



CITY MANAGER'S REPORT

November 21, 2014 - December 4, 2014

Date: November 21, 2014
To: Honorable Mayor & Council Members
From: Jose E. Pulido, City Manager

What's Coming Up: A Two Week Forecast

November 22 Cudahy Swap Meet, Clark Street Park, 7:00 a.m. - 3:00 p.m.

- November 25 City Council Meeting, Council Chambers 6:30 p.m.
- Resolution - Dissolution of Bell-Cudahy Telecommunications
 - Ordinance - Zone Text Amendment for Emergency & Transitional & Supportive Housing
 - Ordinance - Low Impact Development (LID)
 - Ordinance - Fireworks Regulations
 - Resolution - Overnight Parking Pilot Program
 - Resolution - Conflict of Interest Code
 - Renewal of LA County Animal Control Contract
 - Resolution - City Holiday Schedule
 - Resolution - Setting Priorities for Filing a Written Argument(s) Regarding a City Measure and Directing the City Attorney to Prepare an Impartial Analysis
 - Resolution - Authorizing the Execution of a Certificate of Acceptance for Real Property
 - First reading - Ordinance - Water Quality and Regulations
 - Resolution - City Council Meeting Rules of Procedure, Debate and Decorum Policy
 - Discussion - Action Request to go Dark 2nd Meeting in December
 - Receive and File - HR Dynamics Contract
 - Discussion on Pension Reform
 - Discussion regarding Internal Control Remediation Plan

November 28 Cudahy Swap Meet, Clark Street Park, 7:00 a.m. - 3:00 p.m.

December 4 Parks and Recreation Commission Meeting, Bedwell Hall, 6:00 p.m.

December 5 Cudahy Swap Meet, Clark Street Park, 7:00 a.m. - 3:00 p.m.

City Manager's Office

"Nuestra Casa Es Su Casa" - City Hall Open House

On December 9, 2014 from 3:00 p.m. to 6:00 p.m. residents will have an opportunity to tour City Hall and receive a presentation regarding the functions of the City's various departments. This City event is in support of our ongoing citizen education and engagement target goals referenced under Step 6 of the *City of Cudahy's 23 Step Road to a Successful Recovery* found in the *Fiscal Year 2014-2015 Budget-in-Brief*.

Holiday Overnight Street Parking

At the November 4, 2014 City Council meeting, the City Council suspended overnight parking enforcement in order to accommodate the increase in demand for parking during the holidays. The City will allow overnight street parking city-wide from November 27-30, 2014; December 24-27, 2014; and December 31, 2014 - January 2, 2015.

City Council Will Consider Cancellation of Council Meeting

Due to the upcoming holidays, the City Council will consider the cancellation of the December 16, 2014 City Council Meeting at the November 25, 2014 Special City Council Meeting.

Road Map to a Successful Recovery: Steps 1 - 3 Completed

Steps 1 through 3 have been completed in the *City of Cudahy's 23 Step Road to a Successful Recovery* found in the *City's Fiscal Year 2014-2015 Budget-in-Brief*. We are making every effort to abide to our 23 step road map to we remain on task to restoring service at various levels for a bright future for the new Cudahy: progressive, purposeful, professional, prideful and positive.

Building Relationships with Community Schools

As mentioned in the September 19, 2014 City Manager's Report, we are still working toward enhancing the City's relationship with the local schools. The City is in the process of signing a reciprocal agreement with the Los Angeles Unified School District (LAUSD) to maximize facility

usage with Elizabeth Learning Center (e.g., parking lots for swap meet or site overflow, gyms and sports fields) for both LAUSD students and Cudahy residents. We hope to have this agreement signed in the near future.

Community Preservation Department

The City is introducing its new department, Community Preservation. The Community Preservation Department will be replacing the Code Enforcement Department. The new title is more inline with the City's goals and objectives to improve the look of the community. The Community Preservation Department's goals will be to contact residents/homeowners to inform them of what they can do to help improve the look of their community and how we plan to build a friendly relationship with the community.

