



AGENDA

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

**June 3, 2021
6:00 P.M.**

Council Chambers
11710 Telegraph Road
Santa Fe Springs, CA 90670

**Jay Sarno, Councilmember
Juanita Trujillo, Councilmember
Joe Angel Zamora, Councilmember
Annette Rodriguez, Mayor Pro Tem
John M. Mora, 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 Public Comments 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

Jay Sarno, Councilmember
Juanita Trujillo, Councilmember
Joe Angel Zamora, Councilmember
Annette Rodriguez, Mayor Pro Tem
John M. Mora, Mayor

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. PUBLIC COMMENTS *This is the time when comments may be made by citizens on matters under the jurisdiction of the City Council, on the agenda and not on the agenda. Each citizen is limited to three (3) minutes.*

HOUSING SUCCESSOR

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 Housing Successor.

Minutes of the May 4, 2021 Housing Successor Meetings (City Clerk)

Recommendation:

- Approve the minutes as submitted.

SUCCESSOR AGENCY

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 Successor Agency.

Minutes of the May 4, 2021 Successor Agency Meetings (City Clerk)

Recommendation:

- Approve the minutes as submitted.

CITY COUNCIL

8. CONSENT AGENDA

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

- a. Minutes of the May 4, 2021 Regular and Special City Council Meetings (City Clerk)

Recommendation:

- Approve the minutes as submitted.

- b. A Resolution of the City Council Reaffirming the Existence of a Local Emergency Due to the Threat of COVID-19 (pursuant to Government Code section 8630) (City Attorney)

Recommendation:

- Adopt Resolution No. 9715:
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, REAFFIRMING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE THREAT OF COVID-19.

NEW BUSINESS

9. Overview of City Council Workshop (City Manager)

Recommendation:

- Receive and file workshop report.

10. Resolution No. 9714 to adopt and allocate funds for an Outdoor Fitness Court as part of the 2021 National Fitness Campaign (Community Services)

Recommendation:

- Adopt Resolution No. 9714 to adopt and allocate funds for an outdoor fitness court as part of the 2021 National Fitness Campaign.

11. Authorize the Director of Planning to Release a Request for Proposal (RFP) to Qualified Consultants to Develop a Vehicle Miles Traveled (VMT) Methodology to Evaluate Transportation Impacts Consistent with the California Environmental Quality Act (CEQA), to Meet the Requirements of Senate Bill (SB) 743 (Planning)

Recommendation:

- Authorize the Director of Planning to Release a Request for Proposal (RFP) to Qualified Consultants to Develop a Vehicle Miles Traveled (VMT) Methodology to Evaluate Transportation Impacts Consistent with the California Environmental Quality Act (CEQA), to Meet the Requirements of Senate Bill (SB) 743.

12. Resolution Nos. 9716 and 9717 – Approval of Engineer’s Report (Fiscal Year 2021/22) in Conjunction with Annual Levy of Assessment for Heritage Springs Assessment District No. 2001-1 (Hawkins Street and Palm Drive (Public Works))

Recommendation:

- Adopt Resolution No. 9716, approving the Engineer’s Report (Fiscal Year 2021/22) in conjunction with the annual levy of assessments for the Heritage Springs Assessment District No. 2001-01; and
- Adopt Resolution No. 9717 declaring the City of Santa Fe Springs’ intention to provide for an annual levy and collection of assessments for Heritage Springs Assessment District No. 2001-01, and setting the public hearing for the Council meeting of July 6, 2021.

13. Resolution Nos. 9718 and 9719 – Approval of Engineer’s Report (Fiscal Year 2021/22) in Conjunction with Annual Levy of Assessments for Street Lighting District No. 1 (Public Works)

Recommendation:

- Adopt Resolution No. 9718, approving the Engineer's Report (Fiscal Year 2021/22) in conjunction with the annual levy of assessments for Street Lighting District No. 1; and
- Adopt Resolution No. 9719, declaring the City of Santa Fe Springs' intention to provide for an annual levy and collection of assessments for Lighting District No. 1, and setting the public hearing for the Council meeting of July 6, 2021.

14. Aquatic Center Pool Pump Replacement – Issue Purchase Order (Public Works)

Recommendation:

- Approve the bids; and
- Authorize the Director of Purchasing to issue a Purchase Order for the purchase of a new 8" Vertical Turbine Pump for the Aquatic Center.

15. CITY MANAGER'S AND EXECUTIVE TEAM REPORTS

16. APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

17. COUNCIL COMMENTS

CLOSED SESSION

18. CONFERENCE WITH LABOR NEGOTIATORS

(Pursuant to California Government Code Section 54957.6)

Agency Designated Representatives: City Manager, Labor Negotiator Colin Tanner.

Employee Organizations: Santa Fe Springs City Employees' Association, Santa Fe Springs Firefighters' Association, and Santa Fe Springs Executive, Management and Confidential Employees' Association

CLOSED SESSION

19. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of Litigation Pursuant to California Government Code Section 54956.9(d)(4):
One case

20. CLOSED SESSION REPORT


21. ADJOURNMENT

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.

I, Janet Martinez, City Clerk for the City of Santa Fe Springs, do hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted at the following locations; city's website at www.santafesprings.org; and the Town Center Plaza (Kiosk), 11740 Telegraph Road, not less than 24 hours prior to the meeting.

City of Santa Fe Springs
Special Meetings

June 3, 2021



Janet Martinez, CMC, City Clerk

May 27, 2021
Date Posted

**FOR ITEM NO. 6
PLEASE SEE ITEM NO. 8A**

**FOR ITEM NO. 7
PLEASE SEE ITEM NO. 8A**



City of Santa Fe Springs

City Council Meeting

ITEM NO. 8A

June 3, 2021

CONSENT AGENDA

Minutes of the May 4, 2021 Regular and Special City Council Meetings

RECOMMENDATION(S)

- Approve the minutes as submitted.

BACKGROUND

Staff has prepared minutes for the following meeting:

- May 4, 2021 Regular Meeting Minutes
- May 4, 2021 Special Meeting Minutes

Staff hereby submits the minutes for Council's approval.

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

Raymond R. Cruz
City Manager

Attachments:

1. May 4, 2021 Regular Meeting Minutes
2. May 4, 2021 Special Meeting Minutes



APPROVED:

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL

May 4, 2021

1. **CALL TO ORDER**

Mayor Mora called the meeting to order via teleconference at 5:00 P.M.

2. **ROLL CALL**

Members present: Councilmembers Sarno, Trujillo, Zamora, Mayor Pro Tem Rodriguez, and Mayor Mora.

Members absent: None.

3. **PUBLIC COMMENTS:** None.

CITY COUNCIL

CLOSED SESSION

4. **CONFERENCE WITH LABOR NEGOTIATORS**

(Pursuant to California Government Code Section 54957.6)

Agency Designated Representatives: City Manager, Labor Negotiator Colin Tanner.

Employee Organizations: Santa Fe Springs City Employees' Association, Santa Fe Springs Firefighters' Association, and Santa Fe Springs Executive, Management and Confidential Employees' Association

Mayor Mora recessed the meeting at 5:01 p.m.

Mayor Mora reconvened the meeting at 6:08 p.m.

5. **CLOSED SESSION REPORT**

City Attorney, Ivy M. Tsai provided a report on Closed Session Items: Direction was given to staff and no reportable action was taken.

6. **ADJOURNMENT**

Mayor Mora adjourned the meeting at 6:08 p.m.

John M. Mora
Mayor

ATTEST:

Janet Martinez
City Clerk

Date



APPROVED:

MINUTES OF THE MEETINGS OF THE CITY COUNCIL

May 4, 2021

1. **CALL TO ORDER**

Mayor Mora called the meeting to order via teleconference at 6:18 p.m.

2. **ROLL CALL**

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

Members absent: None.

3. **INVOCATION**

Mayor Mora led the invocation.

4. **PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Rodriguez led the Pledge of Allegiance.

5. **PUBLIC COMMENTS**

Jenn Hernandez submitted written comments regarding the recent shooting by Los Nietos Park and in opposition to Item No. 15, and Maria Torres submitted a written comment in opposition to Item No. 9. The following people spoke during Public Comments: Angel Sotelo from North Star Land Care, Maria Diaz, Eddie Martinez, Victor Gonzalez from West Coast Arborists, and Leticia Vasquez-Wilson from the Central Basin Municipal Water District.

HOUSING SUCCESSOR

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 Housing Successor.

Minutes of the April 6, 2021 Housing Successor Meeting (City Clerk)

Recommendation:

- Approve the minutes as submitted.

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

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nayes: None

Absent: None

SUCCESSOR AGENCY

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 Successor Agency.

Minutes of the April 6, 2021 Successor Agency Meeting (City Clerk)

Recommendation:

- Approve the minutes as submitted.

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

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nayes: None

Absent: None

CITY COUNCIL

8. CONSENT AGENDA

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

a. Minutes of the April 6, 2021 Regular City Council Meeting (City Clerk)

Recommendation:

- Approve the minutes as submitted.

b. Subcommittee Updates

Recommendation:

- Receive and file the meeting report.

It was moved by Council Member Trujillo, seconded by Council Member Sarno, to approve the consent agenda, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nayes: None

Absent: None

UNFINISHED BUSINESS

9. Tree Maintenance Services – Award of Contract (Public Works)

Recommendation:

- Accept the proposals;
- Award a contract to West Coast Arborists, Inc. from Anaheim, California for Tree Maintenance Services; and
- Authorize the Mayor to Execute On-Call Tree Maintenance Services agreement with West Coast Arborist, Inc.

Director of Public Works, Noe Negrete provided an update on Item No. 9. The contract was extended for another month on April 6, 2021 pending further evaluation of the proposals, and there were a total of five (5) contractors submitting proposals. He talked about RFP Criteria and the advancement of the three (3) finalists which were West Coast Arborists, Mariposa Tree Management, Inc., and North Star Land Care. Director Negrete introduced Municipal Services

Manager, Kevin Periman, to provide additional information on each of the three finalists. He highlighted specific issues with North Star Land Care from working with them in the past at a different municipality.

Council Member Zamora asked if TLC and North Star were the same company. Manager Periman stated that they were formerly known as TLC, but the personnel remained the same.

Director Negrete commented that West Coast Arborists submitted an unsolicited final bid down from \$172,000 to \$150,000 as they are cognizant of cities being affected by COVID-19 and the ensuing impact to revenues. Mayor Pro Tem Rodriguez asked why Council was not notified when West Coast Arborist changed their bid, and why the other bidders were not given an opportunity to submit revised bids. City Attorney Ivy M. Tsai stated that Council may provide that direction if they wish to do so. Director Negrete stated that Public Works did not request for West Coast Arborists to submit a revised bid, and the reason for providing the revised bid on the agenda only was due to time constraints. Mayor Pro Tem Rodriguez stated that they should be ethical with all vendors. City Attorney Tsai stated that Council may give the direction to review all new bids if they wish to do so.

Municipal Services Manager Periman continued to elaborate on the RFP Criteria, and highlighted that West Coast Arborists are recommended by staff as they best meet the RFP criteria previously noted. Councilmember Zamora asked about TLC being the same company as North Star, and also inquired about TLC not being in operation as they bid against each other at separate municipalities. Manager Periman commented that North Star reported in their interview that they broke off and changed their name from TLC to North Star due to ownership issues. Councilmember Zamora asked if North Star submitted a revised bid. Director Negrete stated that they did submit a revised bid closer to \$146,000 prior to the start of the Council Meeting. Mayor Mora asked if there have been any quality of work issues with West Coast Arborists in the past. Director Negrete and Manager Periman replied no.

Councilmember Trujillo asked if there are separate charges for the times when a contractor needs to rent equipment to complete a job, specifically citing North Star. Director Negrete stated that depending on the type of job and equipment needed, it may take more time for the job to be completed if a company does not have the right equipment. He added that the City would have to negotiate a price on anything that was not included on the list based on time and materials.

Mayor Mora asked if Director Negrete had an opportunity to visit West Coast Arborist's yard and headquarters. Director Negrete stated that they visited their headquarters in Anaheim, CA and were able to see their technological instruments and equipment. He stated that the address they visited provided by North Star was their CPA's office, and that they had separate offices in Huntington Park and the Inland Empire. Director Negrete stated that they did not have an opportunity to visit Mariposa's headquarters.

Councilmember Sarno commented that it would be prudent for Council to make a selection and to minimize the amount of time spend debating back and forth. Councilmember Trujillo commented about quality vs. quantity, and respects the work done by Public Works staff. She added that Councilmembers have the responsibility to do their own research and ask their own questions, noting the price difference.

Councilmember Trujillo moved to award a contract to West Coast Arborist and to discuss the pricing if needed. Mayor Pro Tem Rodriguez stated that she had a problem with was the lack of communication because staff did not provide the information Council had requested the first time. She also added that Manager Periman had made it seem like North Star had worked for the City before, and was not aware that he had worked for a different municipality. She believed she received the information with the assumption that North Star had worked for the City in the past.

Councilmember Sarno asked Mayor Pro Tem Rodriguez who she would like to choose. City Attorney Tsai made a point of order that a motion was made. Councilmember Sarno seconded the motion made by Councilmember Trujillo, commenting that sometimes a vendor refresh is necessary to see what other companies are capable of offering and to avoid one company monopolizing a service.

Councilmember Zamora made a substitute motion to select North Star Land Care, seconded by Mayor Pro Tem Rodriguez. City Attorney Tsai clarified that the first roll call vote would be for Councilmember Zamora's substitute motion:

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

Councilmember Sarno asked Director Negrete about the RFP process and how contracts get extended. Director Negrete stated that the 2017 RFP contract was a two-year contract with a two-year extension due to a prevailing wage issue. This contract is a four-year contract with prices locked in. City Attorney Tsai stated that there are termination provisions with the contract. Councilmember Sarno directed staff to bring back an item to the Council on the performance on the one-year anniversary of the contract.

Councilmember Sarno made a friendly amendment to the original motion by Councilmember Trujillo to award the contract to West Coast Arborists, Inc., and to include a not-to-exceed of \$275,000. Councilmember Trujillo accepted the friendly amendment to her original motion.

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

NEW BUSINESS

10. Renewal of Five-Year Weed Abatement Services Agreement Services Agreement with the County of Los Angeles Department of Agricultural Commissioner/Weights and Measures (City Clerk)

Recommendation:

- Approve the renewal of a five-year services agreement between the City of Santa Fe Springs and the County of Los Angeles Department of Agricultural Commissioner/Weights and Measures for weed abatement services.

It was moved by Council Member Zamora, seconded by Council Member Sarno, to approve the renewal of a five-year services agreement between the City of Santa Fe Springs and the County of Los Angeles Department of Agricultural Commissioner/Weights and Measures for weed abatement services, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nays: None

Absent: None

11. Approval of Amendment Number Three to Lease Agreement between the City of Santa Fe Springs and The Whole Child (TWC) for use of modular building located at the Gus Velasco Neighborhood Center (Community Services)

Recommendation:

- Approve Amendment Number Three to Lease Agreement between the City of Santa Fe Springs and The Whole Child to extend the lease term by five (5) months for use of the modular building located at the Gus Velasco Neighborhood Center with a monthly rent of \$523 for the extended period.
- Authorize the Mayor to execute and sign Amendment Number Three to Lease Agreement between the City of Santa Fe Springs and the Whole Child.

Director of Library Services, Joyce Ryan provided a brief presentation on Item No. 11. Councilmember Zamora asked if after the five-month period the City would go to market rate. City Attorney Ivy M. Tsai stated that there is no extension after five months, and whatever happens afterward would come forward to Council. Mayor Mora asked if the tenant had any plans not to move out prior to the end of the five months. Director Ryan stated that they are hoping to move out by September 2021 or the early part of October 2021.

It was moved by Council Member Sarno, seconded by Council Member Zamora, to approve Amendment Number Three to Lease Agreement between the City of Santa Fe Springs and The Whole Child to extend the lease term by five (5) months for use of the modular building located at the Gus Velasco Neighborhood Center with a monthly rent of \$523 for the extended period, and authorize the Mayor to execute and sign Amendment Number Three to Lease Agreement between the City of Santa Fe Springs and the Whole Child, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nays: None

Absent: None

12. Approval of Amendment No. 1 to Use Agreement for Athletic Fields and Facilities between the City of Santa Fe Springs and Metropolitan Little League for 2021-2023 (Community Services)

Recommendation:

- Approve Amendment No. 1 to the Use Agreement for Athletic Fields and Facilities with the Metropolitan Little League for 2021-2023.
- Authorize the Mayor to execute and sign Amendment No. 1 to Use Agreement between the City of Santa Fe Springs and Metropolitan Little League.

It was moved by Council Member Trujillo, seconded by Mayor Pro Tem Rodriguez, to approve Amendment No. 1 to the Use Agreement for Athletic Fields and Facilities with the Metropolitan Little League for 2021-2023, and authorize the Mayor to execute and sign Amendment No. 1 to Use Agreement between the City of Santa Fe Springs and Metropolitan Little League, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nayes: None

Absent: None

13. Recommendation for Implementation of County of Los Angeles Department of Public Health, Appendix Z of the Health Officer Order (Protocol for Live Events and Performances [Outdoor Seated] for the Concert and Fireworks Show at the annual Independence Day Event on July 3, 2021 (Community Services)

Recommendation:

- Approve staff's recommendations for the implementation Plan of Compliance for the Concert and Firework Show at the Annual Independence Day event on July 3, 2021

Parks and Recreation Manager, Gus Hernandez provided a presentation on Item No. 13. Mayor Pro Tem Rodriguez thanked all the staff for their work in regards to this item. Councilmember Sarno asked what would happen once the 1,800 capacity has been reached at Los Nietos Park. Manager Hernandez stated that everyone else would be directed to the Jersey Fields for additional, distanced seating. Mayor Mora asked if temperature checks would be required prior to entry, and Councilmember Trujillo asked if additional personnel would be staffed to monitor unauthorized seating outside the event perimeter. Manager Hernandez stated that Parks and Recreation staff will be available, and that a walkthrough meeting is scheduled with Police Services along with other departments to go over plan execution. City Manager Raymond R. Cruz added that only one other neighboring City will be holding a similar event, and that adequate staff would be necessary for a successful execution.

It was moved by Council Member Zamora, seconded by Mayor Pro Tem Rodriguez, to approve staff's recommendations for the implementation Plan of Compliance for the Concert and Firework Show at the Annual Independence Day event on July 3, 2021, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nayes: None

Absent: None

14. I-605 EIR Public Outreach/Community Engagement – Award of Contract (Public Works)

Recommendation:

- Award a contract to Southstar Engineering & Consulting, Inc., from Riverside, California, for the I-605 EIR Outreach and Community Engagement in the amount of \$21,859.00;
- Approve the Cost Sharing and Reimbursement Agreement;
- Authorize the Mayor to execute Cost Sharing and Reimbursement Agreement; and
- Authorize the Mayor to execute the Professional Services Agreement with

Southstar Engineering & Consulting, Inc.

