



AGENDA REPORT

MEETING DATE: April 3, 2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: LAYOFFS AND WORKFORCE REDUCTIONS AND LAYOFF OF COMMUNITY DEVELOPMENT DIRECTOR

RECOMMENDATION:

Authorize the City Administrator to prepare layoff and workforce reduction lists for the Council's consideration at the April 17, 2012, City Council meeting and authorize the layoff of the Community Development Director effective April 5, 2012.

MOTION:

Approve the recommendation.

ANALYSIS:

The City has faced three consecutive fiscal years (2009 through 2012) of serious budget challenges to the General Fund. During this timeframe, the Council has made a number of complex and difficult decisions to navigate through a severe economic recession and a lackluster economic recovery (still in progress).

In the last three fiscal years, the City Council has reduced its operating expenditures by \$5 million dollars using all of the available budget tools including new revenues, economic growth, and operating efficiencies. As we have monitored the slow progress of the regional, state, and national economies, the City's local economic picture was somewhat more hopeful. Primarily due to sales tax revenues from Commerce retailers and the financial performance of the Commerce Casino, our outlook was moderate with some expectations that FY 2012/2013 would be a "status quo" year with a "manageable" deficit tied primarily to some unavoidable fixed cost increases (for example, utilities and insurances).

However, on January 10, 2011, the Governor introduced a budget proposal that would eliminate redevelopment throughout California to return \$1.75 billion revenues to the State treasury in hopes of aiding the State to correct its own chronic multi-billion dollar structural budget deficits. Over this timeframe, we have maintained our moderate outlook fully understanding that if the State of California eliminated redevelopment, the impact to our community would be devastating and unsustainable in terms of our current operating expenditures. The impact would be as follows: our ability to invest our local resources in our economic growth; our ability to repair and replace our infrastructure; to renovate and replenish our community's housing stock will be taken from us as well as our financial resources to address contamination.

For decades, redevelopment has been the most important tool available to the Commerce City Council to strengthen the community's quality of life. As of February 1, 2012, this formidable community tool no longer exists. In its place we have issues: there are no foreseeable economic development tools in the horizon to replace redevelopment; we have no resources to address infrastructure; we have no specific resources to address housing and contamination issues; and finally we are left with a structural problem in our future FY 2012/2013 General Fund operating budget that can only be addressed by the Council in a comprehensive manner utilizing budget tools familiar to the City Council: economic growth tied to existing revenues, cash reserves, new revenue sources, expenditure reductions, collective bargaining and regrettably, the layoff of full time personnel and termination of part-time personnel.

FISCAL IMPACT:

Given the impact of ending redevelopment, the initial deficit appeared to be in the range of \$3.997 million. With certain economic growth assumptions in place, the projected deficit has been reduced to \$3.5 million (staff continues to monitor the revenue situation and will make recommendations to modify the bottom line as we move through the budget process). Embedded within these numbers are redevelopment related payroll costs of \$2,000,000 dollars and indirect costs of \$600,000.

The layoff of the Community Development Director has an estimated fiscal impact for FY 2012/2013 of approximately \$190,234.18, which is the compensation value of this senior management position.

CONCLUSION:

After three consecutive years of budget deficits and without the ability to finance its operations through redevelopment funding, the City's existing financial obligations and organizational structure are unsustainable based entirely on the support of the General Fund.

On April 17, 2012, staff will return to the Council with a financial plan to address the financial and budget crisis brought about by Sacramento. If I did not include an element to this plan which includes workforce reductions for your consideration, I would be shirking my professional responsibilities to the City Council. Even with the most optimistic revenue forecasts driving the solutions to the budget deficit, we do not have the financial base to absorb these costs. With Council concurrence, staff will also bring forward a recommended layoff and termination list of full-time and part-time positions/classifications to partially address the fiscal damage done to the City by the State of California.

The recommended layoff of the Community Development Director is also based on organizational necessity. The fiscal crisis that has resulted due to the termination of redevelopment has negatively impacted the City's overall operations, including its senior management team. Mr. Zarrilli has been a long-time member of the City's workforce and senior management team. I regret that the City's financial position is compromised and the end result will cause hardships and loss of employment.

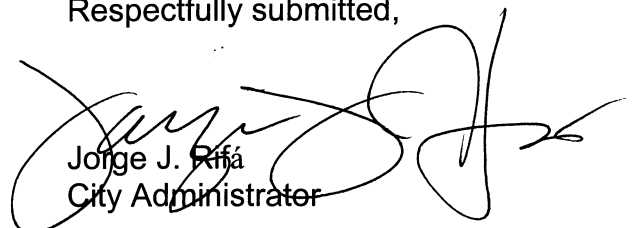
RELATIONSHIP TO STRATEGIC GOALS:

This item is related to the City Council's goal of making financially and economically sound decisions consistent with economic conditions.

Reviewed by:


Vilko Domic
Finance Director

Respectfully submitted,


Jorge J. Rifa
City Administrator

Approved As To Form:


Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: April 3, 2012

TO: HONORABLE CITY COUNCIL
FROM: CITY ADMINISTRATOR
SUBJECT: LETTER TO VENDORS REQUESTING A 5% DISCOUNT
RECOMMENDATION:

Send vendors a letter requesting a 5% discount.

MOTION:

Move to approve the recommendation.

BACKGROUND:

In June 2011, the City of Commerce had gone through a multi-year decline in its revenues. In Fiscal Year 2009/2010, our revenues declined \$4.3 million over the previous year, and we needed to continue reducing costs. It is for this reason that the City sent a letter to all vendors that provide supplies, service and equipment to the City to consider a price reduction or a 3-5% discount on all future invoices.

The City received responses from the following vendors:

Vendor Name	Vendor Representative	Reduction %	Expensed FY 10-11	Est. Savings For FY 11-12
Joe A. Gonsalves & Son	Anthony D. Gonsalves	5%	\$42,180.00	\$2,109.00
Transtech	Robert Quintero	3.5%	\$332,580.85	\$11,649.33
MasterCare Building Services, Inc.	Michael Jin	5%	\$63,715.00	\$3,135.75
AccuCut	Ted Venema	3.5%	\$252.43	\$8.84

ANALYSIS:

Currently, the City Council is facing a projected \$3.5 million budget shortfall for the upcoming FY 2012-13. At the request of the Mayor Pro Tem Tina Baca Del Rio and Councilmember Ivan Altamirano, the City should consider that a similar process be followed, with one exception – letter to vendors be sent requesting a 5% discount on all future invoices be inclusive of a provision that the City will entertain the use of other vendors (providing the same service) if there is not consideration in assisting the City tackle the aforementioned projected deficit. A sample letter is attached.

