



APPROVED: 07/18/2023

## MINUTES OF THE REGULAR MEETINGS OF THE CITY COUNCIL

June 6, 2023

### 1. CALL TO ORDER

Mayor Martin called the meeting to order at 6:00 p.m., and introduced Laila Rivera, 4<sup>th</sup> grade student from Santa Fe Springs Christian School as the "Mayor for the Day".

### 2. ROLL CALL

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

**Members absent:** None.

### 3. INVOCATION

Invocation was led by Cindy Jarvis

### 4. PLEDGE OF ALLEGIANCE

Heart & Hustle Baseball Team led the Pledge of Allegiance.

### 5. INTRODUCTIONS

Chamber of Commerce CEO Kathie Fink, and Starbucks Store Manager Daniel O' Marah.

Mayor Martin requested Item No. 11 be considered after Item No. 5.

### 11. PRESENTATIONS

- Introduction of the 2023 Memorial Scholarship Program Recipients and Chamber of Commerce Youth Enrichment Fund Destiny Scholarships Recipients (City Manager)
- Recognition of 2023 SFS Art Fest Sponsors and Volunteers (Community Services)
- Fire Department's 65<sup>th</sup> Anniversary (Fire)

## 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 2, 2023 Housing Successor Meetings (City Clerk)

#### **Recommendation:**

- Approve the minutes as submitted.

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

**Ayes:** Rodríguez, Rounds, Zamora, Sarno and Martin

**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 May 2, 2023 Successor Agency Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

It was moved by Councilmember Rodriguez, seconded by Councilmember Rounds, to approve the minutes as submitted, by the following vote:

**Ayes:** Rodríguez, Rounds, Zamora, Sarno and Martin

**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 May 2, 2023 Special and Regular City Council Meetings (City Clerk)

**Recommendation:**

- Approve the minutes as submitted.

b. Approval of Batting Cage Facility Concession Agreement (Community Services)

**Recommendation:**

- Authorize the Mayor to execute the Concession Agreement with Henry Hernandez for the Operation of the Batting Cage Facility located at Little Lake Park.

c. Approval of Agreement between City of Santa Fe Springs and the Boys and Girls Club of Whittier for College Bound Program (Community Services)

**Recommendation:**

- Authorize the Director of Community Services to execute and sign the Agreement between the City of Santa Fe Springs and the Boys and Girls Club of Whittier to offer a College Bound Program.

d. Approval of In-kind Services Agreement between the City of Santa Fe Springs and Southeast Area Social Services Funding Authority (SASSFA) for Fiscal Year (FY) 2023-24 for Congregate Senior Meal Program (Community Services)

**Recommendation:**

- Approve In-kind services agreement between the City of Santa Fe Springs and Southeast Area Social Services Funding Authority (SASSFA) for FY 2023-2024; and
- Authorize the Mayor to execute the In-kind services agreement.

- e. Exemplary Performance of Active Network Vendor Agreement (Community Services)

**Recommendation:**

- Continue the services with Active Network for Recreation Management Software subject to periodic review by Community Services staff.

- f. Approval of Code of Conduct for Community Services City Facilities, Parks and Programs (Community Services)

**Recommendation:**

- Authorize the Director of Community Services to adopt the Code of Conduct Administrative Policy for Community Services City Facilities, Parks and Programs in the City of Santa Fe Springs.

- g. Adoption of the City's Fiscal Year 2023-24 Investment Policy (Finance)

**Recommendation:**

- Adopt the Investment Policy for fiscal year 2023-24.

- h. Resolution No. 9870 – Adoption of Annual Appropriation (GANN) Limit for Fiscal Year 2023-24 (Finance)

**Recommendation:**

- Adopt Resolution No. 9870 setting the appropriation limit for Fiscal Year 2023-24.

- i. Introduction of Ordinance No. 1129 Repealing and Replacing Sections 53.45 to 53.52 of Chapter 53 of Title V of the Santa Fe Springs Municipal Code Relating to Cross-Connection Control Devices (Public Works)

**Recommendation:**

- Introduce by title only and waive further reading of Ordinance No. 1129:  
AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS  
REPEALING AND REPLACING SECTIONS 53.45 TO 53.52 OF  
CHAPTER 53 OF TITLE V OF THE CODE OF SANTA FE SPRINGS  
RELATING TO CROSS-CONNECTION CONTROL DEVICES.

