs or related organizations such as private schools within the City.

- **Tier II Criteria**

- a. The event or program is consistent with the City or the City Department's mission, values and objectives.
- b. The program or event provides a valuable and definable benefit to the Santa Fe Springs community; including but not limited to youth programs and events.
- c. The proposed event or program will have no negative impact on the existing facility/park or cause the need for increased maintenance; and will not displace any existing City programs or reservations.
- d. There is no evidence of previous violations of any permits previously issued to applicant or organization.

Examples of Tier I Organizations : Lake Center Middle School, Rancho Santa Gertrudes Elementary School, Santa Fe High School, Florence Foursquare Church, and Santa Fe Springs Kiwanis Club, Los Angeles Centers for Alcohol & Drug Abuse (LA CADA), Santa Fe Women's Club, and SFS Chamber of Commerce to name a few.

Examples of Tier II Organizations: L.A. County Department of Health, Whittier Union High School District, Abigail Barraza Foundation, Mercedes Diaz Homes, Masters of Harmony, and Rio Hondo Symphony to name a few.

If approved, the Facility, Park and Equipment Use Policy will become effective on January 1, 2020. This will allow ample time for staff to notify past fee waiver recipients of the new policy and how it might affect their future use. City staff will contact these organizations regarding the new policy by the end of September 2019.

The proposed Facility, Park and Equipment Use Policy does not encompass the Heritage of Aloha Festival or the Pow Wow Native American Cultural Celebration. These events have historically received fee waivers in the past and based on Council feedback will remain unchanged for 2019. Beginning in 2020 both event organizers will be responsible for 50% of all fees associated with their events.

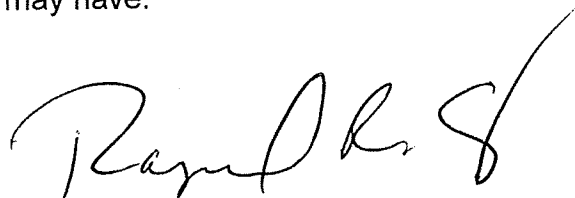
LEGAL REVIEW

The City Attorney has reviewed and approved the City Facility, Park and Equipment Use Policy.

FISCAL IMPACT

The City should experience a modest rise in revenue if the Facility, Park and Equipment Use Policy is approved. The policy provides a waiver of the facility use fee only, which differs from past practice where "hard costs" were occasionally waived. The policy addresses the collection of "hard costs" which will translate into additional revenue to offset staff and labor costs associated with park and facility use.

The Mayor may wish to call upon Parks and Recreation Manager, Adam Matsumoto, to answer any questions the Council may have.



Raymond R. Cruz
City Manager

Attachment(s):

1. Facility, Park and Equipment Use Policy
2. Fee Waiver Application
3. Continual Use Application
4. Equipment Use Request Application

City of Santa Fe Springs Facility, Park and Equipment Use Policy

The Santa Fe Springs Department of Community Services recognizes and appreciates the value of partnering with other agencies and organizations to provide services that benefit the community and its residents. In an effort to provide support to organizations, the City of Santa Fe Springs has established a Fee Waiver Policy for determining when fees may be waived.

SECTION 1 - FEE WAIVER PROCESS

Fees established by the City of Santa Fe Springs for the use of City parks and facilities may be waived by the Director of Community Services if the applicant submits a fee waiver application and meets the defined criteria within this policy.

- a. A Fee Waiver application must be submitted no later than 30 days prior to the date of the event.
- b. Approval of the fee waiver does not relieve the applicant/organization of the obligations to comply with all other permit requirements, including but not limited to liability insurance, health permits, ABC License, deposit, etc.

FEES

The following list defines the established fees that can and cannot be waived.

Fees and costs that may be eligible for waiver:

- a. Park and/or Facility use/rental fees (except for Heritage Park & Clarke Estate)

Fees and costs that are NOT eligible to be waived:

- a. Staffing or labor
- b. Security fees
- c. Facility/Park Deposits
- d. Refuse costs
- e. Custodial costs
- f. Maintenance costs
- g. Other City Department charges

FEE WAIVER ELIGIBILITY

The Department of Community Services recognizes the value that organizations/agencies play in providing benefits to the community and Santa Fe Springs residents. Fees may be waived for organizations/agencies if the following criteria are met.

Tier I Criteria

- a. A non-profit organization or association that is headquartered in Santa Fe Springs; verified through their Tax Identification Number. Such organization shall be organized and exist in the City for a minimum of one year (1) prior to the event.
- b. The organization must have as their sole purpose to benefit the City or a particular City Department or service.

- c. Schools located within the City of Santa Fe Springs or related organizations such as private schools within the City.

Tier II Criteria

Organizations/agencies that do not meet the criteria under Tier I may still qualify if they are able to meet **all** criteria in Tier II.

- a. The event or program is consistent with the City or the City Department's mission, values and objectives.
- b. The program or event provides a valuable and definable benefit to the Santa Fe Springs community; including but not limited to youth programs and events.
- c. The proposed event or program will have no negative impact on the existing facility/park or cause the need for increased maintenance; and will not displace any existing City programs or reservations.
- d. There is no evidence of previous violations of any permits previously issued to applicant or organization.

APPEAL PROCESS FOR DENIAL OF FEE WAIVER APPLICATION

An applicant may appeal the initial ruling by the Director of Community Services to the City Manager as follows:

- a. The appeal shall be made in writing (letter or email) to the Director of Community Services within ten (10) calendar days following the fee waiver denial.
- b. Upon receipt of the written appeal, the Director of Community Services will promptly notify the City Manager and provide all fee waiver application documents for review. A decision will be made within ten (10) calendar days of the appeal by the City Manager.

If the appeal to the City Manager is denied, the applicant may file a final appeal to the Santa Fe Springs City Council.

- a. The final appeal shall be filed with the City Clerk within five (5) calendar days following the decision of the City Manager.
- b. Upon receipt of the final appeal, the City Clerk shall promptly notify the Department of Community Services and set the date for the City Council hearing at the next available council meeting.
- c. Upon confirmation of the City Council hearing meeting date, the City Clerk will notify the applicant of the meeting date.
- d. After the hearing by the City Council, the Council may affirm, modify, or overrule the decision or action to the City Manager, but any action taken by the City Council requires a majority vote. If the City Council fails to obtain the requisite votes to affirm, modify or overrule, the decision of the City Manager shall stand.

SECTION 2 - CONTINUAL PARK & FACILITY USE

Organizations may utilize City parks and facilities for continual use if specific criteria are met. Organizations must meet eligibility requirements and the continual use of City parks and facilities require a reduced fee of \$30 per day (fees subject to change), per use. The application period is renewed every 6 months in January and July.

Eligibility

1. A non-profit organization or association that is headquartered in Santa Fe Springs, verified through their Tax Identification Number.
 - a. Such organization shall be organized and exist in the City for a minimum of one year (1) prior to the event.
 - b. The organization must have as their sole purpose to benefit the City or a particular City department or service.
2. Schools located within the City of Santa Fe Springs or related organizations such as private schools within the City.

Criteria

1. The Continual Use Application deadline is June 1 and December 1 of each year. Organizations must submit a completed application in order to request the use of City parks or facilities. Applications are required every 6 months, even if your use had previously been granted. Notification of the application status will be provided no later than June 20 and December 20th of each year.
2. A reduced park and facility use fee of \$30 per use applies to year round continual use. This fee covers the use and upkeep of the parks and facilities.
3. Year Round Continual Use fees only apply to usage of parks or facilities during normal operating hours. If the requested use falls outside of operating hours, the organization is responsible for the staff fees to open, oversee and close the park or facility.
4. A deposit in the amount of \$250 is required upon approval of the application request.
5. General liability insurance issued by an insurance company accredited in California in the amount of \$1,000,000 must be obtained by the applicant naming the City as additionally insured is required for the duration of the requested use.
6. The maximum time allowed for per day use is 2 hours, to include set-up and clean-up times. An organization that provides Department approved community services may get the daily use fee waived. Prior approval of the community services project must be obtained in order to qualify.

