



CITY MANAGER'S OFFICE

ADMINISTRATIVE REPORT 2016-19

May 12, 2016

TO: La Palma City Council
FROM: Laurie A. Murray, City Manager

In This Week's Report

- Agenda Summary
- Water Supervisor Resignation
- Emergency Operations Exercise Held
- Personnel Activity
- Agenda Planning Guide

Other Attachments & Correspondence from Other Organizations

- City Council Monthly Calendar of Events
- Orange County Fire Authority (OCFA) News

City Manager's Office News

Agenda Summary: Tuesday night we will be recognizing the City's Youth Action Committee Members (YAC) during Presentations. The Successor Agency agenda has only minutes and the Planning Commission agenda has minutes and a Public Hearing for Precise Plan 282, a Planned Unit Development (PUD) for a seven home subdivision on Ozawa Way. This will be the final Planning Commission meeting.

The City Council Consent Calendar has routine items as well, along with a Resolution approving the Appropriations Limit for Fiscal Year 2016-17 – due to the early adoption of the budget, information from the State was not available to adopt the Appropriations Limit with the Budget; an award of contract for the ADA Ramp Construction Project; an award of contract for traffic signal maintenance services; amendments to on-call agreements for general sewer maintenance and for general sewer repair services; and the Third Quarter FY 2015-16 Operating Report.

Regular items include:

Approval of the final parcel map and subdivision improvement agreement for the 3-lot subdivision located at 8231 Moody Street.

- A Resolution approving a No Parking zone between 2:00 a.m. and 6:30 a.m. and a No Truck Parking zone on the south side of Fresca Drive from Valley View Street westerly to the Union Pacific Right-of-way. If you recall, the City Council approved on-street parking in this location after sidewalk improvements were made to alleviate parking issues for local businesses. The no parking zone is to provide for street sweeping and the no truck parking is to keep large trucks from parking on the street and negating the efforts to provide parking for employees of local businesses.
- Approval of a restructuring in the Police Department and approval of a modified salary schedule for management employees. This item is being brought forward due to the retirement announcement of Police Captain Engen, which provides opportunities for the City to modify the command structure of the Police Department.

Community Services Department News

Water Supervisor Resignation: Water Supervisor James Tsumura has submitted his resignation effective June 30, 2016. I know this was a difficult decision for him as we've discussed the possibility over the last few months. Ultimately he's chosen to pursue other personal goals and spend time with his family. In his resignation letter he states "Working for the City of La Palma has been a true privilege and a valuable experience that has allowed me to develop professionally and grow personally. I owe much of my professional accomplishments to the dedicated and hardworking employees that I have had the honor to work alongside. The employees of La Palma are dedicated and truly care about the City and its residents and I am grateful for the opportunity to have been part of this group." James has done a tremendous job in the Water Division and has made multiple improvements during his tenure. James is an outstanding La Palma employee and he will certainly be missed!

Moving forward, we are looking at restructuring the Water and Maintenance Supervisor positions to ensure that there is adequate coverage for the water system while meeting the legal demands for having a Chief Water Operator available at all times.

Police Department News

Emergency Operations Exercise Held: Emergency Operations Coordinator Ed Fleming has been working to update the City's policies and documentation and to prepare staff to handle a city or large scale emergency operation. To that end, City staff participated in a four hour simulated earthquake emergency operations center activation exercise Thursday morning. Thursday's exercise was invaluable to staff and helped us to identify our strengths and weaknesses for future exercises or activations.

Citywide News

Personnel Activity	
Position	Status
Police Chief	Interim Police Chief hired; Recruitment to be held in late 2016
Police Dispatcher/Clerk (Internal)	Applicant in backgrounds
Police Officer	Interviews to be held May 18
Police Dispatcher/Clerk	Applications being reviewed
Per Diem Police Dispatcher (Experienced)	Interviews to be held May 25
Recreation Leader/Sr. Recreation Leader	Applicants (2) in backgrounds
Volunteers	Applicants (20) in backgrounds
Interns (Unpaid) – 3 Positions City Wide	Recruitment reopened

Agenda Planning Guide

(All meetings start at 7:00 p.m., unless otherwise indicated)

