



CITY MANAGER'S OFFICE

ADMINISTRATIVE REPORT 2016-35

September 15, 2016

TO: La Palma City Council

FROM: Laurie A. Murray, City Manager

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In This Week's Report

- Agenda Summary
- City Receives GFOA Award
- Officers Attend Neighborhood Party
- Donated Community Assistance Funds Used
- Personnel Activity
- Agenda Planning Guide

Other Attachments & Correspondence from Other Organizations

- Orange County Fire Authority (OCFA) News

City Manager's Office News

Agenda Summary: There will be a closed session following the meeting regarding labor negotiations.

The Successor Agency agenda has the Minutes for approval and one Warrant item.

The City Council Consent Calendar has routine items as well, including three Notices of Completion/Acceptance of Work for recent street rehabilitation projects and the Americans with Disabilities (ADA) pedestrian ramp construction project for approval. All three of these projects include carrying over Fiscal Year 2015-16 approved funding to the Fiscal Year 2016-17 budget as the projects were not completed prior to June 30, 2016.

There are no Public Hearing Items nor Regular Items scheduled.

The Notice of Completion and Acceptance of Work for the Climatec Energy Project, that was continued from the August 16, 2016, City Council Meeting, has been scheduled for the October 18 meeting as staff is having difficulty getting the information needed for the report from the vendor.

Administrative Services News

City Receives GFOA Award: The City was recently notified by the Government Finance Officers Association (GFOA) that its Comprehensive Annual Financial Report (CAFR) for fiscal year end June 30, 2015, has received the Certificate of Achievement for Excellence in Financial Reporting. The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive “spirit of full disclosure” to clearly communicate its financial story. This is the 18th year that the City of La Palma has received the Certificate of Achievement and illustrates the City’s commitment and long history of excellence in financial reporting. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents significant accomplishment by a government and its management.

Police Department News

Officers Attend Neighborhood Party: A big thank you to the residents of Shirley Drive, who invited officers to attend a Neighborhood Party as a gesture of support on Friday, September 8. The officers were treated to a nice meal prepared by Stonefire Grill and lots of side dishes and desserts provided by the neighborhood. The officers really appreciated the community support and enjoyed spending time with residents in a more relaxed environment.



Donated Community Assistance Funds Used: Later that evening, at approximately 10:00 p.m. an unrelated family disturbance came into the police station lobby. Officers quickly separated the parties and soon discovered that a domestic violence incident had occurred. The suspect was eventually arrested and the mother and her three small children needed a safe place to stay for the night. Officers used the donated ‘Community Assistance Funds’ to procure a hotel room for the family. These funds were donated by La Palma employees and Neighborhood Watch just for this type of need. To date, the funds have also been used to provide bus passes for the homeless.

Citywide News

Full Time Personnel Activity	
Position	Status
Police Officer	Final candidate in background
Police Dispatcher/Clerk	Candidate in background
Police Records Clerk (Part Time)	Candidate in background
Water Service Worker	Interview being scheduled with candidate from eligibility list
Management Analyst	First Interviews to be held September 20
Code Enforcement/Business License Officer	Recruitment closes September 19

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

September 20

Closed Session after Meeting – Labor Negotiations

Notice of Completion (NOC): ST-335 Valley View Rehab
NOC: ST-341 CDBG ADA Ramps
NOC: ST-344 Fresca/Marlin Rehab

October 4

Introduction and Set a Public Hearing: 2016 Building Codes
Introduction and Set a Public Hearing: 2016 Fire Codes
Bransford Drive Permit Parking

Conflict of Interest Code Amendment

October 18

2nd Reading & Adoption: 2016 Building Codes
2nd Reading & Adoption: 2016 Fire Codes
Public Hearing: Digital Billboard PP 276, CUP 362, and Introduction of Development Agreement Ordinance
NOC: Climatec Project

November 1

Adoption of Digital Billboard Development Agreement Ordinance



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

September 15, 2016

News & Events

On Sunday, September 11, a brief ceremony was held at the Orange County Fire Authority headquarters to honor all those who lost their lives on September 11, 2001. Fire Chief Bowman, OCFA Board Chair Gene Hernandez, OCFA Board Vice Chair Beth Swift, and Third District OC Supervisor and OCFA Board Director Todd Spitzer participated in the ceremony. Thank you to all who attended. Here is a [video](#) and [photos](#) from the event.