SECTION 3 - USE OF CITY EQUIPMENT

Organizations may request to utilize City equipment for use at City facilities that require delivery. In order to request the use of designated City equipment, the following process and criteria must be met and followed.

Eligibility

1. A non-profit organization or association that is headquartered in Santa Fe Springs, verified through their Tax Identification Number.
 - a. Such organization shall be organized and exist in the City for a minimum of one year (1) prior to the event.
 - b. The organization must have as their sole purpose to benefit the City or a particular City department or service.
2. Schools located within the City of Santa Fe Springs or related organizations such as private schools within the City.

Criteria

1. Equipment may only be used in which the event is for a charitable purpose or serves a definable public benefit and that is open to the public.
2. Equipment may only be utilized on City property. City equipment may not be utilized off-site.
3. Request for the use of the City Equipment must be made 30 days in advance prior to the event.
4. A deposit in the amount of \$250 is required upon approval of the application request.
5. A signed copy of the Release and Hold Harmless Agreement is required if the application is approved.
6. Agencies are required to cover the staff costs for transportation, set-up and tear-down of equipment. Fees for transportation, set-up and tear-down will be set when the application is approved.

Type of Equipment Available for Request

- 96" Rectangular Tables (20)
- 60" Round Tables (30)
- Event Chairs (700)
- 8'x4' Stage Panels (12)
- Stage Stairs (2)



DEPARTMENT OF COMMUNITY SERVICES

FEE WAIVER APPLICATION

APPLICANT INFORMATION

Name (First, Last)		Organization Name	
Address		Address	
City	State Zip Code	City	State Zip Code
Email Address	Phone	Tax I.D. Number	
Date of Birth	Type of Organization		
	<input type="radio"/> Tier I - SFS Headquartered Non-Profit <input type="radio"/> Tier II		

RESERVATION INFORMATION

Date of Event	Location of Event		
<input type="radio"/> MON <input type="radio"/> TUE <input type="radio"/> WED <input type="radio"/> THU <input type="radio"/> FRI <input type="radio"/> SAT <input type="radio"/> SUN	Event Description (Describe how event meets Tier II Criteria)		
Set-Up Begins (3 Hrs. Max.) a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>	Set-Up Ends a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>		
Event Begins (6 Hrs. Max.) a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>	Event Ends a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>		
Clean-Up Begins (1 Hr.) a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>	Clean-Up Ends a.m. <input type="checkbox"/> p.m. <input type="checkbox"/>		
Attendance (no greater than max capacity)			

APPLICABLE FEES

<input type="radio"/> Park/Facility Use Fee: _____	<input type="radio"/> Custodial Fee: _____
<input type="radio"/> Audio/Visual Fee: _____	<input type="radio"/> Refuse Fee: _____
<input type="radio"/> Staff Fee: _____	<input type="radio"/> Maintenance Fee: _____
<input type="radio"/> Security Fee: _____	<input type="radio"/> Other City Dept. Charges: _____
<input type="radio"/> Deposit: _____	

REVIEW PROCESS

You will be notified within 5 business days of submission of your fee waiver application whether your request has been approved or denied. If you chose to appeal the decision, please refer to the Facility and Park Equipment and Use Policy for details.

APPLICANT SIGNATURE

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements will result in the denial of the fee waiver request and may result in the revocation of facility or park use.

Signature: _____ Date: _____

STAFF USE ONLY

Application Received By: _____	Date Received: _____
Fee Waiver Status: <input type="radio"/> Approved <input type="radio"/> Denied <input type="radio"/> Conditional	
Fees Waived: _____	Required Fees: _____
Approved By: _____	



DEPARTMENT OF COMMUNITY SERVICES

CONTINUAL USE APPLICATION

APPLICANT INFORMATION

Name (First, Last)		Organization Name	
Address		Address	
City	State Zip Code	City	State Zip Code
Email Address	Phone	Tax I.D. Number	
Phone	Date of Birth	Type of Organization	
		<input type="radio"/> Tier I - SFS Headquartered Non-Profit <input type="radio"/> Tier II	

RESERVATION INFORMATION

Day of Use		Location	
<input type="radio"/> MON <input type="radio"/> TUE <input type="radio"/> WED <input type="radio"/> THU <input type="radio"/> FRI <input type="radio"/> SAT <input type="radio"/> SUN		Town Center Hall <input type="checkbox"/> Social Hall <input type="checkbox"/> The Club <input type="checkbox"/> Meeting Room #1	
Frequency of Use		Gus Velasco Neighborhood Center <input type="checkbox"/> Ontiveros Room <input type="checkbox"/> Pio Pico Room <input type="checkbox"/> Meeting Room #1 <input type="checkbox"/> Meeting Room #2	
<input type="radio"/> Daily	<input type="radio"/> Weekly	<input type="radio"/> Monthly	<input type="radio"/> Yearly
Start Date	End Date	Total # of Dates	
Set-Up Begins (3 Hrs. Max.)		Parks <input type="checkbox"/> Lakeview Park Pavilion <input type="checkbox"/> Little Lake Park Pavilion <input type="checkbox"/> Little Lake Park Meeting Room <input type="checkbox"/> Los Nietos Park Pavilion <input type="checkbox"/> Santa Fe Springs Park Pavilion	
Set-Up Ends		Heritage Park <input type="checkbox"/> Train Depot <input type="checkbox"/> Caboose <input type="checkbox"/> Carriage Barn	
a.m. <input type="checkbox"/>	a.m. <input type="checkbox"/>		
p.m. <input type="checkbox"/>	p.m. <input type="checkbox"/>		
Event Begins (6 Hrs. Max.)		Betty Wilson Center <input type="checkbox"/> Main Hall	
Event Ends		Library <input type="checkbox"/> Community Room <input type="checkbox"/> Reading Garden	
a.m. <input type="checkbox"/>	a.m. <input type="checkbox"/>		
p.m. <input type="checkbox"/>	p.m. <input type="checkbox"/>		
Clean-Up Begins (1 Hr.)		Use Description (Describe how use meets Tier II Criteria)	
Clean-Up Ends			
a.m. <input type="checkbox"/>	a.m. <input type="checkbox"/>		
p.m. <input type="checkbox"/>	p.m. <input type="checkbox"/>		
Attendance (no greater than max capacity)			

APPLICABLE FEES

<input type="radio"/> Continual Use Fee: _____	<input type="radio"/> Security Fee: _____
<input type="radio"/> Audio/Visual Fee: _____	<input type="radio"/> Deposit: _____
<input type="radio"/> Staff Fee: _____	

REVIEW PROCESS

The Continual Use Application deadline is December 1st of each year. Applications are required on a yearly basis, even if prior use has been granted. Notification of application status will be provided no later than December 20th for the following calendar year.

APPLICANT SIGNATURE

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements will result in the denial of the Continual Use Application.

Signature: _____ Date: _____

STAFF USE ONLY

Application Received By: _____	Date Received: _____
Continual Use Status: <input type="radio"/> Approved <input type="radio"/> Denied <input type="radio"/> Conditional	
Required Fees: _____	
Approved By: _____	



DEPARTMENT OF COMMUNITY SERVICES

CITY EQUIPMENT REQUEST APPLICATION**APPLICANT INFORMATION**

Name (First, Last)

Organization Name

Address

Address

City

State Zip Code

City

State Zip Code

Email Address

Phone

Tax I.D. Number

Phone

Date of Birth

Type of Organization

☐ Tier I - SFS Headquartered Non-Profit☐ Tier II**LOCATION & EQUIPMENT INFORMATION**

Name of Location

Equipment

Location Address

 72" Rectangular Tables (20 max) 96" Rectangular Tables (20 max) 60" Round Tables (20 max)

Day of Contact Name

 Special Event Plastic White Chairs (700 max)

Day of Contact Cell Phone

 8'x4' Stage Panels (15 max) Stage Stairs (2 max)

Requested Use Date

Use Description (Describe how use meets Tier II Criteria)

Drop-Off Time

Pick-Up Time

a.m. ☐
p.m. ☐a.m. ☐
p.m. ☐**APPLICABLE FEES**☐ Staff Fee (transport, set-up & take-down): _____☐ Deposit: _____**REVIEW PROCESS**

The City Equipment Request Application must be submitted at least 30 days prior to the scheduled use. If approved, organizations must provide liability insurance in addition to a signed copy of the Release and Hold Harmless Agreement. Organizations are responsible for staff fees and deposit. Notification of approval will be provided within 5 working days of submission of application.