Director of Public Works, Noe Negrete provided a presentation on Item No. 14. Mayor Pro Tem Rodriguez asked about when the City could expect reimbursement. Director Negrete stated that reimbursement would occur after the work is done.

It was moved by Council Member Sarno, seconded by Council Member Trujillo, to award a contract to Southstar Engineering & Consulting, Inc., from Riverside, California, for the I-605 EIR Outreach and Community Engagement in the amount of \$21,859.00, approve the Cost Sharing and Reimbursement Agreement, authorize the Mayor to execute Cost Sharing and Reimbursement Agreement, and authorize the Mayor to execute the Professional Services Agreement with Southstar Engineering & Consulting, Inc., by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nays: None

Absent: None

15. Purchase of Holiday Decorations for City Street Light Poles (Public Works)

Recommendation:

- Issue a Purchase Order to Display Sales of Bloomington, MN in the amount of \$74,755.16;
- Appropriate \$74,755.16 from the General Fund Reserve to a 9000 account; and
- Authorize the Director of Purchasing to execute the Purchase Order.

Director of Public Works, Noe Negrete provided a presentation on Item No. 15. Mayor Mora asked if the new decorations contain LED lights. Director Negrete confirmed that they do.

It was moved by Mayor Pro Tem Rodriguez, seconded by Council Member Sarno, to issue a Purchase Order to Display Sales of Bloomington, MN in the amount of \$74,755.16, appropriate \$74,755.16 from the General Fund Reserve to a 9000 account, and authorize the Director of Purchasing to execute the Purchase Order, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nays: None

Absent: None

16. Custodial Services – Amendment Number Five to Approve Daily Disinfectant Fogging at City Facilities (Public Works)

Recommendation:

- Approve Contract Amendment Number Five with EE Building Maintenance to add daily spray disinfectant fogging at City Facilities; and
- Authorize the Mayor to execute Contract Amendment Number Five.

Director of Public Works, Noe Negrete provided a brief presentation on Item No. 16. Councilmember Sarno asked why someone would choose not to receive disinfection at their work space. City Manager Raymond R. Cruz stated that personnel with personal office spaces

prefer to sanitize their own areas, and there is consensus that high contact and communal areas should receive disinfectant fogging.

It was moved by Council Member Sarno, seconded by Council Member Trujillo, to approve Contract Amendment Number Five with EE Building Maintenance to add daily spray disinfectant fogging at City Facilities, and authorize the Mayor to execute Contract Amendment Number Five, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nayes: None

Absent: None

17. Authorize the Purchase and Installation of Emergency Equipment to Eight (8) Ford Explorer Police Pursuit Vehicles from Dana Safety Supply (Finance)

Recommendation:

- Authorize the purchase and installation of emergency equipment to eight (8) Ford Explorer police pursuit vehicles from Dana Safety Supply;
- Authorize the Director of Purchasing Services to issue a purchase order in the amount of \$104,525 to process this order.

Director of Finance and Administrative Services, Travis Hickey, provided a presentation on Item No. 17.

It was moved by Council Member Zamora, seconded by Council Member Trujillo, to authorize the purchase and installation of emergency equipment to eight (8) Ford Explorer police pursuit vehicles from Dana Safety Supply, and authorize the Director of Purchasing Services to issue a purchase order in the amount of \$104,525 to process this order, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nayes: None

Absent: None

18. Amendment Number One to the Professional Services Agreement with the consulting firm MIG to add a sub-consultant for the preparation of an Economic Development Element (Planning)

Recommendation:

- Approve Amendment Number One to the Professional Services Agreement with the consultant firm MIG, to add a sub-consultant for the preparation of an Economic Development Element.
- Authorize the Mayor or designee to execute Amendment Number One.

Director of Planning, Wayne Morrell, called upon Senior Planner, Cuong Nguyen, to provide a presentation on Item No. 18.

It was moved by Mayor Pro Tem Rodriguez, seconded by Council Member Zamora, to approve Amendment Number One to the Professional Services Agreement with the consultant firm MIG, to add a sub-consultant for the

preparation of an Economic Development Element, and authorize the Mayor or designee to execute Amendment Number One, by the following vote:

Ayes: Sarno, Trujillo, Zamora, Rodríguez, Mora

Nays: None

Absent: None

19. CITY MANAGER AND EXECUTIVE TEAM REPORTS

- City Manager, Raymond R. Cruz spoke about the strategic goal setting session provided by John Bramble and Julie Hernandez this past weekend at the Gus Velasco Neighborhood Center with City Council and Department Heads. Strategic goals would be unveiled to the organization and the community at large in the coming months. He also talked about being formally recognized as a credentialed City Manager by ICMA.
- Director of Public Works, Noe Negrete talked about the opening of the on/off ramps at the Florence Avenue I-5 Freeway. He also talked about the commencement of the Town Center Plaza Parking Lot Improvements Project on May 17th. Lastly, he talked about the installation of the Santa Fe High School graduation banners and lighting.
- Director of Planning, Wayne Morrell talked about the upcoming General Plan update study session scheduled for the next Council Meeting.
- Director of Police Services, Dino Torres talked about Santa Fe High School showing the “Every 15 Minutes” video through their YouTube channel.
- Battalion Chief, Chad Van Meeteren provided an update on COVID-19 cases within the City. He also talked about the Pierce Factory staff trip to Appleton, Wisconsin.
- Director of Finance and Administrative Services, Travis Hickey wished all the mothers in attendance a Happy Mother’s Day.
- Director of Community Services, Maricela Balderas spoke about the vaccine clinic on April 28 at Town Center. She talked about the reopening of the City Library on May 17 to limited capacity, and also talked about a weekly giveaway for Mother’s Day. She provided an update on the Summer Camp Program scheduled to begin on June 14th, and wished all the mothers a Happy Mother’s Day.

20. PRESENTATIONS

- a. Proclaiming May 16-22, 2021 as “National Public Works Week” (Public Works)

21. APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

There were no appointments.

22. COUNCIL COMMENTS

Councilmember Sarno wished all the mothers a Happy Mother’s Day, and thanked staff and colleagues for the goal setting meeting on Sunday. He also expressed his support for the police officers who service the City.

Councilmember Trujillo thanked City Manager staff for their assistance at the goal setting meeting. She also expressed excitement at the upcoming Independence Day event, and

also expressed her support for the police officers who service the City.

Councilmember Zamora also wished mothers a Happy Mother's Day and expressed his support for educators during Teacher's Appreciation Week. He thanked police officers for their work along with the residents who work with the Safe Neighborhood Team to keep the City safe.

Mayor Pro Tem Rodriguez also talked about the success of the goal setting meeting, and congratulated City Manager Raymond R. Cruz on the receipt of his credentials. She thanked Public Works staff for their work on the banners around the City, and wished all the mothers in attendance a Happy Mother's Day.

Mayor Mora agreed with the sentiments of Council, and extended his thanks to Directors and staff for their work during the goal setting meeting. He talked about the importance of the mental health of the students in the community, and wished all the mothers in attendance a Happy Mother's Day.

23. ADJOURNMENT

Mayor Mora adjourned the meeting at 8:32 p.m. in memory of Charles Hickey.

John M. Mora
Mayor

ATTEST:

Janet Martinez
City Clerk

Date



CONSENT AGENDA

A Resolution of the City Council Reaffirming the Existence of a Local Emergency Due to the Threat of COVID-19 (pursuant to Government Code section 8630)

RECOMMENDATION

- Adopt Resolution No. 9715:
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, REAFFIRMING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE THREAT OF COVID-19

BACKGROUND

On March 4, 2020, the Governor of California issued a proclamation declaring a state of emergency due to the threat of COVID-19. On March 13, 2020, the President of the United States issued a proclamation of national emergency, beginning March 1, 2020, due to the COVID-19 outbreak. On March 17, 2020, the City Manager, acting as the Director of Emergency Services, issued a proclamation declaring the existence of a local emergency beginning March 12, 2020, due to the threat of COVID-19. On March 18, 2020, the City Council adopted Resolution No. 9668 ratifying the proclamation, and on April 9, 2020, the City Council adopted Resolution No. 9669 relating to taking action in response to the local emergency. The City Council has continued to reaffirm the existence of a local emergency due to the threat of COVID-19.

Government Code section 8630(c) provides that the City Council shall review the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency. California's "Stay Home" Executive Order and Public Health Order, as well as the state's "Blueprint for a Safer Economy" for the gradual reopening of certain businesses and activities, remain in effect.

Although Los Angeles County's metrics have improved under the Blueprint for a Safer Economy, the state of emergency still exists and has not been lifted at the statewide or county level. As of May 25, 2021, the Los Angeles Department of Public Health reported 1,239,280 cases of COVID-19 in Los Angeles County, including 24,194 deaths, with 2,871 cases and 37 deaths reported in Santa Fe Springs. COVID-19 continues to pose a threat to the safety of individuals in Santa Fe Springs and Los Angeles County, and the reasons for declaring a local emergency still exist. Therefore, staff recommends that the City Council adopt the attached Resolution affirming the existence of a local emergency in accordance with Government Code section 8630(c).

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

Raymond R. Cruz
City Manager

Attachment: Resolution No. 9715

RESOLUTION NO. 9715

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, REAFFIRMING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE THREAT OF COVID-19

WHEREAS, on March 4, 2020, the Governor of California issued a proclamation declaring a state of emergency due to the threat of COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States issued a proclamation of national emergency, beginning March 1, 2020, due to the COVID-19 outbreak; and

WHEREAS, on March 17, 2020, the City Manager, acting as the Director of Emergency Services, issued a proclamation declaring the existence of a local emergency beginning March 12, 2020, due to the threat of COVID-19; and

WHEREAS, on March 18, 2020, the City Council adopted Resolution No. 9668 ratifying the proclamation declaring the existence of a local emergency, and on April 9, 2020, the City Council adopted Resolution No. 9669 relating to taking action in response to the local emergency; and

WHEREAS, the City Council previously adopted Resolution Nos. 9672, 9684, 9696, and 9701 reaffirming the existence of a local emergency due to the threat of COVID-19; and

WHEREAS, Government Code section 8630(c) provides that the City Council shall review the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency; and

WHEREAS, California's "Stay Home" Executive Order and Public Health Order, as well as the state's "Blueprint for a Safer Economy" for the gradual reopening of certain businesses and activities, remain in effect; and

WHEREAS, although Los Angeles County's metrics have improved under the Blueprint for a Safer Economy, the state of emergency still exists and has not been lifted at the statewide or county level; and

WHEREAS, as of May 25, 2021, the Los Angeles Department of Public Health reported 1,239,280 cases of COVID-19 in Los Angeles County, including 24,194 deaths, with 2,871 cases and 37 deaths reported in Santa Fe Springs; and

WHEREAS, COVID-19 continues to pose a threat to the safety of individuals in Santa Fe Springs and Los Angeles County, and the reasons for declaring a local emergency still exist.

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

1. The City Council determines that there is need for continuing the local emergency until such time as the City Council declares the termination of the local emergency. The City Council will review the need for continuing the local emergency at least once every 60 days in accordance with Government Code section 8630(c).

2. The City Council reaffirms Resolution Nos. 9668 and 9669 relating to the declaration of and response to a local emergency due to the threat of COVID-19, and all parts therein.

APPROVED and ADOPTED this 3rd day of June, 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

John Mora, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk



City of Santa Fe Springs

City Council Meeting

ITEM NO. 9

June 3, 2021

NEW BUSINESS

Overview of City Council Workshop

RECOMMENDATION

- Receive and file workshop report.

BACKGROUND

The City held a Council workshop on Sunday, May 2, 2021 at the Gus Velasco Neighborhood Center. The workshop provided an opportunity for the City Council to discuss best practices, understand the perspectives of Council and staff, review the City's accomplishments and challenges, discuss the City Manager's goals, identify and establish priorities, and strengthen teamwork.

The workshop was facilitated by John Bramble, Special Advisor and Julie Hernandez, Senior Management Advisor with Management Partners.

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

Raymond R. Cruz
City Manager

Attachment:

1. Workshop Report



**City of Santa Fe Springs
City Council Workshop
Held May 2, 2021**

May 2021

**Management
Partners**



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Workshop Report

The City of Santa Fe Springs held a Council workshop on Sunday, May 2, 2021 from 8:45 a.m. to 2:00 p.m. at the Gus Velasco Neighborhood Center. The workshop provided an opportunity for the Councilmembers to discuss governing norms and best practices, understand the perspectives of Council and staff, review the City's accomplishments and challenges, discuss the City Manager's goals, identify and establish priorities, and strengthen teamwork. This report contains a summary of the results of the workshop.

John Bramble (Special Advisor) and Julie C.T. Hernandez (Senior Management Advisor) with Management Partners, facilitated the workshop.



Workshop Overview

Objectives

- Create norms for effective working relationships,
- Discuss governance practices,
- Establish City Council priorities, and
- Enhance communications between Council and staff.

Agenda

- Welcome by the Mayor
- Public comments
- Comments from the City Manager
- Introductions
- Learning more about each other
- Setting the foundation for governing together
- Setting the context for goal setting
- Review City Manager goals
- Discuss and establish priorities
- Discuss how to stay on course with the priorities
- Wrap up and next steps

Participants

City Council

**Mayor
John Mora**



**Mayor Pro Tem
Annette Rodriguez**



**Councilmember
Jay Sarno**



**Councilmember
Juanita Trujillo**



**Councilmember
Joe Angel Zamora**



Executive Staff

- City Manager, Ray Cruz
- City Attorney, Ivy Tsai
- Director of Community Services, Maricela Balderas
- Senior Management Analyst, Maribel Garcia
- Director of Finance, Travis Hickey
- Battalion Fire Chief, Chad Von Meeteren
- Director of Planning, Wayne Morrell
- Public Works Director, Noe Negrete
- Director of Police Services, Dino Torres



Workshop Ground Rules

At the start of the workshop, the facilitator suggested several ground rules to help the group have a successful workshop.



- Listen to understand each other's point of view and assume good intent
- Respect every Councilmember's opportunity to participate
- Seek consensus and areas of agreement
- Stay focused

Bike Rack

The facilitator explained that items that were raised but would not receive immediate attention would be recorded on a "bike rack." No items were added to the bike rack during the workshop.

Workshop Preparation

In preparation for the workshop, John Bramble held individual interviews with each Councilmember and had a conference call with the City Manager to discuss the workshop. Management Partners then prepared an agenda, handouts, and PowerPoint presentation.

Opening Comments

The workshop began with a call to order and a welcome by Mayor John Mora. He reviewed the purpose of the workshop and thanked the group for participating in the day's discussions. Mayor Mora then opened the session to public comments.

City Manager Ray Cruz offered comments about the importance of the workshop. He explained that it is crucial to have a shared understanding of Council's priorities to best manage the City's resources. Following the City Manager's comments, each participant had an opportunity to introduce themselves, share their role in the City, how long they have worked for Santa Fe Springs, and one thing about themselves that others would not know from their resume or biography.

John Bramble provided an overview of the day to develop a shared understanding of the workshop's purpose and objectives. He reviewed the ground rules, agenda, objectives, and the purpose of the "bike rack."



Learning about Team Members

The group participated in an icebreaker exercise to learn more about each other and identify shared interests. Each Councilmember shared something special about Santa Fe Springs that they enjoy, as well as two or three projects they would like to see completed over the next two years. A summary of the responses is below.

What is something special about Santa Fe Springs that you enjoy?

- We were welcomed when we arrived; neighbors were connected
- City is well-maintained
- Great sense of community
- Collaboration between departments
- Small city feel (e.g., people bring food to one another)
- Friendly community
- Employees genuinely like each other
- Cohesive community
- Council is interested in celebrating the City's individual residents
- Residents consider it home and do not leave
- City has a hometown feel

If we could accomplish two or three projects in the next two years, what would they be?

- Renovate Parks: fitness equipment/programs in all parks, Smart Parks
- Revitalize downtown area; create places for people to gather
- Renovate Civic Center
- Upgrade/modernize IT for the City, community, and businesses
- More local restaurants (not chain)
- Slogan "A healthy community is a happier community"
- Supermarket
- Relocate fire station to CHP facility
- Eliminate gang violence
- Have one dedicated traffic police officer and one rover officer
- Implement an Employee University
- Slogan "Be easy to do business with..."
- Truck tax
- Water well activation to bring down cost of water by not having to purchase as much imported water

Best Governance Practices

Exceptional City Councils

The facilitator presented a refresher about best governance practices to set a framework for discussing Santa Fe Springs' governance norms. The group reviewed the Institute of Local Governments (ILG) article entitled *Attributes of Exceptional Councils*. John explained that effective councils share a unity of purpose; understand roles and responsibilities; foster a positive governance

culture; and establish norms, protocols, and procedures. The six attributes of exceptional councils are listed below.

Exceptional City Councils...

1. Have a sense of team and a partnership with the city manager to govern and manage the city
2. Clear roles and responsibilities that are understood and adhered
3. Honor the relationship with staff and each other
4. Routinely conduct effective meetings
5. Hold themselves and the city accountable
6. Have members who practice continuous improvement

Comments that resonated with the group from the ILG article are listed below.

- Work respectfully; disagreements are not personal
- Understand and respect various roles
- Have respect for department heads and their professionalism
- Think outside the box and take educated risks
 - Work as a team on this
 - May not always agree, but will still be respectful
- Unity; common goals; keep moving forward for City

Working Together on Behalf of the City

John led the group in a discussion that focused on reaching consensus on Council norms. The purpose of developing Council norms was to create a shared understanding of how the Council wants to operate as a governing body. John asked if the norms presented on the slides were agreeable to the Council, or if there were any that the Councilmembers disagreed with or warranted further discussion. The consensus was that the norms and practices (see list below) were important and would be adopted.

Norms

1. Maintain a citywide perspective, while being mindful of our districts.
2. Move from “I” to “We,” and from campaigning to governing.
3. Work together as a body, modeling teamwork and civility to our community.
4. Disagree agreeably and professionally.
5. Listen to one another. Communicate to understand the others perspective.
6. Assume good intent.
7. Demonstrate respect, consideration, and courtesy to others.
8. Share information and avoid surprises.
9. Respect the council/manager form of government and roles of each party.
10. Communicate concerns about staff to the City Manager; do not criticize staff in public.

Practices

1. Work on a Collective Council agenda.
2. Move from campaigning to governing.
3. Listen to each other.
4. Understand each person has an equal voice and vote.
5. Show respect to each other and staff.
6. Respect the different roles of the Mayor, Council, City Manager and staff.

Council discussed the item pertaining to subcommittees in further detail. They held a focused discussion about the Collective Council agenda practice. Councilmembers noted that a Collective City Council agenda should also pertain to subcommittees. They explained that in prior years, decisions on certain City items were assigned to subcommittees, but with no requirement to gain input from, or report back to the full Council prior to decision making. Department heads would take their direction directly from the subcommittees. A summary of the discussion points about Collective City Council agendas are listed below.

