



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

TUESDAY, SEPTEMBER 17, 2024
AT 6:00 P.M.

CITY HALL COUNCIL CHAMBERS
11710 TELEGRAPH ROAD
SANTA FE SPRINGS, CA 90670

CITY COUNCIL

Jay Sarno, Mayor
William K. Rounds, Mayor Pro Tem
Juanita Martin, Councilmember
Annette Rodriguez, Councilmember
Joe Angel Zamora, Councilmember

CITY MANAGER

René Bobadilla, P.E.

CITY ATTORNEY

Scott E. Porter

CITY STAFF

Assistant City Manager
Fire Chief
Police Chief
Director of Community Services
Director of Finance
Director of Parks & Recreation
Director of Community Development
Director of Police Services
Director of Public Works

Nicholas Razo
Chad Van Meeteren
Aviv Bar
Maricela Balderas
Lana Dich
Gus Hernandez
Cuong Nguyen
Dino Torres
James Enriquez

NOTICES

This City Council Meeting ("Council") will be held in person and will meet at City Hall – City Council Chambers, 11710 E. Telegraph Road, Santa Fe Springs, California. The meeting will be live streamed on the City's YouTube Channel and can be accessed on the City's website via the following link:

https://santafesprings.org/city_council/city_council_meetings/index.php

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.

SB 1439: Effective January 1, 2023, City Council Members are subject to SB 1439 and cannot participate in certain decisions for a year after accepting campaign contributions of more than \$250 from an interested person. The Council Member would need to disclose the donation and abstain from voting.

Public Comments: 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 on the day of the meeting, please fill out a speaker card provided at the door and submit it to City Clerk staff. You may also submit comments in writing by sending them to the City Clerk's Office at cityclerk@santafesprings.org. All written comments received by 12:00 p.m. the day of the City Council Meeting will be distributed to the City Council and made a part of the official record of the meeting. Written comments will not be read at the meeting, only the name of the person submitting the comment will be announced. 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.

Council Meeting Start Times: If there is a closed session or study session scheduled on the agenda, the regular meeting shall be scheduled to start at 5:00 p.m. and open session shall start at 6:00 p.m. If there is no closed session or study session scheduled on the agenda, the regular meeting shall be scheduled to start at 6:00 p.m.

Please Note: Staff reports and supplemental attachments are available for inspection at the office of the City Clerk in City Hall, during regular business hours 7:30 a.m. – 5:30 p.m., Monday – Thursday. Telephone: (562) 868-0511.

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

PRESENTATIONS

1. YOUTH LEADERSHIP ADVISORY COMMITTEE UPDATE
(PARKS & RECREATION)
2. HISTORICAL & COMMUNITY PRESERVATION ADVISORY COMMITTEE
UPDATE (COMMUNITY SERVICES)

CHANGES TO AGENDA

PUBLIC COMMENTS ON NON-AGENDA & NON-PUBLIC HEARING AGENDA ITEMS

At this time, the general public may address the City Council on both non-agenda *and* non-public hearing agenda items. Comments relating to public hearing items will be heard during the public hearing. Please be aware that the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per speaker. State Law prohibits the City Council from taking action or entertaining extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the City Council.

STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST

PUBLIC FINANCING AUTHORITY, WATER UTILITY AUTHORITY, HOUSING
SUCCESSOR, SUCCESSOR AGENCY, AND CITY COUNCIL AGENDA

PUBLIC HEARING – NONE

OLD BUSINESS – NONE

REGULAR BUSINESS – NONE

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine. Any items a Councilmember wishes to discuss should be designated at this time. All other items may be approved in a single motion. Such approval will also waive the reading of any Ordinance.

PUBLIC FINANCING AUTHORITY

3. MINUTES OF THE AUGUST 22, 2024 PUBLIC FINANCING AUTHORITY MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Public Financing Authority:

- 1) Approve the minutes as submitted.

4. MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS PUBLIC FINANCING AUTHORITY (PFA) (FINANCE)

RECOMMENDATION: It is recommended that the Public Financing Authority:

- 1) Receive and file the report.

WATER UTILITY AUTHORITY

5. MINUTES OF THE AUGUST 22, 2024 WATER UTILITY AUTHORITY MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Water Utility Authority:

- 1) Approve the minutes as submitted.

6. MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS WATER UTILITY AUTHORITY (WUA) (FINANCE)

RECOMMENDATION: It is recommended that the Water Utility Authority:

- 1) Receive and file the report.

HOUSING SUCCESSOR

7. MINUTES OF THE AUGUST 22, 2024 HOUSING SUCCESSOR MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Housing Successor:

- 1) Approve the minutes as submitted.

SUCCESSOR AGENCY

8. MINUTES OF THE AUGUST 22, 2024 SUCCESSOR AGENCY MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Successor Agency:

- 1) Approve the minutes as submitted.

CITY COUNCIL

9. MINUTES OF THE AUGUST 22, 2024 ADJOURNED CITY COUNCIL MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the minutes as submitted.

10. REVISED SOCIAL MEDIA POLICY (COMMUNITY SERVICES)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the revised City of Santa Fe Springs Social Media Policy;
- 2) Take such additional, related, action that may be desirable.

11. SECOND READING OF ORDINANCE NO. 1150 – AMENDING SECTIONS 155.091 (USES), 155.093 (DEVELOPMENT STANDARDS), 155.175.2 (USES) AND 155.175.4 (DEVELOPMENT STANDARDS) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING) OF THE SANTA FE SPRINGS MUNICIPAL CODE (COMMUNITY DEVELOPMENT)

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt Ordinance No. 1150:

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS AMENDING SECTIONS 155.091 (USES), 155.093 (DEVELOPMENT STANDARDS), 155.175.2 (USES) AND 155.175.4 (DEVELOPMENT STANDARDS) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING) OF THE SANTA FE SPRINGS MUNICIPAL CODE.

- 2) Take such additional, related, action that may be desirable.

12. PROFESSIONAL SERVICES AGREEMENT FOR LOCAL HAZARD MITIGATION PLAN UPDATE (FIRE)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the Professional Services Agreement with Jacob Green & Associates and allocate \$74,760 for the General Fund to update the City's Local Hazard Mitigation Plan; and

2) Take such additional, related, action that may be desirable.

13. AUTHORIZATION TO ADVERTISE REQUEST FOR PROPOSALS (RFP) FOR THE PARKS, RECREATION, AND COMMUNITY SERVICES MASTER PLAN (PARKS & RECREATION)

RECOMMENDATION: It is recommended that the City Council:

- 1) Authorize staff to advertise the Request for Proposals (RFP) for the development of the Parks, Recreation, and Community Services Master Plan, in accordance with the proposed bid schedule; and
- 2) Take such additional, related, action that may be desirable.

14. RESOLUTION NO. 9929 – ESTABLISHING THE CITY’S MAXIMUM CONTRIBUTION OF MISCELLANEOUS AND SAFETY EMPLOYEES UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT (CITY MANAGER)

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt Resolution No. 9929, establishing the City’s maximum contribution to medical insurance premiums under the Public Employees’ Medical and Hospital Care Act.

15. PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF SANTA FE SPRINGS AND OLIVAREZ MADRUGA LAW ORGANIZATION, LLP (CITY MANAGER)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the “Professional Services Agreement Between The City of Santa Fe Springs and Olivarez Madruga Law Organization, LLP (“OMLO”)” to act as the City Attorney on behalf of the City of Santa Fe Springs (“City”).

APPOINTMENTS TO BOARDS, COMMITTEES, AND COMMISSIONS

COUNCIL COMMENTS/AB1234 COUNCIL CONFERENCE REPORTING

Council member announcements; requests for future agenda items; conference/meetings reports. Members of the City Council will provide a brief report on meetings attended at the expense of the local agency as required by Government Code Section 53232.3(d).

ADJOURNMENT

I, Fernando N. Muñoz, Deputy City Clerk for the City of Santa Fe Springs hereby certify that a copy of this agenda has been posted no less than 72 hours at the following locations; City’s website at www.santafesprings.org; Santa Fe Springs City Hall, 11710 Telegraph Road; Santa Fe Springs City Library, 11700 Telegraph Road; and the Town Center Plaza (Kiosk), 11740 Telegraph Road.

FOR ITEM NO. 3, PLEASE SEE ITEM NO. 9



CITY OF SANTA FE SPRINGS

PUBLIC FINANCING AUTHORITY AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Lana Dich, Director of Finance & Administrative Services

**SUBJECT: MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS
ISSUED THROUGH THE CITY OF SANTA FE SPRINGS PUBLIC
FINANCING AUTHORITY (PFA)**

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Receive and file the report.

FISCAL IMPACT

None.

BACKGROUND/DISCUSSION

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

Consolidated Redevelopment Project 2006-A Tax Allocation Bonds

Financing proceeds available for appropriation at 7/31/2024

None

Outstanding principal at 7/31/2024

\$35,908,028

Bond Repayment

The former Community Development Commission (CDC) issued a number of tax allocation bonds before it was dissolved by State law effective February 1, 2012 which are administered by the City acting as Successor Agency under the oversight of the appointed Oversight Board. The Successor Agency no longer receives tax increment.

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

Page 2 of 3

Instead, distributions from the Redevelopment Property Tax Trust Fund (RPTTF) are received based on approved obligations. It is anticipated that sufficient allocations from the RPTTF will continue to be made to the Successor Agency to meet ongoing debt service obligations.

Unspent Bond Proceeds

Under an approved Bond Expenditure Agreement, unspent bond proceeds of the former CDC in the amount of approximately \$19 million were transferred to the City in July 2014. The funds are to be spent in accordance with the original bond documents. The unspent proceeds continue to be a source of funding within the City's capital improvement program (CIP).

2016 Bond Refunding

In July 2016, the Successor Agency issued its 2016 Tax Allocation Refunding Bonds, which paid off several bond issuances of the former CDC. The bonds were originally issued through the Public Financing Authority and included the 2001 Series A, 2002 Series A, 2003 Series A, the current interest portion of the 2006 Series A, and 2006 Series B bond issuances.

2017 Bond Refunding

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

ANALYSIS

The report is presented for informational purposes only.

ENVIRONMENTAL

N/A

SUMMARY/NEXT STEPS

The Successor Agency will continue to request sufficient distributions from the RPTTF to make required bond payments through maturity on September 1, 2028.

ATTACHMENT(S):

None.

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

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<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

FOR ITEM NO. 5, PLEASE SEE ITEM NO. 9



CITY OF SANTA FE SPRINGS

WATER UTILITY AUTHORITY AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Lana Dich, Director of Finance

**SUBJECT: MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS
ISSUED THROUGH THE CITY OF SANTA FE SPRINGS WATER UTILITY
AUTHORITY (WUA)**

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Receive and file the report.

FISCAL IMPACT

None.

BACKGROUND/DISCUSSION

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

Water Revenue Bonds, 2013

Financing proceeds available for appropriation at 7/31/2024	None
Outstanding principal at 7/31/2024	\$6,890,000

Water Revenue Bonds, 2018

Financing proceeds available for appropriation at 7/31/2024	None
Outstanding principal at 7/31/2024	\$395,000

In May 2013 the Water Utility Authority issued the 2013 Water Revenue Bonds in the amount of \$6,890,000. The bonds refunded the existing 2003 Water Revenue Bonds

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

Page 2 of 2

(issued through the Public Financing Authority) and provided additional funds for water improvement projects in the amount of \$2,134,339. The funds were restricted for use on water system improvements. In August 2013 the Water Utility Authority Board appropriated the proceeds for the Equipping Water Well No. 12 Project and all proceeds were since used on this project.

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

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

ANALYSIS

The report is presented for informational purposes only.

ENVIRONMENTAL

N/A

SUMMARY/NEXT STEPS

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

ATTACHMENT(S):

None.

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

FOR ITEM NO. 7, PLEASE SEE ITEM NO. 9

FOR ITEM NO. 8, PLEASE SEE ITEM NO. 9



CITY OF SANTA FE SPRINGS

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Fernando N. Muñoz, CMC, Acting City Clerk

SUBJECT: MINUTES OF THE AUGUST 22, 2024 ADJOURNED CITY COUNCIL MEETINGS

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Approve the minutes as submitted.

FISCAL IMPACT

N/A

BACKGROUND

Staff has prepared minutes for the following meeting:

- Adjourned Council Meeting of August 22, 2024.

ANALYSIS

N/A

ENVIRONMENTAL

N/A

DISCUSSION

N/A

SUMMARY/NEXT STEPS

N/A

ATTACHMENT(S):

A. August 22, 2024 Meeting Minutes

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐



APPROVED:

MINUTES OF THE ADJOURNED SPECIAL MEETINGS OF THE CITY COUNCIL

August 22, 2024

CALL TO ORDER

Mayor Sarno called the meeting to order at 5:00 p.m.

ROLL CALL

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

MEMBERS ABSENT: None

PUBLIC COMMENTS ON CLOSED SESSION: None

1. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2):
One case

2. CLOSED SESSION

PUBLIC EMPLOYMENT

(Pursuant to California Government Code Section 54957(b)(1))
TITLE: City Manager Evaluation

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

Mayor Sarno reconvened the meeting at 6:02 p.m.

CLOSED SESSION REPORT

Deputy City Clerk, Scott E. Porter provided the following closed session report: Direction was given to staff and no reportable action was taken.

INVOCATION

Councilmember Rodriguez led the invocation.

PLEDGE OF ALLEGIANCE

Members of the Youth Leadership Committee led the pledge of allegiance.

INTRODUCTIONS

Mayor Sarno introduced the following representatives from the Chamber of Commerce:

1. Ross Gile – DigiCal Web Designs & Embroidery Goods
2. Nico Shubin – Serv-Wel Disposal & Recycling

PRESENTATIONS

3. **RECOGNITION OF BEAUTIFICATION AWARD WINNERS (COMMUNITY SERVICES)**
4. **SOCIAL MEDIA ANALYTICS (COMMUNITY SERVICES)**

CHANGES TO AGENDA

City Manager, René Bobadilla announced that a revised version of Item No. 10 was provided to Council to replace the one that was included in the original agenda packet.

PUBLIC COMMENTS

Lee Squire and Stella Bastida spoke during Public Comments.

STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST

None

**PUBLIC FINANCING AUTHORITY, WATER UTILITY AUTHORITY, HOUSING
SUCCESSOR, SUCCESSOR AGENCY, AND CITY COUNCIL**

OLD BUSINESS

5. **APPROVE PROFESSIONAL SERVICE AGREEMENT WITH INFOSEND, INC. FOR PRINT AND MAIL SERVICES FOR WATER UTILITY BILLING (FINANCE)**

RECOMMENDATION: It is recommended that the City Council:

- 1) Authorize the City Manager to execute a two-year Water Utility billing services agreement with InfoSend, Inc. (InfoSend) for FY 2024-25 through FY 2026-27; and
- 2) Authorize the City Manager to approve extension options for FY 2027-28 through FY 2028-29 of the agreement, if needed.

City Manager, René Bobadilla provided a brief introduction on Item No. 5. Other vendors were not able to fulfill the requirements, so staff opted to choose InfoSend, Inc.

It was moved by Mayor Pro Tem Rounds, seconded by Councilmember Rodriguez, to authorize the City Manager to execute a two-year Water Utility billing services agreement with InfoSend, Inc. (InfoSend) for FY 2024-25 through FY 2026-27, and authorize the City Manager to approve extension options for FY 2027-28 through FY 2028-29 of the agreement, if needed, by the following vote:

Ayes: Martin, Rodriguez, Zamora, Rounds, Sarno
Nayes: None
Absent: None
Recused: None

6. **AMENDMENT NO. 1 TO FACILITY USE AGREEMENT FOR ATHLETIC FIELDS AND FACILITIES WITH METROPOLITAN LITTLE LEAGUE TO INCLUDE ENFUEGOU FOR**

FALL RECREATION BASEBALL PROGRAM AND FIELD RENOVATIONS (PARKS & RECREATION)

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt Amendment No. 1 amending the Facility Use Agreement for Athletic Fields and Facilities with Metropolitan Little League to include EnFuegoU for fall recreation baseball program and field renovations; and
- 2) Take such additional, related action that may be desirable.

City Manager, René Bobadilla stated that EnFuegoU would provide maintenance renovations. Councilmember Zamora inquired if there will be an increase in traffic. City Manager Bobadilla stated that they are partnering alongside neighboring school districts to ensure there is no hindrance to school traffic or operations. Council made additional comments about the benefits of expanding sport related offerings for children in the city.

It was moved by Councilmember Zamora, seconded by Councilmember Martin, to adopt Amendment No. 1 amending the Facility Use Agreement for Athletic Fields and Facilities with Metropolitan Little League to include EnFuegoU for fall recreation baseball program and field renovations, and take such additional, related action that may be desirable, by the following vote:

Ayes: Martin, Rodriguez, Zamora, Rounds, Sarno
Nays: None
Absent: None
Recused: None

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine. Any items a Councilmember wishes to discuss should be designated at this time. All other items may be approved in a single motion. Such approval will also waive the reading of any ordinance.

PUBLIC FINANCING AUTHORITY

7. MINUTES OF THE JUNE 4 AND JULY 16, 2024 PUBLIC FINANCING AUTHORITY MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Public Financing Authority:

- 1) Approve the minutes as submitted.

8. MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS PUBLIC FINANCING AUTHORITY (PFA) (FINANCE)

RECOMMENDATION: It is recommended that the Public Financing Authority:

- 1) Receive and file the report.

WATER UTILITY AUTHORITY

9. MINUTES OF THE JUNE 4 AND JULY 16, 2024 WATER UTILITY AUTHORITY MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Water Utility Authority:

- 1) Approve the minutes as submitted.

10. MONTHLY REPORT ON THE STATUS OF DEBT INSTRUMENTS ISSUED THROUGH THE CITY OF SANTA FE SPRINGS WATER UTILITY AUTHORITY (WUA) (FINANCE)

RECOMMENDATION: It is recommended that the Water Utility Authority:

- 1) Receive and file the report.

HOUSING SUCCESSOR

11. MINUTES OF THE JUNE 4 AND JULY 16, 2024 HOUSING SUCCESSOR MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Housing Successor:

- 1) Approve the minutes as submitted.

SUCCESSOR AGENCY

12. MINUTES OF THE JUNE 4 AND JULY 16, 2024 SUCCESSOR AGENCY MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the Successor Agency:

- 1) Approve the minutes as submitted.

CITY COUNCIL

13. MINUTES OF THE JUNE 4 AND JULY 16, 2024 REGULAR AND SPECIAL CITY COUNCIL MEETINGS (CITY CLERK)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the minutes as submitted.

14. PURCHASE OF FIREFIGHTER STRUCTURAL SAFETY EQUIPMENT (TURNOUTS) (FIRE)

RECOMMENDATION: It is recommended that the City Council:

- 1) Award of purchase to Municipal Emergency Services for \$132,140.14 for nineteen (19) complete sets of firefighter safety turnout gear and associated structural fire protective equipment; and
- 2) Take such additional, related, action that may be desirable.

15. CALIFORNIA STATE LIBRARY GRANT AWARDS FOR *EBOOKS FOR ALL* AND *PLAY FOR ALL-POP UP AND PLAY* PROGRAMS AT THE SANTA FE SPRINGS CITY LIBRARY (COMMUNITY SERVICES)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve and authorize the Director of Community Services to execute the agreements for *eBooks for All and Play for All- Pop Up and Play* grant awards by the California State Library; and
- 2) Approve the recognition of \$35,064 in grant funds awarded by the California State Library, with \$12,000 allocated for the *eBooks for All* program and \$23,064 allocated for the Play for All Grant; Pop Up & Play Program, and authorize the deposit of these funds into the Library & Cultural Services Administration's State Grants/Subventions revenue account (No. 10105699-442000); and
- 3) Approve an increase in expense authority by \$35,064 in the Library & Cultural Services Administration's Audio-Visual expenditure account (No. 10105699-523010) to allow for the expenditure of the grant funds; and
- 4) Take such additional, related, action that may be desirable.

16. CITY-WIDE BRANDING SERVICES REQUEST FOR PROPOSALS (COMMUNITY SERVICES)

RECOMMENDATION: It is recommended that the City Council:

- 1) Authorize the issuance of a City-Wide Branding Services Request for Proposals (Branding RFP) for the development of a new City brand and branding guide; and
- 2) Take such additional, related, action that may be desirable.

17. CITY WEBSITE DEVELOPMENT REQUEST FOR PROPOSALS (COMMUNITY SERVICES)

RECOMMENDATION: It is recommended that the City Council:

- 1) Authorize the issuance of a City Website Development Request for Proposals (Website RFP) for the creation of a new City Website; and
- 2) Take such additional, related, action that may be desirable.

18. AGREEMENT AMENDMENT NO. 1 WITH T&L ENTERPRISES, INCORPORATED (COMMUNITY SERVICES)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve Agreement Amendment No. 1 with T&L Enterprises, Inc. for vending machine provision and operations; and
- 2) Authorize the City Manager, or City Manager's Designee, to execute any future amendments to the Agreement with T&L Enterprises, Inc.; and
- 3) Take such additional, related, action that may be desirable.

19. RESOLUTION NO. 9924 – APPROVING BLANKET AUTHORITY TO FILE APPLICATIONS FOR MEASURE A GRANT FUNDS (PARKS & RECREATION)

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt Resolution No. 9924 approving blanket authority to file applications for Measure A grant funds; and
- 2) Take such additional, related action that may be desirable.

20. POLICE SERVICES STAGING FACILITY STORM DAMAGE – EMERGENCY REPAIRS UPDATE (PUBLIC WORKS)

RECOMMENDATION: It is recommended that the City Council:

- 1) Pursuant to Santa Fe Springs Municipal Code Section 34.23 and California Public Contract Code Section 22050, by a four-fifths vote authorize continuing the repairs without competitive bidding; and
- 2) Take such additional, related action that may be desirable.

21. FIRE STATION APPARATUS BAY DOORS REPLACEMENT – FINAL PAYMENT (PUBLIC WORKS)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the Final Payment to GMAT, Inc. dba: Inland Overhead Door Co. of Colton, California for \$27,620.00 (Less 5% Retention); and
- 2) Approve the final contract amount with GMAT, Inc. dba: Inland Overhead Door Co. in the amount of \$234,400.00, including the aggregate change order amount of \$25,400.00; and
- 3) Take such additional, related action that may be desirable.

22. AUTHORIZING ISSUING ANNUAL BLANKET PURCHASE ORDERS TO ZUMAR INDUSTRIES, INC. AND PACIFIC PRODUCTS AND SERVICES, LLC, FOR TRAFFIC AND STREET SIGNS, RELATED ITEMS (FINANCE)

RECOMMENDATION: It is recommended that the City Council:

- 1) Authorizing awarding an annual blanket purchase orders to Zumar Industries, Inc. (Zumar) in the not-to-exceed amount of \$50,000 per fiscal year for three (3) years; and
- 2) Authorizing awarding an annual blanket purchase orders to Pacific Products and Services, LLC (Pacific) in the not-to-exceed amount of \$50,000 per fiscal year for three (3) years; and
- 3) Authorize the City Manager to take any further necessary actions regarding this matter.

**23. JOINT TRANSFER TAX (RESOLUTION NO. 9926)
(COMMUNITY DEVELOPMENT)**

RECOMMENDATION: It is recommended that the City Council:

- 1) Consider adopting the attached Joint Tax Transfer (Resolution No. 9926); or
- 2) Take such additional, related action that may be desirable.

**24. ORDINANCE NO. 1147 – AMENDING CHAPTER 119 (RESERVED) OF TITLE 11 (BUSINESS REGULATIONS) OF THE SANTA FE SPRINGS MUNICIPAL CODE TO ESTABLISH PROCEDURES RELATED TO SPECIAL EVENT PERMITS AND DETERMINE THAT THE ACTION IS EXEMPT UNDER CEQA
(COMMUNITY DEVELOPMENT)**

RECOMMENDATION: It is recommended that the City Council:

- 1) Find and determine that the Ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3); and
- 2) Waive further reading and introduce Ordinance No. 1147 by title, amending Chapter 119 (Reserved) of Title 11 (Business Regulations) of the Santa Fe Springs Municipal Code; and
- 3) Take such additional, related, action that may be desirable.

25. SECOND READING OF ORDINANCE NO. 1143, TO AMEND SECTIONS 155.865 (APPEAL AND EFFECTIVE DATE) AND 155.866 (CITY COUNCIL TO HEAR APPEAL) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING), OF THE SANTA FE SPRINGS MUNICIPAL CODE (COMMUNITY DEVELOPMENT)

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt Ordinance No. 1143:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA FE SPRINGS AMENDING SECTIONS 155.865 (APPEAL AND EFFECTIVE DATE) AND 155.866 (CITY COUNCIL TO HEAR APPEAL) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING), OF THE SANTA FE SPRINGS MUNICIPAL CODE.

- 2) Take such additional, related, action that may be desirable.

26. **SECOND READING OF ORDINANCE NO. 1145 – AMENDING SECTIONS 155.062, 155.380, 155.450, 155.456, 155.460, 155.461, 155.535, AND 155.637, AND REPLACE SECTIONS 155.385 THROUGH 155.404 (NONCONFORMING USES) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING), OF THE SANTA FE SPRINGS MUNICIPAL CODE, AND TO AMEND SECTION 157.03 WITHIN TITLE 15 (LAND USE), CHAPTER 157 (WIRELESS TELECOMMUNICATIONS FACILITIES), OF THE SANTA FE SPRINGS MUNICIPAL CODE (COMMUNITY DEVELOPMENT)**

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt Ordinance No. 1145:

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS AMENDING SECTIONS 155.062, 155.380, 155.450, 155.456, 155.460, 155.461, 155.535, AND 155.637, AND REPLACING SECTIONS 155.385 THROUGH 155.404 (NONCONFORMING USES) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING), AND AMENDING SECTION 157.03 WITHIN TITLE 15 (LAND USE), CHAPTER 157 (WIRELESS TELECOMMUNICATIONS FACILITIES), OF THE SANTA FE SPRINGS MUNICIPAL CODE.

- 2) Take such additional, related action that may be desirable.

27. **BUDGET REVISION – HOUSING ELEMENT OVERAGES (COMMUNITY DEVELOPMENT)**

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve a revision to the original Targeted Zoning Code Amendments budget to cover time and material needed to address the California Housing and Community Development (HCD) comments on the City's 2021-2029 Housing Element; and
- 2) Additional appropriation in the amount of \$18,000 to cover the overages for the additional work needed to address HCD comments; and
- 3) Take such additional, related action that may be desirable.

28. ON-CALL PROFESSIONAL ENVIRONMENTAL CONSULTING SERVICES – AWARD OF CONTRACT TO ECORP, ECOTIERRA, EPD SOLUTIONS, SAGECREST PLANNING+ENVIRONMENTAL, T&B PLANNING, AND UES (COMMUNITY DEVELOPMENT)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the Professional Services Agreements with ECORP, EcoTierra, EPD Solutions, Sagecrest Planning+Environmental, T&B Planning, and UES for On-Call Professional Environmental Consulting Services; and
- 2) Take such additional, related action that may be desirable.

29. APPROVE AN APPROPRIATION ADJUSTMENT AND AWARD PROFESSIONAL GRANT CONSULTING SERVICES TO STEARNS, CONRAD & SCHMIDT CONSULTING ENGINEERS, INC. (SCS ENGINEERS) (COMMUNITY DEVELOPMENT)

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve an appropriation adjustment to recognize the \$350,000 Equitable Community Revitalization Grant (ECRG) from the Department of Toxic Substance Control (DTSC).
- 2) Award a contract to SCS Engineers for professional grant consulting services for the ECRG Round 2 Cleanup Workplan Assistance (CWA); and
- 3) Take such additional, related action that may be desirable.

30. ORDINANCE NO. 1149 RELATING TO CITY COUNCIL REORGANIZATION (CITY ATTORNEY)

RECOMMENDATION: It is recommended that the City Council:

- 1) Read by title only, and waive further reading, Ordinance No. 1149:

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS ADDING SECTION 30.22 TO CHAPTER 30 (CITY COUNCIL) OF TITLE III (ADMINISTRATION) OF THE SANTA FE SPRINGS MUNICIPAL CODE RELATING TO CITY COUNCIL REORGANIZATION

- 2) Take such additional, related, action that may be desirable.

Council made comments on Item No. 30.

It was moved by Councilmember Zamora, seconded by Councilmember Rodriguez, to approve the consent calendar, by the following vote:

Ayes: Martin, Rodriguez, Zamora, Rounds, Sarno
Nays: None
Absent: None
Recused: None

APPOINTMENTS TO BOARDS, COMMITTEES, AND COMMISSIONS

None

COUNCIL COMMENTS/AB1234 COUNCIL CONFERENCE REPORTING

Councilmember Zamora talked about the opening of the Aquatic Center.

Councilmember Martin talked about the partnership between EnFuegoU and about the Aquatic Center opening.

Councilmember Rodriguez talked about the Aquatic Center opening and about coming together for the future of the City.

Mayor Pro Tem Rounds talked about the Beautification Awards and well attended concerts at Heritage Park.

Mayor Sarno talked about the Potato Bake event and thanked Maggie's Pub for donating the potatoes. He also commended City Manager Bobadilla for assisting in apprehending a mail thief.

ADJOURNMENT

Mayor Sarno adjourned the meeting at 7:11 p.m.

Jay Sarno
Mayor

ATTEST:

Fernando N. Muñoz
Deputy City Clerk

Date



CITY OF SANTA FE SPRINGS

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Maricela Balderas, Director of Community Services

SUBJECT: REVISED CITY SOCIAL MEDIA POLICY

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Approve the revised City of Santa Fe Springs Social Media Policy; and
- 2) Take such additional, related, action that may be desirable.

FISCAL IMPACT

There is no impact to the General Fund.

BACKGROUND

In 2014, the City of Santa Fe Springs began using social media platforms like Facebook to enhance engagement, communication, and interaction with its community. To manage potential risks, the city developed and implemented its first Social Media Policy. As social media platforms became popular, the City revised and adopted an updated policy in 2019.

However, since the 2019 update, social media and legal requirements have evolved alongside shifts in how residents engage with the City through these platforms. These changes make it necessary to update the policy further to ensure its continued relevance and effectiveness.

ANALYSIS

The City of Santa Fe Springs recognizes the ever-growing importance of social media as a tool for communication and public engagement. Since adopting the current Social Media

REVISED CITY SOCIAL MEDIA POLICY

Page 2 of 3

Policy, there have been significant changes in the social media landscape, both in terms of platform capabilities and how residents interact with public agencies. Additionally, there have been notable legal developments regarding data privacy, public records retention, and standards for online communication, all of which impact the City's social media practices.

The revised Social Media Policy aims to address these changes by providing updated guidelines that ensure compliance with evolving legal requirements, such as the California Public Records Act, and safeguarding the City against potential data breaches and inappropriate content risks. It also includes protocols for emergency communications and handling public inquiries and comments on City-managed platforms, fostering a more consistent and transparent approach to online engagement.

Furthermore, the proposed updates reflect new best practices for managing social media, incorporating strategies to maximize the reach and effectiveness of City communications. This includes allowing staff to collaborate and share posts from specified "Partner Social Media Accounts," like the Whittier Police Department, with information directly affecting the Santa Fe Springs community. These revisions are intended to better align the City's online presence with its overall communications strategy, allowing for more practical information dissemination and community engagement.

City staff has thoroughly reviewed the proposed policy and consulted with the City Attorney and Information Technology staff to ensure the proposed revisions comply with current regulations and best practices. Adopting the revised Social Media Policy will position the City to more effectively utilize social media as a critical component of its communication and outreach efforts while ensuring responsible management of these platforms in line with legal obligations and community expectations.

ENVIRONMENTAL

N/A

DISCUSSION

N/A

SUMMARY/NEXT STEPS

Adopting an updated Social Media Policy is crucial for the City to stay aligned with evolving digital communication trends, meet legal standards, handle crises efficiently, foster community engagement, and ensure transparency. Once approved, the revised policy will take effect immediately, enabling City staff to further improve digital communications with the community.

REVISED CITY SOCIAL MEDIA POLICY

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ATTACHMENT(S)

A. Social Media Policy

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

CITY OF SANTA FE SPRINGS**POLICY MANUAL**

Subject: Social Media Policy

Adopted: May 8, 2014

Amended: September 17, 2024

1. Purpose

The purpose of this policy is to institute guidelines for the use of Social Media by the City of Santa Fe Springs ("City").

The intended purpose of establishing official Social Media accounts for the City and using Social Media platforms is to disseminate accurate and consistent information about the City from the City to its residents, businesses, and visitors. The City supports the use of Social Media as an additional communication tool that informs and educates the public, maximizes the promotion of the City and its departments as well as City services, programs, events, engages the community, and maintains public trust.

The City intends for the use of its Social Media accounts to relate solely to matters of City business and does not in any way intend to, nor does it in fact, create any general public forum.

The City has an overriding interest in protecting the integrity of information Posted on its Social Media accounts and deciding what is "announced" or "spoken" on behalf of the City on Social Media accounts. This policy is intended to maintain the integrity of the City's presence in Social Media and to ensure that Social Media is used appropriately and within City guidelines. This is to mitigate associated risks stemming from improper use of Social Media technology where possible.

2. Definitions

"Authorized User" means a City of Santa Fe Springs employee, intern, or approved contractor, who has been granted authorization by the Department Director overseeing the applicable City Social Media Accounts to access one or more of the City of Santa Fe Springs' Social Media Pages/Accounts.

"City('s) Social Media Account" means specific Social Media Accounts which the City establishes and maintains, and over which it has control as to all Postings, except for advertisements or hyperlinks by the Social Media account's owners, vendors, or partners.

"Comment" means information, opinions, articles, pictures, videos, hyperlinks, or any other form of content or communication Posted on any official City Social Media Account by someone other than the City in response to or as a result of content shared or Posted by the City.

"Department Director" means the appointed City staff who oversees and manages a specific department within the City of Santa Fe Springs (for example, the Department of Community Services or the Department of Public Works). A Department Director is responsible for planning, organizing, directing, and coordinating the activities and operations of their department.

"Partner Social Media Account" means any entity or organization which can be defined as one of the following:

- Other governmental agency; or
- Entities with which the City has an existing formal, contractual relationship; or
- Educational institutions operating within the City.

"Post" means the information, articles, pictures, videos, hyperlinks, or any other form of content or communication disseminated by the City on any official City Social Media Account.

"Social Media" means an electronic service or account, or electronic content created and electronically shared by individuals, using accessible and interactive publishing technologies through and on the internet. Social Media uses many technologies and platforms, including social networking, blogs, wikis, photo and video sharing, podcasts, and more. Examples of Social Media include, but are not limited to, Facebook, Instagram, Blogs, RSS, YouTube, LinkedIn, and Nextdoor.

"Social Media Administrator" means the person(s) who are designated to manage and oversee the City's Social Media Account(s) including, but not limited to, Social Media Account creation and development, content creation and communications, monitoring and analytics, and policy compliance and enforcement.

“Social Media Content” means any materials, documents, photographs, graphics, text, and other information that is created, Posted, distributed, or transmitted using Social Media internet accounts or Social Media networks.

“Social Media Management Platform” means a secure web-based tool that allows for the management of multiple Social Media Accounts across various departments and devices. Examples include, but are not limited to, Hootsuite and Sprout Social.

“Troll” means a commonly referenced Social Media term for an online bully that deliberately tries to offend, cause trouble, or directly attack Social Media users and/or other entities by Posting derogatory, misleading, and/or incorrect information on Social Media.

3. Applicability

This policy applies to all City employees, interns, volunteers, consultants, service providers, and contractors acting in an official capacity and when communicating with the public on behalf of the City. All City Authorized Users are expected to fully comply with relevant law, policies, and Social Media terms of service when utilizing Social Media Accounts.

4. Responsibility

A. City Manager – Only the City Manager has the authority to approve the establishment, deletion, or inactivation of any and all City Social Media Accounts.

B. Department Directors – Within the terms of this policy, Department Directors have the authority to determine the content to be Posted or shared on the City’s Social Media Accounts related to their respective departments. Department Directors must coordinate such content with the Social Media Administrator for the development of content Posted on behalf of their department. Department Directors may appoint employee(s) to work directly with the Social Media Administrator to Post on behalf of their department.

C. Designated Administrator(s) for Social Media Account(s) – The City Manager shall designate one or more persons (“Social Media Administrator(s)”) who shall perform the administrative duties and manage the Social Media Account(s) and be responsible for overseeing the City’s Social Media Accounts and/or the City’s Social Media Management Platform. The Social Media Administrator(s) shall be responsible for developing, Posting, and monitoring content on behalf of the City and City departments and ensuring Posts comply with the branding guide adopted by the City Council on all City Social Media Accounts. The Social Media Administrator(s) shall review and approve all Posted content and review and monitor Comments, directing messages requesting responses from the City as appropriate. Additionally, Social Media Administrator(s) are

responsible for enforcing this Social Media Policy, and will serve as a Social Media point of contact for all departments. The Social Media Administrator(s) shall be responsible for providing their login and password information, for all Social Media Account(s), each time a new login or password is created and or reset.

D. Information Technology Division (IT) – IT will work closely with the Social Media Administrator to maintain security and access to all adopted City Social Media Accounts and keep updated records of all login and password information for recovery and access due to staff changes or authority granted. IT will be responsible for resetting all passwords in the event an account has been compromised if the Social Media Administrator is not available.

5. General Policy

A. The City's official website will be the City's primary source and means of internet communication.

B. To the extent possible, City Social Media Accounts should link back to the official City website for announcements, forms, documents, online services, inquiries, public records requests, and other information necessary to conduct business with the City.

C. Information Posted by the City on City Social Media Accounts will supplement and not replace required notices and standard methods of communication.

D. The official City Social Media Accounts are an expansion of the City's information networks and are governed by City policies.

E. City Social Media Accounts should make clear that they are maintained by the City and state that they follow the City's Social Media Policy and Social Media hosts'/providers' terms of service.

F. City Social Media Accounts are subject to the California Public Records Act. Any content maintained in a Social Media format related to City business, including a list of subscribers, all Comments, Posted communication(s), and communication(s) submitted for Posting, may be a public record subject to public disclosure.

G. All City Social Media Account content shall be retained for a minimum of two years and longer if required by the City's records retention schedule. This includes, but is not limited to, all Posts and Comments, even if later deleted.

H. All City Social Media Accounts shall utilize City contact information (e.g., @santafesprings.gov) for account setup, monitoring, and access. The use of personal email accounts or personal phone numbers is prohibited to set up a City Social Media Account. When the Social Media platform requires an individual's name and or email

associated with the account, the creator of the account shall obtain an approved name and or email from the Department Director overseeing the applicable City Social Media Account.

I. Photos Posted by the City on City Social Media Accounts shall be those where the City has obtained signed releases from the persons depicted in the photograph or taken at public City events, programs, or activities where “Notice of Photography” signs have been displayed. Use of photographs taken at public City events, programs, or activities is consistent with the current practice for use in City marketing materials.

J. Employees representing the City and Posting content on behalf of the City on City Social Media Accounts must always conduct themselves as a representative of the City and observe all City policies. Social Media Administrator(s) will review all content to determine if it is appropriate or must be edited prior to Posting.

K. The Social Media Administrator(s) will monitor content on City Social Media Accounts to ensure adherence to City’s Social Media Policy, and in the interest and goals of the City on an ongoing basis.

L. All Social Media Posts and Comments are limited only to official City or Partner Social Media Accounts that support City business or operations in alignment with the City’s Social Media Policy.

M. Authorized Users are not to engage, respond, or Comment to Posts or Comments made on non-City or non-Partner Social Media Accounts, forums, or sites that do not follow the City’s Social Media Policy.

N. In the event of a declared “local emergency” by the Director of Emergency Services of the Disaster Council (S.F.S.M.C. §36), management and oversight of all City Social Media will be handled by the Director and or the Assistant Director of Emergency Services. This includes the ability to Post critical notices and updates across all available City Social Media Accounts, as needed.

O. All City social media accounts must be accessible and usable by people with the widest range of capabilities possible, including the integration of captions on videos. It is the responsibility of the social media administrator to ensure social media content is fully accessible regardless of platform functionality.

6. Social Media Account Management and Content

A. Social Media Accounts approved for official use by the City include, but are not limited to, Facebook, Instagram, YouTube, LinkedIn, and Nextdoor. Not all forms of Social Media are appropriate for use by the City and any Social Media Account established on behalf of the City must be approved by IT staff, to ensure network security,

and then by the City Manager. Consideration shall be given to the City's security, and the overall nature, theme, and suitability for use for City purposes.

B. Approved City Social Media Accounts must provide a mechanism for disabling any feature permitting Comments or Posts by members of the public or any individual not authorized to Post on behalf of the City.

C. The City's Social Media Accounts are to be used for informational purposes and all content must pertain to the City and/or City business, programs, services, activities, or events.

D. City Social Media Accounts shall be managed consistent with all applicable laws including, but not limited to, the First Amendment, the Brown Act, the Political Reform Act, and the California Elections Code. Members of the City Council and City Commissions and Committees shall not Post or respond to any Posts, Comments, or publications on any City Social Media Account, or use any City Social Media Account to blog or engage in serial meetings, or otherwise discuss, deliberate, or express opinions on any issue within the subject matter jurisdiction of the Council/Commission/Committee, or for any political purpose.

E. Acceptable content includes, but is not limited to: 1) text, 2) graphics, 3) hyperlinks, and 4) photos and videos.

F. Posts must contain information that is freely available to the public and not be confidential as defined by any City policy or state or federal law.

G. City Social Media Account Posts and content must only reflect the views and positions of the City. Posting of anyone's personal views or concerns is prohibited and may result in disciplinary action up to and including termination of the employee.

H. Any employee authorized to Post on the City's Social Media accounts shall use their best judgment in Posting on the City's behalf and shall always comply with this policy. This specifically applies to Postings on Instagram and/or Facebook "Stories". All other content must be approved prior to Posting.

I. Content in any Post made on behalf of the City shall not specifically refer to any City vendor, supplier, customer, contractor, employee, official, or resident, without the approval of the Department Director overseeing the applicable City Social Media Account(s).

J. Any employee authorized to Post on the City's Social Media accounts shall review, be familiar with, and comply with this policy.

K. The following Social Media Comment and Content Moderation Policy must be displayed or linked on any City Social Media account. Any moderation or deletion of Social Media account content, including Comments, must follow this policy. Comments may not be deleted solely for being critical of the City or a City official. Comments may also not be deleted based on the viewpoint expressed.

7. Policy Applicable to the Public Visiting City's Social Media Accounts

This Social Media Policy shall be linked on all official City Social Media Accounts and the following shall be posted or linked on each landing page:

THIS SOCIAL MEDIA ACCOUNT IS DESIGNATED AS A LIMITED PUBLIC FORUM TO DISCUSS THE BUSINESS OF THE CITY OF SANTA FE SPRINGS.

The purpose of the City of Santa Fe Springs' Social Media Accounts is to share news, information, and updates regarding the activities, policies, and programs of the City. However, the information and content contained in the City's Social Media Accounts is only intended to supplement, not to replace, the information available through official City channels, in general, and the City's official website.

If you are a reporter, please direct your inquiries to the City's Public Information Officer at (562) 692-0261. We do not Post nor respond to reporters' questions on the City's Social Media Accounts.

The City is not responsible for Comments, remarks, messages, or other material Posted to its Social Media Accounts by the public and does not, in any way, guarantee, ensure, or warrant the content, accuracy, or use of Social Media content from anyone else. The City specifically disclaims all liability for claims or damages that may result from any Posting on the City's Social Media Accounts. Opinions expressed on the City's Social Media Accounts are those of the person Posting and do not necessarily reflect the opinions, practices, or policies of the City. In no event shall the City be liable to you or anyone else for any decision made or action taken in reliance on information on the City's Social Media Accounts.

By accessing, viewing and/or Posting content to the City's Social Media Accounts, you accept, without limitation or qualification, these terms and conditions of use, as well as any other terms of use required by the companies that own and operate the Social Media accounts. If you do not agree to the terms of this Policy, do not view or Post any content. Your use of the City's Social Media Accounts is deemed acceptance of these terms and conditions and to have the same effect as if you had physically signed an agreement.

These terms and conditions are in addition to the third-party policies, terms, and conditions of any Social Media provider (e.g., Facebook, Instagram, LinkedIn, YouTube, etc.). The City is subject to the terms of use for this account by the provider. The City does not control the terms and conditions of the Social Media provider.

Your Comments Are Public and Reviewed

The City's Social Media Accounts are public and viewable by everyone. Comments and shared information also become part of a public record and may be archived

and disclosed in accordance with applicable laws, e-discovery requirements, and document retention policies. Information shared through the City's Social Media Accounts may be subject to release to those who request it through the California Public Records Act or other public information statutes. Your use of the City's Social Media Accounts and the Posting of any content is deemed a waiver by you of any rights to privacy or confidentiality.

All Comments you Post will be reviewed by the City. Because the account is visible to all ages, we expect persons who leave Comments to do so with respect, good manners, and careful thought of who might be seeing them.

Consistent with the purpose of this Limited Public Forum, we reserve the right to moderate, monitor, remove, prohibit, restrict, block, suspend, terminate, delete, discontinue, or reject Comments and access to Comments if they are:

- Profane, obscene, pornographic, harassing or abusive, threatening, racist, defamatory, offensive, or contain imminently violent language
- Trolling (Posts that are deliberately offensive, provocative, or disruptive and intended to hijack the City's content, deflect the City's information off-track, upset someone, or create angry responses from employees or other visitors)
- Content that compromises public safety, or that are a violation of existing law or regulation
- Violations of the intellectual property rights of others
- Spam (unsolicited messages that are usually intended as advertising or messages that are repeatedly Posted on the same account)
- Attacks or calls-to-action for attacks on specific groups
- Intended to harass, threaten, or abuse an individual or are defamatory, derogatory, or are personal attacks on any City official, employee, intern, resident, or business person unrelated to the performance of their official duties
- Hateful or discriminatory Comments regarding or Comments that promote, foster, or perpetuate discrimination of harassment on the basis of race, ethnicity, religion, gender, disability, sexual orientation, political beliefs, or a protected class under local, state, or federal law
- Links or Comments containing sexually explicit content or material
- Links to malicious software or accounts

- Cyber-stalking or threats to an individual or organization, or intended to collect or Post private information and data without disclosure (e.g., doxxing)
- Messages that relate to confidential, private, or proprietary information
- Self-promotion or advertising
- Solicitation of funds
- Unsolicited business proposals and inquiries
- Reports of criminal or suspicious activity (Please contact your local police agency directly with this type of information)
- Encouragement of illegal or unlawful activity
- Any form of legal and/or administrative notices or processes
- Posts not in compliance with the Social Media hosts'/providers' terms of service and conditions
- Posts that attempt to or do take over a thread in ways that are contrary to these terms and conditions (including off-topic, random, or unintelligible Posts)
- Posts that endorse or promote political campaigns, candidates, or organizations

The above list is not necessarily exhaustive and the City reserves the right to remove or restrict any Post or Comment that violates the purpose or spirit of these terms and conditions.

Individuals who Comment or Post to the City's Social Media Accounts and who repeatedly violate these terms and conditions may be banned, prohibited from Posting future Comments, or be reported to the Social Media host/provider.

If you want your Comments to remain Posted, please ensure that you comply with this policy.

Authorized Users may pay for advertising to spread awareness of City sponsored programs, activities, and services. The City's Social Media Accounts may not use paid advertising to promote non-City business.

Information contained on the City's Social Media Accounts may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for any official purpose, including criminal investigations. Unauthorized access or use of the City's Social Media Accounts including attempts of unauthorized copying, altering, destroying, or damaging account content, may violate the Federal Computer Fraud and Abuse Act of 1986 and may subject violators to criminal, civil, and/or administrative action.

Privacy

Do not include personally identifiable information in the body of your Social Media Comments. This is for your own protection and privacy.

Endorsements

The City does not endorse commercial entities, products, services, or other non-governmental organizations or individuals through Social Media. Any references to commercial entities, products, services, or non-governmental organizations or individuals are solely for informational purposes or Posted by the Social Media host/provider.

The City's Comments, Postings, and messages on City Social Media Account(s) do not constitute legal advice, and any Comments Posted by members of the public (e.g., you) does not constitute notice to the City in any way or to any official or to any of the City's employees for any purpose. The City disclaims all warranties, expressed or implied, for any of the information and content provided in the City's Social Media Accounts.

You May Own Your Comments, but We Can Use Them

You may own all Comments, content, messages, and similar information that you Post on the City's Social Media Accounts (subject to any terms or conditions of the Social Media host/provider). You are responsible for how you control the sharing of that content through the privacy and application settings of the Social Media host/provider.

By Posting on the City's Social Media Accounts, you grant the City a non-exclusive, transferable, sub-licensable, royalty-free, worldwide license to use that content. That means the City can reproduce, distribute, publish, display, and otherwise use your content. If you do not wish to have the content you have Posted used, published, copied and/or reprinted, please do not Post on the City's Social Media Accounts.

Advertisement and Link Disclaimer

The information provided on the City's Social Media Accounts and any links or references thereon are provided as a courtesy to account visitors. The City does not endorse, recommend, nor approve of any person, any product, or any service mentioned on the City's Social Media accounts nor referenced or contained on any other website or Social Media page.

The City does not endorse nor support any third-party advertising that may be contained on its Social Media Accounts nor on any of the pages of any linked or referenced accounts. The City does not link to the following:

- Candidate or nominee accounts nor accounts advocating a position on City or ballot issues
- Corporate commercial accounts (Please note that Partner Social Media Accounts may include links to member or sponsor organizations. However, such links are not an endorsement or recommendation by the City.)
- Personal home pages

External links may be provided at times and are Posted only as additional information or resource material. The City does not attest to the accuracy of information provided by any links. Should you access another account through a link, you are subject to that destination account's own privacy policy and terms of use.

Intellectual Property Use

Images, photographs, written works, and graphics used by the City on the City's Social Media Accounts, unless otherwise noted, are the property of the City and are protected under both United States and International Copyright Laws. The City's images, photographs, written works, and graphics may not be reproduced, copied, transmitted, or manipulated without the written permission of the City. Use of any image or content from the City's Social Media Accounts as the basis for any other, literary writing, photograph, or illustration (in any format) is a violation of the United States and International Copyright laws.