FISCAL IMPACT

There are potential savings to be realized depending on how many vendors provide price reductions or discounts to the City.


Recommended by:


Vilko Domic
Director of Finance

Respectfully submitted,


Jorge Rifa
City Administrator

Approved as to Form


Eduardo Olivo
City Attorney

Attachment: Letter to Vendors

SAMPLE

From: City of Commerce
To: Vendor Name
Subject: Requesting Vendor Discount

The City of Commerce would like to take the opportunity to thank you for your continued service and partnership. We are hoping to maintain our working relationship with you far into the future. We understand that these are difficult economic times for our vendors and for the City of Commerce.

Today, the City of Commerce is experiencing its toughest financial crisis. The elimination of the Redevelopment Agency coupled with significant revenues losses has the City exploring all options to reduce expenditures. For the upcoming 2012-13 Fiscal Year the City Council is facing a 3.5 million dollar shortfall. It is for this reason we are requesting that all City vendors that provide supplies, service and equipment to the City consider a price reduction or a 5% discount on all future invoices. The City will be conducting a review on all remaining services and future purchases. Vendors that will assist the City with our discount request will be considered for future opportunities.

Please let us know if you have questions or would like to further discuss this request. Please contact Ted Villaganas, City of Commerce Purchasing Manager, at (323) 722-4805 x4421, purchasingmanager@ci.commerce.ca.us

Respectfully,

Jorge J. Rifá
City Administrator



AGENDA REPORT

MEETING DATE: April 3, 2012

TO: HONORABLE CITY COUNCIL
FROM: CITY ADMINISTRATOR
SUBJECT: SENIOR RENT SUBSIDY PROGRAM TERMINATION OPTIONS

RECOMMENDATION:

As a result of the State's action to eliminate redevelopment agencies, the City Council will consider termination options relating to the Senior Rent Subsidy Program.

MOTION:

Council Discretion.

BACKGROUND:

The City's Senior Rent Subsidy Program has been in operation since the mid 1980's, the inception occurred with use of Redevelopment Housing Set-Aside funding. The most recent action to modify the Senior Rent Subsidy Program participation requirements occurred on November 6, 2001 by the City's Community Development Commission to ensure the existence of adequate eligibility requirements.

Housing Set-Aside funding is no longer available because of the California State Supreme Court decision that occurred on December 29, 2011 to dissolve Statewide Redevelopment Agencies (Assembly Bill 1X 26) and the governing Commerce Community Development Commission effective February 1, 2012.

As a result of the State's action, the City is not allowed to continue the program and on March 19, 2012 a letter was sent to the program recipients advising of the upcoming termination action proposed for City Council consideration at this meeting.

There are three options relating to the timing of the program termination action presented for Council consideration:

OPTION 1: Terminate the program effective April 30, 2012 as recommended by the City Administrator.

OPTION 2: Terminate the program effective the end of the current Fiscal Year 2011/2012 (June 30, 2012).

OPTION 3: Include the program in the Recognized Obligation Payment Schedule (ROPS) for the period of January 2012 through June 2012 and for the next ROPS period of July through December 2012. This is subject to Oversight Board approval to recognize this program as a debt/obligation of the new Successor Agency.

ANALYSIS:

The table below summarizes the characteristics of current Participant Pool:

Participant Households	Household Sizes	Unit Locations	Rent Range	Subsidy Amounts	Income Source	Total Monthly Subsidy
27	22 - Single; 5 - Two	Rosewood Apartments	(21) 1 BR - \$775 to \$875; (6) 2 BR - \$825 to \$1,018;	\$72.50 to 200	SSI, SSD w/ 4 Retirement	\$5,272.50
11	8 - Single; 2 - Two; 1 - Three	Astor, Bedessen, Cowlin, Eastern, Gage, S. Mc Bride, Tuttle, Watcher and Wilma Aves.	(7) 1 BR - \$500 to \$875; (3) 2 BR - \$700 to \$1,000; (1) 3 BR - \$1,350	\$200	SSI and SSD	\$2,200.00
Total = 38						\$7,472.50

A summary of the current eligibility requirements and description of the current Participant Pool are being presented to the City Council to discuss options for the continuation or cancellation of the Senior Rent Subsidy Program. The current participation requirements call for verification of the applicant's lower-income status that must be at least eighty-percent (80%) of the County Area Median Income, age and/or disability, income sources, household size, unit size and monthly rent. The amount of Senior Rent Program Subsidy is based on calculating twenty-five percent (25%) of the household income, then subtracted from the total current rent amount to determine the monthly amount of the City Senior Rent Subsidy needed (with a maximum of \$200 a month). A three-year residency requirement must be fulfilled prior to receiving subsidies and the applicant is not allowed to be receiving Section 8 or other sources of housing subsidies. Currently, there are a total of 38 Senior Households participating in the program, and 29 households are at the extremely low-income level, while 8 are very-low and 1 is at the lower-income level.

A Housing Assistance Contract is executed between the Community Development Commission of the City of Commerce and the owner of the unit. Each unit is inspected at the start of the applicant's receipt of subsidy, by the City's Community Development Department's Housing Division Staff to ensure health and safety compliance. Housing Division Staff also administers annual updates including: 1) updating the participant's verifiable household income and rental information, 2) annual unit inspections to ensure health and safety, and 3) allowing participants to transfer their subsidy to another unit in case they can locate lower rent or a smaller unit due to a change in the household size.

There are three options presented below regarding the future of the Senior Rent Subsidy Program:

Option 1. Terminate the Program Effective April 30, 2012:

Because of the State's action terminating redevelopment, the City cannot continue the program. On March 19, 2012 a letter was sent to the program recipients advising of them of upcoming termination action proposed for City Council consideration at this meeting. Terminating the program effective April 30th, shows the City has made a good faith effort to responsibly and promptly address those former redevelopment programs/projects that cannot be continued based upon the application of AB1X26.

Option 2. Terminate the Program Effective the end of the current Fiscal Year 11/12:

The City Council may choose to terminate the program at the end of this fiscal year. This does carry some risk to the general fund if and when the State does not recognize the program as part of the Successor Agency's ROPS. However, finishing out the Fiscal Year will allow staff some time to direct the recipients to other resources or referral programs to help with off-setting the housing costs associated with the impact of this option.