APPLICANT SIGNATURE

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements will result in the denial of the City Equipment Request Application.

Signature: _____

Date: _____

STAFF USE ONLY

Application Received By: _____

Date Received: _____

City Equipment Request Status: ☐ Approved ☐ Denied ☐ Conditional

Required Fees: _____

Approved By: _____

Signature Authority (City Attorney)

Recommendation:

- Read by title only, waive further reading and introduce for first reading Ordinance No. 1106 - to Amend Section 31.13 of Chapter 31 to provide signature authority for the City Manager and Department Heads.

City Attorney Ivy M. Tsai read the Ordinance by title only.

It was moved by Council Member Zamora, seconded by Council Member Rodriguez, to introduce the first reading of Ordinance No. 1106, by the following vote:

Ayes: Mora, Rodriguez, Zamora, Rounds, Trujillo
Nayes: None
Absent: None

NEW BUSINESS

8. Categorically Exempt – CEQA Guidelines Section 15301, Class 1
Trucking Use Time Extension No. 4 (Planning)

A request to allow the continued operation and maintenance of an existing nonconforming cross-dock freight transfer facility located at 12250 Clark Street within the M-2, Heavy Manufacturing Zone. (Crown Enterprises, Inc.)

Recommendation:

- Find and determine that pursuant to Section 15301, Class 1 (existing facilities), of the California Environmental Quality Act (CEQA), this project is Categorically Exempt; and
- Grant a six (6) year extension of Trucking Use Time Extension No. 4, subject to the conditions of approval set forth in the Memorandum of Understanding.

It was moved by Mayor Pro Tem Rounds, seconded by Council Member Mora, to find and determine that pursuant to Section 15301, Class 1 (existing facilities), of the California Environmental Quality Act (CEQA), this project is Categorically Exempt; and grant a six (6) year extension of Trucking Use Time Extension No. 4, subject to the conditions of approval set forth in the Memorandum of Understanding, by the following vote:

Ayes: Mora, Rodriguez, Zamora, Rounds, Trujillo
Nayes: None
Absent: None

9. Approval of Facility, Park and Equipment Use Policy (Community Services)

Recommendation:

- Approve the new City Facility, Park and Equipment Use Policy.

It was moved by Council Member Zamora, seconded by Mayor Pro Tem Rounds, to approve the new City Facility, Park and Equipment Use Policy, by the following vote:

Ayes: Mora, Rodriguez, Zamora, Rounds, Trujillo
Nayes: None
Absent: None



DEPARTMENT OF COMMUNITY SERVICES ATTACHMENT 5
CITY EQUIPMENT REQUEST APPLICATION

APPLICANT INFORMATION

Name (First, Last)

JOSEPH D'AMORE

Address

409 GREENFIELD CT

City

GLENORA

State Zip Code

CA 91740

Email Address

JPDAMORE@GMAIL.COM

Phone

626-513-6394

Date of Birth

11/14/50

Organization Name SANTA FE SPRINGS CHAPEL
MASTERS OF HARMONY

Address

11740 TELEGRAPH RD

City

SANTA FE SPRINGS

State Zip Code

CA 90670

Phone

800-MOH-TUNE 363398473

Tax I.D. Number

Type of Organization

☐ Tier I - SFS Headquartered Non-Profit

☒ Tier II

LOCATION & EQUIPMENT INFORMATION

Name of Location

TOWN CENTER

Location Address

Day of Contact Name

JOSEPH D'AMORE

Day of Contact Cell Phone

626-513-6394

Requested Use Date

WEDNESDAYS - WEEKLY

Drop-Off Time

6:00

Pick-Up Time

11:00

Equipment

7 72" Rectangular Tables (20 max)

96" Rectangular Tables (20 max)

60" Round Tables (20 max)

Special Event Plastic White Chairs (700 max)

8'x4' Stage Panels (15 max)

Stage Stairs (2 max)

Use Description (Describe how use meets Tier II Criteria)

We have for over 30 years been an integral part of the City, contributing to the cultural life and celebrating its milestones and victories. We contribute financially to the City's needy. We have performed on the Santa Claus Christmas Floats throughout the City for years. We provide an annual show for the residents at the Tree Lighting Ceremony & at other events by request; we performed for the City Council on an annual basis. We publicize the City of Santa Fe Springs where ever we perform & where ever we go.

APPLICABLE FEES

☐ Staff Fee (transport, set-up & take-down):

☐ Deposit:

REVIEW PROCESS

The City Equipment Request Application must be submitted at least 30 days prior to the scheduled use. If approved, organizations must provide liability insurance in addition to a signed copy of the Release and Hold Harmless Agreement. Organizations are responsible for staff fees and deposit. Notification of approval will be provided within 5 working days of submission of application.

APPLICANT SIGNATURE

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements will result in the denial of the City Equipment Request Application.

Signature

[Signature]

Date: 12/31/19

STAFF USE ONLY

Application Received By:

Date Received:

City Equipment Request Status: ☐ Approved ☐ Denied ☐ Conditional

Required Fees:

Approved By:



FEE WAIVER APPLICATION

APPLICANT INFORMATION

Name (First, Last)

JOSEPH D'AMORE

Address

409 GREENFIELD CT.

City

GLENORA

State

CA

Zip Code

91140

Email Address

JPDAMORE@GMAIL.COM

Phone

626-513-6394

Date of Birth

11/14/50

Organization Name

SANTA FE SPRINGS CHAPEL
MASTERS OF HARMONY

Address

11740 TELEGRAPH RD

City

SANTA FE SPRINGS

State

CA

Zip Code

90670

Phone

888-MOH-TUNE

Tax I.D. Number

363398473

Type of Organization

☐ Tier I - SFS Headquartered Non-Profit☐ Tier II

RESERVATION INFORMATION

Date of Event

1/8/20 - 6/29/20

☐ MON ☐ TUE ☒ WED ☐ THU ☐ FRI ☐ SAT ☐ SUN

Set-Up Begins (3 Hrs. Max.)

6:00

Set-Up Ends

6:30

Event Begins (6 Hrs. Max.)

7:00

Event Ends

11:00

Clean-Up Begins (1 Hr.)

Clean-Up Ends

Attendance (no greater than max capacity)

VARIES, BUT LESS THAN CAPACITY

Location of Event

TOWN CENTER

Event Description (Describe how event meets Tier II Criteria)

We have for over 30 years been an integral part of the City, contributing to the cultural life and celebrating its milestones and victories. We contribute financially to the City's needy. We have performed on the Santa Claus Christmas Floats throughout the City for years. We provide an annual show for the residents at the Tree Lighting Ceremony & at other events by request; we performed for the City Council on an annual basis. We publicize the City of Santa Fe Springs where ever we perform & where ever we go.

APPLICABLE FEES

☐ Park/Facility Use Fee: _____☐ Custodial Fee: _____☐ Audio/Visual Fee: _____☐ Refuse Fee: _____☐ Staff Fee: _____☐ Maintenance Fee: _____☐ Security Fee: _____☐ Other City Dept. Charges: _____☐ Deposit: _____

REVIEW PROCESS

You will be notified within 5 business days of submission of your fee waiver application whether your request has been approved or denied. If you chose to appeal the decision, please refer to the Facility and Park Equipment and Use Policy for details.

APPLICANT SIGNATURE

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements will result in the denial of the fee waiver request and may result in the revocation of facility or park use.