For questions pertaining to the City's intellectual property rights or for permission to reproduce the City's Social Media Content please contact the City's Public Information Officer at (562) 692-0261.

Indemnification

By using the City's Social Media Accounts, you agree to defend, indemnify, and hold the City and its officers, directors, employees, interns, contractors, representatives, agents, successors, and assigns harmless from and against any and all losses, claims, damages, settlements, costs, and liabilities of any nature whatsoever (including reasonable attorneys' fees) to which they may become subject and which arise out of, are based upon, are as a result of, or are in any way connected with your use of or Posting on the City's Social Media Accounts, including any third-party claims of infringement or any breach of these terms and conditions.

Jurisdiction

By using the City's Social Media Accounts, you agree that any claim or dispute relating to the Posting of any content on the City's Social Media Accounts shall be construed in accordance with the laws of the State of California without regard to its conflict of law provisions, and you agree to be bound and shall be subject to the exclusive jurisdiction of the state and federal courts located in Los Angeles County, California.

This Policy Is Subject to Amendment

This policy may be updated or amended at any time without notice. Each time you access or use the City's Social Media Accounts, the policy then in place at the time of such access or use will govern your usage and Posting.



CITY OF SANTA FE SPRINGS

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Cuong Nguyen, Director of Community Development

SUBJECT: **SECOND READING OF ORDINANCE NO. 1150 – AMENDING SECTIONS 155.091 (USES), 155.093 (DEVELOPMENT STANDARDS), 155.175.2 (USES) AND 155.175.4 (DEVELOPMENT STANDARDS) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING) OF THE SANTA FE SPRINGS MUNICIPAL CODE**

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Adopt Ordinance No. 1150:

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS AMENDING SECTIONS 155.091 (USES), 155.093 (DEVELOPMENT STANDARDS), 155.175.2 (USES) AND 155.175.4 (DEVELOPMENT STANDARDS) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING) OF THE SANTA FE SPRINGS MUNICIPAL CODE.

- 2) Take such additional, related action that may be desirable.

FISCAL IMPACT:

N/A

BACKGROUND:

On February 8, 2022, the City Council adopted the 2040 General Plan, which created new land use designations such as mixed-use and high-density residential. Following the completion of the General Plan update, the General Plan team completed a targeted Zoning Code update to ensure consistency between the newly updated General Plan and the Zoning Code, which was adopted on August 15, 2023. Many of the targeted Zoning

Ordinance No. 1150 – Multiple-Family and Mixed Use

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Code updates satisfied portions of Program 11 (Zoning Code Revisions) of the City of Santa Fe Springs 2021-2029 Housing Element. After subsequent review by the California Department of Housing and Community Development (HCD), it was determined that additional minor revisions were needed to completely satisfy Program 11, specifically revisions pertaining to compliance with California Government Code §65583.2 (h) and (i).

Staff recommends the proposed Ordinance (Attachment A, Exhibit A) to add the following text to Sections 155.091 (Uses), 155.093 (Development Standards), 155.175.2 (Uses) and 155.175.4 (Development Standards):

For projects on properties identified in the Housing Element as Lower Income Regional Housing Needs Assessment sites, those projects must comply with California Government Code §65583.2 (h) and (i).¹

Notes:

1. *For housing element sites, please see General Plan Housing Element Tables H-33 and H-34 at www.santafesprings.org. Government Code Section 65583.2, subdivisions (h) and (i) generally include, but are not limited to, permitting housing developments with 20% affordability to lower-income households without discretionary action at minimum densities of 20 units per acre and meeting residential only performance standards. For more information, please see https://leginfo.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=1.&title=7.&part=&chapter=3.&article=10.6*

ENVIRONMENTAL

At its September 3, 2024, City Council meeting, the City Council determined that adoption of Ordinance No. 1150 was exempt from CEQA.

SUMMARY/NEXT STEPS

Ordinance No. 1150 will be effective 30 days after its adoption.

ATTACHMENT

- A. Attachment A – Ordinance No. 1150
 - a. Exhibit A: Amendments to Sections 155.091, 155.093, 155.175.2 and 155.175.4 of Chapter 155 (Zoning) of Title 15 (Land Use) of the Municipal Code of Santa Fe Springs

Ordinance No. 1150 – Multiple-Family and Mixed Use

Page 3 of 3

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

ORDINANCE NO. 1150

AN ORDINANCE OF THE CITY OF SANTA FE SPRINGS AMENDING SECTIONS 155.091 (USES), 155.093 (DEVELOPMENT STANDARDS), 155.175.2 (USES) AND 155.175.4 (DEVELOPMENT STANDARDS) WITHIN TITLE 15 (LAND USE), CHAPTER 155 (ZONING) OF THE SANTA FE SPRINGS MUNICIPAL CODE AND A DETERMINATION THAT THE ACTION IS EXEMPT UNDER CEQA.

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

SECTION 1. Environmental Findings and Determination:

This Ordinance is exempt from CEQA because it falls within the common sense exemption, pursuant to CEQA Guidelines Section 15061(b)(3), which indicates that CEQA only applies to projects that have a “significant effect on the environment” as defined in Public Resources Code Section 21068 and CEQA Guidelines Section 15382 as a substantial, or potentially substantial, adverse change in any of the physical conditions within the area affected by the project. The amendments to the municipal code will not have a significant effect on the environment.

SECTION 2. Findings:

1. On August 12, 2024, the Planning Commission of the City of Santa Fe Springs adopted Resolution 270-2024 recommending that the City Council adopt proposed Ordinance No. 1150 to amend Sections 155.091, 155.093, 155.175.2, and 155.175.4 within Title 15 (Land Use), Chapter 155 (Zoning), of the Santa Fe Springs Municipal Code.
2. On September 3, 2024, the City Council of the City of Santa Fe Springs considered this Ordinance, the staff report, and all testimony, written and spoken, at a duly noticed public hearing.
3. The Exhibits attached to this Ordinance are each incorporated by reference and made a part of this Ordinance.
4. This Ordinance is consistent with the following Santa Fe Springs General Plan Goals and Policies:
 - a. Goal H-2: A range of available housing types, densities, and affordability levels to meet the diverse needs of the community, including a balance between ownership and rental units.
 - b. Goal H-3: A housing supply to meet the needs of extremely low-, very low, low-, and moderate-income households.
 - c. Goal H-5: Minimal non-governmental and governmental obstacles to the production of housing for all income groups.

5. This Ordinance meets the requirements as contained in Planning and Zoning Law (Government Code sections 65800-65912).
6. This Ordinance has been prepared and will be adopted in accordance with the requirements of Planning and Zoning Law (Government Code sections 65853-65860).

SECTION 3. Amendments:

Chapter 155 (Zoning) of Title 15 (Land Use) of the Santa Fe Springs Municipal Code is hereby amended as provided in Exhibit "A" attached hereto and incorporated herein by reference.

SECTION 4. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Ordinance, or any part thereof, is held invalid or unconstitutional, such decision shall not affect the validity of the remaining sections or portions of this Ordinance or of Chapter 155, or any part thereof. The City Council hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase in this Ordinance irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases may be declared invalid or unconstitutional.

SECTION 5. The City Clerk shall certify the passage and adoption of this ordinance and shall cause the same to be published in the same manner required by law. This ordinance shall become effective thirty (30) days from and after its passage.

PASSED and ADOPTED this 17th day of September 2024, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jay Sarno, Mayor

ATTEST:

Fernando N. Muñoz, CMC, Deputy City Clerk

Exhibit A – Amendments to Sections 155.091, 155.093, 155.175.2 and 155.175.4 of Chapter 155 (Zoning) of Title 15 (Land Use) of the Santa Fe Springs Municipal Code

Exhibit A – Zoning Code Amendment
Amendments to Sections 155.091, 155.093, 155.175.2 and 155.175.4
of Chapter 155 (Zoning) of Title 15 (Land Use) of the
Santa Fe Springs Municipal Code

Key:

Normal Text = Existing unmodified Code language

~~Strikethrough Text~~ = Language to be removed from existing Code

Underline Text = Language to be added to Code

Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.091 USES is hereby amended as follows:

§ 155.091 USES.

Principally permitted uses and conditional uses are shown in Table 1. Where a “P” is indicated, the use is a principal permitted use in the zone. Where a “CUP” is indicated, the use is permitted in the zone only after a valid conditional use permit has first been issued. Where an “AUP” is indicated, the use requires an administrative use permit from the Director of Planning and Development. Where an “X” is indicated, the use is not allowed.

TABLE 1: MULTIPLE-FAMILY RESIDENTIAL ALLOWED USES AND PERMIT REQUIREMENTS			
P: Permitted Use		CUP: Conditional Use Permit	
X: Use Not Allowed		AUP: Administrative Use Permit	
Use	Land Use Regulation		Specific Use Regulations
	R-3	R-4	
RESIDENTIAL USES			
Single-Unit Dwelling	X	X	
Multi-Unit Dwellings	P	P	For projects on properties identified in the Housing Element as Lower Income Regional Housing Needs Assessment sites, those projects must comply with California Government Code §65583.2 (h) and (i). ¹
Two-Unit Dwellings, Duplexes, and Triplexes	P	P	
Accessory Dwelling Unit.	P	P	Permitted only as accessory use Subject to the regulations in §155.644
Accessory Uses	P	P	See § 155.092
Boarding House and Single Room Occupancy (SRO)	CUP	CUP	

Employee Housing, Large	P	P	
Employee Housing, Small	P	P	Six or fewer occupants
Manufactured (Mobile) Homes	P	P	Requires permanent foundation
Mobile Home Park	P	P	
Supportive Housing	P	P	Subject to only those restrictions and processing requirements that apply to other residential dwellings of the same type in this district
Transitional Housing	P	P	Subject to only those restrictions and processing requirements that apply to other residential dwellings of the same type in this district
CARE SERVICES AND FACILITIES			
Residential Care, Assisted Living	CUP	CUP	
Community Care Facilities, Large	CUP	CUP	
Community Care Facilities, Small	P	P	Six or fewer occupants
Emergency Shelter, Permanent	X	X	
Emergency Shelter, Temporary Low Barrier Navigation Centers	X	X	
Family Day Care Home, Large	AUP	AUP	Subject to Approval by Director of Planning and Development See Section 155.625; Day Care; Large Family
Family Day Care Home, Small	P	P	
RECREATION, EDUCATION, AND PUBLIC ASSEMBLY USES			
Clubs, lodges and similar organizations, except those operated for profit	CUP	CUP	See § 155.622 Clubs, Lodges and Similar Organizations
Community Gardens	P	P	
Cultural Institutions	CUP	CUP	May not include storage yards, warehouses, or similar facilities
Recreation, Public	P	P	
Recreation, Private	CUP	CUP	

Quasi-Public Facilities	CUP	CUP	May not include storage yards, warehouses, or similar facilities
Public Facilities	P	P	
Religious Assembly Facilities	CUP	CUP	
Schools, K-12 – Private	CUP	CUP	
Schools, K-12 – Public	P	P	
Business or Professional Schools	CUP	CUP	
Colleges and Universities – Public and Private	CUP	CUP	
RETAIL, COMMERCIAL SERVICE, AND OFFICE			
Office, Business, and Professional (non-medical and Dental Offices)	CUP	CUP	
OTHER USES			
Temporary Uses/Activities	Subject to the approval of the Director of Planning and Development		See Section 155.643 Sales Promotional Uses; Temporary.
Electrical Distribution Substations	CUP	CUP	May not include storage yards, warehouses, or similar facilities
Utility Facilities			
Facilities with On-site Staff	CUP	CUP	
Facilities with No On-site Staff	CUP	CUP	
Wireless Telecommunication Facilities, Satellite Dish Antenna	Subject to Chapter 157 (Wireless Telecommunications Facilities) and as otherwise regulated by this Chapter		

Notes:

1. For housing element sites, please see General Plan Housing Element Tables H-33 and H-34 at www.santafesprings.org. Government Code Section 65583.2, subdivisions (h) and (i) generally include, but are not limited to, permitting housing developments with 20% affordability to lower-income households without discretionary action at minimum densities of 20 units per acre and meeting residential only performance standards. For more information, please see https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=1.&title=7.&part=&chapter=3.&article=10.6

Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.093 DEVELOPMENT STANDARDS is hereby amended as follows:

§ 155.093 DEVELOPMENT STANDARDS.

The property development standards that follow shall apply to all lots in the multiple-family residential zones. The property development standards in §§ 155.445 through 155.463 shall also apply.

Table 2: Multiple-Family Residential Zones Development Standards			
Standards	Land Use Regulation		
	R-3	R-4	Comments
Minimum lot area	7,500 sf	20,000 sf	Small-lot subdivisions in R-3 zones may use PD process to create smaller lots
Minimum lot width	60 ft	None	
Minimum lot depth	125 ft	None	
Minimum dwelling size	500 sf per unit	--	Excludes garages and porch areas.
Maximum lot coverage	60%	--	
Open Space	200 sf/unit	150 sf/unit	See § 155.101
Storage	150 cu ft/unit	150 cu ft/unit	
Minimum setback - Front - Rear - Interior Side - Corner/Street Side	15 ft 5 ft 5 ft 10 ft	15 ft 5 ft 5 ft 10 ft	1. Additional 5 ft setback required for each additional 10 ft of building height above height limitation
Minimum setbacks for structures abutting a Single-Family Residential (R-1) zone - Rear - Interior Side	20 ft 15 ft	20 ft 15 ft	2. When used for driveway access to serve parking facilities, a side yard shall be not less than 10 feet.
Maximum building height (base)	4 stories; 40 ft	4 stories; 55 ft	Increased height allowed with additional setbacks noted above
Maximum building height within 25 feet of a lot line abutting a residential zone (required step-down)	30 ft	30 ft	
Minimum distance between buildings containing dwelling units	20 ft	20 ft	The minimum distance between buildings set forth in this subchapter shall be increased by five feet for each 10 feet, or fraction thereof, above the building height

			limitation of 40 feet.
Maximum density ¹	25 du/ac	40 du/ac	
	See also residential density bonus in §155.625.1		

Notes:

1. For housing element sites, please see General Plan Housing Element Tables H-33 and H-34 at www.santafesprings.org. Government Code Section 65583.2, subdivisions (h) and (i) generally include, but are not limited to, permitting housing developments with 20% affordability to lower-income households without discretionary action at minimum densities of 20 units per acre and meeting residential only performance standards. For more information, please see https://leginfo.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=1.&title=7.&part=&chapter=3.&article=10.6

*Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.175.2
USES is hereby amended as follows:*

§ 155.175.2 USES

Table 1: Mixed Use Allowed Uses and Permit Requirements				
P: Permitted Use X: Use Not Allowed		CUP: Conditional Use Permit AUP: Administrative Use Permit		
Uses	Land Use Regulation			Specific Use Regulations
	MU-DT	MU	MU- TOD	
RESIDENTIAL USES				
Single Unit Dwelling	X	X	X	
Multi-Unit Dwellings	P	P	P	<u>For projects on properties identified in the Housing Element as Lower Income Regional Housing Needs Assessment sites, those projects must comply with California Government Code §65583.2 (h) and (i).¹</u>
Accessory Dwelling Unit	P	P	P	Subject to the regulations in § 155.644
Boarding House and Single Room Occupancy (SRO)	CUP	CUP	CUP	
Employee Housing, Large	P	P	P	
Employee Housing, Small	P	P	P	
Live/Work Unit	P	P	P	
Supportive Housing	P	P	P	

Transitional Housing	P	P	P	
CARE SERVICES AND FACILITIES				
Community Care Facilities, Large	CUP	CUP	CUP	
Community Care Facilities, Small	P	P	P	
Emergency Shelter, Permanent	X	P	X	Emergency shelter facilities are subject to § 155.629.1
Emergency Shelter, Temporary Low Barrier Navigation Centers	P	P	P	
Family Day Care Home, Large	AUP	AUP	AUP	Subject to Approval by Director of Planning and Development See Section 155.625; Day Care; Large Family Allowed in stand-alone residential uses only.
Family Day Care Home, Small	P	P	P	Allowed in stand-alone residential uses only.
Hospitals and Clinic/Urgent Care: Clinic/Urgent Care	P/CUP	P/CUP	P/CUP	CUP required for: blood/plasma donation centers; new clinic/urgent care establishments with more than 10,000 SF of floor area; and hospitals.
Hospital	X	CUP	X	
RECREATION, EDUCATION, AND PUBLIC ASSEMBLY USES				
Commercial Recreation Facilities (Indoor facilities only)	CUP	CUP	CUP	Amusement arcades are subject to § 155.614; Bingo parlors and game rooms are subject to § 155.617; Clubs, lodges and similar organizations are subject to § 155.622.
Community Gardens	P	P	P	
Cultural Institutions	P	P	P	
Entertainment Venue (Indoor facilities only)	P / CUP	P / CUP	P / CUP	CUP is required for new establishments with more than 10,000 SF of floor area or establishments with Live Entertainment (Incidental or Standalone). Adult uses are subject to §155.602.
Gymnasium and Fitness Centers (Large)	P / CUP	P / CUP	P / CUP	CUP required for new establishments with more than 10,000 SF of floor area.
Gymnasium and Fitness Centers (Small)	P	P	P	
Parks and Public Plazas	P	P	P	
Religious Assembly Facilities	P	P	P	
Schools, K-12 – Private	CUP	CUP	CUP	
Schools, K-12 – Public	P	P	P	

Technical Trade, Business or Professional Schools	CUP	CUP	CUP	
Colleges and Universities – Public and Private	CUP	CUP	CUP	
EATING ESTABLISHMENTS				
Breweries, Wineries, or Distilleries,	CUP	CUP	CUP	Subject to § 155.628 Sale or service of alcoholic beverages.
Cigar Lounges and Bars	P / CUP	P / CUP	P / CUP	Lounges serving alcoholic beverages are subject to § 155.723 Conditional use permits for entertainment and other uses and § 155.628 Sale or service of alcoholic beverages.
Cocktail Lounges and Bars	CUP	CUP	CUP	Subject to § 155.723 Conditional use permits for entertainment and other uses and §155.628 Sale or service of alcoholic beverages.
Restaurants				
Where the Outdoor Dining area is more than 50% of the overall seating area	CUP	CUP	CUP	
Serving Alcoholic Beverages	CUP	CUP	CUP	Restaurants serving alcoholic beverages are subject to § 155.628 Sale or service of alcoholic beverages.
With Drive-in or Drive-through Facilities	CUP	CUP	CUP	
All Other Restaurants	P	P	P	
RETAIL, COMMERCIAL SERVICE, AND OFFICE				
Automated Teller Machines (ATMs) – Drive-through	CUP	CUP	CUP	
Automated Teller Machines (ATMs) – Standalone	P	P	P	
Business Support Services	P	P	P	
Check Cashing Business and/or Pawn Shop	X	CUP	X	
Financial Institutions and Related Services	P	P	P	
Hotel and/or Motel	CUP	CUP	CUP	
Office, Business, and Professional (non-medical and dental offices)	P	P	P	
Office, Medical or Dental	P/ CUP	P	P/CUP	CUP required for medical or dental office developments with more than 10,000 SF of floor area
Personal Services, General	P	P	P	

Personal Services, Restricted	CUP	CUP	CUP	
Retail, General	P/CUP	P/CUP	P/CUP	CUP required for new retail establishments with more than 20,000 SF of floor area or more than 2,000 SF of outdoor sales
Retail, Restricted	CUP	CUP	CUP	
Veterinary Clinic and/or Animal Grooming (Indoor Only)	P	P	P	Outdoor kennels or dog runs are not permitted.
AUTOMOBILE-ORIENTED USES				
Automobile Sales and Rental	X	X	X	
Automobile Washing/Detailing	X	X	X	
Automobile Service, Major	X	X	X	
Automobile Service, Minor	X	X	X	
Drive-in/Drive-through Establishments	CUP	CUP	CUP	
Service/Fueling Station, Automobile	X	X	X	
LIGHT INDUSTRIAL				
Laboratory – Medical, Analytical, Research, Testing (Existing uses only)	CUP	CUP	X	Expansion of existing uses is subject to CUP; new uses are prohibited
Manufacturing – Light (Existing uses only)	CUP	CUP	X	Expansion of existing uses is subject to CUP; new uses are prohibited
Research and Development (Existing uses only)	CUP	CUP	X	Expansion of existing uses is subject to CUP; new uses are prohibited
OTHER USES				
Transit Stations	CUP	CUP	P	
Utility Facilities				
Facilities with On-site Staff	CUP	CUP	CUP	
Facilities with No On-site Staff	P	P	P	
Wireless Telecommunication Facilities, Satellite Dish Antenna	Subject to Chapter 157 (Wireless Telecommunications Facilities) and as otherwise regulated by this Section			

Notes:

1. For housing element sites, please see General Plan Housing Element Tables H-33 and H-34 at www.santafesprings.org. Government Code Section 65583.2, subdivisions (h) and (i) generally include, but are not limited to, permitting housing developments with 20% affordability to lower-income households without discretionary action at minimum densities of 20 units per acre and meeting residential only performance standards. For more information, please see https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=1.&title=7.&part=&chapter=3.&article=10.6

Code of Ordinances of the City of Santa Fe Springs Chapter 155, Section 155.175.4 DEVELOPMENT STANDARDS is hereby amended as follows:

§ 155.175.4 DEVELOPMENT STANDARDS.

Table 2: Mixed-use zones Development Standards			
Standards	Land Use Regulation		
	MU-DT	MU	MU- TOD
Minimum lot area	20,000 sf	20,000 sf	20,000 sf
Minimum lot width	None	None	None
Minimum lot depth	None	None	None
Maximum FAR	3.0	3.0	4.0
Minimum landscape area	10 SF per linear foot of frontage plus 5% of the total parking areas		
Open Space (residential only)	200 sf/unit	200 sf/unit	150 sf/unit
Storage (residential only)	150 cu ft/unit	150 cu ft/unit	150 cu ft/unit
Minimum setback	10 ft. See also § 155.175.5		
Maximum building height (base)	6 stories; 80 ft	4 stories; 60 ft	6 stories; 80 ft
Maximum building height within 25 feet of a lot line abutting a residential zone (required step-down)	See § 155.175.7 Stepbacks		
Maximum density ¹	40 du/ac	40 du/ac	60 du/ac
	See also residential density bonus in §155.625.1		

Notes:

1. For housing element sites, please see General Plan Housing Element Tables H-33 and H-34 at www.santafesprings.org. Government Code Section 65583.2, subdivisions (h) and (i) generally include, but are not limited to, permitting housing developments with 20% affordability to lower-income households without discretionary action at minimum densities of 20 units per acre and meeting residential only performance standards. For more information, please see https://leginfo.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=1.&title=7.&part=&chapter=3.&article=10.6



CITY OF SANTA FE SPRINGS

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Chad Van Meeteren, Fire Chief

SUBJECT: PROFESSIONAL SERVICES AGREEMENT FOR LOCAL HAZARD MITIGATION PLAN UPDATE

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Approve the Professional Services Agreement with Jacob Green & Associates and allocate \$74,760 for the General Fund to update the City's Local Hazard Mitigation Plan; and
- 2) Take such additional, related, action that may be desirable.

FISCAL IMPACT

If approved, staff will work with Jacob Green & Associates to meet the total all-inclusive not-to-exceed maximum price of \$74,760. Staff will also continue to pursue grant funding opportunities to offset the cost to the general fund.

BACKGROUND

On June 11, 2024, the City's procurement manager released a Request for Proposal (RFP) using the City's eProcurement Software, PlanetBids. The RFP was open for approximately five weeks, with specific deadlines for questions and proposal dates. A total of ninety-one (91) vendors were notified of the City's RFP. Of the vendors notified, eight (8) vendors downloaded the RFP and reviewed it for possible submission. Of the eight vendors that downloaded the RFP, there were ten (10) follow-up questions. Staff answered all questions within the scope of the RFP within the required timeline. A total of two (2) bids were received on time. The two bidders included Focus Point Emergency Management Consulting Services and Jacob Green & Associates.

Staff used evaluation worksheets to review both proposals. Based on the assessment, Jacob Green & Associates scores higher due to their extensive team experience, comprehensive project organization, and alignment with the latest FEMA guidelines despite their higher proposed fees. Focus Point offers competitive pricing and a solid team but scores slightly lower on experience and organization. This decision ensures that the City of Santa Fe Springs receives a high-quality, comprehensive LHMP that meets the latest standards and effectively addresses the community's needs.

ANALYSIS

The City's first Local Hazard Mitigation Plan (LHMP) was adopted on November 21, 2017. According to the Federal Emergency Management Agency (FEMA), cities must maintain an LHMP and update every five years. Last year, Emergency Preparedness was moved from Police Services to the Department of Fire-Rescue. At that time, our LHMP needed updating to meet federal standards. Since then, the Department of Fire-Rescue has actively sought grant funding opportunities to offset the cost of the update. While multiple grant applications are in place, the Fire-Rescue staff feel it is essential to begin the LHMP update process. Should grant funds be awarded, they can offset the project's cost any time before project completion. The project duration is expected to be approximately 40 weeks.

DISCUSSION

The LHMP will be developed according to FEMA's new hazard mitigation planning standards, effective as of April 2023, emphasizing robust community and stakeholder participation, considering climate change impacts, and increasing attention to vulnerable populations. The plan will adhere to all policy and regulatory requirements, including:

- The Disaster Mitigation Act of 2000
- Code of Federal Regulations Section 44 CFR 201.6
- AB 2140 (2006)
- SB 1241 (2012)
- SB 747 (2019)
- Government Code Sections 65302(g)(4) and 65302.15

The updated LHMP will enhance the City's ability to mitigate hazards and promote a safer and more secure community through a collaborative and systematic approach.

SUMMARY/NEXT STEPS

It is requested that the City Council approve the Professional Services Agreement with Jacob Green & Associates, which would allow the Department of Fire-Rescue to engage other City staff and community stakeholders to update the City's LHMP and submit the final product to FEMA for plan adoption and implementation.

ATTACHMENT(S):

A. Professional Services Agreement

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

**CITY OF SANTA FE SPRINGS
PROFESSIONAL SERVICES AGREEMENT
WITH
JACOB GREEN & ASSOCIATES**

This Professional Services Agreement ("Agreement") is made and effective as of September 18, 2024 ("Effective Date"), by and between the City of Santa Fe Springs, a California municipal corporation ("City"), and Jacob Green & Associates, Inc., a California limited liability company ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until the services described herein are completed, unless sooner terminated pursuant to the provisions of this Agreement.

2. SERVICES

Consultant shall perform the services described and set forth in the City's Request for Proposals, attached hereto as Exhibit A, and Consultant's Proposal, attached hereto as Exhibit B, both incorporated herein as though set forth in full ("Services"). Consultant shall complete the Services according to any schedule of performance set forth in Exhibit A. To the extent that Exhibit B contains provisions inconsistent with this Agreement and/or Exhibit A, the provisions of this Agreement and Exhibit A shall govern.

3. PERFORMANCE

Consultant shall at all times faithfully, competently and to the best of Consultant's ability, experience, and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant under this Agreement.

4. CITY MANAGEMENT

The City Manager or designee shall represent the City in all matters pertaining to the administration of this Agreement, including review and approval of all products submitted by Consultant.

5. PAYMENT

- A. City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed \$74,760.00 dollars

for the total term of the Agreement unless additional payment is approved as provided in this Agreement.

- B. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager or designee. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to in writing by the City and Consultant at the time the City's written authorization is given to Consultant for the performance of said services.
- C. Consultant will submit invoices monthly for actual Services performed. Consultant agrees to participate in the City's Electronic Funds Transfer program and to receive electronic payments for the Services. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's Services or fees, it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within forty-five (45) days of receipt of an invoice therefor.

6. TERMINATION OF AGREEMENT WITHOUT CAUSE

- A. The City may at any time, for any reason, without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon Consultant at least ten (10) days' prior written notice. Upon receipt of said notice, Consultant shall immediately cease all Services under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement, such suspension or termination shall not make void or invalidate the remainder of this Agreement.
- B. In the event this Agreement is terminated pursuant to this section, the City shall pay to Consultant the actual value of the Services performed up to the time of termination, unless the City disputes any of the Services performed or fees. Upon termination of the Agreement pursuant to this section, Consultant will submit an invoice to the City pursuant to Section 5.

7. DEFAULT OF CONSULTANT

If the City determines that Consultant is in default in the performance of any of the terms or conditions of this Agreement, the City shall serve Consultant a written notice of the default. Consultant shall have seven (7) days after service of said notice to cure the default. In the event that Consultant fails to cure the default within such period of time or fails to present the City with a written plan for the diligent cure of default if such default cannot be cured within seven days, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement. Consultant shall

be responsible for costs incurred by the City due to Consultant's failure to comply with this section. The City shall have the right to offset against the amount of any fees due to Consultant any costs incurred by the City as a result of Consultant's default.

8. OWNERSHIP OF DOCUMENTS

- A. Consultant shall maintain complete and accurate records with respect to tasks, costs, expenses, receipts, and other such information required by the City that relate to the performance of Services under this Agreement. Consultant shall maintain adequate records of Services provided in sufficient detail to permit an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of the City or its designees at reasonable times to such books and records; shall give the City the right to examine and audit said books and records; shall permit the City to make transcripts or copies therefrom as necessary; and shall allow inspection of all Services, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.
- B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the Services shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Consultant hereby grants to the City all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Consultant in the course of providing the Services under this Agreement.

9. INDEMNIFICATION AND DEFENSE

- A. Indemnification. To the fullest extent permitted by law, Consultant shall indemnify and hold harmless the City and any and all of its officials, employees, agents, and/or volunteers ("Indemnified Parties"), from and against any and all claims, demands, actions, suits, losses, liabilities, damages, costs, and expenses, including attorney's fees and costs, arising out of or in any way connected with the performance of Consultant, its officers, agents, employees, and/or subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) under this Agreement, including all acts or omissions, willful misconduct, or negligent conduct, whether active or passive, on the part of Consultant, its officers, agents, employees, and/or subconsultants. Consultant's duty to indemnify and

hold harmless the Indemnified Parties shall not extend to the sole negligence or willful misconduct of the Indemnified Parties.

- B. Duty to Defend. In the event the Indemnified Parties, individually or collectively, are made a party to any claim, action, lawsuit, or other adversarial proceeding arising or alleged to arise out of or is in any way connected with the performance of Consultant's services under this Agreement, and upon demand by the City, Consultant shall immediately defend the Indemnified Parties at Consultant's cost or at the City's option to reimburse the City for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters, regardless of whether or not Consultant, its officers, agents, employees, and/or subconsultants are specifically named or otherwise asserted to be liable, and regardless of whether or not there is any evidence of finding of fault or wrongdoing by Consultant, its officers, agents, employees and/or subconsultants. Payment by the City is not a condition precedent to enforcement of this provision.
- C. In the event of any dispute between Consultant and the City as to whether liability arises from the sole negligence or willful misconduct of the City or its officials, employees, agents, and/or volunteers, Consultant will be obligated to pay for the City's defense until such time as a final judgment has been entered adjudicating the Indemnified Parties as solely negligent or to have acted with willful misconduct. Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs, including but not limited to attorney's fees, expert fees, and costs of litigation.

10. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit C attached hereto and made a part of this Agreement.

11. INDEPENDENT CONTRACTOR

- A. Consultant is and shall at all times remain as to the City a wholly independent consultant and/or independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither the City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against the City, or bind the City in any manner.
- B. No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided

in the Agreement, the City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for the City. The City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold the City harmless from any and all taxes, assessments, penalties, and interest asserted against the City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold the City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. The City shall have the right to offset against the amount of any fees due to Consultant under this Agreement as a result of Consultant's failure to promptly pay to the City any reimbursement or indemnification arising under this paragraph.

- C. In the event that Consultant or any employee, agent, or subconsultant of Consultant providing Services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (CalPERS) to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless the City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subconsultants, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of the City.
- D. Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subconsultants providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by the City, including but not limited to eligibility to enroll in CalPERS as an employee of the City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for CalPERS benefits.

12. LEGAL RESPONSIBILITIES

Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of Services pursuant to this Agreement. Consultant shall at all times observe and comply with all such laws and regulations. The City and its officials, officers, employees, and agents, shall not be liable at law or in equity occasioned by failure of Consultant to comply with this Section.

13. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City has or will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with this Agreement or any Services to be conducted as a result of this Agreement. Violation of this section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

14. NO BENEFIT TO ARISE TO CITY EMPLOYEES

No member, officer, or employee of the City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Services during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any Agreement or sub-agreement, or the proceeds thereof, for Services to be performed under this Agreement.

15. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

- A. All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without the City's prior written authorization, unless the information is clearly public. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the City Manager or designee, or unless requested by the City's attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the Services performed under this Agreement or relating to the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives the City notice of such court order or subpoena.
- B. Consultant shall promptly notify the City should Consultant, its officers, employees, agents, and/or subconsultants be served with any summons, complaint, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the Services performed hereunder or with respect to any project or property located within the City, unless the City is a party to any lawsuit, arbitration, or administrative proceeding connected to such Discovery, or unless Consultant is prohibited by law from informing the City of such Discovery. The City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless the City is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Consultant in such proceeding, Consultant agrees to cooperate fully with the City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, the City's right to review any such response does not imply or mean the

right by the City to control, direct, or rewrite said response, or that the City has an obligation to review any such response or verifies any response it has reviewed.

16. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mail by the United States Postal Service, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To the City: City of Santa Fe Springs
11710 E. Telegraph Road
Santa Fe Springs, CA 90670
Attention: Chad Van Meeteren – Fire Chief

To Consultant: Jacob Green & Associates, Inc.
13217 Jamboree Rd., #248
Tustin, CA 92782
Attention: Jacob Green, President & CEO

ASSIGNMENT

Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City. Because of the personal nature of the Services to be rendered pursuant to this Agreement, only Jacob Green shall perform the Services described in this Agreement, unless otherwise agreed to by City. Consultant shall provide City fourteen (14) days' notice prior to the departure of Jacob Green from Consultant's employ. Should he/she leave Consultant's employ, City shall have the option to immediately terminate this Agreement, within three (3) days of the close of said notice period. Upon termination of this Agreement, Consultant's sole compensation shall be payment for actual Services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between the City and Consultant. Before retaining or contracting with any subconsultant for any services under this Agreement, Consultant shall provide the City with the identity of the proposed subconsultant, a copy of the proposed written contract between Consultant and such subconsultant which shall include and indemnity provision similar to the one provided herein and identifying the City as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subconsultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from the City for such insurance.

17. LICENSES

At all times during the term of this Agreement, Consultant shall have in full force and effect all licenses required of it by law for the performance of the Services described in this Agreement.

18. GOVERNING LAW

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City.

19. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

20. AMENDMENTS

Any amendments to this Agreement must be in writing and executed by the parties hereto, or their respective successors and assigns, in order to be valid.

21. NON-EXCLUSIVE AGREEMENT

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

22. ATTORNEYS' FEES

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

23. CONSTRUCTION

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

24. WAIVER

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

25. SEVERABILITY

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

26. COUNTERPARTS

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

27. AUTHORITY TO EXECUTE THIS AGREEMENT

The persons executing this Agreement on behalf of the parties warrant and represents that they have the authority to execute this Agreement on behalf of said parties and has the authority to bind the parties to the provisions of this Agreement.

28. **ELECTRONIC SIGNATURES**

The parties acknowledge and agree that execution of this Agreement by electronic signature or electronic transmittal of signatures shall have the same effect as handwritten signatures for the purposes of validity, enforceability, and admissibility.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF SANTA FE SPRINGS

CONSULTANT

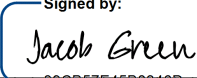
Date: _____

Name: _____
Title: _____
Date: _____

ATTEST:

CONSULTANT

Fernando Muñoz, Deputy City Clerk

Signed by:


Name: Jacob Green
Title: President & CEO
Date: 9/5/2024

APPROVED AS TO FORM:

Scott Porter, Deputy City Attorney

Attachments:	Exhibit A	City's Request for Proposals
	Exhibit B	Consultant's Proposal
	Exhibit C	Insurance Requirements

EXHIBIT A
CITY'S REQUEST FOR PROPOSALS



REQUEST FOR PROPOSALS No. 24 - 3

Local Hazard Mitigation Plan

Issue Date: Wednesday, June 12, 2024
Questions Due Date: Wednesday, July 3, 2024 at 2 pm PDT
Proposal Due Date: Thursday, July 18, 2024 at 2 pm PDT

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TO PROSPECTIVE PROPOSERS

The City of Santa Fe Springs (City) invites proposal submissions under this Request for Proposals (RFP). The City will evaluate responses to this solicitation to determine qualifications. Submissions must adhere to the format and content described. Only proposals that adhere to the requirements will be evaluated. The information set forth is the minimum required to qualify for consideration. The successful Proposer will be required to enter into a Professional Services Agreement based on the specifications outlined in this RFP.

DATE OF SOLICITATION

Wednesday, June 12, 2024

PROJECT

Local Hazard Mitigation Plan

PROPOSAL OWNER

City of Santa Fe Springs – Fire-Rescue
11300 Greenstone Avenue
Santa Fe Springs, CA 90670
Attn: Chad Van Meeteren, Fire Chief
Contact Phone: (562) 858 - 0511
Contact E-Mail: chadvanmeeteren@santafesprings.org

PROPOSAL CONTACT

City of Santa Fe Springs – Department of Finance
11710 Telegraph Road
Santa Fe Springs, CA 90670
Attn: Micah Herd, Procurement Manager
Contact Phone: (562) 858 - 0511
Contact E-Mail: micahherd@santafesprings.org

Any questions about this RFP should be submitted via the City's PlanetBids Portal by **Wednesday, July 3, 2024, at 2 pm PDT.**

The deadline to submit proposals is **Thursday, July 18, 2024, at 2pm PDT.** Proposal must be submitted via PlanetBids.

Prospective proposers must register their business with PlanetBids before being able to submit questions and proposals. To access the City's PlanetBids Portal, please go to:

<https://vendors.planetbids.com/portal/65093/bo/bo-detail/118742>

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I. Notice Inviting Proposals

The City of Santa Fe Springs seeks proposals from qualified consultants/firms to provide a local hazard mitigation plan following the specifications, terms, and conditions identified in Request for Proposals (RFP) No. 24 - 3. Prospective respondents are advised to carefully read information related to this opportunity before submitting a response.

To view the complete RFP package, please visit:

<https://vendors.planetbids.com/portal/65093/bo/bo-detail/118742>

Prospective firm must register with PlanetBids before being able to view all documentation or submit a response.

Questions must be submitted by Wednesday, July 3, 2024, at 2:00 pm PDT.

*******QUESTIONS MUST BE SUBMITTED VIA PLANETBIDS*******

Proposals must be submitted via PlanetBids by Thursday, July 18, at 2:00 pm PDT. Responses to this RFP will be evaluated to determine the consultant that is the most qualified and responsive to the requirements. Responses must adhere to the format and content described in the RFP.

II. Introduction

The City of Santa Fe Springs (City) is seeking proposals from qualified firms to provide a Local Hazard Mitigation Plan (LHMP). Firms are asked to submit their proposals and written statements of technical qualifications for completing the work in accordance with and as specified in this Request for Proposal (RFP). Failure to comply with the requirements identified in the RFP may render a proposal non-responsive. The specific services requested are described in the Scope of Services included in the RFP.

The terms of the agreement will vary depending on the proposed timeline.

III. About the City of Santa Fe Springs

Santa Fe Springs is located southeast of the County of Los Angeles. Though incorporated in May 1957, the City's history dates back to 1871 when Dr. James E. Fulton came to the area and discovered a sulfur spring that was later developed into a health spa. Today, the City has approximately 18,800 residents and over 3,000 businesses.

The City provides a full range of municipal services, including police and fire, street maintenance, water utilities, recreational services, public library, and cultural events. Additionally, the City is responsible for two (2) other legally separate entities, which include the Successor Agency to the Redevelopment Agency and the Housing Successor Agency to the Housing Authority.

The City has a vision statement that affirms, "The City of Santa Fe Springs is a great place to live, work, and play." Its mission statement is, "The City of Santa Fe Springs is committed to enhancing the quality of life of its residents and businesses by providing a safe environment, a thriving business community, quality family, youth, and senior services, and sound financial management of the community's resources."

The guiding values are as follows:

- Personal integrity, honesty, and ethics
- Public service
- Compassion
- Responsibility, accessibility, and accountability
- Dedication

IV. Timeline

- | | |
|--------------------------------|---------------------------------------|
| • Release RFP | Wednesday, June 12, 2024 |
| • Online Q&A Deadline | Wednesday, July 3, 2024, 2 pm PDT |
| • Deadline to Submit Responses | Thursday, July 18, 2024, at 2 pm PDT |
| • City Review of Submissions | Early/Mid-August 2024 |
| • Interviews | TBD (If Necessary) |
| • Notifications Sent to Firms | Late August 2024/Early September 2024 |
| • Award | September 2024 |

V. Scope of Work/Services

The RFP is intended to cover all labor, tools, equipment, materials, and any supervision necessary to facilitate the LHMP planning process. The City will be responsible for assembling a Hazard Mitigation Planning Team consisting of City personnel, including: Fire Department, Department of Police Services, Whittier Police Department, Public Works, Building and Planning, Community Services, and community members.

The City's most recent LHMP has been attached as Attachment A for reference.

The consultant/firm will review the natural and man-made hazards that threaten the City. They will review the hazards with the Hazard Mitigation Planning Team and request input for the strategies to mitigate these hazards. The selected consultant will be responsible for the following items:

- Task 1 – Kick-off Meetings and Progress Meetings.
- Task 2 – Conduct necessary research and analysis to prepare a written LHMP as prescribed by FEMA's Local Mitigation Plan Review Guide and State Local Hazard Mitigation Planning Program.
- Task 3 – Identify, profile, and integrate all hazards and mitigation measures, both natural and man-made that threaten the City.
- Task 4 – Conduct public outreach meeting(s) as needed to present findings and obtain feedback on draft strategies being considered for inclusion in the LHMP.
- Task 5 – Prepare draft LHMP and submit final LHMP to Cal OES and FEMA for review.
- Task 6 – Conduct public outreach meeting(s) as needed to present draft LHMP.
- Task 7 – Make any corrections or revisions as requested by City Staff, Cal OES or FEMA, be approved by both FEMA and Cal OES.
- Task 8 – Other related task in accordance with Cal OES and FEMA LHMP guidelines.
- Task 9 – Assist in preparation of Planning Commission and City Council Presentation(s).
- Task 10 – All maps produced shall be in ArcGIS and in PDF format.

VI. Deliverables

- Develop an editable Microsoft Word version of the Final FEMA-approved plan
- Provide five (5) professionally-bound hard copies of the final FEMA-approved plan
- Develop/provide adoption language for City Council proceedings

VII. Proposal Submittal

Responses to this solicitation must be submitted electronically:

Please see [Section VII – Proposal Format and Content](#) - for specific details regarding the information that needs to be included in your submission. Failure to provide all requested information may be considered “non-responsive” and rejected.

Responses to this RFP must be submitted electronically via the City's PlanetBids Portal by the deadline. Any responses transmitted and/or time-stamped after the deadline will not be accepted. Consultants planning to submit responses to this request must submit all documentation before the deadline to avoid technical difficulties/errors.

VIII. Proposal Content and Format

Proposal Content

Consultants shall prepare a compelling, clear, and concise proposal. The City is requesting proposals that contain, at a minimum, the following information:

A. Letter of Offer

The Letter of Offer shall be addressed to Fire Chief Chad Van Meeteren, Santa Fe Springs Fire-Rescue, and at minimum, must contain the following:

- Legal name of consultant or individual, including name, corporate address and telephone number.
- Name, title, address, telephone number and email address of the individual who has the authority to negotiate with the City and to execute on behalf of the consultant any agreement that may result from such negotiations and is the contact person for consultant during the period of proposal evaluation.
- A statement to the effect that the proposal shall remain valid for a period of not less than 90 calendar days from the date of submittal.
- Identification of all proposed subconsultants or subcontractors, including legal name of the company, address, and contact person.
- Acknowledgement that consultant is obligated by all addenda to this RFP.
- Signature of a person authorized to bind Consulting firm to the terms of the proposal.
- Signed statement attesting that all information submitted with the proposal is true and correct.

B. Proposal of the Firm

This section of the proposal shall explain the ability of the consultant to satisfactorily perform the required work. More specifically, in this section, the consultant shall:

- Provide a profile of the consultant including the types of services offered; the year founded; form of organization (corporate, partnership, sole proprietorship); number, size, and location of offices; number of employees.

- Provide a detailed description of consultant's financial condition, including any conditions (e.g., bankruptcy, pending litigation, outstanding claims in excess of twenty-five thousand dollars (\$25,000) for or against the firm); planned office closures or mergers that may impede consultant's ability to provide services in accordance with this RFP.
- Provide a list of similar projects that the firm has completed within the last five (5) years including previous projects in which the consultant and subconsultants have worked together. Information on the completed projects should include project name and description, agency and client name, along with the person to contact and telephone number, year completed, contract fee, and the final project cost. Clearly identify previous projects and include a summary of the roles and responsibilities of each party.
- Provide information on the strength and stability of the consultant; current staffing capability and availability; current work load; and proven record of meeting schedules on similar types of projects.

C. Proposed Staffing and Project Organization

This section of the proposal should establish the method that will be used by the consultant to provide services as required in this RFP. In addition, this section should also identify key personnel to be assigned and their qualifications and experience.

The proposal should include the following information:

- The education, experience, and applicable professional credentials of project staff. Include applicable professional credentials of "key" staff.
- An organizational chart.
- The identity of key personnel to perform work in the specified tasks, including major areas of the work. Include the person's name, current location, and proposed position for this project, current assignment, and level of commitment to that assignment, availability for this assignment and how long each person has been with the firm.
- A statement that key personnel will be available to the extent proposed for the duration of the project and an acknowledgement that no person designated as key personnel shall be removed or replaced without the prior written concurrence of the City. Identify any constraints, conflicts or situations that would prevent the consultant from being able to begin work on this assignment.
- A description of any potential work not included in this consultant's scope of services or which has not been identified in this RFP, which the consultant feels is essential to the successful completion of the project. This would include additional services by the consultant or any other necessary tasks to be provided by the City. The potential work must be clearly identified, along with a suggested basis for payment, should those services be necessary or elected by the City.

D. Consultants and/or Subconsultants

The City desires to enter into a contract with one consultant that will be responsible for all work, products, and services. There is to be no assignment of any aspect of this project without the prior written authorization of the City. If the consultant plans on using consultants and/or subcontractors as part of its implementation plan, then company profile, name, address, and telephone for all consultants and/or subcontractors providing support during the term of this project is required. Define the responsibilities and give a description of services to be provided by consultants and/or subcontractors. Describe the Firm's business and reporting relationship with any consultants and/or subcontractors. Include references and resumes for all third party Firms in your proposal. The City has the right to accept or reject any changes made to the proposed project team members, including the use of consultants and/or subcontractors.

E. Work Approach

This section of the proposal shall include a narrative that addresses the Scope of Services and demonstrates that consultant understands the scope of this project. More specifically, the proposal should include:

- The consultant's detailed approach for completing the activities specified in the Scope of Services. The work approach shall be of sufficient detail to demonstrate consultant's ability to accomplish the project tasks.
- An explanation of the efforts that the firm would undertake to maintain effective communication with the City.

F. Conflict of Interest Statement

The consultant shall disclose any financial, business, or other relationship with the City that may have an impact upon the selection process. If the consultant does not have any such conflicts, a statement declaring such should be included in their submission.

G. Fee Proposal

Submissions should include a fee proposal that complies with the following guidelines:

- Total All-Inclusive Not-To-Exceed Maximum Price: The cost proposal should contain all pricing information relative to performing the scope of work as described in this request and identified in the Line-Item list (See "Line-Item" tab in PlanetBids)
- The total all-inclusive maximum not-to-exceed price should contain all direct and indirect costs, including all out-of-pocket expenses. Provide a budget for each significant milestone for the entire scope of services. The proposed budget should include all meetings, conference calls, site visits, and deliverables. It should also include a list of anticipated reimbursable expenses with rates charged for each.

- **Component Costs:** Include separate schedules of all fees and expenses for each work task and deliverables described in this RFP. These schedules should include hourly rates and the number of hours anticipated for each staff level, as well as out-of-pocket expenses such as travel and transportation, meals, communications, and duplication costs. The total of these separate schedules should be directly related to the total all-inclusive maximum price.
- **Rates for Additional Services:** If it should become necessary for the City to request the successful vendor to render additional services to either supplement services requested in this RFP or to perform any additional work as a result of the specific recommendations included in any report issued resulting from this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the City and the Consultant. Any such additional work would be performed at the same rates submitted in the dollar cost bid unless otherwise noted in the proposal.
- **Consultant will be compensated on the basis of a fixed-fee contract with a final not-to-exceed cost to be negotiated following selection of a preferred consultant.** Progress payments to the consultant will be based on the percentage of individual work tasks that have been satisfactorily completed and accepted by the City. Under no circumstances will the consultant be paid more than 75% of the total project fee or the fee for any specific task until the final report has been approved by the City.

H. Client References (See Attachment B)

List the three (3) most recent similar clients including name, address, contact person, phone number, and e-mail address. The City is most interested in government and California clients and may randomly select agencies to contact from your list as part of the evaluation process.

I. Appendices

This part shall include brief resumes, not more than two (2) pages each, for the individuals proposed as key personnel. Consultant information and general marketing materials will not be considered in the ranking of the proposals.

Proposal Format

To facilitate the evaluation process, all responses are required to adhere to the following format requirements. The City strongly encourages respondents to thoroughly review their proposals before submission to ensure they adhere to the requirements. If the proposal is not formatted or does not include all the listed items/sections, it may be deemed non-responsive.

Responses shall not exceed twenty (20) pages when printed on 8-½ by 11-inch paper. Font Times New Roman Font (preferred), 12pt font size. The twenty (20) page

requirement does not include a cover letter/letter of transmittal or any items included as additional attachments. Proposals should also include the following:

- A. Title Page showing the request for proposals subject; the vendor's name; the name, address, email, and telephone number of the contact person; and the date of the proposal.
- B. Table of Contents identifying the items/section listed in the "Proposal Content" section of this RFP.
- C. Detailed proposal following the order set forth in the "Proposal Content" of this RFP.

