

CITY OF SANTA FE SPRINGS
MINUTES
FOR THE ADJOURNED MEETINGS OF THE
PUBLIC FINANCING AUTHORITY
WATER UTILITY AUTHORITY
COMMUNITY DEVELOPMENT COMMISSION
CITY COUNCIL

December 17, 2009

1. CALL TO ORDER

Chairperson/Mayor Gonzalez called the Community Development Commission and City Council Meetings to order at 6:08 p.m.

2. ROLL CALL

Present: Directors/Commissioners/Councilmembers Rounds, Serrano, Velasco, Vice Chairperson/Mayor Pro-Tem Putnam, Chairperson/Mayor Gonzalez

Also present: Fred Latham, City Manager; Adria Jimenez, Deputy City Clerk; Steve Skolnik, City Attorney; Paul Ashworth, Director of Planning and Development; Don Jensen, Director of Public Works; Fernando Tarin, Director of Police Services; Hilary Keith, Director of Library & Cultural Services; Jose Gomez, Director of Finance & Administrative Services; Alex Rodriguez, Fire Chief

PUBLIC FINANCING AUTHORITY

APPROVAL OF MINUTES

3. Public Financing Authority Meeting of November 24, 2009

Director Serrano moved to approve the Consent Agenda, including item No. 3-A. Vice-Chairperson Putnam seconded the motion, which carried unanimously, with Director Trujillo abstaining.

NEW BUSINESS

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

Director Rounds moved to receive and file the report. Director Serrano seconded the motion, which carried unanimously.

WATER UTILITY AUTHORITY

APPROVAL OF MINUTES

5. Water Utility Authority Meeting of November 24, 2009

Vice-Chairperson Putnam moved to approve the Consent Agenda, including item No. 5-A. Director Serrano seconded the motion, which carried unanimously, with Director Trujillo abstaining.

NEW BUSINESS

6. Rejection of Bids – Residential Water Main Replacement Program

Director Serrano moved to approve the recommendation. Vice-Chairperson Putnam seconded the motion, which carried unanimously.

COMMUNITY DEVELOPMENT COMMISSION

7. **REPORT OF THE CITY MANAGER AND EXECUTIVE DIRECTOR**

City Manager Fred Latham had no report. Executive Director Paul Ashworth had no report.

NEW BUSINESS

8. Approval of Policy Changes to the FY 2009 Section 8 Administrative Plan, and Resolution No. 248-2009 Approval of the Voluntary Transfer of 224 Section 8 Housing Choice Vouchers from the Santa Fe Springs Community Development Commission to the Housing Authority of the County of Los Angeles

Commissioner Rounds moved to approve the recommendation. Vice-Chairperson Putnam seconded the motion, which carried unanimously.

9. Authorization To Issue a Change Order to Erickson-Hall Construction Company for the Construction of the Library Reading Gardens Project

Recommendation: That the Community Development Commission 1)Authorize the Director of Public Works to issue a Change Order to Erickson-Hall Construction Company (Erickson-Hall) to construct the Library Reading Gardens Project in the amount of \$507,055; and 2) Appropriate \$637,000 from unobligated 2006 Tax- Exempt CDC bond funds to fund completion of the Library Reading Gardens Project.

Vice-Chairperson moved to approve the recommendation. Commissioner Rounds seconded the motion which carried with the following roll call vote:

AYES: Commissioner Rounds, Serrano, Trujillo, Vice-Chairperson Putnam,
Chairperson Gonzalez
NOES: None
ABSTAIN: None

10. Authorization to Advertise for Restroom Renovations – Los Nietos and Santa Fe Springs Parks

Recommendation: That the Community Development Commission authorize the City Engineer to advertise for construction bids for the Restroom Renovations – Los Nietos and Santa Fe Springs Parks.

Commissioner Serrano moved to approve the recommendation. Commissioner Rounds seconded the motion, which carried unanimously.

CITY COUNCIL

PUBLIC HEARING

12. Resolution No. 9235 – Approval of an Amendment to Incorporate the Affordable Rental Rehabilitation Assistance Program into the Housing Element of the City General Plan and Making a Finding that the 34 Section 8 Units known as the Villa Verde Apartments are “At Risk” of Converting to Market Rate

Mayor Gonzalez opened the public hearing and invited interested parties to come forward to address the City Council.

Having no one come forward, Mayor Gonzalez closed the public hearing.

Councilmember Rounds moved to approve the recommendation items nos. 2, 3, 4 and 5. Councilmember Serrano seconded the motion which carried unanimously.