OPTION 3. Include the Program in the ROPS:

Staff recommends that the Senior Rent Subsidy Program be included in the Revised Preliminary Draft Initial ROPS, and that the Oversight Board approve the continuation of these payments as a debt of the former Redevelopment Agency. The program may be included for both time periods the Recognized Obligation Payment Schedule (ROPS) for the period of January 2012 through June 2012. This is subject to Oversight Board approval to recognize this program as a debt/obligation of the new Successor Agency. If the Oversight Board "disallows" the program then the City Council will have to explore other funding options to continue the program (most likely from the General Fund).

With this option staff will not continue to process any new applications but will conduct eligibility updates/changes to the existing Housing Assistance Contracts to be entered into with the City of Commerce or Successor Agency and the current owners. The purpose of this option is to continue the program, until further clarification from the passage of State Assembly bills affecting the Housing Set-Aside funding governed by the City's Successor Agency is determined.

FISCAL IMPACT:

To date a total of \$22,617.50 in Housing Set-Aside funding has been utilized for the months of February through April 2012. If Option 1 is utilized there will be no fiscal impact due to program cancellation. If Option 2 is utilized to continue the program, a monthly impact of \$7,472.50 will continue to diminish with attrition as recipients leave the program and are not replaced. However both Option 2 and Option 3 will impact the General Fund in the event the program is disallowed by the state.

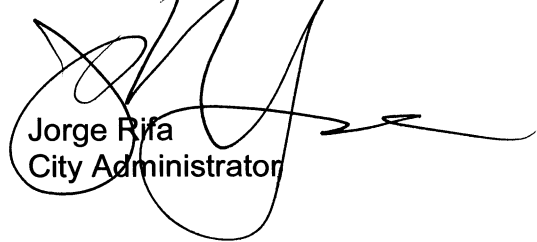
NEXT STEPS:

Considering that the program provides a monthly subsidy, it is critical that City Council decide upon a clear option to either continue to carryout the program with some contract changes or to determine a reasonable timeline to dissolve the program. After receiving City Council input and feedback on the preferred option, staff will return to the next Council Meeting on April 17th with a Resolution for Council adoption and an outline of the steps to initiate the option.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

The proposed Senior Rent Subsidy Program activities are consistent with goals and objectives to alleviate physical blight and enhance the Quality of Life in the City of Commerce.

Respectfully submitted,



Jorge Rifa
City Administrator

Recommended by:



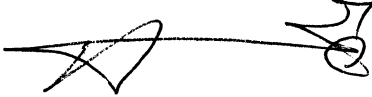
Bob Zarrilli
Director of Community Development

Prepared by:



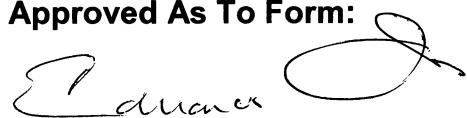
Christina Diaz Perez
RDA Project and Housing Manager

Fiscal impact reviewed by:



Vilko Domic
Director of Finance

Approved As To Form:



Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: April 3, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: 2012 YOUTH EDUCATION AND SERVICE (Y.E.S.) PROGRAM

RECOMMENDATION:

The City Council will consider and take the appropriate action with respect to the 2012 Commerce Summer Youth Education and Service (Y.E.S.) Program beginning July 1, 2012.

MOTION:

City Council discretion.

BACKGROUND:

Over the past fifteen (15) summers, the City of Commerce, Human Resources Department has administered a very successful and valuable Summer Youth Education and Service Program. Via this program, we have offered City youth meaningful job placements and created an awareness of City services. The program has been mutually enriching to both youth and the City. In 2011, we placed 85 youth in positions around the City and, piloted a year round program in the Parks and Recreation and Transportation Departments.

This program is designed to provide Commerce youth with an opportunity to gain valuable work experience and serve their City. City of Commerce staff who supervise youth, also serve as mentors and pass on valuable work/life experience to the students they manage. Both youth and supervisor gain dividends from participating in the program.

In 2010 City Council approved by Resolution No. 10-23 the following criteria for this program:

- Current City Resident Activity Card is required for program participation.
- Grandparent Resident Activity Cards are excluded from eligibility.
- Pre-qualified applicants will be selected for employment with participating departments based upon a lottery process. Those applicants not selected by any of the departments will be replaced with applicants from additional lottery drawings.
- Minimum age for participation in the program is 14-19 years old.
- Two (2) summers maximum eligibility period.

Youth receive minimum wage, and work in entry-level services as identified by various departments supporting this endeavor. The Human Resources Department takes the leading role in administering the ten (10) week program.

ANALYSIS:

The Y.E.S. Program is now approaching its 16th year, and has become a "Model" program for the City of Commerce. It is more than just a summer jobs program; it is one of the

building blocks that young people are using in their transition to adulthood and decreases idle time of Commerce youth during the summer months.

Many of our past Y.E.S. Program participants have obtained good jobs and started their lives as responsible adults. The Y.E.S. Program has played a pivotal role in the transition of their lives.

In 2011, the Parks & Recreation and Transportation Departments piloted a year round program. The year round program allowed the departments to have extra assistance throughout the year versus only the summer months. It also provided assistance in the time-consuming tasks that staff often do not have time to accomplish. In addition, the number of youth employed at one time was lower whereby allowing the departments to give the youth a more rewarding experience and mentoring. However, some younger students expressed difficulty after attending a full day of school, preparing for homework then having to attend work. Many youth were enrolled in sports programs and after school and weekend practice/games interfered with their ability to participate in the year round program. Other students had returned to their College campuses after the summer months.

FISCAL IMPACT/ALTERNATIVES:

As a result of the Governor and Legislature bringing an end to the California Redevelopment Law, the City will again be facing difficult financial challenges. This next budget cycle will have critical implications to the entire organization. The Council and staff have the daunting task of solving a projected \$3.5 million deficit in one budget process as opposed to the three years it took to implement just over \$5 million of operational costs reductions. As such, the City Council again will be faced with critical decisions to balance a deficit budget for fiscal year 2012/2013. The City Council at their discretion may alternatively:

Alternative 1 – Forego the 2012 Summer Y.E.S Program

The City would achieve a total estimated cost savings for this alternative of \$136,127 citywide (\$118,377 – General Fund). Optional youth employment programs and resources that are available for Commerce youth include:

Maravilla Foundation
5729 E. Union Pacific Ave
Commerce, Ca 90022
(323) 869-4500 for Youth Services – (323) 869-4549

Employment Development Department
5301 E. Whittier Blvd 3rd Floor
Los Angeles, Ca 90022
Julia Lugo – Employment Program Representative – (323) 271-3245

Alternative 2 – Reduce the number of youth served to fifty (50)

The City would achieve a total estimated cost savings for this alternative of \$56,000 based upon thirty-five (35) participant reductions in the program. The cost-savings is estimated at \$1,600 per youth participation in the program.