OCFA featured the final week of a social media campaign aimed at highlighting the personnel and equipment of the OCFA Emergency Command Center. A video [highlighting the ECC building](#) as well as the communications trailer and Loma Ridge was posted on Facebook and will be reposted via other social media platforms today. Be sure to follow us on [Facebook](#), [Twitter](#) and [Instagram](#) and share the content with your own social media groups. The topic of our next campaign will be Wildfire and will launch on September 26.

*Weekly Media Clips

[OCFA Weekly News 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: *Normal to Above Normal Temperatures for September 16 – September 23.* For more information, please visit the [National Weather Service Climate Prediction Center](#).

Fire Outlook – Dry: Elevated risk of large fires. You can obtain a 7-day forecast, monthly and/or seasonal by clicking [here](#).



Community Events

- Crew from Engine 57 (C Shift) provided a life and fire safety program and engine visit to students at Temple Beth in **Aliso Viejo**. The program was on September 14 from 10 a.m. – 11 a.m.
- Crew from Engine 57 (C Shift) provided an engine visit for a community event at the Chik-Fil-A in **Aliso Viejo**. The event was on September 13 from 5 p.m. – 8 p.m.
- Crew from Engine 62 (A Shift) participated in a 9/11 event at Emery School in **Buena Park**. The event was on September 9 from 1:30 p.m. – 2:30 p.m.
- Crew from Engine 61 (B Shift) participated in a 9/11 event at St. Pius School in **Buena Park**. The event was on September 11 from 8 a.m. – 8:30 a.m.
- Chief Dossey and crews from Engine 63, Truck 61, Engine 61, Medic 17, and Truck 17 (B Shift) participated in 9/11 event at Good Shepard Lutheran Church in **Buena Park**. The event was on September 11 from 10:30 a.m. – 11:30 a.m.
- Crew from Engine 63 (B Shift) participated in a 9/11 community event at Jinha Park in **Buena Park**. The event was on September 11 from 4 p.m. – 6 p.m.
- Crew from Engine 46 (C Shift) provided a fire extinguisher presentation for a local group in **Buena Park**. The event was on September 14 from 10 a.m. – 11:30 a.m.
- Crews from Engine 30 and Engine 29 (A Shift) provided a static display for the Tall Ships Festival in **Dana Point**. The event was on September 10 from 10 a.m. – 5 p.m.
- Crew from Engine 34 (B Shift) attended a 9/11 brunch event at the Elks Lodge in **Fullerton**. The event was on September 11 from 9 a.m. – 1:30 p.m.
- Crew from Station 4 (A Shift) provided a life and fire safety program and station tour to a group of students from the Ivy Prep Summer Camp in **Irvine**. The program was on September 9 from 3:30 p.m. – 4:30 p.m.
- Crew from Station 47 (A Shift) provided a life and fire safety program and station tour to a group of local residents from **Irvine**. The program was on September 10 from 1 p.m. – 2 p.m.
- Crew from Engine 36 (B Shift) participated in a 9/11 event at Pacific Church in **Irvine**. The event was on September 11 from 9:45 a.m. – 10:45 a.m.
- Crew from Engine 4 (A Shift) provided a life and fire safety program and engine visit to students at Vista Verde Elementary in **Irvine**. The program was on September 15 from 2 p.m. – 3 p.m.
- Crew from Truck 4 (C Shift) and Community Education Specialist Alexa Pratt participated in a safety day event at Regents Point in **Irvine**. The event was on September 14 from 11:30 a.m. – 1 p.m.
- Crew from Station 58 (A Shift) provided a life and fire safety program and station tour to a Dad's Club from **Ladera Ranch**. The event took place on September 10 from 9:30 a.m. – 10:30 a.m.
- Crew from Station 22 (C Shift) provided a life and fire safety program and station tour to a group of Cub Scouts from **Laguna Hills**. The program was on September 14 from 6 p.m. – 7 p.m.
- Crew from Engine 222 (C Shift) provided an engine visit to the Crazy Quilters club in **Laguna Hills**. The event was on September 14 from 1 p.m. – 3 p.m.
- Crew from Engine 9 (B Shift) participated in a 9/11 event for Hope Crossing Church at Capo Valley High School in **Mission Viejo**. The program was on September 11 from 10 a.m. – 11 a.m.