ORDINANCE FOR INTRODUCTION

13. Ordinance No. 1007 – Prohibiting Certain Uses of Public Property and Railroad Track Right-of-Way

Recommendation: That the City Council waive further reading and introduce Ordinance No. 1007, an ordinance adopting Santa Fe Springs Municipal Code Title XIII, Chapter 136, prohibiting certain uses of public property and railroad track right-of-way.

Mayor Pro-Tem Putnam moved to approve the recommendation. Councilmember Serrano seconded the motion which carried unanimously.

NEW BUSINESS

14. Amendment of the Implementation Agreement for the SR 91/605/405 Major Corridor Study

Recommendation: That the City Council approve the Amended Implementation Agreement for the 91/605/405 Major Corridor Study and authorize the Mayor to execute said Agreement.

15. Resolution No. 9237 – Rescinding Resolution No. 9226 – Unified Grocers, Inc.

Recommendation: That the City Council adopt Resolution No. 9237, rescinding Resolution No. 9226.

16. Resolution No. 9238 - Making Certain Revisions to Park Facility Use Policy, And Related Amendment to City Fee Schedule

Recommendation: That the City Council: 1) Adopt Resolution No. 9238 making certain changes to City Park Use policy; and, 2) Approve the attached amendment to the City Fee Schedule, which reflects the change to the Adult Sports Softball fees, which in effect eliminates the separate non-resident fee of \$590 and creates one fee of \$520 for both resident and non-resident teams.

Councilmember Rounds moved to approve item nos. 14, 15, and 16. Councilmember Serrano seconded the motion which carried unanimously.

17. Presentation and Consideration of the Community Development Commission's Annual Financial Report, State Controller's Financial Transactions Report, Housing and Community Development (HCD) Financial Report and the City's Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ending June 30, 2009

Recommendation: That the City Council, receive and file the attached annual reports of the City and Community Development Commission.

Director of Finance and Administrative Services, Jose Gomez, advised that a brief presentation will be made to the City Council at the 7 p.m. hour, from the City's audit director.

Councilmember Serrano moved to receive and file the report. Councilmember Rounds seconded the motion which carried unanimously.

18. Approval of Early Retirement Incentive Program

Recommendation: That the City Council approve the Early Retirement Incentive Program and authorize the City Manager to implement the program, structure separation agreements, and reorganize divisions and departments to maximize operational efficiencies and budget savings.

Councilmember Rounds moved to approve the recommendation. Councilmember Serrano seconded the motion which carried unanimously.

19. Amend Personnel Policies and Procedure Section 7-8.1 – Electronic Media and Records Retention Schedule (Section CW-031)

Recommendation: That the City Council approve an amended personnel policy as it relates to Electronic Media; and, 2) approve an amended Records Retention Schedule (Section CW-031) as it relates to transitory correspondence.

Councilmember Serrano inquired if e-mails will automatically be removed from the system and placed in archives.

City Manager Fred Latham explained e-mails will be completely removed from the City's server after 180 days, and will not be archived or stored. He further stated most Cities have adopted a similar policy. Mr. Latham noted that e-mails which need to be contained for projects or historical purposes will need to be printed out.

Councilmember Serrano moved to approve the recommendation. Mayor Pro-Tem Putnam seconded the motion which carried unanimously.

20. Supplemental Right-of-Way Acquisition Support Services for the Valley View Avenue Grade Separation Project

Recommendation: That the City Council 1) Approve an extension of the contract with Epic Land Solutions, Inc. in the amount of \$361,899 to cover supplemental right-of-way acquisition support services for the Valley View Avenue Grade Separation Project; and, 2) Authorize the Director of Public Works to execute the work order in order to incorporate these supplemental services into the contract.

21. Clarification of Fireworks Ordinance Relating to the Eligibility of School Groups for Fireworks Booth Lottery

Recommendation: That the City Council clarify that Section 93.23 Subsection (A) of the City Code excludes schools from the types of organizations that are eligible to participate in the Fireworks Booth Lottery.

Councilmember Rounds moved to approve the recommendation.

Councilmember Serrano asked if this policy currently states schools are not allowed to participate in the fireworks lottery.

City Manager Fred Latham explained that staff has interpreted the policy to read that schools are not allowed to participate. This policy clarification would further define the participation requirements. Mr. Latham further stated clarification was needed due to the large number of schools requesting to participate in the lottery.

Councilmember Serrano stated he would like to help schools, especially in the current financial situation. He further stated that schools need assistance, and is aware of teachers using their own money to pay for school supplies.

Councilmember Serrano suggested the Council designate one fireworks booth for the Little Lake City School District only, similar to the fireworks booths designated for Santa Fe High School and St. Paul High School, and that other schools be allowed to participate in the Lottery.