Alternative 3 – Maintain the program status quo

The actual cost to implement the program for this alternative is \$136,127. Although over the previous two years the City of Commerce has faced deficits, Council has maintained the program at the historical funding level.

CONCLUSION:

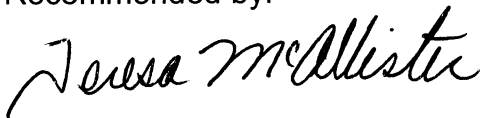
The Summer Youth Employment Service Program has been a highly visible and viable program for Commerce youth and families. Studies of youth job training programs show that although these programs make less of a short-term impact, they may have much more impact over the long term. It provides opportunities for youth to identify and cultivate their interest and is extremely important in building a base for future advancement in the work force.

However, given the current economic climate impacting the City, and the projected deficit going forward, City staff recommends Alternative 1 above with respect to the 2012 Commerce Summer Youth Education and Service (Y.E.S.) Program.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

This agenda item report relates to the 2009 strategic planning goal:
"Protect and Enhance Quality of Life in the City of Commerce." and;
"Making financially and economically sound decisions consistent with economic conditions."

Recommended by:



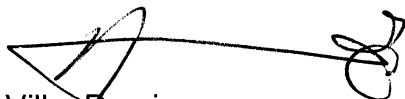
Teresa McAllister
Director of Human Resources

Respectfully submitted by,



Jorge Rifá
City Administrator

Budget Impact Reviewed by:



Vilko Domic
Director of Finance

Approved as to Form:



Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: 04/03/12

TO: Honorable City Council

FROM: City Administrator

SUBJECT: PROPOSED FY 2012-13 BUDGET MEETING DATES

RECOMMENDATION:

The City Council will consider for approval the following proposed budget meeting dates:

- Thursday, April 19, 2012, from 3:00 p.m. – 6:00 p.m.
- Friday, April 20, 2012, from 9:00 a.m. – 2:00 p.m.

MOTION:

Council discretion.

BACKGROUND/ANALYSIS:

The proposed meetings will be devoted to the FY 2012-13 budget. In addition to these proposed budget meeting dates, it is recommended that budget meetings be scheduled on City Council meeting days through the end of May. Should the need arise; additional meeting dates may be scheduled.

FISCAL IMPACT:

This agenda item can be carried out without impact to the current operating budget.

RELATIONSHIP TO STRATEGIC GOALS:

This agenda item report relates to the strategic planning goal: *"Make Financial and Economically Sound Decisions Consistent with Economic Conditions"*, as it relates to the City's annual operating budget.

Respectfully submitted,

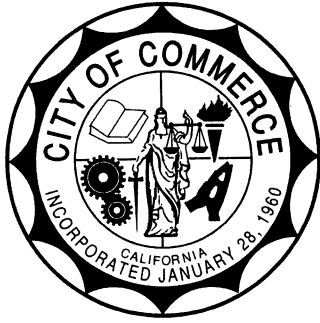

Jorge J. Rifa
City Administrator

Fiscal impact reviewed by:


Vitko Domic
Director of Finance

Approved As To Form:


Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: April 03, 2012

TO: Honorable City Council
FROM: City Administrator
SUBJECT: STRATEGIC PLAN WORKSHOP

RECOMMENDATION:

Set the date of Saturday, April 21st & April 28th to conduct a strategic goal setting workshop.

MOTION:

Council discretion.

BACKGROUND:

In today's challenging economic climate, and with the recent dissolution of redevelopment, the City Council has expressed an interest to schedule a strategic planning workshop that can assist in identifying a set of comprehensive goals and objectives for the year.

The established goals and objectives will set the City Council's vision for the organization for 2012, which may also serve as an action plan that can be periodically used in the form of a progress report. Independently, as well as collectively, each respective department will work towards implementing and achieving the established Council goals and objectives.

ANALYSIS:

It is recommended that the City Council reserve April 21st and April 28th for a strategic planning workshop.

Facilitating the strategic planning workshop for the organization will be our City's Human Resources Director, Teresa McAllister. Mrs. McAllister successfully facilitated a prior strategic planning workshop for the organization. Here again, Mrs. McAllister will aid the City Council in identifying their 2012 strategic goals.

FISCAL IMPACT:

This activity can be carried out without additional impact on the current operating budget.

STRATEGIC PLAN SIGNIFICANCE:

The issue before the City Council is applicable to the following Council strategic goal to "Protect and Enhance Quality of Life in the City of Commerce".

Respectfully submitted,



Jorge J. Rifa
City Administrator

Fiscal impact reviewed by:



Vilko Domic
Director of Finance

Approved As To Form:



Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: 04/03/12

TO: Honorable City Council

FROM: City Administrator

SUBJECT: INSTALLATION OF DECORATIVE WALL AT FRONT OF CITY HALL COMPLEX

RECOMMENDATION:

At the request by Councilmember Altamirano, the City Council will consider for approval a proposed decorative wall at the front entrance area of the City Hall complex.

MOTION:

Council discretion.

BACKGROUND:

Councilmember Altamirano has expressed an interest to have a decorative wall built near the City Hall entrance area. The decorative rock formation wall would include a waterfall feature that would in essence symbolize the abundance of what the City has to offer to its residents, business community and the world.

FISCAL IMPACT:

City staff estimates between \$200,000 to \$250,000 for the design and construction of this decorative wall, and \$20,000 for the operation and management (O&M) of the wall. The estimate leaves the steel beams in place, for they may be seismic retrofit measures.

Councilmember Altamirano is committed to raise the necessary funds for the entire cost of the project. It is the Councilmember's hope to personally seek private corporate funding to make this decorative wall project a reality.


STRATEGIC PLAN SIGNIFICANCE:

This agenda item report has no specific objective related to this recommendation; however, it is connected to the City's interest to protect and enhance the quality of life of the community.