- Crew from Station 24 (B Shift) provided a life and fire safety program and station tour to a group of Cub Scouts from **Mission Viejo**. The program was on September 12 from 4 p.m. – 5 p.m.
- Crew from Engine 35 (A Shift) led the flag salute for a 9/11 tribute at Melrose Elementary in **Placentia**. The event was on September 9 from 8:15 a.m. – 9:15 a.m.
- Crew from Truck 34 (A Shift) participated in a 9/11 event at George Key Elementary in **Placentia**. The event was on September 9 from 11 a.m. – 11:30 a.m.
- Community Education Specialist Polly Bowen participated in a service fair at Santa Margarita Catholic High School in **Rancho Santa Margarita**. The event was on September 14 from 7:30 a.m. – 9 a.m.
- Crews from Engine 7 and Medic 7 (B Shift) provided a static display for a 9/11 event at Sycamore Trails in **San Juan Capistrano**. The event was on September 11 from 9 a.m. – 4 p.m.
- Crew from Engine 7 (A Shift) and Community Education Specialist Polly Bowen provided a life and fire safety program and engine visit to students at Community Presbyterian Church Preschool in **San Juan Capistrano**. The event was on September 15 from 9:30 a.m. – 10:30 a.m.
- Crew from Truck 75 (B Shift) participated in a City of **Santa Ana** 9/11 event. The event was on September 11 from 3:45 p.m. – 5:45 p.m.
- Crews from Engine 75, Engine 78, Engine 70 and Engine 73 (B Shift) participated in the Fiestas Patrias event in downtown **Santa Ana**. The event was on September 11 from 12 p.m. – 9 p.m.
- Crews from Engine 75, Truck 75 and Engine 77 (A Shift) participated in the Fiestas Patrias event in downtown **Santa Ana**. The event was on September 11 from 12 p.m. – 9 p.m.
- Crew from Truck 43 (A Shift) participated in a ball drop for a charity event at **Tustin** Ranch Golf Course. The event took place on September 9 from 6 p.m. – 7:30 p.m.
- Fire Prevention Specialist Teri Merritt attended the North **Tustin** Fire Safe Council (NTFSC) meeting and helped provide guidance about how NTFSC can more effectively solicit memberships, and provide wildfire and home hardening education to residents, as well as better define their Mission Statement and refine their target area (Cowan/Lemon Heights/North Tustin) and target audience. The program was on September 13.
- Crew from Truck 64 (B Shift) participated in the 9/11 Patriot Ride at the Harley Davidson in **Westminster**. The event was on September 11 from 10:45 a.m. – 1 p.m.
- Crews from Engine 66 and Engine 64 (B Shift) and Community Education Specialist Polly Bowen participated in the City of **Westminster** Dia De La Familia 9/11 Event. The event was on September 11 from 1:30 p.m. – 4:30 p.m.
- Crew from Engine 10 (A Shift) provided a life and fire safety program and engine visit to students at Rose Friends Elementary in **Yorba Linda**. The event was on September 9 from 8 a.m. – 8:30 a.m.
- Crew from Engine 32 (A Shift) participated in a 9/11 event at Glenknoll Elementary in **Yorba Linda**. The event was on September 9 from 10 a.m. – 11 a.m.
- Fire Chief Bowman attended and spoke at the September 11 Commemoration at the Nixon Library in **Yorba Linda**. The event was on September 11 from 12 p.m. – 1:15 p.m.
- Crew from Engine 32 (A Shift) participated in a coin toss for the **Yorba Linda** High School 9/11 game. The event was on September 15 from 6:30 p.m. – 7:30 p.m.