- Collective City Council agenda should be required for City Council subcommittee work.
- Enhancements are needed to ensure subcommittees inform, solicit feedback and gain input from City Council as a whole and create consensus.
- New Councilmembers assigned to a subcommittee need to be oriented to it, including past decisions and current issues under review.
- How can all Councilmembers gain information from subcommittees and be able to provide input to reach consensus? The City Manager has already begun discussions and taken actions to enhance the subcommittee process, including:
 - Study sessions,
 - Staff reports to City Council, and
 - Minutes to City Council.
- The issue is not trust; it is communication.
- Staff want priorities from City Council to help clarify their work.

Setting the Context for Goal Setting

Key City Accomplishments

At the start of this segment, John reviewed a list of key accomplishments that Councilmembers highlighted during interviews. The slide below was presented.

The slide features a title 'Accomplishments Highlighted by Councilmembers' on the left side, with a decorative graphic of blue and yellow vertical bars and a grid of blue dots above it. The right side contains a bulleted list of 13 accomplishments. Logos for 'Management Partners' and 'CITY OF SANTA FE SPRINGS' are at the bottom, with a page number '22' in the center.

- Balanced the operational **budget**
- Completed several **road projects** (i.e., Los Nietos Avenue resurfacing project and Florence Avenue overpass and related improvements)
- Improved **communications**
- Added **overtime for police** to patrol school zones and major thoroughfares for vehicle safety
- Improvements to **senior and youth recreation** programs
- Stepped up **graffiti** enforcement and removal
- Approved funding from City's General Fund to assist **small businesses** (restaurants)
- Implemented **Go SFS application** to improve citizen reporting of burned-out streetlights, potholes, etc.
- Continued securing of **grants by Library** to expand programs
- All new employees hired by Fire Dept. CUPA are receiving general employee retirement, saving the City substantially
- Implemented a new **grounds maintenance** contract with a savings of approximately \$1.0 million per year
- Implementation of **water rates** over the next four years to stabilize the Water Fund

Key City Challenges

John posed a question to the group about what they thought the City's biggest challenges will be over the next two years. A summary of the comments is provided below.

- **Revenue**
 - Sacramento keeps taking away City revenues
 - Smaller communities are at a disadvantage
 - Protect ourselves
 - Find new revenue sources
- **Expenditures**
 - PERS – Costs will continue to go up
 - Keep in mind “needs vs. wants”
- **Water**
 - We want to have our own supply, so we don't have to buy so much and keep costs down
 - Quality
 - Resources – we have our own but need funds/grants to treat it
- **Staffing**
 - Current levels are low compared with what needs to be done

- **Organizational Structure**

- Review how to restructure departments to improve structure and utilization of staff before hiring new staff; ensure we have people in the right place

City Manager Goals

City Manager Ray Cruz provided an overview of his goals for FY 2021-22. Goals were categorized as being administrative, financial, or organizational. He presented the following slide.

City Manager Goals for FY 2021-22



ADMINISTRATION

Restructure City Manager's Office

Add Career Development Program for a Santa Fe Springs University

Establish an Accident Review Committee



FINANCIAL

Investigate merit of pursuing Pension Obligation Bonds

Investigate options for retiree medical to reduce costs

Find grants for water treatment facilities for Well 4 to meet quality standards

Initiate a compensation and classification study



ORGANIZATIONAL

Develop a Plan for Re-Opening City facilities

Initiate Council/City Manager/Director social functions on a bi-annual basis



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Council Priorities

After a break for lunch, the group reconvened for the priority setting portion of the workshop. John reviewed the list of 26 potential priorities that were noted during Council interviews. The group discussed each priority, and Council received feedback from staff on items as needed. Staff indicated that priorities 9,11, and 17 are interconnected and that federal funds are available to complete broadband Wi-Fi to neighborhoods that do not have it currently.

After discussing each potential priority, Council participated in a voting exercise to determine their top priorities. Each Councilmember and the City Manager stated their top five priorities. The priorities that received at least one vote are highlighted in Table 1 below.

Table 1. Potential Council Priorities Discussed

Council Potential Priorities	
1. Continue to build Council-staff teamwork	14. Consider a Truck Bay/Parking Tax for 2022 election
2. Make improvements to Aquatic Center, splash pad etc.	15. Develop Top Golf at Brightburn/MCC site 5
3. Develop action plan to address homelessness	16. Institute an inspection program for the enforcement of trash removal contracts
4. Prepare economic attraction plan, with emphasis on restaurants, supermarket	17. Provide a kiosk at City Hall for bill payments and citizen services
5. Prepare hotel site request for proposals	18. Expand City events and celebrations
6. Construct digital billboard on I-605 corridor	19. Establish climate change policy and initiate sustainable initiatives
7. Make landscape enhancements to Telegraph and I-605 entrance to City	20. Continue to expand the programs for seniors and youth through the recreation department
8. Complete City's General Plan	21. Establish a comprehensive volunteer program (professional and field services)
9. Invest in upgrade of Wi-Fi at all City facilities and underserved neighborhoods	22. Establish alternative and more reliable water resource services (potential for cost savings)
10. Review allowance for RV parking in residential zones	23. Protect and find resources to construct the I-5/605 interchange expansion
11. Make improvements to City Hall building and parking lot	24. Check City vendors for employee count and retention
12. Expand Day Care program	25. Evaluate City consultants for efficiency and necessity
13. Residential permit parking	26. Eliminate out-of-date ordinances

Council's top priorities are listed in Table 2 below.

Table 2. Council's Top Priorities

Priority	Votes
9. Invest in upgrade of Wi-Fi at all City facilities and underserved neighborhoods	(6)
11. Make improvements to City Hall building and parking lot	
17. Provide a kiosk at City Hall for bill payments and citizen services	
4. Prepare economic attraction plan, with emphasis on restaurants, supermarket	(4)
14. Consider a Truck Bay/Parking Tax for 2022 election	(4)
22. Establish alternative and more reliable water resource services (potential for cost savings)	(4)

Staying on Course with the Priorities

The facilitator reviewed what will be needed for Council and staff to achieve the priorities. A Council-staff partnership is required to focus on the priorities and achieve results. The group shared an understanding that the City Manager would operationalize the priorities and incorporate them into the budget process, including identifying additional resources as needed.

It was confirmed that staff will provide progress updates to Council. The frequency of the updates will either be semi-annual or quarterly. The exact schedule will be determined by the City Manager and presented with the Management Partners report to Council.

Councilmembers also agreed to focus on the priorities that were identified during the workshop and defer new initiatives to future goal-setting sessions, which are to occur twice per year.

Wrap Up and Next Steps

John explained that Management Partners would prepare this summary report. To conclude the workshop, each Councilmember was asked to offer one thing that was useful from the day's discussions. The key take-aways mentioned by Councilmembers are listed below.

- Thank you; good to talk
- Keep momentum going
- Good to have everyone together in one space; focus and feedback were helpful
- Communication is important
- Better communication
- Collaboration
- Prioritizing
- Transparency and City Council teamwork with staff
- Honesty and candor
- Plan of action
- Same messaging
- Governing versus campaigning
- Overcoming solitude of pandemic
- No issues with employees regarding pandemic
- Meet and learn together and plan together
- Direction and focus
- Learned a lot about staff: work and process

All participants were invited to complete a workshop evaluation when the workshop concluded. A summary of the responses is provided in the attachment.

Attachment: Workshop Evaluation

City Council Strategic Planning Workshop Held May 2, 2021

Consolidated Workshop Evaluations

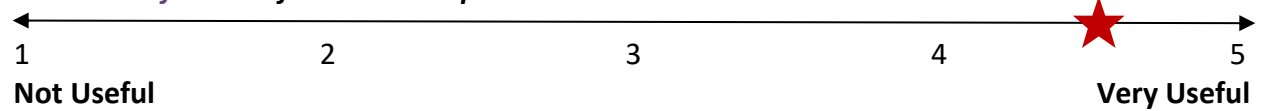
The **best thing** about this workshop was...

- Setting the top priorities.
- Group mainly agreed on priorities and projects to be done.
- Coming together and communicating.
- Developing and implementing action plans. Getting Council and management focus and direction.
- Being able to come together and discuss our priorities.
- Seeing everyone – hearing their concerns – able to speak freely.
- Being amongst my fellow colleagues and noting for the most part we share the same goals.
- Hearing everyone in a group setting.
- Open line of communication with Council and department heads.
- Communication of goals and narrowing specific goals for the upcoming year.
- Coming together as a group to discuss City's goals and priorities.
- Being together as a group.
- Coming together as a unified front.
- Bringing everyone together in a friendly environment and leading a focused discussion.
- Leading a focused discussion.
- Open and honest communication. Set direction for future.
- Build trust among council and department directors.

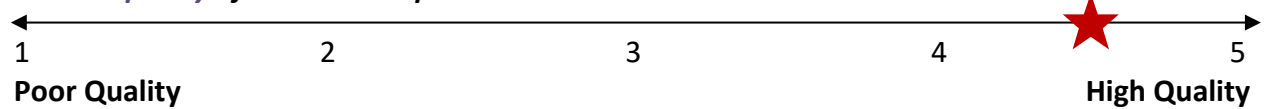
Some thing(s) that **could have been better**...

- Not on a Sunday. Would suggest you assign seating to mix staff and Council on a table.
- Have it on a weekday.
- Don't change a thing. Great workshop.
- Better day, but that was on Council.
- Maybe a little more in depth on how to achieve our goals.
- Not sure how things could have been better.
- Everything was fine.
- Would be nice to see a rough draft of a city action plan moving forward.
- More transparency from City Council and honesty.
- Would prefer to do on an "off" Friday or Saturday.
- Better padded chairs and better food.
- Even more structure.
- All good.

Overall usefulness of the workshop: 4.58



Overall quality of the workshop: 4.54



OTHER COMMENTS

- Consider Council/staff one-on-one (two-on-one) in breakout topics where information can be shared more intimately and then shared with group.
- Looking forward to our next workshop.
- Great! This was great that we can come together as one and make our priorities public.
- Putting us in groups to work on different tasks or teambuilding to understand how we all think.
- Not sure that things will change, but I will remain hopeful.
- Transparency and honesty were mentioned frequently, but words without commitment and action are just words!
- Great to see one another.



City of Santa Fe Springs

City Council Meeting

ITEM NO. 10

June 3, 2021

NEW BUSINESS

Resolution No. 9714 to adopt and allocate funds for an Outdoor Fitness Court as part of the 2021 National Fitness Campaign

RECOMMENDATION(S)

- Adopt Resolution No. 9714 to adopt and allocate funds for an outdoor fitness court as part of the 2021 National Fitness Campaign.

BACKGROUND

At the City Council meeting on April 20, 2021, the City Council voted to adopt Resolution No. 9711, approving the Parks and Recreation Services Manager to apply for Proposition 68, Per Capita Park Bond Grant Funds; Approve the Fitness Court Project to the Capital Improvement Plan; and appropriate \$266,000 from the Utility Users Tax Funds for the project. Resolution No. 9714 makes a commitment to the National Fitness Campaign, and accepts a \$25,000 National Grant from the National Fitness Campaign Grant Committee.

FISCAL IMPACT

The recommended action has no additional fiscal impact and the \$25,000 grant will help offset the total cost of the project.

INFRASTRUCTURE IMPACT

The new Fitness Court will measure 38' x 38', to be installed at Los Nietos Park, and will provide Santa Fe Springs residents a destination to engage in safe, no-cost physical fitness.

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

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

Raymond R. Cruz
City Manager

Attachment(s):

Attachment 1: Resolution No. 9714

Attachment 2: Notice of Award

RESOLUTION NO. 9714

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS TO
ADOPT AND ALLOCATE FUNDS FOR AN OUTDOOR FITNESS COURT® AS PART
OF THE 2021 NATIONAL FITNESS CAMPAIGN**

WHEREAS, the City of Santa Fe Springs has submitted a Grant Application to National Fitness Campaign (NFC) for participation in their 2021 initiative to install and activate outdoor Fitness Courts® in 200 cities and schools across the country, and;

WHEREAS, the City of Santa Fe Springs will accept a \$25,000 National Grant from our NFC Grant Committee and Statewide Partners, and provide a local match in the amount of [Match Amount Approved by NFC Grants Committee] to promote and implement a free-to-the-public outdoor Fitness Court®, and;

WHEREAS, the City of Santa Fe Springs will secure supplemental funding as needed through community sponsors, which will be made available and committed to this program for the purchase of the outdoor Fitness Court®, and;

WHEREAS, the City of Santa Fe Springs will commit to construction and launch of the outdoor Fitness Court® by the end of the 2021 calendar year, and;

WHEREAS, the City of Santa Fe Springs believes the outdoor Fitness Court® is an important wellness ecosystem that supports healthier communities, commits to funding/fundraising to participate in NFC's 2021 Campaign, and will earn local and national recognition as a leader in providing affordable health and wellness.

NOW, THEREFORE, BE IT RESOLVED that the City of Santa Fe Springs will collaborate with NFC to implement the outdoor Fitness Court® and make fitness free to community residents and visitors.

APPROVED and ADOPTED this 3rd day of June, 2021 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John M. Mora, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk



Congratulations!

Santa Fe Springs, CA has been selected as a 2021 National Fitness Campaign Grant Recipient!

Dear Gustavo,

On behalf of CPRS and the National Fitness Campaign Grant Committee, I am pleased to share that Santa Fe Springs, CA has been selected as one of the awardees in the 2021 NFC/ CPRS Statewide Program!

This award notification letter is the first step towards formal confirmation of your participation. The next step is to schedule your official Grant Award Call within the next 10 days - where the qualifications submitted in your Grant Application will be confirmed by the NFC team.

The \$25,000 Grant Award will be confirmed pending the submission of a Resolution of Adoption, endorsed by your local governing body or appropriate recreation commission within 60 days of the Award Call. Upon receipt of the Resolution of Adoption, we will share a formal Grant Program Requirements Document for countersignature and local adoption confirming 2021 grant funding commitment to your agency.

We have assigned a Campaign Manager – Gloria Cox – as your dedicated partner and champion in support of this partnership. Over the coming months, Gloria will work with our team to support the path outlined in your grant application, and to build required remaining funding, develop and activate your program in this 2021 grant cycle.

The 2021 NFC/ CPRS Statewide Program is part of a national movement to make world-class fitness free and accessible in public spaces across the country, which is more important today than ever before – thank you for your commitment to supporting this goal.

Here is a sneak peak at what's ahead:

- Fitness Court Launch – Cut the ribbon on your beautiful new outdoor gym & announce free fitness to the community!
- Classes & Challenges – Get residents moving & keep them engaged with ongoing group classes, individual training, and competitive events.
- Press & Promotions – Shine a spotlight on your community for joining this exciting and innovative wellness movement!

Once again, we are thrilled to invite you to join us as a partner in the 2021 NFC/ CPRS Statewide Program, and we look forward to making world-class fitness free in Santa Fe Springs, CA!

Best in Fitness,

A handwritten signature in black ink, appearing to read 'Mitch'.

Mitch Menaged, Founder
National Fitness Campaign





NEW BUSINESS

Authorize the Director of Planning to Release a Request for Proposal (RFP) to Qualified Consultants to Develop a Vehicle Miles Traveled (VMT) Methodology to Evaluate Transportation Impacts Consistent with the California Environmental Quality Act (CEQA), to Meet the Requirements of Senate Bill (SB) 743

RECOMMENDATION

- Authorize the Director of Planning to Release a Request for Proposal (RFP) to Qualified Consultants to Develop a Vehicle Miles Traveled (VMT) Methodology to Evaluate Transportation Impacts Consistent with the California Environmental Quality Act (CEQA), to Meet the Requirements of Senate Bill (SB) 743.

BACKGROUND

The passage of SB 743. (Steinberg, 2013) changed how transportation impacts are measured under the California Environmental Quality Act (CEQA) in the review of land use and transportation plans and projects. SB 743 removed automobile delay as the primary measure of transportation impacts of environmental significance and required the Governor's Office of Planning and Research (OPR) to develop revisions to CEQA Guidelines establishing criteria for determining the significance of transportation impacts. OPR subsequently selected Vehicles Miles Travelled (VMT) as the preferred metric to comply with SB 743, as it is more aligned with the state's goals of reducing GHG emission through promotion of infill development, active transportation and other sustainable land use and transportation projects.

Because of these changes, since July 1, 2020, lead agencies under CEQA are required to analyze project-related VMT to determine whether transportation impacts from a given development would constitute a significant environmental impact under CEQA. To properly evaluate impacts it is necessary for local agencies to establish methodologies and quantified thresholds from which to determine levels of significance. The City currently has no methodology or mechanism in place to transition to these new requirements.

SB 743, which passed in 2013, requires that Level of Service (LOS) be replaced in the CEQA process with a metric that would promote the reduction of greenhouse gas emission (GHG), the development of a multi-modal transportation system and a diversity of land use patterns. OPR recommended VMT as the most appropriate metric to measure the transportation impacts for developments since it is more aligned with the state's goals of reducing GHG emission through promotion of infill development, active transportation and other sustainable land use and transportation projects. SB 743, when implemented appropriately, could serve as the implementation tool of SB 375 through building more sustainable projects on the ground. It will also further the goals of the Gateway COG's Regional Transportation Plan (RTP)/Sustainable

Communities Strategy (SCS), and help the region achieve the GHG reduction targets set by the California Air Resources Board. SB 375 directs the California Air Resources Board to set regional targets for reducing greenhouse gas emissions. The new law establishes a “bottom up” approach to ensure that cities and counties are involved in the development of regional plans to achieve those targets.

Historically, the City of Santa Fe Springs and other jurisdictions have LOS as the threshold for analyzing the significance of impacts to transportation infrastructure under CEQA, as well as in the General Plan and other transportation policies. As a measure of congestion or roadway capacity, LOS assigns a letter grade (A = high capacity or low congestion, through F = no capacity, high congestion) to intersections or roadway segments based on the ability to carry a certain level of traffic. California jurisdictions have been using LOS to analyze a project’s CEQA transportation impacts since the inception of CEQA in 1970.

VMT measures the amount and distance a project might cause people to drive, including the number of passengers within a vehicle. Typically, development at a greater distance from other land uses, and development located in areas with poor access to non-auto modes of travel, will generate more driving than development located close to other complementary uses. Thus, VMT will always be higher where transportation options other than the personal automobile are limited.

To measure and mitigate VMT, local jurisdictions must establish the average VMT for residential, office, and other land uses that generate regional travel such as large shopping centers, regional hospitals, and private schools. The average VMT is used to set a threshold for VMT reduction. The State recommends a threshold of 15 percent reduction from the average VMT. Most jurisdictions in California are using this threshold. Areas of the City near transit will easily meet this target, while areas further away from transit without a diverse mix of land uses will have higher VMT levels and require mitigation.

The most impactful mitigation for development projects is project location, density, and diversity. Many projects will meet the VMT target based on location, density, and diversity of land uses alone. However, if a project requires additional VMT mitigation, multimodal transportation improvements such as bicycle, pedestrian, and transit network improvements can also mitigate impacts. Transportation Demand Management (TDM) programs are also effective in mitigating VMT, particularly for office and employment developments where TDM programs are easy to monitor and enforce.