IX. Evaluation Criteria

The City will establish an evaluation committee to review and rate each proposal. The proposal evaluation process will be conducted using a multi-step method which will include the following steps:

- A. **Preliminary Proposal Review** - The evaluation committee will review each submission to ensure adherence to the minimum/proposal format requirements.
- B. **Proposal Evaluation** - In the second part of this process, the evaluation committee will review and rate proposals based on the following:
 - 1. Experience of Firm and Project Personnel (40%)
 - Experience, resources, and qualifications of the firm and assigned individuals to perform tasks identified in the scope of work.
 - 2. Staff and Project Organization Plan (30%)
 - Assessment of how well the proposed solution will meet the needs of the City
 - Proposed timeline is reasonable
 - 3. References Checks (15%)
 - Good reference checks from primary and/or secondary sources
 - 4. Proposed fees for services (10%)
 - Proposed fees are reasonable
 - 5. Responsiveness to RFP (5%)
 - Compliance with the required format
 - Offered new/innovative services, suggestions

Interviews

If necessary, the City may require the top-rated proposers to participate in an interview process. The City will notify the proposers selected for the interview via email to schedule a date and time. As part of the interview process, proposers may be required to provide a work sample to review quality.

X. Proposal Protests

Proposal Protest Procedures (Before Proposal Opening)

A protest filed before the proposal opening must be filed in writing no later than ten (10) working days before opening. The most common types of protest that might be filed before a proposal opening include those based upon restrictive specifications or alleged improprieties in any solicitation that is apparent before the scheduled proposal opening.

When a protest is filed before a scheduled proposal opening, certain steps must be followed:

- A. The protest must be submitted in writing within the specified time frame (no later than ten (10) working days prior to a proposal opening). All protests must be filed with the City's Director of Finance for determination. Protest must be submitted to the Director of Finance by mail or e-mail within the specified time frame. Protests can be sent to:

Mail:
Lana Dich
City of Santa Fe Springs
Attn: Finance Department
11710 Telegraph Road
Santa Fe Springs, CA 90670

Or

E-mail:
lanadich@santafesprings.org

- B. The protest must contain factual and legal reason(s) and should recommend a proposed remedy. Nevertheless, it should be noted that the City reserves the right not to implement the proposed remedy but to offer alternative solutions where applicable.
- C. Where appropriate, the City will hold an informal conference on the merits of a protest with all interested parties allowed to attend. Interested parties may include all proposers, subcontractors, or suppliers, provided they have a substantial economic interest in a portion of the RFP.
- D. All potential proposers will be advised of a pending protest.
- E. The City shall not open proposals prior to the resolution of the protest unless it is determined that:
 - The items to be procured are urgently required;
 - Delivery or performance will be unduly delayed by failure to make the award promptly; or

- Failure to make a prompt award will otherwise cause undue harm to the City.

The City will respond in writing within ten (10) business days after receipt of a properly filed protest. The Director of Finance will respond and include a response to each substantive issue raised in the protest.

After the exhaustion of administrative remedies, the protesting party will be given the City's final decision. The Director of Finance has the authority to decide on all protests.

Proposal Protest Procedures (After Proposal Opening/Post Award)

A protest filed after a proposal opening must be filed within three (3) working days after the award. The City will grant the protesting party a fair review and shall have up to ten (10) business days to review the protest and render its decision.

XI. Execution of Agreement

The resulting agreement (see attached sample Attachment C) shall be signed by the successful Consultant and returned within the required insurance within ten (10) business days after the City has provided written notice that the Consultant has been awarded. Failure to execute the agreement and file acceptable insurance documents as provided herein shall cause, at the City's option, for annulment of the award. Please review the insurance requirements and indemnification clause in the attached sample agreement.

Should the successful Consultant decline to execute the agreement, the City can either reject all proposals, accept one of the other proposals, or issue a new solicitation.

XII. Insurance Requirements

Any vendor conducting services for the City of Santa Fe Springs must obtain and maintain insurance at their own expense. Insurance must be held until completion of services and formal acceptance by the City. The following insurance placed with an insurer admitted to write insurance in California or a non-admitted insurer on California's List of Eligible Surplus Lines Insurers (LESL):

A. Commercial General Liability

Commercial General Liability (CGL) (equivalent in coverage scope to Insurance Services Office, Inc. Form CG 00 01) shall cover on an "occurrence" basis for bodily injury and property damage, including premise-operations, products-completed, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury, and advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, the limit shall be twice the required occurrence limit.

If requested, the "City of Santa Fe Springs, its officials, employees, and agents" must be separately endorsed to the policy as additional insureds on an endorsement equivalent to the Insurance Services Office, Inc. Form CG 20 10 11 85 of CG 20 26 1185.

B. Business Automobile Liability

For owned vehicles, hired, and non-owned vehicles, Insurance Services Office Form CA 00 01 covering, Code 1 (any auto), or if vendor has not owned autos, Code 8 (hired) and 9 (non-owned) with limit no less than \$1,000,000 per accident for bodily injury and property damage.

If an automobile is not necessary to perform services, the vendor must submit a written request for a waiver of this requirement.

C. Professional Liability or Errors and Omissions

Depending on the work or services to be performed, professional liability or errors and omissions liability insurance may be required. The City will require the vendor to provide professional liability or errors and omissions liability insurance in an amount not less than \$2,000,000 per occurrence or claim. Architects' and engineers' coverage shall be endorsed to include contractual liability.

D. Workers' Compensation and Employer's Liability

Workers' Compensation as required by the California Labor Code and Employer's Liability in an amount not less than \$1,000,000 per accident for bodily injury or disease.

E. Cyber Liability Insurance (if applicable)

With limits not less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach response costs, regulatory fines and penalties as well as credit monitoring expenses.

F. Technology Professional Liability Errors & Omissions (if applicable)

Coverage must be appropriate to Vendor's profession and work hereunder, with limits not less than \$2,000,000 per occurrence. Coverage shall be sufficiently broad to respond to the duties and obligations undertaken by Vendor shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach

response costs, regulatory fines and penalties as well as credit monitoring expenses.

The policy shall include, or be endorsed to include, property damage liability coverage for damage to, alteration of, loss of, or destruction of electronic data and/or information "property" of the City in the care, custody, or control of Vendor. If not covered under Vendor's liability policy, such "property" coverage of City may be endorsed onto Vendor's Cyber Liability Policy as covered property.

Required insurance documentation

A. Certificate of Insurance

The Certificate Holder must be listed as follows:

City of Santa Fe Springs
11710 Telegraph Road
Santa Fe Springs, CA 90670
Attn: Risk Management

B. Endorsements (if requested)

In addition to the Certificate of Insurance, the vendor must provide the following endorsements:

1. **Additional insured endorsements to the general liability and auto liability* insurance policies.** The "City of Santa Fe Springs, its officials, employees, and agents" must be endorsed to the vendor's general liability policy as well as the auto liability policy as additional insureds on an endorsement equivalent to ISO forms CG 20 10 11 85 or CG 20 26 11 85.
2. **Cancellation notice endorsements.** Each policy must be endorsed to certify that it will be not be cancelled or non-renewed by either party or reduced in coverage or limits (except by paid claims) unless the insurer has provided the City with thirty (30) days prior written notice of cancellation (ten (10) days for cancellation due to nonpayment of premium is acceptable).
3. **Primary, non-contributory coverage endorsements.** The general liability and professional liability (if required) policies must be endorsed to provide that each policy shall apply on a primary, non-contributing basis with any insurance or self-insurance, primary or excess, maintained by or available to the City or its officials, employees and agents.

C. Waiver and Modifications of the Insurance Requirements

The City has the authority to modify these insurance requirements at any time at its discretion.

In general, any contract deemed sole source, professional/professional services, involve the disclosure of proprietary information, and/or a public works project, may

require revisions to the City's standard insurance requirements. Any revisions to the insurance requirements will be identified within the associated service contract terms and conditions.

Vendors may request a waiver or modification of these insurance requirements. Waiver or modification requests must be submitted in writing. The request should state the specific insurance requirement that is being considered for waiver or modification and provided a brief explanation for the request. Requests will be reviewed on a case-by-case basis, and the decision will ultimately depend on the scope of services. The final decision to approve or deny a request will be at the City's legal authority or an authorized designee's discretion.

XIII. Use of Federal Funds

The City may elect to use funding from Federal sources for a portion of or all expenses related to this project. The United States Federal Government requires purchases of items and services to meet specific standards when using Federal funds, including grants, cooperative agreements, contracts, and Federal funds "passed-through" to the City from a non-Federal entity (i.e., sub-recipient agreements). These requirements are codified under the Code of Federal Regulation's (CFR) Title 2, Subtitle A, Chapter II, Part 200 (also referred to as "2 CFR 200" or "Uniform Guidance") and the Federal Acquisition Regulations (FAR), as applicable.

The following standards apply to all purchases of items and services using Federal funds:

- Transactions shall be conducted lawfully and ethically
- Unnecessary/duplicative purchases are not permitted
- Utilizing a vendor or supplier on the U.S. Federal Government's Debarred and Suspended List (available at SAM.gov) is prohibited
- All individuals involved in the expenditure of federal monies must avoid any actual or apparent conflict of interest
- Procurement transactions must be conducted in a manner providing full and open competition
- Opportunities should be provided to minority businesses, women's business enterprises, and labor surplus area firms when possible
- Contracts and purchase orders should include the contract provisions required by 2 CFR 200 Appendix A
- Purchases of goods and services must include documentation detailing the procurement history

XIV. Non-Commitment of City

While the City intends to select a Consultant through this process, this intention is subject to change at any time during the process. The City does not commit to awarding an agreement, paying any costs incurred in preparing the proposal for this request, and/or procuring or contracting any items or services.

XV. Labor Requirements

- A. **Background:** All personnel engaged in the performance of this work shall be employees of the Consultant and, as such, shall be warranted to possess sufficient experience and reliability to perform this work.
- B. **Health:** All personnel engaged in the performance of this work shall be in good health and free of contagious diseases. The Consultant shall not allow any person(s) under the influence of alcohol or drugs on the premises or in the building. Neither shall the Consultant allow the use of or presence of alcohol or drugs on the premises or in the building.
- C. **Non-Discrimination:** The Consultant shall not engage in discrimination in the employment of persons because of race, color, national origin, ancestry, mental/physical disabilities, sex, or religion of such persons.
- D. **Conduct:** No person(s) shall be employed for this work that is found to be incompetent, disorderly, and troublesome, under the influence of alcohol and drugs, which fails or otherwise refuses to perform the work properly and acceptably or is otherwise objectionable. Any person found to be objectionable shall be discharged immediately and not re-employed for this work.

XVI. Records

The Consultant agrees to permit the City Manager or designee access to records, reports, files, and other papers or property of the Consultant to audit any performance aspect under this agreement.

XVII. Use of Subcontractors

The Consultant shall be responsible for all work performed under the final agreement and shall keep all work under their control. No portion of the work may be subcontracted without the prior written consent of the City. All subcontractors used on this work shall be under the direct supervision of the Consultant and shall be considered as their employees. Any approved subcontractors must provide insurance indemnifying the City with limits at or exceeding the limits of the Contractor's insurance.

XVIII. Modifications/Changes

Changes in the areas serviced and/or specifications may be necessary during the agreement term. Changes in the agreement requirements and corresponding changes in compensation may be implemented upon mutual understanding between the City and the Consultant. These changes will be processed by the City Manager.

XIX. Disclosure of Information

- A. The Consultant agrees that it will not during or after the term of the agreement, disclose any proprietary information or confidential business information of the City, including but not limited to its costs, charges, operating procedures, or methods of

doing business to any person, vendor, corporation, association, or other entity or the general public for any reason or purpose whatsoever, without the prior written consent of the City. Such confidential or proprietary information received by the Consultant shall be used exclusively in connection with the performance of services.

- B. The Consultant shall not issue or release for publication any articles, advertising, or publicity matters relating to the services performed by the Consultant hereunder or mentioning or implying the name of the City or its respective personnel without the prior written consent of the City.

XX. Ex-Parte Communications

Consultants and their representatives should not engage in unauthorized communications with elected officials, officers, employees, or agents of the City about this RFP. This requirement also includes any evaluation panel member, except for designated RFP facilitators. This requirement remains in effect until after award notifications have been made.

This restriction does not prohibit consultants and their representatives from making oral statements or presentations to City representatives during a scheduled public meeting.

XXI. General Rights of the City

At its discretion, the City reserves the right to:

- A. Reject any and/or all proposals for no reason or any reason including, but not limited to, the following:
 - 1. The proposal is incomplete, non-responsive, obscure, irregular, or lacking necessary detail and specificity.
 - 2. The Consultant, in the sole judgment of the City, lacks the qualifications, experience, and/or responsibility necessary to provide the services.
 - 3. The Consultant failed or neglected to complete and submit any information within the time specified by the City and as may be otherwise required herein.
- B. Reject any proposal that, in the opinion of the City, is so unbalanced in comparison to other proposals received and/or to the City's internal estimates that it does not accurately reflect the cost to perform;
- C. Accept all or any part of a proposal;
- D. Make multiple awards;
- E. Cancel the entire RFP;
- F. Issue subsequent RFPs; or

G. Waive any errors or informalities in any proposal to the extent law permits.

PLEASE REVIEW

Attachment A – Local Hazard Mitigation Plan (November 2017)

Attachment B – References (Please Complete and Return)

Attachment C – Sample Professional Services Agreement

November 21, 2017 | Hazard Mitigation Plan



Q&A | ELEMENT A: PLANNING PROCESS | A1c.

Q: Does the plan identify who represented each jurisdiction? (At a minimum, it must identify the jurisdiction represented and the person's position or title and agency within the jurisdiction.) (Requirement §201.6(c)(1))

A: See **Credits** below.

Credits

Special Thanks

Hazard Mitigation Planning Team:

Agency	Name	Department	Position
City of Santa Fe Springs	Darryl Pedigo, Chair	Police Services	Public Safety Officer
	Cuong Nguyen	Planning	Senior Planner
	Heriberto Valdes	Code Enforcement	Inspector
	Heleo Espinoza	Public Works	Assistant Municipal Services Manager
	Raul Diaz	Fire-Rescue	Environmental Protection Specialist
	Brenda ten Bruggencate	Fire-Rescue	Environmental Protection Specialist
	Sarina Morales-Choate	Public Works/Engineering	Civil Engineer
Emergency Planning Consultants	Carolyn J. Harshman	Consultant	President

Acknowledgements

City of Santa Fe Springs

- ✓ William K. Rounds, Mayor
- ✓ Jay Sarno, Mayor Pro Tem
- ✓ Richard J. Moore, Council Member
- ✓ Juanita A. Trujillo, Council Member
- ✓ Joe Angel Zamora, Council Member

Point of Contact

To request information or provide comments regarding this mitigation plan, please contact:

Name & Position Title	Darryl R. Pedigo, Public Safety Officer
Email	darrylpedigo@santafesprings.org
Mailing Address	11710 Telegraph Rd Santa Fe Springs, CA 90670
Telephone Number	(562) 409-1850

Consulting Services

Emergency Planning Consultants

- ✓ Project Manager: Carolyn J. Harshman, CEM, President
- ✓ Lead Research Assistant: Alex L. Fritzler
- ✓ HAZUS/GIS: Michael McDaniel

3665 Ethan Allen Avenue
San Diego, California 92117
Phone: 858-483-4626
epc@pacbell.net
www.carolynharshman.com

Mapping

The maps in this plan were provided by the City of Santa Fe Springs, County of Los Angeles, Federal Emergency Management Agency (FEMA), or were acquired from public Internet sources. Care was taken in the creation of the maps contained in this Plan, however they are provided "as is". The City of Santa Fe Springs cannot accept any responsibility for any errors, omissions or positional accuracy, and therefore, there are no warranties that accompany these products (the maps). Although information from land surveys may have been used in the creation of these products, in no way does this product represent or constitute a land survey. Users are cautioned to field verify information on this product before making any decisions.

Mandated Content

In an effort to assist the readers and reviewers of this document, the jurisdiction has inserted "markers" emphasizing mandated content as identified in the Disaster Mitigation Act of 2000 (Public Law – 390). Following is a sample marker:

EXAMPLE

Q&A | ELEMENT A: PLANNING PROCESS | A1

Q: Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))

A:

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Part I: PLANNING PROCESS

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | A1b.

Q: Does the plan list the jurisdiction(s) participating in the plan that are seeking approval?
(Requirement §201.6(c)(1))

A: See **Introduction** below.

Introduction

The Hazard Mitigation Plan (Mitigation Plan) was prepared in response to Disaster Mitigation Act of 2000 (DMA 2000). DMA 2000 (also known as Public Law 106-390) requires state and local governments to prepare mitigation plans to document their mitigation planning process, and identify hazards, potential losses, mitigation needs, goals, and strategies. This type of planning supplements the City's comprehensive land use planning and emergency management planning programs. The City of Santa Fe Springs created a Planning Team charged with the responsibility of creating a Hazard Mitigation Plan. The Team submitted a draft plan to City Council and FEMA back in 2009 however, the plan was not approved, and the project's completion significantly postponed. Therefore, this is the City's first Hazard Mitigation Plan.

DMA 2000 was designed to establish a national program for pre-disaster mitigation, streamline disaster relief at the federal and state levels, and control federal disaster assistance costs. Congress believed these requirements would produce the following benefits:

- ✓ Reduce loss of life and property, human suffering, economic disruption, and disaster costs.
- ✓ Prioritize hazard mitigation at the local level with increased emphasis on planning and public involvement, assessing risks, implementing loss reduction measures, and ensuring critical facilities/services survive a disaster.
- ✓ Promote education and economic incentives to form community-based partnerships and leverage non-federal resources to commit to and implement long-term hazard mitigation activities.

The following FEMA definitions are used throughout this plan (Source: FEMA, 2002, *Getting Started, Building Support for Mitigation Planning*, FEMA 386-1):

Hazard Mitigation – "Any sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards".

Planning – "The act or process of making or carrying out plans; specifically, the establishment of goals, policies, and procedures for a social or economic unit."

Planning Approach

The four-step planning approach outlined in the FEMA publication, *Developing the Mitigation Plan: Identifying Mitigation Actions and Implementing Strategies* (FEMA 386-3) was used to develop this plan:

- ✓ **Develop mitigation goals and objectives** - The risk assessment (hazard characteristics, inventory, and findings), along with municipal policy documents, were utilized to develop mitigation goals and objectives.
- ✓ **Identify and prioritize mitigation actions** - Based on the risk assessment, goals and objectives, existing literature/resources, and input from participating entities, mitigation activities were identified for each hazard. Activities were 1) qualitatively evaluated against the goals and objectives, and other criteria; 2) identified as high, medium, or low priority; and 3) presented in a series of hazard-specific tables.
- ✓ **Prepare implementation strategy** - Generally, high priority activities are recommended for implementation first. However, based on community needs and goals, project costs, and available funding, some medium or low priority activities may be implemented before some high priority items.
- ✓ **Document mitigation planning process** - The mitigation planning process is documented throughout this plan.

Hazard Land Use Policy in California

Planning for hazards should be an integral element of any City's land use planning program. All California cities and counties have General Plans (also known as Comprehensive Plans) and the implementing ordinances that are required to comply with the statewide land use planning regulations.

The continuing challenge faced by local officials and state government is to keep the network of local plans effective in responding to the changing conditions and needs of California's diverse communities, particularly in light of the very active seismic region in which we live.

Planning for hazards requires a thorough understanding of the various hazards facing the City and region as a whole. Additionally, it's important to take an inventory of the structures and contents of various City holdings. These inventories should include the compendium of hazards facing the City, the built environment at risk, the personal property that may be damaged by hazard events and most of all, the people who live in the shadow of these hazards. Such an analysis is found in this hazard mitigation plan.

State and Federal Partners in Hazard Mitigation

All mitigation is local and the primary responsibility for development and implementation of risk reduction strategies and policies lies with each local jurisdiction. Local jurisdictions, however, are not alone. Partners and resources exist at the regional, state and federal levels. Numerous California state agencies have a role in hazards and hazard mitigation.

Some of the key agencies include:

- ✓ California Office of Emergency Services (Cal OES) is responsible for disaster mitigation, preparedness, response, recovery, and the administration of federal funds after a major disaster declaration;
- ✓ Southern California Earthquake Center (SCEC) gathers information about earthquakes, integrates information on earthquake phenomena, and communicates this to end-users and the general public to increase earthquake awareness, reduce economic losses, and save lives.

- ✓ California Department of Forestry and Fire Protection (CAL FIRE) is responsible for all aspects of wildland fire protection on private and state properties, and administers forest practices regulations, including landslide mitigation, on non-federal lands.
- ✓ California Division of Mines and Geology (DMG) is responsible for geologic hazard characterization, public education, and the development of partnerships aimed at reducing risk.
- ✓ California Division of Water Resources (DWR) plans, designs, constructs, operates, and maintains the State Water Project; regulates dams; provides flood protection and assists in emergency management. It also educates the public, serves local water needs by providing technical assistance
- ✓ FEMA provides hazard mitigation guidance, resource materials, and educational materials to support implementation of the capitalized DMA 2000.
- ✓ United States Census Bureau (USCB) provides demographic data on the populations affected by natural disasters.
- ✓ United States Department of Agriculture (USDA) provides data on matters pertaining to land management.

Stakeholders

A Hazard Mitigation Planning Team (Planning Team) consisting of department representatives from City of Santa Fe Springs staff worked with Emergency Planning Consultants to create the Plan. **The Planning Team served as the primary stakeholders throughout the planning process.** Upon completion, the Planning Team reviewed and commented on the First Draft Plan.

As required by DMA 2000, the Planning Team involved "the public" in a variety of forums. External agencies (including special districts and adjoining jurisdictions) were emailed an invitation to review the Second Draft Plan. The Second Draft Plan was also announced on the City's website on October 2, 2017 to inform the general public of the Plan's availability during the plan writing phase.

The Planning Team, general public, and external agencies all served as stakeholders with opportunity to contribute to the plan during the Plan Writing Phase of the planning process.

Hazard Mitigation Legislation

Hazard Mitigation Grant Program

In 1974, Congress enacted the Robert T. Stafford Disaster Relief and Emergency Act, commonly referred to as the Stafford Act. In 1988, Congress established the Hazard Mitigation Grant Program (HMGP) via Section 404 of the Stafford Act. Regulations regarding HMGP implementation based on the DMA 2000 were initially changed by an Interim Final Rule (44 CFR Part 206, Subpart N) published in the Federal Register on February 26, 2002. A second Interim Final Rule was issued on October 1, 2002.

The HMGP helps states and local governments implement long-term hazard mitigation measures for natural hazards by providing federal funding following a federal disaster declaration. Eligible applicants include state and local agencies, Indian tribes or other tribal organizations, and certain nonprofit organizations.

In California, the HMGP is administered by Cal OES. Examples of typical HMGP projects include:

- ✓ Property acquisition and relocation projects
- ✓ Structural retrofitting to minimize damages from earthquake, flood, high wind, wildfire, or other natural hazards
- ✓ Elevation of flood-prone structures
- ✓ Vegetative management programs, such as:
 - Brush control and maintenance
 - Fuel break lines in shrubbery
 - Fire-resistant vegetation in potential wildland fire areas

Pre-Disaster Mitigation Program

The Pre-Disaster Mitigation Program (PDM) was authorized by §203 of the Stafford Act, 42 United States Code, as amended by §102 of the DMA 2000. Funding is provided through the National Pre-Disaster Mitigation Fund to help state and local governments (including tribal governments) implement cost-effective hazard mitigation activities that complement a comprehensive mitigation program.

In Fiscal Year 2009, two types of grants (planning and competitive) were offered under the PDM Program. Planning grants allocate funds to each state for Mitigation Plan development. Competitive grants distribute funds to states, local governments, and federally recognized Indian tribal governments via a competitive application process. FEMA reviews and ranks the submittals based on pre-determined criteria. The minimum eligibility requirements for competitive grants include participation in good standing in the National Flood Insurance Program (NFIP) and a FEMA-approved Mitigation Plan. (Source: <http://www.fema.gov/fima/pdm.shtm>)

"Floods and hurricanes happen. The hazard itself is not the disaster – it's our habits, it's how we build and live in those areas...that's the disaster."

Flood Mitigation Assistance Program

The Flood Mitigation Assistance (FMA) Program was created as part of the National Flood Insurance Reform Act (NFIRA) of 1994 (42 U.S.C. 4101). Financial support is provided through the National Flood Insurance Fund to help states and communities implement measures to reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other structures insurable under the NFIP.

***Craig Fugate, Former
FEMA Administrator***

Three types of grants are available under FMA: planning, project, and technical assistance. Planning grants are available to states and communities to prepare Flood Mitigation Plans. NFIP-participating communities with approved Flood Mitigation Plans can apply for project grants to implement measures to reduce flood losses. Technical assistance grants in the amount of 10 percent of the project grant are available to the state for program administration. Communities that receive planning and/or project grants must participate in the NFIP. Examples of eligible projects include elevation, acquisition, and relocation of NFIP-insured structures. (Source: <http://www.fema.gov/fima/fma.shtm>)

Q&A | ELEMENT C. MITIGATION STRATEGY | C2

Q: Does the Plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))

A: See **NFIP Participation** below.

National Flood Insurance Program

Established in 1968, the NFIP provides federally-backed flood insurance to homeowners, renters, and businesses in communities that adopt and enforce floodplain management ordinances to reduce future flood damage.

NFIP Participation

The FEMA FIRM map panels for the City of Santa Fe Springs were last updated September 26, 2008. According to the Federal Emergency Management Agency, the majority of the City is designated as Zone "X" by the National Flood Insurance Program. Zone X is an area determined to be outside the 500-year flood zone and protected by levee from 100-year flood. The City of Santa Fe Springs contains the following flood zones: Zone X, AH, AE.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B4

Q: Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))

A: See **Repetitive Loss Properties** below.

Repetitive Loss Properties

Repetitive Loss Properties (RLPs) are most susceptible to flood damages; therefore, they have been the focus of flood hazard mitigation programs. Unlike a Countywide program, the Floodplain Management Plan (FMP) for repetitive loss properties involves highly diversified property profiles, drainage issues, and property owner's interest. It also requires public involvement processes unique to each RLP area. The objective of an FMP is to provide specific potential mitigation measures and activities to best address the problems and needs of communities with repetitive loss properties. A repetitive loss property is one for which two or more claims of \$1,000 or more have been paid by the National Flood Insurance Program (NFIP) within any given ten-year period. According to FEMA resources, there are no Repetitive Loss Properties (RLPs) within the City of Santa Fe Springs.

State and Federal Guidance in Hazard Mitigation

While local jurisdictions have primary responsibility for developing and implementing hazard mitigation strategies, they are not alone. Various state and federal partners and resources can help local agencies with mitigation planning.

The Mitigation Plan was prepared in accordance with the following regulations and guidance documents:

- ✓ DMA 2000 (Public Law 106-390, October 10, 2000)
- ✓ 44 CFR Parts 201 and 206, Mitigation Planning and Hazard Mitigation Grant Program, Interim Final Rule, October 1, 2002
- ✓ 44 CFR Parts 201 and 206, Mitigation Planning and Hazard Mitigation Grant Program, Interim Final Rule, February 26, 2002
- ✓ How-To Guide for Using HAZUS-MH for Risk Assessment, (FEMA 433), February 2004
- ✓ Mitigation Planning "How-to" Series (FEMA 386-1 through 9 available at: <http://www.fema.gov/fima/planhowto.shtml>)
- ✓ Getting Started: Building Support for Mitigation Planning (FEMA 386-1)
- ✓ Understanding Your Risks: Identifying Hazards and Estimating Losses (FEMA 386-2)
- ✓ Developing the Mitigation Plan: Identifying Mitigation Actions and Implementing Strategies (FEMA 386-3)
- ✓ Bringing the Plan to Life: Implementing the Mitigation Plan (FEMA 386-4)
- ✓ Using Benefit-Cost Review in Mitigation Planning (FEMA 386-5)
- ✓ Integrating Historic Property and Cultural Resource Considerations into Mitigation Planning (FEMA 386-6)
- ✓ Integrating Manmade Hazards into Mitigation Planning (FEMA 386-7)
- ✓ Multi-Jurisdictional Mitigation Planning (FEMA 386-8)
- ✓ Using the Mitigation Plan to Prepare Successful Mitigation Projects (FEMA 386-9)
- ✓ State and Local Plan Interim Criteria Under the DMA 2000, July 11, 2002, FEMA
- ✓ Mitigation Planning Workshop for Local Governments-Instructor Guide, July 2002, FEMA
- ✓ Report on Costs and Benefits of Natural Hazard Mitigation, Document #294, FEMA
- ✓ LHMP Development Guide – Appendix A - Resource, Document, and Tool List for Local Mitigation Planning, December 2, 2003, Cal OES
- ✓ Local Mitigation Plan Review Guide (FEMA 2011)
- ✓ Local Mitigation Planning Handbook (FEMA 2013)



How is the Plan Organized?

The structure of the plan enables the reader to use a section of interest to them and allows the City to review and update sections when new data is available. The ease of incorporating new data into the plan will result in a Mitigation Plan that remains current and relevant. Following is a description of each section of the plan:

I: Planning Process

Introduction

Describes the background and purpose of developing a mitigation plan.

Planning Process

Describes the mitigation planning process including: stakeholders and integration of existing data and plans.

Part II: Risk Assessment

Community Profile

Summarizes the history, geography, demographics, and socioeconomics of the City.

Risk Assessment

This section provides information on hazard identification, vulnerability and risk associated with hazards in the City.

City-Specific Hazard Analysis

Describes the hazards posing a significant threat to the City including:

Earthquake | Flooding | Dam Failure | Urban Fire | Hazardous Materials

Each City-Specific Hazard Analysis includes information on previous occurrences, local conditions, hazard assessment, and local impacts.

Part III: Mitigation Strategies

Mitigation Strategies

Documents the goals, community capabilities, and priority setting methods supporting the Plan. Also highlights the Mitigation Actions Matrix: 1) goals met; 2) identification, assignment, timing, and funding of mitigation activities; 3) benefit/cost/priorities; 4) plan implementation method; and 5) activity status.

Plan Maintenance

Establishes tools and guidelines for maintaining and implementing the Mitigation Plan.

Part IV: Appendix

The plan appendices are designed to provide users of the Mitigation Plan with additional information to assist them in understanding the contents of the mitigation plan, and potential resources to assist them with implementation.

General Hazard Overviews

Generalized subject matter information discussing the science and background associated with the identified hazards.

Attachments

FEMA Letter of Approval
City Council Staff Report
City Council Resolution
Planning Team sign-in sheets
General public web postings and notices
References
Listing of Maps, Tables, and Figures

Plan Adoption and Approval

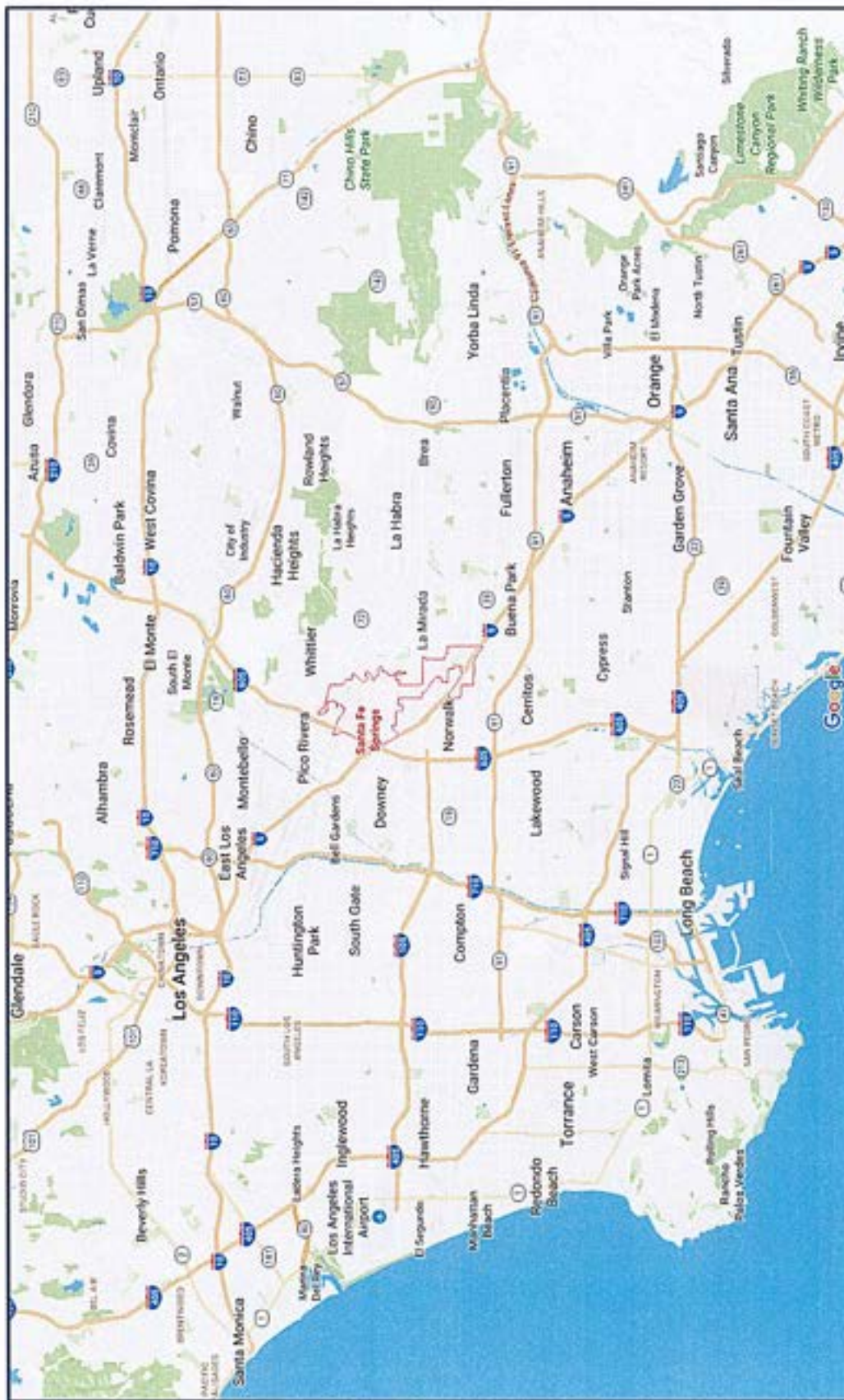
As per DMA 2000 and supporting Federal regulations, the Mitigation Plan is required to be adopted by the City Council and approved by FEMA. See the **Planning Process Section** for details.

Who Does the Mitigation Plan Affect?

This plan provides a framework for planning for natural and human-caused hazards. The resources and background information in the plan are applicable City-wide and to City-owned facilities outside of the City boundaries, and the goals and recommendations provide groundwork for local mitigation plans and partnerships. **Map: City of Santa Fe Springs** shows the regional proximity of the City to its adjoining communities.



Map: City of Santa Fe Springs
(Source: Google Maps)



Planning Process

As mentioned above, the planning process began back in 2009 including Planning Team meetings, development of a Plan and adoption by City Council. However, the Plan was set aside due to budget and staffing limitation and was resurrected with a new planning process beginning in 2017. The majority of the discussion that follows refers to the efforts begun in 2017 however documentation of the earlier plan writing efforts is also included.

Throughout the project, the City followed its traditional approach to developing policy documents which included preparation of a First Draft Plan for review by the Planning Team who served as the primary stakeholders. Next, following necessary updates, a Second Draft Plan was shared with the general public and external agencies (special districts and adjoining jurisdictions) still during the plan writing phase. The general public and external agencies served as the secondary stakeholders. Next, the comments gathered from the secondary stakeholders were incorporated into a Third Draft Plan which was submitted to Cal OES and FEMA for review and "Approved Pending Adoption".

Next, the Planning Team completed amendments to the Plan to reflect mandated input by Cal OES and FEMA. The resulting Fourth Draft Plan was then posted for an additional opportunity for input from the secondary stakeholders. Following the review period, comments gathered were incorporated into a City Council Staff Report and a public notice was placed on the City's website announcing the City Council's public meeting. Following adoption by the City Council, the Final Draft Plan was re-submitted to FEMA with a request for final approval. The planning process described above is portrayed below in a timeline:

Q&A | ELEMENT A: PLANNING PROCESS | A1a.

Q: Does the plan document the planning process, including how it was prepared (with a narrative description, meeting minutes, sign-in sheets, or another method)? (Requirement §201.6(c)(1))

A: See **Plan Methodology** and **Planning Phases Timeline** below.

Q&A | ELEMENT A: PLANNING PROCESS | A3

Q: Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))

A: See **Planning Phases Timeline** below.

Figure: Planning Phases Timeline

PLANNING PHASES TIMELINE				
Plan Writing Phase (First & Second Draft Plan)	Plan Review Phase (Third & Fourth Draft Plan)	Plan Adoption Phase (Fourth Draft Plan)	Plan Approval Phase (Final Draft & Final Plan)	Plan Implementation Phase
- Planning Team input – research, meetings, writing, review of First Draft Plan - Incorporate input from the Planning Team into Second Draft Plan - Invite public and external agencies to review, comment, and contribute to the Second Draft Plan. - Incorporate input into the Third Draft Plan	- Third Draft Plan sent to Cal OES and FEMA for Approval Pending Adoption - Address any mandated revisions identified by Cal OES and FEMA into Fourth Draft Plan - Invite public and external agencies to review, comment, and contribute to the Fourth Draft Plan	- Incorporate input into the City Council staff report. - Post public notice of City Council meeting - Fourth Draft Plan distributed to City Council in advance of meeting - Present Fourth Draft Plan to the City Council for Adoption - Incorporate input from City Council public meeting into Final Draft Plan	- Submit Final Draft Plan to FEMA with request for final approval - Incorporate FEMA approval into the Final Plan	- Conduct quarterly Planning Team meetings - Integrate mitigation action items into budget, CIP and other funding and strategic documents - Implement Mitigation Action Items



Plan Methodology

The Planning Team discussed knowledge of natural hazards and past historical events, as well as planning and zoning codes, ordinances, and recent planning decisions.

The rest of this section describes the mitigation planning process including 1) Planning Team involvement, 2) extended Planning Team support (department heads), 3) public and external agency involvement; and 4) integration of existing data and plans.

Planning Team Involvement

The Planning Team consisted of representatives from City of Santa Fe Springs departments related to hazard mitigation processes. The Planning Team served as the primary stakeholders throughout the planning process. The general public (e.g. citizens, businesses, etc.) along with external agencies served as secondary stakeholders in the planning process. The Planning Team was responsible for the following tasks:

- ✓ Confirming planning goals
- ✓ Prepare timeline for plan update
- ✓ Ensure plan meets DMA 2000 requirements
- ✓ Organize and solicit involvement of public and external agencies
- ✓ Analyze existing data and reports
- ✓ Update hazard information
- ✓ Review HAZUS loss projection estimates
- ✓ Create Mitigation Action Items
- ✓ Participate in Planning Team meetings and City Council public meeting
- ✓ Provide existing resources including maps and data

As mentioned earlier, the planning effort began back in 2009. Since that time, the makeup of the Planning Team has changed considerably. The current Planning Team is listed in the **Credits**.

Following is a brief description of each of the Planning Team meetings dating back to the early efforts on the project:

Meeting #1: Pre-Training April 5, 2004 – Mitigation Training

The meeting was hosted by the City of Santa Fe Springs. EPC delivered training to the Planning Team and Working Groups. The training consisted of the history of the Disaster Mitigation Act of 2000, the purpose and role of hazard mitigation, and the planning process. The training lasted approximately 2 hours.

Meeting #2: Kick-Off Meeting April 5, 2004 – Kick-Off and Hazard Overview

EPC facilitated a workshop where participants had an opportunity to learn about various natural hazards, assess and rank the local threats, examine hazard maps, and complete the FEMA Worksheets contained in FEMA 386-2 Understanding Your Risks. Part of the discussion included a presentation by EPC of historical disaster events across the country. Those slides served as a backdrop for discussing potential mitigation activities.

There was an extensive discussion on various methods of engaging the public in the mitigation process. The Planning Team prepared a draft media release and discussed a public opinion survey provided by EPC. EPC committed to revising the media release and survey and distributing electronic copies to each of the Planning Team entities. The Kick-Off Meeting lasted approximately 7 hours.

Meeting #3 Pre-Training: Mitigation June 8, 2004 – Hazard Mitigation Concepts

The meeting was hosted by the City of Whittier and held at the East Whittier City School District Offices. EPC delivered a training to the Planning Team. The training consisted of the concepts and issues related to developing mitigation actions. The training lasted approximately 1 hour.

Meeting #4 Mitigation Actions June 8, 2004 – Mitigation Strategies

EPC delivered the Draft Hazard Analysis and the Planning Team discussed missing information, data, and maps. EPC distributed copies of the Mitigation Actions Planning Tools to assist the Team in developing Goals and Action Items appropriate to their natural hazards. The Planning Tools provided a process for collecting the mitigation actions presently in practice in the City of Santa Fe Springs, as well as identifying future mitigation actions.

A brainstorming process was then conducted to develop the goals for the Plan. The entire Multi-Jurisdictional Planning Team quickly agreed to adopt the same mitigation goals. Following a discussion of alternative ranking techniques, the Team agreed to cluster the rankings of the hazards in the following order: #1 Multi-Hazard, #2 Earthquakes, and #3 Flooding.

Meeting #5: June 1, 2017 – Kick-Off Meeting – Research Collection

The Kick-Off meeting with the Planning Team was made up of key departmental representatives. The purpose of the Kick-Off Meeting was to review project expectations and timeline, gather pertinent documents, role and membership of Planning Team, review updates to DMA 2000 regulations, discuss availability of mapping resources, and discuss opportunities for public involvement. The meeting included a review of the hazards and impacts since the writing of the original draft Mitigation Plan. Additionally, the status of Mitigation Actions identified in the draft plan were reviewed. The review included gathering information as to status, assignment and scheduling.

Meeting #5: July 6, 2017 – Mitigation Strategies

Before beginning the discussion on mitigation strategies, EPC presented the results of the HAZUS work and distributed a copy of one of the HAZUS reports. Next, EPC delivered an overview of FEMA mitigation categories and encouraged the Planning Team to capture all the ongoing and planned activities relating to mitigation. The Planning Team began the process by updating the Mitigation Actions Matrix from the 2009 Draft Plan for inclusion in the 2017 First Draft Plan. Next, the CIP was reviewed for projects relating to mitigation and the Team. EPC encouraged Team members to use the time before the final meeting to think of new mitigation actions to be included in the First Draft Plan.

Meeting #6: August 3, 2017 – Finalizing the First Draft Plan

In advance of the meeting, EPC sent the First Draft Plan to the Planning Team Chair for distribution to the Team. EPC asked the Team for any questions, corrections, or comments in need of attention. Next, the Team was asked for any new mitigation action items as well as a discussion on the steps to be followed in distributing the Second Draft Plan to the general public and external agencies.

Q&A | ELEMENT A: PLANNING PROCESS | A1a.

Q: Does the plan document the planning process, including how it was prepared (with a narrative description, meeting minutes, sign-in sheets, or another method)? (Requirement §201.6(c)(1))

A: See **Table: Planning Level of Participation** and **Table: Planning Team Timeline** below.

Table: Planning Team Level of Participation

Name	Research and Writing of Plan	Planning Team Meeting 6/1/17	Planning Team Meeting 7/6/2017	Planning Team Meeting 8/3/2017	Planning Team Comment on First Draft Plan	Review and input from public, and external agencies of the Second Draft Plan	Submit Third Draft Plan to Cal OES/FEMA for Approval Pending Adoption	Post Fourth Draft Plan for review by public and external agencies	Present Fourth Draft Plan to City Council at Public Meeting for Plan Adoption	Submit Final Draft Plan to FEMA for Final Approval
City of Santa Fe Springs										
Darryl Pedigo		X			X	X	X			
Cuong Nguyen		X			X					
Heriberto Valdes		X			X					
Heleo Espinoza		X			X					
Raul Diaz		X			X					
Brenda ten Bruggencate			X							
Sarina Morales-Choate		X			X					
Emergency Planning Consultants										
Carolyn J. Harshman	X	X	X	X						

Table: Planning Team Timeline

	May 2017	June	July	August	September	October	November	December	January 2018
Research and Writing of First Draft Plan	X	X							
Planning Team Meetings		X	X	X					
Planning Team Review and Comment on First Draft Plan				X					
Review and comment by public and external agencies of the Second Draft Plan				X					
Submit Third Draft Plan to Cal OES/FEMA for Conditional Approval					X				
Incorporate mandated amendments into Fourth Draft Plan					X	X	X	X	
Post Fourth Draft Plan for review by public and external agencies along with posting of City Council meeting.									X
Present Fourth Draft Plan to City Council at Public Meeting									X
Submit Final Draft Plan to FEMA for Final Approval									X
Incorporate FEMA Approval into Final Plan									X

Q&A | ELEMENT A: PLANNING PROCESS | A2a.

Q: Does the plan document an opportunity for neighboring communities, local, and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development, as well as other interested parties to be involved in the planning process?

(Requirement §201.6(b)(2))

A: See **Secondary Stakeholder Involvement** below.

Q&A | ELEMENT A: PLANNING PROCESS | A2b.

Q: Does the plan document an opportunity for neighboring communities, local, and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development, as well as other interested parties to be involved in the planning process?

(Requirement §201.6(b)(2))

A: See **Secondary Stakeholder Involvement** below.

Secondary Stakeholder Involvement

In addition to the Planning Team, the secondary stakeholders also provided information, expertise, and other resources during plan writing phase. The secondary stakeholders included: general public and external agencies (special districts, and adjoining jurisdictions). All gathered input was directed to the Chair of the Planning Team who incorporated the information into the Third Draft Plan. Following is a specific accounting of the date, source, and information gathered:

Figure: Invited Individuals and Comments

General Public or External Agency	Name & Job Title	Comments
General Public was invited via news release and City's website to participate during the plan writing phase. Following are comments received from the General Public:		
No general public comments received.	N/A	No comments received.
External Agencies were invited via email to participate during the plan writing phase. Following are comments received from the External Agencies:		
City of Whittier	Rod Hill, Director, EOC Operations	No comments received.
City of Downey	Mark Gillaspie, Fire Chief	No comments received.
City of Pico Rivera	John Gonzales	No comments received.
City of Cerritos	Emely Merina, Community Services Supervisor	No comments received.
Whittier High School District	Fernie Fernandez, Assistant Principal of Business & Activities	No comments received.

External agencies listed above were invited via email and provided with an electronic link to the City's website. Following is the email distributed along with the invitation to comments:

Figure: External Agencies Email Invite

Hello,

The City of Santa Fe Springs is in the process of preparing its 2017 Hazard Mitigation Plan (Plan). As you know, mitigation plans are regulated by the federal government through the Disaster Mitigation Act of 2000. The Plan is required to identify the natural hazards, however the City has opted to also include urban fires and human-caused and technological hazards in order to be better aware and prepared for a broader range of hazards. The Plan provides a list of mitigation action items that will be used to reduce the impacts from the identified hazards.

Part of the mandated approval process for the Plan requires the authoring jurisdiction to share the draft plan with key stakeholders and solicit comments during the "plan writing phase". Should you have interest (and time), feel free to review the Draft Plan and share any comments with me by October 17, 2017. If you are not able to provide comments by that date, I will move forward with the understanding that you do not have any concerns and are comfortable with the Second Draft Plan as it is written.

Thank you in advance for your time and assistance with this project. I look forward to reading any comments that may come my way.

Darryl Pedigo, Public Safety Officer
City of Santa Fe Springs
DarrylPedigo@santafesprings.org
(562) 409-1850

The general public was invited via news release and the City's website as to the availability of the Second Draft Plan. Any comments received are noted above in **Table: Invited Individuals and their Comments**. Gathered comments from the general public and external agencies were incorporated into the Third Draft Plan prior to sending to Cal OES and FEMA for review and approval.

Q&A | ELEMENT C. MITIGATION STRATEGY | C1a.

Q: Does the plan document each jurisdiction's existing authorities, policies, programs and resources? (Requirement §201.6(c)(3))

A: See **Capability Assessment – Existing Processes and Programs** below.

Capability Assessment – Existing Processes and Programs

The City will incorporate mitigation planning as an integral component of daily operations. This will be accomplished by the Planning Team working with their respective departments to integrate mitigation strategies into the planning documents and operational guidelines within the City. In addition to the Capability Assessment below, the Planning Team will strive to identify additional policies, programs, practices, and procedures that could be created or modified to address mitigation activities.

Table: Capability Assessment - Existing Processes and Programs

Process	Action	Implementation of Plan
Hazard Mitigation	Ensure representation on Planning Team includes all departments responsible for the existing processes and programs identified in this table.	✓ Planning Team's effectiveness in implementing Plan and creating a culture of mitigation ✓ Planning Team members become "ambassadors" in the various departments charged with influencing development, infrastructure, and future planning ✓ Involve Hazard Mitigation Planning Team in review of future updates of the City General Plan or Zoning Ordinance to ensure consideration of threats posed by hazards (See Mitigation Actions Matrix)
Administrative	Departmental or organizational work plans, policies, and procedural changes	✓ City Manager's Office ✓ Planning and Development Department ✓ Public Works Department ✓ Other departments as appropriate ✓ Continue training staff for all aspects of Emergency Management and ensure adequate staffing levels by cross-training staff for each identified capability/task
Administrative	Other plans	✓ Reference plan in Emergency Operations Plan ✓ Address plan findings and incorporate mitigation activities in General Plan
Budgetary	Capital and operational budgets	✓ Include line item mitigation measures in budget as appropriate
Regulatory	Executive orders, ordinances, and other directives	✓ Building Code ✓ Capital Improvement Plan (Require hazard mitigation in design of new construction) ✓ Comprehensive Planning (Institutionalize hazard mitigation in land use and new construction) ✓ National Flood Insurance Program ✓ Storm Water Management Plan ✓ Zoning Ordinance
Funding	Traditional and nontraditional sources	✓ Once plan is approved, seek authority to use bonds, fees, loans, and taxes to finance projects ✓ Seek assistance from federal and state government, foundation, nonprofit, and private sources, such as Hazard Mitigation Grant Program ✓ Research and grant opportunities through U.S. Department of Housing and Urban Development, Community Development Block Grant
Partnerships	Creative funding and initiatives	✓ Community volunteers ✓ In-kind resources ✓ Public-private partnerships ✓ State support
Partnerships	Advisory bodies and committees	✓ Disaster Council ✓ Disaster Management Area Coordinator ✓ Safety Committee

Q&A | ELEMENT A: PLANNING PROCESS | A4

Q: Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))

A: See **Use of Existing Data** below.