Significant Emergency Incidents

Irvine

HazMat Response – September 9 - At 8:03 a.m. a chemical spill response was sent to West Construction Circle in Irvine. Engine 6 arrived on scene of an approximate 500' x 200' semi-covered Waste Management recycling facility with nothing showing. Engine 6 reported that several employees were complaining of eye and throat irritation. Battalion 5 arrived on-scene and established Construction Command. Engine 6 and Truck 6 were assigned to isolate, deny entry, and evacuate any remaining employees along the Alpha, Bravo, and Charlie side of the facility. Engine 6 reported that they had approximately 20 employees stating they were experiencing eye and throat irritation. Battalion 5 declared a Multi-Casualty Incident and requested additional resources. Engine 6 was assigned Medical Group and established a treatment area, initiated triage, treatment, and transported seven BLS patients. HazMat 204 was assigned HazMat Group Supervisor with the objective of air monitoring and identify the location and type of HazMat involved. HazMat 4 and Engine 27 were assigned to HazMat Group Supervisor to assist with their objectives. HazMat made entry and were unable to locate or identify the source of the HazMat. The incident was turned over to Orange County Health HazMat. Orange County Health HazMat later reported that they found seven tear gas canisters in the area where the Waste Management employees were working. The incident was declared under control at 10:43 a.m. No civilian or firefighter injuries were reported. Duty Chief and Division 2 were notified on scene by Battalion 5. Representatives from Irvine Police Department, Cal-OSHA, and Waste Management assisted.

Incident Commander: Chief Summers, B5
Cause: Tear Gas

Yorba Linda

Kitchen Fire – September 9 - A kitchen fire was reported by the resident on Charmaine Lane in Yorba Linda at 9:09 a.m. Engine 10 arrived onscene and reported heavy smoke from the structure, assumed Charmaine Incident Command, and requested the initial alarm assignment balanced to a working structure fire. Knockdown and primary all clear occurred at 9:26 a.m. Engine 32 reported ornamental vegetation in the rear yard had ignited with no threat to exposures. Incident Command requested Red Cross for a displaced family of four, two adults and two children.

Incident Commander: Captain Asay, E10
Cause: Under investigation

Rancho Santa Margarita

Vegetation Fire – September 10 - At 12:30 p.m. a Vegetation Fire response was dispatched to the area of Dove Canyon Road and Sycamore Canyon Drive in Rancho Santa Margarita. Units, once in the area, were able to locate a small vegetation fire just to the north of the intersection being held by the fuel modifications on the hillside. The incident was quickly contained and all units were clear within an hour.

Incident Commander: Chief Harrison, B7
Cause: Under investigation

Irvine

Structure Fire – September 11 - At 7:13 p.m. Irvine PD reported a porch fire at the Windwood Knoll Apartments on Flagstone in Irvine. A structure fire response was dispatched; Irvine PD was first onscene and reported three units involved. Engine 26 arrived onscene confirming a fully involved porch fire, requested a working structure fire assignment, and assumed Deerfield Incident Command at 7:17 p.m. The fire was knocked down at 7:23 p.m., Battalion 5 assumed Incident Command. Interior crews discovered a deceased feline, animal control was requested. Division 2 made all city notifications. There was one displaced adult and one displaced child who stated they would be staying with family overnight.