The following table illustrates how VMT methodology compares to LOS methodology. As noted in the table, LOS measures, supports, and promotes automobile travel, while VMT measures automobile travel but promotes and supports multimodal travel. VMT measures the amount and distance of vehicle travel a project will generate, then

proactively tries to reduce it by encouraging other transportation options. LOS measures the amount of vehicle traffic a project will generate at signalized intersections, then seeks to accommodate the increased traffic either within the existing intersection or by expanding the intersection. The same is true for the use of LOS along roadway segments.

Level of Service (LOS)	Vehicle Miles Traveled (VMT)
Measures project vehicles intersections	Measure total project vehicle miles generated
Measures Peak hour only	Measures travel all day
Focus on automobile travel	Focus on all modes of travel
Facilitates driving	Facilitates other transportation options
Increases vehicle capacity	Improves pedestrian, bicycle, and transit access
Encourages suburban development	Encourages urban development
Increases GHG emissions	Reduces GHG emissions

California has now shifted away from using LOS in the CEQA process because measuring congestion at intersections and along roadway segments has had the unintended consequences of encouraging urban sprawl. Under LOS, roadway widening, and other infrastructure improvements have incentivized new development to locate in more remote areas, since these areas have little congestion compared to urban environments. This outcome, combined with large differentials in the cost of suburban vs urban housing in certain parts of the State, has resulted in greater vehicle use and traffic congestion overall because people must travel larger distances to reach destinations. This is especially true when employment and residential neighborhoods are located far apart.

Notwithstanding, although no longer used to measure CEQA transportation impacts, LOS is still required by City Policy and will continue to be used to comply with the State-mandated Congestion Management Program (CMP). LOS will remain a viable metric to determine some portions of localized impacts for new development projects to determine Conditions of Approval, for mobility and safety improvements, but does so apart from the CEQA process. The General Plan will also continue to use the LOS metric to measure intersection congestion since this is an important planning issue for new growth. This approach is in part due to the newness of VMT, and because VMT thresholds and measures have not yet been adopted. Additionally, the City's existing Capital Improvement Plan and Traffic Impact Projects list are modeled and based on the LOS standard. For the foreseeable future, projects in the City of Santa Fe Springs will still be subject to the LOS standard of review for purposes of being consistent with the General Plan, but not for environmental analysis purposes.

In summary, under State law the City of Santa Fe Springs is required to analyze project-related VMT to determine whether transportation impacts from a given development would constitute a significant environmental impact under CEQA. To properly evaluate impacts it is necessary for the City to establish methodologies and quantified thresholds

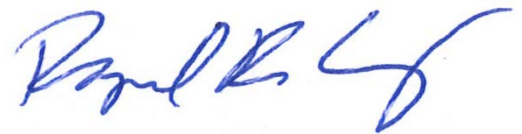
from which to determine levels of significance. The City currently has no methodology or mechanism in place to transition to these new requirements.

To comply with State law, City staff is requesting approval, through the RFP process, to solicit proposals from qualified consultants to develop a VMT methodology to evaluate transportation impact analysis consistent with CEQA, to meet the requirements of SB 743.

The new citywide VMT methodology would provide established and consistent criteria for analyzing transportation impacts of development projects and transportation projects subject to CEQA, and long-range plans. The RFP will be in circulation from June 3, 2021 through July 5, 2021. The deadline for firms to submit proposals is July 5, 2021 by 5:00 p.m. Review of submittals will occur July 6, 2021 through July 16, 2021. A recommendation for the preferred consultant will be brought before the City Council in August 2021.

FISCAL IMPACT

There are no significant fiscal impacts associated with approving and circulating the RFP. At a future City Council meeting, staff will request Councils' approval to award a contract to the selected consultant and also concurrently request an appropriation of fund to cover the consultant's contract. At this time the contract cost is estimated, at the lower end to be \$50,000 and at the higher end, to be \$75,000.



Raymond R. Cruz
City Manager

Attachment:

- Request For Proposal

Request for Proposals
SB 743 Implementation
Vehicle Miles Traveled (VMT) CEQA Thresholds
For the City of Santa Fe Springs

Background

The City of Santa Fe Springs (City) invites qualified firms to respond to this RFP for Senate Bill (SB) 743 implementation services. The City wishes to develop a vehicle miles traveled (VMT) based methodology to develop CEQA thresholds to evaluate development projects consistent with CEQA requirements. The development and documentation of a legally defensible methodology for evaluating transportation impacts under the revised CEQA guidelines is needed to assist the City to screen development proposals and provide direction to prospective developers. The City wishes to have the SB 743 work completed concurrently with the adoption of the comprehensive General Plan update and targeted Zoning Code update, which is currently being completed by MIG. MIG anticipates issuing the draft EIR for public review in summer/fall 2021 and adopting the General Plan, Zoning updates, and EIR in October/November 2021. The City encourages the Consultant to coordinate and communicate with MIG at key project milestones. MIG is the lead consultant for the Update. Fehr & Peers is a sub-consultant on the team and is assisting with the analysis and development of vehicle traffic counts, intersection analysis, transportation and mobility analysis, and SB 743 analysis for the completion of CEQA requirements. The current Scope of Work for the General Plan update does not include the development of a VMT Ordinance. City staff are sending this RFP to qualified consultants, including Fehr & Peers.

Basis For Award of Contract

The City intends to select the Consultant on the basis of fair and competitive negotiation, demonstrated competence, and professional qualifications in accordance with applicable State and Federal regulations. To that end, the construct is to be awarded to the Consultant whose proposal best meets the technical requirements of the RFP as determined by the City. Should an award be made, the proposal submitted by Consultant shall be incorporated as part of the final contract accordingly. The final selection will be the Consultant, which in the City's opinion, is the most responsive and responsible, meets the City's requirements in providing this service, and is in the City's best interest. The City maintains the proposals received. The City also reserves the right to reject any and all proposals, and accept or reject all or any part of any proposal, as well as re-issue or modify the RFP.

Criteria for the evaluation of the proposals may include but is not limited to the following, in no order of priority:

- Project Approach and Methodology
 - A description of the Consultant's general approach for completing the tasks specified in the Scope of Work. The work plan shall be of sufficient detail to demonstrate the Consultant's ability to accomplish project objectives and that the Consultant understands the City's goals and objectives.
 - Outline the activities and tasks that would be undertaken in completing the Scope of Work and specify who in the firm, or sub-contractors on the team, would perform the tasks.
 - Identify any special issues or problems that are likely to be encountered in a project of this type and how the Consultant would address them.
- Consultant's Knowledge, Experience and Project Management
 - It is essential that the key personnel providing the services have the background, experience, and qualifications to address the City's needs for this RFP.
 - The Proposal shall name the assigned Project Manager and all key personnel. Resumes and qualifications of the consultant team, including their assigned role, experience, and examples of similar projects shall also be provided.
- Understanding and Vision of Project Scope of Work
 - Consultant shall provide a narrative that addresses the Scope of Work for this RFP that demonstrates that the Consultant fully comprehends the City's expectations under this RFP. The Proposal should include:
 - A description of the Consultant's general approach for completing the tasks specified in the Scope of Work. The work plan shall be of sufficient detail to demonstrate the Consultant's ability to accomplish project objectives and that the Consultant understands the City's goals and objectives.
 - Outline the tasks and activities that would be undertaken in completing the Scope of Work and specify who in the team would perform them
 - Identify any special issues or problems that are likely to be encountered in a project of this type and how the Consultant would address them.
 - Consultant is encouraged to identify recommended enhancements or any procedural or technical innovations to the Scope of Work that do not materially deviate from the City's objectives.
- Project Schedule and Timing to Complete Tasks
 - Consultant should be mindful of the City's need for timely development of the VMT significance thresholds and tools for assessment and evaluation of appropriate mitigation measures. A comprehensive Proposal should include a schedule for timely completion of the necessary tasks that are closely coordinated with the comprehensive General Plan and Zoning Code updates. The VMT thresholds will be needed for the timely completion of the Program DEIR.
- Cost-effectiveness of Proposal Budget
 - Consultant should identify methods that will be incorporated to ensure quality control for the project, including budget and schedule management. This

information should be included as part of the Proposal for consideration in the evaluation and ranking process.

- The Proposal shall include a Project Budget that includes all labor costs, overhead costs, sub-consultant costs, and an itemized list for direct expenses. Cost must be shown in a matrix format, by task groupings, and show hours per staff member and hourly rate.

Sample City Contract

A sample City Contract is attached for Consultant review and approval. Based upon the review, the Consultant shall provide a statement as to the acceptability or disagreement with specific sections, terms, and/or language of the draft contract. The statement is to be a part of the Proposal.

Submission Requirements

Consultant shall provide the following information in the Proposal:

- Introductory Cover Letter
- Statement Approving/Disapproving Sample Contract Terms
- Statement of any Conflict of Interest
- Statement Acknowledging Review of City's Website for Questions/Answers and Addendums to RFP
- Professional Experience, Key Personnel, Resumes/Biographies, Sub-Contractors
- Scope of Work and Methodology
- Project Schedule and Budget (not-to-exceed cost)
- References: three professional references and contact information
- Sample of Work

Questions

Should you require further information or have specific questions, please direct all questions to Mr. Cuong Nguyen, Senior Planner, at CuongNguyen@santafesprings.org. All questions must be in writing and City responses will be posted on its website as the questions are received. It is the responsibility of the Consultant to check the Santa Fe Springs website regularly during the solicitation period for updated information. By submitting a proposal, Consultants are deemed to have constructive knowledge and notice of all information on the website. In the event information cannot be downloaded from the website, Consultants should contact Mr. Cuong Nguyen, at CuongNguyen@santafesprings.org. Link to webpage is provided below:

https://www.santafesprings.org/cityhall/planning/econdev/current_rfps.asp

Proposal Submittal

Proposals will be accepted electronically no later than 5:00 p.m., July 5, 2021. No other forms of submittal will be accepted. Send to waynemorrell@santafesprings.org.

Release of RFP	June 3, 2021
Final date for submitting questions	5:00 p.m., June 18, 2021
City to respond to questions by	As received to sender and posted on website
Final date and time to submit Proposal	5:00 p.m., July 5, 2021
Consultant proposal review period	July 6-July 16, 2021
Award of Contract	August 3, 2021

Scope of Work

City staff believes that the following tasks outline the minimum level of work required for the completion of the requested SB 743 implementation services. The City intends to utilize the Consultant's work product and directly transfer the data and information into an ordinance establishing SB 743 thresholds and VMT implementation. The Consultant is encouraged to carefully review this RFP and determine applicable areas, if any, where additional or supplemental work may be included to produce value. Also, the on-going pandemic has greatly impacted our ability to meet in-person and while it seems that the vaccine roll-out is reducing the spread of the virus, the City recommends that the Consultant consider the nature of meetings (virtual or in-person) when developing the budget.

Note: The scope of work is developed for the implementation of SB 743 related to development projects and planning documents (e.g., general plan, specific plan, zoning code amendments, etc.). Whenever the term "development project" is used, the Consultant should also consider "planning documents."

Task 1. Kick-Off and Coordination Meetings

A. Kick-Off Meeting

- The Consultant will attend a kick-off meeting with City staff. The purpose of the meeting is to discuss the City's goals and objectives for the study. The Consultant shall provide a set of data needs prior to the Kick-Off Meeting to allow sufficient time for City staff to assemble materials.

B. Regular Management Meetings and City Staff Meetings

- The Consultant will lead, coordinate, and present at bi-weekly virtual meetings with City staff to discuss project status, challenges, and city feedback. It is anticipated that each meeting will be 30-60 minutes.
- The Consultant shall meet as often and as necessary in order to gather information, conduct research, and receive clarification and direction from the Planning and Public Works departments. It is anticipated that these meetings will not be in-person meetings but can be conducted telephonically or via virtual meeting platforms.

Deliverables: Meeting notes/minutes; Data Needs Matrix

Task 2. Develop Vehicle Miles Traveled (VMT) Metrics and Thresholds

A. VMT Metrics

- The Consultant will develop VMT metrics for the City and the full length of vehicle trips should be considered. OPR guidelines recommend comparing VMT metrics for a City to the regional average VMT (i.e., SCAG region). The Consultant may wish to utilize the customized SCAG RTP/SCS regional travel demand model that is developed for the City's current General Plan update and utilize the TAZs to reflect the trip making and social economic characteristics of the city. The model should include trucks and automobiles to estimate VMT for all vehicle types. The City is particularly interested in assessing and measuring large semi-truck VMTs to the extent possible.
- Develop existing and future VMT data for the following metrics:
 - VMT per service population
 - Residential Home-Based VMT per capita
 - Employment Home-Based Work VMT per employee
 - Total VMT (including automobiles and trucks) for Service Population (population plus employment)
 - Truck VMT

B. VMT Metric and Threshold Options for Land Use Projects

- Develop VMT impact threshold options for land use projects based on City's goals and policies. The Consultant shall document how the various threshold options would meet the substantial evidence test under CEQA.
- Determine if reporting VMT for particular subareas, such as defined Specific Plan areas, is relevant.

C. Develop VMT Screening Options for Land Use Projects

- The Consultant will develop VMT impact threshold options for land use projects based on goals and policies and are consistent with SB 743 guidance from the State. OPR has provided guidance related to several opportunities for screening projects that would generate a low VMT, including screening based on project size, retail nature (local-serving versus regional), located in a low-VMT area, and in a transit priority area.

D. Conduct Case Studies for Land Use Projects

- After developing the VMT threshold and screening options, the Consultant shall apply the selected metrics to six case studies, to be provided by City staff. The case studies will be used to evaluate the project-level VMT impacts for a variety of development types and locations that are likely to occur in the City, such as two multi-family residential projects, two industrial projects, neighborhood shopping center, and a mixed-use project. The results of the case studies are intended to inform the development of the VMT methodology and thresholds that are most appropriate for the City.

E. Screening and Threshold Recommendations

- The Consultant shall summarize the results of the aforementioned tasks in a technical memorandum that demonstrates how the recommended VMT metrics, screening criteria, and impact thresholds support goals and policies to improve the VMT performance of new projects, implement the objectives of SB 743, and meet the substantial evidence standard under CEQA.
- The proposed guidelines shall clarify the methodology for determining significant impacts, such as projects that induce travel demand or increase VMT per capita. The most appropriate methodologies for quantifying the impacts should be identified as well.

Deliverables: Technical memorandum documenting recommended VMT metrics, screening criteria, and impact thresholds; Case Studies memorandum.

Task 3. TDM Mitigation Options

The Consultant will develop mitigation options and Transportation Demand Management (TDM) strategies to remove or lower potential impacts and identify methodologies to quantify and measure the amount of VMT reduction. The City is particularly interested in the analysis and identification of mitigation strategies pertaining to truck VMT.

Deliverables: Memorandum and/or Matrix summarizing mitigation options and TDM strategies to reduce VMT impacts.

Task 4. Review of Transportation Study Guidelines and Draft Circulation Element

- A. Prior to the adoption of SB 743, the City was using the County of Los Angeles transportation impact assessment guidelines. The Consultant shall review the City's current practices for conducting transportation impact studies and prepare new procedural updates to include VMT analysis, and conduct project level Transportation Impact Analysis, including VMT-based analysis, develop mitigation options and TDM strategies to either remove or lower potential impacts. This review should also include any pertinent evaluation protocols that result from the revised State CEQA Guidelines and updated CEQA checklist for transportation impacts. The City wishes to retain Level of Service (LOS) methodology for General Plan compliance.
- B. Create a simple and comprehensive user guide or handbook that describes in non-technical language, the newly created VMT and LOS criteria and thresholds, including the types of traffic studies that may be needed for typical development proposals.
- C. Provide a two-hour training to City staff on VMT thresholds and implementation tools, and tracking methodology for effectiveness of VMT reduction strategies.
- D. The City is currently updating the General Plan. The Consultant should review the draft General Plan, but in particular, the Circulation Element to identify those goals, policies, and objectives that may need to be modified in support of the SB 743 objectives.

Deliverables: Memorandum and/or Matrix containing recommended updates to the City's current practices for conducting transportation impact studies and draft General Plan policies, goals, and objectives; User Guide or Handbook, and Two-Hour Training Session.

Task 5. Final Report

The Consultant shall develop a final report, documenting the background data and approach used to develop the City's proposed VMT metrics, the proposed screening and threshold criteria, and the potential mitigation options. The Report shall include narratives, graphics, maps, and tables as appropriate to display and communicate the information in a manner that is comprehensible to the layperson.

Deliverables: Two Drafts and one Final Report.

Task 6. Public Meetings

The Consultant shall prepare for, conduct and present at the following public meetings:

- One Planning Commission meeting
- One Traffic Commission meeting
- One City Council meeting

The City reserves the right to combine meetings as a single meeting for budgeting purposes (e.g., joint study session).

Deliverables: Attendance at three Public Meetings, assistance in preparing staff reports, ordinances, and/or resolutions.

Task 7. Project Schedule and Budget

The Consultant shall identify the anticipated time frame, with major milestones, and associated budget costs for each task and sub-task, with the hourly rates for each position clearly identified. Consultant shall coordinate work activities to align with the Comprehensive General Plan Update process so that the VMT final report will be completed, within sufficient time, to inform and guide the completion of the EIR for the General Plan/Zoning Code update.

Task 8. Optional Items

A. VMT Evaluation Tool

- The Consultant shall develop a simple VMT evaluation tool to enable the City to assess the most common development project and calculate project specific VMT and cumulative impacts for development proposals. The Tool should be based on information from SCAG's RTP/SFS model and enable City staff to evaluate potential VMT impacts for development projects as compared to the thresholds, and identify potential mitigation measures.

B. Additional Public Meetings/Hearings

- The Consultant shall identify a separate budget for each additional Commission or City Council meeting as an Optional item in the proposed Budget, should more than three public meetings are required.

Deliverables: Optional Budget Line Items for a VMT Calculator and additional public meetings.

Addenda to the RFP

Any changes to the requirements of this RFP initiated by the City will be made by written addenda to this RFP. Any written addenda issued pertaining to this RFP shall be incorporated into and made a part of the terms and conditions or any resulting agreement. The City will not be bound to any modifications to or deviations from the requirements set forth in this RFP unless they have been documented by addenda to this RFP. Consultants will be required to document that they are aware of all addenda issued by the City in their proposal.

Cost of Proposal Preparation

Any party responding to this RFP shall do so at their own risk and cost. The City shall not, under any circumstances, be liable for any pre-contractual expenses incurred by any Consultants who elects to submit a proposal in response to this RFP or by any Consultant that is selected. Pre-contractual expenses are defined as expenses incurred by Consultants and the selected Consultant, if any, in:

- Preparing a Proposal and related information in response to this RFP.
- Submitting a Proposal to the City.
- Negotiations with the City on any matter related to this RFP.
- Costs associated with interviews, meetings, travel or presentations; or
- Any and all other expenses incurred by the Consultant prior to the date of the award, if any, of an agreement, and formal notice to proceed.