City-wide Fiscal Year (FY) 2014-15 Budget

After the budget was passed by the City Council, staff met with four residents that wanted clarification on some budget items. One of the residents expressed her concerns that the budget was only available in English and requested that the entire document be translated to Spanish. Although we understand her concern, we concluded that due to the limited resources available, we would only translate the *City Budget Adoption Staff Report* from October 21, 2014 and the *Budget-In-Brief* that came along with the budget. The two documents mentioned contain a simplified explanation of the budget details and highlight important information from the budget. The translated documents are expected to be available to the public in mid-December.

Authorization to Apply for Grant Funds - 2015 Metropolitan Transportation Authority

(MTA) Call For Projects

At their December 2, 2014 City Council meeting, the City Council will be requested to authorize the City Manager to submit up to three competitive grant applications to MTA by January 16, 2015. The Call For Projects is a competition through which various Federal, State, and local transportation funds are awarded to the most regionally significant projects (e.g., Pedestrian Improvements; Bicycle Improvements; and Transportation Demand Management). In order to prepare these highly competitive grant applications, the City needs to retain the services of a specialized grant writing team and engineering firm capable of producing strong grant applications for the City of Cudahy.

Staff will recommend that the City Council retain the grant writing services of Avant Garde, Inc. and amend Transtech's professional services agreement for engineering services with the City.

CITY CLERK'S OFFICE

General Municipal Elections

The filing period for the upcoming City of Cudahy's General Municipal Elections to be held Tuesday, March 3, 2015 began Monday, November 10, 2014. The filing period ends December 5, 2014, if an incumbent fails to file, the filing period will be extended to Wednesday, December 10, 2014. Please note, there is a \$25 filing fee due when picking up nominations papers.

For additional information you may contact the City Clerk's Office at (323) 773-5143.

Finance Department

All Businesses Need a Business License

All businesses or persons are required to possess a business license to operate in the City of Cudahy. The graph below lists the types of businesses that the City requires to obtain a business license. The City has conducted a review of businesses in the City and determined those in possession of a business license and those that are without. Beginning November 24, 2014 letters will be sent to those businesses or persons who have not obtained a business license in the City of Cudahy. The letter will direct businesses or persons to stop by City Hall to complete an application for a business license.

Business Types		
ADVERTISING	DELIVERY VEHICLE	OUTSIDE CITY BUSINESS
AMBULANCES	EXEMPT	RENTAL PROPERTY
AUTO EMISSION TESTING	HANDBILLS	SECURITY PATROL
BAR, DANCE HALL, NIGHT CLUBS	HOME OCCUPATION	SOLICITOR
SIDEWALK BUS BENCH	HOMEOWNERS ASSOCIATION	TAXICAB / NON-EMERGENCY TRANS.
CARNIVAL	INSIDE CITY BUSINESS	TRAILER PARK
CATERING VEHICLE	MOTELS AND HOTELS	TRUCKS, TRUCKING, & U-HIRE

Business Types		
CONTRACTOR	NON-PROFIT	VIDEO GAMES
CONVERSION RATE-CODE	OUTSIDE CONTRACTOR	WIRELESS DIGITAL COMMUNICATION

Community Development and Services Department

Food Distribution

The City's monthly Food Distribution Program took place Thursday, November 20, 2014. In celebration of Thanksgiving, special holiday goods were dispensed (e.g. rice, potatoes, bread, pumpkin pie and a frozen turkey) to over 600 Cudahy families. The next special holiday Food Distribution Program will take place on December 18, 2014 which will include ham and other holiday goods for a special holiday feast.



Reminder of Clara Expansion Park Field Closure

As discussed in the October 17, 2014 City Manager's Report, the City's Parks Maintenance Crew prepared the Clara Expansion Park soccer field to be reseeded. As of November 14, 2014 the field has been closed in order to allow the grass to take root and grow. The field will be closed for at least three months from mid-November 2014 to February 2015.