Use of Existing Data

The Planning Team gathered and reviewed existing data and plans during plan writing and specifically noted as "sources". Numerous electronic and hard copy documents were used to support the planning process:

City of Santa Fe Springs General Plan and Elements

www.santafesprings.org

Applicable Incorporation: Land Use map, Community Profile section – geography, environmental, population, housing, transportation and demographic data, Safety Element - Hazard information

County of Los Angeles All-Hazards Mitigation Plan (2014)

www.lacounty.gov

Applicable Incorporation: Information about hazards in the County contributed to the hazard-specific sections in the City's Mitigation Plan.

California State Hazard Mitigation Plan (2013)

<http://www.caloes.ca.gov/>

Applicable Incorporation: Used to identify hazards posing greatest hazard to State.

HAZUS maps and reports

Created by Emergency Planning Consultants

Applicable Incorporation: Numerous HAZUS results have been included for earthquake and flood scenarios to determine specific risk to City of Santa Fe Springs.

California Department of Finance

www.dof.ca.gov/

Applicable Incorporation: Community Profile section – demographic and population data

FEMA "How To" Mitigation Series (386-1 to 386-9)

www.fema.gov/media

Applicable Incorporation: Mitigation Measures Categories and 4-Step Planning Process are quoted in the Executive Summary.

National Flood Insurance Program

www.fema.gov/national-flood-insurance-program

Applicable Incorporation: Used to confirm there are no repetitive loss properties within the City

Local Flood Insurance Rate Maps

www.msc.fema.gov

Applicable Incorporation: Provided by FEMA and included in Flood Hazard section.



California Department of Conservation

www.conservation.ca.gov/cgs

Applicable Incorporation: Seismic hazards mapping

U.S. Geological Survey (USGS)

www.usgs.gov

Applicable Incorporation: Earthquake records and statistics

Q&A | ELEMENT E: PLAN ADOPTION | E1

Q: Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))

A: See **Plan Adoption Process** below.

Plan Adoption Process

Adoption of the plan by the local governing body demonstrates the City's commitment to meeting mitigation goals and objectives. Governing body approval legitimizes the plan and authorizes responsible agencies to execute their responsibilities.

The City Council must adopt the Mitigation Plan before the Plan can receive final approval from FEMA.

In preparation for the public meeting with the City Council, the Planning Team prepared a Staff Report including an overview of the Planning Process, Risk Assessment, Mitigation Goals, and Mitigation Actions. The staff presentation concluded with a summary of the input received during the public review of the document. The meeting participants were encouraged to present their views and make suggestions on possible mitigation actions.

The City Council heard the item on [REDACTED]. The City Council voted [REDACTED] to adopt the updated Mitigation Plan. The Resolution of adoption by the City Council is in the **Appendix**.

Plan Approval

FEMA approved the Plan on [REDACTED]. A copy of the FEMA Letter of Approval is in the **Appendix**.

Part II: RISK ASSESSMENT

Community Profile

Geography and History

According to the Santa Fe Springs General Plan - Housing Element (2014), the City of Santa Fe Springs is located approximately 13 miles southeast of downtown Los Angeles and 18 miles north of the City of Long Beach. Neighboring cities include Whittier, La Mirada, Cerritos, Norwalk, Downey, and Pico Rivera. Santa Fe Springs' regional location and proximity to major transportation corridors have been important factors contributing to the City's development as a predominately industrial community.



Santa Fe Springs incorporated in 1957, with the majority of its residential growth occurring during the 1950s. Less than ten percent of the City's nine square miles is designated for residential use, with residential neighborhoods historically concentrated in the western portion of the City away from industrial uses, although small pockets of housing also exist along the City's eastern boundary adjoining residential areas in adjacent communities. The City contains approximately 5,100 housing units, with single-family homes comprising two thirds of all housing, and a homeownership rate of 60 percent.

The City was the location of one of the world's largest oil field explorations in the 1920's. The impacts of the period still affect the City's planning and risk assessment process.

Climate

According to the National Weather Service, the City has a moderate climate, including dry summers with an average temperature of about 74°F and cool, wet winters with an average temperature of 55°F. The average annual rainfall for the region is between 14-18 inches.

As the State of California and the Los Angeles region has undergone a recent several-year drought, rainfall has been much lower in the City. However, rainfall totals have been on the rise since the start of 2017 due to El Niño weather conditions.

Furthermore, actual rainfall in the Southern California region tends to fall in large amounts during sporadic and often heavy storms rather than consistently over storms at somewhat regular intervals. In short rainfall in Southern California might be characterized as feast or famine within a single year.

Population and Demographics

According to the City's General Plan – Housing Element (2014), during the 1990s, the City evidenced a 12 percent increase in population, well above that of most surrounding communities, as well as the seven percent increase Countywide. In contrast, the City's population actually declined by seven percent during the most recent decade (2000-2010).

According to the California Department of Finance (2015), the demographic makeup of the City is as follows:

Table: City of Santa Fe Springs Demographics
(Source: California Department of Finance, E-5, 2015)

Racial/Ethnic Group	2010	2015	Change	Change %
Hispanic	13,137	13,534	397	3%
White	1,927	1,903	(24)	-1%
Asian or Pacific Islander	644	1,090	446	69%
African American	305	424	119	39%
American Indian	65	66	1	2%
Other Race	145	145	0	0%
TOTAL	16,223	17,162	939	6%

Housing and Community Development

Table: City of Santa Fe Springs Housing
(Source: California Department of Finance, E-5, 2015)

2015	Number	Percent %
Housing Type:		
1-unit, detached	3,314	63.9 %
1-unit, attached	220	4.2 %
2-4 Units	171	3.3 %
5+ Units	1,349	26.0 %
Mobile homes/Other	132	2.5 %
Housing Statistics:		
Total Occupied Housing Units	4,931	100 %
Owner-Occupied Housing	2,959	60.0 %
Renter-Occupied	1,972	40.0 %
Average Household Size:	3.4 persons	
Median Home Price:	\$351,200	

Employment and Industry

According to the City's General Plan – Housing Element (2014), the most dominant employment sectors were Education/Health/Social Services and Manufacturing, accounting for approximately 40 percent of resident employment. Approximately one-quarter of residents were employed in typically lower paying industries – retail, accommodations/food services, construction, and services.

Santa Fe Springs offers a strong industrial employment base, with approximately 50,000 jobs. This job base allows a large number of residents to work in their community. The SCAG 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy projects a limited two percent increase, or 900 additional jobs, in Santa Fe Springs during the 2008-2035 period.

Table: City of Santa Fe Springs Industry
(Source: American Community Survey - 2015)

Industry	2015	
	Number	Percent %
Agriculture, forestry, fishing and hunting, and mining	56	0.8 %
Construction	421	5.9 %
Manufacturing	943	13.2 %
Wholesale Trade	374	5.2 %
Retail Trade	712	10.0 %
Transportation and Warehousing, and Utilities	452	6.3 %
Information	72	1.0 %
Finance and insurance, and real estate and rental and leasing	513	7.2 %
Professional, scientific, and management, and administrative and waste management services	582	8.2 %
Educational services, and health care and social assistance	1,806	25.3 %
Arts, entertainment, and recreation, and accommodation and food services	463	6.5 %
Other services, except public administration	346	4.9 %
Public administration	385	5.4 %

Table: City of Santa Fe Springs Occupation
(Source: American Community Survey - 2015)

Occupation	2015	
	Number	Percent
Civilian employed population (16 years and over)	7,125	100.0 %
Management, business, science, and arts occupations	2,185	30.7 %
Service occupations	1,110	15.6 %
Sales and office occupations	2,134	30.0 %
Natural resources, construction, and maintenance occupations	604	8.5 %
Production, transportation, and material moving	1,092	15.3 %

Transportation and Commuting Patterns

According to the City of Santa Fe Springs's General Plan – Circulation Element (1994), the City lies at the convergence of two major transportation routes, Interstates 5 and 605, and is within one mile of the easterly terminus of Interstate Route 105. It is traversed by major Southern Pacific and Santa Fe rail corridors, including both cargo and passenger transportation, and is under the flight landing pattern for Los Angeles International Airport.

Metrolink

Santa Fe Springs is served by Metrolink rail from the Norwalk/Santa Fe Springs station located at 12700 Imperial highway. On weekdays, this station is served by 19 Orange County Line trains and nine 91 Line trains. Metrolink is the nation's 3rd largest commuter rail system by route miles.

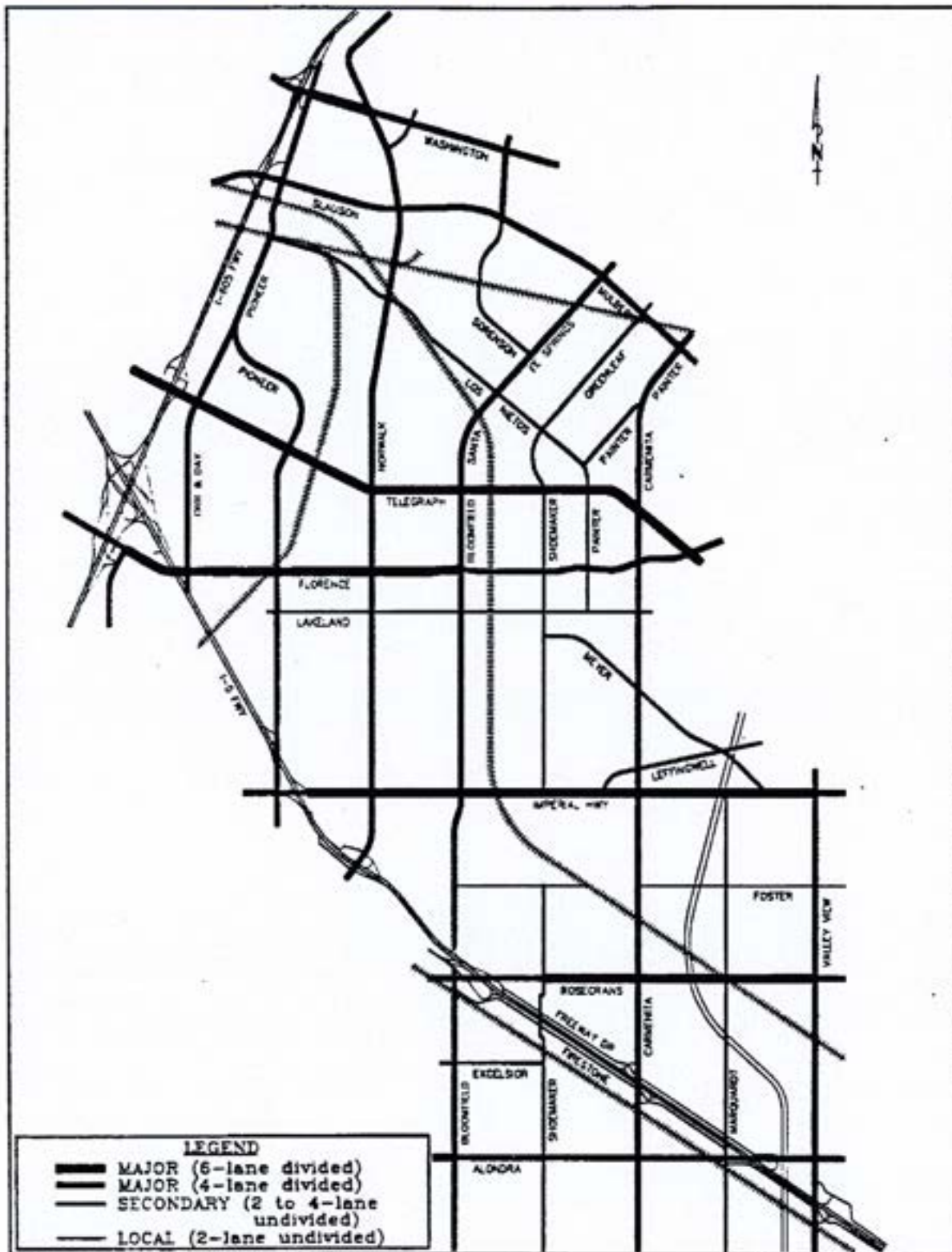
Air Travel

Air travel for City residents is available from several airports in the region. John Wayne Airport in Orange County is approximately 25 miles to the south. The major airport serving the entire region is Los Angeles International (LAX), located 20 miles west of the City.



Map: Major Roadways

(Source: City of Santa Fe Springs General Plan – Circulation Element 1994)



Risk Assessment

What is a Risk Assessment?

Conducting a risk assessment can provide information regarding: the location of hazards; the value of existing land and property in hazard locations; and an analysis of risk to life, property, and the environment that may result from natural hazard events. Specifically, the five levels of a risk assessment are as follows:

1. *Hazard Identification*
2. *Profiling Hazard Events*
3. *Vulnerability Assessment/Inventory of Existing Assets*
4. *Risk Analysis*
5. *Assessing Vulnerability/Analyzing Development Trends*

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1a.

Q: Does the plan include a general **description** of all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Hazard Identification** below.

1) *Hazard Identification*

This section is the description of the geographic extent, potential intensity, and the probability of occurrence of a given hazard. Maps are used in this plan to display hazard identification data. ***The City of Santa Fe Springs utilized the categorization of hazards as identified in California's State Hazard Mitigation Plan, including: Earthquakes, Floods, Levee Failures, Wildfires, Landslides and Earth Movements, Tsunami, Climate-related Hazards, Volcanoes, and Other Hazards.***

Next, the Planning Team reviewed existing documents to determine which of these hazards posed the most significant threat to the City. In other words, which hazard would likely result in a local declaration of emergency.



The geographic extent of each of the identified hazards was identified by the Planning Team utilizing maps and data contained in the City's General Plan Elements. In addition, numerous internet resources and the County of Los Angeles All-Hazards Mitigation Plan served as valuable resources. Utilizing the Calculated Priority Risk Index (CPRI) ranking technique, the Planning Team concluded the following hazards posed a significant threat against the City:

Earthquake | Flooding | Dam Failure | Urban Fire | Hazardous Materials

The hazard ranking system is described in **Table: Calculated Priority Risk Index**, while the actual ranking is shown in **Table: Calculated Priority Risk Index Ranking for City of Santa Fe Springs**.



Table: Calculated Priority Risk Index
(Source: Federal Emergency Management Agency)

CPRI Category	Degree of Risk		Description	Assigned	
	Level ID			Index Value	Weighting Factor
Probability	Unlikely		Extremely rare with no documented history of occurrences or events. Annual probability of less than 1 in 1,000 years.	1	45%
	Possibly		Rare occurrences. Annual probability of between 1 in 100 years and 1 in 1,000 years.	2	
	Likely		Occasional occurrences with at least 2 or more documented historic events. Annual probability of between 1 in 10 years and 1 in 100 years.	3	
	Highly Likely		Frequent events with a well-documented history of occurrence. Annual probability of greater than 1 every year.	4	
Magnitude/Severity	Negligible		Negligible property damages (less than 5% of critical and non-critical facilities and infrastructure. Injuries or illnesses are treatable with first aid and there are no deaths. Negligible loss of quality of life. Shut down of critical public facilities for less than 24 hours.	1	30%
	Limited		Slight property damage (greater than 5% and less than 25% of critical and non-critical facilities and infrastructure). Injuries or illnesses do not result in permanent disability, and there are no deaths. Moderate loss of quality of life. Shut down of critical public facilities for more than 1 day and less than 1 week.	2	
	Critical		Moderate property damage (greater than 25% and less than 50% of critical and non-critical facilities and infrastructure). Injuries or illnesses result in permanent disability and at least 1 death. Shut down of critical public facilities for more than 1 week and less than 1 month.	3	
	Catastrophic		Severe property damage (greater than 50% of critical and non-critical facilities and infrastructure). Injuries and illnesses result in permanent disability and multiple deaths. Shut down of critical public facilities for more than 1 month.	4	
Warning Time	> 24 hours		Population will receive greater than 24 hours of warning.	1	15%
	12-24 hours		Population will receive between 12-24 hours of warning.	2	
	6-12 hours		Population will receive between 6-12 hours of warning.	3	
	< 6 hours		Population will receive less than 6 hours of warning.	4	
Duration	< 6 hours		Disaster event will last less than 6 hours	1	10%
	< 24 hours		Disaster event will last less than 6-24 hours	2	
	< 1 week		Disaster event will last between 24 hours and 1 week.	3	
	> 1 week		Disaster event will last more than 1 week	4	



Table: Calculated Priority Risk Index Ranking for City of Santa Fe Springs

Hazard	Probability	Weighted 45% (x.45)	Magnitude Severity	Weighted 30% (x.3)	Warning Time	Weighted 15% (x.15)	Duration	Weighted 10% (x.1)	CPRI Total
Earthquake – Puente Hills M7.1	3	1.35	4	1.2	4	0.6	1	0.1	3.25
Earthquake – Newport-Inglewood M7.1	3	1.35	3	0.9	4	0.6	1	0.1	2.95
Earthquake – San Andreas M8.0	2	.90	3	0.9	4	0.6	1	0.1	2.50
Earthquake – Whittier-Elsinore M7.0	2	.90	3	0.9	4	0.6	1	0.1	2.50
Flooding	3	1.35	1	0.3	1	0.15	2	0.2	2.00
Dam Failure	2	.90	3	0.9	3	0.45	1	0.1	2.35
Urban Fire	1	.45	1	0.3	4	0.6	2	0.2	1.55
Hazardous Materials	2	.90	2	0.6	4	0.6	2	0.2	2.30

2) Profiling Hazard Events

This process describes the causes and characteristics of each hazard and what part of the City's facilities, infrastructure, and environment may be vulnerable to each specific hazard. A profile of each hazard discussed in this plan is provided in the City-Specific Hazard Analysis. **Table: Vulnerability: Location, Extent, and Probability for City of Santa Fe Springs** indicates a generalized perspective of the community's vulnerability of the various hazards according to extent (or degree), location, and probability.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1b.

Q: Does the plan provide rationale for the omission of any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement §201.6(c)(2)(i))

A: See **Table: Vulnerability: Location, Extent, and Probability for City of Santa Fe Springs** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1c.

Q: Does the plan include a description of the **location** for all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Table: Vulnerability: Location, Extent, and Probability for City of Santa Fe Springs** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1d.

Q: Does the plan include a description of the **extent** for all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Table: Vulnerability: Location, Extent, and Probability for City of Santa Fe Springs** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B2a.

Q: Does the plan include information on **previous occurrences** of hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Table: Vulnerability: Location, Extent, and Probability for City of Santa Fe Springs** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B2b.

Q: Does the plan include information on the **probability** of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Table: Vulnerability: Location, Extent, and Probability for City of Santa Fe Springs** below.

Table: Vulnerability: Location, Extent, and Probability for City of Santa Fe Springs

Hazard	Location (Where)	Extent (How Big an Event)	Probability (How Often) *	Previous Occurrences
Earthquake	Entire Project Area	The Southern California Earthquake Center (SCEC) in 2007 concluded that there is a 99.7 % probability that an earthquake of M6.7 or greater will hit California within 30 years. ¹	Moderate	1987 – Whittier Narrows
Flooding	Isolated Portions of the Project Area	Urban Flooding resulting from Severe Weather – extent varies on weather.	Moderate	January – February 2017 – Localized Urban Flooding
Dam Failure	Northwestern portion of the City to the west of Norwalk Boulevard	In the unlikely event of a Whittier Narrows dam failure, floodwaters would extend to the northwest corner of Santa Fe Springs within one and one hour.	Low	None
Urban Fire	Entire Project Area	Major property fire damage and significant impact to City residents.	High	March 13, 2017 – Los Nietos Recycling
Hazardous Materials	Entire Project Area	Extent varies greatly depending on the scope, scale, and magnitude of Hazmat incident	Moderate	August 2015 – Air Gas

* Probability is defined as: Low = 1:1,000 years, Moderate = 1:100 years, High = 1:10 years

¹ Uniform California Earthquake Rupture Forecast

3) Vulnerability Assessment/Inventory of Existing Assets

A Vulnerability Assessment in its simplest form is a simultaneous look at the geographical location of hazards and an inventory of the underlying land uses (populations, structures, etc.). Facilities that provide critical and essential services following a major emergency are of particular concern because these locations house staff and equipment necessary to provide important public safety, emergency response, and/or disaster recovery functions.

Critical Facilities

FEMA separates critical buildings and facilities into the five categories shown below based on their loss potential. All of the following elements are considered critical facilities:

Essential Facilities are essential to the health and welfare of the whole population and are especially important following hazard events. Essential facilities include hospitals and other medical facilities, police and fire stations, emergency operations centers and evacuation shelters, and schools.

Transportation Systems include airways – airports, heliports; highways – bridges, tunnels, roadbeds, overpasses, transfer centers; railways – trackage, tunnels, bridges, rail yards, depots; and waterways – canals, locks, seaports, ferries, harbors, drydocks, piers.

Lifeline Utility Systems such as potable water, wastewater, oil, natural gas, electric power and communication systems.

High Potential Loss Facilities are facilities that would have a high loss associated with them, such as nuclear power plants, dams, and military installations.

Hazardous Material Facilities include facilities housing industrial/hazardous materials, such as corrosives, explosives, flammable materials, radioactive materials, and toxins.

Table: Critical & Essential Facilities Vulnerable to Hazards illustrates the hazards with potential to impact critical facilities owned by or providing services to the City of Santa Fe Springs.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3b.

Q: Is there a description of each identified hazard's overall **vulnerability** (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Table: Critical & Essential Facilities Vulnerable to Hazards** below.

Table: Critical & Essential Facilities Vulnerable to Hazards

Name of Facility	Earthquake	Flooding	Dam Failure	Urban Fire	Hazardous Materials
CRITICAL & ESSENTIAL FACILITIES:					
City Hall 11710 Telegraph Road	X		X	X	
Fire Station #1 11300 Greenstone Avenue	X		X	X	X
Fire Station #2 8634 Dice Road	X			X	X
Fire Station #3 15517 Carmenita Road	X			X	X
Fire Station #4 11736 Telegraph Road	X		X	X	X
Police Services Center 11576 Telegraph Road	X		X	X	X
HAZARDOUS MATERIALS FACILITIES:					
Air Liquide 8832 Dice Road	X			X	X
Baker Petrolite 11808 Bloomfield Avenue	X			X	X
B.J. Services 11927 Greenstone Avenue	X			X	X
Brenntag Pacific 10747 Patterson Pl	X			X	X
Brown-Pacific 13639 Bora Drive	X			X	X
Bumble Bee Foods 13100 Arctic Circle	X			X	X
Custom Chemical 8707 Millergrove Drive	X		X	X	X
Del Monte Fresh Produce 10730 Patterson Place	X			X	X
Hereus Metal Processing Inc 13429 Alondra Boulevard	X			X	X
JBS 13215 Cambridge Street	X			X	X

Name of Facility	Earthquake	Flooding	Dam Failure	Urban Fire	Hazardous Materials
KIK So Cal 9028 Dice Road	X			X	X
Korean Farms 12500 Slauson Avenue	X			X	X
Northstar Chemical 9051 Sorensen Avenue	X			X	X
Olin Chlor Alkali 11600 Pike Street	X		X	X	X
Phibro-Tech 8851 Dice Road	X			X	X
Polycoat Products 14722 Spring Avenue	X			X	X
Sika Corporation 12767 Imperial Highway	X			X	X
Trojan Battery 12380 Clark Street	X			X	X
Trojan Battery 9440 Ann Street	X			X	X
Univar 12522 Los Nietos Road	X			X	X
Univar 13900 Carmenita Road	X			X	X
UTC 11120 Norwalk Boulevard	X			X	X
Vons Warehouse 12801 Excelsior Drive	X			X	X
Weber Distribution 13350 Rosecrans Avenue	X			X	X

4) Risk Analysis

Estimating potential losses involves assessing the damage, injuries, and financial costs likely to be sustained in a geographic area over a given period of time. This level of analysis involves using mathematical models. The two measurable components of risk analysis are magnitude of the harm that may result and the likelihood of the harm occurring. Describing vulnerability in terms of dollar losses provides the community and the state with a common framework in which to measure the effects of hazards on assets. For each hazard where data was available, quantitative estimates for potential losses have been included in the hazard assessment. Data was not available to make vulnerability determinations in terms of dollar losses for all of the identified hazards. The **Mitigation Actions Matrix** includes an action item to conduct such an assessment in the future.

5) Assessing Vulnerability/ Analyzing Development Trends

This step provides a general description of City facilities and contents in relation to the identified hazards so that mitigation options can be considered in land use planning and future land use decisions. This Mitigation Plan provides comprehensive description of the character of the City of Santa Fe Springs in the **Community Profile Section**. This description includes the geography and environment, population and demographics, land use and development, housing and community development, employment and industry, and transportation and commuting patterns. Analyzing these components of the City of Santa Fe Springs can help in identifying potential problem areas and can serve as a guide for incorporating the goals and ideas contained in this mitigation plan into other community development plans.

Hazard assessments are subject to the availability of hazard-specific data. Gathering data for a hazard assessment requires a commitment of resources on the part of participating organizations and agencies. Each hazard-specific section of the plan includes a section on hazard identification using data and information from City, County, state, or federal sources.

Regardless of the data available for hazard assessments, there are numerous strategies the City can take to reduce risk. These strategies are described in the action items detailed in the Mitigation Actions Matrix in the **Mitigation Strategies Section**. Mitigation strategies can further reduce disruption to critical services, reduce the risk to human life, and alleviate damage to personal and public property and infrastructure.

Land and Development

The City of Santa Fe Springs General Plan provides the framework for the growth and development of the City. This Plan is one of the City's most important tools in addressing environmental challenges including transportation and air quality; growth management; conservation of natural resources; clean water and open spaces.

According to the City's General Plan - Land Use Element (1994), most of its residential growth occurred during the 1950s. Approximately ten percent of the City is zoned for residential uses, and the majority of these areas are now fully developed. The changes in the demographic characteristics have resulted in a demand for more housing.

Due to the City's predominant industrial environment (approximately 75% of present land use), a major focus will be a continued effort to provide for the conservation and rehabilitation of the City's

single-family housing stock, in addition to providing for better utilization of land where existing oil fields now exist.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3a.

Q: Is there a description of each hazard's **impacts** on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)? (Requirement §201.6(c)(2)(ii))

A: See **Impacts to Types of Land Uses** below.

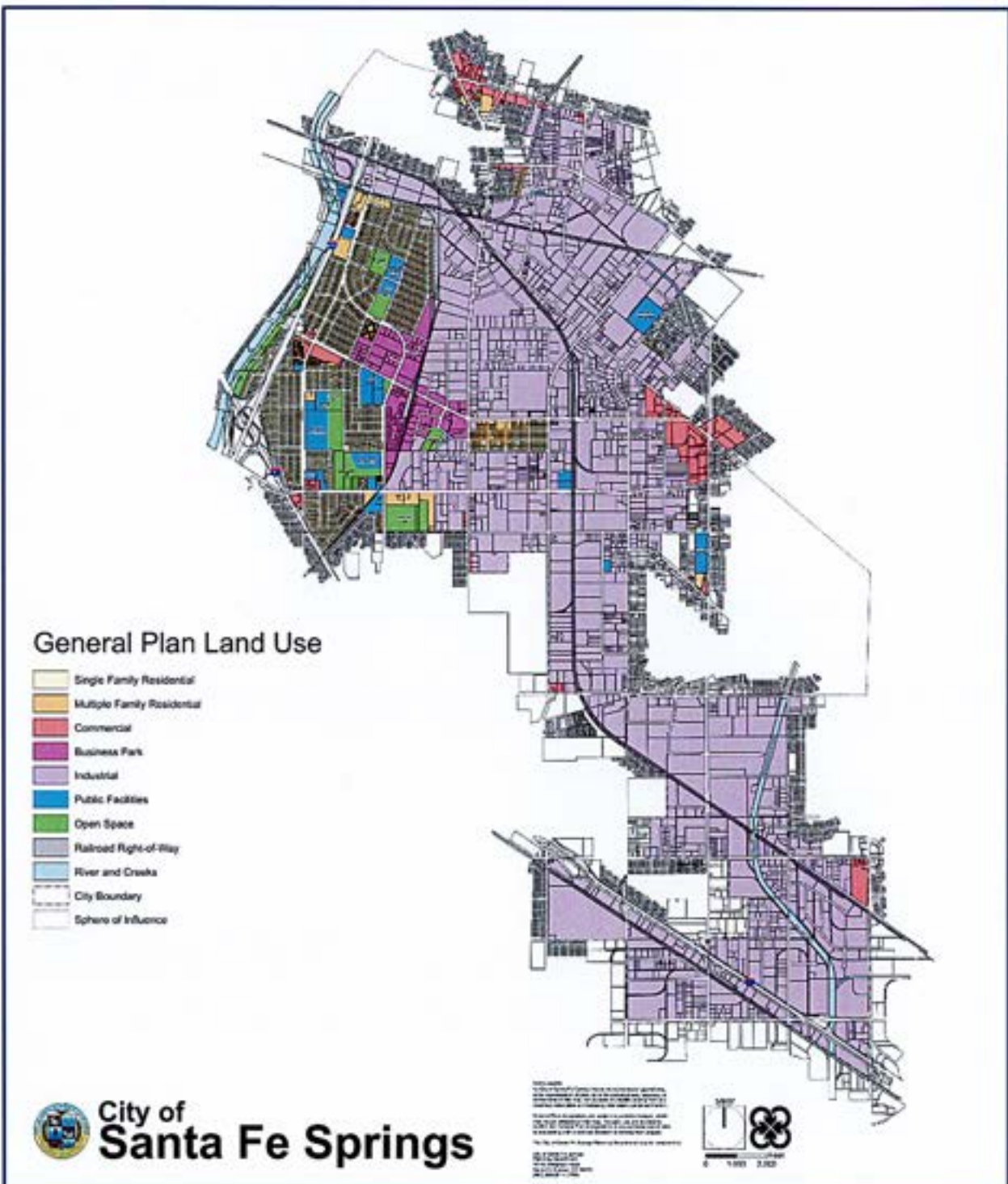
Impacts to Types of Land Uses

City of Santa Fe Springs's General Plan identifies a split between residential and non-residential land uses. In general terms, the non-residential land uses are categorized as commercial, industrial, business park, industrial, public facilities, and open space.

Table: Impacts to Existing and Future Land Uses in the City of Santa Fe Springs
(Source: EPC Analysis Based on City of Santa Fe Springs General Plan – Land Use Element)

Category of Land Use Designation	Acres (Area)	Acres (%)	Earthquake	Flooding	Dam Failure	Urban Fire	Hazardous Materials
Residential	474	10%	X	X	X	X	X
Commercial	317	7%	X	X	X	X	X
Business Park	104	2%	X	X	X	X	X
Industrial	3,396	75%	X		X	X	X
Public Facilities	142	3%	X		X	X	X
Open Space	125	3%	X	X	X	X	X

Map: Land Use Map
(Source: City of Santa Fe Springs General Plan – Land Use Element, 1994)



Earthquake Hazards

Previous Occurrences of Earthquakes in the City of Santa Fe Springs

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B2a.

Q: Does the plan include information on **previous occurrences** of hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Previous Occurrences of Earthquakes in the City of Santa Fe Springs** below.

Recent earthquakes impacting Santa Fe Springs include the Northridge Earthquake of 1994 (Magnitude 6.7), Whittier Earthquake of 1987 (Magnitude 5.9); and Landers Earthquake of 1992 (Magnitude 7.3).

In January 1994, the magnitude 6.7 Northridge Earthquake (thrust fault) which produced severe ground motion, caused 57 deaths, 9,253 injuries and left over 20,000 displaced. Scientists have stated that such devastating shaking should be considered the norm near any large thrust earthquake. Recent reports from scientists of the U.S. Geological Survey and the Southern California Earthquake Center say that the Los Angeles Area could expect one earthquake every year of magnitude 5.0 or more for the foreseeable future.



Although there have been smaller incidents, Santa Fe Springs has never been severely impacted by an earthquake.

Previous Occurrences of Earthquakes in Los Angeles County

Southern California has a history of powerful and relatively frequent earthquakes, dating back to the powerful magnitude 8.0+ 1857 San Andreas Earthquake which did substantial damage to the relatively few buildings that existed at the time.

Paleoseismological research indicates that large magnitude (8.0+) earthquakes occur on the San Andreas Fault at intervals between 45 and 332 years with an average interval of 140 years. Other lesser faults have also caused very damaging earthquakes since 1857. Notable earthquakes include the 1933 Long Beach Earthquake, the 1971 San Fernando Earthquake, the 1987 Whittier Earthquake and the 1994 Northridge Earthquake.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1a.

Q: Does the plan include a general **description** of all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Local Conditions** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3b.

Q: Is there a description of each identified hazard's overall **vulnerability** (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Local Conditions** below.

Local Conditions

According to the City of Santa Fe Springs General Plan - Safety Element (1994), the City lies within a metropolitan area that has historically been seismically active. Faults are prevalent throughout California and are commonly classified as either "active" or "potentially active." An active fault is a break that has moved in recent geologic time (the last 11,000 years) and that is likely to move within the next approximately 100 years. Active faults are the primary focus of concern in attempting to prevent earthquake hazards. A potentially active fault is one that has shifted but not in the recent geologic period (or, between 11,000 and 3,000,000 years ago) and is therefore considered dormant or unlikely to move in the future.

Several active faults have been identified within close proximity or within the City boundaries which, most importantly, indicates that the community falls under the State Earthquake Fault Zoning Act and the State Hazards Mapping Act. These Acts require that local governments, in the general plan update process, adopt policies and criteria to ensure the structural adequacy of buildings erected across active faults for human occupancy. In some cases, the development of structures must be prohibited.

Earthquakes that could affect the City would most likely originate from the **San Andreas, Whittier-Elsinore, Newport-Inglewood, Sierra Madre, or Puente Hills Faults**. These faults are close enough in proximity or expected to generate strong enough shaking that could significantly impact the City.

San Andreas Fault

The San Andreas Fault Zone is located approximately 37 miles east of the City of Santa Fe Springs. This fault zone extends from the Gulf of California northward to the Cape Mendocino area where it continues northward along the ocean floor. The total length of the San Andreas Fault Zone is approximately 750 miles. The activity of the fault has been recorded during historic events, including the 1906 (M8.0) event in San Francisco and the 1857 (M7.9) event between Cholame and San Bernardino, where at least 250 miles of surface rupture occurred. These seismic events are among the most significant earthquakes in California history. Geologic evidence suggests that the San Andreas Fault has a 50 percent chance of producing a magnitude 7.5 to 8.5 quake (comparable to the great San Francisco earthquake of 1906) within the next 30 years.

Whittier-Elsinore Fault

The Whittier-Elsinore Fault is approximately two miles north of the City. This northwest trending fault continues eastward from the Alhambra area through the Santa Ana Mountains to the Mexican border. The fault has historically experienced moderate activity, having produced numerous magnitude 4 earthquakes and a few at magnitude 5. The largest historical earthquake



on this fault occurred in 1976 and had a magnitude of 4.2. The maximum credible earthquake for this fault is estimated to be of magnitude 7.0.

Newport-Inglewood Fault

The Newport-Inglewood Fault is approximately 9 miles southwest of the City of Santa Fe Springs. The fault consists of an echelon series of northwest trending faults reaching from the southern edge of the Santa Monica Mountains south-eastward to the offshore area near Newport Beach. High historic seismic activity is suggested by numerous shocks greater than magnitude 4 and by the historic magnitude 6.3 Long Beach earthquake centered off-shore near Newport Beach in 1933. Although there has been no observed displacement associated with the Newport-Inglewood Fault, there has been subsurface fault displacement of approximately seven inches associated with the 1941 earthquake of magnitude 4.5. This fault is capable of generating a 7.0 magnitude earthquake within the next 50-100 years.

Sierra Madre Fault

Located approximately 25 miles north of Santa Fe Springs, the Sierra Madre fault system forms a prominent 50-mile long east-west structural zone on the south side of the San Gabriel Mountains. This fault system has been responsible for uplift of the San Gabriel Mountains by reverse faulting in response to south-north tectonic compression. The Sierra Madre fault system has been divided into the Cucamonga, Duarte, Dunsmore, San Fernando and Sierra Madre segments. A 5.8 earthquake occurred on the fault in 1991, 7 miles north of the City of Monrovia. It is estimated that a magnitude 7.0 earthquake is credible on this fault system.

Puente Hills Fault

Discovered in 2003, the Puente Hills fault system is comprised of three sections that run under downtown Los Angeles and into the Coyote Hills of north Orange County. The Santa Fe Springs Segment of this fault runs directly through the middle of the City. According to estimates by the USGS and Southern California Earthquake Center, a massive quake on the Puente Hills fault could kill from 3,000 to 18,000 people and cause up to \$250 billion in damage.

Map: Regional Faults plots the various major faults located closest to the City of Santa Fe Springs.

[illegible]

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Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3a.

Q: Is there a description of each hazard's **impacts** on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)? (Requirement §201.6(c)(2)(ii))

A: See **Impact of Earthquakes in the City of Santa Fe Springs** below.

Impact of Earthquakes in the City of Santa Fe Springs

Based on the risk assessment, it is evident that earthquakes will continue to have potentially devastating economic impacts to certain areas of the City. Impacts that are not quantified, but can be anticipated in future events, include:

- ✓ Injury and loss of life;
- ✓ Commercial and residential structural damage;
- ✓ Disruption of and damage to public infrastructure;
- ✓ Secondary health hazards e.g. mold and mildew;
- ✓ Damage to roads/bridges resulting in loss of mobility;
- ✓ Significant economic impact (jobs, sales, tax revenue) upon the community;
- ✓ Negative impact on commercial and residential property values; and
- ✓ Significant disruption to students and teachers as temporary facilities and relocations would likely be needed.

Earthquake-Induced Landslides

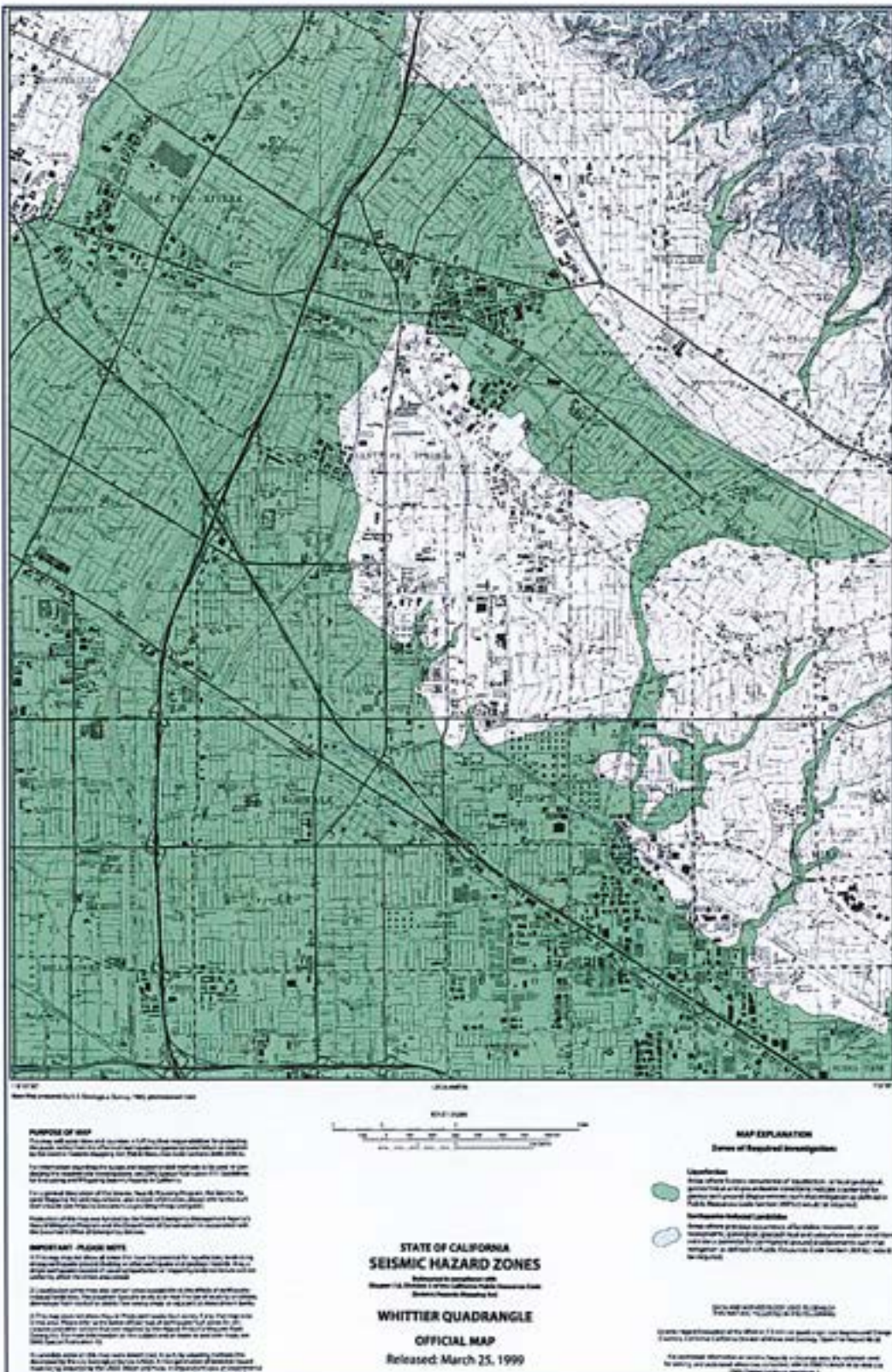
Earthquake-induced landslides are secondary earthquake hazards that occur from ground shaking. They can destroy the roads, buildings, utilities, and other critical facilities necessary to respond and recover from an earthquake. Many communities in Southern California have a high likelihood of encountering such risks, especially in areas with steep slopes.

Map: Landslide and Liquefaction Zones shows the no immediate risk of earthquake-induced landslide risk within the City.

Liquefaction

Liquefaction is a phenomenon in which the strength and stiffness of a soil is reduced by earthquake shaking or other events. Liquefaction occurs in saturated soils, which are soils in which the space between individual soil particles is completely filled with water. This water exerts a pressure on the soil particles that influences how tightly the particles themselves are pressed together. Prior to an earthquake, the water pressure is relatively low. However, earthquake shaking can cause the water pressure to increase to the point where the soil particles can readily move with respect to each other. Because liquefaction only occurs in saturated soil, its effects are most commonly observed in low lying areas. Typically, liquefaction is associated with shallow groundwater, which is less than 50 feet beneath the earth's surface. According to the City of Santa Fe Springs General Plan - Safety Element (1994), liquefaction within the City is generally not a hazard as the water table is generally deeper than 50 feet. Areas immediately adjacent to the San Gabriel River may have moderate liquefaction risk as shown in **Map: Landslide and Liquefaction Zones**.

**Map: Landslide and Liquefaction Zones in Santa Fe Springs
(Source: California Department of Conservation)**



Exposure

The data in this section was generated using the HAZUS-MH program for earthquakes. Once the location and size of a hypothetical earthquake are identified, HAZUS-MH estimates the intensity of the ground shaking, the number of buildings damaged, the number of casualties, the amount of damage to transportation systems and utilities, the number of people displaced from their homes, and the estimated cost of repair and clean up.

Building Inventory

HAZUS estimates approximately 73% of the building stock within the City of Santa Fe Springs is residential housing consisting of wood frame construction.

Critical Facility Inventory

HAZUS breaks critical facilities into two (2) groups: essential facilities and high potential loss facilities (HPL). Essential facilities include hospitals, medical clinics, schools, fire stations, police stations and emergency operations facilities. High potential loss facilities include dams, levees, military installations, nuclear power plants and hazardous material sites.

Table: Critical Facility Inventory – HAZUS

Essential Facilities	Count
Hospitals	1
Schools	11
Fire Stations	4
Police Stations	1
Emergency Operations Facilities	0

High Potential Loss (HPL) Facilities	Count
Dams	0
Levees	0
Military Installations	0
Nuclear Power Plants	0
Hazardous Material Sites	24

Transportation and Utility Lifeline Inventory

Within HAZUS, the lifeline inventory is divided between transportation and utility lifeline systems. Transportation systems include highways, railways, light rail, bus, ports, ferry and airports. Utility systems include potable water, wastewater, natural gas, crude & refined oil, electric power and communications.

Casualties

HAZUS estimates the number of people that will be injured and killed by the earthquake. The casualties are broken down into four (4) severity levels that describe the extent of the injuries. The levels are described as follows:

- ✓ **Severity Level 1:** Injuries will require medical attention but hospitalization is not needed.
- ✓ **Severity Level 2:** Injuries will require hospitalization but are not considered life-threatening
- ✓ **Severity Level 3:** Injuries will require hospitalization and can become life threatening if not promptly treated.
- ✓ **Severity Level 4:** Victims are killed by the earthquake.

The casualty estimates are provided for three (3) times of day: 2:00 AM, 2:00 PM and 5:00 PM. These times represent the periods of the day that different sectors of the community are at their peak occupancy loads. The 2:00 AM estimate considers that the residential occupancy load is maximum, the 2:00 PM estimate considers that the educational, commercial and industrial sector loads are maximum and 5:00 PM represents peak commute time.

Building-Related Losses

Building losses are broken into two categories: direct building losses and business interruption losses. The direct building losses are the estimated costs to repair or replace the damage caused to the building and its contents. The business interruption losses are the losses associated with inability to operate a business because of the damage sustained during the earthquake. Business interruption losses also include the temporary living expenses for those people displaced from their homes because of the earthquake.

HAZUS Earthquake Event Summary Results

Newport-Inglewood M7.1 Earthquake Scenario

Building Damage

Table: Expected Building Damage Newport-Inglewood M7.1

Damage Extent	None	Slight	Moderate	Extensive	Complete
Total	5,197	1,692	506	68	7

Transportation and Utility Lifeline Damage

Table: Expected Utility System Pipeline Damage – Newport-Inglewood M7.1

System	Total Pipelines (Length km)	Number of Leaks	Number of Breaks
Potable Water	1,135	53	13
Waste Water	681	38	10
Natural Gas	454	11	3
Oil	0	0	0

Table: Potable Water and Electric Power System Performance – Newport-Inglewood M7.1

	Total # of Households	Number of Households without Service				
		At Day 1	At Day 3	At Day 7	At Day 30	At Day 90
Potable Water	7,163	0	0	0	0	0
Electric Power		0	0	0	0	0

Shelter Requirement

HAZUS estimates the number of households that are expected to be displaced from their homes due to the earthquake and the number of displaced people that will require accommodations in temporary public shelters. The model estimates 21 households to be displaced due to the earthquake. Of these, 22 people (out of a total population of 17,162) will seek temporary shelter in public shelters.

Casualties

The table below represents a summary of casualties estimated for Newport-Inglewood M7.1 earthquake scenario.

Table: Casualty Estimates – Newport-Inglewood M7.1

Time	Level 1	Level 2	Level 3	Level 4
2 AM	8	1	0	0
2 PM	15	2	0	0
5 PM	10	2	1	0
• Level 1: Injuries will require medical attention but hospitalization is not needed. Level 2: Will require hospitalization but are not considered life-threatening. Level 3: Will require hospitalization and can become life threatening if not promptly treated. Level 4: Victims are killed by earthquake.				

Economic Losses

The total economic loss estimated for the Newport-Inglewood M7.1 earthquake scenario is **\$288.97 million dollars** which includes building and lifeline related losses based on the region's available inventory. The following tables provide more detailed information about these losses.

Table: Economic Losses (\$ Dollars) – Newport-Inglewood M7.1

Category	Estimated Loss (\$)
Income	\$32,936,200
Capital Stock	\$237,070,400
Transportation Systems	\$3,958,800
Utility Systems	\$15,002,700
TOTAL	\$288,968,100

**City of Santa Fe Springs
Newport-Inglewood 7.1
Earthquake**

Peak Ground Acceleration

Not Felt (< 0.17 %g)
Weak (0.17 - 0.4 %g)
Light (0.4 - 0.9 %g)
Moderate (0.9 - 1.8 %g)
Strong (1.8 - 3.4 %g)
Very Strong (3.4 - 6.5 %g)
Severe (6.5 - 12.4 %g)
Violent (12.4 - 24.8 %g)
Extreme (> 24.8 %g)

CITY OF SANTA FE SPRINGS

Newport-Inglewood Fault

Epicenter

Puente Hills M7.1 Earthquake Scenario

Building Damage

Table: Expected Building Damage Puente Hills M7.1

Damage Extent	None	Slight	Moderate	Extensive	Complete
Total	1,556	2,764	2,218	674	258

Transportation and Utility Lifeline Damage

Table: Expected Utility System Pipeline Damage – Puente Hills M7.1

System	Total Pipelines (Length km)	Number of Leaks	Number of Breaks
Potable Water	1,135	439	110
Waste Water	681	314	79
Natural Gas	454	90	23
Oil	0	0	0

Table: Potable Water and Electric Power System Performance – Puente Hills M7.1

	Total # of Households	Number of Households without Service				
		At Day 1	At Day 3	At Day 7	At Day 30	At Day 90
Potable Water	7,163	2,618	586	0	0	0
Electric Power		5,616	3,753	1,715	367	7

Shelter Requirement

HAZUS estimates the number of households that are expected to be displaced from their homes due to the earthquake and the number of displaced people that will require accommodations in temporary public shelters. The model estimates 326 households to be displaced due to the earthquake. Of these, 339 people (out of a total population of 17,162) will seek temporary shelter in public shelters.

Casualties

The table below represents a summary of casualties estimated for Puente Hills M7.1 earthquake scenario.

Table: Casualty Estimates – Puente Hills M7.1

Time	Level 1	Level 2	Level 3	Level 4
2 AM	72	14	2	3
2 PM	204	56	10	18
5 PM	134	40	16	12
Level 1: Injuries will require medical attention but hospitalization is not needed. Level 2: Will require hospitalization but are not considered life-threatening. Level 3: Will require hospitalization and can become life threatening if not promptly treated. Level 4: Victims are killed by earthquake.				