Mr. Latham advised the Council that staff can return with a modified policy/ordinance allowing non-profits representing school districts to participate in the lottery, and, determine if it is feasible to allow an eleventh fireworks booth in the City, one specifically designated to Little Lake City School District, and, if not, designate one of the existing eight open locations for this district.

Councilmember Serrano moved to approve the modified recommendation. Councilmember Rounds seconded the motion which carried unanimously.

22. Traffic Study at Orr and Day Road/Longworth Avenue

Recommendation: That the City Council approve the installation of a regulatory sign prohibiting left-turn vehicle movements for northbound Orr and Day Road traffic onto westbound Longworth Avenue.

Councilmember Rounds moved to approve the recommendation.

Mayor Gonzalez inquired if the study included Clarkman Avenue, northbound of Orr and Day Road.

Director of Public Works Don Jensen stated Clarkman Avenue, northbound of Orr and Day Rd. was not included in the study, but the location can be reviewed. He further stated that if the Council wishes, they can hold off on the item and complete a traffic study of the requested location and act on both concurrently.

Councilmember Serrano also stated west Clarkman Avenue, west of Orr and Day Road also has many traffic issues.

Mr. Jensen advised that the area's proximity to Florence Avenue is the reason for the traffic issues.

City Manager Fred Latham advised the City Council that they can either act on this recommendation and direct staff to do an analysis, or delay approving the recommendation and complete a traffic study including the areas of concern noted by Mayor Gonzalez and Councilmember Serrano.

Councilmember Rounds withdrew his motion to approve the recommendation.

The Mayor, with Council concurrence directed that item #22 be pulled from the agenda and referred back to staff to complete the study and return in two months.

23. Resolution No. 9239 – A Resolution Authorizing Submission of a Grant Application for Energy Efficiency and Conservation Block Grant Funds (EEBG)

Recommendation: That the City Council 1) Approve Resolution No. 9239 authorizing staff to complete and submit a grant application to the California Energy Commission for funds under the EECBG Program; and, 2) Authorize the City Manager to sign and submit all documents required by the State.

24. Reconsideration of Alcohol Sales Conditional Use Permit Case No. 19

Recommendation: That the City Council approve Alcohol Sales Conditional Use Permit Case No. 19 for a period of five years until December 17, 2014, subject to the listed conditions of approval as contained in the staff report.

25. Request for Approval of a Recyclable Materials Dealer Permit for Waste Management Collection & Recycling Inc. (Mark Olver, Applicant)

Recommendation: That the City Council approve the issuance of Recyclable Materials Dealer Permit No. 19 to Waste Management Collection & Recycling Inc. for an annual renewal period set to expire on June 30, 2010, subject to the conditions of approval as contained within the report.

26. Authorization for Position Title Change from Secretary to Administrative Clerk II

Recommendation: That the City Council authorize the position title change and conversion of the full-time Secretary position in the Police Services Department to a full-time Administrative Clerk II.

Councilmember Rounds moved to approve Items Nos. 20, 23, 24, 25, & 26. Mayor Gonzalez seconded the motion which carried unanimously.

RECESS/RECONVENE

Mayor Gonzalez recessed the City Council Meeting at 6:55 p.m. The City Council reconvened at 7:05 p.m., with all Councilmembers present.

27. **INVOCATION**

Councilmember Rounds gave the Invocation.

28. **PLEDGE OF ALLEGIANCE**

Councilmember Putnam led the Pledge of Allegiance.

INTRODUCTIONS

29. Representatives from the Chamber of Commerce

There were no representatives from the Chamber of Commerce.

30. Representatives from the Youth Leadership Committee
There were no representatives from the Youth Leadership Committee.

PRESENTATIONS

31. To Jose Tovar Upon His Retirement
Mayor Gonzalez advised the Council Jose Tovar was unable to attend tonight's meeting. This item was tabled to a future meeting.
32. Presentation of Fiscal Year 2007-08 Certificate of Achievement for Excellence in Financial Reporting (CAFR Award) to the City Council

Linda Hurley, Director with Macias, Gini, & O'Connell presented the City Council with the Certificate of Achievement for Fiscal Year 2007-08. Pictures with Council followed.

ANNOUNCEMENTS

Mayor Pro-Tem Putnam presented the City Council with the Community Playhouse Award on behalf of the Santa Fe Springs Community Playhouse. Mayor Pro-Tem Putnam thanked the Council for their support of this community program.