Clara Park Sports Complex Expansion Project Phase III

As discussed in the October 17, 2014 City Manager's Report, the project's Relocation Plan was reviewed and approved at the October 21, 2014 City Council meeting. Consistent with the Milestones Timeline provided in the previous City Manager's Report, the project is on schedule and is expected to close escrow by the end of November. Relocation efforts will begin immediately following property acquisition, demolition of existing structures and construction of the new park expansion is expected to begin in January/February 2015.

Lugo Park Renovation Project

As of the week of November 17, 2014, project approvals were received by the Community Development Block Grant. Moving forward, City staff will be developing a project time line as well as soliciting a Request for Proposals (RFP) for project management, labor compliance, and park design. The RFPs are expected to be released/published by the end of December, which will include a draft milestones timeline for project completion.

Feasibility Study for a Potential Dog Park

City staff completed a feasibility study for a dog park as discussed in the September 19, 2014 City Manager's Report. Staff surveyed existing open space including Lugo Park, Clara Park/Expansion Park, and Cudahy Park for the most efficient and effective space for a dog park. As determined by staff, the most ideal location for a dog park to include enough space for dogs to exercise, play, and rest without a leash would be at Cudahy Park behind the skate park and abandoned basketball/tennis courts in the southwest corner of the facility.

The cost estimate included demolishing the existing abandoned tennis courts and fencing, grading and park reconfiguration, installation of new water lines, perimeter fencing, additional lighting, and typical dog park equipment (dog waste stations, picnic tables, dog and human water fountain, display board and exercise dog equipment). The total project cost is estimated at approximately \$209,820. The project scope and cost will be saved for future reference when budgeting or seeking grant funds.

Swap Meet Vendor Meeting

As mentioned in the September 19, 2014 City Manager's Report, City staff held a follow-up meeting on November 13, 2014 to review the swap meet rules and regulations. Additionally, feedback was provided regarding existing conditions and proposed changes. Since September 2014, staff

implemented regulations to enable vendors to sell food, a process to allow vendors to provide entertainment, and increased security to address previously raised concerns. As a result of the November 13, 2014 meeting, City staff will prepare a proposed ordinance for City Council adoption to establish permanent rules and procedures for the swap meet. The proposed ordinance will be developed and proposed by December 2015.

PLANNING

Pre-Sale Report(s)

- Pre-sale re-inspection for 4505 Santa Ana Street; did not pass re-inspection. Pending Code Enforcement issues.
- Pre-sale re-inspection for 7608 Otis Avenue (3 units); did not pass re-inspection (Passed).

Business License Inspections

- None

Zoning Clearance

- 5220 Santa Ana Street; telecommunication tower (approved)
- 7801 Otis Avenue; tire shop (approved)

Counter Reviews

- 4620 Cecilia Street; Roof Solar Panel System; approved for Plan Check, 2nd submittal. Plan Check #189 & 190
- 8011 Atlantic Avenue; Salon de Beaute, T.I. improvement to add a new 8' partition wall. Plan Check #197
- 7280-7292 Atlantic Avenue (Superior Lot); separating electrical services for unit(s) 7280-7284 & 7288-7292, approved for plan check. Plan Check #198
- 4235 Clara Street; demolish fire damaged and existing carport. Rebuild as new. Approved for 2nd plan check. Plan Check #183
- 7703 Atlantic Avenue; Exterior ADA improvements, approved for plan check.
- 4927 Elizabeth Street; completion of work under permit #5036. Proposed 724 sq. ft. addition, bedroom, bathroom, & laundry room. Completed all inspections through drywall.
- 7303 Clarkson Avenue; roof solar panel system, approved for plan check.