Signature: 

Date: 12/31/19

STAFF USE ONLY

Application Received By: _____

Date Received: _____

Fee Waiver Status: ☐ Approved ☐ Denied ☐ Conditional

Fees Waived: _____

Required Fees: _____

Approved By: _____



DEPARTMENT OF COMMUNITY SERVICES CONTINUAL USE APPLICATION

ATTACHMENT 7**APPLICANT INFORMATION**

Name (First, Last)
JOSEPH D'AMORE

Address
409 GREENFIELD CT

City
GLENDORA State
CA Zip Code
91740

Email Address
JPDAMORE@GMAIL.COM

Phone
626-513-6394 Date of Birth
11/14/50

Organization Name
**SANTA FE SPRINGS ALLIANCE
MASTERS OF HARMONY**

Address
11740 TELEGRAPH RD.

City
SANTA FE SPRINGS State
CA Zip Code
90600

Phone
888-MOH-TUNE Tax I.D. Number
363398473

Type of Organization
☐ Tier I - SFS Headquartered Non-Profit ☒ Tier II

RESERVATION INFORMATION

Day of Use
☐ MON ☐ TUE ☒ WED ☐ THU ☐ FRI ☐ SAT ☐ SUN

Frequency of Use
☐ Daily ☒ Weekly ☐ Monthly ☐ Yearly

Start Date
1/8/20 End Date
6/29/20 Total # of Dates
26

Set-Up Begins (3 Hrs. Max.)
6:00 pm Set-Up Ends
6:30

Event Begins (6 Hrs. Max.)
7:00 Event Ends
11:00

Clean-Up Begins (1 Hr.)
Clean-Up Ends

Attendance (no greater than max capacity)
VARIES, BUT LESS THAN CAPACITY

Location
☒ Town Center Hall
☐ Social Hall
☐ The Club
☐ Meeting Room #1

Gus Velasco Neighborhood Center
☐ Ontiveros Room
☐ Pio Pico Room
☐ Meeting Room #1
☐ Meeting Room #2

Parks
☐ Lakeview Park Pavilion
☐ Little Lake Park Pavilion
☐ Little Lake Park Meeting Room
☐ Los Nietos Park Pavilion
☐ Santa Fe Springs Park Pavilion

Heritage Park
☐ Train Depot
☐ Caboose
☐ Carriage Barn

Betty Wilson Center
☐ Main Hall

Library
☐ Community Room
☐ Reading Garden

Use Description (Describe how use meets Tier II Criteria)

We have for over 30 years been an integral part of the City, contributing to the cultural life and celebrating its milestones and victories. We contribute financially to the City's needy. We have performed on the Santa Claus Christmas Floats throughout the City for years. We provide an annual show for the residents at the Tree Lighting Ceremony & at other events by request; we performed for the City Council on an annual basis. We publicize the City of Santa Fe Springs where ever we perform & where ever we go.

APPLICABLE FEES

☐ Continual Use Fee: _____ ☐ Security Fee: _____

☐ Audio/Visual Fee: _____ ☐ Deposit: _____

☐ Staff Fee: _____

REVIEW PROCESS

The Continual Use Application deadline is June 1st and December 1st of each year. Applications are required on a 6 month basis, even if prior use has been granted. Notification of application status will be provided no later than June 20th and December 20th.

APPLICANT SIGNATURE

I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements will result in the denial of the Continual Use Application.

Signature: [Signature] Date: 12/31/19

STAFF USE ONLY

Application Received By: _____ Date Received: _____

Continual Use Status: ☐ Approved ☐ Denied ☐ Conditional

Required Fees: _____

Approved By: _____

ATTACHMENT 8

INTERNAL REVENUE SERVICE
EP/EO

Internal Revenue Service
EP/EO Disclosure Desk
P.O. Box 2350 Los Angeles, CA 90053

SOCIETY FOR THE PRESERVATION
& ENCOURAGEMENT OF BARBERSHOP
2535 LAMBERT ST
PASADENA, CA 91107

Person to contact:
L. Barragan (A to K)
F. Mirafior (L to Z)
Telephone Number:
(213)894-2336
Refer Reply to:
92-286
Date:
Jun 04, 1992

RE: 36-3398473
SOCIETY FOR THE PRESERVATION
& ENCOURAGEMENT OF BARBERSHOP

Gentlemen:

This is in response to your request dated June 2, 1992,
regarding the above-named organization.

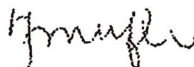
A review of our records indicates that the organization was
recognized to be exempt from Federal income tax under
Internal Revenue Code section 501(c)(03). Group exemption
number 0943 has been assigned to the parent organization and its
subordinates.

You should contact your parent organization for a copy of
their exemption letter.

If you need any further assistance, please feel free to
contact me at the above address.

Thank you for your cooperation.

Sincerely,



Disclosure Assistant

YOUR RETURN MAILING ADDRESS

ATTACHMENT 9

NAME: THE SANTA FE SPRINGS CHAPTER OF THE SOCIETY FOR THE PRESERVATION AND ENCOURAGEMENT OF BARBER SHOP QU

ADDRESS: 11740 EAST TELEGRAPH ROAD

CITY: SANTA FE SPRINGS

STATE: CA ZIP CODE: 90670



FICTITIOUS BUSINESS NAME STATEMENT

TYPE OF FILING AND FILING FEE (Check one)

☐ Original- \$26.00 (FOR ORIGINAL FILING WITH ONE BUSINESS NAME ON STATEMENT)

☐ Amended Filing- \$26.00 (CHANGES IN FACTS FROM ORIGINAL FILING- REQUIRES PUBLICATION)

☒ Refile- \$26.00 (NO CHANGES IN THE FACTS FROM ORIGINAL FILING)

\$5.00 - FOR EACH ADDITIONAL BUSINESS NAME FILED ON SAME STATEMENT, DOING BUSINESS AT THE SAME LOCATION \$5.00- FOR EACH ADDITIONAL OWNER IN EXCESS OF ONE OWNER

The following person(s) is (are) doing business as:

*1. MASTERS OF HARMONY

2.

** 11740 EAST TELEGRAPH ROAD

Print Fictitious Business Name(s)

PO BOX 3342

SANTA FE SPRINGS CA 90670

LOS ANGELES

SANTA FE SPRINGS CA 90670

City

State /Country

Zip

COUNTY

City

State /Country

Zip

Articles of Incorporation or Organization Number (if applicable): AI #ON C1295262

***REGISTERED OWNER(S):

1. THE SANTA FE SPRINGS CHAPTER OF THE SOCIETY FOR THE PRESERVATION AND ENCOURAGEMENT OF BARBER SHOP QU

Full Name/Corp/LLC (P.O. Box not accepted)

11740 EAST TELEGRAPH ROAD

Residence Address

SANTA FE SPRINGS CA 90670

City State/Country Zip

CA

If Corporation or LLC - Print State of Incorporation/Organization

2.

Full Name/Corp/LLC (P.O. Box not accepted)

Residence Address

City State/Country Zip

If Corporation or LLC - Print State of Incorporation/Organization

3.

Full Name/Corp/LLC (P.O. Box not accepted)

Residence Address

City State/Country Zip

If Corporation or LLC - Print State of Incorporation/Organization

4.

Full Name/Corp/LLC (P.O. Box not accepted)

Residence Address

City State/Country Zip

If Corporation or LLC - Print State of Incorporation/Organization

IF MORE THAN FOUR REGISTRANTS, ATTACH ADDITIONAL SHEET SHOWING OWNER INFORMATION .

****THIS BUSINESS IS CONDUCTED BY: (Check one)

☐ an Individual

☐ a General Partnership

☐ a Limited Partnership

☐ a Limited Liability Company

☐ an Unincorporated Association other than a Partnership

☒ a Corporation

☐ a Trust

☐ Copartners

☐ a Married Couple

☐ Joint Venture

☐ State or Local Registered Domestic Partners

☐ a Limited Liability Partnership

*****The date registrant started to transact business under the fictitious business name or names listed above: 04/2009

(Insert N/A above if you haven't started to transact business)

I declare that all information in this statement is true and correct.

(A registrant who declares as true any material matter pursuant to Section 17913 of the Business and Professions Code that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000).)

REGISTRANT(S)/CORP/LLCNAME (PRINT) THE SANTA FE SPRINGS CHAPTER OF THE SOCIETY FOR THE PRESERVATION AND ENCOURAGEMENT OF BARBER SHOP QU TITLE Secretary

REGISTRANT SIGNATURE

IF CORP OR LLC, PRINT NAME MAURICE J. M. FRELEAUX

If corporation, also print corporate title of officer. If LLC, also print title of officer or manager.