Respectfully submitted,


Jorge J. Rifa
City Administrator

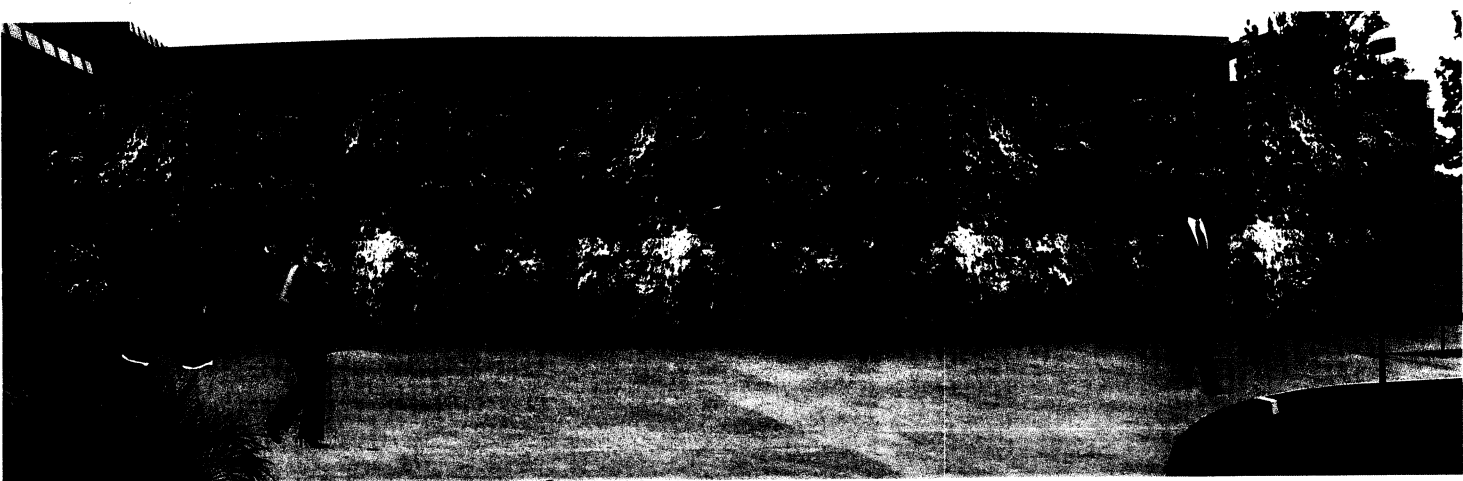
Fiscal impact reviewed by:


Vilko Domic
Director of Finance

Approved As To Form:


Eduardo Olivo
City Attorney

Attachment: Proposed Design





AGENDA REPORT

MEETING DATE: 04/03/12

TO: Honorable City Council

FROM: City Administrator

SUBJECT: CONSIDERATION OF PREPARATION OF QUOTE-OF-THE-DAY BOOK

RECOMMENDATION:

City Council will consider for approval and take the appropriate action with respect to Councilmember Altamirano's request to prepare a quote-of-the-day book featuring quotes from our City's senior citizens, which would become an annual book project.

MOTION:

Council discretion.

BACKGROUND:

Councilmember Altamirano believes that our senior citizen population is filled with untapped wisdom that can be shared with other seniors, as well as with our teens. The premise behind this novel idea is to hopefully inspire and motivate individuals to become passionate about improving their community.

The annual quote-of-the-day book will be distributed to our teens and seniors, made available at all four branch libraries and, if possible, made available for sale to anyone interested in the purchase of the book.

FISCAL IMPACT:

The following price is an example that is based on a PDF ready to print file, provided by diggypod.com, an online book printing vendor.

All of their book-on-demand prices include a full color cover, printed on 10pt C1S with gloss film lamination on one side. On the inside, the text is black and can be printed on either 50# or 60# white smooth offset, or a 60# natural offset. Full Color Book Printing services are also provided. All books are bound and trimmed to industry standards.

- 5.5x8.5 Size Book
 - 1 Full color cover, printed on 10pt C1S with Gloss Film Lamination
 - 63 pages inside black text only and printed on 50# Offset-White paper
 - Perfect Glue Binding

 - Unbound Proof \$40.00 + shipping
1. **Qty 100** total w/shipping \$286.710 + tax Price Per Book: \$2.58 Shipping \$29.02 + tax per book \$2.58, Shipping per book \$.29 total book cost \$2.87
 2. **Qty 500** total w/shipping \$943.70 + tax Price Per Book: \$1.64 Shipping \$124.47 + tax per book \$1.64, Shipping per book \$.24 total book cost \$1.88
 3. **Qty 1000** total w/shipping \$1459.60 + tax Price Per Book: \$1.46 Shipping \$240.83 + tax per book \$1.46, Shipping per book \$.24 total book cost \$1.70

STRATEGIC PLAN SIGNIFICANCE:

This agenda item report has no specific objective related to this recommendation; however, it is connected to the City's interest to protect and enhance the quality of life of the community.

Respectfully submitted,


Jorge J. Rifa
City Administrator

Fiscal impact reviewed by:


Vilko Domic
Director of Finance

Approved As To Form:


Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: April 3, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: CITYWIDE EMPLOYEE VISIONARY CONTEST

RECOMMENDATION:

At the request of Councilmember Altamirano, the City Council will consider and take the appropriate action with respect to implementing a Citywide Employee Visionary Contest.

MOTION:

City Council discretion.

BACKGROUND:

At the request of Councilmember Altamirano, the City Council will consider a recommendation to implement a Citywide Employee Visionary Contest. Many organizations hold employee contests for an array of reasons. Some are designed to shake employees out of their routines and infuse excitement and visions into the work environment. Others are held to tap into employee ideas for improving the day-to-day operations of the organization or launching new and innovative ways of doing things while thinking outside of the box. In tough times, such as the current elimination of California Redevelopment Law and its impact to the City of Commerce and surrounding cities in the State of California, employee contests can help lift morale within the organization, identify visionary leaders while engaging employees to contribute ideas to the City Council Strategic Planning Process.

Guidelines for a Citywide Employee Contest would include asking employees to provide a visionary and innovative response to the following questions:

- If you could change one thing about the City of Commerce, what would it be?
- If you could bring revenues into the City of Commerce, what would you implement?

Employee's responses should be reasonable with expectations of City Council adoption. The City Council would consider each entry based upon the employee's vision, imagination and their ability to think outside of the box. Each employee, whose suggestion is selected by the City Council for implementation, shall receive a certificate for their vision and imagination and a specially selected gift in appreciation of their motivation and creativity. Only one entry per employee will be accepted. Employees shall be encouraged to bring forward their best innovative idea for consideration.