November 17, 2014 Planning Commission Meeting

- 5A. Continued from October 20, 2014 A Public Hearing of The City of Cudahy Planning Commission considering Conditional Use Permit No. 38.350, to allow the transfer of liquor license issued by the Alcoholic Beverage Control Board. *ACTION: Table item 5A indefinitely*

Upcoming Entitlement Applications/Projects

- CUP 38.343 4311 Santa Ana Street. Cabinet manufacturing shop, tentatively scheduled for public hearing at the December Planning Commission meeting.
- CUP No. 38.352 7955 Atlantic Avenue; Charter School, tentatively scheduled for public hearing at the December Planning Commission meeting.
- CUP No. 38.351 4550 Cecelia Street; Auto Body Shop, tentatively schedule for public hearing at the January 2015 Planning Commission meeting.
- DRP No. 41.500 7200 Atlantic Ave; Vapor extraction remediation system upgrade, pending Environmental Study.

ENGINEERING

Bedwell Hall Roof Replacement Project (CDBG)

On October 13, 2014 the City started the advertisement process to solicit bid proposals for this project. Upon completion of the advertisement period, a Section 3 mandatory pre-bid meeting took place on Thursday October 30, 2014 at the job site. On Friday November 7, 2014 the City received five (5) bid proposals from contractors for this work and now a Labor Compliance Consultant is currently evaluating the proposals submitted for compliance with CDBG requirements. After this evaluation is completed a recommendation is to be given for contract award. The construction phase will follow after construction contract is awarded.

BUILDING & SAFETY

Department Activity	June	July	Aug	Sept	Oct	Nov
Pre-Sale Inspections	12	5	3	4	2	2
Building Inspections	63	90	101	62	79	39
Public Works Inspections	13	9	8	0	6	4
Business License Inspections	1	3	3	6	3	0
Building Permits Issued	47	22	23	20	21	21
Plan Checks Processed	5	5	6	5	9	7
Public Works Permits Issued	8	8	4	3	6	6
Public Works Plan Checks Processed	4	4	2	2	2	6
Projects Final	15	34	26	26	17	19

Citywide Projects - Ongoing Construction

Four new SFD's at 4442 at Santa Ana Street Demo & Grading. Demo inspection passed on 8/6/14. Building Plan approved on 9/8/14 ready for permits

Six new SFD's at 5244 Live Oak Street Grading & Building. Rebar & Foundation inspection on 9/2/14 (Units passed)

Circle K at 5001 Clara Street tenant Improvement. Rough electrical inspection to release service on 10/14/14 (Passed)

7503 #F Tennant Improvement Office/Exterior ADA Upgrade. Drywall inspections 7/2/14. Project put on hold (Possible Revision)

7503 #'s H, I, & J tenant improvement. Demo & Drywall inspection on 7/8/14

Ongoing construction at 5019 Cecilia Street 2600 sq. ft. addition. Rainedamaged framing replacement on 7/24/14. Temporary power pole footing on 10/31/14

5317 Live Oak Street repair fire damage. Hot Mop inspection on 7/1/14

8134 Wilcox Avenue room addition and compliance. Violations observed are the result of a 4/10/14 pre-sale inspection. Combo inspection on 10/23/14

7501 Atlantic Avenue #A (2) illuminated signs.

7248 Atlantic Avenue addition to monument sign. Permit issue on 8/20/14

Citywide Projects - Ongoing Construction

8333 Wilcox Avenue Demolish 2 storage buildings. Permit issued on 9/8/14.

5116½ & 5116¾ Santa Ana Street Repair fire damaged garages. Sheathing inspection on 10/4/14 (Passed)

4101 Clara Street Window Replacement/Remodel. Permits issued on 9/25/14

4343 Elizabeth Street Remodel 100 units and T.I. Recreation Room. Plans approved on 10/20/14

7280 - 7292 Atlantic Avenue T.I. 4 units. Permits issued on 11/3/14

7727 Wilcox Avenue Photovoltaic System. Rough frame inspection on 11/3/14

3803 – 3805 Flower Street (10 Units) (Retro Windows). Permits issued on 10/16/14.