This statement was filed with the County Clerk of LOS ANGELES on the date indicated by the filed stamp in the upper right corner.

NOTICE - IN ACCORDANCE WITH SUBDIVISION (a) OF SECTION 17920, A FICTITIOUS NAME STATEMENT GENERALLY EXPIRES AT THE END OF FIVE YEARS FROM THE DATE ON WHICH IT WAS FILED IN THE OFFICE OF THE COUNTY CLERK, EXCEPT, AS PROVIDED IN SUBDIVISION (b) OF SECTION 17920, WHERE IT EXPIRES 40 DAYS AFTER ANY CHANGE IN THE FACTS SET FORTH IN THE STATEMENT PURSUANT TO SECTION 17913 OTHER THAN A CHANGE IN THE RESIDENCE ADDRESS OF A REGISTERED OWNER. A NEW FICTITIOUS BUSINESS NAME STATEMENT MUST BE FILED BEFORE THE EXPIRATION. EFFECTIVE JANUARY 1, 2014, THE FICTITIOUS BUSINESS NAME STATEMENT MUST BE ACCOMPANIED BY THE AFFIDAVIT OF IDENTITY FORM.

THE FILING OF THIS STATEMENT DOES NOT OF ITSELF AUTHORIZE THE USE IN THIS STATE OF A FICTITIOUS BUSINESS NAME IN VIOLATION OF THE RIGHTS OF ANOTHER UNDER FEDERAL, STATE, OR COMMON LAW (SEE SECTION 14411 ET SEQ., BUSINESS AND PROFESSIONS CODE).

I HEREBY CERTIFY THAT THIS COPY IS A CORRECT COPY OF THE ORIGINAL STATEMENT ON FILE IN MY OFFICE.

DEAN C. LOGAN, LOS ANGELES COUNTY CLERK

BY: DEMETRIA ATKINS

, Deputy

**Articles of Incorporation
Foothill Cities Chapter**

**ARTICLES OF INCORPORATION OF THE FOOTHILL CITIES CHAPTER
OF THE SOCIETY FOR THE PRESERVATION AND ENCOURAGEMENT OF
BARBER SHOP QUARTET SINGING IN AMERICA**

(FACSIMILE)

I

The name of this corporation is The Foothill Cities Chapter of the Society for the Preservation and Encouragement of Barber Shop Quartet Singing in America.

II

A. This corporation is a non-profit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes.

B. The specific purpose of this corporation shall be to perpetuate the old American institution, the barbershop quartet, and to promote and encourage vocal harmony and good fellowship among its members; to encourage and promote the education of its members and the public in music appreciation, to initiate, promote and participate in charitable projects, and to promote public appreciation of barbershop harmony.

III

The name and address in the State of California of this corporation's initial agent for service of process is:

Kenny Rios, Sr., 925 Palm Ave., South Pasadena, Calif. 91030

Articles of Incorporation Foothill Cities Chapter

IV

A. This corporation is organized and operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

V

The property of this corporation is irrevocably dedicated to charitable and educational purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable and educational purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal revenue Code.

DATED: June 10,1985

Kenny Rios, Sr.

I hereby declare that I am the person who executed the foregoing Articles of Incorporation, which execution is my act and deed.

Kenny Rios, Sr.

KIRTLEY M. THIESMEYER

Telephone 626 / 793 6446

2029 Linda Rosa Court
Pasadena, California 91107
thieslaw@sbcglobal.net

Facsimile 626 / 793 6446

January 15, 2020

VIA CERTIFIED MAIL

Ms. Maricela Balderas
Director of Community Services
CITY OF SANTA FE SPRINGS
Community Services Department
9255 South Pioneer Boulevard
Santa Fe Springs, CA 90670

Re: Appeal of Decision dated January 8, 2020, regarding use of community facilities by
The Santa Fe Springs Chapter of the Barbershop Harmony Society
aka the "Masters of Harmony"

Dear Ms. Balderas:

I am a member of the non-profit Masters of Harmony, a singer, former President, and an active member of the Masters Circle (donor group). I have been a member of the Santa Fe Springs Chapter – as our name is recorded with California corporate and federal tax authorities – since 2002.

On behalf of our chapter, I am appealing your decision to deny use of City facilities and denial of fee waiver, on grounds of misunderstanding and mistake – yours and ours. The reasons given to us were that we are not physically located in Santa Fe Springs, that our 1992 IRS exemption was sent to an address in Pasadena, and that we do not have as our "sole purpose to benefit the City."

First, let me say that we have been a continuing, visible presence in the City of Santa Fe Springs, and an enthusiastic supporter of the City and its programs, for more than 30 years. We perform annually for the Christmas Tree Lighting Ceremony, we send barbershop quartets throughout the City for 9 or 10 nights with the Santa Claus Christmas Float program; we contribute food goods and make financial donations to the City's Neighborly Elf Christmas Basket Program, and we have performed at the Clarke Estate and Heritage Park occasionally on request. One of our competitive chapter quartets sings annually for the City Council. We do this without compensation.

For its part, the City has long permitted our use of City facilities at the Town Center Hall, without charge, for which we are extremely grateful. With the support of the late Mayor Betty Putnam and numerous City officials over the years, we have enjoyed a privileged status as, in effect, a City-supported group whose formal and informal existence has been fully integrated with and publicized as part of the City of Santa Fe Springs.

Appeal, Santa Fe Springs
January 15, 2020

As an indicator of our loyal support of the City and what it has done for us, in 2000 we changed our name from the "Foothill Cities Chapter" to the "Santa Fe Springs Chapter," and we benefit from the continuing success of us both. **Exhibit attached.**

Meanwhile, as we are a California chapter of the worldwide Barbershop Harmony Society, and a competitive men's chorus, we have won nine international champion gold medals, a singular achievement in our relatively short life. We are always introduced, "And now, from Santa Fe Springs, California, the Masters of Harmony!" Our success and publicity we share with the City, to whom we owe so much. We make our show tickets available free to members of City management on request, and Betty Putnam was enshrined as one of our esteemed Honorary Ambassadors of Harmony.

We were incorporated as a California non-profit corporation in 1986. In 1987 we began our long association with the City of Santa Fe Springs, and we have been in residence at Town Center Hall ever since. Our current tax filings as a 501(c)(3) exempt corporation show our mailing address as Santa Fe Springs. **Exhibits attached.**

As a presence in the City, we are an organized group of singers, all unpaid volunteers, whose product is choral music. It is the only reason we exist. Our sole purpose is not just to benefit the City, because we want to share our music with the world, and we depend on performances for our financial support. We are lawyers and teachers, telephone linemen and office clerks, police officers, CEOs and tradesmen, including some singing residents of Santa Fe Springs itself over the years. But we have no physical presence anywhere, except when we sing. And we draw singers from Ridgecrest to San Diego, from Riverside to Oceanside and all over Southern California, because our singing and our venue are so superior and attractive.

Consequently, we are a non-corporeal entity and we have never had a need for an address or "headquarters" other than Town Center Hall. Our mail is delivered to the City post office, sixty feet away. And we have been privileged to use TCH for our rehearsals, board meetings, auditions and sectionals, and as a place to store our risers and music, trophies and other awards. The notion that we needed a "functional address that was not a City facility" has never come up.

In my 18 years with the group, I have known no other home than Town Center Hall. And thus it has been for 32 years! We could designate the address of someone in the City as "our" address, but it would be a sham and pointless. We are an abstract "chapter" of a singing society. But physically, we are just a bunch of people needing a place to rehearse and sing; wherever we meet is our address. This has never been an issue.

Let me end by again acknowledging our huge debt to the City of Santa Fe Springs that has enabled us to thrive, prosper and be champions for a long time. The City's generosity has been superb and

Appeal, Santa Fe Springs
January 15, 2020

almost unconditional, which accounts for our attempts to "give back" whenever we can. We nevertheless recognize an obligation to participate in the City's costs as the financial climate changes, and in thanks for the strong support we have enjoyed over the years.