Mayor Pro-Tem Putnam also stated on Saturday she played Mrs. Claus on the City's Santa Float, which served over 500 children. Mayor Pro-Tem Putnam stated everyone had a great time.

Hilary Keith, Director of Library and Cultural Services, updated the Community Calendar.

APPOINTMENTS TO BOARDS, COMMITTEES, COMMISSIONS

34. Appointment of City Trustee to the Greater Los Angeles County Vector Control District

Recommendation: That the City Council appoint a Trustee to the Greater Los Angeles County Vector Control District to serve as the City's representative.

Councilmember Serrano moved to reappointed Michael Madrigal to serve as the Trustee to the Greater Los Angeles County Vector Control District for a 2-year term.

Councilmember Rounds seconded the motion, which carried unanimously.

35. Appointment of City Councilmember Representatives to City Commissions – Planning and Traffic

Mayor Gonzalez reappointed Laurie Rios to the Planning Commission and Arcelia Valenzuela to the Traffic Commission.

Mayor Pro-Tem Putnam reappointed Larry Oblea to the Planning Commission and Manny Zevallos to the Traffic Commission.

Councilmember Trujillo appointed Donn Ramirez to the Traffic Commission and Frank Ybarra to the Planning Commission.

36. Appointments to Boards and Committees
No appointments were made.

37. **ORAL COMMUNICATIONS**

Chairperson/Mayor Gonzalez opened Oral Communications and invited interested parties to come forward to address the Authority/Commission/Council.

Having no one come forward, Chairperson/Mayor Gonzalez closed Oral Communications.

38. **EXECUTIVE TEAM REPORTS**

Paul Ashworth, Director of Planning and Development, showed a video and wished the City Council Happy Holidays.

Don Jensen, Director of Public Works, updated the City Council on the changes to the intersection of Clarkman Avenue and Pioneer Boulevard.

Tom Lopez, Assistant Director of Public Works, advise the City Council that the changes to the intersection will be in effect when school re-starts in January, and the School District will be advised.

Councilmember Serrano requested Council receive information on the progress of the intersection change.

Fernando Tarin, Director of Police Services, advised that the Whittier Police Department will be holding a DUI checkpoint at Florence Avenue and Shoemaker Avenue. Mr. Tarin also wished the Council a Merry Christmas.

Hilary Keith, Director of Library and Cultural Services, wished the City Council a Merry Christmas.

Alex Tong, Director of Information Technology, had no report.

Alex Rodriguez, Fire Chief, provided an updated on the Regional Training Center located at Fire Station Headquarters. Fire Chief Rodriguez shared photos of equipment and the facility.

Fred Latham, City Manager, thanked Community Services for assisting with the many City Holiday events, including Breakfast with the Boys, Las Posadas, and the Christmas Basket Distribution, which handed out over 375 baskets. Mr. Latham also noted that Councilmember Serrano brought in additional turkeys for this year's programs.

Mayor Gonzalez commended staff for keeping the Holiday spirit alive in Santa Fe Springs.

Councilmember Serrano thanked staff for their hard work during the year and wished everyone a Merry Christmas and Happy New Year.

Councilmember Rounds requested staff bring to City Council at it's next meeting, a 45-day moratorium against medical marijuana dispensaries opening in Santa Fe Springs.

Mayor Pro-Tem Putnam stated Santa Fe Springs is the best place to live and wished everyone a Merry Christmas.

Councilmember Trujillo wished everyone a Merry Christmas and Happy New Year.

RECESS

Chairperson/Mayor Gonzalez recessed the meeting at 8:25 p.m., to go into Closed Session.

CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

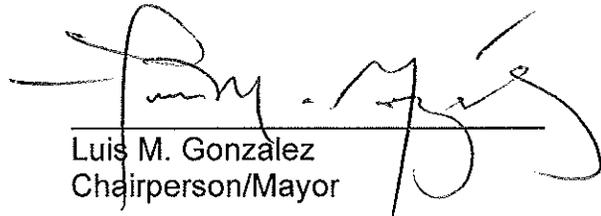
Property: 13210 Telegraph Road

Negotiating Parties: Staff and Property Owner

Under Negotiation: Terms of Agreement

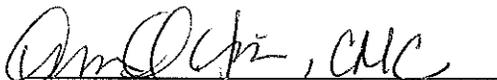
39. RECONVENE/ADJOURNMENT

Chairperson/Mayor Gonzalez reconvened the meeting at 9:35 p.m., and immediately adjourned in the memory of Laura Avalos, mother of former employee Steve Avalos.



Luis M. Gonzalez
Chairperson/Mayor

ATTEST:



Adria M. Jimenez, CMC
Deputy City Clerk