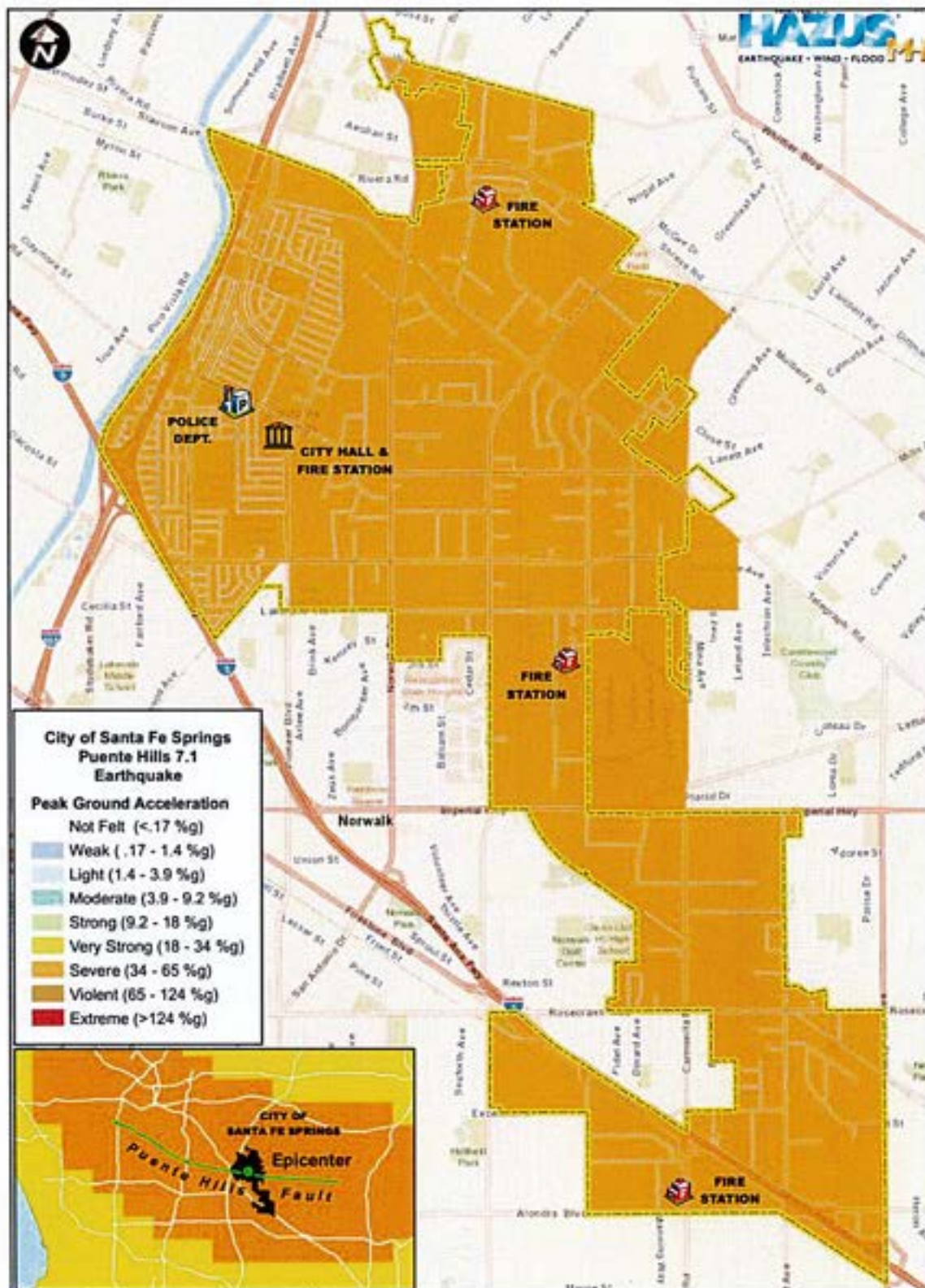
Economic Losses

The total economic loss estimated for the Puente Hills M7.1 earthquake scenario is **\$1.778 billion dollars** which includes building and lifeline related losses based on the region's available inventory. The following tables provide more detailed information about these losses.

Table: Economic Losses (\$ Dollars) – Puente Hills M7.1

Category	Estimated Loss (\$)
Income	\$209,033,900
Capital Stock	\$1,497,554,000
Transportation Systems	\$19,169,300
Utility Systems	\$52,289,300
TOTAL	\$1,778,046,500

Map: Shake Intensity Map – Puente Hills M7.1
(Source: Emergency Planning Consultants)



Structures and Building Code

The built environment is susceptible to damage from earthquakes. Buildings that collapse can trap and bury people. Lives are at risk, and the cost to clean up the damages is great. In most California communities, including the City of Santa Fe Springs, many buildings were built before 1993 when building codes were not as strict. In addition, retrofitting is not required except under certain conditions and can be expensive. Therefore, the number of buildings at risk remains high. The California Seismic Safety Commission makes annual reports on the progress of the retrofitting of unreinforced masonry buildings. According to the City of Santa Fe Springs, all URM buildings within the City have been identified and upgraded to meet current requirements.

Implementation of earthquake mitigation policy most often takes place at the local government level. The City of Santa Fe Springs Planning Division enforces building codes pertaining to earthquake hazards.

Additionally, the City has implemented basic building requirements that are above and beyond what the State demands for hazard mitigation. Newly constructed buildings in Santa Fe Springs that are built in an area subject to earthquake-induced landslide or liquefaction are typically built with extra foundation support. Such support is found in the post-tension reinforced concrete foundation; this same technique is used by coastal cities to prevent home destruction during cases of liquefaction.

Generally, these codes seek to discourage development in areas that could be prone to flooding, landslide, wildfire and/or seismic hazards; and where development is permitted, that the applicable construction standards are met. Developers in hazard-prone areas may be required to retain a qualified professional engineer to evaluate level of risk on the site and recommend appropriate mitigation measures.

Flood Hazards

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B2a.

Q: Does the plan include information on **previous occurrences** of hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Previous Occurrences of Flooding in the City of Santa Fe Springs** below.

Previous Occurrences of Flooding in the City of Santa Fe Springs

In spite of the region's semi-arid climate, it has experienced flood episodes throughout its history. In recent history, the City has experienced urban/localized flooding as recent as January-February 2017 but has not encountered any significant flooding events.



Previous Occurrences of Flooding in Los Angeles County

Los Angeles County records reveal since 1861, the Los Angeles River has flooded 30 times, on average once every 6.1 years. But averages are deceiving, for the Los Angeles basin goes through periods of drought and then periods of above average rainfall. Between 1889 and 1891 the river flooded every year, from 1941 to 1945, the river flooded 5 times. Conversely, from 1896 to 1914, and again from 1944 to 1969, a period of 25 years, the river did not have serious floods.

Average annual precipitation in Los Angeles County ranges from 13 inches on the coast to approximately 40 inches on the highest point of the Peninsular Mountain Range that transects the County. Several factors determine the severity of floods, including rainfall intensity and duration. A large amount of rainfall over a short time span can result in flash flood conditions. A sudden thunderstorm or heavy rain, dam failure, or sudden spills can cause flash flooding. The National Weather Service's definition of a flash flood is a flood occurring in a watershed where the time of travel of the peak of flow from one end of the watershed to the other is less than six hours.

The towering mountains that give the Los Angeles region its spectacular views also wring a great deal of rain out of the storm clouds that pass through. Because the mountains are so steep, the rainwater moves rapidly down the slopes and across the coastal plains on its way to the ocean.

Naturally, this rainfall moves rapidly downstream, often with severe consequences for anything in its path. In extreme cases, flood-generated debris flows will roar down a canyon at speeds near 40 miles per hour with a wall of mud, debris and water, tens of feet high. Flooding occurs when climate, geology, and hydrology combine to create conditions where water flows outside of its usual course.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1a.

Q: Does the plan include a general **description** of all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Local Conditions** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3b.

Q: Is there a description of each identified hazard's overall **vulnerability** (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Local Conditions** below.

Local Conditions

According to the City of Santa Fe Springs General Plan – Safety Element (1994), the City maintains local storm drains to minimize flooding conditions. These drains are generally designed for ten-year storms. The City has limited ability to directly control incidents of flooding. Localized flooding would most likely be from natural causes.

National Flood Insurance Program

The City participates in the National Flood Insurance Program (NFIP). Created by Congress in 1968, the NFIP makes flood insurance available in communities that enact minimum floodplain management rules consistent with the Code of Federal Regulations §60.3.

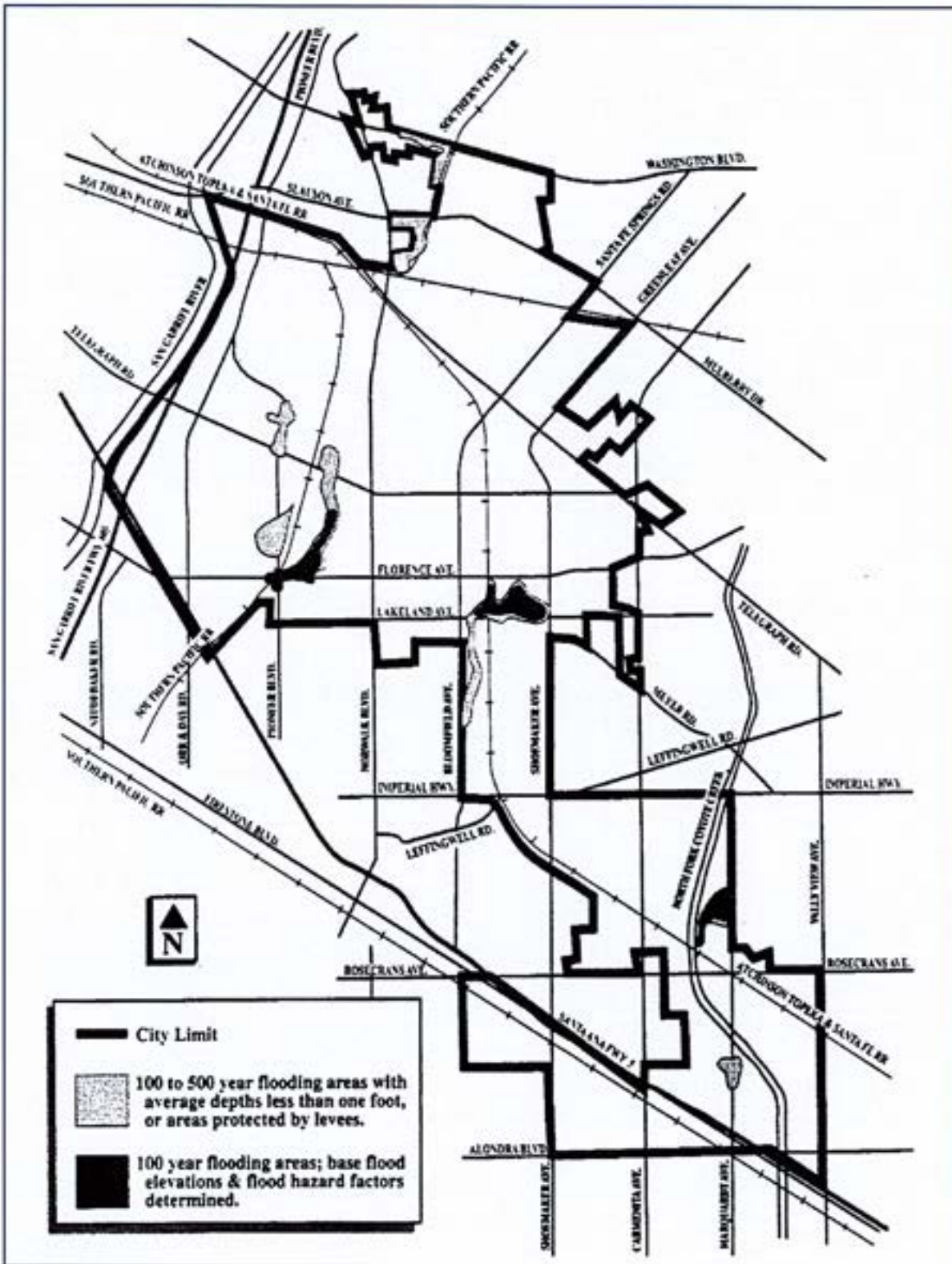
According to **Map: Flood Insurance Rate Map #1 and #2**, the built areas of the City are in "Flood Zone X". Zone X is defined as the area outside the 500-year flood and protected by levee from 100-year flood. Localized flooding problem areas are identified in **Map: Local Flooding Zones**.

[illegible]

[illegible]

Map: Local Flooding Zones

(Source: City of Santa Fe Springs General Plan – Safety Element | 1994)



Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3a.

Q: Is there a description of each hazard's **impacts** on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)? (Requirement §201.6(c)(2)(ii))

A: See **Impact of Flooding in the City of Santa Fe Springs** below.

Impact of Flooding in the City of Santa Fe Springs

Floods and their impacts vary by location and severity of any given flood event, and likely only affect certain areas of the County during specific times. Based on the risk assessment, it is evident that floods will continue to have devastating economic impact to certain areas of the City.

Impact that is not quantified, but anticipated in future events includes:

- ✓ Injury and loss of life;
- ✓ Commercial and residential structural damage;
- ✓ Disruption of and damage to public infrastructure;
- ✓ Secondary health hazards e.g. mold and mildew
- ✓ Damage to roads/bridges resulting in loss of mobility
- ✓ Significant economic impact (jobs, sales, tax revenue) upon the community
- ✓ Negative impact on commercial and residential property values and
- ✓ Significant disruption to students and teachers as temporary facilities and relocations would likely be needed.

Dam Failure Hazards

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B2a.

Q: Does the plan include information on **previous occurrences** of hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))

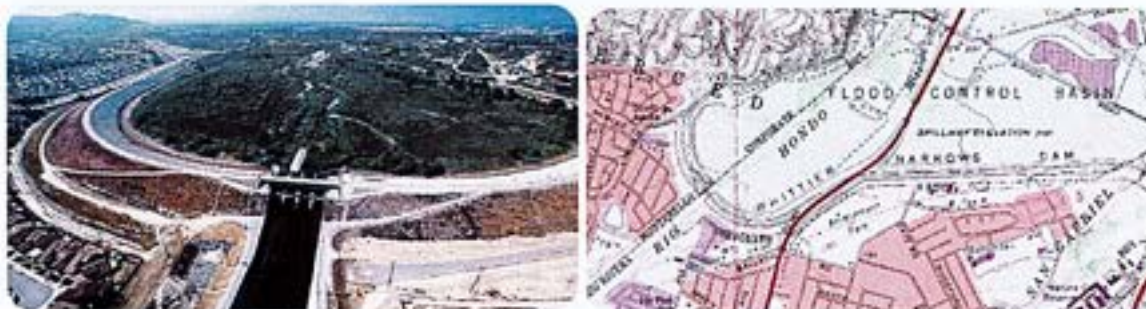
A: See **Previous Occurrences of Dam Failure in the City of Santa Fe Springs** below.

Previous Occurrences of Dam Failure in the City of Santa Fe Springs

The City of Santa Fe Springs has not been recently affected by a release/failure of any of the dam facilities identified in **Table: Dams Near City of Santa Fe Springs**.

Table: Dams Near City of Santa Fe Springs

Name of Facility	Owner	Primary Purpose
Whittier Narrows	U.S. Army Corps of Engineers (ACOE)	Flood Control



Previous Occurrences of Dam Failure in Los Angeles County

There are 103 dams in Los Angeles County, owned by 23 agencies or organizations, ranging from the Federal government to Home Owner Associations. These dams hold billions of gallons of water in reservoirs. Releases of water from the major reservoirs are designed to protect Southern California from flood waters and to store domestic water. Seismic activity can compromise the dam structures, and the resultant flooding could cause catastrophic flooding. Following the 1971 Sylmar earthquake the Lower Van Norman Dam showed signs of structural compromise, and tens of thousands of persons had to be evacuated until the dam could be drained. The dam has never been refilled.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1a.

Q: Does the plan include a general **description** of all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Local Conditions** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3b.

Q: Is there a description of each identified hazard's overall **vulnerability** (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Local Conditions** below.

Local Conditions

Loss of life and damage to structures, roads, and utilities may result from a dam failure. Economic losses also result from a lowered tax base and lack of utility profits. These effects would certainly accompany the failure of the Whittier Narrows dam located near the City of Santa Fe Springs. Because dam failure has severe consequences, FEMA requires that all dam owners develop Emergency Action Plans (EAP) for warning, evacuation, and post-flood actions. Although there may be coordination with county officials in the development of the EAP, the responsibility for developing potential flood inundation maps and facilitation of emergency response is the responsibility of the dam owner.

Whittier Narrows Dam

According to the U.S. Army Corps of Engineers, Whittier Narrows Dam is a flood risk management and water conservation project constructed in 1957 and operated by the U.S. Army Corps of Engineers, Los Angeles District. The project is located, as its name implies, at the "Whittier Narrows," a natural gap in the hills that form the southern boundary of the San Gabriel Valley. The Rio Hondo and the San Gabriel rivers flow through this gap and are impounded by the reservoir. The Whittier Narrows Dam is located 5 miles northwest of the City of Santa Fe Springs' northern boundary.

Whittier Narrows Dam, a typically dry flood risk management structure located 11 miles east of downtown Los Angeles, has been reclassified from Dam Safety Action Classification (DSAC) 2 to DSAC 1.

The DSAC 1 rating indicates that the U.S. Army Corps of Engineers considers the incremental risk – the combination of life or economic consequences with the likelihood of failure – to be very high. The reclassification as DSAC 1 identifies the dam as one of the highest priority dam safety projects in the Corps' portfolio of dams.

In a May 25, 2016, memorandum to Col. Kirk Gibbs, commander of the Corps' Los Angeles District, Mr. James Dalton, chief of Engineering and Construction at Corps headquarters, emphasized that new findings with respect to the anticipated performance of the spillway gates drove the reclassification.

The Los Angeles District is currently working with a nationwide team of experts to develop a plan to reduce the risk associated with the spillway. The Corps anticipates that some of the potential solutions will be in operation prior to the 2016-2017 winter rains; other measures will likely be installed before the end of 2017.

According to the City's General Plan – Safety Element (1994), the unlikely event of dam failure, the water flow direction would be southerly toward the cities of Pico Rivera, Whittier, Santa Fe



Springs, Downey and Norwalk. The area of inundation would be bounded by Norwalk Boulevard on the east and the Los Angeles River on the west. A water depth level of approximately 5 feet is predicted for the northern most part of Santa Fe Springs with an arrival time of one hour, gradually declining in depth to four feet at the southern end of the City's impacted area.

Dam inundation could require the evacuation in Santa Fe Springs of 15,000 residents and approximately 300 businesses. This could require the short-term sheltering of approximately 20,000 individuals and 1,500 animals.

Map: Dam Failure Inundation – Whittier Narrows Dam (HAZUS) below shows the potential water depth inundation from a failure of the Whittier Narrows Dam.

Whittier Narrows Dam Failure Scenario

Building Damage

Table: Expected Building Damage – Whittier Narrows Dam Failure Scenario

	None	Slight	Moderate	Extensive	Complete
Total	4	318	919	10	18

Economic Losses

The total economic loss estimated for the Whittier Narrows Dam failure scenario is **\$232.4 million dollars** which includes building and business interruption related losses based on the region's available inventory. The following tables provide more detailed information about these losses.

Table: Economic Losses (\$ Dollars) – Whittier Narrows Dam Failure Scenario

Category	Estimated Loss (\$)
Building Loss	
Building	\$111,009,000
Content	\$118,533,000
Inventory	\$2,116,000
Business Interruption	
Income	\$150,000
Relocation	\$277,000
Rental Income	\$54,000
Wage	\$255,000
TOTAL	\$232,394,000

City of Santa Fe Springs

Whittier Dam Inundation

Water Depth
 High : 30.09
 Low : 0 Feet

City Boundary

The map displays the city of Florence, Oregon, with its evacuation routes and city limits. The legend indicates that the north arrow points towards the top of the map. Evacuation routes are shown as dashed lines with arrows, and the city limit is marked by a thick solid line. The map includes numerous street names, such as Florence Blvd, Lottick Rd, and various residential streets. The city limit is shown as a thick solid line, and the evacuation routes are indicated by dashed lines with arrows.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3a.

Q: Is there a description of each hazard's **impacts** on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)? (Requirement §201.6(c)(2)(ii))

A: See **Impact of Dam Failure in the City of Santa Fe Springs** below.

Impacts of Dam Failure in the City of Santa Fe Springs

Based on the risk assessment, it is evident that dam failures will continue to have potentially devastating economic impacts to certain areas of the City.

Impacts that are not quantified, but can be anticipated in future events, include:

- ✓ Injury and loss of life
- ✓ Commercial and residential structural damage
- ✓ Disruption of and damage to public infrastructure
- ✓ Secondary health hazards e.g. mold and mildew
- ✓ Damage to roads/bridges resulting in loss of mobility
- ✓ Significant economic impact (jobs, sales, tax revenue) upon the community
- ✓ Negative impact on commercial and residential property values
- ✓ Significant disruption to students and teachers as temporary facilities and relocations are needed

Urban Fire Hazards

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B2a.

Q: Does the plan include information on **previous occurrences** of hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Previous Occurrences of Urban Fire in the City of Santa Fe Springs** below.

Previous Occurrences of Urban Fires in the City of Santa Fe Springs

The City of Santa Fe Springs was most recently affected by an urban fire on March 13, 2017 when a traffic collision led to a sheared fire hydrant, downed power lines and a large commercial warehouse fire.



Previous Occurrences of Urban Fire in Los Angeles County

A large percentage of structure fires in Los Angeles County occur in places where people live. The leading cause of these fires is heat from electrical equipment, matches and lighters, electrical short-circuit or arc, and heat from wood- or paper-fueled equipment. Such equipment includes electric stoves, portable space heaters, and electric heaters.

Most cities in Los Angeles County have hotels, businesses, and educational buildings, the second leading type of buildings in which fires occur. In the core of the population centers, buildings are situated closely together.

At times, fire separation walls have been modified in such a way that fire walls could be breached, so the spread of fire due to the lack of firewalls could be a problem. Most of Los Angeles County's population centers consist of closely situated multiple office buildings, small businesses, warehouses, and restaurants. In these areas, there is a moderate risk of a fast-spreading multiple-structure fire. Other parts of the county are spread out enough so that the chances of a large structural fire traveling from one building to another, or to multiple other buildings, is relatively low.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1a.

Q: Does the plan include a general **description** of all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Local Conditions** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3b.

Q: Is there a description of each identified hazard's overall **vulnerability** (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Local Conditions** below.

Local Conditions

According to the City's General Plan - Safety Element (1994), Santa Fe Springs is a highly industrialized community and as such is susceptible to a variety of urban fires occurring in developed areas which could destroy buildings and other man-made structures. Fires are often due to accidents, carelessness, faulty wiring or electrical equipment, and are exacerbated by combustible modern construction materials, the absence of fire alarms and sprinkler systems, and the presence of fire-supporting chemicals.

The City's historic position as a major oil field and producer of recovered unrefined oil, creates a source of significant combustion and urban fire. The City's oil fields have 149 active producer well sites, 47 active water injection wells, 133 inactive producer wells, and 8 inactive water injection well sites. There are 8 oil industry tank farms and compression plants. **Map: Urban Fire Risks – Methane Zones** designates the areas within the City that pose hazards as potential sites for oil-field related fires.

The City of Santa Fe Springs has a number of known underground hazardous liquid pipelines. Typically, these pipelines are high pressure (300 to 600 psi) and contain either refined or unrefined petroleum product or natural gas. Although the likelihood of significant fire hazards from failures in transmission pipelines is minimal within the City of Santa Fe Springs, the hazard does exist, particularly to the extent that the pipeline impacts adjacent uses. Lines are typically at a minimum of 42 inches below the surface. Because of the City's significant history as a major oil field, the potential of unmapped pipelines exists, although there is a low probability of there being any pressurized transmission lines. **Map: Urban Fire Risks – Underground Pipelines** designates the location of all known hazardous liquid transmission lines within the City of Santa Fe Springs. Pipelines are regulated by the Office of Pipeline Safety, U.S. Department of Transportation, and by the State Fire Marshall.

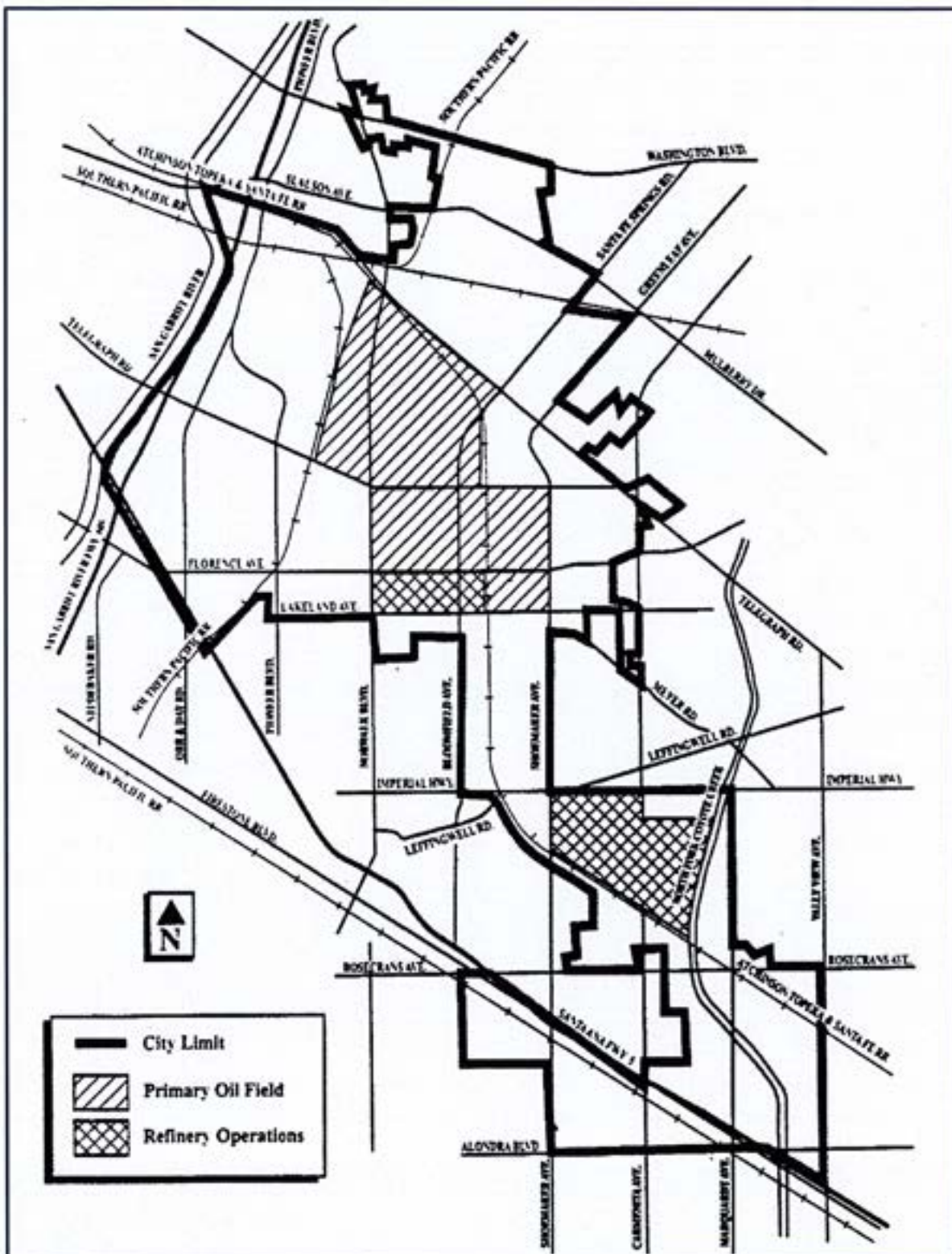
Outside above-ground storage tanks in which flammable or combustible liquids can be stored are a potential fire hazard. Within the City there are approximately 1,170 above ground tanks storing flammable or combustible liquids. Such fires can extend to adjacent structures or storage tanks and can result in explosions which could cause extensive property damage and loss of life.

Map of the City of Norwalk, California

Legend:

- City Limit
- Landfill Methane Zone
- Oil Field Methane Zone
- 1 L.A. By-Products - Norwalk
- 2 Waste Disposal, Inc. - Los Nietos
- 3 Kalico No. 1 - 11801 Greenstone
- 4 Kobra, Inc. - 12027 Greenstone
- 5 Kalico No. 3 - 12201 Greenstone
- 6 Kalico No. 2 - 12924 Imperial
- 7 Norwalk Dump - 13780 Imperial

Map: Urban Fire Risks – Oil Production Facilities
(Source: City of Santa Fe Springs General Plan – Safety Element, 1994)



Active Pipelines

- City Limit
- Chevron Pipeline
- Golden West Refining
- Gas Company Pipeline
- Mobil Pipeline
- Powerline Pipeline
- Santa Fe Pipelines
- Shell Pipeline
- Southern California Edison
- Texaco Trading & Trans.
- Unocal Pipeline

The map displays a complex network of pipelines across the Los Angeles region. Key features include:

- City Limits:** Indicated by a thick solid black line.
- Pipeline Types:** Represented by various line styles and patterns as defined in the legend.
- Major Roads:** Labeled streets include Washington Blvd, Santa Fe Springs Rd, Gardena Ave, Hillcrest Dr, Tellegrove Rd, Imperial Hwy, Rosecrans Ave, Alondra Blvd, and others.
- Geographical Features:** The Los Angeles River and San Gabriel River are shown.
- Legend:** Located in the bottom left corner, it defines the symbols for city limits and the twelve different pipeline systems.
- North Arrow:** A simple arrow pointing upwards, labeled 'N', is located in the bottom center.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3a.

Q: Is there a description of each hazard's **impacts** on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)? (Requirement §201.6(c)(2)(ii))

A: See **Impact of Urban Fires in the City of Santa Fe Springs** below.

Impact of Urban Fires in the City of Santa Fe Springs

Based on the risk assessment, it is evident that urban fires will continue to have a potentially devastating economic impact to certain areas of the City.

Impact that is not quantified, but anticipated in future events includes:

- ✓ Injury and loss of life
- ✓ Commercial and residential structural damage
- ✓ Disruption of and damage to public infrastructure
- ✓ Secondary health hazards e.g. mold and mildew
- ✓ Damage to roads/bridges resulting in loss of mobility
- ✓ Significant economic impact (jobs, sales, tax revenue) upon the community
- ✓ Negative impact on commercial and residential property values
- ✓ Significant disruption to students and teachers as temporary facilities and relocations would likely be needed

Hazardous Materials Hazards

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B2a.

Q: Does the plan include information on **previous occurrences** of hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Previous Occurrences of Hazardous Materials in the City of Santa Fe Springs** below.

Previous Occurrences of Hazardous Materials in the City of Santa Fe Springs

The City of Santa Fe Springs was most recently affected by a hazardous material release in August 2015 when a 40,000-pound Airgas, Inc. tanker began to leak carbon dioxide. The leak was reported around 2 a.m. at Airgas, Inc., a dry ice production company in the 9800 block of Jordan Circle. Firefighters responded to a report of tanker leaking carbon dioxide behind the building, according to Santa Fe Springs Fire Department. One person was injured and sent to a local hospital with non-life threatening injuries.



Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B1a.

Q: Does the plan include a general **description** of all natural hazards that can affect each jurisdiction? (Requirement §201.6(c)(2)(i))

A: See **Local Conditions** below.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3b.

Q: Is there a description of each identified hazard's overall **vulnerability** (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Local Conditions** below.

Local Conditions

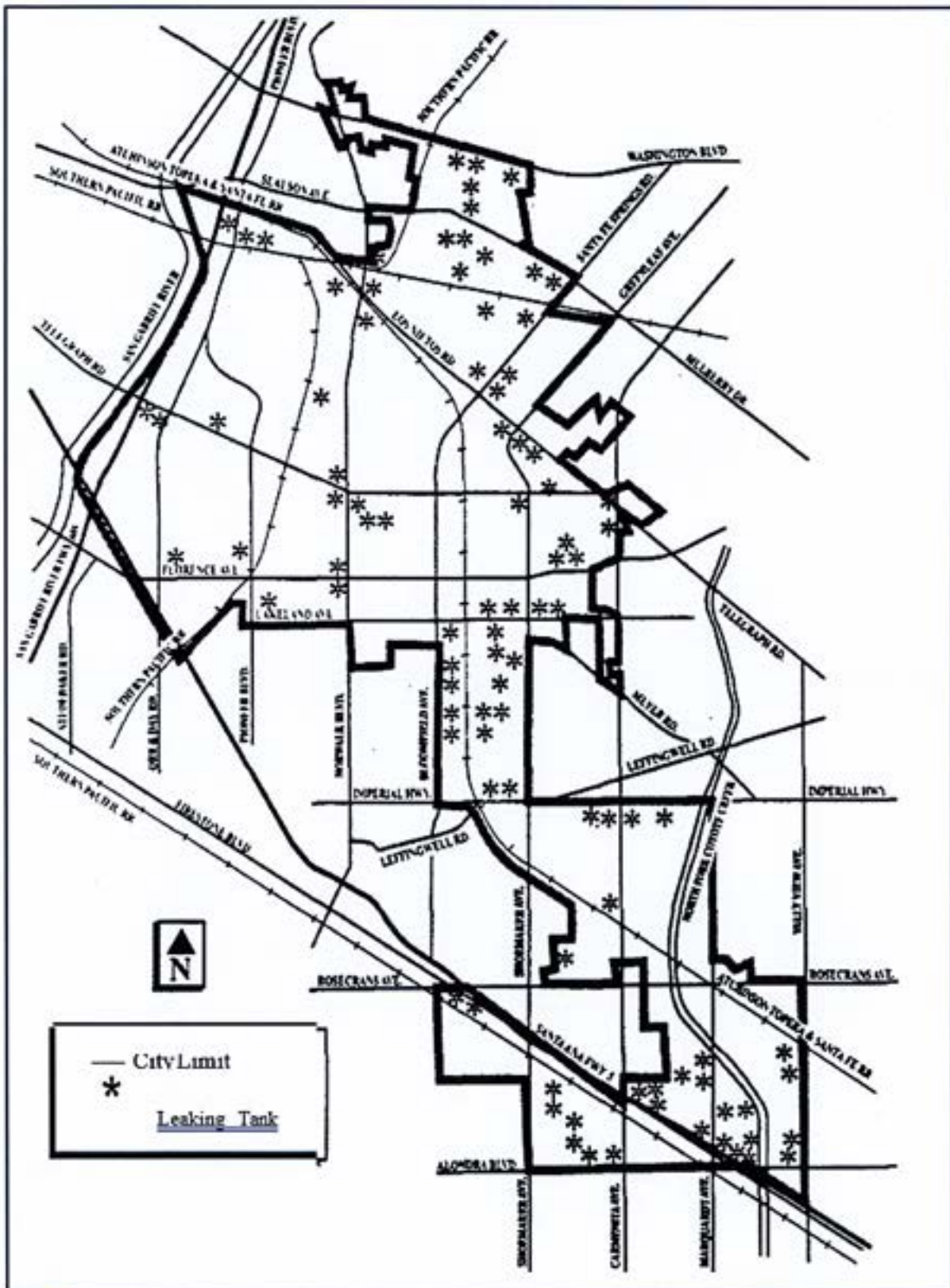
According to the City's General Plan - Safety Element (1994), the oil field and chemical production industry history of the City has led to a significant number of contaminated properties. Soils contamination is a major factor in the development of most remaining undeveloped land within the City.

Underground Storage Tanks

Pursuant to Section 25295 (b) of the California Health and Safety Code, the California Water Resources Control Board, in cooperation with the State Office of Emergency Services, compiles a listing of leaks of hazardous substances from underground storage tanks in the State of California. The Board takes the lead in overseeing investigations and taking remedial actions. Sites listed by the Board have had at least one known leak, although it is not uncommon for more than one leak to have occurred to multiple tanks at each site. There are 105 sites within the City of Santa Fe Springs that are on this list. **Map: Underground Leaking Tanks** shows the locations of these sites.

There are 450 underground tanks within the City of Santa Fe Springs. These are located at 142 separate sites, of which 77 are businesses with multiple tanks.

Map: Underground Leaking Tanks
(Source: City of Santa Fe Springs General Plan – Safety Element, 1994)



Hazardous Waste Generators

The City of Santa Fe Springs has identified both the number of generators and users and the approximate quantities of hazardous waste materials disposed of annually within the City.

There are approximately 1,200 industrial users or generators of hazardous materials within the City. This represents 28% of the City's businesses, a significantly high proportion of uses. The residential community also generates lower levels of hazardous waste. Records of the locations of all industrial generators and/or users are maintained by the Santa Fe Springs Fire Department.

Of particular note on this list of generators are two oil refineries, having major capacities for the processing and above-ground storage of un-refined and refined petroleum products. Unique to these uses is the presence of hydrofluoric acid used in the refining process.

It is estimated that businesses and households within the City generate over 15,000 tons of hazardous waste per year. It is also estimated that household hazardous waste makes up approximately 28 tons per year or only 0.19% of the total hazardous waste generated. The major categories of wastes generated in the City are waste oil, 3,000 tons; non-halogenated organic sludges and solids, 2,000 tons; metal containing liquids, 1,500 tons; non-metallic inorganic liquids, 1,600 tons; and miscellaneous wastes, 6,900 tons.

Q&A | ELEMENT B: HAZARD IDENTIFICATION AND RISK ASSESSMENT | B3a.

Q: Is there a description of each hazard's **impacts** on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)? (Requirement §201.6(c)(2)(ii))

A: See **Impact of Hazardous Materials in the City of Santa Fe Springs** below.

Impact of Hazardous Materials in the City of Santa Fe Springs

Based on the risk assessment, it is evident that hazardous materials will continue to have a potentially devastating economic impact to certain areas of the City.

Impact that is not quantified, but anticipated in future events includes:

- ✓ Injury and loss of life
- ✓ Commercial and residential structural damage
- ✓ Disruption of and damage to public infrastructure
- ✓ Secondary health hazards e.g. mold and mildew
- ✓ Damage to roads/bridges resulting in loss of mobility
- ✓ Significant economic impact (jobs, sales, tax revenue) upon the community
- ✓ Negative impact on commercial and residential property values

Significant disruption to students and teachers as temporary facilities and relocations would likely be needed

PART III: MITIGATION STRATEGIES

Mitigation Strategies

Overview of Mitigation Strategy

As the cost of damage from natural disasters continues to increase nationwide, the City of Santa Fe Springs recognizes the importance of identifying effective ways to reduce vulnerability to disasters. Mitigation Plans assist communities in reducing risk from natural hazards by identifying resources, information and strategies for risk reduction, while helping to guide and coordinate mitigation activities throughout the City.

The plan provides a set of action items to reduce risk from natural hazards through education and outreach programs, and to foster the development of partnerships. Further, the plan provides for the implementation of preventative activities, including programs that restrict and control development in areas subject to damage from natural hazards.

The resources and information within the Mitigation Plan:

1. Establish a basis for coordination and collaboration among agencies and the public in the City of Santa Fe Springs;
2. Identify and prioritize future mitigation projects; and
3. Assist in meeting the requirements of federal assistance programs

The Mitigation Plan is integrated with other City plans including the City of Santa Fe Springs Emergency Operations Plan, General Plan as well as department-specific standard operating procedures.

Mitigation Measure Categories

Following is FEMA's list of mitigation categories. The activities identified by the Planning Team are consistent with the six broad categories of mitigation actions outlined in FEMA publication 386-3 *Developing the Mitigation Plan: Identifying Mitigation Actions and Implementing Strategies*.

- ✓ **Prevention:** Government administrative or regulatory actions or processes that influence the way land and buildings are developed and built. These actions also include public activities to reduce hazard losses. Examples include planning and zoning, building codes, capital improvement programs, open space preservation, and storm water management regulations.
- ✓ **Property Protection:** Actions that involve modification of existing buildings or structures to protect them from a hazard, or removal from the hazard area. Examples include acquisition, elevation, relocation, structural retrofits, storm shutters, and shatter-resistant glass.
- ✓ **Public Education and Awareness:** Actions to inform and educate citizens, property owners, and elected officials about hazards and potential ways to mitigate them. Such actions include outreach projects, real estate disclosure, hazard information centers, and school-age and adult education programs.

- ✓ **Natural Resource Protection:** Actions that, in addition to minimizing hazard losses preserve or restore the functions of natural systems. Examples include sediment and erosion control, stream corridor restoration, watershed management, forest and vegetation management, and wetland restoration and preservation.
- ✓ **Emergency Services:** Actions that protect people and property during and immediately following a disaster or hazard event. Services include warning systems, emergency response services, and protection of critical facilities.
- ✓ **Structural Projects:** Actions that involve the construction of structures to reduce the impact of a hazard. Such structures include dams, levees, floodwalls, retaining walls, and safe rooms.

Q&A | ELEMENT C. MITIGATION STRATEGY | C3

Q: Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))

A: See **Goals** below.

Goals

The Planning Team developed mitigation goals to avoid or reduce long-term vulnerabilities to hazards. These general principles clarify desired outcomes.

The goals are based on the risk assessment and Planning Team input, and represents a long-term vision for hazard reduction or enhanced mitigation capabilities. They are compatible with community needs and goals expressed in other planning documents prepared by the City.

Each goal is supported by mitigation action items. The Planning Team developed these action items through its knowledge of the local area, risk assessment, review of past efforts, identification of mitigation activities, and qualitative analysis.

The five mitigation goals and descriptions are listed below.

Protect Life and Property

Implement activities that assist in protecting lives by making homes, businesses, infrastructure, critical facilities, and other property more resistant to losses from natural, human-caused, and technological hazards.

Improve hazard assessment information to make recommendations for avoiding new development in high hazard areas and encouraging preventative measures for existing development in areas vulnerable to natural, human-caused, and technological hazards.

FEMA defines **Goals** as general guidelines that explain what you want to achieve. They are usually broad policy-type statements, long-term, and represent global visions.

FEMA defines **Mitigation Activities** as specific actions that help you achieve your goals and objectives.

Enhance Public Awareness

Develop and implement education and outreach programs to increase public awareness of the risks associated with natural, human-caused, and technological hazards.

Provide information on tools; partnership opportunities, and funding resources to assist in implementing mitigation activities.

Preserve Natural Systems

Support management and land use planning practices with hazard mitigation to protect life.

Preserve, rehabilitate, and enhance natural systems to serve hazard mitigation functions.

Encourage Partnerships and Implementation

Strengthen communication and coordinate participation with public agencies, citizens, non-profit organizations, business, and industry to support implementation.

Encourage leadership within the City and public organizations to prioritize and implement local and regional hazard mitigation activities.

Strengthen Emergency Services

Establish policy to ensure mitigation projects for critical facilities, services, and infrastructure.

Strengthen emergency operations by increasing collaboration and coordination among public agencies, non-profit organizations, business, and industry.

Coordinate and integrate hazard mitigation activities where appropriate, with emergency operations plans and procedures.

The Planning Team also developed hazard-specific mitigation goals, which appear in the **Mitigation Strategies Section**.

How are the Mitigation Action Items Organized?

The action items are a listing of activities in which City agencies and citizens can be engaged to reduce risk. Each action item includes an estimate of the timeline for implementation.

The action items are organized within the following **Mitigation Actions Matrix**, which lists all of the multi-hazard (actions that reduce risks for more than one specific hazard) and hazard-specific action items included in the mitigation plan. Data collection and research and the public participation process resulted in the development of these action items. The Matrix includes the following information for each action item:

Funding Source

The action items can be funded through a variety of sources, possibly including: operating budget/general fund, development fees, Community Development Block Grant (CDBG), Hazard Mitigation Grant Program (HMGP), other Grants, private funding, Capital Improvement Plan, and other funding opportunities.

Coordinating Organization

The Mitigation Actions Matrix assigns primary responsibility for each of the action items. The hierarchies of the assignments vary – some are positions, others departments, and other committees. The primary responsibility for implementing the action items falls to the entity shown as the "Coordinating Organization". The coordinating organization is the agency with regulatory responsibility to address hazards, or that is willing and able to organize resources, find appropriate funding, or oversee activity implementation, monitoring, and evaluation. Coordinating organizations may include local, County, or regional agencies that are capable of or responsible for implementing activities and programs.

Plan Goals Addressed

The plan goals addressed by each action item are included as a way to monitor and evaluate how well the mitigation plan is achieving its goals once implementation begins.

The plan goals are organized into the following five areas:

- ✓ Protect Life and Property
- ✓ Enhance Public Awareness
- ✓ Preserve Natural Systems
- ✓ Encourage Partnerships and Implementation
- ✓ Strengthen Emergency Services

Q&A | ELEMENT C. MITIGATION STRATEGY | C5a.

Q: Does the plan explain how the mitigation actions and projects will be prioritized (including cost benefit review)? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))

A: See **Benefit/Cost Ratings** and **Priority Rating** below.

Benefit and Cost Ratings

The benefits of proposed projects were weighed against estimated costs as part of the project prioritization process. The benefit/cost analysis was not of the detailed variety required by FEMA for project grant eligibility under the Hazard Mitigation Grant Program (HMGP) and Pre-Disaster Mitigation (PDM) grant program. A less formal approach was used because some projects may not be implemented for up to 10 years, and associated costs and benefits could change dramatically in that time. Therefore, a review of the apparent benefits versus the apparent cost of each project was performed. Parameters were established for assigning subjective ratings (high, medium, and low) to the costs and benefits of these projects.

Cost ratings were defined as follows:

High: Existing jurisdictional funding will not cover the cost of the action item so other sources of revenue would be required.

Medium: The action item could be funded through existing jurisdictional funding but would require budget modifications.

Low: The action item could be funded under existing jurisdictional funding.

Benefit ratings were defined as follows:

High: The action item will provide short-term and long-term impacts on the reduction of risk exposure to life and property.

Medium: The action item will have long-term impacts on the reduction of risk exposure to life and property.

Low: The action item will have only short-term impacts on the reduction of risk exposure to life and property.

Priority Rating

The Planning Team adopted the following process for rating the "priority" of each mitigation action item. Designations of "High", "Medium", and "Low" priority have been assigned to each action item using the following criteria:

Does the Action:

- ☐ solve the problem?
- ☐ address Vulnerability Assessment?
- ☐ reduce the exposure or vulnerability to the highest priority hazard?
- ☐ address multiple hazards?
- ☐ benefits equal or exceed costs?
- ☐ implement a goal, policy, or project identified in the General Plan or Capital Improvement Plan?

Can the Action:

- ☐ be implemented with existing funds?
- ☐ be implemented by existing state or federal grant programs?
- ☐ be completed within the 5-year life cycle of the LHMP?
- ☐ be implemented with currently available technologies?

Will the Action:

- ☐ be accepted by the community?
- ☐ be supported by community leaders?
- ☐ adversely impact segments of the population or neighborhoods?
- ☐ require a change in local ordinances or zoning laws?
- ☐ positive or neutral impact on the environment?
- ☐ comply with all local, state and federal environmental laws and regulations?

Is there:

- ☐ sufficient staffing to undertake the project?
- ☐ existing authority to undertake the project?

As mitigation action items were updated or written the Planning Team, representatives were provided worksheets for each of their assigned action items. Answers to the criteria above determined the priority according to the following scale.

- 1-6 = Low priority
- 7-12 = Medium priority
- 13-18 = High priority

Q&A | ELEMENT C. MITIGATION STRATEGY | C1b.

Q: Does the plan document each jurisdiction's ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))c

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT C. MITIGATION STRATEGY | C4a.

Q: Does the plan identify and analyze a comprehensive range (different alternatives) of specific mitigation actions and projects to reduce the impacts from hazards? (Requirement §201.6(c)(3)(ii))

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT C. MITIGATION STRATEGY | C4b.

Q: Does the plan identify mitigation actions for every hazard posing a threat to each participating jurisdiction? (Requirement §201.6(c)(3)(ii))

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT C. MITIGATION STRATEGY | C4c.

Q: Do the identified mitigation actions and projects have an emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT C. MITIGATION STRATEGY | C5a.

Q: Does the plan explain how the mitigation actions and projects will be prioritized (including cost benefit review)? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT C. MITIGATION STRATEGY | C5b.

Q: Does the plan identify the position, office, department, or agency responsible for implementing and administering the action/project, potential funding sources and expected timeframes for completion? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT D. MITIGATION STRATEGY | D1

Q: Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT D. MITIGATION STRATEGY | D2

Q: Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))

A: See **Mitigation Actions Matrix** below.

Q&A | ELEMENT D. MITIGATION STRATEGY | D3

Q: Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))

A: See **Mitigation Actions Matrix** below.

s Matrix below.



Mitigation Actions Matrix

Following is **Table: Mitigation Actions Matrix** which identifies the existing and future mitigation activities developed by the Planning Team.