Although the change from free facilities usage to the level of \$225 per week for a Santa Fe Springs resident entity will be a hardship, we believe it is something that we can make work based on discussions with potential donors who believe in the enormous mutual benefits of the long-standing relationship between the Masters of Harmony and the City of Santa Fe Springs.

Under the interpretation of City regulations treating us as a non-resident entity that would entail an increase to \$500 per week, however, our very existence as a viable chapter of the Barbershop Harmony Society has been placed, quite suddenly, in immediate jeopardy.

Hence, with utmost respect and gratitude, we submit this Appeal and earnestly request a favorable re-determination of our status as a resident entity of Santa Fe Springs, entitled to fee waiver.

Thank you for your consideration.

Sincerely yours,



Kirtley M. Thiesmeyer

Attachments (3)

ccs. Wayne B. Bergeron, Community Services Supervisor, via email
(waynebergeron@santafesprings.org)
Charles Carothers, MOH/Santa Fe Springs liaison
Joe D'Amore, President, Masters of Harmony



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

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

January 28, 2020

Mr. Kirtley M. Thiesmeyer
2029 Linda Rosa Court
Pasadena, CA 91107

RE: Response to Appeal Regarding Continual Use Application of Town Center/Social Hall

Dear Mr. Thiesmeyer:

My name is Raymond Cruz and I am the City Manager for the City of Santa Fe Springs. I was presented your appeal regarding the denial of your continual use application for the Social Hall by the Director of Community Services Maricela Balderas that was made on January 8, 2020.

I have reviewed the matter, along with your letter and supporting documents. In keeping with the Facility, Park, and Equipment Use Policy adopted by the City Council on September 10, 2019, the eligibility criteria is very specific. In Section 2 of the Use Policy, it clearly states that for continual park and facility use a non-profit organization or association must be "headquartered in Santa Fe Springs, verified through their Tax Identification Number." The letter from the Internal Revenue Service, dated June 4, 1992, clearly indicates the address of the organization as a city (Pasadena) other than Santa Fe Springs.

Additionally, the California Secretary of State Electronic Filing of Corporation – Statement of Information indicates that it was filed on November 6, 2019 which would have been after Masters of Harmony representatives met with City staff, which occurred on October 14, 2019 to discuss the newly adopted Use Policy. The date on this filing would not be consistent with the eligibility requirement 1a of Section 2, which states, with no ambiguity, that "Such organization shall be organized and exist in the City for a minimum of one year prior to the event." The documentation provided is inconsistent and does not meet the requirements set forth in the Facility Use Policy.

The physical address of the non-profit is a vital requirement that was specified by the City Council in this policy to ensure that the organization is based in Santa Fe Springs. Being based in the City indicates the seriousness and the intent to solely provide services to the residents. Utilizing the address of Town Center Hall, a City facility, as the Masters of Harmony place of business or a post office box as an address for the organization is frankly disingenuous and not consistent with the new policy.

William K. Rounds, Mayor • John M. Mora, Mayor Pro Tem
City Council
Annette Rodriguez • Juanita Trujillo • Joe Angel Zamora
City Manager
Raymond R. Cruz

The Continual Park & Facility Use aspect of the Use Policy is truly meant to assist City-based non-profit organizations that are providing as their sole purpose to benefit residents of Santa Fe Springs or a City Department. A prime example of this type use would be Boy Scout or Girl Scout troops that are locally based in Santa Fe Springs who have a membership of children that reside in the City. Another example would be the Santa Fe Springs Women's Club, a non-profit organization based in the City whose membership consists of residents of the City and whose efforts are designed to specifically benefit residents through fundraising activities, especially by means of scholarships to high school seniors who reside in Santa Fe Springs.

Where I can see the efforts of the Masters of Harmony to preserve and grow barbershop quartet-style singing and performance, it is not specifically benefitting the residents of the City. If anything, the facility utilized by your organization (the Social Hall) is primarily for rehearsals to prepare for shows and competitions that are conducted outside the City by a diverse membership whose composition consists of a very small number, if any, of Santa Fe Springs residents. The climate that once allowed the privileged status of the Masters of Harmony has changed drastically.

For the aforementioned reasons, I am denying your appeal request for the Masters of Harmony to qualify for the Continual Park & Facility Use provision in the City of Santa Fe Springs Facility, Park, and Equipment Use Policy. As a result, the rate that the Masters of Harmony will be charged is the current business rate of \$305 per use along with any fees required for set-up/take down of equipment and staffing after regular business hours at Town Center Hall.

Thank you for your time and I wish your organization the best of luck.

Sincerely,


Raymond R. Cruz
City Manager

William K. Rounds, Mayor • John M. Mora, Mayor Pro Tem
City Council
Annette Rodriguez • Juanita Trujillo • Joe Angel Zamora
City Manager
Raymond R. Cruz

KIRTLEY M. THIESMEYER

Telephone 626 / 793 6446

2029 Linda Rosa Court
Pasadena, California 91107
thieslaw@sbcglobal.net

Facsimile 626 / 793 6446

February 11, 2020

VIA EMAIL

To the Honorable Mayor, Mayor Pro Tem and
Members of the City Council
CITY OF SANTA FE SPRINGS

c/o Ms. Janet Martinez, City Clerk
Fernando N. Munoz, City Clerk Technician
11710 East Telegraph Road
Santa Fe Springs, CA 90670

Email: JanetMartinez@santafesprings.org; fernandomunoz@santafesprings.org

Re: Appeal of Decision dated January 28, 2020, by the City Manager regarding use of community facilities by The Santa Fe Springs Chapter of the Barbershop Harmony Society, aka the "Masters of Harmony"

Ladies and Gentlemen:

I am a member of the non-profit Masters of Harmony, a singer, former President, and an active member of the Masters Circle (donor group). I have been a member of the Santa Fe Springs Chapter (as our name is recorded with California corporate and federal tax authorities) for 18 years. We have been a continuous presence in Santa Fe Springs since 1987.

On behalf of our chapter, I am appealing the decision to deny use of City facilities and denial of fee waiver, on grounds of misunderstanding and misinformation on the part of the City Manager. The reasons given to us were that we are not physically located in Santa Fe Springs, that IRS correspondence in 1992 showed our address to be Pasadena -- both manifestly untrue -- and that we do not have as our "sole purpose to benefit the City."

Utterly ignored are three decades of devotion to the City that is our musical home, enormous contributions of time and money to and performances for the local community, and the notoriety we have brought to the City through our championship performances, unique in the West. The late former Mayor and esteemed Councilwoman Betty Putnam was a consummate fan of the Masters of Harmony, attended our rehearsals and shows, and spoke favorably of our chorus and its place in the life of the City.

We have been a continuing, visible presence in the City of Santa Fe Springs, and an enthusiastic supporter of the City and its programs, for more than 30 years. We are members of the SFS Chamber of Commerce and support its youth enrichment efforts. We have performed annually for the Christmas Tree Lighting Ceremony since 1991; we send barbershop quartets throughout

Appeal, Santa Fe Springs
February 11, 2020

the City for 9 or 10 nights with the Santa Claus Christmas Float program since its inception; we have donated thousands of dollars to the various Christmas Basket and other programs for more than 20 years (over \$26 thousand at last accounting); co-sponsored a Santa Fe Springs baseball team; provided funding for several music scholarships; donated money to the Santa Fe Springs 50th Anniversary Fund and worked on the City's Rose Bowl float; and we have performed at the Clarke Estate and Heritage Park occasionally on request. One of our choice chapter quartets sings annually for the City Council. We proudly wear the bright yellow jackets and City logos awarded to us after five years singing on the Christmas Floats (mine says "15 years"). The workers who drive the Floats and play Santa Claus greet us at the City Equipment Yard as old friends.

We do this without compensation. But our history in the City is completely ignored in the decision of the City Manager.

For its part, the City has long permitted our use of City facilities at the Town Center Hall, without charge, for which we are extremely grateful. With the support of Mayor Putnam and numerous City officials over the years, we have enjoyed a privileged status as, in effect, a City-supported group whose formal and informal existence has been fully integrated with and publicized as part of the City of Santa Fe Springs.