The City will provide only the staff assistance and documentation specifically referred to herein and will not be responsible for any other cost or obligation of any kind, which may be incurred by the Consultant.

Conflict of Interest

Consultants are advised that the City intends to award a contract through a process of full and open competition. By responding to this RFP, each Consultant represents to the best of their knowledge that:

- Neither Consultant, nor any of its affiliates, proposed sub-consultants, and associated staff, have communicated with any member of the City since the release of this RFP on any matter related to this RFP except to the extent specified in this RFP.
- Neither Consultant, nor any of its affiliates, proposed sub-consultants, and associated staff, has obtained or used any information regarding this RFP and the proposed services that has not been generally available to all Consultants.

- No conflict of interest exists under any applicable statute or regulation or as a result of any past or current contractual relationship with the City.
- Neither Consultant, nor any of its affiliates, proposed sub-consultants, and associated staff, has any financial interest in any property that will be affected by any of the reference projects.
- Neither Consultant, nor any of its affiliates, proposed sub-consultants, and associated staff, has a personal relationship with any member of the governing body, officer, or employee of the City who exercises any functions or responsibilities in connection with the referenced projects.



City of Santa Fe Springs

City Council Meeting

ITEM NO. 12

June 3, 2021

NEW BUSINESS

Resolution Nos. 9716 and 9717 – Approval of Engineer's Report (Fiscal Year 2021/22) in Conjunction with Annual Levy of Assessment for Heritage Springs Assessment District No. 2001-1 (Hawkins Street and Palm Drive)

RECOMMENDATION

- Adopt Resolution No. 9716, approving the Engineer's Report (Fiscal Year 2021/22) in conjunction with the annual levy of assessments for the Heritage Springs Assessment District No. 2001-01; and
- Adopt Resolution No. 9717 declaring the City of Santa Fe Springs' intention to provide for an annual levy and collection of assessments for Heritage Springs Assessment District No. 2001-01, and setting the public hearing for the Council meeting of July 6, 2021.

BACKGROUND

The Heritage Springs Assessment District (Assessment District) No. 2001-1 was formed on June 28, 2001, pursuant to the provisions of the Municipal Improvement Act of 1913, Division 12. A map of the Assessment District is attached. (See Exhibit C).

The District included a mechanism to provide funding on an annual basis for ongoing street maintenance which includes slurry sealing, street resurfacing or street reconstruction as needed. The requirement for a street maintenance district component was a condition of approval for the initial development. Staff annually inspects the condition of the streets to determine when improvements are needed. Currently the existing status of the street is in fair-to-good condition. Hawkins Street and Palm Drive were slurry sealed on December 2017.

At their meeting of March 2, 2021, the City Council approved Resolution No. 9706 ordering the preparation of the Engineer's Report for Fiscal Year 2021/22. A copy of the Engineer's Report for the Assessment District No. 2001-1 is attached for your review and approval. Resolution No. 9716 approves the Annual Engineer's Report.

Resolution No. 9717 Intention to Levy Annual Assessments in the Heritage Springs Assessment District sets the public hearing date for July 6, 2021 and is attached for your review and approval.

FISCAL IMPACT

The District has a positive financial impact on the City because a benefit assessment district is used to fund the street maintenance costs attributable to such developments.

Report Submitted By:

Noe Negrete
Director of Public Works

A handwritten signature in blue ink, appearing to be "N. Negrete", is written over the printed name and title.

Date of Report: May 27, 2021

INFRASTRUCTURE IMPACT

The infrastructure has been constructed for this development and has been maintained on a regular schedule.



Raymond R. Cruz
City Manager

Attachments:

Attachment No. 1: Engineer's Report

Attachment No. 2: Resolution No. 9716 and 9717

Attachment No. 3: Boundary Map



CITY OF SANTA FE SPRINGS

ENGINEER'S REPORT

HERITAGE SPRINGS ASSESSMENT

DISTRICT NO. 2001-1

FISCAL YEAR 2021-22

LOS ANGELES COUNTY, CALIFORNIA

May 25, 2021

PREPARED BY



Harris & Associates

22 Executive Park, Suite 200

Irvine, CA 92614

www.weareharris.com

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ENGINEER'S CERTIFICATION

AGENCY: THE CITY OF SANTA FE SPRINGS

PROJECT: HERITAGE SPRINGS ASSESSMENT DISTRICT NO. 2001-1

TO: THE CITY COUNCIL OF THE
CITY OF SANTA FE SPRINGS
STATE OF CALIFORNIA

ENGINEER'S REPORT FOR FISCAL YEAR 2020-21

WHEREAS, the City of Santa Fe Springs, County of Los Angeles, State of California, pursuant to the provisions of the Section 10100.8 Municipal Improvement Act of 1913, being Division 12 of the California Streets and Highways Code (the "Act") intends to undertake proceedings for the annual levy of special assessments in and for the City's Heritage Springs Assessment District No. 2001-1 (the "District");

NOW THEREFORE, the undersigned Engineer of Work hereby submit herewith the "Report" consisting of four (4) parts as follows:

HERITAGE SPRINGS ASSESSMENT DISTRICT

(Hereinafter referred to as the "District"),

I, Alison Bouley, authorized representative of the District, the duly appointed Assessment Engineer submit the following Report which consists of the following four (4) parts and Appendices:

PART I

Description of Improvements: A description of the maintenance activities to be performed

PART II

Cost Estimate: An estimate of the maintenance costs to be paid from the District.

PART III

Assessment Roll: The assessment by parcel.

PART IV

Method of Assessments: The way the assessment is apportioned.

Appendix

Appendix A – Assessment Diagram

In conclusion, it is my opinion that the costs and expenses of the District have been assessed to the lots and parcels within the boundaries of the District in proportion to the estimated benefits to be received by each lot or parcel from the services provided.

DATED: May 25, 2021

 **Harris & Associates**



Alison Bouley, P.E., Assessment Engineer
R.C.E. No. C61383
Engineer of Work
State of California



PART I – DESCRIPTION OF IMPROVEMENTS

The assessments in the District shall be levied for the maintenance of improvements as follows, and shall include all incidental expenses, including administration, legal, establishment of reserves, collection and contracting.

The improvements proposed to be maintained may be generally described as Hawkins Street, east of Norwalk Boulevard, and Palm Drive, south of Hawkins Street. The maintenance of such improvements is proposed to consist of the continued maintenance and operation of such improvements, including the maintenance of pavement and appurtenant facilities that are located in and along such streets, including but not limited to, personnel, electrical energy, utilities, materials, contracting services, and other items necessary for the satisfactory maintenance of these improvements described as follows:

Pavement and Appurtenant Facilities

Pavement and appurtenant facilities, in public street and rights-of-way, within the boundary of said District.

Maintenance means the furnishing of services and materials for the ordinary and usual operation, maintenance, repair and servicing of the above described roadways and appurtenant improvements, including repair, slurry sealing, chip sealing, removal or replacement of all or part of any of the streets or appurtenant improvements, and the administration of all aspects of the maintenance and the District.

PART II – COST ESTIMATE

The estimated amount to be paid annually into the maintenance program fund for the streets as described in Part I of this Report is as follows:

In 2001 \$'s:

Slurry Seal @ 5 and 15 years:

5 years	\$0.16 / SF x	100,000 SF =	\$16,000
15 years	4% estimated inflation per yr =		\$24,000

Street Rehab @ 10 years:

10 years	\$1.50 / SF x	100,000 SF =	\$150,000
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Street Reconstruct @ 20 years:

20 years	\$5.00 / SF x	100,000 SF =	\$500,000
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Total est. 20 year Maintenance Strategy:	\$690,000
round up to:	\$700,000

Estimated annual cost for 2001 =	\$35,000
estimated cost per SF:	\$0.3500

Conversion to 2021 \$'s:

ENR Construction Cost Index Increase

June 2001 - 2021	89.77%
2021 cost per SF:	\$0.6642

Hawkins Street & Palm Drive Improvements SF =	66,680
Annual Cost for Fiscal Year 2021-22 =	\$44,289

Maintenance Fund Capital Reserve Balance =	\$566,357
(fund balance estimated as of July 1, 2021)	



PART III – ASSESSMENT ROLL

The total proposed assessment for Fiscal Year 2021-22 and the amount of the total proposed assessment apportioned to each lot or parcel within the District, as shown on the latest assessment roll at the Los Angeles County Assessor's Office, are shown below.

The description of each lot or parcel is part of the County assessment roll and this roll is, by reference, made part of this Report.

Asmt No.	Assessor's Parcel Number	Fiscal Year 2021-22 Maint. Asmt.
1	8005-015-037	\$9,482.27
2	8005-015-038	\$8,676.66
3	8005-015-039	\$3,557.74
4	8005-015-040	\$2,886.76
5	8005-015-041	\$2,735.73
6	8005-015-042	\$2,433.68
7	8005-015-043	\$1,896.45
8	8005-015-044	\$4,917.41
9	8005-015-045	\$7,703.19
10	8005-015-910	\$0.00
		\$44,289.89

PART IV - METHOD OF APPORTIONMENT

The assessments are apportioned according to the special benefits received by the parcels of land within the Assessment District in accordance with the apportionment of costs at the time of formation. The assessment is necessary to maintain the level of special benefit from the construction of the improvements funded by the District. The proportionate special benefit derived by each parcel is determined in relationship to the entirety of the maintenance cost of the improvements. No assessment has been apportioned on any parcel that exceeds the reasonable cost of the proportional special benefit conferred on that parcel.

Only special benefits may be assessed and any general benefits shall be separated from the special benefits for purposes of this Report. Based on the nature of the improvements to be funded herein, there are no general benefits.

Under this Report, the assessment for the District are apportioned in accordance with the foregoing and using the following criteria:

The net acreage of each parcel of land is determined by excluding acreage which will not have direct access to the improvements from Hawkins Street or Palm Drive, and by excluding acreage to be dedicated as roadway, road rights-of-way, or sidewalk easement. Special benefit is determined based on the net acreage of each parcel relative to the total net acreage (the "Benefit Percentage").

The total annual cost for Fiscal Year 2021-22, as shown in Part II of this Report, is apportioned on a percentage basis using the Benefit Percentages, as shown below:

Asmt No.	Assessor's Parcel Number	Net Acreage	Benefit Percentage	Fiscal Year 2021-22 Maint. Asmt.
1	8005-015-037	5.65	21.410%	\$9,482.27
2	8005-015-038	5.17	19.591%	\$8,676.66
3	8005-015-039	2.12	8.033%	\$3,557.74
4	8005-015-040	1.72	6.518%	\$2,886.76
5	8005-015-041	1.63	6.177%	\$2,735.73
6	8005-015-042	1.45	5.495%	\$2,433.68
7	8005-015-043	1.13	4.282%	\$1,896.45
8	8005-015-044	2.93	11.103%	\$4,917.41
9	8005-015-045	4.59	17.393%	\$7,703.19
10	8005-015-910	0.00	0.000%	\$0.00
		26.39	100.00%	\$44,289.89

Based on the preceding, Assessment No. 10 is not assessed as its Benefit Percentage is zero percent.



APPENDIX A – ASSESSMENT DIAGRAM

A diagram showing the exterior boundaries of the District and the lines and dimensions of each lot or parcel of land within the District, entitled “Assessment Diagram, Heritage Springs Assessment District No. 2001-1”, is on file in the office of the City Clerk of the City of Santa Fe Springs, and is incorporated herein by reference.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for Fiscal Year 2021-22. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

RESOLUTION NO. 9716

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, APPROVING THE ENGINEER'S REPORT FOR ANNUAL LEVY OF ASSESSMENTS FOR THE HERITAGE SPRINGS ASSESSMENT DISTRICT 2001-1 FOR FISCAL YEAR 2021/2022

WHEREAS, this Council has conducted proceedings under and pursuant to the Municipal Improvement Act of 1913, Division 12, California Streets and Highways Code (the "Act") and Resolution Ordering the Assessment District Formation No. 6642, adopted June 28, 2001 (the "Resolution of Formation"), to form the Heritage Springs Assessment District 2001-1 ("Assessment District"), to authorize the levy of special assessment upon the lands within the Assessment District, to acquire and construct public streets and other improvements, all as described therein; and

WHEREAS, the CITY COUNCIL of the CITY OF SANTA FE SPRINGS, CALIFORNIA, pursuant to the provisions of Division 12 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as

**CITY OF SANTA FE SPRINGS
Heritage Springs Assessment District 2001-1**

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 12 of the Streets and Highways Code and as previously directed by Resolution; and,

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed, as set forth in said "Report."

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

SECTION 1. That the above recitals are true and correct.

SECTION 2. That the "Report" as presented, consisting of the following:

- A. Estimate of costs;
- B. Diagram of the District;
- C. Assessment of the estimated cost

Is hereby approved; and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3. That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

APPROVED and ADOPTED this 3rd day of June, 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF SANTA FE SPRINGS

John M. Mora, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk

RESOLUTION NO. 9717

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, DECLARING ITS INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, PURSUANT TO THE PROVISIONS OF DIVISION 12 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA, AND SETTING A TIME AND PLACE FOR PUBLIC HEARING THEREON

WHEREAS, this Council has conducted proceedings under and pursuant to the Municipal Improvement Act of 1913, Division 12, California Streets and Highways Code to form the Heritage Springs Assessment District 2001-1 ("Assessment District"), in what is known and designated as:

**CITY OF SANTA FE SPRINGS
Heritage Springs Assessment District 2001-1**

WHEREAS, at this time, this City Council is desirous to take proceedings to provide for the annual levy of assessments for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said Assessment District; and,

WHEREAS, at this time there has been presented and approved by this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

SECTION 1. That the above recitals are true and correct.

PUBLIC INTEREST

SECTION 2. That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said Assessment District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

- SECTION 3. That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2021/2022 is hereby approved and is directed to be filed in the Office of the City Clerk.
- SECTION 4. That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the Assessment District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expenses of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

- SECTION 5. The assessments levied and collected shall be for the maintenance of certain improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

- SECTION 6. The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said Assessment District.

SPECIAL FUND

- SECTION 7. That all monies collected shall be deposited in a special fund known as

SPECIAL FUND
CITY OF SANTA FE SPRINGS
Heritage Springs Assessment District 2001-1

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said special fund, from any available source, such funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF THE DISTRICT

SECTION 8. Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the Assessment District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council declares to be the district benefited by said improvement and maintenance, and to be further assessed to pay the costs and expenses thereof. Said Assessment District, shall include each and every parcel of land within the boundaries of said Assessment District, as said Assessment District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and designated by the name of the Assessment District.

PUBLIC HEARING

SECTION 9. NOTICE IS HEREBY GIVEN THAT TUESDAY, THE 6th DAY OF JULY, 2021 AT THE HOUR OF 6:00 O'CLOCK P.M., IN THE REGULAR MEETING OF THE CITY COUNCIL, BEING THE COUNCIL CHAMBERS, IS THE TIME AND PLACE FIXED BY THIS CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION, ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS FOR THE ANNUAL LEVY SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 10. That the City Clerk is hereby authorized and directed to publish a copy of this Resolution. Said publication shall be not less than ten (10) days before the date for said Public Hearing.

EFFECTIVE DATE

SECTION 11. That this Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 12. For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

Noe Negrete
City Engineer
CITY OF SANTA FE SPRINGS
11710 Telegraph Road
Santa Fe Springs, CA 90670
(562) 868-0511

APPROVED and ADOPTED this 3rd day of June, 2021.

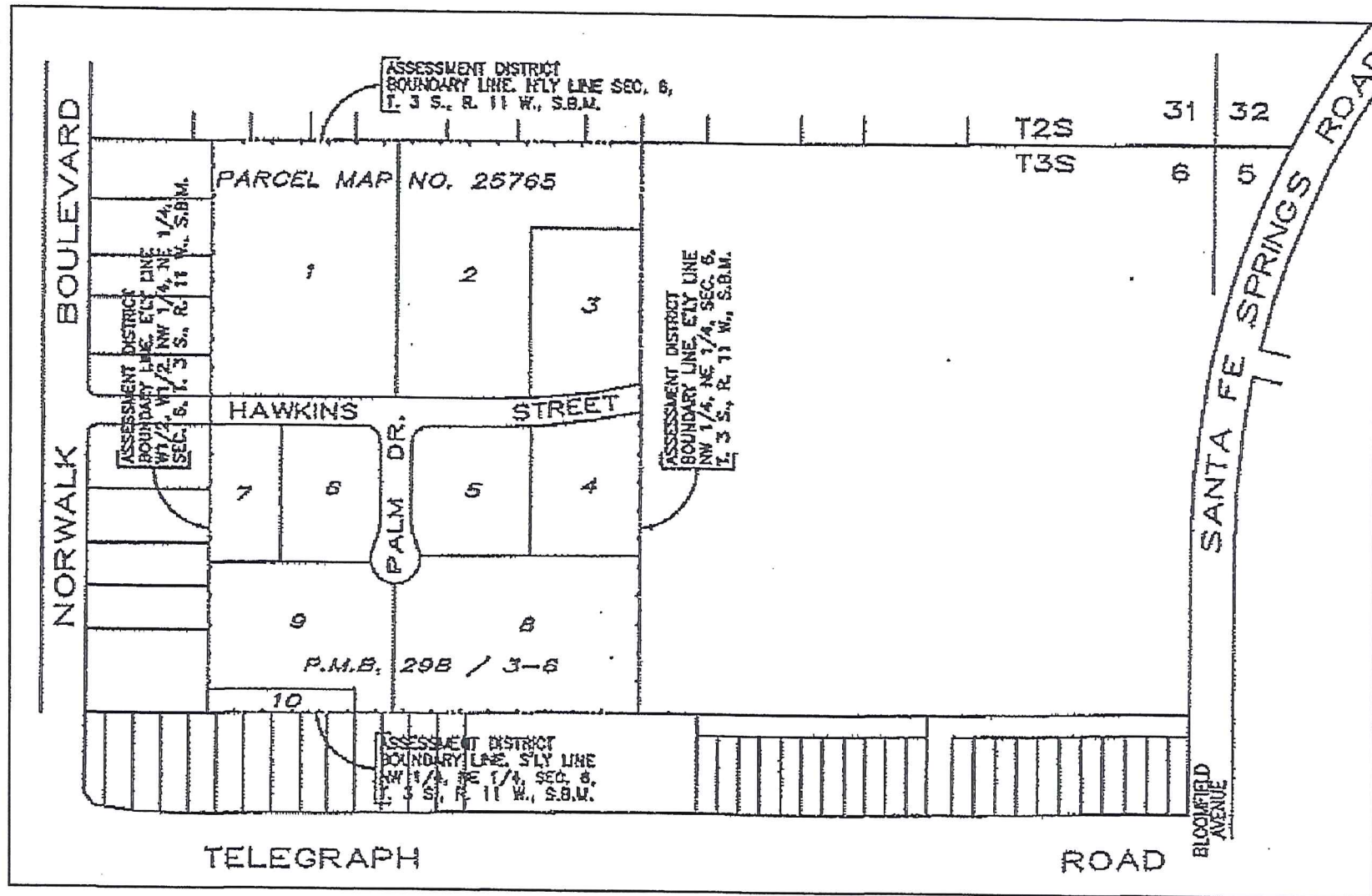
John M. Mora, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk

BOUNDARY MAP

HERITAGE SPRINGS ASSESSMENT DISTRICT 2001-1





NEW BUSINESS

Resolution Nos. 9718 and 9719 – Approval of Engineer's Report (Fiscal Year 2021/22) in Conjunction with Annual Levy of Assessments for Street Lighting District No. 1

RECOMMENDATION

- Adopt Resolution No. 9718, approving the Engineer's Report (Fiscal Year 2021/22) in conjunction with the annual levy of assessments for Street Lighting District No. 1; and
- Adopt Resolution No. 9719, declaring the City of Santa Fe Springs' intention to provide for an annual levy and collection of assessments for Lighting District No. 1, and setting the public hearing for the Council meeting of July 6, 2021.