Table: Mitigation Actions Matrix

Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action item involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
MULTI-HAZARD ACTION ITEMS															
MH-1	Review existing inventories of City-owned at-risk buildings and infrastructure and prioritize mitigation projects and set priorities for inspection.	Public Works and Hazard Mitigation Planning Team (Planning Team)	1-5 years	X			X	X		GF	GF	H	M	H	
MH-2	Develop, enhance, and implement education programs aimed at mitigating	Planning Team	Ongoing	X	X	X	X	X		GF	GF	H	L	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action Item Involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
	hazards, and reducing the risk to citizens, public agencies, private property owners, businesses, and schools.														
MH-3	Coordinate and integrate hazard mitigation activities, where appropriate, with emergency operations plans and procedures.	Planning Team, Police Services	1-5 years	X			X			GF	GF	H	L	H	
MH-4	Strengthen emergency operations by increasing collaboration and coordination among	Planning Team, Police Service Department	Ongoing	X	X		X	X		GF	GF	H	L	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action item involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GF-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
	public agencies, non-profit organizations, business, and industry.														
MH-5	Continue to identify and retrofit City-owned highway bridges, tunnels, and underpasses in need of retrofit (e.g. Alondra, Shoemaker, Carmenita, Valley View).	Planning Team, Public Works	5 years	X				X		GF	GF	H	L	H	
MH-6	Identify City-owned buildings for use as emergency shelters.	Planning Team, Police Services, Public Works	Ongoing	X			X	X		GF	GF	H	L	H	
MH-7	Install and improve back-up power in critical and essential facilities.	Planning Team	Ongoing	X			X			GF	GF	H	L	H	2017 Note: Police Services and Fire Stations already in progress





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action Item Involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
MH-8	Maintain and buy layers for GIS system and provide training to pertinent staff.	Planning Team, Technical Committee	Ongoing	X			X			GF	GF	H	L	H	
MH-9	Educate the public about procedures for reporting human-caused incidents.	Public Relations, Police Services, Fire Department	Ongoing	X	X			X		GF	GF	H	L	H	
MH-10	Educate the public about emergency sheltering and evacuation procedures.	Public Relations, Police Services, Fire Department	Ongoing	X	X			X		GF	GF	H	L	H	
MH-11	Update Emergency Operations Plan to include "local disaster declaration" examples as well as emergency public	Public Relations, Police Services, Fire Department	5 years	X	X			X		GF	GF	H	L	H	Last EOP update was 2014





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action item involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
	Information handouts to be used following a major emergency or disaster.														
MH-12	Provide business continuity workshops for business owners to learn the importance of disaster mitigation and how to create an Emergency Operations Plan for their businesses.	Police Services	Annual	X	X		X	X		GF	GF	H	L	H	
MH-13	Purchase supplies and equipment for use in the EOC and a Mobile EOC. See Appendix for detailed list.	Police Services	1 year	X	X	X	X	X		GR / GF	GR/GF	H	M	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action Item Involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
MH-14	Identify and pursue grant funding opportunity for a generator for Fire Station 4 on Telegraph Road. The addition of the generator would ensure balance of electrical power throughout the entire station at all times.	Fire	1-5 years	X			X			GR	GR	H	M	H	
EARTHQUAKE ACTION ITEMS															
EQ-1	Identify funding sources for structural and nonstructural retrofitting of City-owned structures and infrastructure classified as	Public Works	Ongoing	X	X		X	X		GR	GR	H	H	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action item involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
EQ-2	seismically vulnerable. Integrate new earthquake hazard mapping data for the City of Santa Fe Springs and identify potential at-risk areas in Hazard Mitigation Plan as well as other regulatory documents (e.g. General Plan).	Public Works	Ongoing	X	X	X	X	X		GF	GF	H	M	H	Begin update to General Plan in 2018
EQ-3	Information gained from seismic hazard mapping will be used to better refine risk. The first step is collection of geologic	Public Works	Ongoing	X	X	X	X	X		GF	GF	H	L	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action Item Involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
FLOODING ACTION ITEMS															
FL-1	Work with Los Angeles County Flood Control District to develop better flood monitoring	Planning Team, Public Works, Fire, Police	1-5 years	X	X		X	X		GR	GR	H	H	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action item involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF - General Fund, GR-Grant	Planning Mechanism: GF-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
FL-2	systems including underpasses and storm drains. Install sensors in the storm drains to track blockages.	Public Works	1-5 years	X	X		X	X		GR	GR	H	H	H	
FL-3	Use public outreach resources to: 1) advise homeowners of the risks to life, health, and safety, 2) facilitate technical assistance programs that address measures that citizens can take, and 3) facilitate funding for mitigation measures. Driver safety strategies for	Planning Team, Public Works, Recreation, Police, Fire	1-5 years	X	X		X	X		GF / GR	GF/GR	H	H	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action item involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
	flooded areas should be addressed through driver safety/education classes and by the media. Local officials can be trained on flood fighting, flood proofing, traffic control during flooding, and other measures.														
DAM FAILURE ACTION ITEMS															
DF-1	Continue to work closely with Army Corps of Engineers on status and repairs	Public Works, Police Services	Ongoing	X	X	X	X	X		GR / GF	GR/GF	H	L	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action Item Involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF- General Fund, GR-Grant	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
DF-2	to the Whittier Narrows Reservoir. Share information with the citizens and business owners concerning the evacuation in the event of a failure of the Whittier Narrows Reservoir.	Public Works, Police Services	1 year	X	X	X	X	X		GF	GF	H	L	H	
HAZARDOUS MATERIALS ACTION ITEMS															
HM-1	Integrate major hazardous materials event into all future disaster exercises.	Police, Fire	Ongoing	X	X	X	X	X		GR / GF	GR/GF	H	L	H	
URBAN FIRE ACTION ITEMS															
UF-1	Work with community members and schools to encourage public	Fire	Ongoing	X	X	X	X	X		GR / GF	GR/GF	H	L	H	





Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action Item Involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF - General Fund, GR - Grant	Planning Mechanism: GP - General Plan, CIP, GF - General Fund, GR - Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	2017 Comments
	education and school programs, especially regarding stoves, heaters, fireworks, matches/lighters, smoke detectors, and evacuation.														
UF-2	Encourage citizens to install and maintain fire extinguishers, smoke detectors, and carbon dioxide monitors.	Fire	Ongoing	X	X	X	X	X		GF	GF	H	L	H	
UF-3	Enforce existing fireworks regulations.	Fire	Ongoing	X	X	X	X	X		GF	GF	H	L	H	



Plan Maintenance

The plan maintenance process includes a schedule for monitoring and evaluating the Plan annually and producing a plan update every five years. This section describes how the City will integrate public participation throughout the plan maintenance process.

Method and Scheduling of Plan Implementation

The Planning Team that was involved in research and writing of the Plan will also be responsible for implementation. The Planning Team will be led by the Chair of the Planning Team and will be referred to as the Local Mitigation Officer.

	Year 1	Year 2	Year 3	Year 4	Year 5
Monitoring	X	X	X	X	X
Evaluating					X
Internal Planning Team Evaluation	X	X	X	X	X
Cal OES and FEMA Evaluation					X
Updating					X

Monitoring and Implementing the Plan

Plan Adoption

The City Council will be responsible for adopting the Mitigation Plan. This governing body has the authority to promote sound public policy regarding hazards. Once the plan has been adopted, the Local Mitigation Officer will be responsible for submitting it to the State Hazard Mitigation Officer at California Office of Emergency Services (Cal OES). Cal OES will then submit the plan to the Federal Emergency Management Agency (FEMA) for review and approval. This review will address the requirements set forth in 44 C.F.R. Section 201.6 (Local Mitigation Plans). Upon acceptance by FEMA, City of Santa Fe Springs will gain eligibility for Hazard Mitigation Grant Program funds.

Local Mitigation Officer

Under the direction of the Local Mitigation Officer, the Planning Team will take responsibility for plan maintenance and implementation. The Local Mitigation Officer will facilitate the Planning Team meetings and will assign tasks such as updating and presenting the Plan to the members of the Planning Team. Plan implementation and evaluation will be a shared responsibility among the Planning Team members. The Local Mitigation Officer will coordinate with City leadership to ensure funding for 5-year updates to Plan as required by FEMA.

The Planning Team will be responsible for coordinating implementation of plan action items and undertaking the formal review process. The Local Mitigation Officer will be authorized to make changes in assignments to the current Planning Team.

The Planning Team will meet on an annual basis to review the status of the mitigation action items. Meeting dates will be scheduled once the final Planning Team has been established. These meetings will provide an opportunity to discuss the progress of the action items and maintain the partnerships that are essential for the sustainability of the mitigation plan.

Q&A | ELEMENT C. MITIGATION STRATEGY | C6a.

Q: Does the plan identify the local planning mechanisms where hazard mitigation information and/or actions may be incorporated? (Requirement §201.6(c)(4)(ii))

A: See **Implementation through Existing Program** below.

Implementation through Existing Programs

The City of Santa Fe Springs addresses statewide planning goals and legislative requirements through its General Plan, its Capital Improvement Plan, and City Building and Safety Codes. The Mitigation Plan provides a series of recommendations - many of which are closely related to the goals and objectives of existing planning programs. The City of Santa Fe Springs will implement recommended mitigation action items through existing programs and procedures.

The City of Santa Fe Springs Planning Division is responsible for adhering to the State of California's Building and Safety Codes. In addition, the Planning Team will work with other agencies at the state level to review, develop and ensure Building and Safety Codes are adequate to mitigate or prevent damage by hazards. This is to ensure that life-safety criteria are met for new construction.

Some of the goals and action items in the Mitigation Plan will be achieved through activities recommended in the CIP. Various City departments develop the CIP and review it on an annual basis. Upon annual review of the CIP, the Planning Team will work with the City departments to identify areas that the Mitigation Plan action items are consistent with CIP goals and integrate them where appropriate.

As indicated in the **Mitigation Actions Matrix**, several action items have been added to ensure implementation through other existing planning mechanisms. Also, the **Table: Capability Assessment: Existing Processes and Programs** identifies the need to maintain balance and diversify the Hazard Mitigation Planning Team to accomplish an efficient and effective implementation of the Plan. The 2017 Plan's success will be ensured by the following:

- Diversity of Planning Team membership
- Quarterly implementation meetings and reporting
- Including Planning Team in review of development projects
- Sharing Mitigation Plan with Community Development Department and Public Works Department

Upon FEMA approval, the Planning Team will begin the process of incorporating existing planning mechanisms at the City level. The meetings of the Planning Team will provide an opportunity for Planning Team members to report back on the progress made on the integration of mitigation planning elements into City planning documents and procedures.

Economic Analysis of Mitigation Projects

FEMA's approach to identify the costs and benefits associated with hazard mitigation strategies, measures, or projects fall into two general categories: benefit/cost analysis and cost-effectiveness analysis.

Conducting benefit/cost analysis for a mitigation activity can assist communities in determining whether a project is worth undertaking now, in order to avoid disaster-related damages later.

Cost-effectiveness analysis evaluates how best to spend a given amount of money to achieve a specific goal. Determining the economic feasibility of mitigating hazards can provide decision-makers with an understanding of the potential benefits and costs of an activity, as well as a basis upon which to compare alternative projects.

Given federal funding, the Planning Team will use a FEMA-approved benefit/cost analysis approach to identify and prioritize mitigation action items. For other projects and funding sources, the Planning Team will use other approaches to understand the costs and benefits of each action item and develop a prioritized list.

The "benefit", "cost", and overall "priority" of each mitigation action item was included in the Mitigation Actions Matrix located in Part III: Mitigation Strategies. A more technical assessment will be required in the event grant funding is pursued through the Hazard Mitigation Grant Program. FEMA Benefit-Cost Analysis Guidelines are discussed below.

FEMA Benefit-Cost Analysis Guidelines

The Stafford Act authorizes the President to establish a program to provide technical and financial assistance to state and local governments to assist in the implementation of hazard mitigation measures that are cost effective and designed to substantially reduce injuries, loss of life, hardship, or the risk of future damage and destruction of property. To evaluate proposed hazard mitigation projects prior to funding FEMA requires a Benefit-Cost Analysis (BCA) to validate cost effectiveness. BCA is the method by which the future benefits of a mitigation project are estimated and compared to its cost. The end result is a benefit-cost ratio (BCR), which is derived from a project's total net benefits divided by its total project cost. The BCR is a numerical expression of the cost effectiveness of a project. A project is considered to be cost effective when the BCR is 1.0 or greater, indicating the benefits of a prospective hazard mitigation project are sufficient to justify the costs.

Although the preparation of a BCA is a technical process, FEMA has developed software, written materials, and training to support the effort and assist with estimating the expected future benefits over the useful life of a retrofit project. It is imperative to conduct a BCA early in the project development process to ensure the likelihood of meeting the cost-effective eligibility requirement in the Stafford Act.

The BCA program consists of guidelines, methodologies and software modules for a range of major natural hazards including:

- ✓ Flood (Riverine, Coastal Zone A, Coastal Zone V)
- ✓ Hurricane Wind
- ✓ Hurricane Safe Room
- ✓ Damage-Frequency Assessment
- ✓ Tornado Safe Room
- ✓ Earthquake
- ✓ Wildfire



The BCA program provides up to date program data, up to date default and standard values, user manuals and training. Overall, the program makes it easier for users and evaluators to conduct and review BCAs and to address multiple buildings and hazards in a single BCA module run.

Q&A | ELEMENT A: PLANNING PROCESS | A6a.

Q: Does the plan identify how, when, and by whom the plan will be **monitored** (how will implementation be tracked) over time? (Requirement §201.6(c)(4)(i))

A: See **Monitoring the Plan** below.

Q&A | ELEMENT A: PLANNING PROCESS | A6c.

Q: Does the plan identify how, when, and by whom the plan will be **updated** during the 5-year cycle? (Requirement §201.6(c)(4)(i))

A: See **Monitoring the Plan** below.

Monitoring the Plan

Under the direction of the Local Mitigation Officer, the Planning Team will take responsibility for plan maintenance and implementation. Annual meetings will be established to ensure the identified mitigation action items are being accomplished. On the fifth year of the planning cycle, the Planning Team will meet to evaluate the effectiveness of the planning process and to update the overall content of the Plan. The Local Mitigation Officer will coordinate with City leadership to ensure funding for 5-year updates to Plan as required by FEMA.

The Planning Team will be responsible for coordinating implementation of plan by monitoring the progress of the mitigation action items and documenting progress notes for each item. It will be up to the Local Mitigation Officer to hold either a live meeting versus tasking the coordinating agencies with status updates on their own assigned mitigation action items. The monitoring meetings will take place no less than annually. These meetings will provide an opportunity to discuss the progress of the action items and maintain the partnerships that are essential for the sustainability of the mitigation plan. See the **Annual Implementation Report** discussed below which will be a valuable tool for the Planning Team to measure the success of the Hazard Mitigation Plan. The focus of the annual meetings will be on the progress and changes to the Mitigation Action Items.

Annual Implementation Report

The Annual Implementation Report is the same as the Mitigation Action Matrix but with a column added to the far right to track the annual status of each Action Item. Upon approval and adoption of the Plan, the entire Annual Implementation Report will be added to the Appendix of the Plan. Following is a view of the Annual Implementation Report:

Annual Implementation Report															
Item Identifier	Mitigation Action Item	Coordinating Agency	Timeline	Goal: Protect Life and Property	Goal: Public Awareness	Goal: Natural Systems	Goal: Emergency Services	Goal: Partnerships and Implementation	Buildings & Infrastructure: Does the Action item involve New and/or Existing Buildings and/or Infrastructure? Yes (Y)	Funding Source: GF - General Fund, GR-Grant	Planning Mechanism: GF-General Plan, CIP, GF-General Fund, GR-Grant	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	Priority: L-Low, M-Medium, H-High	Status Comments
MULTI-HAZARD ACTION ITEMS															
MH-1	Review existing inventories of City-owned at-risk buildings and infrastructure and prioritize mitigation projects and set priorities for inspection.	Public Works and Hazard Mitigation Planning Team (Planning Team)	1-5 years	X			X	X		GF	GF	H	M	H	

An equally part of the monitoring process is the need to maintain a strategic planning process which needs to include funding and organizational support. In that light, at least one year in advance of the FEMA-mandated 5-year submission of an update, the Local Mitigation Officer will convene the Planning Team to discuss funding and timing of the update planning process.

On the fifth year of the planning cycles, the Planning Team will broaden its scope to include discussions and research on all of the sections within the Plan with particular attention given go goal achievement and public participation.

Q&A | ELEMENT A: PLANNING PROCESS | A6b.

Q: Does the plan identify how, when, and by whom the plan will be **evaluated** (assessing the effectiveness of the plan at achieving stated purpose and goals) over time? (Requirement §201.6(c)(4)(i))

A: See **Evaluating and Updating the Plan** below.

Evaluating and Updating the Plan

Formal Update Process

The Mitigation Plan will be monitored on a quarterly basis to determine the effectiveness of mitigation action items and to reflect changes in land development or programs that may affect mitigation actions or their priorities. The evaluation process includes a firm schedule and timeline, and identifies the agencies and organizations participating in plan evaluation. The Local Mitigation Officer or designee will be responsible for contacting the Planning Team members and organizing the quarterly meeting. Planning Team members will also be responsible for participating in the formal update to the Plan every fifth year of the planning cycle.

The Planning Team will review the goals and mitigation action items to determine their relevance to changing situations in the City, as well as changes in State or Federal policy, and to ensure they are addressing current and expected conditions. The Planning Team will also review the Plan's **Risk Assessment** portion of the Plan to determine if this information should be updated or modified, given any new available data. The **coordinating organizations** responsible for the various action items will report on the status of their projects, including the success of various implementation processes, difficulties encountered, success of coordination efforts, and which strategies should be revised. Amending will be made to the Mitigation Actions Matrix and other sections in the Plan as deemed necessary by the Planning Team.

Q&A | ELEMENT A: PLANNING PROCESS | A5

Q: Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))

A: See **Continued Public Involvement** below.

Continued Public Involvement

The City of Santa Fe Springs is dedicated to involving the public directly in the continual review and updates to the Mitigation Plan. Copies of the plan will be catalogued and made available at City Hall and at all City operated public libraries. The existence and location of these copies will be publicized in City newsletters and on the City website. This site will also contain an email



address and phone number where people can direct their comments and concerns. A public meeting will also be held after each evaluation or when deemed necessary by the Planning Team. The meetings will provide the public a forum in which they can express their concerns, opinions, or ideas about the Plan.

The Local Mitigation Officer will be responsible for using City resources to publicize the annual public meetings and maintain public involvement through the public access channel, web page, and newspapers.

PART IV: APPENDIX

General Hazard Overviews

Earthquake Hazards

Measuring and Describing Earthquakes

An earthquake is a sudden motion or trembling that is caused by a release of strain accumulated within or along the edge of the Earth's tectonic plates. The effects of an earthquake can be felt far beyond the site of its occurrence. They usually occur without warning and, after just a few seconds, can cause massive damage and extensive casualties. Common effects of earthquakes are ground motion and shaking, surface fault ruptures, and ground failure. Ground motion is the vibration or shaking of the ground during an earthquake. When a fault ruptures, seismic waves radiate, causing the ground to vibrate. The severity of the vibration increases with the amount of energy released and decreases with distance from the causative fault or epicenter. Soft soils can further amplify ground motions. The severity of these effects is dependent on the amount of energy released from the fault or epicenter. One way to express an earthquake's severity is to compare its acceleration to the normal acceleration due to gravity. The acceleration due to gravity is often called "g". A ground motion with a peak ground acceleration of 100%g is very severe. Peak Ground Acceleration (PGA) is a measure of the strength of ground motion. PGA is used to

When a fault ruptures, seismic waves radiate, causing the ground to vibrate. The severity of the vibration increases with the amount of energy released and decreases with distance from the causative fault or epicenter.

project the risk of damage from future earthquakes by showing earthquake ground motions that have a specified probability (10%, 5%, or 2%) of being exceeded in 50 years. These ground motion values are used for reference in construction design for earthquake resistance. The ground motion values can also be used to assess relative hazard between sites, when making economic and safety decisions.

Another tool used to describe earthquake intensity is the Magnitude Scale. The Magnitude Scale is sometimes referred to as the Richter Scale. The two are similar but not exactly the same. The Magnitude Scale was devised as a means of rating earthquake strength and is an indirect measure of seismic energy released. The Scale is logarithmic with each one-point increase corresponding to a 10-fold increase in the amplitude of the seismic shock waves generated by the earthquake. In terms of actual energy released, however, each one-point increase on the Richter scale corresponds to about a 32-fold increase in energy released. Therefore, a Magnitude 7 (M7)

earthquake is 100 times (10 X 10) more powerful than a M5 earthquake and releases 1,024 times (32 X 32) the energy.

An earthquake generates different types of seismic shock waves that travel outward from the focus or point of rupture on a fault. Seismic waves that travel through the earth's crust are called body waves and are divided into primary (P) and secondary (S) waves. Because P waves move faster (1.7 times) than S waves, they arrive at the seismograph first. By measuring the time delay between arrival of the P and S waves and knowing the distance to the epicenter, seismologists can compute the magnitude for the earthquake.

The duration of an earthquake is related to its magnitude but not in a perfectly strict sense. There are two ways to think about the duration of an earthquake. The first is the length of time it takes for the fault to rupture and the second is the length of time shaking is felt at any given point (e.g. when someone says "I felt it shake for 10 seconds" they are making a statement about the duration of shaking). (Source: www.usgs.gov)

The Modified Mercalli Scale (MMI) is another means for rating earthquakes, but one that attempts to quantify intensity of ground shaking. Intensity under this scale is a function of distance from the epicenter (the closer to the epicenter the greater the intensity), ground acceleration, duration of ground shaking, and degree of structural damage. The Modified Mercalli Intensity Scale below rates the level of severity of an earthquake by the amount of damage and perceived shaking.

Table: Modified Mercalli Intensity Scale

	MMI Value	Description of Shaking Severity	Summary Damage Description Used on 1995 Maps	Full Description
	I	N/A	N/A	Not Felt
	II	N/A	N/A	Felt by persons at rest, on upper floors, or favorably placed.
	III	N/A	N/A	Felt indoors. Hanging objects swing. Vibration like passing of light trucks. Duration estimated. May not be recognized as an earthquake.
	IV	N/A	N/A	Hanging objects swing. Vibration like passing of heavy trucks; or sensation of a jolt like a heavy ball striking the walls. Standing motorcars rock. Windows, dishes, doors rattle. In the upper range of IV, wooden walls and frame creak.
	V	Light	Pictures Move	Felt outdoors; direction estimated. Sleepers wakened. Liquids disturbed, some spilled. Small unstable objects displaced or upset. Doors swing, close, open. Shutters, pictures move. Pendulum clock stop, start, change rate.

	MMI Value	Description of Shaking Severity	Summary Damage Description Used on 1995 Maps	Full Description
	VI	Moderate	Objects Fall	Felt by all. Many frightened and run outdoors. Persons walk unsteadily. Windows, dishes, glassware broken. Knickknacks, books, etc., off shelves. Pictures off walls. Furniture moved or overturned. Weak plaster and masonry D cracked.
	VII	Strong	Nonstructural Damage	Difficult to stand. Noticed by drivers of motorcars. Hanging objects quiver. Furniture broken. Damage to masonry, including cracks. Weak chimneys broken at roofline. Fall of plaster, loose bricks, stones, tiles, cornices. Some cracks in masonry C. Small slides and caving in along sand or gravel banks. Concrete irrigation ditches damaged.
	VIII	Very Strong	Moderate Damage	Steering of motorcars affected. Damage to masonry C, partial collapse. Some damage to masonry B; none to masonry A. Fall of stucco and some masonry walls. Twisting, fall of chimneys, factory stacks, monuments, towers, and elevated tanks. Frame houses moved on foundations if not bolted down; loose panel walls thrown out. Cracks in wet ground and on steep slopes.
	IX	Violent	Heavy damage	General panic. Damage to masonry buildings ranges from collapse to serious damage unless modern design. Wood-frame structures rack, and, if not bolted, shifted off foundations. Underground pipes broken.
	X	Very Violent	Extreme Damage	Most masonry and frame structures destroyed with their foundations. Some well-built wooden structures and bridges destroyed. Serious damage to dams, dikes, embankments. Large landslides. Water thrown on banks of canals, rivers, lakes, etc. Sand and mud shifted horizontally on beaches and flat land.
	XI	N/A	N/A	Rails bent greatly. Underground pipelines completely out of services.
	XII	N/A	N/A	Damage nearly total. Large rock masses displaced. Lines of sight and level distorted. Objects thrown into air.

Earthquake Related Hazards

Ground shaking, landslides, liquefaction, and amplification are the specific hazards associated with earthquakes. The severity of these hazards depends on several factors, including soil and slope conditions, proximity to the fault, earthquake magnitude, and the type of earthquake.

Ground Shaking

Ground shaking is the motion felt on the earth's surface caused by seismic waves generated by the earthquake. It is the primary cause of earthquake damage. The strength of ground shaking depends on the magnitude of the earthquake, the type of fault, and distance from the epicenter (where the earthquake originates). Buildings on poorly consolidated and thick soils will typically see more damage than buildings on consolidated soils and bedrock.

Seismic activity along nearby or more distant fault zones are likely to cause ground shaking within the City limits.

Earthquake-Induced Landslide Potential

Generally, these types of failures consist of rock falls, disrupted soil slides, rock slides, soil lateral spreads, soil slumps, soil block slides, and soil avalanches. Areas having the potential for earthquake-induced landslides generally occur in areas of previous landslide movement, or where local topographic, geological, geotechnical, and subsurface water conditions indicate a potential for permanent ground displacements.

Liquefaction

Liquefaction occurs when ground shaking causes wet granular soils to change from a solid state to a liquid state. This results in the loss of soil strength and the soil's ability to support weight. Buildings and their occupants are at risk when the ground can no longer support these structures. Liquefaction generally occurs during significant earthquake activity, and structures located on soils such as silt or sand may experience significant damage during an earthquake due to the instability of structural foundations and the moving earth. Many communities in Southern California are built on ancient river bottoms and have sandy soil. In some cases, the soil may be subject to liquefaction, depending on the depth of the water table.

Flood Hazards

Flood Terminology

Floodplain

A floodplain is a land area adjacent to a river, stream, lake, estuary, or other water body that is subject to flooding. This area, if left undisturbed, acts to store excess flood water. The floodplain is made up of two sections: the floodway and the flood fringe.

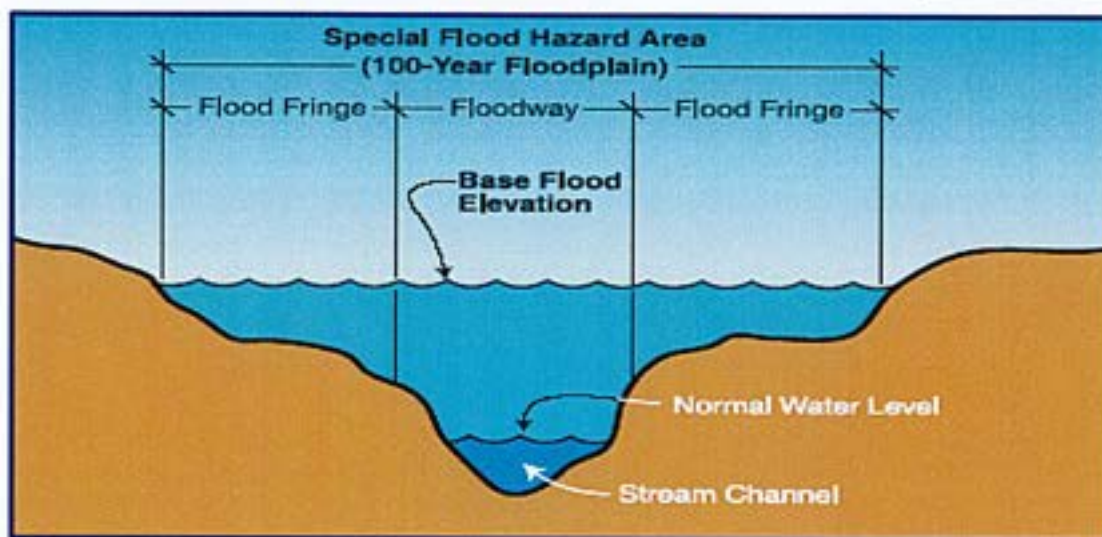
100-Year Flood

The 100-year flooding event is the flood having a one percent chance of being equaled or exceeded in magnitude in any given year. Contrary to popular belief, it is not a flood occurring once every 100 years. The 100-year floodplain is the area adjoining a river, stream, or watercourse covered by water in the event of a 100-year flood. Schematic: Floodplain and Floodway shows the relationship of the floodplain and the floodway.

The 100-year flooding event is the flood having a 1% chance of being equaled or exceeded in magnitude in any given year.

Contrary to popular belief, it is not a flood occurring once every 100 years.

Figure: Floodplain and Floodway
(Source: FEMA How-To-Guide Assessing Hazards)



Floodway

The floodway is one of two main sections that make up the floodplain. Floodways are defined for regulatory purposes. Unlike floodplains, floodways do not reflect a recognizable geologic feature. For NFIP purposes, floodways are defined as the channel of a river or stream, and the overbank areas adjacent to the channel. The floodway carries the bulk of the flood water downstream and is usually the area where water velocities and forces are the greatest. NFIP regulations require that the floodway be kept open and free from development or other structures that would obstruct or divert flood flows onto other properties.

Base Flood Elevation (BFE)

The term "Base Flood Elevation" refers to the elevation (normally measured in feet above sea level) that the base flood is expected to reach. Base flood elevations can be set at levels other than the 100-year flood. Some communities use higher frequency flood events as their base flood elevation for certain activities, while using lower frequency events for others. For example, for the purpose of storm water management, a 25-year flood event might serve as the base flood elevation; while the 500-year flood event serves as base flood elevation for the tie down of mobile homes. The regulations of the NFIP focus on development in the 100-year floodplain.

Types of Flooding

Two types of flooding primarily affect the City of Santa Fe Springs: slow-rise or flash flooding. Slow-rise floods in Santa Fe Springs may be preceded by a warning period of hours or days. Evacuation and sandbagging for slow-rise floods have often effectively lessened flood related damage. Conversely, flash floods are most difficult to prepare for, due to extremely limited, if any, advance warning and preparation time. Unlike most of California, the areas of Los Angeles County that are subject to slow-rise flooding are not associated with overflowing rivers, aqueducts, canals or lakes. Slow-rise flooding in Santa Fe Springs is usually the result of one or a combination of the following factors: extremely heavy rainfall, saturated soil, area recently burned in wild fires with inadequate new ground cover growth, or heavy rainfall with runoff from melting mountain snow.

Urban Flooding

As land is converted from fields or woodlands to roads and parking lots, it loses its ability to absorb rainfall. Urbanization of a watershed changes the hydrologic systems of the basin. Heavy rainfall collects and flows faster on impervious concrete and asphalt surfaces. The water moves from the clouds, to the ground, and into streams at a much faster rate in urban areas. Adding these elements to the hydrological systems can result in flood waters that rise very rapidly and peak with violent force.

The City of Santa Fe Springs has a high concentration of impermeable surfaces that either collect water, or concentrate the flow of water in unnatural channels. During periods of urban flooding, streets can become swift moving rivers and basements can fill with water. Storm drains often back up with vegetative debris causing additional, localized flooding.

Riverine Flooding

Riverine flooding is the overbank flooding of rivers and streams. The natural processes of riverine flooding add sediment and nutrients to fertile floodplain areas. Flooding in large river systems typically results from large-scale weather systems that generate prolonged rainfall over a wide geographic area, causing flooding in hundreds of smaller streams, which then drain into the major rivers. Shallow area flooding is a special type of riverine flooding. FEMA defines shallow flood hazards as areas that are inundated by the 100-year flood with flood depths of only one to three feet. These areas are generally flooded by low velocity sheet flows of water.

Definitions of FEMA Flood Zone Designations

Flood zones are geographic areas that the FEMA has defined according to varying levels of flood risk. These zones are depicted on a community's Flood Insurance Rate Map (FIRM) or Flood Hazard Boundary Map. Each zone reflects the severity or type of flooding in the area.

Moderate to Low Risk Areas

In communities that participate in the NFIP, flood insurance is available to all property owners and renters in these zones:

ZONE	DESCRIPTION
B and X (shaded)	Area of moderate flood hazard, usually the area between the limits of the 100-year and 500-year floods. B Zones are also used to designate base floodplains of lesser hazards, such as areas protected by levees from 100-year flood, or shallow flooding areas with average depths of less than one foot or drainage areas less than 1 square mile.
C and X (unshaded)	Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level. Zone C may have ponding and local drainage problems that don't warrant a detailed study or designation as base floodplain. Zone X is the area determined to be outside the 500-year flood and protected by levee from 100-year flood.

High Risk Areas

In communities that participate in the NFIP, mandatory flood insurance purchase requirements apply to all of these zones:

ZONE	DESCRIPTION
A	Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.
AE	The base floodplain where base flood elevations are provided. AE Zones are now used on new format FIRMs instead of A1-A30 Zones.
A1-30	These are known as numbered A Zones (e.g., A7 or A14). This is the base floodplain where the FIRM shows a BFE (old format).
AH	Areas with a 1% annual chance of shallow flooding, usually in the form of a pond, with an average depth ranging from 1 to 3 feet. These areas have a 26% chance of flooding over the life of a 30-year mortgage. Base flood elevations derived from detailed analyses are shown at selected intervals within these zones.
AO	River or stream flood hazard areas, and areas with a 1% or greater chance of shallow flooding each year, usually in the form of sheet flow, with an average depth ranging from 1 to 3 feet. These areas have a 26% chance of flooding over the life of a 30-year mortgage. Average flood depths derived from detailed analyses are shown within these zones.
AR	Areas with a temporarily increased flood risk due to the building or restoration of a flood control system (such as a levee or a dam). Mandatory flood insurance purchase requirements will apply, but rates will not exceed the rates for unnumbered A zones if the structure is built or restored in compliance with Zone AR floodplain management regulations.

ZONE	DESCRIPTION
A99	Areas with a 1% annual chance of flooding that will be protected by a Federal flood control system where construction has reached specified legal requirements. No depths or base flood elevations are shown within these zones.

Undetermined Risk Areas

ZONE	DESCRIPTION
D	Areas with possible but undetermined flood hazards. No flood hazard analysis has been conducted. Flood insurance rates are commensurate with the uncertainty of the flood risk.

Dam Failure Hazards

Hazard Characteristics

Definition

Dams are man-made structures built for a variety of uses including flood protection, power, agriculture, water supply, and recreation. When dams are constructed for flood protection, they usually are engineered to withstand a flood with a computed risk of occurrence. For example, a dam may be designed to contain a flood at a location on a stream that has a certain probability of occurring in any one year. If a larger flood occurs, then that structure will be overtopped. Overtopping is the primary cause of earthen dam failure in the United States.

Failed dams can create floods that are catastrophic to life and property as a result of the tremendous energy of the released water. A catastrophic dam failure could easily overwhelm local response capabilities and require mass evacuations to save lives. Dams typically are constructed of earth, rock, concrete, or mine tailings. Two factors that influence the potential severity of a full or partial dam failure are the amount of water impounded and the density, type, and value of development and infrastructure located downstream.

Dam failures can result from any one or a combination of the following causes:

- ✓ Prolonged periods of rainfall and flooding, resulting in excess overtopping flows
- ✓ Earthquake
- ✓ Inadequate spillway capacity, resulting in excess overtopping flows
- ✓ Internal erosion caused by embankment or foundation leakage or piping
- ✓ Improper design
- ✓ Improper maintenance
- ✓ Negligent operation
- ✓ Failure of upstream dams on the same waterway

Since 1929, the State of California is responsible for overseeing dams to safeguard life and property (California Department of Resources, 1995). This legislation was prompted by the 1928 failure of St. Francis Dam. In 1965, the law was amended to include off stream storage reservoirs due to the 1963 failure of Baldwin Hill Reservoir. In 1973, Senate Bill 896 was enacted to require dam owners, under the direction of Cal OES, to show the possible inundation path in the event of a dam failure.

Governmental assistance could be required and continued for an extended period. These efforts are required to remove debris and clear roadways, demolish unsafe structures, assist in reestablishing public services and utilities, and provide continuing care and welfare for the affected population including, as required, temporary housing for displaced persons.

Hazardous Materials Hazards

Hazard Characteristics

Definition

Hazardous materials are substances that are flammable, combustible, explosive, toxic, noxious, and corrosive, an oxidizer, an irritant, or radioactive. A hazardous material spill or release can pose a risk to life, health, or property. An incident can result in the evacuation of a few people, a section of a facility, or an entire neighborhood.



Hazardous Materials Transportation

Federal emergency planning requirements include the formation of local emergency planning committees (LEPCs). The LEPC is required to evaluate facilities using threshold quantities of extremely hazardous substances (EHS), and determine which facilities are at risk of a release or subject to additional risk due to their proximity to another facility using EHS. The LEPC is also required to identify hazardous materials transportation routes. This requirement has led Region I LEPC to develop a specific transportation element to its plan. The following represents the Region I transportation element:

Transportation of hazardous materials by air, land, or water poses a significant need to plan and coordinate emergency resources necessary to respond to hazardous materials spills and releases. These types of incidents could affect several million Californians and are potentially hazardous to both the local community, and those traveling near the incident site. First, we will discuss the different modes of transportation and the unique challenges presented for planners and emergency responders.

Air

The southern California region has several major air transportation facilities. In some instances, there may be hazardous materials incidents involving air cargo either on the aircraft or on the ground. Initial response to these incidents would be provided by airport emergency response personnel. The need may arise for additional resources to respond. Response efforts must be coordinated to ensure all personnel are made aware of the material involved and of the potential hazards. In the event of a crash of an aircraft, the major hazardous materials concerns will be fuel from the aircraft, hydraulic fluid, and oxygen systems. The threat posed by onboard hazardous cargo will be minimal. Regulations on hazardous materials shipments by air are found in 49 CFR section 175.

Water

Two major ports serve the southern California region. These are the Port of Los Angeles and the Port of Long Beach. The prime concern for these two major ports would be releases of petroleum products from both oil tankers and other large ocean-going vessels. Not only is there a significant potential from fire and explosion, the environmental effects could be catastrophic. Additionally, many other types of hazardous materials may be shipped by bulk or containerized cargo. Planners must recognize potential risks associated with vessels and port facilities in their hazard assessment. Response to water related incidents is coordinated through the Coast Guard and the California Department of Fish and Game.

Ground

Ground transportation provides the largest movement of hazardous materials and will generate the majority of incidents which will be confronted by local emergency response personnel. The three modes of ground transportation are rail, highway, and pipeline.

Rail is unique in both the quantity and types of hazardous materials which can be involved in one incident. Collisions, derailments, and mechanical failure, as well as loading and unloading, can all result in very serious hazardous materials incidents. A critical consideration for planners is a careful evaluation of the rail traffic in their jurisdiction. Rail companies as well as product manufacturers have emergency response teams available to assist local emergency responders. The United States Department of Transportation governs the transportation of hazardous materials by rail.

Highway-related hazardous materials incidents account for the vast majority of situations faced by local responders. Highway incidents range from minor releases of diesel fuel, to multiple vehicle accidents involving large quantities of multiple types of hazardous materials. A concern for planners is the fact that these incidents can occur anywhere throughout the region. Multiple agency coordination is essential for successful control and mitigation of these incidents. Section 2454 of the California Vehicle Code mandates authority for incident command at the scene of an on-highway hazardous substance incident in the appropriate law enforcement agency having primary traffic investigative authority on the highway where the incident occurs. The local governing body of the city may assign the authority to the local fire protection agency.

Pipeline incidents will typically involve compressed natural gas, or petroleum products. An important aspect for planners to consider is that pipelines are frequently out of sight and out of mind. Southern California region is honeycombed with underground pipelines ranging from a few inches to several feet in diameter. Pipelines transport products from as far away as Texas for use by local consumers. An important source of information on underground pipelines is Dig Alert. Regulation of pipeline activity is governed by the U.S. Department of Transportation and the California Public Utilities Commission.

Potential Effects of a Hazardous Materials Incident

As previously mentioned, highway accidents and incidents will constitute the majority of emergency response situations. There are two distinct facets which must be addressed in a local emergency action plan. Planners must consider the local community with fixed facilities and those individuals in transit. The following is illustrative of typical concerns which planners will encounter in addressing hazardous material occurrences.

Residential and Business Community

Chemical spills on streets and highways can impact the public in one or more of the following ways:

- ✓ Shelter-in-place
- ✓ Evacuations
- ✓ Restriction or detour of local traffic
- ✓ Damage to homes and businesses
- ✓ Injury, illness or death

Because of these potentially dangerous situations, it is necessary for emergency responders to be familiar with requirements for hazmat spill notification and to obtain and direct the resources necessary to protect public health and the environment.

Commuter/Delivery Traffic

In addition to the surrounding locale, travelers going through or near transportation incidents may be impacted in several ways:

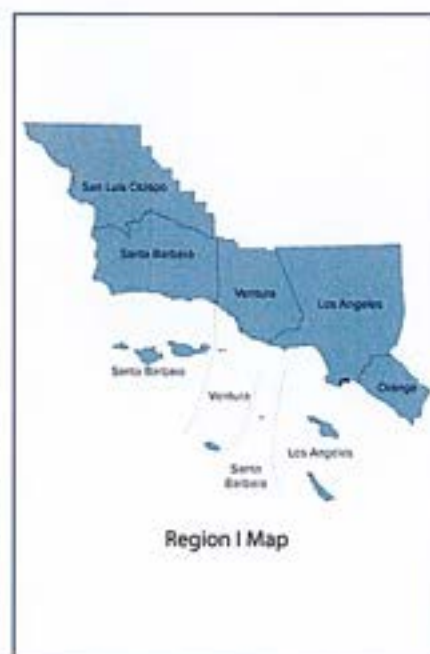
- ✓ Exposure to harmful or flammable chemicals resulting in injury or illness
- ✓ Delayed travel
- ✓ Accidents
- ✓ Vehicle damage due to chemical contact

Agencies with on highway responsibility in LEPC Region I should become familiar with shipping corridors and traffic patterns.

Region I Transportation Needs

Research has indicated that the majority of hazardous materials incidents occur in the transportation arena. This fact strongly suggests that the region make the following recommendations for further transportation planning assessment:

- ✓ Identify various surface transporters within the region
- ✓ Determine level of training as it relates to transportation routes and notification requirements
- ✓ Evaluate emergency response resources for both public and private hazardous materials response teams
- ✓ Prioritize response resources in areas unable to respond to proportionally higher number of incidents.
- ✓ Develop standard guidelines for evacuation of populations impacted by transportation related incidents.
- ✓ Evaluate the need to perform Transportation Risk Assessment for selected high priority areas.



Attachments

FEMA Letter of Approval



City Council Staff Report



City Council Resolution

Planning Team Sign-In Sheets

City of Santa Fe Springs
Hazard Mitigation Plan
Planning Team Meeting #1
June 1, 2017

Name	Department
CAROLYN HARSHMAN	EMERGENCY PLANNING CONSULTANTS
DARZYL PEDRO	POLICE SERVICES
CUONG NGUYEN	PLANNING
HERIBERTO VALDES	CODE ENFORCEMENT
Helio Espinoza	S.F.S. Public Works
Raul Diaz	Fire-Rescue
Sarina Morales-Choute	Public Works/Engineering

City of Santa Fe Springs
Hazard Mitigation Plan
Planning Team Meeting #2
July 6, 2017

Name	Department
CAROLYN HARSHMAN	EMERGENCY PLANNING CONSULTANTS
Sarina Morales-Choute	Public Works - Engr.
Brenda ten Bruggencate	Fire-Rescue
CUONG NGUYEN	PLANNING
HERIBERTO VALDES	CODE ENFORCEMENT
DARZYL PEDRO	POLICE SERVICES

City of Santa Fe Springs
Hazard Mitigation Plan
Planning Team Meeting #3
August 3, 2017

Name	Department
CAROLYN HARSHMAN	EMERGENCY PLANNING CONSULTANTS
DARZYL PEDRO	POLICE SERVICES
Helio Espinoza	P.W.
Raul Diaz	Fire-Rescue
CUONG NGUYEN	PLANNING
HERIBERTO VALDES	CODE ENFORCEMENT

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To whom it may concern,

The City of Santa Fe Springs is in the process of preparing its 2017 Hazard Mitigation Plan. Mitigation plans are regulated by the federal government through the Disaster Mitigation Act of 2000. The Plan is required to identify the natural hazards, however the City has opted to also include urban fires and human-caused and technological hazards in order to be better aware and prepared for a broader range of hazards. The Plan provides a list of mitigation action items that will be used to reduce the impacts from the identified hazards.

Part of the mandated approval process for the Plan requires the authoring jurisdiction to share the draft plan with key stakeholders and solicit comments during the "plan writing phase". Feel free to review the Draft Plan and share any comments with me by October 16, 2017. If you are not able to provide comments by that date, I will move forward with the understanding that you do not have any concerns and are comfortable with the Second Draft Plan as it is written.

Thank you in advance for your time and assistance with this project. I look forward to reading any comments that may come my way.

Darryl Pedigo, Lead Public Safety Officer
City of Santa Fe Springs
DarrylPedigo@santafesprings.org
(562) 409-1850.

<http://www.santafesprings.org/news/displaynews.asp?NewsID=461&TargetID=1>

William K. Rounds, Mayor • Jay Sarno, Mayor Pro Tem
City Council
Richard J. Moore • Juanita Trujillo • Joe Angel Zamora
City Manager
Thaddeus McCormack

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News
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Date	Title	Type	Section	Active			
10/4/2017	Food trucks during the lunch hour at Heritage Park.	News	General	1	modify	preview	delete
10/2/2017	2017 Hazard Mitigation Plan (Draft) - Review	News	General	Expired	modify	preview	delete
9/26/2017	Food Trucks at Heritage Park	News	General	1	modify	preview	delete
9/20/2017	Join these Spooktacular Halloween activities!	News	General	1	modify	preview	delete
9/12/2017	Pets 4 Troops – Honoring our Military	News	General	1	modify	preview	delete

EOC Details List

ITEM
Flash drives
Lap tops/computers
Printers
EOC Vest
EOC Wall Boards
Street map boards/aerial-streets
Ham Radio
Generator
Police Radio/Batteries
Fire Radio/ Batteries
Police Charger Mobile
Fire Charger Mobile
Kenwood Radios/ Batteries
Kenwood Charger mobile
Public Works base radio
Cell Phone chargers
Magnetic white boards
Pens/markers/eraser/office items
Office Organizer
White Board
Camera
LED lanterns
Extension Cord 100 ft
Radio am/FM
EOC table flags
Trailer 6ft

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**CITY OF SANTA FE SPRINGS
PROFESSIONAL SERVICES AGREEMENT
WITH**

This Professional Services Agreement ("Agreement") is made and effective as of [redacted] ("Effective Date"), by and between the City of Santa Fe Springs, a California municipal corporation, ("City") and [redacted], a [State and Entity Type: Example – California limited liability company] ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until the services described herein are completed, unless sooner terminated pursuant to the provisions of this Agreement.

2. SERVICES

Consultant shall perform the services described and set forth in the City's Request for Proposals, attached hereto as Exhibit A, and Consultant's Proposal, attached hereto as Exhibit B, both incorporated herein as though set forth in full ("Services"). Consultant shall complete the Services according to any schedule of performance set forth in Exhibit A. To the extent that Exhibit B contains provisions inconsistent with this Agreement and/or Exhibit A, the provisions of this Agreement and Exhibit A shall govern.

3. PERFORMANCE

Consultant shall at all times faithfully, competently and to the best of Consultant's ability, experience, and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant under this Agreement.

4. CITY MANAGEMENT

The City Manager or designee shall represent the City in all matters pertaining to the administration of this Agreement, including review and approval of all products submitted by Consultant.

5. PAYMENT

- A. City agrees to pay Consultant monthly, [in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks]. This amount shall not exceed [Insert amount]

dollars (\$_.00) for the total term of the Agreement unless additional payment is approved as provided in this Agreement.

- B. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager or designee. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to in writing by the City and Consultant at the time the City's written authorization is given to Consultant for the performance of said services.
- C. Consultant will submit invoices monthly for actual Services performed. Consultant agrees to participate in the City's Electronic Funds Transfer program and to receive electronic payments for the Services. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's Services or fees, it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within forty-five (45) days of receipt of an invoice therefor.

6. TERMINATION OF AGREEMENT WITHOUT CAUSE

- A. The City may at any time, for any reason, without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon Consultant at least ten (10) days' prior written notice. Upon receipt of said notice, Consultant shall immediately cease all Services under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement, such suspension or termination shall not make void or invalidate the remainder of this Agreement.
- B. In the event this Agreement is terminated pursuant to this section, the City shall pay to Consultant the actual value of the Services performed up to the time of termination, unless the City disputes any of the Services performed or fees. Upon termination of the Agreement pursuant to this section, Consultant will submit an invoice to the City pursuant to Section 5.

7. DEFAULT OF CONSULTANT

If the City determines that Consultant is in default in the performance of any of the terms or conditions of this Agreement, the City shall serve Consultant a written notice of the default. Consultant shall have seven (7) days after service of said notice to cure the default. In the event that Consultant fails to cure the default within such period of time or fails to present the City with a written plan for the diligent cure of default if such default cannot be cured within seven days, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement. Consultant shall be responsible for costs incurred by the City

due to Consultant's failure to comply with this section. The City shall have the right to offset against the amount of any fees due to Consultant any costs incurred by the City as a result of Consultant's default.

8. OWNERSHIP OF DOCUMENTS

- A. Consultant shall maintain complete and accurate records with respect to tasks, costs, expenses, receipts, and other such information required by the City that relate to the performance of Services under this Agreement. Consultant shall maintain adequate records of Services provided in sufficient detail to permit an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of the City or its designees at reasonable times to such books and records; shall give the City the right to examine and audit said books and records; shall permit the City to make transcripts or copies therefrom as necessary; and shall allow inspection of all Services, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.
- B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the Services shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Consultant hereby grants to the City all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Consultant in the course of providing the Services under this Agreement.

9. INDEMNIFICATION AND DEFENSE

- A. Indemnification. To the fullest extent permitted by law, Consultant shall indemnify and hold harmless the City and any and all of its officials, employees, agents, and/or volunteers ("Indemnified Parties"), from and against any and all claims, demands, actions, suits, losses, liabilities, damages, costs, and expenses, including attorney's fees and costs, arising out of or in any way connected with the performance of Consultant, its officers, agents, employees, and/or subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) under this Agreement, including all acts or omissions, willful misconduct, or negligent conduct, whether active or passive, on the part of Consultant, its officers, agents, employees, and/or subconsultants. Consultant's duty to indemnify and

hold harmless the Indemnified Parties shall not extend to the sole negligence or willful misconduct of the Indemnified Parties.

- B. Duty to Defend. In the event the Indemnified Parties, individually or collectively, are made a party to any claim, action, lawsuit, or other adversarial proceeding arising or alleged to arise out of or is in any way connected with the performance of Consultant's services under this Agreement, and upon demand by the City, Consultant shall immediately defend the Indemnified Parties at Consultant's cost or at the City's option to reimburse the City for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters, regardless of whether or not Consultant, its officers, agents, employees, and/or subconsultants are specifically named or otherwise asserted to be liable, and regardless of whether or not there is any evidence of finding of fault or wrongdoing by Consultant, its officers, agents, employees and/or subconsultants. Payment by the City is not a condition precedent to enforcement of this provision.
- C. In the event of any dispute between Consultant and the City as to whether liability arises from the sole negligence or willful misconduct of the City or its officials, employees, agents, and/or volunteers, Consultant will be obligated to pay for the City's defense until such time as a final judgment has been entered adjudicating the Indemnified Parties as solely negligent or to have acted with willful misconduct. Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs, including but not limited to attorney's fees, expert fees, and costs of litigation.

10. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit C attached hereto and made a part of this Agreement.

11. INDEPENDENT CONTRACTOR

- A. Consultant is and shall at all times remain as to the City a wholly independent consultant and/or independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither the City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against the City, or bind the City in any manner.
- B. No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided

in the Agreement, the City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for the City. The City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold the City harmless from any and all taxes, assessments, penalties, and interest asserted against the City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold the City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. The City shall have the right to offset against the amount of any fees due to Consultant under this Agreement as a result of Consultant's failure to promptly pay to the City any reimbursement or indemnification arising under this paragraph.

- C. In the event that Consultant or any employee, agent, or subconsultant of Consultant providing Services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (CalPERS) to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless the City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subconsultants, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of the City.
- D. Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subconsultants providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by the City, including but not limited to eligibility to enroll in CalPERS as an employee of the City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for CalPERS benefits.

12. LEGAL RESPONSIBILITIES

Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of Services pursuant to this Agreement. Consultant shall at all times observe and comply with all such laws and regulations. The City and its officials, officers, employees, and agents, shall not be liable at law or in equity occasioned by failure of Consultant to comply with this Section.

13. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City has or will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with this Agreement or any Services to be conducted as a result of this Agreement. Violation of this section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

14. NO BENEFIT TO ARISE TO CITY EMPLOYEES

No member, officer, or employee of the City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Services during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any Agreement or sub-agreement, or the proceeds thereof, for Services to be performed under this Agreement.

15. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

- A. All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without the City's prior written authorization, unless the information is clearly public. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the City Manager or designee, or unless requested by the City's attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the Services performed under this Agreement or relating to the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives the City notice of such court order or subpoena.
- B. Consultant shall promptly notify the City should Consultant, its officers, employees, agents, and/or subconsultants be served with any summons, complaint, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the Services performed hereunder or with respect to any project or property located within the City, unless the City is a party to any lawsuit, arbitration, or administrative proceeding connected to such Discovery, or unless Consultant is prohibited by law from informing the City of such Discovery. The City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless the City is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Consultant in such proceeding, Consultant agrees to cooperate fully with the City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, the City's right to review any such response does not imply or mean the

right by the City to control, direct, or rewrite said response, or that the City has an obligation to review any such response or verifies any response it has reviewed.

16. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mail by the United States Postal Service, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To the City:

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

Attention:

To Consultant:

17. ASSIGNMENT

Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City. [Because of the personal nature of the Services to be rendered pursuant to this Agreement, only _____ shall perform the Services described in this Agreement, unless otherwise agreed to by City. Consultant shall provide City fourteen (14) days' notice prior to the departure of _____ from Consultant's employ. Should he/she leave Consultant's employ, City shall have the option to immediately terminate this Agreement, within three (3) days of the close of said notice period. Upon termination of this Agreement, Consultant's sole compensation shall be payment for actual Services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between the City and Consultant.] Before retaining or contracting with any subconsultant for any services under this Agreement, Consultant shall provide the City with the identity of the proposed subconsultant, a copy of the proposed written contract between Consultant and such subconsultant which shall include and indemnity provision similar to the one provided herein and identifying the City as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subconsultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from the City for such insurance.

18. LICENSES

At all times during the term of this Agreement, Consultant shall have in full force and effect all licenses required of it by law for the performance of the Services described in this Agreement.

19. GOVERNING LAW

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City.

20. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

21. AMENDMENTS

Any amendments to this Agreement must be in writing and executed by the parties hereto, or their respective successors and assigns, in order to be valid.

22. NON-EXCLUSIVE AGREEMENT

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

23. ATTORNEYS' FEES

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

24. CONSTRUCTION

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

25. WAIVER

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

26. SEVERABILITY

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

27. COUNTERPARTS

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

28. AUTHORITY TO EXECUTE THIS AGREEMENT

The persons executing this Agreement on behalf of the parties warrant and represents that they have the authority to execute this Agreement on behalf of said parties and has the authority to bind the parties to the provisions of this Agreement.

29. ELECTRONIC SIGNATURES

The parties acknowledge and agree that execution of this Agreement by electronic signature or electronic transmittal of signatures shall have the same effect as handwritten signatures for the purposes of validity, enforceability, and admissibility.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

[If Consultant is a corporation, two signatures are required: Signature 1 – the Chairperson of the Board, the President, or any Vice President; Signature 2 – the Secretary, any Assistant Secretary, the Chief Financial Officer, or any Assistant Treasurer (Corp. Code § 313).]

CITY OF SANTA FE SPRINGS

CONSULTANT

Date: _____

Name: _____
Title: _____
Date: _____

ATTEST:

CONSULTANT

Fernando Muñoz, Deputy City Clerk

Name: _____
Title: _____
Date: _____

APPROVED AS TO FORM:

Ivy M. Tsai, City Attorney

Attachments:	Exhibit A	City's Request for Proposals
	Exhibit B	Consultant's Proposal
	Exhibit C	Insurance Requirements

EXHIBIT A
CITY'S REQUEST FOR PROPOSALS

SAMPLE

EXHIBIT B
CONSULTANT'S PROPOSAL

SAMPLE

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Consultant's indemnification of the City, and prior to commencement of Services, Consultant shall obtain, provide, and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to the City. If Consultant maintains higher limits than the minimum limits shown below, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Services to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

[Note: May need to delete workers' compensation and employer's liability insurance requirements for certain sole proprietorships, partnerships, or corporations without employees.]

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000 per accident for bodily injury or disease).

Consultant shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees, and volunteers.

[Note: If the required limits for general liability, auto and employer's liability are \$1 million or less, the following paragraph may be omitted.]

Umbrella or excess liability insurance. Consultant shall obtain and maintain an umbrella or excess liability insurance policy with limits that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop-down feature requiring the policy to respond if any primary insurance that would otherwise have applied proves to be uncollectible in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrence of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Other provisions or requirements

Proof of insurance. Consultant shall provide certificates of insurance to the City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

Duration of coverage. Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, or Consultant's agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by the City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

The City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, the City has the right but not the duty to obtain the insurance it deems necessary and any

premium paid by the City will be promptly reimbursed by Consultant or the City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, the City may immediately terminate this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this Agreement shall be endorsed to waive subrogation against the City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against the City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of Agreement provisions (non estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Agreement are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to the City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that the City and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to the City and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the Services who is brought onto or involved in the Services by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subconsultants, and others engaged in the Services will be submitted to the City for review.

The City's right to revise specifications. The City reserves the right at any time during the term of the Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to Consultant, City and Consultant may renegotiate Consultant's compensation or come to some other agreement to address the additional cost.

Self-insured retentions. Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Consultant shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Services.



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

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

**RFP 24 – 3 Local Hazard Mitigation Plan
ATTACHMENT B – References**

(COMPLETE AND RETURN WITH YOUR PROPOSAL)

Entity Name _____

Entity Address _____

Name of Contact _____

Telephone Number of Contact _____

Email of Contact _____

Project Title _____

Date of Project _____

Entity Name _____

Entity Address _____

Name of Contact _____

Telephone Number of Contact _____

Email of Contact _____

Project Title _____

Date of Project _____

Entity Name _____

Entity Address _____

Name of Contact _____

Telephone Number of Contact _____

Email of Contact _____

Project Title _____

Date of Project _____

EXHIBIT B
CONSULTANT'S PROPOSAL

PROPOSAL FOR RFP NO. 24-3 LOCAL HAZARD MITIGATION PLAN



JULY
2024



13217 Jamboree Rd., #248
Tustin, CA 92782
888.4.JGA.1ST
JacobGreenAndAssociates.com



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APPENDICES

SANTA FE SPRINGS
CITY OF

July 18, 2024

Chad Van Meeteren, Fire Chief
City of Santa Fe Springs – Fire Rescue
11300 Greenstone Avenue
Santa Fe Springs, CA 90670

Dear Chief Van Meeteren,

Jacob Green & Associates (JGA) is pleased to submit our proposal in response to the Request for Proposals (RFP) for the City of Santa Fe Springs Local Hazard Mitigation Plan (LHMP). We value the opportunity to work alongside the City. With our extensive local government experience in Southern California emergency management and LHMP development, we are well-equipped to deliver a comprehensive and actionable LHMP that addresses Santa Fe Springs' unique hazards and vulnerabilities.

Our team of dedicated professionals brings a wealth of knowledge and expertise to this project. Through collaboration, stakeholder engagement, and the utilization of cutting-edge methodologies and technologies, we are committed to developing an LHMP that reflects Santa Fe Springs' distinct characteristics and meets the requirements of relevant regulations, including the Disaster Mitigation Act of 2000 and applicable state legislation.

Our proposal shall remain valid for a period of 90 days from the date of submittal.

All information submitted in this proposal is true and correct.

JGA acknowledges that we have reviewed Addendum No. 1 to RFP 24 - 3.

Thank you for considering Jacob Green & Associates as your trusted partner for the LHMP project. We are excited about the opportunity to contribute to the safety and resilience of the City of Santa Fe Springs.

Company/Contact Information

Legal name:	Jacob Green & Associates, Inc.
Contact name:	Jacob Green
Address:	13217 Jamboree Rd., #248, Tustin, CA 92782
Telephone/Fax:	909.238.8536
Website:	www.JacobGreenAndAssociates.com
Email:	Jacob@JacobGreenAndAssociates.com

Sincerely,



Jacob Green
President & CEO



PROPOSAL OF THE FIRM

SECTION A

PROPOSAL OF THE FIRM

Founded in 2021, JGA is an Orange County-based corporation comprised of 30 veteran local government leaders with over 600 years of combined municipal experience; and includes former City Managers, Emergency Managers, Police Chiefs, Fire Chiefs, and other municipal experts. We help our clients prepare for and respond to challenges in Emergency Management, Organizational Development, Crisis Communications, and Public Safety. JGA's headquarters are located in Tustin, CA.

We provide tailored services by developing a deep understanding of client needs, fostering authentic and trusted relationships, and focusing on solutions and outcomes that consistently exceed expectations. Drawing on the deep local experience of our team members and advisors, JGA has quickly become a premier partner with local governments throughout the state of California.

What sets JGA apart? In 2023, FEMA implemented changes to the Hazard Mitigation Plan (HMP) process that have radically tightened the requirements as to what will pass CalOES and FEMA review, and have resulted in a backlog of over 120 plans in the queue for review and approval by CalOES and FEMA. These changes include:

- Much deeper examination of the impacts of climate change.
- Requirements to substantively address social equity and disadvantaged populations.
- More thorough stakeholder and public involvement processes, encouraging the public to not only comment on the final product, but to have stakeholder and public input be an integral part of the process.

JGA has developed a deep understanding of FEMA's new requirements through our close collaboration with CalOES. We've refined our methodologies to align precisely with current FEMA expectations, ensuring our hazard mitigation plans meet and exceed the latest standards. Our ability to deliver plans that satisfy today's rigorous criteria - not outdated benchmarks - positions JGA as the optimal partner for Santa Fe Springs' HMP project.

Beyond hazard mitigation, JGA has built a broader planning practice focusing on climate action and adaptation planning, economic development, and comprehensive planning. We are currently delivering these services to City governments throughout California, allowing us to bring a holistic perspective to your LHMP update.

JGA's financial condition is currently stable with no impending bankruptcy or pending litigation. There are no outstanding claims in excess of twenty-five thousand dollars (\$25,000) for or against the firm. Additionally, there are no planned office closures or mergers that may impede our ability to provide professional consulting services.

JGA's hazard mitigation planning team is led by Patrick Marchman, AICP CEP, SCR. Patrick has 15 years of experience in hazard mitigation, resilience, and climate adaptation planning work throughout North America, and earned the rare Certified Environmental Planner (CEP) advanced specialty certification from the American Institute of Certified Planners. Patrick has worked in and around “FEMA World” since 2010, having worked directly for FEMA, as well as part of the Community Engagement and Risk Communication contract for several years. Patrick has reviewed numerous hazard mitigation plans, including several state-level plans, and in the past several years has developed and managed the development of a number of hazard mitigation and climate adaptation plans, such as:

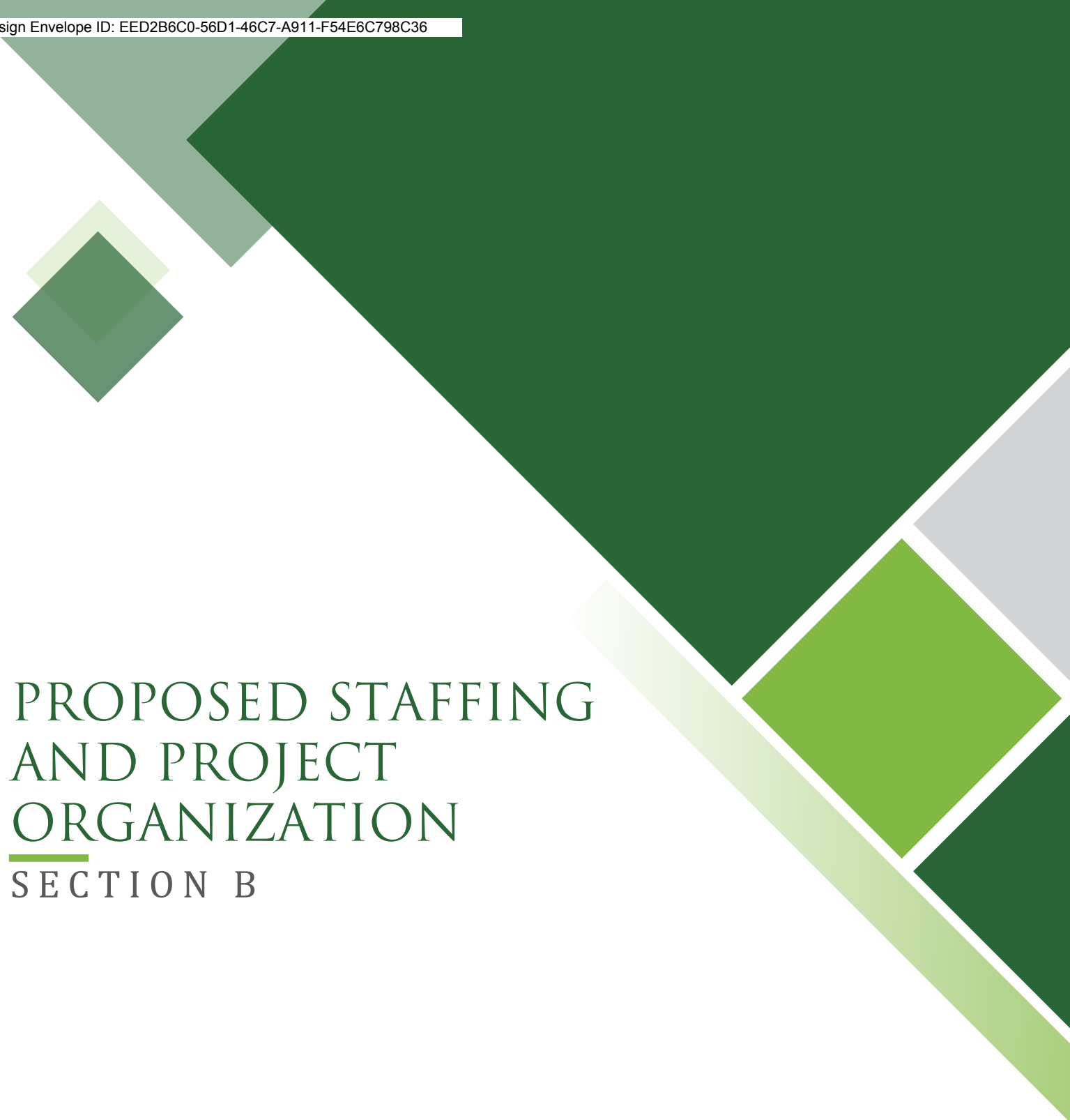
- Swampscott Municipal Flood Mitigation Guidance (Massachusetts, 2021)
- Resilient Long Beach Island Action Plan (New Jersey, 2022)
- North Topsail Beach Coastal Resilience Plan (North Carolina, 2022)
- Norwalk Flood Early Warning Plan (Wisconsin, 2023)
- Valdez Municipal Code Update for Resilience (Alaska, 2023)
- Mazzetti Corporate Climate Adaptation Plan (2024)
- City of Seaside Climate Action and Adaptation Plan (California, 2024)
- Village of Riverside Climate Action and Adaptation Plan (Illinois, 2024)

Beyond Patrick's personal experience, JGA has completed a wide range of resilience and emergency management-related projects, including the following hazard mitigation plans:

- City of West Hollywood Local Hazard Mitigation Plan Update
- City of Dana Point Local Hazard Mitigation Plan Update
- City of Rialto Local Hazard Mitigation Plan
- Rincon Band of Luiseño Indians Local Hazard Mitigation Plan Update
- City of Lake Forest Local Hazard Mitigation Plan Update
- City of Montebello Local Hazard Mitigation Plan Update

JGA's staff includes senior California municipal professionals with extensive experience in planning, community outreach, and facilitation. They contribute their extensive knowledge to a range of projects.



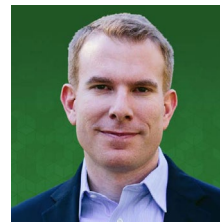


PROPOSED STAFFING AND PROJECT ORGANIZATION

SECTION B

PROPOSED STAFFING AND PROJECT ORGANIZATION

JGA has developed a hazard mitigation planning practice that has successfully delivered multiple plans for a range of communities, including the City of Dana Point, the City of West Hollywood, the City of Lake Forest, The Rincon Tribe of Luiseño Indians, City of Rialto, and the City of Montebello. Our hazard mitigation plans integrate FEMA's 2023 guidance, mandating consideration of climate risk and climate adaptation options, and feature robust public participation as well as partnership with local government. Patrick Marchman, AICP, will be the project manager for the City of Santa Fe Springs and the JGA team will be fully committed to the City throughout the entire project. JGA acknowledges that no person assigned to the project shall be removed or replaced without prior written concurrence from the Agency. Our team is experienced with FEMA requirements as well as CalOES grant requirements.

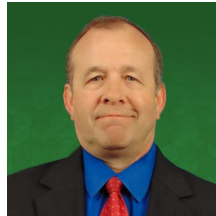


JACOB GREEN
President & CEO

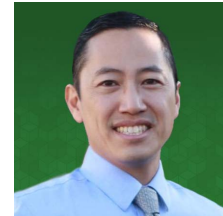
KEY PERSONNEL



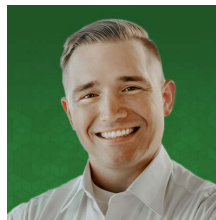
PATRICK MARCHMAN, AICP
Project Manager // Hazard Mitigation, Climate and Resilience Advisor



TONY E. COLETTA JR.
Senior Advisor - Emergency Management



RAYMOND CHEUNG
Senior Advisor - Emergency Management



WILLIAM SIMMONS
Hazard Mitigation Specialist



MEGHAN MURRAY
Project Specialist

ORGANIZATIONAL CHART

JGA's Team Video Link: [Jacob Green and Associates - JGA - Your First Call](#)



JACOB GREEN, MPA

President & CEO

Jacob has an extensive background in public safety and has overseen emergency management programs for over 18 years in his capacity as both Emergency Manager and the department head responsible for emergency management in various agencies including the cities of Santa Ana, Fountain Valley, Ontario and San Juan Capistrano. He specializes in seminar training and leadership coaching for municipal management staff involved with the planning and provision of emergency services. Jacob's key emergency management accomplishments include the creation of a new Bureau of Emergency Management for the City of Ontario, design and construction of Ontario's new \$7 million Emergency Operations Center, and citywide disaster training/exercises, emergency operations plan writing, hazard mitigation plan writing, management of the emergency operations center during disaster activations, and community engagement and public education activities for multiple cities. Jacob also has served as the Ontario Fire Department's lead Public Information Officer and Grant Manager.



PATRICK MARCHMAN, AICP

Project Manager // Hazard Mitigation, Climate and Resilience Advisor

Patrick Marchman has 20 years of experience as a planner with experience in multiple components of comprehensive planning, including zoning, transportation, resilience and sustainability, environmental and economic development. His work initially focused on developing and managing the NEPA process for multi-billion-dollar infrastructure projects. Patrick then moved into hazard mitigation and disaster risk reduction planning while working with the U.S. Federal Emergency Management Agency, writing and reviewing over a dozen hazard mitigation plans. After a four-year stint managing the environment and real estate programs and working closely with Metropolitan Planning Organizations supporting local and regional transportation planning, for the U.S. Federal Highway Administration's Michigan Division, he shifted to the private sector, supporting climate adaptation and sustainability strategy for a wide range of public and private sector clients. Since 2011, Patrick has been a member of the American Institute of Certified Planners, and has delivered presentations at national planning conferences as well as many planning-related publications. He also holds a certification in Sustainability and Climate Risk from the Global Association of Risk Professionals. Patrick has served in leadership roles in several professional organizations as well as on his City's Zoning Board of Appeals, and has a commitment to leading the development of new practice areas within the planning profession.



TONY E. COLETTA JR., MPA, CEM, MPM

Senior Advisor - Emergency Management

Tony's focus is on assisting clients solve local challenges through innovative, cooperative, and sustainable public safety solutions. As a proven leader, he excels in problem-solving, alliance building, and organizational communication, and delivering results-driven solutions for today's municipal challenges. Tony has built highly effective emergency management teams, led multi-million-dollar regional homeland security programs, coordinated statewide public safety initiatives, authored best practice emergency plans, and leveraged federal agencies and funding to solve local homeland security and emergency management challenges. Tony Coletta brings 35 years of public safety experience, with 25 years dedicated to emergency management and homeland security administration. His expertise spans emergency planning, training and exercises, hazard and risk mitigation, organizational assessments, and strategic planning. Tony's extensive background includes state, federal, and international disaster deployments. He has made notable achievements in instructing and course design, emergency operations center design, recruitment, succession planning, and grant and performance management. Tony is an internationally Certified Emergency Manager and holds degrees in Emergency Medical Services Administration, Police Service Administration, Fire Service Administration, and Public Administration.



RAYMOND CHEUNG, CEM

Senior Advisor - Emergency Management

Raymond Cheung has served for over 20 years in the public sector ranging from military service to leadership roles in local government. His local government emergency management tenure includes positions as a city emergency manager as well as Assistant Emergency Manager for Orange County, California for the Orange County Sheriff's Department. He is also a graduate of FEMA's National Emergency Management Advanced Academy and the Harvard Kennedy School of Government's Leadership in Crises executive program. As an International Association of Emergency Management Certified Emergency Manager (CEM), Raymond has led and managed teams at both the county and city level in Southern California. He has responded to and worked dozens of disasters and Emergency Operations Center activations, including Presidentially declared disasters. A veteran of the United States Marine Corps, he deployed to Iraq during Operation Iraqi Freedom in a Civil Affairs capacity to restore civil governance, local infrastructure, and basic humanitarian needs during and after the 2003 invasion.



WILLIAM SIMMONS

Hazard Mitigation Specialist

William Simmons is a Project Manager at Jacob Green and Associates, where he leads and supports the creation of comprehensive emergency management documentation, including Local Hazard Mitigation Plans, Emergency Operations Plans, and Risk Assessments. He facilitates innovative emergency management and leadership development programs, training sessions, and exercises. Prior to joining JGA, William served for 10 years in the United States Air Force as a Supervisor, Instructor, Exercise Director, and Team Leader. He was a key contributor in planning, coordinating, and executing real-world and simulated crisis environments as a Command-and-Control Operator. One of William's most notable projects was his work on the implementation of a country-wide evacuation plan for civilian family members during the escalation of the North Korean threat in 2017. The plan was successfully showcased in an exercise, during which 1,700 residents were safely processed for evacuation. William holds a Secret Clearance and possesses a Bachelor's Degree in Homeland Security and Emergency Management. He has completed over 20 courses with the FEMA Emergency Management Institute, is certified in Emergency Operations Planning and Mitigation Planning through CSTI, and is currently pursuing a Master of Science in Organizational Development at the University of Massachusetts.



MEGHAN MURRAY

Project Specialist

Meghan Murray has over 24 years of experience in Operations Management, Program Management, Personnel Management, Executive Communication, and Continuous Process Improvement. Meghan served in the Air Force for 22 years and has extensive background in Organizational Development. Meghan excelled in overseeing operations, professional development, and personnel programs for organizations and has directed multiple programs valued at \$1B while managing risk, safety, and compliance. Meghan holds a Masters of Science degree with a specialty in Human Resource Management bringing to the team an extensive knowledge in team leadership, strategic planning, and data driven decision making. One of Meghan's most notable projects was being a strategic team lead of the Organization of the Future that led to the building of the latest branch of the military, the United States Space Force. As a Project Specialist with JGA, Meghan supports the Organizational Development and Emergency Management Departments by coordinating projects, managing timelines, and ensuring the successful execution of department initiatives.

JGA will be responsible for all work, products, and services. JGA will not reassign any aspect of assigned projects without the prior written authorization of the City of Santa Fe Springs. JGA does not have subconsultants for this project.

CITY OF SANTA FE SPRINGS PROJECT COMMITMENT

Successful project outcomes rely on a strong partnership between our team and yours. To ensure the best results, we've outlined key client responsibilities that foster effective collaboration and project efficiency. By fulfilling these roles, you actively contribute to the project's success, helping us deliver high-quality work on time and within scope. This mutual commitment not only improves project outcomes but also maximizes the value and impact of our combined efforts.

- **Clear Objectives:** Define and communicate project goals, expectations, and deliverables clearly at the project's outset.
- **Active Participation:** Engage in regular meetings and provide necessary feedback to ensure the project stays on track and aligns with expectations.
- **Resource Allocation:** Ensure the availability of internal resources, including key personnel, data, and tools, required for the project.
- **Open Communication:** Maintain open and honest communication with the Consultant, addressing any concerns or changes in scope as soon as they arise.
- **Decision-Making:** Facilitate timely decision-making processes to avoid delays and ensure project progress.
- **Access Provision:** Provide the Consultant with necessary access to relevant systems, documentation, and facilities.
- **Respect Timelines:** Adhere to agreed-upon timelines for reviews, approvals, and information requests to maintain project momentum.
- **Change Management:** Collaborate on managing any changes in project scope, requirements, or timelines, ensuring mutual agreement on modifications.
- **Partnership Approach:** Foster a collaborative and respectful working relationship, recognizing that successful outcomes depend on both parties' commitment and cooperation.
- **Timely Payment:** Pay invoices pursuant to contract terms and communicate any payment issues promptly with the Consultant.





WORK APPROACH

SECTION C

WORK APPROACH

The proposed Scope of Work outlines the comprehensive approach that JGA will undertake in collaboration with City staff and community stakeholders to develop an updated HMP for the City of Santa Fe Springs. The plan will adhere to all policy and regulatory requirements, including:

- The Disaster Mitigation Act of 2000
- Code of Federal Regulations Section 44 CFR 201.6
- AB 2140 (2006)
- SB 1241 (2012)
- SB 747 (2019)
- Government Code Sections 65302(g)(4) and 65302.15

The Plan will be developed according to FEMA's new hazard mitigation planning standards, effective as of April 2023, that emphasize robust community and stakeholder participation, consideration of climate change impacts, and increased attention to vulnerable populations. JGA will build on its recent experience in developing plans to these new standards and navigating the approval process, which has changed significantly from what governed the planning process before 2023.

By engaging with City staff and community stakeholders, JGA will follow FEMA's process from the organization of resources to plan adoption and implementation. Through a collaborative and systematic approach, the updated HMP will enhance the City's ability to mitigate hazards and promote a safer and more secure community.

✓ TASK #1: KICK-OFF AND PROGRESS MEETINGS

JGA will hold a kickoff meeting with the City and relevant stakeholders and develop a cadence of regular meetings and interactions, ideally with bi-weekly check-ins between JGA and the City, to refine the scope of work and workplan.

A Stakeholder Committee consisting of members from a variety of backgrounds will be convened. Invitees will consist of representatives from businesses, schools, non-profits, and community organizations representing various parts of the community, with emphasis on those that represent disadvantaged and vulnerable populations. Per FEMA's updated 2023 hazard mitigation planning guidance, public and stakeholder input will be solicited at multiple points through the process to shape the development of the HMP.

✓ TASK #2: RESEARCH AND ANALYSIS

JGA will begin by reviewing the City's 2017 Hazard Mitigation Plan. While the HMP as a whole will be comprehensively updated, special attention will be paid to identifying what sections and overall areas need to be changed to conform with FEMA's new guidance as of April 2023. JGA will also obtain necessary plans and other documents to inform the development of the HMP Update and will provide the City with a list of documents that are not available publicly to be obtained by JGA. These may include:

- Existing and previous hazard mitigation plans for the City of Santa Fe Springs, neighboring communities, the county as a whole, and the state of California.
- General, economic development, and other land use plans for the City of Santa Fe Springs and neighboring communities.
- Climate adaptation and action plans for nearby cities, counties, regions, and the state.
- Emergency operations plans and related emergency response plans for the City.
- Other relevant regional plans from organizations including utilities, flood and fire districts, and regional planning bodies including the Southern California Association of Governments.

✓ TASK #3: HAZARD IDENTIFICATION AND RISK ASSESSMENT

Based on the City's previous LHMP as well as FEMA's 18 identified hazards in its recently updated National Risk Index, hazards would be chosen that specifically impact the City. These chosen hazards will be meticulously profiled to understand their characteristics, frequency, and potential impact. This profiling would include documenting the nature and causes of hazards, analyzing historical data to determine their likelihood of occurrence, and evaluating the potential consequences for the population, infrastructure, economy, and environment.

The assessment will also include an evaluation of the changing environment and potential climate adaptation, per FEMA's updated requirements for hazard mitigation planning.

Sub-tasks A-C below further discuss elements of the LHMP that will be required by CalOES and FEMA.

✓ SUB-TASK A: VULNERABILITY AND CAPABILITY ASSESSMENTS

JGA will systematically identify and evaluate the vulnerability of the City of Santa Fe Springs to various natural and anthropogenic hazards. This analysis will include population, residential structures, critical facilities, and identification of any repetitive loss properties as defined by the National Flood Insurance Program.

This process will involve the collection and analysis of data on historical hazard events, demographic and socioeconomic profiles, critical infrastructure, and land use patterns. Utilizing Geographic Information Systems (GIS) and hazard modeling tools, we will map and quantify areas at risk, considering factors such as flood zones, seismic activity, and wildfire-prone regions. The assessment will go beyond City-owned data, incorporating additional asset inventory information. This assessment will provide valuable insights into the City's vulnerabilities and help prioritize mitigation efforts.

A capability assessment of the City's current and potential future capabilities to support hazard mitigation will also be included. For this capability assessment, we will evaluate the City's existing resources, plans, policies, and capacities to manage and mitigate hazards. This involves a thorough review of local government structures, emergency response frameworks, land use regulations, and infrastructure resilience. We will potentially conduct interviews with key stakeholders, including emergency management personnel, public works departments, and community organizations, to gauge the effectiveness of current mitigation measures and identify gaps. Additionally, the assessment will analyze the financial, technical, and human resources available for hazard mitigation activities. The resulting assessment will provide a detailed understanding of the community's strengths and weaknesses, informing strategic recommendations to enhance preparedness and response capabilities.

✓ SUB-TASK B: HAZARD MITIGATION STRATEGY

To develop a comprehensive mitigation strategy, JGA will leverage the findings from the vulnerability and capability assessments to identify and prioritize effective mitigation actions tailored to the specific needs and risks of the City of Santa Fe Springs.. We will establish clear mitigation goals and objectives to guide the development of a mitigation actions matrix. We will also employ a multi-criteria analysis to evaluate potential mitigation options, considering factors such as cost-effectiveness, feasibility, and potential impact on reducing risk. Particular attention will be paid to climate adaptation-related activities, such as:

- Green infrastructure
- Expanded ecosystem storage
- Aquifer storage and recovery
- Floodplain and stream restoration
- Flood diversion and storage

The mitigation measures identified will address the identified risks, impacts, and vulnerabilities, reflecting the priorities of the City and its stakeholders. These measures will be chosen with an eye toward developing future FEMA grant applications based on the project information included in the strategy.

JGA will coordinate with relevant agencies, organizations, and public members interested in the HMP update to ensure the development of a comprehensive and actionable mitigation strategy. The integration of the new mitigation strategy into other planning mechanisms for each participating jurisdiction will be outlined. Finally, we will provide a roadmap for all City departments and partners to be able to evaluate their progress on the actions identified in the 2017 Plan and, per FEMA guidance, document the status of each previous action. The resulting mitigation strategy will be a detailed, actionable plan that outlines specific projects, policies, and programs designed to enhance community resilience.



✓ SUB-TASK C: HAZARD MITIGATION PLAN IMPLEMENTATION AND MAINTENANCE PROCESS

JGA will develop a structured methodology for the ongoing development, maintenance, and evaluation of the HMP. This approach is designed to ensure the plan's continuous relevance and integration within the City's broader resilience and planning strategies. Our methodology will include regular monitoring and evaluation through scheduled review meetings involving a designated City staff member who will conduct internal coordination to assess the progress and effectiveness of the HMP's implementation and to strategize necessary adjustments. We will propose annual performance indicators to objectively measure advancements toward the HMP's objectives and introduce an efficient update mechanism to incorporate the latest data, trends, and mitigation outcomes. Additionally, we will conduct a detailed cross-reference analysis to ensure the HMP's strategies are integrated into the fabric of local planning and regulatory frameworks, including the General Plan's Safety Element.

Building on the mitigation actions matrix developed in Sub-Task B, we will prioritize actions based on risk, cost-effectiveness, and potential community benefits. This prioritization will be supported by a resource allocation plan to ensure effective deployment of the City's assets towards these priorities. To maintain the plan's dynamic nature, we will propose multiple feedback mechanisms to gather and integrate community insights.

Furthermore, we will implement a systematic review process to regularly evaluate the performance of implemented mitigation actions against the set objectives. This process will include the identification of any barriers to implementation and the development of strategies to overcome these challenges. Our plan will outline a clear schedule for updates, which will ensure that the HMP remains a living document, capable of adapting to evolving hazards and community priorities.

✓ TASK #4: PUBLIC OUTREACH MEETINGS

JGA will work with the City to develop a public outreach strategy to gather perceptions from the broader public, present findings, explain the process, and obtain feedback on draft mitigation strategies. Meetings will include at least one in-person public meeting and one virtual public meeting to most effectively engage the public. The strategy will include public-facing surveys and notification of the public through strategies including local media, social media, mailings, or other means as appropriate.

✓ TASK #5: DRAFT HAZARD MITIGATION PLAN

JGA will assemble a plan that meets the requirements outlined in 44 CFR Part 201 and the most current FEMA plan guidance. JGA will incorporate required information from the Steering Committee, document all meetings, advertisements, and public feedback, and ensure compliance with FEMA's review tools and California state regulations.



Throughout the drafting process, we will maintain open communication with the Planning Team and City officials, sharing drafts and soliciting feedback to refine and improve the HMP. This iterative approach will ensure the draft HMP is robust, accurate, and reflective of community needs and priorities. To ensure clarity and accessibility, we will write the draft HMP in a clear, organized, and visually engaging manner. We will also cross-reference the HMP's strategies with local planning and regulatory frameworks to ensure coherence and integration. Once the draft is complete, we will present it to the community and stakeholders for review and comment, incorporating their feedback into the final HMP to ensure it is well-supported and actionable. We will respond to comments received during the review process and facilitate any necessary edits to finalize the HMP.

✓ TASK #6: PUBLIC OUTREACH PRIOR TO HMP FINALIZATION

As required by FEMA, public input will be solicited prior to the finalization of the HMP. This will be solicited through means similar to earlier public outreach efforts. The HMP will be publicly posted on the City's website, and means will be provided for the public to submit comments directly on the document.

✓ TASK #7: REQUIRED REVISIONS

Once the draft HMP is reviewed by the City and stakeholders and the general public are given opportunities to comment, the plan will be submitted to CalOES and FEMA for their respective reviews. The review process consists of:

- Submittal to CalOES for initial review and approval. The first review must be completed within 45 days of submittal. Typically, there is at least one round of required revisions from CalOES that the City must respond to. JGA will address any revisions required and as well as coordinate discussions with CalOES review staff.
- After CalOES approval is granted, CalOES forwards the plan to FEMA Region IX for final review and approval. This, also, must take place within 45 days of submittal by CalOES. If FEMA requires additional revisions, JGA will address these as well as coordinate discussions with FEMA review staff.

As CalOES and FEMA review timelines for plans submitted under the new 2023 Hazard Mitigation Planning guidance are out of the control of both JGA and the City, it is not currently possible to commit to obtaining final approval by a specific date; however, JGA commits to work with the City and CalOES/FEMA reviewers for as long as it takes to obtain ultimate approval for the City's HMP.

✓ TASK #8: OTHER RELATED TASKS

In consultation with the City, JGA will complete any and all other required tasks related to the LHMP Update that are required under CalOES and FEMA guidelines and that we are directed to complete by them.



✓ TASK #9: PRESENTATIONS

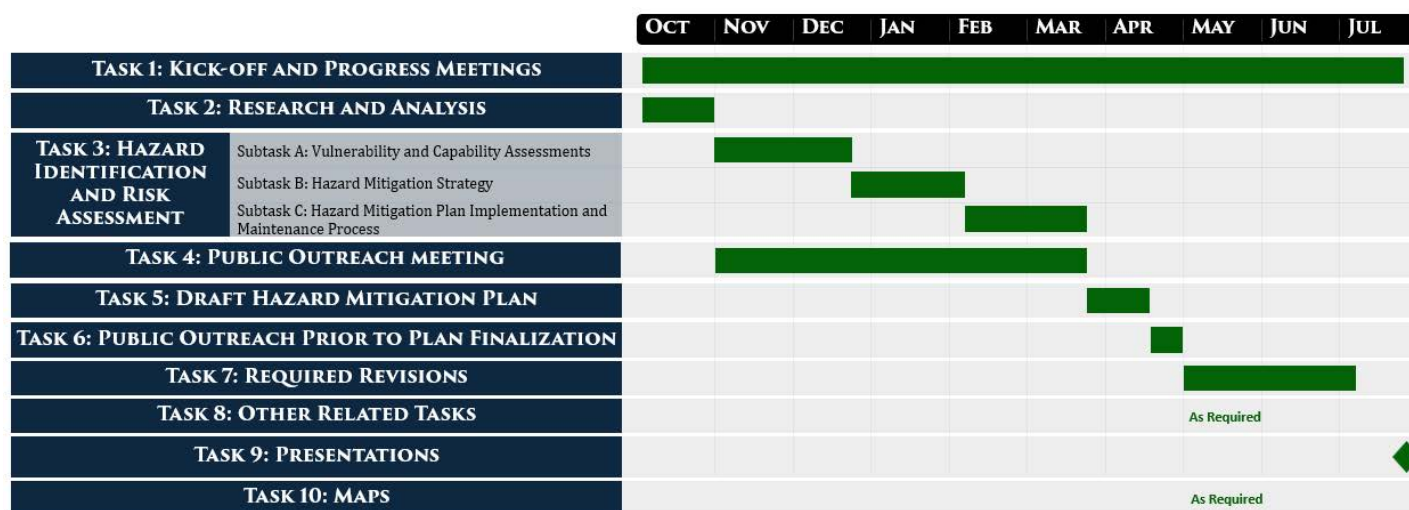
JGA will prepare presentations on the LHMP process for the Planning Commission and the City Council. JGA will record all feedback given during these meetings and in consultation with the City modify the HMP as necessary.

✓ TASK #10: MAPS

Any new maps produced for the LHMP Update will be created in ArcGIS and available in PDF format. The data for these maps will be made available to the City upon completion of the LHMP process.

TIMELINE

Task/Milestones	Cost
Task 1: Kick-off and Progress Meetings	Ongoing
Task 2: Research and Analysis	4 weeks
Task 3: Hazard Identification and Risk Assessment	
Subtask A: Vulnerability and Capability Assessments	7 weeks
Subtask B: Hazard Mitigation Strategy	6 weeks
Subtask C: Hazard Mitigation Plan Implementation and Maintenance Process	6 weeks
Task 4: Public Outreach Meetings	Ongoing through Task 3
Task 5: Draft Hazard Mitigation Plan	3 weeks
Task 6: Public Outreach Prior to HMP Finalization	2 weeks
Task 7: Required Revisions	11 weeks
Task 8: Other Related Tasks	As required
Task 9: Presentations	1 week
Task 10: Maps	As required
Duration:	40 weeks





CONFLICT OF INTEREST STATEMENT

SECTION D

JGA does not have any financial, business, or other relationship with the City that may have an impact upon the selection process.

FEE PROPOSAL
SECTION E

FEE PROPOSAL

This proposal outlines the total all-inclusive not-to-exceed maximum price of **\$74,760**, which encompasses all travel, the necessary tasks, deliverables, and expenses associated with successfully completing the scope of work. JGA provides clients with an all-inclusive, fixed-fee approach to project delivery. Eliminating the "time and expenses" approach ensures that our clients understand the costs upfront, avoid change orders, and budget appropriately. No surprises. JGA focuses on the results desired by the City. The number of hours involved in production are secondary to ensuring an on-time, on-budget experience in a fixed-fee structure. While the estimated time and materials breakdown is provided on the next pages per the requirements of the RFP, JGA will not invoice based on time and materials. The milestones below will serve as the invoicing milestones for our fixed-fee approach.

Task/Milestones	Cost
Task 1: Kick-off and Progress Meetings	\$1,960
Task 2: Research and Analysis	\$3,200
Task 3: Hazard Identification and Risk Assessment	
Subtask A: Vulnerability and Capability Assessments	\$16,000
Subtask B: Hazard Mitigation Strategy	\$13,800
Subtask C: Hazard Mitigation Plan Implementation and Maintenance Process	\$13,400
Task 4: Public Outreach Meetings	\$5,400
Task 5: Draft Hazard Mitigation Plan	\$3,600
Task 6: Public Outreach Prior to Plan Finalization	\$3,900
Task 7: Required Revisions	\$2,200
Task 8: Other Related Tasks	\$2,200
Task 9: Presentations	\$4,000
Task 10: Maps	\$5,100
Total Fixed-Fee:	\$74,760

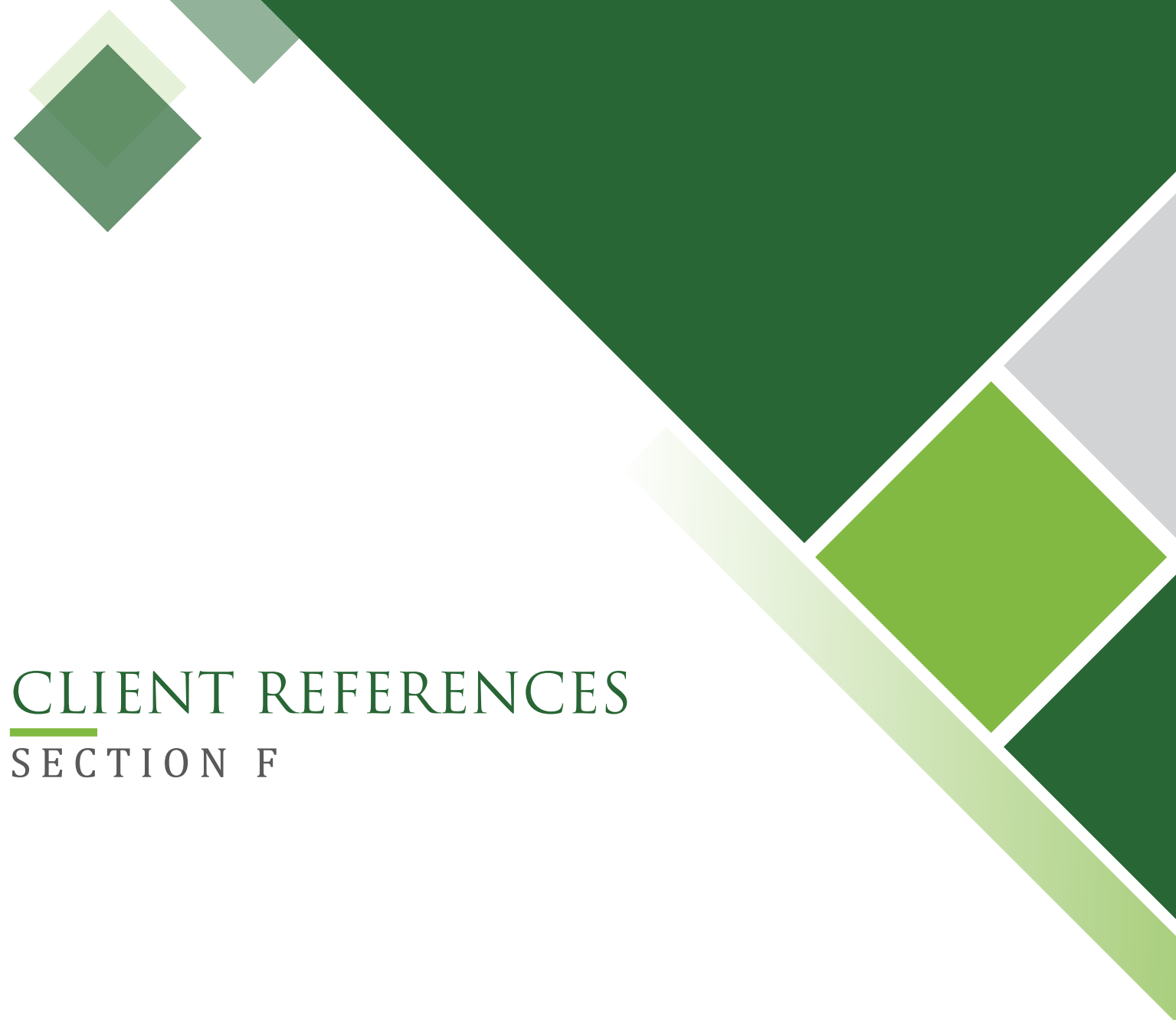
EXCLUSIONS

The following program expenses, if necessary, are not included in consultant fees and are the responsibility of the City:

- Printing of program materials
- Public Meeting Notices
- Venue rental fees
- Advertisement/marketing expenses
- Food and beverages for trainings and/or meetings
- Translation Services - In-person/documents

Task	Hourly Rate	Hours	Cost
Task 1: Kick-off and Progress Meetings			
Project Manager	\$140	10	\$1,400
Senior Advisor	\$140	4	\$560
Total			\$1,960
Task 2: Research and Analysis			
Project Manager	\$140	10	\$1,400
Senior Advisor	\$140	10	\$1,400
Hazard Mitigation Specialist	\$80	5	\$400
Total			\$3,200
Task 3: Hazard Identification and Risk Assessment			
Subtask A: Vulnerability and Capability Assessments			
Project Manager	\$140	80	\$11,200
Hazard Mitigation Specialist	\$80	60	\$4,800
Total			\$16,000
Subtask B: Hazard Mitigation Strategy			
Project Manager	\$140	70	\$9,800
Hazard Mitigation Specialist	\$80	50	\$4,000
Total			\$13,800
Subtask C: Hazard Mitigation Plan Implementation and Maintenance Process			
Project Manager	\$140	70	\$9,800
Hazard Mitigation Specialist	\$80	45	\$3,600
Total			\$13,400
Task 3 Total			\$43,200
Task 4: Public Outreach Meetings			
Project Manager	\$140	20	\$2,800
Hazard Mitigation Specialist	\$80	15	\$1,200
Senior Advisor	\$140	10	\$1,400
Total			\$5,400
Task 5: Draft Hazard Mitigation Plan			
Project Manager	\$140	10	\$1,400
Hazard Mitigation Specialist	\$80	10	\$800
Senior Advisor	\$140	10	\$1,400
Total			\$3,600
Task 6: Public Outreach Prior to HMP Finalization			
Project Manager	\$140	15	\$2,100
Hazard Mitigation Specialist	\$80	5	\$400
Senior Advisor	\$140	10	\$1,400
Total			\$3,900

Task 7: Required Revisions			
Project Manager	\$140	5	\$700
Hazard Mitigation Specialist	\$80	5	\$400
Senior Advisor	\$140	5	\$700
Project Specialist	\$80	5	\$400
Total			\$2,200
Task 8: Other Related Tasks			
Project Manager	\$140	10	\$1,400
Hazard Mitigation Specialist	\$80	10	\$800
Total			\$2,200
Task 9: Presentations			
Project Manager	\$140	10	\$1,400
Hazard Mitigation Specialist	\$80	10	\$800
Senior Advisor	\$140	10	\$1,400
Project Specialist	\$80	5	\$400
Total			\$4,000
Task 10: Maps			
Project Manager	\$140	20	\$2,800
Hazard Mitigation Specialist	\$80	20	\$1,600
Senior Advisor	\$140	5	\$700
Total			\$5,100
Total			639
			\$74,760



CLIENT REFERENCES

SECTION F



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

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

**RFP 24 – 3 Local Hazard Mitigation Plan
ATTACHMENT B – References**

(COMPLETE AND RETURN WITH YOUR PROPOSAL)

Entity Name CITY OF WEST HOLLYWOOD
Entity Address 8300 Santa Monica Blvd, West Hollywood, CA 90069
Name of Contact Margarita Kustanovich
Telephone Number of Contact 323.848.6419
Email of Contact mkustanovich@weho.org
Project Title LHMP Update
Date of Project 04/2023 - Present

Entity Name CITY OF RIALTO
Entity Address 150 S. Palm Avenue Rialto, CA 92376
Name of Contact Brian Park
Telephone Number of Contact 909.820.2501
Email of Contact bpark@confire.org
Project Title EM Services and LHMP Update
Date of Project 07/2022 - Present

Entity Name RINCON BAND OF LUISEÑO INDIANS
Entity Address One Government Center Lane Valley Center, CA 92082
Name of Contact Chip Duncan
Telephone Number of Contact 760.297.2300 Ext. 533
Email of Contact cduncan@rincon-nsn.gov
Project Title LHMP Update
Date of Project cduncan@rincon-nsn.gov



APPENDICES
SECTION G



PATRICK MARCHMAN, AICP, SCR

*Award-Winning Leader in Climate Adaptation,
Resilience, Sustainability and Planning*

PROJECTS AND ACHIEVEMENTS

- Master of Marine Affairs/Certificate in Environmental MClimate risk assessments in a variety of contexts, from highways and surface transportation infrastructure to hospitals. Developed a climate risk methodology for 24 airports worldwide that was chosen for use by the Coalition for Disaster Resilient Infrastructure.
- Developed an ESG strategy for the American Society of Mechanical Engineers, a 50,000-member professional organization.
- Project manager for sea level rise plan development in New Jersey and North Carolina.
- Managed audit of property acquisition process for the Gordie Howe International Bridge, a \$4 billion + project that involved the acquisition of over 600 parcels on the U.S. side in Detroit.
- Led team that developed FEMA's first climate adaptation-specific toolkit.
- Brought contractor performance scores from last to first within six months supporting FEMA Region VII Community Engagement and Risk Communication contract.
- Managed NEPA document review and development processes for dozens of projects up to \$1 billion dollar offshore liquefied natural gas deepwater ports.
- Program manager for all environment and realty-related issues involving \$1 billion of Federal funding for Michigan surface transportation.
- Wrote and reviewed many natural hazard mitigation plans.
- Founded and grew ASAP's Climate Migration and Managed Retreat interest group to become ASAP's most popular group, connecting scholars and leading figures in the field. Won 2021 Climate Change Business Journal award.
- Appeared on numerous podcasts and published several articles, including a chapter of a book .
- Part of winning proposals, totaling nearly \$1 million.