Items listed on the planning guide are tentative and subject to move to different dates

May 17

Precise Plan 282 – Planned Unit Development on Ozawa Way
 Third Quarter Operations Report – FY 15/16
 Appropriations Limit for FY 2016-17
 Award of Contract – ADA Pedestrian Ramps
 Award of Contract – Signal Maintenance
 Award of Contract – Sewer Maintenance
 Award of Contract – Sewer Repair
 Fresca Parking Resolution
 Police Department Restructuring
 Closed Session - City Manager Evaluation

Subdivision Improvements/Final Tract Map – Ozawa Way Development
 2016 Annual Water Quality Report
 Conditional Use Permit 371, Matco-Norca - Fresca Drive

June 21

School Crossing Guard Services Agreement
 Amendment to Animal Care Services Agreement
 Precise Plan Amendment 149, The Bead Factory - Walker Street
 Study Session: Revenue Measure Options

June 7

Resolutions for November 8 Election
 Community Survey Results
 Subdivision Improvements/Final Tract Map – Sparrow Lane Development

July 5

Revenue Measure Discussion

City Council Calendar of Upcoming Events

Please tell Kimberly which of the following activities you will be attending and if you would like assistance in registering for any upcoming event.

Date	Event Information	Known Attendees
Thursday May 12	Volunteer Recognition, La Palma Community Center, 7:00 p.m.	GG, PK, MS, LM
Friday May 13	American Red Cross Heroes Luncheon, Angel Stadium, 2000 E. Gene Autry Way, 11:30 a.m. – 1:30 p.m.	
Saturday May 14	Assemblywoman Young Kim’s Asian Heritage Month Celebration Buena Park Community Center, 6688 Beach Boulevard, Buena Park	

	5:00 – 7:00 p.m.	
Tuesday May 17	Cypress Police Dept. 6 th Annual Appreciation Luncheon, 5700 Orange Avenue, Cypress, 11:00 a.m.	MS, SH, MM, LM
Thursday May 19	Orange County Congregation Community Organization (OCCCO) Awards Dinner. Anaheim Sheraton Hotel, 1855 S. Harbor Blvd. Anaheim 6:00 p.m.	
Saturday May 21	American Cancer Society's Relay for Life, Buena Park Junior High School, 6931 Orangethorpe Avenue May 21 at 10:00 a.m. – May 22 at 8:00 a.m.	GG, PK, MS, LM
Tuesday May 24	Orange County Vehicle Theft Recovery Officer of the Year 2015 Irvine Marriott, 18000 Von Karman Avenue, Irvine 9:00-11:00 a.m.	LM
Tuesday May 24	Steve Luther School Community Open House, 4631 La Palma Avenue, 9:00 – 10:30 a.m.	GG, MS
Wednesday May 25	Supervisor Michelle Steel's Forum on Unfunded Pension Liability Hall of Administrators, 333 W. Santa Ana Blvd., 5 th Floor – Conference Room B, Santa Ana 10:00 a.m. – 12:00 p.m.	
Wednesday May 25	Cerritos State of the City Cerritos Center for the Performing Arts (Inside the Theater), 12700 Center Court Drive, Cerritos 11:30 a.m. – 1:30 p.m.	SH
Monday May 30	Memorial Day Ceremony, Civic Center Eternal Flame, 9:00 a.m.	GG, LM
Saturday June 11	State Farm Insurance Grand Re-Opening 7831 Valley View Street 11:00 a.m. – 3:00 p.m.	GG, MS, PK, LM