BACKGROUND

Santa Fe Springs Lighting District No. 1 (District) was formed May 26, 1982, under the provisions of the Landscaping and Lighting Act of 1972. A map of the District is shown on Page 16 of the Engineer's Report. The District does not include any residential properties or any properties with a residential land code. A map of the boundaries of the District is attached (See Exhibit C).

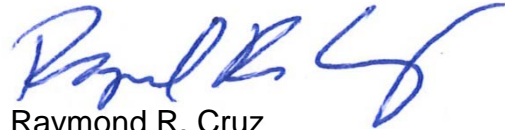
After the initial formation of the district, it is necessary for the City to annually update the Lighting District. This allows the City to continue levying annual assessments against the properties located within the Lighting District. The required documents to satisfy the legal requirements are outlined in Chapter 3 of the Landscaping and Lighting Act of 1972 as contained in the Streets and Highways Code.

The annual assessment rate for the District has not been increased since the fiscal year 1992/1993, although the costs of providing the improvements that benefit the properties within the District continue to rise. In 2004, the City conducted an election to try to increase the annual assessment rate. However, a majority protest existed and the proposed assessment increase was not imposed.

The Council, at their meeting of March 2, 2021, approved Resolution No. 9705 ordering the preparation of plans, specifications, cost estimate, diagram, assessment, and report according to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California.

A copy of the Annual Engineer's Report for the City of Santa Fe Springs Lighting District No. 1 is attached for your review and approval. The Engineer's Report satisfies the legal requirements described previously. In summary, the Engineer's Report addresses compliance with the state law describes the method of apportionment, and presents a proposed budget for Fiscal Year 2021/22. As noted on Page 15 of the

Engineer's Report, the estimated total direct and administrative costs for providing street lights is \$699,900. The balance to levy is \$194,353.00, which takes into consideration a general fund contribution of \$303,328 to subsidize the District.



Raymond R. Cruz
City Manager

Attachments:

Attachment No. 1: Exhibit A Engineer's Report

Attachment No. 2: Exhibit B Resolution Nos. 9718 and 9719

Attachment No. 3: Exhibit C Lighting District No. 1 Boundary Map



City of Santa Fe Springs

Lighting District No. 1

2021/2022 ENGINEER'S ANNUAL LEVY REPORT

Intent Meeting: June 3, 2021

Public Hearing: July 6, 2021

27368 Via Industria
Suite 200
Temecula, California 92590
T 951.587.3500 | 800.755.6864
F 951.587.3510

www.willdan.com



ENGINEER'S REPORT AFFIDAVIT
Establishment of Annual Assessments for the:

Santa Fe Springs Lighting District No. 1

City of Santa Fe Springs
Los Angeles County, State of California

This Report identifies the parcels within the District, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Los Angeles County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this _____ day of _____, 2021.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Santa Fe Springs

By: _____

Chonney Gano, Project Manager
District Administration Services

By: _____

Tyrone Peter
P.E. # C81888

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I. OVERVIEW

A. INTRODUCTION

The City of Santa Fe Springs (hereafter referred to as “City”) annually levies and collects special assessments in order to provide and maintain the improvements within the Santa Fe Springs Lighting District No. 1 (hereafter referred to as “District”). The District was formed on May 26, 1982 and is annually levied pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code* (hereafter referred to as the “1972 Act”). The annual assessments levied on parcels within the District are based on the special benefits received, and partially fund the costs associated with the installation, maintenance, operation and administration of the public streetlight system within the District.

This Engineer's Report (hereafter referred to as the “Report”) has been prepared pursuant to the order of the City Council as required by the provisions *Chapter 3, of the 1972 Act (commencing with Section 22620)*, which outlines the procedures for the annual levy of assessments. This Report provides an update of the District including the proposed expenses and revenues, any substantial change in the improvements or the District, and the proposed assessments to be levied on the County tax roll for Fiscal Year 2020/2021 and has been prepared pursuant to the requirements of *Article 4, Chapter 1, of the 1972 Act (inclusive of Sections 22565 through 22574)*. In addition to the provisions of the 1972 Act, it has been determined that the existing annual assessments for this District have been previously levied in accordance with the provisions of the *California Constitution Article XIID* which was enacted as a result of the passage of Proposition 218, approved by the California voters in November 1996.

The annual assessment rate for the District has not been increased since Fiscal Year 1992/1993, although the costs of providing the improvements that benefit the properties within the District have continued to rise. Initially, the rising costs to provide streetlights within the District were offset by the District fund balance and an assessment increase was not necessary. Eventually the District fund balance was exhausted and the City began making increasingly greater contributions each year to the District expenses, not only to cover the general benefit portion of the costs, but also to subsidize the special benefit costs not recovered by the annual assessments.

In 2004, the City performed an extensive review of the District including the boundaries of the District, the properties therein, the special benefit properties received from the improvements, the general benefit the improvements may provide to properties outside the District or to the public at large, as well as the current and long-term costs and expenses associated with providing the improvements. Based on this review and evaluation, the City Council determined that it was necessary and in the best interest of the property owners within the District to conduct a property owner protest ballot proceeding for an increase to the annual assessments for Fiscal Year 2004/2005 in accordance with the

provisions of the *California Constitution Article XIID*. Based on the ballot tabulation conducted on July 8, 2004, a majority protest existed, and the proposed assessment increase was not imposed.

The word “parcel”, for the purposes of this Report, refers to an individual property assigned its own Assessment Parcel Number by the Los Angeles County Assessor’s Office. The Los Angeles County Auditor/Controller uses Assessment Parcel Numbers and specific Fund Numbers to identify, on the tax roll, properties assessed for special district benefit assessments.

At a noticed annual Public Hearing the City Council will consider public testimony regarding the District. The City Council will review the Engineer’s Annual Report and may order amendments to the Report or confirm the Report as submitted. Following final approval of the Report and confirmation of the assessments, the Council will order the levy and collection of assessments for Fiscal Year 2021/2022 pursuant to the 1972 Act. In such case, the assessment information will be submitted to the County Auditor/Controller for inclusion on the property tax roll for each parcel in Fiscal Year 2021/2022. If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current Fiscal Year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate approved by the City Council.

B. COMPLIANCE WITH THE CURRENT LEGISLATION

As a result of the passage of Proposition 218 in November 1996, *Articles XIIC and XIID* were added to the California Constitution. *Article XIID* specifically addressed both the substantive and procedural requirements to be followed for assessments. The procedural and approval process for assessments outlined in this article apply to assessment districts, with the exception of those existing assessments that met one or more of the exemptions set forth in *Section 5* of the Article. Specifically as it relates to Lighting District No. 1, the exemption provision set forth in *Section 5(a) of Article XIID* states:

“...assessments existing on the effective date of this Article shall be exempt from the procedures and approval process set forth in Section 4 [if they were] imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control.”

The District’s streetlight assessments were established in Fiscal Year 1982/1983 and have not been increased since Fiscal Year 1992/1993. These assessments have funded improvements that are classified as street improvements as defined herein based on the definitions provided by the Office of the Controller for the State of California in the “Guidelines Relating to Gas Tax Expenditures” published by the

Division of Local Government Fiscal Affairs. The state's gas tax program is administered in city agencies, but audited by the Office of the State Controller. The proceeds of the gas tax are statutorily limited to expenditures for streets and roads. Because the funds are restricted to street and road expenditures, the State Controller has developed the "Street Purpose Definitions and Guidelines" based on the "Manual of Uniform Highway Accounting and Financial Management Procedures" developed by the American Association of State Highway Officials. Street improvement, as it relates to this District, is defined as the construction, operation, or maintenance of facilities within the right of way used for street or road purposes including but not limited to the following:

- Installation or expansion of the streetlight system including replacement of old equipment with superior equipment, installation of traffic signals at intersections and railroad crossings, replacement of equipment as required for relocations for street purposes, and purchase and installation of traffic signal control equipment.
- Servicing lighting systems and street or road traffic control devices including, repainting and repairing traffic signals and lighting standards; and furnishing of power for street and road lighting and traffic control devices.

Therefore, the existing District assessments (assessment rates and method of apportionment) approved and levied prior to the passage of Proposition 218, are exempt from both the substantive and procedural approval process defined by *Article XIID, Section 4*, until such time the assessments are increased.

II. Description of the District and Services

A. BOUNDARIES OF THE DISTRICT

The boundary of the District is completely within the city limits of the City of Santa Fe Springs and is shown on the Assessment Diagram, which is on file in the office of the City Clerk at the City Hall of Santa Fe Springs, a depiction of which is shown in Exhibit A of this Report. The parcels of real property included within the District are identified by land use categories ("Use Codes"). A listing of the Use Codes that may be applicable to parcels within this District and typically utilized by the Los Angeles County Assessor's Office for identification of property land uses is provided in the Method of Apportionment section of this Report. Excluded from assessments are utility easements, rights-of-way, common areas, public schools, public streets, residential properties, and other public properties. The parcels within the District are described in detail on the assessor parcel maps on file in the Los Angeles County Assessor's Office, which by reference are made a part of this Report.

B. IMPROVEMENTS AUTHORIZED BY THE 1972 ACT

As applicable or may be applicable to this proposed District, the 1972 Act defines improvements to mean one or any combination of the following:

- The installation or construction of public lighting facilities.
- The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, grading, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
- The maintenance or servicing, or both, of any of the foregoing.
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;
- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5.
- Costs associated with any elections held for the approval of a new or increased assessment.

The 1972 Act defines "Maintain" or "maintenance" to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement.
- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury.
- The removal of trimmings, rubbish, debris, and other solid waste.
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

C. IMPROVEMENTS, PLANS AND SPECIFICATIONS

The annual special benefit assessments levied on parcels within the District provide funding for a portion of the annual expenses related to the installation, maintenance, operation and administration of the streetlight system within the District boundaries. The costs associated with the improvements are equitably spread among benefiting parcels in proportion to their special benefits. Streetlight improvements within the City of Santa Fe Springs but not within the District boundaries and that portion of the District improvements determined to be general benefit are funded by other revenue sources. Only improvements, services and

incidental expenses permitted under provisions of the 1972 Act that are necessary for the ongoing maintenance, operation and administration of the District streetlight system that provides special benefits to the parcels within the District are included in the annual assessment.

Maintenance of the streetlight system within the District may include, but is not limited to removal, repair, replacement, modification, or relocation of the light standards, poles, bulbs, fixtures, and appurtenances. Servicing of the Southern California Edison Company-owned streetlights is furnished by the Southern California Edison Company or by its successors or assignees. The rates charged by the Edison Company include both the power and maintenance costs and are regulated and authorized by the Public Utilities Commission of the State of California. The City of Santa Fe Springs Public Works Department provides for the servicing of the City-owned streetlights. The energy rates charged for City-owned streetlights is also regulated and authorized by the Public Utilities Commission.

Approximately eleven percent (11%) of the streetlights within the District are owned and maintained by Southern California Edison Company. The remaining eighty-nine percent (89%) of the streetlights are owned by the City of Santa Fe Springs and are maintained by the City. The following table provides a summary of the streetlight inventory within the District for Fiscal Year 2021/2022:

Table 1 - Street Light Inventory for Fiscal Year 2021/2022

Account No/ Description		Number of Lights Per Type										TOTAL	
		70 Watt	100 Watt	Series 100 Watt	150 Watt	Series 150 Watt	200 Watt	Series 200 Watt	250 Watt	310 Watt	400 Watt	Lights	Watts
3-008-8387-95	LS-1 (Edison-owned)	-	2	-	-	-	-	-	-	-	-	2	200
3-008-8182-13	LS-1 (Edison-owned)	-	-	-	-	-	3	-	1	-	-	4	850
3-008-8182-03	LS-1 (Edison-owned)	-	12	-	22	-	16	-	-	-	-	50	7,700
3-008-8182-02	LS-1 (Edison-owned)	-	6	-	-	-	-	-	-	-	-	6	600
3-008-8181-99	LS-1 (Edison-owned)	1	163	-	1	-	1	-	-	-	5	171	18,720
3-008-8181-96	LS-1 (Edison-owned)	5	127	-	-	-	6	-	1	-	-	139	14,500
	LS - 1 TOTAL	6	310	-	23	-	26	-	2	-	5	372	42,570
3-008-9238-08	LS-2 (City-owned)	-	87	158	13	-	69	1	-	-	-	328	40,450
3-008-8181-98	LS-2 (City-owned)	-	-	-	126	2	85	-	37	3	-	253	46,380
3-008-8182-00	LS-2 (City-owned)	-	15	90	25	-	96	1	6	-	-	233	35,150
3-008-8182-01	LS-2 (City-owned)	-	14	-	160	-	119	-	22	9	-	324	57,490
3-008-8182-11	LS-2 (City-owned)	-	29	-	334	-	136	46	128	-	17	690	128,200
3-008-8182-14	LS-2 (City-owned)	-	12	-	279	-	356	-	88	4	15	754	143,490
3-008-8182-16	LS-2 (City-owned)	-	-	-	148	21	118	80	11	-	-	378	67,700
	LS - 2 TOTAL	-	157	248	1,085	23	979	128	292	16	32	2,960	518,860
	GRAND TOTAL	6	467	248	1,108	23	1,005	128	294	16	37	3,332	561,430

The proposed improvements for Fiscal Year 2021/2022 are unchanged from the previous Fiscal Year. Streetlight Inventory Maps showing the location of the various streetlights within the District are on file in the office of the City Clerk at the City Hall of the City of Santa Fe Springs and by reference are made part of this Report.

III. Method of Apportionment

A. GENERAL

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of streetlights and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit:

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

The formula used for calculating assessments in this District reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel.

In addition, pursuant to *Article XIID, Section 4*, a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel, only special benefits may be assessed and the costs associated with general benefit must separate from the special benefits. Therefore, in compliance with these requirements only the District costs that have been identified as “Special Benefit” are assessed, the costs of any improvements considered to be “General Benefit” have been eliminated from the net amount to be assessed.

B. BENEFIT ANALYSIS

The District's improvements, the associated costs and proposed assessments described in this Report, have been carefully reviewed and have been identified and allocated based on a benefit calculation that proportionally allocates the net cost to the benefiting properties pursuant to the provisions of *Article XIID* and the 1972 Act. The location and extent of the various streetlight improvements within the District and the associated costs have been identified as either “General Benefits” (not assessed) or “Special Benefits”.

Special Benefits

The method of apportionment (method of assessment) established for this District utilizes commonly accepted engineering practices and is based on the premise that each of the assessed parcels within the District receives special benefit from the improvements maintained and financed by District assessments. The desirability and security of properties within the District is enhanced by the presence of streetlights in close proximity to those properties.

The primary benefits of streetlights are for the convenience, safety and protection of people as well as the security and protection of property, property improvements

and goods. Specifically, the benefits of adequate and well-maintained streetlights that benefit both the properties and property owners within the District include:

- Improves ingress and egress to property, provides customers, suppliers and employees an enhanced environment in which to access the properties.
- Enhanced deterrence of crime and the aid to police protection and security activities.
- Reduced vulnerability to criminal assault of employees, patrons and owners at night.
- The promotion of increased business activities during nighttime hours.
- Increased nighttime safety on roads and highways.
- Reduced vandalism and other criminal acts and damage to improvements or personal property.
- Improved traffic circulation and reduced nighttime accidents and personal property loss.
- Reduction of dumping, graffiti and loitering typically associated with poorly lighted areas.
- Enhances desirability of properties and the ability to conduct or expand business opportunities through association with an area that has sufficient streetlights.

The intensity or degree of illumination provided within the District can enhance these benefits and is a significant factor in determining the benefits properties receive from streetlights improvements. The number and intensity of the streetlights provided in this District are significantly greater than the residential areas of the City and are generally more extensive than the streetlights provided in similar commercial and industrial areas of other cities. For these reasons, it has been determined that the streetlight improvements provided by the District are a special benefit to the properties within the District.

General Benefit

Although the improvements clearly provide special benefits to properties within the District, it is recognized that some of these facilities by the nature of their location may also benefit properties outside the District that are not assessed and to a lesser extent may provide some benefit to the public at large. Therefore, a portion of the cost to operate, maintain, and service the streetlight improvements within the District are identified as general benefit and not included in the annual assessments as special benefit. In a detailed evaluation of the entire streetlight system within the City of Santa Fe Springs it was determined that, over eighty percent (80%) of the cost to maintain and service the City's streetlights is attributable to the streetlights within this District. The remaining twenty percent (20%) of the City's annual costs for streetlights is associated primarily with the residential areas of the City and these streetlights are currently funded by other revenues sources. Approximately seven percent (7%) of the streetlight improvement costs within the District itself are attributable to streetlight facilities

that benefit properties outside the District as well as properties within the District. Based on this evaluation, it has been determined that twenty-seven percent (27%) of the District's annual costs budgeted for Fiscal Year 2021/2022 is considered general benefit. This is a quantifiable percentage based on the current City streetlight system and expenditures. Although not as quantifiable, it is also reasonable to assume that the District improvements also provide some general benefit to the public at large and a reasonable percentage of this benefit should not exceed three percent (3%) for a total general benefit of thirty percent (30%) of the District's costs. The cost of providing the District improvements that are considered general benefit, benefits conferred on real property or to the public at large, shall not be included in the annual assessments and shall be funded by other revenue sources available to the City. These funds are shown in the annual budget of this Report as a General Fund contribution and the amount to be levied as assessments for the District represent only the special benefit portion of the District expenses.

C. ASSESSMENT METHODOLOGY

Pursuant to the 1972 Act, the costs of the District may be apportioned by any formula or method that fairly distributes the net amount to be assessed among assessable parcels in proportion to the estimated benefits to be received by each such parcel from the improvements. The apportionment of costs used should reflect the composition of the parcels and the improvements and services provided based on each parcel's estimated special benefit.