4343 Elizabeth Street (100 Units & Office) (Re-Roof/TenantImprovement/Mechanical). Plan approved on 10/20/14.

7284 – 7292 Atlantic Avenue (Separation of Units/Tenant Improvement). Electrical plans approved on 11/14/14

4322 Live Oak Street (Solar Panel). Permits issued on 11/5/14

8011 Atlantic Avenue (Tenant Improvement. Submitted on 11/10/14. Permits issued on 11/14/14

COMMUNITY PRESERVATION (CDBG) & MUNICIPAL ENFORCEMENT

	April	May	June	July	Aug	Sept	Oct	Nov
Cases Initiated	2	0	4	2	1	0	0	0
Ongoing Cases	10	11	12	14	15	14	14	14
Closed Case Investigations*	3	0	4	0	0	1	0	0
Parking Citations Issued	194	268	537	560	436	512	501	407
Administrative Citations Issued	3	1	4	6	4	2	16	7
Administrative Citations Closed	1	1	3	2	2	1	4	2
Counter Costumers	16	9	18	33	37	14	45	36

*Cases closed are a result of voluntary compliance by residents, property owners, or business owners. In 2014, the City has maintained 100% voluntary compliance, avoiding court orders and additional administrative proceedings through the City's Prosecutor.

Holiday Lights on Homes

The Community Preservation Department would like to wish everyone a safe holiday season as it is right around the corner. As a friendly reminder, per Cudahy Municipal Code 15.20.020(21) seasonal displays like Christmas lights and other holiday decorations must be removed within 30 days of the end of the holiday being commemorated. This means that Christmas lights and decorations will have to be removed by February 1, 2015. These efforts are inline with the goals and objectives to improve the look of the community.

BUSINESS ASSISTANCE

	May	June	July	August	Sept	Oct	Nov	Year Total
New Business Licenses	23	27	18	15	18	12	7	166

Business Name	Location	License Type
U 2 Construction Inc.	1216 S. Street Andrews Place Los Angeles, CA 90019	Contractor
Solar City Corporation	3055 Clearview Way San Mateo CA 94402	Contractor
Royal Catering	5959 Maywood Ave. Huntington Park, CA 90255	Catering
Alpha Construction	18272 Lisa Lane Huntington Beach, CA 92646	Contractor
Hardy Windows	3425 E. La Palma Ave. Anaheim, CA 92806	Contractor
XsunX Inc.	65 Enterprise Aliso Viejo, CA 92656	Contractor
Maria Consuelo Suarez	4835 Clara st. Cudahy, CA 90201	Outside

* November tally pending month's end closeout submittals

PARKS AND RECREATION

Youth Basketball Registration

City of Cudahy Presents

2015 BOYS & GIRLS BASKETBALL SIGN-UPS

Sign up at Cudahy Park (City Hall) | 5220 Santa Ana St. | MON – THUR Hours 7 am– 6pm

For More Information call at (323) 773-5143 | Visit us at www.cityofcudahy.com



Early Registration Begins Monday, November 17, 2014

Cost is **\$40.00** for Cudahy Residents

\$55.00 for Non Cudahy Residents

Early Registration Ends Monday, December 15, 2014



Registration will continue on Tuesday, December 16, 2014

Cost will increase to **\$55.00** for Cudahy Residents

\$65.00 for Non Cudahy Residents

Registration will end Monday, January 19, 2015



League Notes



- *Sign ups for Ages 4-14
- *Practices will begin in January 2015
- *No refunds will be given after Mon, Feb. 2, 2015
- *Games will be Mon –Thu at 5-9pm; Sat at 8-1pm
- *Games will be held in our Indoor Basketball GYM
- *Ages 14-18 will start in February 2015
- *Volunteered Coaches needed!!!!

Youth Baseball Awards

The youth who participated in this season's baseball program will receive recognition on Thursday, December 11, 2014 at 6:00 p.m. at Clara Street Park in Turner Hall.

Facility Rentals - New Procedure for Renting a City Facility

In an effort to establish a consistent and fair process in reserving city facilities, City staff developed a new application with terms and conditions that all applicants must adhere to. Applications for city facility reservations are now available at City Hall with the Parks and Recreation Department. Requirements include but are not limited to insurance, fees, cancellation policies, facility conditions, entertainment, alcohol, set-up and take-down procedures, equipment usage, and decorations.