Turning to the specific grounds for denial by the City Manager, he first says a 1992 letter confirming our tax status sent to Pasadena, violates the requirement of "headquartered in Santa Fe Springs, verified through their Tax Identification Number," thinking we must somehow be in Pasadena. On the contrary, we have had a Tax ID and have qualified as a non-profit under the IRS Code since our founding in 1986. It had, and has, nothing to do with our location or address. The request in 1992 for "confirmation" of tax status (not issuance) was sent by our then Treasurer from his home address, in Pasadena. The answer was of course sent to Pasadena. But every IRS report, Franchise Tax Board and California corporate filing with the Secretary of State and the Department of Corporations over the years is sent from our physical location in the Town Center Hall and/or our Post Office address nearby. That has been true since 1987, over 30 years.

The City Manager's second point is that we showed a State corporate filing from Santa Fe Springs last November, after we met with City officials in October on the newly adopted Use Policy, which "would not be consistent with the eligibility requirement . . . that 'such organization shall be organized and exist in the City for a minimum of one year.'" But the State filing was a required corporate statement that we have filed from Santa Fe Springs annually for many years. From the history, moreover, it should be obvious that we have "existed" in the City for a very long time.

As to physical location and our presence in the City, we are an organized group of singers, all unpaid volunteers, whose product is choral music. It is the only reason we exist. Our sole purpose is not just to benefit the City, because we want to share our music with the world, and we depend on performances for our financial health. But we have no physical presence anywhere,

Appeal, Santa Fe Springs
February 11, 2020

except when we sing. We draw singers from Ridgecrest to San Diego, from Riverside to Oceanside and throughout Southern California, because our singing and our venue are superior and attractive. When we donate to the City, it is not just chapter funds. We “pass the hat” to let individual members express their continuing respect and gratitude.

Consequently, we are a non-corporeal entity and we have never had a need for an address or “headquarters” other than Town Center Hall. A separate building would not be economical and serve no purpose. Our mail is delivered to the City post office, sixty feet away. And we have been privileged to use TCH for our rehearsals, board meetings, auditions and sectionals, and as a place to store our risers and music, trophies and other awards. The notion that we needed a “functional address that was not a City facility” has never come up.

Yet the City Manager says our use of Town Center Hall as the Masters of Harmony place of business and the post office as an address “is frankly disingenuous and not consistent with the new policy.” After 33 years doing exactly that, our honesty is now in question?

We are an abstract chapter of an international singing society. But physically, we are just a bunch of people needing a place to rehearse. Wherever we meet is our address. For a very long time, we have chosen to do it in Santa Fe Springs, and the City has welcomed us. It has never been otherwise.

As an indicator of our loyal support of the City and what it has done for us, in 2000 we changed our name from the “Foothill Cities Chapter” to the “Santa Fe Springs Chapter,” and we benefit from the continuing success of us both. At shows and competitions, we are introduced: “And now, from Santa Fe Springs, California, the Masters of Harmony!” Our affiliation with the City shows up in our worldwide magazine, the “Harmonizer,” and in the Far Western District’s “Westunes,” on Wikipedia, on various social media sites, and other places across the Internet wherever our name is mentioned. We have “Santa Fe Springs Chapter” emblazoned on our truck and trailer that have crossed the country many times in three decades – more free advertising for the City.

Meanwhile, as a California chapter of the worldwide Barbershop Harmony Society, and a competitive men’s chorus, we have won nine international champion gold medals, a singular achievement in our relatively short life. We share our success and publicity with the City, to whom we owe so much. We make our show tickets available free to members of City management on request, and Betty Putnam was enshrined as one of our esteemed Honorary Ambassadors of Harmony.

We were incorporated as a California non-profit corporation in 1984. In 1987 we began our long association with the City of Santa Fe Springs, and we have been in residence at Town Center Hall ever since. All our State corporate, Franchise Tax Board and IRS filings since then have

Appeal, Santa Fe Springs
February 11, 2020

emanated from our mailing address at Santa Fe Springs. No one has ever suggested that we need a "functional address that was not a City facility."

Let me end by again acknowledging our huge debt to the City of Santa Fe Springs that has enabled us to thrive, prosper and be champions for a long time. The City's generosity has been superb and unconditional, which accounts for our attempts to "give back" whenever we can.

We have never said "no," and our devotion to the City when we are asked to perform, is 100 percent.

We also recognize an obligation to participate in the City's costs as the financial climate changes, and in thanks for the strong support we have enjoyed over the years.


We ask that the "business meeting fee" of \$305 per week be waived. Our waiver eligibility is under Tier II of the Equipment and Facility Use Policy. We will gladly pay the setup/takedown charges and the extra costs for staffing at our night-time rehearsals.

Although the change from free facilities usage to about \$225 per week for a Santa Fe Springs resident entity will be a hardship, it is something that we can make work based on discussions with potential donors who believe in the enormous mutual benefits of the long-standing relationship between the Masters of Harmony and the City.

Under the interpretation of City regulations treating us as a non-resident entity, however, that would suddenly require the addition of \$500 to our weekly budget after so many years of reciprocal "gifts," is a drastic change and puts our very existence in jeopardy.

Hence, with utmost respect and gratitude, we submit this Appeal and earnestly request a favorable re-determination by the City Council of our status as a welcome and cherished resident of Santa Fe Springs, entitled to waiver of meeting fees.

Thank you for your consideration.

Sincerely yours, 

Kirtley M. Thiesmeyer

ccs. Wayne B. Bergeron, Community Services Supervisor
Raymond R. Cruz, City Manager
Maricela Balderas, Director of Community Services
Charles Carothers, MOH/Santa Fe Springs liaison
Joe D'Amore, President, Masters of Harmony



City of Santa Fe Springs

City Council Meeting

ITEM NO. 22A

February 27, 2020

PRESENTATION

Recognition of the 2020 Lake Center Middle School Boys Basketball Team

RECOMMENDATION

- Recognize the 2020 Lake Center Middle School Boys Basketball Team

BACKGROUND

The Parks and Recreation Services Division in the Department of Community Services provides the after-school sports program for Lake Center Middle School. Students in this program build skills and compete against other local middle schools. Each season features a different sport and provides students with the opportunity to enhance their skills and develop an appreciation for physical activity. During this 2019-2020 winter season, the 8th Grade Boys' Basketball Team was undefeated during the regular season and took the championship.

The team has been invited to the council meeting to be recognized for this huge accomplishment. The following players are part of the undefeated 2020 Lake Center Middle School Boys Basketball team:

- Matthew Amin
- Adrian Castro
- Micah Fernandez
- Jordan Jimenez
- Kaden McCaffrey
- Tony Nava
- Benjamin Rios
- Jeffery Rivera
- Jr. Villegas
- Darren Whelchel
- Andres Zambrano

The Mayor may wish to call upon Acting Community Services Supervisor Eric Ey to assist with the presentation.

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

Raymond R. Cruz
City Manager



City of Santa Fe Springs

City Council Meeting

ITEM NO. 22B

February 27, 2020

PRESENTATION

Introduction of New Santa Fe Springs Policing Team Members

RECOMMENDATION:

- The Mayor may wish to call upon Dino Torres, Director of Police Services to introduce the newest members of the Santa Fe Springs Policing Team.

BACKGROUND

The newest members of the Santa Fe Springs Policing Team are listed below:

- Vazgen Matevosyan, Officer
- Jessica Jaime, Officer
- Rodolfo Perez, Officer
- Jessi Pollnow, Officer
- Luis Cerda, Officer
- Brenna Dineen, Corporal
- Gonzalo Ponce, Sergeant

A handwritten signature in blue ink, which appears to read "Raymond R. Cruz".