May 2016

May 2016							June 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 1	2 12:00pm TCP Plaza Grand Opening/Ribbon 7:00pm Development Committee Meeting - Special	3 6:30pm Cancelled: Special Closed Session (City Council) 7:00pm City Council Meeting (Council Chamber)	4	5 7:00am Westminster Mayor's Prayer 10:00am SCAG Energy and Environment 10:30am SCAG 12:30pm SCAG Regional	6 City Hall Closed 7:30am Thriving in a Multi Generational Workplace Forum (4110 MacArthur Blvd, Newport Beach)	7 9:00am NY2OC Barber Shop Ribbon Cutting & One Year 6:30pm JFK Scholarship Dinner (SH, MS, LM) (7675 Crescent Ave.,
8	9 4:00pm AUHSD Foundation Meeting (District Campus, 501 7:00pm Development Committee - CANCELLED (Council	10 5:30pm CAB Memorial Day Subcommittee Meeting (City Council 6:00pm CAB Committee (City Council Chambers)	11 12:00pm OCFA Budget & Committee Meeting (1 Fire 5:00pm O.C. Sanitation (FHRA) Committee (10844 Ellis Avenue,	12 8:30am Earthquake EOC training at PD in 11:00am SCAG MAGLEV Mtg. (SCAG Office) 4:00pm Library Advisory 7:00pm Volunteer	13 City Hall Closed 11:30am Red Cross Heroes Luncheon (2000 E. Gene Autry Way, Anaheim) - City Council	14 5:00pm Assemblywoman Young Kim's Asian Heritage Month Celebration (Buena Park Community
15	16 9:00am RSVP Council Member Hwangbo for the Cerritos State of the City.	17 11:00am Cypress Police Department 6th 4:00pm CAB Memorial Day Subcommittee 7:00pm City Council Mtg. (Council	18	19 3:00pm O.C. Vector Control District (13001 Garden Grove 6:00pm OCCCO Colors of Justice 2016 Celebration Dinner	20 City Hall Closed	21 10:00am American Cancer Society's Relay for Life (GG, PK, MS, LM) (Buena Park Junior High, 6931 Orangethorpe Ave,
22 12:00am American Cancer Society's Relay for Life (GG, PK, MS, LM) (Buena Park Junior High, 6931 Orangethorpe Ave.	23	24 9:00am A.T.A.C. OC Vehicle Theft Recovery Officer of 9:00am Steve Luther School Community Open House (GG, MS)	25 10:00am Supervisor Michelle Steel's 11:30am Cerritos State of the City (SH) 7:00pm O.C. Sanitation District Board Mtg.	26 10:30am OCCOG (OCTA, Conf. Rm. 103/104; 600 S. Main St., 6:00pm OCFA Exec. & Brd. Comm. Mtg. (1 Fire Authority Road,	27 City Hall Closed	28
29	30 9:00am Memorial Day Ceremony (Eternal Flame, Civic Center)	31	Jun 1	2	3	4

June 2016

June 2016							July 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 29	30	31	Jun 1	2 10:00am SCAG Energy and Environment 10:30am SCAG Subcommittees (711) 12:30pm SCAG Regional Council (711 S. Hope)	3 City Hall Closed	4
5	6	7 7:00pm City Council Meeting (Council Chamber)	8 12:00pm OCFA Budget & Committee Meeting (1 Fire 5:00pm O.C. Sanitation (FHRA) Committee (10844 Ellis Avenue,	9 11:00am SCAG MAGLEV Mtg. (SCAG Office)	10 City Hall Closed	11 11:00am State Farm Insurance Grand Re-Opening (GG, PK, MS) (7831 Valley View Street) - City Council
12	13 4:00pm AUHSD Foundation Meeting (District Campus, 501 Crescent Way, Anaheim)	14 6:00pm CAB Committee (City Council Chambers)	15	16 3:00pm O.C. Vector Control District (13001 Garden Grove Blvd.)	17 City Hall Closed	18
19	20	21 7:00pm City Council Mtg. (Council Chambers)	22 7:00pm O.C. Sanitation District Board Mtg. (10844 Ellis Ave., Fountain Valley)	23 10:30am OCCOG (OCTA, Conf. Rm. 103/104; 600 S. Main St., 6:00pm OCFA Exec. & Brd. Comm. Mtg. (1 Fire Authority Road,	24 City Hall Closed	25
26	27	28	29	30	Jul 1	2



Orange County Fire Authority

Weekly Executive Summary

Prepared by Communications and Public Affairs

Gene Hernandez, Board Chairman

Elizabeth Swift, Vice Chair

Jeff Bowman, Fire Chief

www.ocfa.org

May 12, 2016

News & Events

On Wednesday night, May 11, Academy 42 graduation ceremonies were held at the OCFA Regional Fire Operations and Training Center for 36 new firefighters. The event was open to the public and well attended. The graduation keynote speaker was Orange County Board of Supervisors Chair Lisa Bartlett, who also serves as an OCFA board director. The graduates demonstrated their skills by way of live structure fire demos, building repelling, and auto extrications. More details can be found in the [news release](#). Please enjoy these [photos](#) from the graduation. The [highlight video](#) for OCFA Academy 42 is available as well.