Benefit Assessment Unit

To assess benefits equitably, it is necessary to relate the different types of parcel improvements to each other. A value of one unit has been assigned as the basic benefit assessment unit. The benefit assessment unit consists of three classifications of benefit: people, security and intensity. The Benefit Factor for each property type is equal to the aggregate amount of benefit assessment units that a parcel receives.

The following table summarizes the various property types within the District by use code and the applicable benefit assessment units that are applied to those properties.

Table 2 - Use Codes and Benefit Assessment Units

Use Code	Description	People	Security	Intensity	Benefit Factor
00-09*	Residential	-	-	-	0
10	Vacant Commercial Land	0	0.5	0.5	1
11	Stores	2	1	1	4
12	Store Combinations	2	1	1	4
13	Department Stores	4	2	2	8
15**	Neighborhood Shopping Center	**	**	**	8
16**	Regional Shopping Center	**	**	**	8
17	Office Building	1	1	1	3
18	Hotels and Motels	4	2	2	8
19	Professional Buildings	1	1	1	3
21	Restaurants	3	1	1	5
23	Banks, Savings and Loans	1	1	1	3
24	Service Shops	1	1	1	3
25	Service Stations	2	1	1	4
26	Auto/Recreation Equip Sales	2	2	2	6
27	Parking Lots (Commercial)	1	1	0.5	2.5
28	Animal Kennel	1	0.5	0.5	2
29	Nurseries or Greenhouses	1	0.5	0.5	2
30	Vacant Industrial Land	0	0.5	0.5	1
31	Light Manufacturing	3	1	2	6
32**	Heavy Manufacturing	**	**	**	8
33	Warehousing	2	1	2	5
34	Food Processing Plants	3	1	2	6
36	Lumber Yards	1	1	1	3
37**	Mineral Processing	**	**	**	5
38	Parking Lots (Industrial)	1	0.5	0.5	2
39**	Open Storage	**	**	**	8
44	Truck Crops	0.5	0.25	0.25	1
47	Dairies	0.5	0.25	0.25	1
61	Theaters	3	1	1	5
63	Bowling Alleys	4	2	2	8
64	Club, Lodge Hall, Fraternal Organization	2	1	1	4
65	Recreational	2	1	1	4
71	Churches	1	0.5	0.5	2
72	Schools (Private)	1	0.5	0.5	2
77	Cemeteries, Mausoleums, Mortuaries	0.5	0.25	0.25	1
83	Petroleum and Gas	1	0.5	0.5	2
89	Dump Sites	0.5	0.25	0.25	1
99**	Distribution Centers	**	**	**	8

* Residential Properties are not assessed

** Minimum Assigned Benefit Factor. See Special Use Codes Section for details.

Special Use Codes

The following Use Codes have been listed separately because of their unique operations inherent to their classifications, the size of real property, and the high use as a result of their specific operation. The total benefit assessment unit assigned to each parcel is calculated based on the parcel's acreage and a specified weighting factor applied to that use code designation (formula). However, the minimum benefit units assigned to a parcel shall not be less than the Benefit Factor shown on the "Use Code and Benefit Assessment Units" table shown on the previous page unless the parcel fronts on a street without lights. In this case, the Benefit Factor may be reduced below this minimum. (Refer to the table for "Streets Without Lights").

Use Code 99 is a special use code not found in the Los Angeles County Assessor's listing and is assigned to distribution centers for this District only. Parcels of land in Use Code 99 typically run continual 24-hour operations and receive substantial benefit from the District's streetlight improvements.

Table 3 – Special Use Code

Use Code	Description	Formula	
15	Neighborhood Shopping Center	6.32	benefit units / acre
16	Regional Shopping Center	8.71	benefit units / acre
32	Heavy Manufacturing	5.45	benefit units / acre
37	Mineral Processing	3.27	benefit units / acre
39	Open Storage	6.53	benefit units / acre
99	Distribution Center	9.80	benefit units / acre

Streets Without Lights

The total Benefit Assessment Units of any parcel identified on the "Use Code and Benefit Assessment Units" table shown on the previous page that front on a street without District streetlights shall be assessed for people-related benefits only. It has been determined that these parcels do not receive the same special benefits from security or intensity that other parcels in the District receive.

The Special Use Code parcels on streets with no District streetlight facilities are reduced by 1/3 (of Table 3) to account for their reduced special benefits from security or intensity. The calculation of this reduced benefit is outlined in the following table for Special Use Codes:

Table 4 – Special Use Code (Streets Without Lights)

Use Code	Description	Formula
15	Neighborhood Shopping Center	4.23 benefit units / acre
16	Regional Shopping Center	5.84 benefit units / acre
32	Heavy Manufacturing	3.66 benefit units / acre
37	Mineral Processing	2.18 benefit units / acre
39	Open Storage	4.36 benefit units / acre
99	Distribution Center	6.58 benefit units / acre

D. BENEFIT FORMULA

The benefit formula applied to each parcel is based on the preceding Benefit Assessment Unit tables. Each parcel's Benefit Factor is equal to the aggregate amount of benefit assessment units that a parcel receives and correlates to the parcel's special benefit received as compared to other parcels in the District.

The following formulas are used to calculate each property's assessment:

$$\text{People Benefit Assessment Unit} + \text{Security Benefit Assessment Unit} + \text{Intensity Benefit Assessment Unit} = \text{Parcel's Benefit Factor}$$

$$\text{Total Balance to Levy} / \text{Aggregate of Benefit Factors} = \text{Levy per Benefit Factor (Assessment Rate)}$$

$$\text{Assessment Rate} \times \text{Parcel's Benefit Factor} = \text{Parcel Levy Amount}$$

The following table provides a summary, by Use Code, of the benefit units, proposed charge, and total count of assessable parcels in the District.

Table 5 – Summary of Assessable Parcels (by Use Code)

Use Code	Description	Benefit Units	Applied Rate	Proposed Charge	Parcel Assessed
10	Vacant Commercial Land	20.00	\$17.05	\$341.00	20
11	Stores	72.00	\$17.05	1,227.60	18
12	Store Combinations	20.00	\$17.05	341.00	5
15**	Neighborhood Shopping Center	529.26	\$17.05	9,023.87	33
16**	Regional Shopping Center	94.10	\$17.05	1,604.43	6
17	Office Building	120.00	\$17.05	2,046.00	40
18	Hotels and Motels	24.00	\$17.05	409.20	3
19	Professional Buildings	18.00	\$17.05	306.90	6
21	Restaurants	135.00	\$17.05	2,301.75	27
23	Banks, Savings and loans	15.00	\$17.05	255.75	5
24	Service Shops	3.00	\$17.05	51.15	1
25	Service Stations	36.00	\$17.05	613.80	9
26	Auto/Recreation Equip Sales	168.00	\$17.05	2,864.40	28
27	Parking Lots (Commercial)	85.00	\$17.05	1,449.08	34
30	Vacant Industrial Land	142.00	\$17.05	2,421.10	142
31	Light Manufacturing	3,723.00	\$17.05	63,477.15	621
32**	Heavy Manufacturing	722.73	\$17.05	12,322.43	39
33	Warehousing	3,802.38	\$17.05	64,830.55	732
34	Food Processing Plants	81.00	\$17.05	1,381.05	14
36	Lumber Yards	15.00	\$17.05	255.75	5
37**	Mineral Processing	257.04	\$17.05	4,382.47	21
38	Parking Lots (Industrial)	56.00	\$17.05	954.80	28
39**	Open Storage	371.51	\$17.05	6,334.27	20
61	Theaters	5.00	\$17.05	85.25	1
65	Recreational	4.00	\$17.05	68.20	1
71	Churches	2.00	\$17.05	34.10	1
72	Schools (Private)	8.00	\$17.05	136.40	4
83	Petroleum and Gas	2.00	\$17.05	34.10	1
89	Dump Sites	7.00	\$17.05	119.35	7
99**	Distribution Centers	861.02	\$17.05	14,680.34	2
	*Total	11,399.05		\$194,353.24	1,874

* Total parcel count will vary as parcels are submitted under five SBE numbers.

** See Special Use Codes Section.

IV. District Budget

Table 6 – District Budget FY 2021/2022

LIGHTING BUDGET (FY 2021/22)	District Budget
Energy Costs	\$320,000
Maintenance and Labor Costs	214,900
Supplies, Materials and Equipment	33,000
Contractual Services	16,000
Overhead	107,500
Direct Costs (Subtotal)	\$691,400
Miscellaneous/Special Administration Expenses	8,500
Administration Costs (Subtotal)	8,500
Total Direct and Admin. Costs	\$699,900
General Benefit Contribution	(202,219)
General Fund Contribution * (Not General Benefit)	(303,328)
Balance to Levy	\$194,353
Total Parcels Levied	1,874
Total Benefit Units	11,399.05
Proposed Levy per Benefit Unit	\$17.05
Current Maximum Assessment Rate	\$17.05

*The City will continue to attempt to identify ways to decrease costs in order to reduce the General Fund Contribution required.

EXHIBIT A – DISTRICT ASSESSMENT DIAGRAM

An Assessment District Diagram has been prepared for the District in the format required by the 1972 Act and is on file in the Office of the City Clerk at the City Hall of Santa Fe Springs and is made part of this Report. The Assessment Diagram is available for inspection at the Office of the City Clerk during normal business hours.

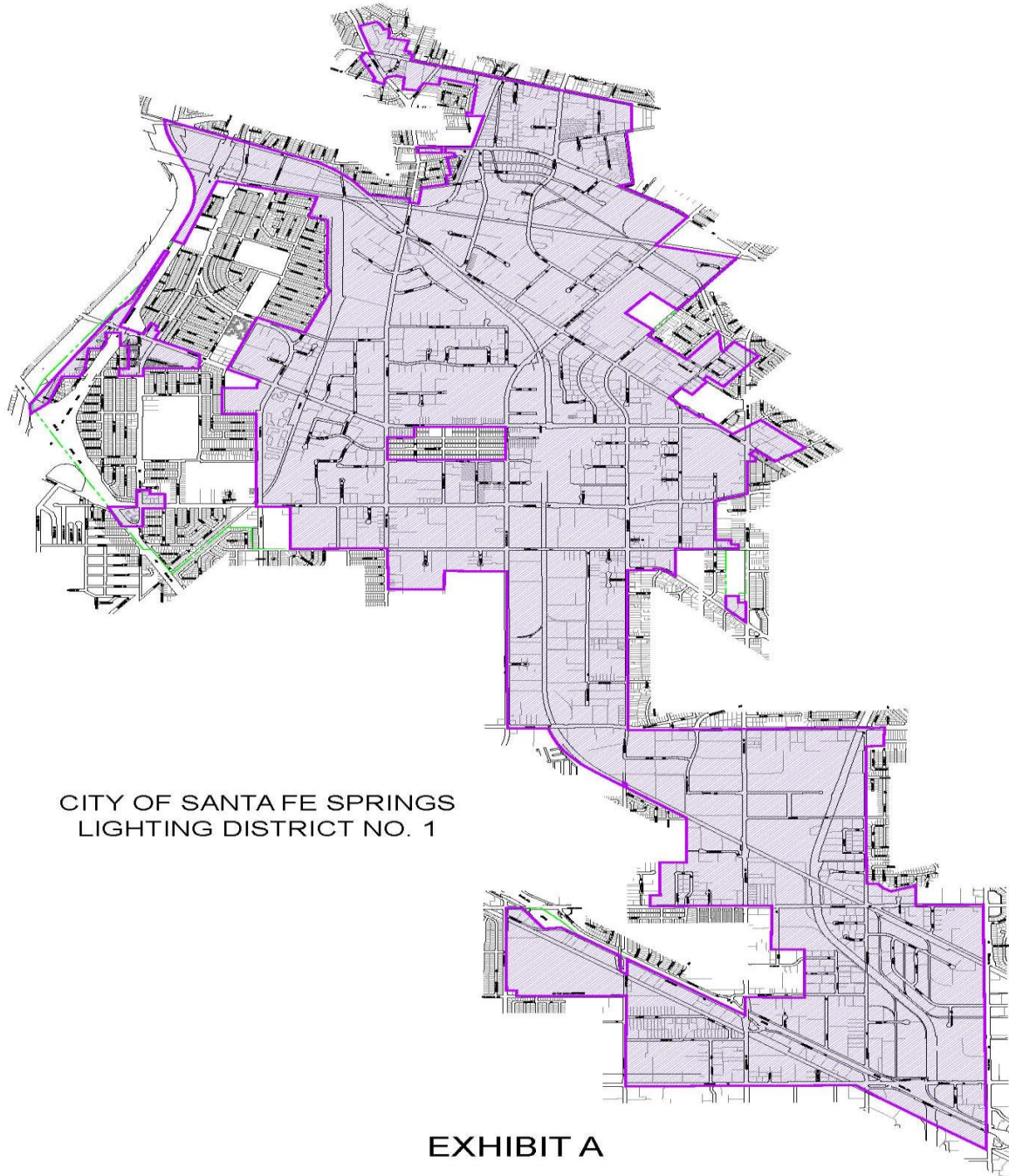


EXHIBIT B – 2021/2022 ASSESSMENT COLLECTION ROLL

Parcel identification for each lot or parcel within the District shall be the parcel as shown on the Los Angeles County Assessor's map for the year in which this Report is prepared.

The land use classification for each parcel has been based on the Los Angeles County Assessor's Roll. A listing of parcels assessed within this District, along with the proposed assessment amounts, has been submitted to the City Clerk and by reference is made part of this Report.

Approval of the Annual Engineer's Report (as submitted or as modified) confirms the method of apportionment and the assessment rate to be levied against each eligible parcel and thereby constitutes the approved levy and collection of assessments for Fiscal Year 2021/2022. The listing of parcels and the amount of assessment to be levied shall be submitted to the County Auditor/Controller and included on the property tax roll for each parcel in Fiscal Year 2021/2022.

If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current Fiscal Year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.

RESOLUTION NO. 9718

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS,
CALIFORNIA, APPROVING THE ENGINEER'S "REPORT" FOR ANNUAL LEVY OF
ASSESSMENT FOR FISCAL YEAR IN A DISTRICT WITHIN SAID CITY**

WHEREAS, the CITY COUNCIL of the CITY OF SANTA FE SPRINGS, CALIFORNIA, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, did, by previous Resolution, order the preparation of an Engineer's "Report" for the annual levy of assessments, consisting of plans and specifications, an estimate of the cost, a diagram of the district, and an assessment relating to what is now known and designated as

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

(hereinafter referred to as the "District")' and,

WHEREAS, there has now been presented to this City Council the "Report" as required by said Division 15 of the Streets and Highways Code and as previously directed by Resolution; and,

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed, as set forth in said "Report."

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

SECTION 1. That the above recitals are true and correct.

SECTION 2. That the "Report" as presented, consisting of the following:

- A. Estimate of costs;
- B. Diagram of the District;
- C. Assessment of the estimated Cost

Is hereby approved; and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3. That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

APPROVED and ADOPTED this 3rd day of June, 2021.

John M. Mora, Mayor

ATTEST:

Janet Martinez, CMC, City Clerk

RESOLUTION NO. 9719

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS, CALIFORNIA, DECLARING ITS INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA, AND SETTING A TIME AND PLACE FOR PUBLIC HEARING THEREON.

WHEREAS, the CITY COUNCIL of the CITY OF SANTA FE SPRINGS, CALIFORNIA has previously formed a lighting district pursuant to 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, at this time, this City Council is desirous to take proceedings to provide for the annual levy of assessments for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and,

WHEREAS, at this time there has been presented and approved by this City Council, the Engineer's "Report" as required by law, and this City Council is desirous of proceeding with the proceedings for said annual levy.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

SECTION 1. That the above recitals are true and correct.

PUBLIC INTEREST

SECTION 2. That the public interest and convenience requires, and it is the intention of this City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the "Report" of the Engineer, incorporated herein as a part hereof.

REPORT

- SECTION 3. That the "Report" of the Engineer regarding the annual levy for said District, which "Report" is for maintenance for the Fiscal Year 2021/2022 is hereby approved and is directed to be filed in the Office of the City Clerk.
- SECTION 4. That the public interest and convenience requires, and it is the intention of this City Council to order the annual assessment levy for the District as set forth and described in said Engineer's "Report," and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expenses of said maintenance and improvement as estimated in said "Report."

DESCRIPTION OF MAINTENANCE

- SECTION 5. The assessments levied and collected shall be for the maintenance of certain improvements, as set forth in the Engineer's "Report," referenced and so incorporated herein.

COUNTY AUDITOR

- SECTION 6. The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for purposes of paying for the costs and expenses of said District.

SPECIAL FUND

- SECTION 7. That all monies collected shall be deposited in a special fund known as

"SPECIAL FUND
CITY OF SANTA FE SPRINGS
LIGHTING DISTRICT NO. 1"

Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said special fund, from any available source, such funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

BOUNDARIES OF THE DISTRICT

- SECTION 8. Said contemplated maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a district, which district said City Council declares to be the district benefited by said improvement and maintenance, and to be further assessed to pay the costs and expenses thereof. Said District, shall include each and every parcel of land within the boundaries of said District, as said District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and designated by the name of the District.

PUBLIC PROPERTY

- SECTION 9. Any lots or parcels of land known as public property, as the same are defined in Section 22663 of Division 15, Part 2 of the Streets and Highways Code of the State of California, which are included within the boundaries of the District, shall be omitted and exempt from any assessment to be made under these proceedings to cover any of the costs and expenses of said improvement and maintenance work.

PUBLIC HEARING

- SECTION 10. NOTICE IS HEREBY GIVEN THAT TUESDAY, THE 6th DAY OF JULY, 2021 AT THE HOUR OF 6:00 O'CLOCK P.M., IN THE REGULAR MEETING OF THE CITY COUNCIL, BEING THE COUNCIL CHAMBERS, IS THE TIME AND PLACE FIXED BY THIS CITY COUNCIL FOR THE HEARING OF PROTESTS OR OBJECTIONS IN REFERENCE TO THE ANNUAL LEVY OF ASSESSMENTS, TO THE EXTENT OF THE MAINTENANCE, AND ANY OTHER MATTERS CONTAINED IN THIS RESOLUTION, ANY PERSONS WHO WISH TO OBJECT TO THE PROCEEDINGS FOR THE ANNUAL LEVY SHOULD FILE A WRITTEN PROTEST WITH THE CITY CLERK PRIOR TO THE TIME SET AND SCHEDULED FOR SAID PUBLIC HEARING.

NOTICE

SECTION 11. That the City Clerk is hereby authorized and directed to publish a copy of this Resolution. Said publication shall be not less than ten (10) days before the date for said Public Hearing.

EFFECTIVE DATE

SECTION 12. That this Resolution shall take effect immediately upon its adoption.