ANALYSIS:

Employee engagement to identify visionary leaders within the organization is linked to employee commitment, a high performing workforce, and a productive organization.

Employees' ability and willingness to contribute to organizational success, especially their willingness to give "discretionary effort," going beyond what is typically required in

their position to make the organization successful is an essential element of organizational health and is the goal of strategic initiatives designed to improve employee attitudes and retention through leadership, co-workers, job/career satisfaction, and a high performing organization.

Visionary leaders are the builders of a new dawn, working with imagination, insight, and boldness. They present a challenge that calls forth the best in people and brings them together around a shared sense of purpose. They work with the power of intentionality and alignment with a higher purpose. Their eyes are on the horizon, not just on the near at hand. They are social innovators and change agents, seeing the big picture and thinking strategically.

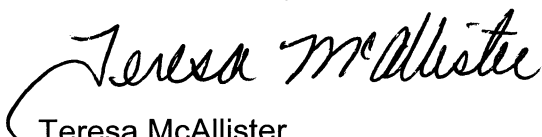
FISCAL IMPACT:

This activity can be carried out without additional impact on the current operating budget.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

The financial report is associated with Council's goal of making financially and economically sound decisions consistent with economic conditions.

Recommended by:



Teresa McAllister
Director of Human Resources

Respectfully submitted by,



Jorge Rifá
City Administrator

Budget Impact Reviewed by:



Vilko Domic
Director of Finance

Approved as to Form:



Eduardo Olivo
City Attorney



AGENDA REPORT

Meeting Date: 04/03/2012

TO: Honorable City Council
FROM: City Administrator
SUBJECT: DELEGATE AND ALTERNATE APPOINTMENTS

RECOMMENDATION:

Make the appropriate appointments.

MOTION:

Council discretion.

BACKGROUND:

Annually, at its first meeting in April, the City Council selects from among its members who will serve as delegates and alternates on various boards.

ANALYSIS:

The following delegate and alternate appointments should be made at this time, for the period April 2012 to April 2013, unless otherwise specified:

California Cities for Self-Reliance Joint Powers Authority, California Contract Cities Association, California Joint Powers Insurance Authority, Central Basin Water Association, Child Care Council Sub-committee, City Selection Committee, Commerce Refuse to Energy Authority (CREA) [indefinite term], Council Finance and Budget Oversight Committee, County Sanitation Districts of Los Angeles County, Employment Task Force, Gateway Cities Council of Governments (GCCOG), Greater Los Angeles County Vector Control District [appointment made on 12/6/2011, term expires 01/06/2014], I-5 Consortium, I-710 EIR/EIS Project Committee, League of California Cities, Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority Board, National League of Cities, Southeast Community Development Corporation (SCDC), Southeast Water Coalition Joint Powers Authority and Southern California Association of Governments (SCAG).

A list of the current delegate and alternate appointments is attached for Council's convenience.

FISCAL IMPACT:

This activity can be carried out without additional impact on the current operating budget.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

Not applicable.

Recommended by:

Linda Kay Olivieri
City Clerk

Respectfully submitted,

Jorge J. Rifa
City Administrator

Reviewed as to form:

Eduardo Olivo
City Attorney

Attachments: Roster of Council Delegates & Alternates

AGENDA ITEM No. 34

CITY OF COMMERCE

ROSTER OF COUNCIL DELEGATES AND ALTERNATES

<u>ASSOCIATION</u>	<u>DELEGATE/ ALTERNATE</u>	<u>TERM EXPIRES</u>
<u>CALIFORNIA CITIES FOR SELF-RELIANCE JOINT POWERS AUTHORITY</u>		
Filing Required (Form 700)	Mayor Pro Tempore Baca Del Rio Representative	04/2012
Legal Counsel: Jimmy L. Gutierrez, Esq. Violet Topete, Secretary 12616 Central Ave. El Central Real Plaza Chino, CA 91710 Phone: (909) 591-6336 Fax: (909) 628-9803	Mayor Leon Alternate	04/2012
Executive Director: Frank J. Marquez Phone: (626) 617-5894		
Meet: To be announced When: 3 rd Wednesday of month Time: 10:00 a.m.		

CALIFORNIA CONTRACT CITIES ASSOCIATION

No Filing Required	Councilmember Robles Delegate	04/2012
11027 Downey Ave. Downey, CA 90241 Phone: (562) 622-5533 Fax: (562) 622-9555 www.contractcities.org	Mayor Leon Alternate	04/2012
Meet: To be announced When: 3rd Wednesday of month Time: 6:00 p.m. Social Hour 7:00 p.m. Dinner		

CALIFORNIA GAMING CITIES COALITION [Inactive]

No Filing Required	Delegate	
City Administrator Jorge J. Rifa 2535 Commerce Way Commerce, CA 90040 Phone: (323) 722-4805	Alternate	
Meet: Commerce City Hall When: To be determined Time: To be determined	City Administrator Jorge J. Rifa Delegate	

CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (JPIA)

No Filing Required Form 700 if on Executive Committee or Alternate)	Delegate	04/2012
8081 Moody St. La Palma, CA 90623 Phone: (562) 467-8700 Fax: (562) 860-4992	Councilmember Robles Alternate (Alternate files only if Delegate is on Executive Committee)	04/2012
Meet: JPIA Office, La Palma When: 4 th Wednesday of month Time: 5:30 p.m.		

CENTRAL BASIN WATER ASSOCIATION

No Filing Required	Mayor Pro Tempore Baca Del Rio Delegate	04/2012
Ms. Carol Williams, Exec. Sec. 725 N. Azusa Ave. Azusa, CA 91702 Phone: (626) 815-1305 Fax: (626) 815-1303	Mayor Leon Alternate	04/2012
Meet: Rio Hondo Events Center in Downey When: 1 st Thursday of February, May and November 1 st Thursday of August is an outdoor (BBQ) event, location to be announced Time: 11:30 a.m.		