Raymond R. Cruz
City Manager



City of Santa Fe Springs

City Council Meeting

February 27, 2020

APPOINTMENTS TO COMMITTEES AND COMMISSIONS

Committee	Vacancies	Councilmember
Family & Human Svcs	1	Mora
Family & Human Svcs	1	Rodriguez
Heritage Arts	1	Mora
Parks & Recreation	1	Mora
Parks & Recreation	4	Zamora
Parks & Recreation	1	Trujillo
Senior	3	Mora
Senior	1	Zamora
Senior	1	Rodriguez
Senior	4	Trujillo
Sister City	1	Mora
Sister City	3	Rodriguez
Sister City	3	Zamora
Sister City	2	Rounds
Sister City	3	Trujillo
Youth Leadership Committee	2	Rodriguez
Traffic Commission	1	Zamora

Applications Received: None

Recent Actions: None

Raymond R. Cruz
City Manager

Attachment(s):

1. Prospective Members
2. Committee Lists
3. 2020 Council Liaison List

Prospective Members for Various Committees/Commissions

Community Services Advisory*

Family & Human Services

Heritage Arts

Personnel Advisory Board

Parks & Recreation

Planning Commission

Senior Citizens Advisory

Sister City

Traffic Commission

Youth Leadership

*pending name change

COMMUNITY SERVICES ADVISORY COMMITTEE*

*(pending name)

Meets the fourth Wednesday of each month

9:30 a.m., Library Community Room

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

Membership: 20 Residents appointed by City Council

APPOINTED BY	NAME	TERM EXPIRES JAN 2021
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Mora	Juliet Ray Guadalupe Placencia Eileen Ridge Jeannie Hale	
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Zamora	Annette Ramirez Charlotte Zevallos Doris Yarwood Francis Carbajal	
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Rounds	Jeannette Lizarraga Mary Arias Linda Vallejo Adrienne Matte	
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Rodriguez	Manny Zevallos Sally Gaitan Mark Scoggins Larry Oblea	
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Trujillo	Jacqueline Martinez Kay Gomez Tony Reyes Merrie Hathaway	
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FAMILY & HUMAN SERVICES ADVISORY COMMITTEE

Meets the third Wednesday of the month, except Jun., 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
Mora	Martha Villanueva	(20)
	Vacant	(20)
	Miriam Herrera	(21)
Zamora	Gaby Garcia	(20)
	Tina Delgado	(21)
	Gilbert Aguirre	(21)
Rounds	Dolores Duran	(20)
	Janie Aguirre	(21)
	Peggy Radoumis	(21)
Rodriguez	Vacant	(20)
	Elena Lopez	(20)
	Hilda Zamora	(21)
Trujillo	Dolores H. Romero*	(20)
	Laurie Rios	(20)
	Bonnie Fox	(21)

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
Mora	Vacant	6/30/2021
Zamora	Larry Oblea	6/30/2020
Rounds	Richard Moore	6/30/2021
Rodriguez	Francis Carbajal	6/30/2021
Trujillo	Laurie Rios	6/30/2021

Committee Representatives

Beautification Committee	Eileen Ridge	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	Bill Rounds
Council Alternate	Vacant
City Manager	Ray Cruz
Director of Community Services	Maricela Balderas
Director of Planning	Wayne Morrell

**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
Mora	Joe Avila	(20)
	Vacant	(21)
	William Logan	(21)
	Ralph Aranda	(21)
	Kurt Hamra	(21)
Zamora	Vacant	(20)
	Vacant	(20)
	Frank Aguayo, Sr.	(20)
	Vacant	(21)
	Vacant	(21)
Rounds	Kenneth Arnold	(20)
	Mary Anderson	(20)
	Jeannette Lizarraga	(20)
	Tim Arnold	(21)
	Mark Scoggins*	(21)
Rodriguez	Kayla Perez	(20)
	Priscilla Rodriguez	(20)
	Lisa Garcia	(21)
	Sylvia Perez	(20)
	David Diaz-Infante	(21)
Trujillo	Dolores Romero	(21)
	Andrea Lopez	(20)
	Elizabeth Ford	(21)
	Nancy Krueger	(21)
	Vacant	(20)

**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

Mora

Ken Arnold

Rounds

Ralph Aranda

Rodriguez

Francis Carbajal

Trujillo

Frank Ybarra

Zamora

Gabriel Jimenez

SENIOR ADVISORY COMMITTEE

Meets the Second Tuesday of the month, except Jun., 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
Mora	Paul Nakamura	(20)
	Astrid Shesterkin	(21)
	Vacant	(21)
	Vacant	(20)
	Vacant	(20)
Zamora	Dolores Duran	(20)
	Elena Lopez Armendariz	(20)
	Josefina Lara	(20)
	Amelia Acosta	(21)
	Vacant	(21)
Rounds	Sally Gaitan	(20)
	Bonnie Fox	(20)
	Gilbert Aguirre	(21)
	Lorena Huitron	(21)
	Janie Aguirre	(21)
Rodriguez	Yoko Nakamura	(20)
	Linda Vallejo	(20)
	Hilda Zamora	(21)
	Martha Villanueva	(20)
	Vacant	(20)
Trujillo	Eduardo Duran	(20)
	Vacant	(20)
	Vacant	(21)
	Vacant	(21)
	Vacant	(21)

**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
Mora	Martha Villanueva	(20)
	Vacant	(20)
	Laurie Rios	(21)
	Peggy Radoumis	(21)
	Francis Carbajal	(21)
Zamora	Charlotte Zevallos	(20)
	Vacant	(20)
	Vacant	(21)
	Doris Yarwood	(21)
	Vacant	(21)
Rounds	Manny Zevallos	(20)
	Susan Johnston	(20)
	Jacqueline Martinez	(20)
	Vacant	(20)
	Vacant	(21)
Rodriguez	Jeannette Wolfe	(20)
	Kayla Perez	(20)
	Vacant	(21)
	Vacant	(21)
	Vacant	(21)
Trujillo	Vacant	(20)
	Andrea Lopez	(20)
	Vacant	(21)
	Marcella Obregon	(21)
	Vacant	(21)

**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

Mora

Bryan Collins

Rounds

Johana Coca

Rodriguez

Felix Miranda

Trujillo

Linda Vallejo

Zamora

Vacant

*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
Mora	Kharisma Ruiz	(20)
	Destiny Cornejo	(21)
	Zachary Varela	(20)
	Jazmine A. Duque	(21)
Zamora	Joseph Casillas	(20)
	Savanna Aguayo	(21)
	Valerie Melendez	(21)
	Christian Zamora	(21)
Rounds	Abraham Walters	(21)
	Aaron D. Doss	(21)
	Gabriel Romero	(20)
	Maya Mercado-Garcia	(21)
Rodriguez	Angel M. Corona	(21)
	Jasmine Rodriguez	(21)
	Vacant	
	Vacant	
Trujillo	Bernardo Landin	(20)
	Isaac Aguilar	(21)
	Andrew Bojorquez	(20)
	Alan Avalos	(21)

2020 Council Appointed City Committees/Commissions

Organization	Council Liaison	Executive Secretary	Meeting Frequency	Meeting Date	Meeting Time	Meeting Location
Community Services* *(pending name)		Joyce Ryan	Monthly except July, Aug, Dec	4th Wed	9:30 AM	Town Center
Family & Human Services Advisory Committee	Rodriguez	Ed Ramirez	Monthly except Sept/Dec.	3rd Wed of the month	5:45 PM	Gus Velasco Neighborhood Center
Heritage Arts Advisory Committee (2-year appointment)	Rounds Alternate: Vacant	Ed Ramirez	Monthly except Dec	Last Tues	9:00 AM	Gus Velasco Neighborhood Center
Parks & Recreation Advisory Committee	Mora	Gustavo Hernandez	Monthly except Jul, Aug, Dec	1st Wed	7:00 PM Subcom 6:00 pm	Town Center Hall Mtg Room #1
Senior Citizens Advisory Committee	Rounds Alternate: Vacant	Ed Ramirez	Monthly except Sept./Dec.	2nd Tues of the month	9:30 AM	Gus Velasco Neighborhood Center
Sister City Committee	Trujillo	Michelle Smith	Monthly except Dec.	1st Mon	6:30 PM	Town Center
Youth Leadership Committee (2-year appointment)	Zamora Trujillo	Wayne Bergeron	Monthly except July	1st Mon	6:30 PM	Town Center