Incident Commander: Chief Acosta, B5
Cause: Under Investigation



Newport Coast Unincorporated

Vegetation Fire – September 12 - At 9:04 a.m. a small vegetation fire was reported approximately 10 feet in size by a passerby on the southbound 133 from the 405 freeway. CHP was enroute to the incident. A vegetation fire was dispatched. CHP discovered the incident further south on 133/Laguna Canyon Road from the reported location. The incident was near Laguna Coast Wilderness Park on Laguna Canyon Road in Newport Coast Unincorporated. Battalion 4 arrived onscene establishing Canyon Incident Command while reporting ¼ acre in light fuels heading east with no structure threat and a potential for 10 acres. This fire was in SRA, CAL FIRE notifications were made. Battalion 4 requested two Type-3 strike teams, aircraft, two water tenders, and hand crews, as well as some additional equipment and overhead positions. Helicopter 2 was overhead and made successful water drops, where CAL FIRE aircraft were no longer necessary and were cancelled. Containment was reported at 10:57 a.m. and control at 11:24 a.m. The fire was 100% contained at 5:59 p.m. when the last unit, Patrol 26, was released.

Incident Commander:

Chief Casario, B4

Cause:

Under Investigation

Cypress

Roof Fire – September 14 - A roof fire from an unoccupied single family residence under construction was reported on Marion Circle in Cypress at 7:40 p.m. Engine 17 arrived onscene and confirmed a working fire requesting the first alarm assignment be balanced. Engine 17 established Cypress Incident Command and made a safety notification of a backyard pool hazard and confirmed a working attic fire. All clear and knockdown were reported at 7:57 p.m. Division 7made all city notifications.

Incident Commander:

Captain Simmons, E17

Cause:

Accidental / Bathroom Fan

**Incidents By Major Category
for Period: 8/29/2016 - 9/4/2016**

CITY/JURISDICTION	FIRE	OVER - PRESSURE RUPTURE	EMS/ RESCUE CALL	HAZMAT	SERVICE CALL	GOOD INTENT CALL	FALSE CALL	NATURAL	OTHER	TOTAL
ALISO VIEJO	0	0	18	0	2	1	2	0	5	28
BUENA PARK	5	0	88	0	4	7	1	0	21	126
CYPRESS	1	0	36	2	0	8	3	0	5	55
DANA POINT	1	0	49	0	3	6	1	0	2	62
IRVINE	3	0	173	2	22	30	19	0	29	278
IRVINE - UCI	0	0	6	0	0	2	5	0	4	17
LA PALMA	0	0	18	0	4	2	0	0	1	25
LAGUNA HILLS	0	0	35	0	0	3	0	0	3	41
LAGUNA NIGUEL	3	0	59	0	3	8	3	0	6	82
LAGUNA WOODS	0	0	75	1	6	2	4	0	11	99
LAKE FOREST CITY	0	0	75	0	4	9	7	0	6	101
LOS ALAMITOS	0	1	21	0	1	2	4	0	0	29
MISSION VIEJO	3	0	120	2	11	9	7	0	9	161
PLACENTIA	1	0	25	2	8	4	3	0	11	54
RANCHO SANTA MARGARITA	0	0	31	2	0	6	3	0	4	46
SAN CLEMENTE	1	0	54	0	4	14	1	0	14	88
SAN JUAN CAPISTRANO	0	0	58	0	2	2	1	0	9	72
SANTA ANA	4	0	332	1	7	50	11	0	68	473
SEAL BEACH	1	0	54	0	9	3	1	0	19	87
STANTON	1	0	38	0	2	2	0	0	14	57
TUSTIN	1	0	92	0	7	7	1	0	18	126
VILLA PARK	0	0	4	0	2	1	0	0	1	8
WESTMINSTER	4	0	108	1	2	6	2	0	8	131
YORBA LINDA	0	0	28	0	1	5	3	0	27	64
UNINCORPORATED	5	0	82	4	4	13	2	0	23	133
TOTAL	34	1	1679	17	108	202	84	0	318	2443