- j. Resolution Nos. 9866 and 9867 – Approval of Engineer's Report (Fiscal Year 2023/24) 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. 9866, approving the Engineer's Report (Fiscal Year 2023/24) in conjunction with the annual levy of assessments for the Heritage Springs Assessment District No. 2001-01; and
- Adopt Resolution No. 9867 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 18, 2023.

- k. Resolution Nos. 9868 and 9869 – Approval of Engineer's Report (Fiscal Year 2023/24) in Conjunction with Annual Levy of Assessments for Street Lighting District No. 1 (Public Works)

**Recommendation:**

- Adopt Resolution No. 9868, approving the Engineer's Report (Fiscal Year 2023/24) in conjunction with the annual levy of assessments for Street Lighting District No. 1; and
- Adopt Resolution No. 9869, 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 18, 2023.

I. Municipal Services Yard Warehouse and Administration Office Roof Replacement – Final Payment (Public Works)

**Recommendation:**

- Approve the Final Payment (less 5% Retention) to Four Seasons Roofing Inc. of Montebello, California in the amount of \$270,191.36 for the subject project.

m. On-Call Professional Engineering Services for the Designs of Commercial Street Improvement Shoemaker Avenue and Broadway Avenue – Approval of Task Orders (Public Works)

**Recommendation:**

- Accept the Request For Quotes (RFQ's);
- Approve Task Order No. 1 to BKF Engineers for the Design of Commercial Street Improvement Shoemaker Ave in the amount of \$54,574.00;
- Approve Task Order No. 24 to Onward Engineering for the Design of Commercial Street Improvement Broadway Ave in the amount of \$46,825.00;
- Authorize the Interim Director of Public Works to execute two Task Orders for On-Call Professional Engineering Services with BKF Engineers and Onward Engineering.

n. Authorization to Bid a New/Unused Ford Escape Hybrid for the Department of Fire-Rescue Fire and Environmental Safety Inspector (Fire)

**Recommendation:**

- Authorize the Director of Purchasing Services to solicit bids on behalf of the Department of Fire/Rescue for (1) new Ford Escape Hybrid to replace a City vehicle that was a total loss following an accident on April 26, 2023.

o. Award to Regency Lighting for the Purchase of LED Roadway Street Lighting Fixtures (Finance)

**Recommendation:**

- Award to Regency Lighting for the purchase of LED roadway street lighting fixtures; and
- Authorize the Director of Purchasing Services to process a Purchase Order in the amount of \$669,375.91 to Regency Lighting.

p. Fire Station Headquarters Roof Replacement – Authorization to Advertise for Construction Bids (Public Works)

**Recommendation:**

- Approve adding the Fire Station Headquarters Roof Replacement Project

to the Capital Improvement Plan;

- Appropriate \$1,449,000 from the Capital Improvement Plan / Utility Users Tax (UUT) Fund to the Fire Station Headquarters Roof Replacement Project;
- Approve the Specifications; and
- Authorize the Interim City Engineer to advertise for construction bids.

q. Adopt Resolution No. 9863 Approving the Zero Emission Bus Rollout Plan (Public Works)

**Recommendation:**

- Adopt Resolution No. 9863.

r. Approval of Side Letter #1 (Certification Pay) to the 2021-2024 Memorandum of Understanding Between the City of Santa Fe Springs and the Santa Fe Springs Employees Association (SFSEA) (Finance/HR)

**Recommendation:**

- Approve side letter #1 (Certification Pay) to the 2021-2024 Memorandum of Understanding between the City of Santa Fe Springs and the Santa Fe Springs Employees Association (SFSEA).

It was moved by Councilmember Rounds, seconded by Councilmember Zamora, to approve Items 8A through 8R, by the following vote:

**Ayes:** Rodríguez, Rounds, Zamora, Sarno and Martin

**Nays:** None

**Absent:** None

## **NEW BUSINESS**

9. Introduction and Discussion of City's Proposed Fiscal Year 2023-24 Budget (Finance)

**Recommendation:**

- Provide staff direction regarding revenue and expenditure matters included in the fiscal year 2023-24 proposed budget.

Interim City Manager, Tom Hatch introduced Director of Finance and Administrative Services, Travis Hickey, to provide a report on Item No. 9. He briefly touched on the City's economic outlook, and highlighted some of the main components in the proposed budget. He also spoke about the General Fund and the proposed position adjustments.

Mayor Pro Tem Sarno asked about the timing for replacing certain vehicles.

Director Hickey stated that the order window is small and the City is being proactive by appropriating money for vehicles that staff foresees will need to be replaced within the next fiscal year. Lastly, he touched on details pertaining to the Water Utility Fund.