*Weekly Media Clips

[OCFA Weekly News Coverage](#)

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[OCFA Weekly Media Coverage](#)

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Board Action

For Board agendas, please visit <http://www.ocfa.org> and click on “Board Agendas/Minutes.”

Weekly Update on Response and Preparedness

Weekly Fire Activity Report: This is a regular status update of available OCFA resources and a list of OCFA out of County resources jurisdiction and a list of out of county resources.

Weather Outlook: *Below Normal to Normal Temperatures for May 13 – May 20.* For more information, please visit the [National Weather Service Climate Prediction Center](#).

Fire Outlook –Dry: Little or no risk of large fires in the absence of a “High Risk” event. You can obtain a 7-day forecast, monthly and/or seasonal by clicking [here](#).



Community Events

- Community Education Specialist Polly Bowen participated in the SOKA International Festival in **Aliso Viejo**. The event was on May 7 from 9:30 a.m. – 5 p.m.
- Crew from Engine 13 (A Shift) provided a static display for a school carnival at Raymond Temple Elementary in **Buena Park**. The event was on May 6 from 3 p.m. – 8 p.m.
- Division Chief Abel attended the State of the City at the St. Regis in **Dana Point**. The event was on May 6 from 11:30 a.m. – 1 p.m.
- Crew from Station 6 (C Shift) provided a life and fire safety program and station tour to a group of Daisy Scouts from **Irvine**. The program was on May 11 from 4 p.m. – 5 p.m.
- Crew from Engine 54 (A Shift) provided a static display for a community event at Home Depot in **Lake Forest**. The event was on May 7 from 9 a.m. – 12 p.m.
- Division Chief Abel attended the Mayor's Prayer Breakfast at the **Mission Viejo Country Club**. The event was on May 5 from 7:30 a.m. – 9 a.m.
- Crew from Truck 59 (C Shift) provided a life and fire safety program and engine visit to students at TLC preschool in **San Clemente**. The program was on May 11 from 9 a.m. – 10:30 a.m.
- Crew from Truck 59 (A Shift) provided a life and fire safety program and engine visit to students at TLC preschool in **San Clemente**. The program was on May 12 from 9 a.m. – 10:30 a.m.
- Crew from Engine 79 (C Shift) provided a static display for a safety awareness event at GE Aviation in **Santa Ana**. The event was on May 11 from 1 p.m. – 3 p.m.
- Crew from Station 70 (C Shift) provided a life and fire safety program and station tour to a group of Girl Scouts from **Santa Ana**. The program was on May 11 from 5 p.m. – 5:30 p.m.
- Community Education Specialist Martha Espiritu provided a life and fire safety presentation to a group of Edison employees in **Santa Ana**. The program was on May 12 from 11 a.m. – 12 p.m.
- Crews from Station 21 (A Shift) provided a life and fire safety program and station tour to a group of students from the Blind Children Learning Center in **Tustin**. The program was on May 12 from 11 a.m. – 12 p.m.
- Division Chief Cruz attended the Mayor's Prayer Breakfast at the Rose Center in **Westminster**. The event was on May 5 from 7 a.m. – 9 a.m.
- Crew from Station 64 (A Shift) provided two life and fire safety programs and station tours to two groups of students from Webber Elementary in **Westminster**. The programs were on May 12 from 9 a.m. – 10 a.m. and 1 p.m. – 2 p.m.
- Crew from Station 65 (A Shift) provided a life and fire safety program and station tour to a group of students from Eastwood Elementary School in **Westminster**. The program was on May 12 from 1:15 p.m. – 2:15 p.m.