CHILD CARE COUNCIL SUBCOMMITTEE

No Filing Required	Mayor Pro Tempore Baca Del Rio Member	04/2012
2535 Commerce Way Commerce, CA 90040 Phone: (323) 722-4805	Mayor Leon Member	04/2012
Meet: City Hall Conference Room When: 4 th Wednesday of month, Quarterly – January, April, July & October (as needed) Time: 10:00 a.m.	Loretta Gutierrez Director of Community Services Member	Indefinite
	Heriberto Valdes Community Development Coordinator Member	Indefinite

CITY SELECTION COMMITTEE

No Filing Required (Mayor) Mayor Leon 04/2013
Delegate

500 West Temple St., Room 383
Los Angeles, CA 90012 04/2012
Phone: (213) 974-1431 **Alternate**

Meet: At call of Chairman for
sole purpose of selecting
members to other local
agencies (e.g. Coastal
Authority)

When:
Time:

COMMERCE REFUSE TO ENERGY AUTHORITY (CREA)

NO TERM EXPIRATION

Filing Required (Form 700) Mayor Leon
Director
(appt. 4/9/09)

Principal Executive Office:
5926 E. Sheila St.
Commerce, CA 90040 Councilmember Aguilar
Director
(appt. 4/3/07)

Mail:
Ms. Kimberly S. Compton, Sec. to the Bds. of Dirs.
P.O. Box 4998
Whittier, CA 90607 City Administrator Jorge J. Rifá
Director
(appt. 1/28/08)

Phone: (562) 699-7411
kcompton@lacsdsd.org

Meet: Commerce City Hall
When: 2nd Thursday of month
Time: 12:30 p.m. Robert Zarrilli
Director of Community Development
Alternate-at-large
(appt. 8/29/06)

COUNCIL FINANCE AND BUDGET OVERSIGHT COMMITTEE

Appointed by Mayor & approved by Council Mayor Pro Tempore Baca Del Rio 04/2012
No Filing Required **Member**

2535 Commerce Way Mayor Leon 04/2013
Commerce, CA 90040 **Member**
Phone: (323) 722-4805

Meet: City Hall Conference Room
When: Monthly (minimum)
Time: Afternoon prior to regularly
Scheduled Council meeting or TBD
as appropriate by Committee

COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY

Filing Required (Form 700) (Mayor)	Mayor Leon Director	04/2013
		04/2012
Ms. Kimberly S. Compton, Sec. to the Bds. of Dirs. P. O. Box 4998 Whittier, CA 90607 Phone: (562) 699-7411	Alternate (Will remain Alternate as long as he is on Council or becomes Mayor)	
Meet: 1955 Workman Mill Rd. Whittier, CA 90607		
When: 2 nd & 4 th Wednesday of month		
Time: 1:30 p.m.		

EMPLOYMENT TASK FORCE

No Filing Required	Mayor Leon Member	04/2012
2535 Commerce Way Commerce, CA 90040 Phone: (323) 722-4805	Councilmember Aguilar Member	04/2012
Meet: City Hall EOC		
When: Quarterly		
Time: 2:00 p.m.		

GATEWAY CITIES COUNCIL OF GOVERNMENTS (GCCOG)

Filing Required (Form 700)	Councilmember Aguilar Board Representative	04/2012
16401 Paramount Blvd. Paramount, CA 90723 Phone: (562) 663-6850 Fax: (562) 634-8216 www.gatewaycog.org	Alternate Board Representative	04/2012
Executive Committee (Members selected from Board of Directors):		
Meet: GCCOG Office 16401 Paramount Blvd. Paramount, CA 90723		
When: 1 st Wednesday of month		
Time: 6:00 p.m. (5:30 p.m. buffet)		
Board of Directors (Council Delegates):		
Meet: GCCOG Office 16401 Paramount Blvd. Paramount, CA 90723		
When: 1 st Wednesday of month		
Time: 6:00 p.m. (5:30 p.m. buffet)		

(GCCOG continued on next page)

GATEWAY CITIES COUNCIL OF GOVERNMENTS (GCCOG (continued))

City Manager Policy Advisory Committee
(City Administrator):

Meet: Holiday Inn
La Mirada
When: 3rd Wednesday of month
Time: 8:15 a.m.

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT **TWO-YEAR TERM**

Filing Required (Form 700)
(2 year term - new appointment
accepted during term upon
resignation of Trustee)

Mayor Pro Tempore Baca Del Rio 01/06/2014
Trustee (@ 11:59 a.m.)

No Alternate

Mr. Kenneth L. Bayless, General Manager
Ms. Abby Schaal
District Headquarters
12545 Florence Ave.
Santa Fe Springs, CA 90670
Phone: (562) 944-9656
Fax: (562) 944-7976
www.glacvcd.org

Meet: District Headquarters
When: 2nd Thursday of month
Time: 7:00 p.m.

I-5 CONSORTIUM

No Filing Required

Councilmember Aguilar
Delegate 04/2012

Ernie V. Garcia, City Manager
[Contact Adriana Figueroa in Administration]
Norwalk City Hall
12700 Norwalk Blvd.
Norwalk, CA 90650
Phone: (562) 929-5700

Mayor Leon
Alternate 04/2012

Policy Board Meeting (Council & City
Manager **Delegates**):

Meet: Norwalk City Hall, Rm 4
When: 4th Monday, every month
Time: 2:00 p.m.

Administrative Entity (City Managers
only):

Meet: Norwalk City Hall, Rm 3
When: 2nd Wednesday, every month
Time: 3:30 p.m.

(I-5 Consortium continued on next page)

I-5 CONSORTIUM (continued)

Steering Committee (La Mirada,
Santa Fe Springs & Norwalk)

Meet: Norwalk City Hall
When: Last Friday of month
Time:

I-710 EIR/EIS PROJECT COMMITTEE

No Filing Required

Councilmember Robles
Member 04/2012

Genny Cisneros
c/o Gateway Cities Council of Governments
16401 Paramount Blvd.
Paramount, CA 90723
Phone: (562) 663-6850
Fax: (562) 634-8216

Alternate 04/2012

Meet: Gateway Cities Office
16401 Paramount Blvd.
Paramount, CA 90723
or to be determined
When: 5th Thursday of months containing
five Thursdays
Time: 6:30 pm

LEAGUE OF CALIFORNIA CITIES

No Filing Required

Mayor Leon
Delegate 04/2012

Los Angeles Division, Gateway Cities
Kristine Guerrero, Regional Manager
P.O. Box 3482
Lakewood, CA 90711
Phone 626-716-0076
Fax:
E-mail: kguerrero@cacities.org
www.cacities.org

Alternate 04/2012

Meet: Luminaras Restaurant
3500 Ramona Blvd.
Monterey Park, CA 91754
When: 1st Thursday of month
Time: 6:30 p.m. Social Hour
7:00 p.m. Dinner

**LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER
MANAGEMENT JOINT POWERS AUTHORITY BOARD**

TWO-YEAR TERM

Filing Required (Form 700)	City Administrator Jorge J. Rifá Governing Board Member	04/2012
Administration Department City of Downey 11111 Brookshire Ave., 3 rd Floor Downey, CA 90241-7016 Phone: 562-904-2180 Fax: 562-923-6388 Attn: Shannon DeLong Assistant to the City Manager sdelong@downeyca.org	Gina Nila Environmental Services Manager Designated Representative	04/2012
Meet:	Clearwater Building 2 nd Floor 16401 Paramount Blvd. Paramount, CA 90723	
When:	2 nd Thursday of mo	
Time:	12:00 p.m.	