PROFESSIONAL CERTIFICATIONS

AICP-Certified Planner

2011; Sustainability and Climate Risk certified since 2021

ACADEMIC BACKGROUND

Master of Marine Affairs/Certificate in Environmental Management

University of Washington

Bachelor of Business Administration in Decision Sciences

Georgia State University

Certification in Futures Studies

Center for Futures Intelligence and Research
Tamkang University

EXPERIENCE

Associate Director, Climate & Sustainability *InnSure*

Senior Advisor, Hazard Mitigation, Climate & Resilience

Jacob Green & Associates

Principal

KM Sustainability

Subject Matter Expert

One Point Five

Senior Climate Risk & Resilience Advisor

Stantec

Climate Resilience, Equity and Sustainability Practice Lead

Kleinfelder

Environmental and Realty Program Manager

U.S. Federal Highway Administration

Environmental Protection Specialist

U.S. Bureau of Ocean Energy Management

Hazard Mitigation Planner

U.S. Federal Emergency Management Agency

Various data analysis & IT roles

Microsoft. Delta, etc.

CORE SKILLS

- Environmental, hazard mitigation and urban planning.
- Climate risk and vulnerability assessment.
- Sustainability strategy and climate action planning.
- U.S. environmental regulations (NEPA, ESA, etc).
- International and national environmental policy.
- Strategic foresight and futures visioning.
- Program and project management.
- GIS, data analysis software (SAS), databases, Microsoft, Google, and Apple office suites.



ANTHONY COLETTA, MPA, CEM, MPM

Public Safety Leader and Strategist

PROJECTS AND ACHIEVEMENTS

- Led and managed small tactical teams during times of crisis, supervised 75-100 department personnel, and managed local government response operations during Presidentially declared disasters.
- Managed over \$40 million in US Department of Homeland Security Grant funds to implement counter-terrorism projects in two of California's largest counties.
- Deployed internationally (Japan and Chile) following catastrophic earthquakes and tsunamis.
- Served on Governor's Emergency Council (California).
- Principal Project Manager for emergency planning projects: Emergency Operations Plans, Continuity of Operations/ Government Plans, Disaster Recovery Plans, Local Hazard Mitigation Plans, Threat & Vulnerability Assessments, and Strategic Plans.

PROFESSIONAL CERTIFICATIONS

Certified Emergency Manager®

International Association of Emergency Managers

Master Project Manager®

American Academy of Project Management

Lean Practitioner, White Belt, and Yellow Belt Certifications

Lean Six Sigma Institute

ACADEMIC BACKGROUND

Master of Public Administration

Columbia Southern University

Bachelor of Science, Fire Administration

Columbia Southern University

Associate in Science, Criminal Justice Administration

Crafton Hills College

Associate in Arts, Emergency Medical Services Administration

Crafton Hills College

Emergency Management Executive Academy, Cohort V

Federal Emergency Management Agency

EXPERIENCE

Senior Advisor/Principal Project Manager
Jacob Green & Associates

Senior Advisor
Interwest Consulting Group

Administrative Director
City of Ontario, CA

Emergency Services Administrator
City of Riverside, CA

Emergency Operations Manager
County of Riverside, CA

Public Safety Director
Twenty-Nine Palms Band of Mission Indians, CA-AZ

CORE SKILLS

- Leadership & Organizational Development
- Strategic Planning
- Process Improvement
- Project Management
- Emergency Planning
- Emergency Training & Exercises
- After Action Reviews & Reporting
- Organizational Assessments and Improvement Planning



RAYMOND CHEUNG

Experienced Emergency Management
Professional with a Proven Track Record in
Leadership and Innovation

PROJECTS AND ACHIEVEMENTS

- Led the creation of the West End EOC Academy for the City of Ontario and western San Bernardino County.
- Led the development of the City of Carson's first Emergency Management Council and new alert and warning program.
- Spearheaded the AlertOC Mass Notification System and managed several Federally Declared Disasters for Orange County.
- Served in Operation Iraqi Freedom and humanitarian aid operations in Iraq and Kuwait as a US Marine.

PROFESSIONAL CERTIFICATIONS

Certified Emergency Manager (CEM)

International Association of Emergency Managers (IAEM)

Public Information Officer (PIO) Specialist

California Specialized Training Institute (CSTI)

Certified Outreach Instructor

California Specialized Training Institute (CSTI)

ACADEMIC BACKGROUND

Bachelor of Arts - American Literature and Culture

University of California, Los Angeles

Graduate Coursework – Crisis, Emergency, and Risk Management

The George Washington University

Leadership in Crises – Planning and Preparation Certificate

Harvard Kennedy School of Government – Executive Education

Teacher Preparation Program

California Polytechnic University - Pomona

EXPERIENCE

Director, Emergency Management Innovation

Jacob Green and Associates, Inc.

Emergency Services Manager

City of Carson

Emergency Manager

City of Ontario

Assistant Emergency Manager

County of Orange – Sheriff's Department

US Marine – Civil Affairs Specialist / Field Radio Operator

United States Marine Corps Reserve

CORE SKILLS

- Emergency Operations Management
- Public Safety Coordination
- Strategic Planning and Implementation
- Training and Exercise Development
- Community and Volunteer Engagement
- Crisis Communication and Public Information



WILLIAM SIMMONS

Innovative Leadership and Organizational
Development Specialist and Emergency
Manager

PROJECTS AND ACHIEVEMENTS

- Increased response readiness to manmade and natural hazard events by developing and facilitating 18 emergency management 8-hour training events along with 14 exercises for 360 city staff members across 12 cities in southern California.
- Authored over 30 emergency planning documents for 12 jurisdictions with an ~80k averaged population.
- Served on corporate instructor selection panel and developed strategic, targeted procedures for annual training; achieved 38 new qualification upgrades and selected 180 new instructors.
- Increased response time by 30% by planning and implementing a successful nation-wide evacuation plan for 1,700 families and non-combatant civilians in South Korea.
- Aligned High Value Airborne Asset protection detail by defending \$5.2B assets with 11 aircraft divers to deconflict a wartime environment to allow peace agreements between POTUS and National Authorities.
- Operated a \$12.8M surveillance system in support of securing and protecting assets of POTUS and the National Capitol Region, tracked, and mitigated 90 potential threats to the region during 6-month period.
- Identified security risks on current operating system and coordinated a \$2K surveillance upgrade through coordination efforts with the Air national Guard and 8 system engineers ensuring successful mission capabilities for North American Aerospace Defense Command (NORAD).

PROFESSIONAL CERTIFICATIONS

Emergency Planning

California Specialized Training Institute

Mitigation for Emergency Managers

California Specialized Training Institute

AEM Cube Cognitive Diversity Practitioner

Human Insight

EXPERIENCE

Project Specialist

Jacob Green and Associates

Current Operations Manager

Current Operations Manager

Training and Readiness Manager

United States Air Force

Enhanced Regional Situational Awareness Instructor

United States Air Force

Training Support Specialist

United States Air Force

CORE SKILLS

- Hazard mitigation, emergency preparedness and disaster recovery planning.
- Organizational assessments, leadership development, and strategic planning.
- Emergency management and organizational training development, and facilitation.
- Crisis communication, public safety, and emergency operations.

ACADEMIC BACKGROUND

Bachelor of Science in Emergency Management

Excelsior University



MEGHAN MURRAY

Data-Driven Precision Specialist

PROJECTS AND ACHIEVEMENTS

- Over 24 years of experience in Operations Management, Program Management, Personnel Management, Executive Communication, and Continuous Process Improvement.
- Strategic team lead of the Organization of the Future that led to the building of the latest branch of the military, the United States Space Force.
- Led 4 departments, overseeing 37 team members in executing operations that encompassed configuration management, program management, financial management, and cybersecurity, contributing to the successful implementation of a \$66B space program.
- Managed 500+ military and civilian personnel throughout 17 geographical locations. Provided essential administrative support, sourced top-performing individuals for crucial positions, and drafted pivotal guidance for Air Force units.
- Provided key administrative support to 150+ personnel, ensuring program continuity, implementation, and compliance with Air Force standards.
- Oversaw the administration, gathering, and evaluation of mission-critical information. Conducted thorough examination of maintenance records and reports to guarantee accuracy, promptness, and adherence to regulations, contributing to the successful operation of the \$2.6B GPS program.

ACADEMIC BACKGROUND

Master of Science, Human Resource Management

University of Maryland Global Campus

Bachelor of Science, Human Resource Management

University of Maryland University College

EXPERIENCE

Project Specialist

Jacob Green & Associates

Superintendent, Maintenance Management

United States Air Force, Randolph AFB, Texas

Operations Supervisor, Plans & Resources

United States Air Force, Schriever AFB, Colorado

Support Staff Supervisor

United States Air Force, Schriever AFB, Colorado

Maintenance Data Systems Analyst

United States Air Force, Schriever AFB, Texas

CORE SKILLS

- Leadership & Organizational Development
- Strategic Planning
- Process Improvement
- Project Management
- Data Analysis
- Proposal Development

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Consultant's indemnification of the City, and prior to commencement of Services, Consultant shall obtain, provide, and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to the City. If Consultant maintains higher limits than the minimum limits shown below, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000 per accident for bodily injury or disease).

Consultant shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees, and volunteers.

Other provisions or requirements

Proof of insurance. Consultant shall provide certificates of insurance to the City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

Duration of coverage. Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, or Consultant's agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by the City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

The City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, the City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by the City will be promptly reimbursed by Consultant or the City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, the City may immediately terminate this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this Agreement shall be endorsed to waive subrogation against the City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against the City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of Agreement provisions (non estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Agreement are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to

a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to the City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that the City and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to the City and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the Services who is brought onto or involved in the Services by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subconsultants, and others engaged in the Services will be submitted to the City for review.

The City's right to revise specifications. The City reserves the right at any time during the term of the Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to Consultant, City and Consultant may renegotiate Consultant's compensation or come to some other agreement to address the additional cost.

Self-insured retentions. Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Consultant shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under

this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Services.



CITY OF SANTA FE SPRINGS

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Gus Hernandez, Director of Parks & Recreation

**SUBJECT: AUTHORIZATION TO ADVERTISE REQUEST FOR PROPOSALS (RFP)
FOR THE PARKS, RECREATION, AND COMMUNITY SERVICES
MASTER PLAN**

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Authorize staff to advertise the Request for Proposals (RFP) for the development of the Parks, Recreation, and Community Services Master Plan, in accordance with the proposed bid schedule; and
- 2) Take such additional, related action that may be desirable.

FISCAL IMPACT

There is no fiscal impact associated with the authorization to advertise the RFP. Once a consultant is selected, staff will return to City Council with a recommendation for award of contract and an associated cost analysis.

BACKGROUND

The City of Santa Fe Springs has identified the need for a comprehensive Parks, Recreation, and Community Services Master Plan to provide a strategic framework for decision-making over the next 20 years. The plan will take a system-wide approach to evaluate the current state of parks, recreation facilities, and services, while identifying future needs in response to community growth, demographic changes, and evolving recreation trends. This type of strategic approach has never been endeavored in our City, and this new Master Plan will enhance the City's long-term planning and sustainability efforts.

ANALYSIS

The Parks, Recreation, and Community Services Master Plan will focus on several key areas to ensure comprehensive planning for the City's future. First, the plan will include a robust community engagement strategy, featuring a combination of public meetings, focus groups, stakeholder interviews, and a statistically valid community survey. This approach aims to gather a diverse range of input regarding current park usage, service gaps, and future needs. Second, an in-depth evaluation of existing parks, recreational facilities, and programs will be conducted. This assessment will prioritize ADA accessibility, environmental sustainability, and the overall functionality of the facilities, supported by a Level of Service (LOS) analysis to compare Santa Fe Springs with national standards and regional communities.

Additionally, the Master Plan will provide key insights for a Capital Improvement Program that outlines priorities for the acquisition, maintenance, repair, development, and expansion of existing facilities. The plan will provide both short-term (5-year) and long-term (20-year) recommendations, including cost estimates and staffing needs to support these improvements. Lastly, the plan will include a financial and staffing analysis, ensuring that the City's programs and services are adequately funded and staffed to meet projected growth and evolving community demands.

ENVIRONMENTAL

This action is exempt from the requirements of the California Environmental Quality Act (CEQA), as the act of advertising the RFP does not have a direct impact on the environment.

DISCUSSION

The Master Plan will align with the City's health and wellness initiatives, California State Parks standards, and CAPRA guidelines, ensuring that the City's parks, facilities, and recreational services continue to meet community expectations while promoting environmental sustainability. Key deliverables from the selected consultant will include a strategic plan that addresses park development, open space management, recreational programming, and community connectivity through active transportation routes.

SUMMARY/NEXT STEPS

Upon City Council authorization, staff will advertise the RFP within 15 business days.

ATTACHMENT(S):

- A. Draft Scope of Work

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

PARKS, RECREATION, AND COMMUNITY SERVICES MASTER PLAN SCOPE OF WORK

GENERAL DESCRIPTION

The City of Santa Fe Springs ("City") has identified the need to develop a comprehensive Parks, Recreation, and Community Services Master Plan. This plan will take a system-wide approach to evaluate existing recreation services, parks, and facilities, as well as identify potential demands for open space and facilities. The goal is to develop clear and actionable goals, policies, and standards that will meet the needs of the community and establish priorities for the next twenty (20) years.

To achieve this, the City is seeking to contract with one (1) highly qualified consulting firm ("Consultant") with proven expertise in recreation facility planning, community outreach, recreation program assessment, financial analysis, and organizational analysis. The selected Consultant will be expected to demonstrate the experience and professionalism required to perform a comprehensive assessment. This assessment will culminate in a concise, user-friendly Master Plan that will provide a strategic framework for decision-makers. This plan will guide the planning, programming, operation, maintenance, acquisition of land, and development or redevelopment of the City's parks, recreation areas, open spaces, trails, and facilities over the next two decades.

The goals developed should align with the City's health and wellness initiatives, the California State Parks Make Life Better Campaign, the California Action Plan, the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) standards, and reflect the unique nature of the City of Santa Fe Springs.

The Master Plan should also support equity of access by users, connectivity, and create a positive sense of place for all users; improving the overall existing condition of the parks, facilities, and services that will encourage greater use by community members.

The selected Consultant will work closely with City staff to prepare the Master Plan and will be required to create a document to distribute to the public. The Parks, Recreation and Community Services Master Plan will become an element of the City of Santa Fe Springs Master Plan and as such will require approval and adoption by City Council.

MINIMUM QUALIFICATION

Bidder must be an individual or firm that has provided continuous services for the relevant requirements contained in the RFP for at least 5 years. The bidder must have the necessary skills, knowledge, resources, and experience to perform the services described herein.

ESTIMATED BID SCHEDULE

RFP Release Date	September 23, 2024
Request for Information Deadline:	October 15, 2024
Bid Proposal Due Date	October 30, 2024

City Staff Review of Proposals:	Week of November 4, 2024
Interviews (City's Option):	Week of November 11, 2024
City Council Approval to Award Contract:	December 10, 2024
Execution of Contract Agreement:	Week of December 16, 2024
Kick-Off Meeting with City Staff:	Week of January 15, 2025
*Dates are subject to change	

BIDDER'S SCHEDULE

Bidder to supply estimated number of days and tentative schedule.

EVALUATION CRITERIA

The City will create an evaluation committee, using the following evaluation criteria for this RFP, to evaluate all responsive proposals submitted.

No.	Evaluation Criteria	Weight (Points)
1	Project Qualifications & Experience The bidder will be evaluated on the quality of the narrative response that outlines any relevant experience with projects that are similar in nature, size, and scope. A high-scoring response will provide a detailed description of pertinent project experience with other public municipalities (include total number of completed projects) that includes a summary of the work performed that resulted in quality. Additionally, responses should highlight project management capacity and expertise, including the ability to adhere to deadlines, provide timely communication, and problem solve.	35 (35% of total)
2	Proposed Approach & Work Plan In this section, the bidder will describe the proposed approach for meeting the scope of services reflected in this RFP. The proposer will be evaluated on the quality of the narrative response that describes in detail the planning process that will be used to achieve the tasks specified in the scope of work. A high-scoring response will describe the proposer's approach, strategy, platforms to be utilized, project staffing, and execution plan. Respondents shall submit a detailed community outreach plan that accounts for stakeholder engagement ranging from community members, governmental/private organizations that are stakeholders in parks/open space initiatives, elected officials, etc.	35 (35% of total)
3	Cost of Proposal In this section, the proposer will include task-by-task costs to provide the services desired. The proposer will be evaluated on the detailed budget and budget narrative provided that	25 (25% of total)

	explains how each cost that comprises the total bid was calculated. The proposer should include any other cost and price information that would be contained in a potential contract with the City. A high-scoring response will be comprehensive and should contain reasonable proposed costs. Cost effectiveness will also be considered in the selection of the lowest most responsible and responsive proposal.	
4	Businesses Located in Santa Fe Springs In this section, the proposer will include their address, as recognized by the Internal Revenue Service. A high scoring response will list the business address in Santa Fe Springs.	5 (5% of total)

AWARD

Award shall be made at the sole discretion of the City based on the proposal which best complies with the requirements of this RFP. It is expected that the consulting firm involved in the project will successfully interact and collaborate with all resources assigned to this project.

SCOPE

The City of Santa Fe Springs ("City") is seeking a system-wide approach to assess existing recreation services, programs, and parks, and identify potential open space land and facility demands to develop goals, policies, and guidelines along with achievable strategies to meet the needs of community residents and determine impact on enhancing health, wellness, and quality of life.

PUBLIC PROCESS:

1. Identify, describe, and implement a comprehensive strategy and methodology for citizen involvement in the Master Plan development process. This may include digital engagement in the form of social media campaigns or interactive web portals to reach a broader audience.
2. Assure a diverse representation of key stakeholders, including but not limited to residents, school, businesses, user groups, associations, advisory committees, and other stakeholders, approved by the City are provided an opportunity to participate in the development of this plan.
3. Conduct at least three (3) public community meetings, a minimum of four (4) focus groups (participants to be determined), individual stakeholder interviews, and four (4) pop-up workshops at community events.
4. Create a link, or embed a webpage, on the City's website where community members can share ideas and stay updated on the progress of the Master Plan. This platform should provide ongoing opportunities for feedback and ensure transparency throughout the planning process.

5. Facilitate the community outreach efforts to ensure engagement from the community.
6. Act as professional facilitators to gather specific information about services, use, preferences and any agency strengths, weaknesses, opportunities, and threats.
7. Provide well-organized and directed activities, techniques and formats that will ensure that a positive, open, and proactive public participation process is achieved.
8. Provide written records and summaries of the results of all public process and communication strategies.
9. Provide methods to receive input from as many people as possible, including users and nonusers of the services and facilities.
10. All All project documents, including meeting notices, meeting minutes, etc. shall be provided in Adobe Acrobat portable document format (.pdf).

STATISTICALLY VALID SURVEY

1. Provide a citywide statistically valid community needs assessment survey with a return rate that accurately represents a sampling of the community population to identify community needs and issues on the recreation and park programs and facilities. This survey will be used as a baseline to determine needs, desires, and willingness to pay.

DEMOGRAPHIC TRENDS

1. Review and interpret demographic trends and characteristics of the City of Santa Fe Springs using information from the City's General Plan and regional and local sources.

EXISTING AND FUTURE FACILITIES- ANALYSIS OF LEVEL OF SERVICE

1. Utilize information gathered from surveys, interviews and analysis from community stakeholders, staff, and city council to evaluate incomplete projects and the extent to which the goals have been accomplished or may no longer be relevant.
2. Compile an inventory and assessment of the existing recreation programs and services, parks, amenities, trails, open space and facilities in GIS and CSV format. (A list of parks and public facilities is attached).The assessment should include a comparative analysis to communities of similar size and density regionally and using the nationally accepted standards as well as National Recreation & Parks Association and CAPRA standards. The analysis should consider the capacity of each amenity found within the system (playgrounds, ball fields, trails, natural areas, special facilities., appropriate storage, restrooms, picnic tables, seating, safety lighting, sports field lighting, drinking fountains, playground equipment, signage/wayfinding signage, outdoor fitness equipment, storage facilities, courts, trash cans, parking lots, trails, etc.) functionality, accessibility, condition, comfort, and convenience. Evaluation criteria should be based on the expressed values of the community. The analysis will also include identification of best possible providers of community and recreation services and

recommendation from minimizing duplication and enhancing possibilities for partnerships where appropriate.

3. Assess current state of facilities, projected usage, and other impacts to formulate a plan for necessary maintenance, repairs, and enhancements including budget and staffing levels to accomplish this.
4. Analyze current facility usage policies and fees for consistency, relevance, and effectiveness.
5. Develop an inventory on the walkability to parks from adjacent neighborhoods as well as walkability within parks; bicycling to parks; and an assessment of accessibility for visitors of all capacities within parks. This includes, but is not limited to, the following: Accessibility to bike paths, accessibility to river beds, accessibility to and from parking lots and within parks for different ability groups, surrounding pedestrian and bike infrastructure leading to parks and open spaces, average safe route distances leading to/from residences and/or nearby schools, the number of park and open space entrances and entrance locations, and connectivity to mass transportation.
6. In evaluating existing parks, recreation facilities, and programs, the analysis should address accessibility needs by ensuring that facilities meet ADA standards (Americans with Disabilities Act). Recommendations should identify areas where accessibility improvements are necessary to provide inclusive access to all community members, including those with disabilities. The Consultant should also assess the usability of facilities for individuals with diverse mobility needs.

CITY STAFF INTERVIEWS

1. Meet with City Staff to seek input on departmental procedures and needs. The City is interested in effectively incorporating insights from field, administrative and planning staff.

CAPITAL IMPROVEMENT PROGRAM

1. Outline priorities for maintenance, repair, and rehabilitation of existing parks, trails, facilities, and open space infrastructure, as well as opportunities for enhancement, expansion, and the introduction of new infrastructure. Consultant should provide cost estimates for all project recommendations. All recommendations should also reflect incremental staffing required above current maintenance staff levels. Existing infrastructure that should remain as-is should be identified. Incorporate capital projects into short-term (five year) and long term (ten, fifteen, or twenty year) capital improvement programs.
2. A strong focus on environmental sustainability initiatives is desirable. This includes, but is not limited to drought-resistant landscaping, solar power integration, and eco-friendly maintenance practices.
3. All proposed projects identified through the planning process should consider cost estimates and the City's ability to meet CEQA requirements (California Environmental Quality Act), particularly for the acquisition, development, or expansion of current infrastructure.

RANK AND PRIORITIZE DEMAND AND OPPORTUNITY

1. Prioritize recommendations for needs regarding land acquisition, development of new parks in alignment with connectivity to the trails for accessibility to active transportation routes to all parks.
2. Develop a set of prioritized recommendations for maintenance and renovation of parks.
3. Develop a set of prioritized recommendations for development, maintenance, and renovations of facilities per community needs and anticipated use

ANALYSIS OF PROGRAMS AND SERVICES

1. Provide an inventory, assessment, and analysis of the City's current level of recreation programs, services, transportation, and maintenance in relation to present and future goals, objectives, and directives.
2. The Consultant shall provide a comparison of the City's level of service with those of comparable regional cities, including fee comparison.
3. Evaluate and determine necessary staffing levels, allocations of staff to specific divisions or programs and budget to accommodate future needs.
4. Provide recommendation for minimizing duplications or enhancing possibilities for collaborative partnerships where appropriate.

PROGRESS REPORTING

The Consultant and the City's Project Manager shall hold progress meeting as often as necessary, but in no case less than twice per month until the final plan is approved by the City Council for the purpose of progress reporting. The consultant shall supply the Project Manager with at least one (1) copy of all completed or partially completed reports, studies, forecasts, maps, or plans as deemed necessary by the Project Manager at least three (3) working days before each progress meeting. The Project Manager shall schedule the meetings, as necessary, at key times during the development of the Master Plan.

Action Plan

1. Collect and analyze demographic information.
2. Collect and analyze information on participation, needs, desires, operations, programming, and land use trends and Level of Service recommendations.
3. Identify areas of service shortfalls and projected impact of future trends.
4. Provide usable and workable definitions and recommendation for designated park and open space with acreages and parameters defined as appropriate.
5. Develop recommendation for operations, staffing, maintenance, programming, and funding needs.
6. Provide a clear plan for development of programming direction based on CAPRA standards and demand analysis.
7. Develop a definitive program for acquisition and development of parkland, recreation facilities, open space, trails, and parks maintenance and administration of facilities for the future.
8. Develop design guideline for development and usage of parks in relation to acreage size.

9. Provide a maintenance and operation analysis for Parks and Right of Way areas maintained by Facilities and Maintenance Staff.
10. Identify opportunities for available funding and acquisition alternatives.
11. Develop an action plan, which includes strategies, priorities and an analysis of budget.
12. Determine the best alternative funding sources for the City, recommend options to address any funding gaps, and identify best funding practices in other cities that can be explored by the City.

DEVELOPMENT OF FINAL PLANS AND SUPPORTING MATERIALS

1. The Master Plan must include a needs assessment, written goals, plans, objectives and policy statements that articulate a clear vision and framework for the City in relation to accessibility of quality parks, routes of active transportation to parks, maintenance sustainability of parks, and programming offered at parks.
2. A summary of existing conditions, inventories, and Level of Service analysis.
3. Charts, graphs, maps, schematic plans, and other data as needed to support the plan and its presentation to the appropriate audiences.
4. A Financial Plan.
5. An Action Plan.
6. Consultant shall attend a minimum of two (2) meetings with the City Council: one at the time of the presentation of the draft Master Plan, and one at the adoption.

FINAL MASTER PLAN

1. A color version of the final Master Plan document consisting of fifteen (15) printed and bound color copies and an electronic copy in a format compatible with the City's software.
2. A color version of the final Executive Summary consisting of ten (10) printed and bound color copies and an electronic copy in a format compatible with the City's software.
3. All project documents, including meeting notes, meeting minutes, etc. shall be provided to the City in electronic form, Microsoft Office and Adobe Acrobat, with integrated graphics.
4. All maps and renderings to be provided as separate high-resolution electronic files in Adobe Acrobat portable document format (.pdf) with integrated graphics, in GIS format where applicable.
5. All data, information, material, and work produced final text, maps, graphics including all digital files shall become the sole property of the City of Santa Fe Springs.

OPTIONAL SCOPE OF WORK ITEMS:

The consultant shall provide a separate line-item proposal for the following optional task: (optional items may or may not be added to the final scope of work as determined by the City once a preferred consultant is chosen).

PER CAPITA SPENDING ANALYSIS

Consultant will compile budget and expenditure information from City documents to establish the City's current per capita spending investment for parks/community services

and recreation operations in Santa Fe Springs. Per capita spending analysis should include expenditures related to maintenance, operations, staffing, programming, administration, and capital improvements. Consultant will utilize best practice research to establish the methodology for this task and provide local comparisons.

EXISTING PARKS

Heritage Park	12100 Mora Dr.
Lake Center Athletic Park	11641 Florence Ave.
Lakeview Park	10225 Jersey Ave.
Little Lake Park	10900 Pioneer Blvd.
Los Nietos Park	11143 Charlesworth Rd.
Santa Fe Springs Athletic Fields	9720 Pioneer Blvd.
Santa Fe Springs Park	10068 Cedardale Dr.
Parkette – Bradwell Parkette	Bradwell Ave./Terradell St.
Parkette – Davenrich Parkette	Davenrich St/Elgrace St
Parkette – Longworth Parkette	Longworth Ave/Darcy St. (aka Prescott Park)

EXISTING FACILITIES

Activity Center	11155 Charlesworth Rd.
Aquatic Center	10145 Pioneer Blvd.
Betty Wilson Center	11641 Florence Ave.
Clarke Estate	10211 Pioneer Blvd.
Gus Velasco Neighborhood Center	9255 Pioneer Blvd.
Town Center Hall	11740 Telegraph Rd.



CITY OF SANTA FE SPRINGS

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

BY: Nicholas Razo, Assistant City Manager
Debbie Ford, Human Resources Manager

SUBJECT: RESOLUTION NO. 9929 – ESTABLISHING THE CITY’S MAXIMUM CONTRIBUTION OF MISCELLANEOUS AND SAFETY EMPLOYEES UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Adopt Resolution No. 9929, establishing the City’s maximum contribution to medical insurance premiums under the Public Employees’ Medical and Hospital Care Act.

FISCAL IMPACT

The financial impact of this adjustment has already been incorporated and approved in the FY2024-25 Budget as part of the applied benefits and labor costs.

BACKGROUND

The various Memorandum of Understanding (MOUs) between the Santa Fe Springs City Employees Association (SFSCEA), the Santa Fe Springs Firefighters Association (SFSFA), the Santa Fe Springs Management & Confidential Association (SFSMCA) and the Santa Fe Springs Executive Management Association (SFSEMA) provide for an increase in the maximum amount that the City contributes towards medical insurance for employees and retirees. During negotiations, it was agreed upon that the medical contribution cap will be adjusted, up or down, for the term of the agreement (Jan, 1, 2025 – Jan 1, 2027), to match the Kaiser family rate (SFSCEA/SFSMC/SFSEMA) or PORAC family rate (SFSFA).

Resolution No. 9929 Establishing the City's Maximum contribution of Miscellaneous and Safety Employees under the Public Employees' Medical and Hospital Care Act

Page 2 of 2

ANALYSIS

N/A

ENVIRONMENTAL

N/A

DISCUSSION

The City contribution to medical premiums for active employees and retirees will be adjusted as follows, effective January 1, 2025:

Santa Fe Springs City Employees Association, Santa Fe Springs Management & Confidential Association and Santa Fe Springs Executive Management Association:

From \$2,250.07 to \$2,408.95 per month

Santa Fe Springs Firefighters Association:

From \$2,371.00 to \$2,484.00 per month

Government Code Section 22892 requires that a resolution be adopted fixing this maximum amount of medical coverage.

SUMMARY/NEXT STEPS

Staff recommends that the City Council approve Resolution No. 9929.

Upon approval, staff will send a certified copy of the resolution to CalPERS.

ATTACHMENT(S):

A. Resolution No. 9929

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

RESOLUTION NO. 9929

A RESOLUTION OF THE SANTA FE SPRINGS CITY COUNCIL FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS

WHEREAS, (1) City of Santa Fe Springs is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

Medical Group	Monthly Employer Health Contribution		
	Self	Self+1	Self+ Family
001 Miscellaneous	\$2,408.95	\$2,408.95	\$2,408.95
002 Safety	\$2,484.00	\$2,484.00	\$2,484.00

plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (b) City of Santa Fe Springs has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (c) That the participation of the employees and annuitants of City of Santa Fe Springs shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that City of Santa Fe Springs would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and

direct, Nicholas Razo, Assistant City Manager to file with the Board a verified copy of this resolution, and to perform on behalf of City of Santa Fe Springs all functions required of it under the Act; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2025.

Adopted at a regular meeting of the City Council at Santa Fe Springs, this 17th day of September 2024.

Signed: _____
Jay Sarno, Mayor

ATTEST:

Fernando N. Munoz, CMC, City Clerk



CITY OF SANTA FE SPRINGS

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, P.E., City Manager

SUBJECT: PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF SANTA FE SPRINGS AND OLIVAREZ MADRUGA LAW ORGANIZATION, LLP

DATE: September 17, 2024

RECOMMENDATION(S):

It is recommended that the City Council:

- 1) Approve the "Professional Services Agreement Between The City of Santa Fe Springs and Olivarez Madruga Law Organization, LLP ("OMLO")" to act as the City Attorney on behalf of the City of Santa Fe Springs ("City").

FISCAL IMPACT

The proposed Professional Service Agreement will not have a direct impact on the Budget. Legal services are included in the Budget for the 2024-2025 fiscal year.

BACKGROUND

The obligations of the City Attorney are outlined in Government Code Sections 41801-41805, including but not limited to drafting ordinances and providing advice and counsel on all legal matters pending before the City. Pursuant to Section 33.04 of the Santa Fe Springs Municipal Code ("SFSMC"), the City may directly appoint the City Attorney to provide legal services. The level of compensation is set by the City Council. Gov. Code § 31804.

Through the approval of the Professional Services Agreement with OMLO, OMLO would act as the City Attorney for all legal matters pending before the City. Rick Olivarez will act as the City Attorney.

ANALYSIS

N/A

ENVIRONMENTAL

Pursuant to the California Environmental Quality Act (“CEQA”) (Pub. Res. Code § 21000 et seq.) and CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.), this action is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15061 (b)(3) (Common Sense Exemption) because it can be seen with certainty that the approval of a professional services agreement for legal services would not have a foreseeable impact on the environment.

DISCUSSION

N/A

SUMMARY/NEXT STEPS

If approved, the Professional Services Agreement will become effective upon execution.

ATTACHMENT(S):

- A. Professional Services Agreement

<u>ITEM STATUS:</u>	
APPROVED:	☐
DENIED:	☐
TABLED:	☐
DIRECTION GIVEN:	☐

**PROFESSIONAL SERVICES AGREEMENT
FOR CITY ATTORNEY SERVICES
CITY OF SANTA FE SPRINGS**

This Professional Services Agreement for City Attorney Services ("Agreement") is made and entered into by and between the law firm of OLIVAREZ MADRUGA LAW ORGANIZATION, LLP ("OMLO") and the CITY OF SANTA FE SPRINGS (the "City"), a municipal corporation of the State of California. OMLO and City may be referred to hereinafter individually and/or collectively, as the context may require, as "Party" or "Parties."

RECITALS

- A. OMLO is a firm in the general practice of law with extensive municipal experience, and is fully able to carry out the duties described in this Agreement.
- B. The City desires to contract with OMLO to provide contract legal services to the City.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth in this Agreement, OMLO and the City agree as follows:

1. **APPOINTMENT OF CONTRACT CITY ATTORNEY**

A. Rick Olivarez is hereby designated and appointed as City Attorney ("City Attorney"), on behalf of OMLO, for the City of Santa Fe Springs and shall serve and be compensated as provided by this Agreement. The City Attorney shall process, coordinate, and direct, as necessary, all legal services provided under this Agreement in order to maximize the timeliness and usefulness of the delivery of such services. The City Attorney shall attend all City Council meetings and other meetings, as required, and be available at all reasonable times to the Mayor and City Council, the City Manager, and persons designated by the City Manager, in relationship to all legal services to be furnished by OMLO under this Agreement. The City Attorney shall also direct and coordinate all internal activities so that all services provided by OMLO, under this Agreement to the City, shall be fully competent, professional, consistent, timely, and in accordance with the standards prevalent in the industry. It is expressly understood that the experience, knowledge, capability, and reputation of the designated and appointed City Attorney are a substantial inducement for the City to enter into this Agreement. The City Attorney shall be responsible during the term of this Agreement for directing all activities of OMLO on behalf of the City and devoting such time as necessary to personally supervise such services. The primary assignment of the City Attorney shall not be changed by OMLO without the express approval of the City.

B. The City Attorney shall designate such attorneys from OMLO as are determined to be necessary to serve as assistant or deputy city attorneys for City. All attorneys assigned to perform approved City business shall, at all times while this Agreement is in effect and at their sole cost and expense, be fully qualified and licensed to practice law in the State of California and before all appropriate federal courts and other bodies and tribunals.

2. SCOPE OF WORK

A. OMLO agrees to perform all necessary legal services as Contract City Attorney, and shall:

1. Attend all regularly scheduled and special City Council meetings and City Council study sessions.
2. Provide legal services on-site during office hours at City Hall, with the amount and the scheduling of such hours to be determined by the City. These hours of on-site service will be at regularly scheduled times made known to all members of the City Council and to all department heads so as to facilitate informal, direct access to legal counsel as necessary.
3. Attend Planning Commission and other meetings at City Hall or via conference call as required by the City Council or the City Manager.
4. Advise the City Council; any City Commissions, Committees, Boards, Authorities or Agencies; City staff and other City officials; on all legal matters pertaining to City business.
5. Prepare, review, and approve as to form, contracts, agreements, resolutions, ordinances, and all other standard City documents.
6. Prepare such written and oral legal opinions as shall, from time to time, be requested by the City.
7. Represent the City as the City Prosecutor for code enforcement matters;
8. Perform such other routine legal services as are required, from time to time, by the City Council or the City Manager.
9. Represent the City and the City's officials, officers, and employees in litigation and administrative proceedings as directed by the City Council or the City Manager.
10. At the request of the City, perform special projects or tasks assigned by the City Manager, or designee, or the City Council.

B. OMLO shall perform the legal services called for under this Section 2, keep the City informed of progress and development, and respond promptly to City's inquiries and communications. City will be truthful and cooperative with OMLO and keep OMLO reasonably informed of developments.

C. The City specifically reserves the right to retain, at its sole option, other legal counsel for litigation and other specialized legal matters. The City Attorney will supervise outside legal counsel's work. This reservation of rights does not preclude the City from assigning these matters to OMLO as part of the scope of duties under this Section 2, or requesting recommendations concerning the selection of outside legal counsel.

3. COMPENSATION

OMLO shall be compensated for services rendered under this Agreement as follows:

A. General Legal Services

The City shall pay OMLO a retainer of twenty-five thousand dollars (\$25,000.00) per month, which amount will cover all general legal services (those services described above in Section 2.A., numbers 1-10).

B. Specialized Legal Services/Special Projects

Specialized projects and non-litigation legal services, including but not limited to legal services that are subject to cost-recovery by third-parties, not included within the retainer shall be billed to City at the rate of \$262 per hour. Any special projects billed outside of the retainer require prior approval of the City Council or City Manager, or designee. Paralegal/Legal Research Clerk services shall be billed at the rate of \$145 per hour. All costs and expenses, except those set forth in Section 3.F below, shall be deemed included in the foregoing hourly billing rates.

C. Litigation Services

Litigation matters approved by the City Manager and/or City Council shall not be included in the retainer amount. Special Projects/Litigation legal services shall be billed at the rate of \$262 per hour. Paralegal services shall be billed at the rate of \$145 per hour. All costs and expenses, except those set forth in Section 3.F below, shall be deemed included in the foregoing hourly billing rates.

D. Summary of Billing Rates:

Basic Legal Services	\$ 25,000.00 Per Month
Special Projects	\$ 262.00 Per Hour
Litigation	\$ 262.00 Per Hour
Paralegal/Legal Research Clerk:	\$ 145.00 Per Hour

E. Billing and Rate Increases

OMLO shall provide a monthly billing report indicating actual time spent under the retainer, litigation matters, and additional specialized projects. The foregoing retainer and hourly rates shall remain in full force and effect until June 30, 2025, and annually on every July 1st thereafter, to automatically reflect any increase in the cost of living based on the Consumer Price Index ("CPI") increase for the prior year utilizing the standard as established by the Bureau of Labor Statistics of the U.S. Department of Labor for all urban consumers in the Los Angeles-Long Beach-Anaheim area, or another mutually agreed upon index based on comparable data should the Consumer Price Index established by the Bureau of Labor Statistic be unavailable, not to exceed five percent (5%) per year.

F. Billable Activities for General Legal Services/Expenses

OMLO generally does not bill mileage, fax, word processing, small reproduction matters (under 100 pages), or simple computer legal research costs. Additionally, it is agreed that the cost

for administrative staff to perform clerical duties including but not limited to reviewing emails, scheduling meetings or general office filing will not be billable expenditures. OMLO will charge City for actual necessary costs incurred for all of the following: all costs incurred related to any litigation (civil or criminal) or special projects, including but not limited to, court filing fees, jury fees, deposition costs, reporters' fees, witness fees, attorney services (includes service of process fees, arbitrators, and mediators), messenger services, Lexis-Nexis/Westlaw research outside of our prepaid service fee, Fed-Ex or other overnight delivery service, mileage, travel expenses, if applicable, including hotel, air travel and car rentals, parking fees, actual costs for large reproduction projects if performed by an outside service, or \$0.10 per page (b/w) and \$0.20 per page (color) if performed in house, title reports, and any other expense not listed above which becomes necessary to the successful resolution of a client matter.

G. Monthly Statements

OMLO shall submit statements of all payments due under this Agreement on a monthly basis to the City Manager. All work performed by OMLO shall be billed in increments of tenths of an hour. The statement shall be in a form approved by the City, and shall set forth a description of all work performed, the hours worked, the identity of each person performing the work, the rate charged, the identity of the person requesting work, and any litigation costs or expenses eligible for reimbursement.

H. Payment

All hours shall be billed by the 15th day of each month following the close of the month for which hours are being provided. Payment for hours shall be due and payable within thirty (30) days following submission of the billing statement to the City.

4. CONFLICT OF INTEREST

OMLO has no present or contemplated employment which is adverse to City. OMLO agrees it shall not represent clients in matters either involving litigation or non-litigation against City. However, OMLO may have past and present clients or may have future clients, which, from time to time, may have interests adverse to City, and OMLO reserves the right to represent such clients in matters not connected with its representation of City.

If a potential conflict of interest arises in OMLO's representation of two clients, if such conflict is only speculative or minor, then OMLO shall seek waivers from each client with regard to such representation. However, if real conflicts exist, then OMLO would withdraw from representing either client in the matter and assist them in obtaining outside legal counsel.

Within thirty (30) days following execution of this Agreement, OMLO shall file a conflict of interest disclosure statement setting forth any information related to potential conflicts of interest to the extent such disclosure is required by law, including City's adopted conflict of interest code.

5. INDEPENDENT CONTRACTOR

OMLO shall perform all services required under this Agreement as an independent contractor of the City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. OMLO shall not at any time or in any manner

represent that it or any of its employees or agents are City employees.

6. DISPUTE RESOLUTION

If any dispute or disagreement arises between the City and OMLO as to any matter relating to this Agreement, including but not limited to the scope of services, the performance of the respective responsibilities of the City and OMLO, the quality of the services rendered, and the billing of such services, the City and OMLO agree to confer and attempt to resolve the matter informally. If the Parties cannot agree, they agree that they will refer the dispute for resolution to mediation to the fullest extent permitted by law. The Parties are aware that mediation is a voluntary process and pledge to cooperate fully and fairly with the mediator in an attempt to reach a mutually satisfactory compromise of any dispute or disagreement. The mediator shall be chosen by mutual agreement of the parties, and mediation shall commence within thirty (30) days of either Party's written request to the other for mediation. Any agreement reached by the mediation shall be reduced to writing, be signed by the parties, and be binding on them. This provision for mediation is an effort to protect, preserve, and respect the requisites of a productive attorney-client relationship, but shall be without prejudice to either party pursuing its other lawful remedies.

7. INSURANCE AND INDEMNIFICATION

A. Insurance

1. OMLO shall procure and maintain, at its cost:
 - a. Commercial General Liability insurance with limits not less than one million dollars (\$1,000,000) per occurrence. Such insurance shall designate City, its elected and appointed officials, employees, and volunteers as additional insureds. Such insurance shall be primary and not contribute with any insurance or self-insurance maintained by City.
 - b. Business automobile liability insurance with limits not less than one million dollars (\$1,000,000) per occurrence. Such insurance shall include coverage for owned, non-owned, and hired automobiles.
 - c. Professional liability insurance with limits not less than two million dollars (\$2,000,000) per occurrence.
 - d. Workers' compensation insurance as required by California law and Employer's Liability insurance with limits not less than one million dollars (\$1,000,000) per accident for bodily injury or disease. The workers' compensation insurance shall contain an endorsement stating the insurer waives any right of subrogation against City, its elected and appointed officials, employees and volunteers.
2. All such policies shall provide City thirty (30) days' notice of cancellation. Self-insured retentions must be declared and approved by City.
3. Prior to commencement of work, and throughout the term of this Agreement, OMLO shall furnish City with certificates evidencing compliance with the insurance requirements above. OMLO agrees to provide complete, certified

copies of all required insurance policies if requested by the City.

4. Insurance shall be placed with insurers that maintain an A.M. Best rating of A-, VII or better, or otherwise meet the written approval of the City.
5. The Contractor shall ensure that subcontractors maintain insurance that complies with the requirements stated herein.

B. Indemnification

OMLO shall defend, indemnify, and hold harmless the City, and its officers and employees, from and against any and all actions, suits, proceedings, claims, demands, losses, costs and expenses, including legal costs and attorneys' fees, for injury to person(s) or damages to property (including property owned by the City), and for errors and omissions committed by OMLO, its officers, employees, and agents, arising out of or relating to OMLO's performance under this Agreement, except to the degree such injury, damage, error(s) or omission(s) may be caused by City's negligence or willful misconduct, or that of the City's officers or employees.

8. RECORDS AND REPORTS

A. Records

OMLO shall keep such books and records as shall be necessary to perform the services required by this Agreement and to enable the City to evaluate the performance of the required services. The City shall have full and free access to such books and records that deal specifically with the services performed by OMLO for City at all reasonable times, including the right to inspect, copy, audit, and make summaries and transcripts from such records.

B. Ownership of Documents

All reports, records, documents, and other materials prepared by OMLO, its employees and agents in the performance of this Agreement shall be the property of the City and shall be delivered to the City upon request by the City or upon termination of this Agreement. OMLO shall have no claim for further or additional compensation as a result of the exercise by the City of its full rights of ownership of the documents and material hereunder. OMLO may retain copies of such documents for its own use.

C. Release of Documents

No report, record, document, or other material prepared by OMLO in the performance of services under this Agreement shall be released publicly without prior written approval of the City, except as may be required by law.

9. NONDISCRIMINATION

OMLO pledges there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry in the performance of services under this Agreement.

10. EFFECTIVE DATE

This AGREEMENT will govern all legal services performed by OMLO on behalf of City. The term of this Agreement shall commence on September 17, 2024, and shall continue in effect until terminated as provided herein. City may terminate the Agreement at any time, as provided in Section 11A.

11. TERMINATION

A. Termination By City

OMLO shall at all times serve under the terms of this Agreement at the pleasure of the City Council, and the City Council hereby reserves the right to terminate this Agreement at will, with or without cause, by providing written notice to OMLO. Upon receipt of any notice of termination, OMLO shall cease all services under this Agreement except as may be specifically approved by the City. At that time, all further obligations of the City to pay OMLO for services rendered under this Agreement shall thereupon cease, except as set forth in Section 11.C below; provided, however, that the City shall be obliged to pay for all services, costs, and expenditures lawfully incurred by OMLO prior to the effective date of such termination, or subsequent to the date of termination at the direction of City.

B. Termination By OMLO

OMLO reserves the right to terminate this Agreement by giving ninety (90) days' advance written notice to City.

C. Mutual Obligations Upon Termination By Either Party

In the event of termination of this Agreement by either party, OMLO shall cooperate with the City in transferring the files and assignments to the City Clerk or other person designated by City pending the hiring of another City Attorney. OMLO shall be compensated at the hourly rates set forth in Section 3 of this Agreement should OMLO be called upon to perform any services after the effective date of termination, including the transfer of files and assignments.

12. NOTICES

Notices required pursuant to this Agreement shall be given by personal service upon the Party to be notified, or by delivery of same into the custody of the United States Postal Service, or its lawful successor; postage prepaid and addressed as follows:

To the City:
City of Santa Fe Springs
11710 E. Telegraph Rd.
Santa Fe Springs, CA 90670
Attn: René Bobadilla, City Manager

To OMLO:
Olivarez Madruga Law Organization, LLP
500 South Grand Avenue
12th Floor
Los Angeles, CA 90071
Attn: Rick Olivarez

Service of a notice by personal service shall be deemed to have been given as of the date of such personal service. Notice given by deposit with the United States Postal Service shall be deemed to have been given two (2) consecutive business days following the deposit of the same in the custody of said Postal Service. Either Party hereto may, from time to time, by written notice to the other, designate a different address or person which shall be substituted for that specified above

13. AMENDMENT OF AGREEMENT

This Agreement contains all of the agreements of OMLO and the City. This Agreement may be amended at any time by mutual consent of the parties by an instrument in writing.

14. NO WAIVER

No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the Party making the waiver.

15. INTERPRETATION OF AGREEMENT AND FORUM

This Agreement shall be construed and interpreted both as to validity and performance of the Parties in accordance with the laws of the State of California. In the event of any dispute hereunder, forum shall be the Superior Court, Los Angeles County.

16. SEVERABILITY

If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

17. AUTHORITY

The persons executing this Agreement on behalf of the Parties hereto warrant they are duly authorized to execute this Agreement on behalf of said Parties and that in so executing this Agreement the Parties hereto are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement in duplicate the _____ day of September 2024.

CITY OF SANTA FE SPRINGS

By: _____
Mayor, Jay Sarno

ATTEST:

City Clerk

OLIVAREZ MADRUGA LAW ORGANIZATION, LLP

By: _____
Rick Olivarez
Managing Partner