As of November 2014 two groups have ongoing field reservations. The following groups have successfully completed and provided all necessary information and fees in order to reserve the facilities:

- Tigers Cudahy Soccer Club, Jaime Garcia (soccer) - Lugo Park, Tuesday/Wednesday/Thursday 7:00 p.m. - 10:00 p.m.
- Domingo Hernandez (soccer) - Cudahy Park, Saturday 4:00 p.m. - 9:30 p.m.

CITY SERVICES

Animals- County of Animal Care and Control Department

Downey Animal Care Center 562-940-6898
Spay and Neuter Division 562-345-0321

Building and Development 323-773-5143, ext. 222

Permits and inspections for repairing, remodeling or adding to your home or business - Counter Hours: 8 a.m. to 10 a.m.

Business Assistance 323-773-5143, ext. 235

Business license for new or expanding businesses

Community Preservation 323-773-5143, ext. 247

Making Cudahy an All-America* City One Property at a Time

Employment 323-773-5143, ext. 223

Facility Rentals 323-773-5143, ext. 232

Reserve a facility for a private event or sports activity.

Housing 323-773-5143, ext. 234

Rehabilitation programs and landlord/tenant rights

Parking 323-773-5143, ext. 221

Residential Parking Permits

Parking Tickets 800-989-2058

Citation Processing Center - www.ticketwizard5000.com

Planning and Zoning 323-773-5143, ext. 255

Counter Hours: 8 a.m. to 10 a.m.

Public Records 323-773-5143, ext. 227

Recreation and Parks 323-773-5143, ext. 232

Transportation 323-773-5143, ext. 221

Cudahy Area Rapid Transit (C.A.R.T.), Fiesta Taxi - Dial-A-Ride, MTA Bus Pass, Blue Card MTA Bus Pass

Seniors 323-773-5143, ext. 236

COMMUNITY CONTACTS

Library

County of Los Angeles - Cudahy Library
323-771-1345

Post Office

United States Postal Service
4619 Elizabeth Street
323-562-3062

Schools

Teresa Hughes Elementary School
323-560-4422

Park Avenue Elementary School
323-832-1860

Elizabeth Learning Center
323-271-3600

Ellen Ochoa Learning Center
323-869-1300

Bell High School (City of Bell)
323-832-4700

Jaime Escalante Elementary School
323-890-2340

State Representatives

Lucille Roybal-Allard, U.S. Congressional
(40th District) 213-628-9230

Ron Calderon, California State Senate
(30th District) 323-890-2790

Ricardo Lara, State Senate
(33rd District) 562-495-4766

Anthony Rendon, State Assembly
(63rd District) 562-529-3250

Gloria Molina, Los Angeles County
Supervisor (1st District) 213-974-4111

QUICK CONTACTS

Emergency Services

Emergency
911

LA County Fire Department
323-881-7068

LA County Sheriff's Department
323-264-4151

LA Crime Stoppers
800-222-TIPS (8477)

Utilities

Trash
Consolidated
800-299-4898

Bulky Item Pick Up
800-299-4898

Electricity
Southern California Edison
800-655-4555

Gas
Southern California Gas Company
800-427-2200

Water
Tract 180 Water Co.
(East of Atlantic Ave.)
323-771-6682

Tract 349 Water Co.
(West of Atlantic Ave.)
323-560-1601

Mayor and Council

Schedule a meeting or let them know what you think.

Mayor, Mr. Garcia,
323-773-5143, ext. 301

Vice-Mayor, Mr. Markovich,
323-773-5143, ext. 302

Council Member, Mr. Guerro,
323-773-5143, ext. 300 or 323-821-2670

Council Member, Ms. Oliva,
323-773-5143, ext. 304 or 323-989-4192

Council Member, Mr. Sanchez,
323-201-7192