PROCEEDINGS INQUIRIES

SECTION 13. For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated:

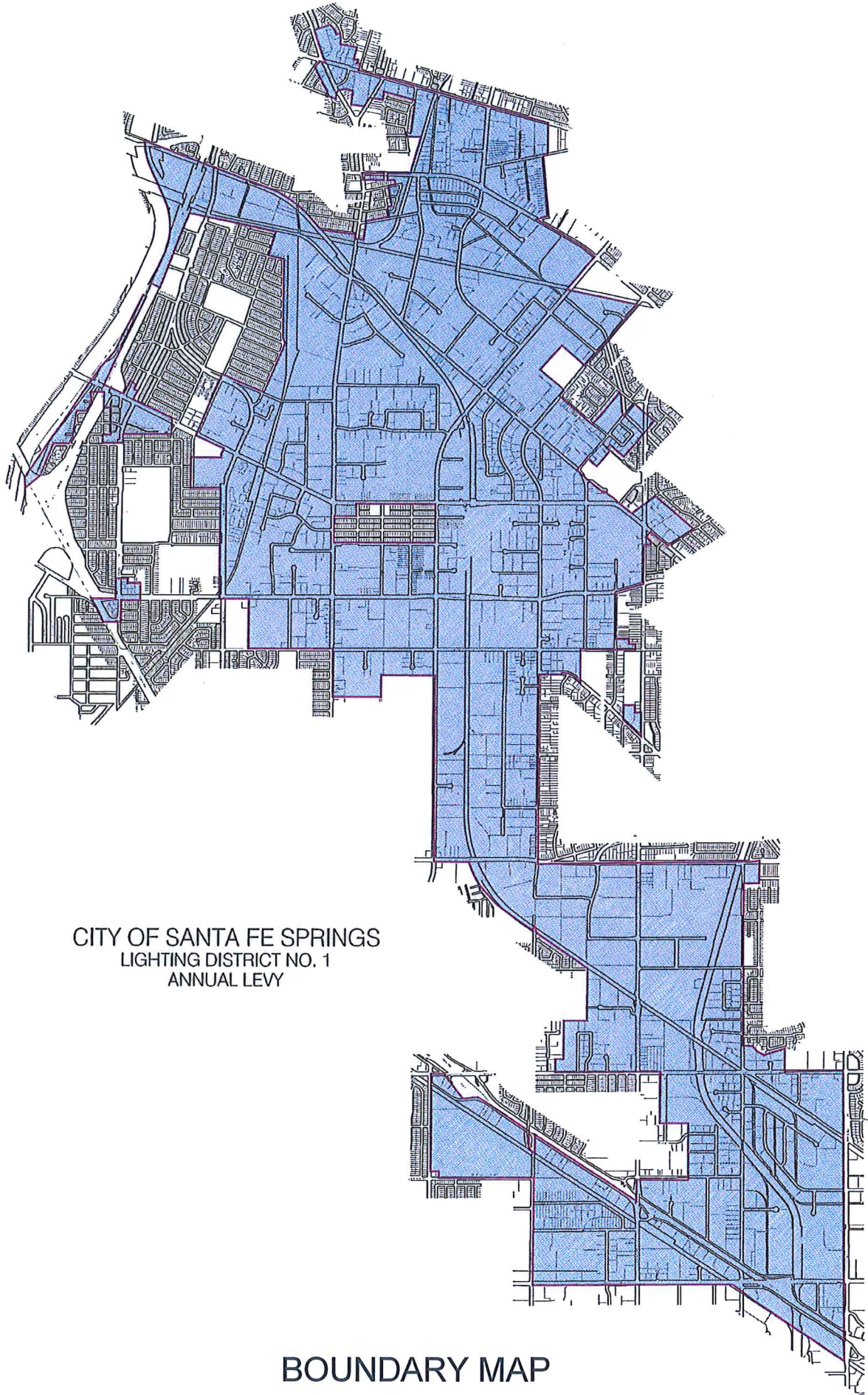
Noe Negrete
City Engineer
CITY OF SANTA FE SPRINGS
11710 Telegraph Road
Santa Fe Springs, CA 90670
(562) 868-0511

APPROVED and ADOPTED this 3rd day of June, 2021.

John M. Mora, 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. 14

June 3, 2021

NEW BUSINESS

Aquatic Center Pool Pump Replacement – Issue Purchase Order

RECOMMENDATION

- Approve the bids; and
- Authorize the Director of Purchasing to issue a Purchase Order for the purchase of a new 8" Vertical Turbine Pump for the Aquatic Center.

BACKGROUND

The Aquatic Center, built in 1984, has had the original pump filtering system in service for over 35 years. In preparation for reopening the pool this summer, City Staff had identified the need for the pump and motor to be pulled for inspection and rebuilding. Upon inspection and evaluation of rebuilding the large 8" pump, it was determined that the pump and motor had reached the end of their serviceable life. Replacement parts are no longer available and the major components no longer serviceable. Therefore, for the pool to be opened to the public, the large pump needs to be replaced. There is an approximately four to five-week lead time to order the pump, so time is of the essence to re-open the pool. Staff anticipates the pool pump replacement to be completed by mid-July 2021, best case scenario. Upon issuance of the purchase order, staff will coordinate with the vendor on a more specific schedule.

Staff solicited three (3) firms that specialize in sales and repair of commercial pump systems, to provide quotes to replace, install, and test a new 8" pump at the Aquatic Center. The quotes from responsive firms are shown below.


COMPANY	QUOTE AMOUNT
1. OC Pump Company	\$ 34,297
2. Verne's Plumbing	\$ 37,750
3. Jimni Systems, Inc.	\$ 39,450

FISCAL IMPACT

City staff will pay for the purchase of this request from the Public Works Operation and Maintenance budget. There are sufficient funds in activity 10432514 – 521000 to cover the purchase and installation of the new pump. The purchase order amount will include a 10% contingency, therefore, the total appropriation is \$37,727.00.

INFRASTRUCTURE IMPACT

Replacing the large 8" pump at the Aquatic Center will ensure efficient and reliable operation of the pool's filtering system for many years to come.


Raymond R. Cruz
City Manager

Attachments:

- Attachment No. 1: Quote from OC Pump Company
Attachment No. 2: Quote from Verne's Plumbing
Attachment No. 3: Quote from Jimni Systems, Inc.

Report Submitted By: Noe Negrete
Director of Public Works



Date of Report: May 27, 2021

**OC Pump Company**

655 East Ball Road, Anaheim, CA 92805-5910

Main:714-554-1722 Fax:714-554-8432

Federal Tax ID # 41-2228792

Contractor License # 917623

DIR # 1000027135

Quote - Authorization**Rev. 2****Bill To:** 31356City of Santa Fe Springs/Public
works
11710 Telegraph Rd
Santa Fe Springs CA 90670
United States**Ship To:** 2Santa Fe Springs Aquatic Center
10145 Pioneer Blvd
Santa Fe Springs CA 90670
USA**SRO:** 5324**Date:** 5/25/2021**OCP Rep:** Bright, Benjamin**Terms:** N30

Item	Description	Qty	UM	Price	Ext. Price
203	Field Labor - 3 Technicians - Install new equipment and test operation.	1.0		3,640.00	3,640.00
203	Field Labor - 3 Technicians - Remove failed equipment and diagnostics.	1.0		2,600.00	2,600.00
CR2	Crane Services for Removal and Installation	2.0		1,250.00	2,500.00
RNT	Flat Bed Truck Services for Transportation of Equipment	2.0		375.00	750.00
Item	Description	Qty	UM	Price	Ext. Price
PRT	Complete Replacement Pump Assembly	1.0		22,655.00	22,655.00

Quotation for replacement of vertical short set turbine pool pump.

Quotation includes:

- *New complete pump assembly
- *Capable of 930GPM @ 75' TDH
- *8" Flanged Discharge (plumbing modifications may be required)
- *316 SS Shafting
- *Scotchkote 134 coating on all non-stainless steel components
- *Chesterton Mechanical Seal Assembly SC/SC Viton rubbers
- *All required crane service to remove and reinstall equipment
- *All required flat bed truck service to transport equipment to and from job site.
- *All required labor to remove and reinstall pump in system (Prevailing Wage)
- *Motor will also be mounted and adjusted for proper operation
- *Existing motor shaft and head nut to be reused

-Surge pit must be drained to allow safe access for technicians to remove and reattach clam shell strainer.

Lead time approx 3-4 Weeks after formal approval to proceed.

Freight:	FFA
Matl:	0.00
Misc:	25,905.00
Labor:	6,240.00
Subtotal:	32,145.00
Sales Tax:	2,152.23
Total:	34,297.23

Approved by

Date

Printed Name

Customer's P.O. #

Ben Bright - Manager Chris Brenier - Director
BenB@ocpump.com ChrisB@ocpump.com



QUOTE

QUOTE NO
21-0219

TO City of Santa Fe Springs
11710 Telegraph Rd
Santa Fe Springs, CA 90670

Job: Santa Fe Springs Aquatic Center
10145 Pioneer Blvd.
Santa Fe Springs, CA 90670

QUOTE DATE	VALID THRU	FOR	PAGE
5/26/2021	6/24/2021	Pump Replacement	1

ITEM NO	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
	1	Price Includes: All labor and material to install a new pump assembly 930GPM at 75TDH, 8" flanged discharge, chestrton seal assembly SC/SC viton rubbers, Scitchkote 134 non stainless, stainless steel shafting, reuse motor shaft and head nut, mount motor and adjust. Surge pit to be drainedfor access.	37,750.00	37,750.00*

Please sign and fax back for approval, thank you

Approved By: _____

Date: _____

Signed: _____

Title: _____

SUBTOTAL \$37,750.00

TAX \$0.00

TOTAL AMOUNT \$37,750.00



11161 Jeffrey Road | Irvine, CA 92602
T (949) 770-7654 | F (949) 398-4176

ESTIMATE

Date	Estimate #
5/27/2021	7169

Name / Address	PO#	Station
CITY OF SANTA FE SPRINGS 11710 TELEGRAPH RD. SANTA FE SPRINGS, CA 90670 ATTN: DON NGUYEN		AQUATIC CENTER
Description	Qty/Hrs	Total
CITY OF SANTA FE SPRINGS SANTA FE SPRINGS AQUATIC CENTER 10145 PIONEER BLVD. SANTA FE SPRINGS, CA 90670		
SCOPE OF WORK: QUOTATION FOR REPLACEMENT OF VERTICAL SHORT SET TURBINE POOL PUMP. QUOTATION INCLUDES: *NEW COMPLETE PUMP ASSEMBLY *CAPABLE OF 930GPM @ 75' TDH *8" FLANGED DISCHARGE (PLUMBING MODIFICATIONS MAY BE REQUIRED) *316 SS SHAFTING *SCOTCHKOTE 134 COATING ON ALL NON-STAINLESS STEEL COMPONENTS *CHESTERTON MECHANICAL SEAL ASSEMBLY SC/SC VITON RUBBERS *ALL REQUIRED CRANE SERVICE TO REMOVE AND REINSTALL EQUIPMENT *ALL REQUIRED FLAT BED TRUCK SERVICE TO TRANSPORT EQUIPMENT TO AND FROM JOB SITE. *ALL REQUIRED LABOR TO REMOVE AND REINSTALL PUMP IN SYSTEM (PREVAILING WAGE) *MOTOR WILL ALSO BE MOUNTED AND ADJUSTED FOR PROPER OPERATION *EXISTING MOTOR SHAFT AND HEAD NUT TO BE REUSED -SURGE PIT MUST BE DRAINED TO ALLOW SAFE ACCESS FOR TECHNICIANS TO REMOVE AND REATTACH CLAM SHELL STRAINER. LEAD TIME APPROX 3-4 WEEKS AFTER FORMAL APPROVAL TO PROCEED	1	39,450.00
Job Site Address _____	Sales Tax (10.25%)	\$0.00
Contact Name _____	Total	\$39,450.00

Phone Number _____ Email _____

Authorized Signature _____ Title _____ Date _____

Please note: This is only an estimate. You will only be charged for the hours used, if additional hours are needed we will contact you. Due to the nature of the proposed work Jimni Systems cannot guarantee that during the above repairs that any existing equipment will not be damaged or broken, due to age or corrosion not detectable at the time of inspection. If any existing equipment piping, valves, or any accessory items are broken or damaged during the repair Jimni will report this and request authorization to replace any item. If there is an immediate need to replace any item due to maintaining flow and Jimni cannot immediately contact the responsible person, Jimni will replace these items at cost plus our normal overhead and profit. All labor will be at stated rates.

Upon approval of this estimate a 50% deposit will be required to order equipment and materials. The remaining 50% will be due upon the delivery of equipment/materials to Jimni Systems, Inc. At completion of job, labor and any miscellaneous costs will be billed.

Please initial here that you accept the above terms _____

Please Note: Estimate Valid for 60 days only

PORT TO PORT CHARGES APPLY.



City of Santa Fe Springs

City Council Meeting

ITEM NO. 16

June 03, 2021

APPOINTMENTS TO COMMITTEES AND COMMISSIONS

Committee	Vacancies	Councilmember
Beautification and Historical	1	Mora
Beautification and Historical	3	Zamora
Beautification and Historical	1	Sarno
Beautification and Historical	2	Rodriguez
Beautification and Historical	1	Trujillo
Family & Human Svcs	1	Mora
Heritage Arts	1	Zamora
Parks & Recreation	3	Zamora
Parks & Recreation	1	Sarno
Parks & Recreation	1	Trujillo
Senior	3	Mora
Senior	3	Zamora
Senior	4	Trujillo
Sister City	5	Zamora
Sister City	3	Sarno
Sister City	3	Rodriguez
Sister City	2	Trujillo
Youth Leadership Committee	2	Mora
Youth Leadership Committee	1	Rodriguez

Applications Received: None

Recent Actions: None

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

Raymond R. Cruz
City Manager

Attachment(s):

1. Prospective Members
2. Committee Lists

Prospective Members for Various Committees/Commissions

Beautification and Historical* (*pending name change)

Phillip Gonzalez

Family & Human Services

Heritage Arts

Personnel Advisory Board

Parks & Recreation

Danielle Pavageau

Planning Commission

Senior Citizens Advisory

Sister City

Traffic Commission

Youth Leadership

BEAUTIFICATION AND HISTORICAL 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

Council Liaison: Sarno

APPOINTED BY**NAME****TERM EXPIRES
DEC 31, 2022****Mora**Doris Yarwood
Guadalupe Placencia
Irma Huitron
Vacant**Zamora**Annette Ramirez
Vacant
Vacant
Vacant**Sarno**Jeannette Lizarraga
Mary Arias
Linda Vallejo
Vacant**Rodriguez****Vacant**

Sally Gaitan

Mark Scoggins

Vacant**Trujillo**Jacqueline Martinez
Kay Gomez
Vacant
Merrie Hathaway

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

Council Liaison: Rodriguez

APPOINTED BY	NAME	TERM EXPIRES
		DEC 31, 2022

Mora	Martha Villanueva* Vacant Miriam Herrera	
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Zamora	Gaby Garcia Christina J. Colon Gilbert Aguirre	
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Sarno	Dolores Duran Janie Aguirre Peggy Radoumis	
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Rodriguez		Shamsher Bhandari	
		Elena Lopez	
		Hilda Zamora	

Trujillo	Dolores Romero Laurie Rios* Bonnie Fox	
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Organizational Representatives: (Up to 5)	Nancy Stowe Evelyn Castro-Guillen Elvia Torres (SPIRITT Family Services)
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**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 DEC 31, 2022
Mora	Maria Salazar-Jaramillo	
Zamora	Vacant	
Sarno	William K. Rounds	
Rodriguez	Francis Carbajal*	
Trujillo	Laurie Rios*	

Committee Representatives

Family and Human Services Committee
Beautification and Historical Committee
Planning Commission
Chamber of Commerce

Vacant

Sally Gaitan
Gabriel Jimenez
Debbie Baker

Council/Staff Representatives

Council Liaison	Annette Rodriguez
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

Council Liaison: Mora

APPOINTED BY	NAME	TERM EXPIRES
Mora	Joe Avila	DEC 31, 2022
	Eddie Barrios	
	William Logan	
	Ralph Aranda	
	Kurt Hamra	
Zamora	Gina Hernandez	
	Blake Carter	
	Vacant	
	Vacant	
	Vacant	
Sarno	Kenneth Arnold	
	Mary Anderson	
	Jeannette Lizarraga	
	Vacant	
	Mark Scoggins	
Rodriguez	Kayla Perez	
	Priscilla Rodriguez	
	Lisa Garcia	
	Sylvia Perez	
	David Diaz-Infante	
Trujillo	Dolores Romero	
	Andrea Lopez	
	Elizabeth Ford	
	Nancy Krueger	
	Vacant	

**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 DEC 31, 2022
Council	Angel Munoz Ron Biggs	
Personnel Advisory Board	Neal Welland	
Firemen's Association	Jim De Silva	
Employees' Association	Johnny Hernandez	

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PLANNING COMMISSION

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

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

Membership: 5

APPOINTED BY

NAME

Mora	Ken Arnold
Sarno	Johnny Hernandez
Rodriguez	Francis Carbajal*
Trujillo	William K. Rounds
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

Council Liaison: Sarno

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
Mora	Paul Nakamura	
	Astrid Shesterkin	
	Vacant	
	Vacant	
	Vacant	
Zamora	Vacant	
	Elena Lopez Armendariz	
	Josefina Lara	
	Vacant	
	Vacant	
Sarno	Sally Gaitan	
	Bonnie Fox	
	Gilbert Aguirre	
	Lorena Huitron	
	Janie Aguirre	
Rodriguez	Yoko Nakamura	
	Linda Vallejo	
	Hilda Zamora	
	Martha Villanueva*	
	Nancy Krueger	
Trujillo	Dolores Duran	
	Vacant	
	Vacant	
	Vacant	
	Vacant	

**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

Council Liaison: Mora

APPOINTED BY	NAME	TERM EXPIRES DEC 31, 2022
Mora	Martha Villanueva*	
	Doris Yarwood	
	Laurie Rios*	
	Peggy Radoumis	
	Francis Carbajal*	
Zamora	Vacant	
	Vacant	
	Vacant	
	Vacant	
	Vacant	
Sarno	Manny Zevallos	
	Vacant	
	Jacqueline Martinez	
	Vacant	
	Vacant	
Rodriguez	Jeannette Wolfe	
	Shamsher Bhandari	
	Vacant	
	Vacant	
	Vacant	
Trujillo	Charlotte Zevallos	
	Andrea Lopez	
	Vacant	
	Marcella Obregon	
	Vacant	

**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

Sarno

Johana Coca

Rodriguez

Felix Miranda

Trujillo

Linda Vallejo

Zamora

Christina J. Colon

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

Council Liaison: Zamora

APPOINTED BY

NAME

**TERM EXPIRES
DEC 31, 2022**

Mora

Kharisma Ruiz
Jilliana Casillas
Vacant
Vacant

Zamora

Joseph Casillas
Savanna Aguayo
Valerie Melendez
Christian Zamora

Sarno

Abraham Walters
Aaron D. Doss
Valerie Bojorquez
Maya Mercado-Garcia

Rodriguez

Jasmine Rodriguez
Angelique Duque
Felix Miranda Jr.
Vacant

Trujillo

Bernardo Landin
Isaac Aguilar
Andrew Bojorquez
Alan Avalos