Councilmember Rodriguez asked about purchasing and installing infant changing tables at Heritage Park.

Interim City Manager Hatch stated that funds were being used from the current fiscal year to achieve that goal.

**10. City Clerk's Office Renovation – Authorization to Advertise for Construction Bids (Public Works)**

**Recommendation:**

- Approve the Specifications for the City Clerk's Office Renovation project; and
- Authorize the City Engineer to advertise for construction bids.

Interim Director of Public Works, Yvette Kirrin provided a brief presentation on Item No. 10.

It was moved by Councilmember Rodriguez, seconded by Councilmember Rounds, to approve the specification for the City Clerk's Office Renovation project, and authorize the City Engineer to advertise for construction bids, by the following vote:

**Ayes:** Rodríguez, Rounds, Zamora, Sarno and Martin

**Nays:** None

**Absent:** None

**11. PRESENTATIONS**

- Introduction of the 2023 Memorial Scholarship Program Recipients and Chamber of Commerce Youth Enrichment Fund Destiny Scholarships Recipients (City Manager)
- Recognition of 2023 SFS Art Fest Sponsors and Volunteers (Community Services)
- Fire Department's 65<sup>th</sup> Anniversary (Fire)

**12. PUBLIC COMMENTS**

The following members of the public were present to make a comment: Bruce Crow, Lee Squire, and Lisette Gonzalez. Alicia Lara submitted a public comment via email.

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

- Director of Community Services, Maricela Balderas spoke about the In-Services Staff Training, Hawaiian Luau Dance, and Father's Day Event. She also provided information on the Southeast Los Angeles Senior Ball, the California Library Association Conference, and the First Friday: Island Inspiration event at the library.
- Director of Finance and Administration, Travis Hickey spoke about the Human Resources Training and Development offerings and workshops. He also spoke about the newly updated City websites.
- Fire Chief, Chad Van Meeteren spoke about the Station Tour and Ladder Demonstration at one of the City Fire Stations. He also spoke about a show-and-tell event at Ada S. Nelson Elementary School.
- Director of Police Services, Dino Torres spoke staff participating at the annual Whittier Police Department Open House and attending the Public Safety Trainings. Lastly, he promoted the first Community Block Party of the year schedule for Saturday, June 17<sup>th</sup>.
- Director of Planning, Wayne Morrell provided an update on his trip to ICSC (International Council of Shopping Centers).
- Interim Director of Public Works, Yvette Kirrin provided project updates for the Residential Street Improvements Project, the Rosecrans Marquardt Grade Separation, the Los Nietos Parking Lot Improvements, and other projects around the City.



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

Councilmember Rounds appointed Paul and Yoko Nakamura to the Senior Advisory Committee.

**15. COUNCIL COMMENTS**

Councilmember Rodriguez thanked staff for going above and beyond to service the residents. She also reported attending Contract Cities Annual Municipal Seminar in Indian Wells with the rest of Council that included seminars that ranged in topics from homelessness to health and wellness. She thanked the Women's Club for contributing to City events, and also spoke attending the scholarship award ceremony for Santa Fe High School.

Councilmember Rounds spoke about attending Contract Cities Annual Municipal Seminar in Indian Wells and acknowledged the children that attended the Council meeting for being an integral part of the community.

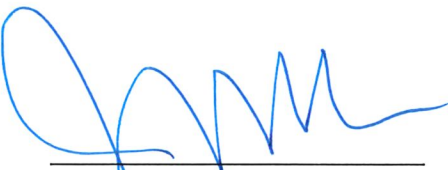
Councilmember Zamora thanked the Mayor for the Day Rivera and also spoke about the many offerings the City has during the summer. He also spoke about attending Contract Cities Annual Municipal Seminar in Indian Wells, and extended his thanks to staff.

Mayor Pro Tem Sarno thanked Mayor for the Day Rivera and also thanked the Finance Department for creating a comprehensive budget. He wished everyone in attendance a Happy Father's Day, and also spoke about attending Contract Cities Annual Municipal Seminar in Indian Wells

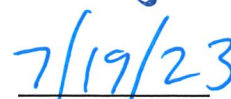
Mayor Martin spoke about attending Contract Cities Annual Municipal Seminar in Indian Wells and thanked Mayor for the Day Rivera for leading the meeting. She promoted the Meet the Mayor event and also thanked everyone for attending the Council Meeting.

**16. ADJOURNMENT**

Mayor Martin and Mayor for the Day Rivera adjourned the meeting at 8:07 p.m.

  
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Juanita Martin  
Mayor

**ATTEST:**

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