Significant Emergency Incidents

Laguna Beach

Remote Rescue – May 7 - At 9:44 a.m., Laguna Beach Fire requested Patrol 57 and Medoc 57 to assist with a biker down on Lynx Trail in Laguna Beach. After ground units were able to location patient, Helicopter 2 was requested to assist due to the remote location and condition of the patient. The rescue medic and Truck 9 rescuer were inserted along with a stokes basket. The patient was packaged and transported directly to Mission Hospital as a trauma.

Agency Rep:

Chief Perkins, B4

Placentia

Structure Fire – May 9 - At 8:58 a.m., a structure response was dispatched to Michel Place in Placentia. Engine 34 reported smoke showing while enroute and requested a working structure response. Engine 34 arrived on scene at 9:04 a.m. with a working attic fire in a one-story single family residence. The fire was reported knocked down at 9:18 a.m. and under control at 9:26 a.m.

Incident Commander:

Captain Sultz, E34

Cause:

Accidental

Lake Forest

Structure Fire – May 10 - At 3:19 p.m. units responded to a reported active roof fire. A working structure assignment was dispatched to Serrano Creek Road in Lake Forest. Engine 54 arrived on scene and reported heavy fire and a possible entrapment on the second floor of the condo complex. Several units were involved and two sustained major damages. Serrano Incident Commander requested a 2nd alarm assignment and a code 3 ambulance. A burn patient was located and treated by Engine 222. Battalion 4 assumed Incident Command and requested a second code 3 ambulance for possible additional patients. Battalion 4 confirmed there were two civilian burn and smoke inhalation patients who were escorted to Mission Hospital Mission Viejo and later continued care and transport to UCI. Three cats were rescued and Red Cross responded to the scene for 10 displaced individuals. All city and county notifications were made.

Incident Commander:

Chief Perkins, B4

Cause:

Accidental electrical

**Incidents By Major Category
for Period: 4/25/2016 - 5/1/2016**

CITY/JURISDICTION	FIRE	OVER - PRESSURE RUPTURE	EMS/ RESCUE CALL	HAZMAT	SERVICE CALL	GOOD INTENT CALL	FALSE CALL	NATURAL	OTHER	TOTAL
ALISO VIEJO	0	0	28	0	2	2	3	0	7	42
BUENA PARK	1	0	106	1	4	8	7	0	10	137
CYPRESS	0	0	60	2	2	5	2	0	5	76
DANA POINT	0	0	37	1	3	2	1	0	5	49
IRVINE	8	1	160	2	8	33	13	0	18	243
IRVINE - UCI	0	0	6	0	1	1	3	0	1	12
LA PALMA	1	0	14	1	0	0	1	0	3	20
LAGUNA HILLS	2	0	53	0	1	6	1	0	0	63
LAGUNA NIGUEL	2	0	43	0	4	7	2	0	0	58
LAGUNA WOODS	1	0	58	1	6	5	3	0	10	84
LAKE FOREST CITY	2	0	83	0	5	9	0	0	9	108
LOS ALAMITOS	1	0	28	0	1	3	2	0	0	35
MISSION VIEJO	3	1	87	1	13	8	2	0	5	120
PLACENTIA	0	0	37	2	5	3	4	0	7	58
RANCHO SANTA MARGARITA	0	0	41	0	2	5	2	0	2	52
SAN CLEMENTE	0	0	66	0	9	14	2	0	16	107
SAN JUAN CAPISTRANO	3	0	45	0	8	5	3	0	6	70
SANTA ANA	1	0	327	2	10	62	17	0	32	451
SEAL BEACH	1	0	68	2	6	3	1	0	24	105
STANTON	1	0	49	1	2	5	0	0	12	70
TUSTIN	2	2	52	1	2	4	4	0	11	78
VILLA PARK	0	0	3	0	1	1	0	0	1	6
WESTMINSTER	3	0	99	4	9	9	4	0	5	133
YORBA LINDA	1	0	33	1	6	4	0	0	11	56
UNINCORPORATED	3	1	79	2	8	8	2	0	28	131
TOTAL	36	5	1662	24	118	212	79	0	228	2364