NATIONAL LEAGUE OF CITIES

No Filing Required	Mayor Leon Delegate	04/2012
1301 Pennsylvania Ave., N.W. Washington, D.C. 20004 Phone: (202) 626-3105	TBD if necessary Alternate	04/2012
Conference Registration: Ralph Whitener Co. Dulles International Airport P.O. Box 17413 Washington, D.C. 20041 Phone: (202) 626-3100		
Meet:	To be announced	
When:	Varies	
Time:		

SOUTHEAST COMMUNITY DEVELOPMENT CORPORATION (SCDC)

Continuation of membership to be determined by Council at future meeting.

No Filing Required		04/2012
Cesar Zaldivar-Motts, Executive Director 2965 E. Gage Ave. Huntington Park, CA 90255 Mail: P.O. Box 327 Huntington Park, CA 90255	Delegate (Councilmember or staff member)	
Phone: (323) 585-4579 Fax: (323) 585-0833 E-mail: mottscz@scdcorp.org	Asst. Dir. of Community Development Alternate (for Councilmember Delegate)	04/2012

(SCDC continued on next page)

SOUTHEAST COMMUNITY DEVELOPMENT CORPORATION (SCDC) (continued)

Meet: To be announced, rotated quarterly
When: 4th Thursday of month
Time: 3:30 p.m.

SOUTHEAST WATER COALITION JOINT POWERS AUTHORITY

Filing Required (Form 700) 04/2012

Delegate

Marsha D. Chavez
Support Services Supervisor
City of Santa Fe Springs
Public Works Department
Engineering Division
11710 Telegraph Road
Santa Fe Springs, CA 90670
Phone: (562) 868-0511 ext. 7440
Fax: (562) 462-1231
E-mail: marshachavez@santafesprings.org

Mayor Leon
Alternate

04/2012

Ralph H. Webb
5981 Midiron Circle
Huntington Beach, CA 92649
Phone: (714) 840-5338
Cell: (714) 333-5898
Fax: (866) 220-4649
E-mail: rwebb@tfgnet.com
rwebb@socal.rr.com

The Ferguson Group
1130 Connecticut Ave., N.W., Ste 200
Washington, D.C. 20036
Phone: (202) 331-8500
Fax: (202) 331-1598
Website: www.fergusongroup.us

Policy Board Meeting (Council & City
Manager Delegates):

Meet: Town Center Hall
Social Hall
11740 Telegraph Road
Santa Fe Springs, CA
When: 1st Thursday every-even month
Time: 7:00 p.m.

Administrative Entity (City Managers or designee
only, no Councilmembers)

Robert Zarrilli
Director of Community Development
Designated Member

Filing Required (Form 700)

Meet: Town Center Hall
11740 Telegraph Road
Santa Fe Springs, CA
When: 3rd Wednesday of every odd month
Time: 12:00 p.m.

Danilo Batson
Designated Alternate

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG)

Filing Required (Form 700)

818 West 7th Street
12th Floor
Los Angeles, CA 90017
Phone: (213) 236-1800

Meet: To be announced
When: Once a year/Announced
Time:

Councilmember Robles
General Assembly Representative

04/2012

General Assembly Alternate

04/2012

COMMERCE REFUSE TO ENERGY AUTHORITY

MEMBERS

Chairperson	Mayor Joe Aguilar City of Commerce (appt. 4/3/07)
Vice Chairperson	Robert Cormack (County Sanitation Districts of Los Angeles County appointee)
Directors	Councilmember Lilia R Leon City of Commerce (appt. 4/9/09) City Administrator Jorge J. Rifá City of Commerce (appt. 1/28/08) Mike Mendez (County Sanitation Districts of Los Angeles County appointee) Jim Stahl County Sanitation Districts of Los Angeles County
Alternate-at-large	Robert Zarrilli Director of Community Development City of Commerce (appt. 08/29/06)
Alternate Councilmember	Ken Cleveland (County Sanitation Districts of Los Angeles County appointee)
Alternate – County Sanitation Districts of Los Angeles County	Grace Chan Chief Engineer County Sanitation Districts of Los Angeles County
Secretary/Treasurer	Kimberly S. Compton County Sanitation Districts of Los Angeles County

cc: City Council
Jorge J. Rifa
Rebecca Kuhn
Rose Cervantes

Fernando Mendoza
Robert Zarrilli
Robert Chavez
Heriberto Valdes

03/22/2012

DELEGATE ROSTER.DOC



AGENDA REPORT

Meeting Date: 04/03/2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: Blue Ribbon Advisory Panel Appointments

RECOMMENDATION:

Make appropriate appointments.

MOTION:

Council discretion.

BACKGROUND:

At its March 6, 2012, meeting, the Council directed the formation of a Blue Ribbon Advisory Panel to be tasked with examining and recommending new revenue sources, outside the scope give the first Panel in 2010, to assist with the projected \$3.5 million revenue shortfall in fiscal year 2012-2013.

At its March 20, 2012, meeting, the Council approved the "Working Blueprint" that will guide both the Panel and staff through the advisory process. The Council also determined to make a slight adjustment to the Panel membership, changing the number of Industrial Council members from three to two and Employee Association members from one to two. Finally, the Council commenced with the appointment of the nine Panel members.

ANALYSIS:

The following Panel members were appointed by the Council on March 20, 2012, and March 26, 2012:

Councilmember Aguilar	Continued
Councilmember Altamirano	Continued
Councilmember Robles	Annelle Grajeda
Mayor Pro Tempore Baca Del Rio	Laura Perez [declined appointment]
Mayor Leon	Angela Sandoval
Industrial Council	Eddie Tafoya, Executive Director, Commerce Industrial Council
Industrial Council	Jon R. Reno, Senior Vice President, Heger Industrial
City of Commerce Employees Association	Laura Tilley
City of Commerce Employees Association	Mario Moran

The Panel is tentatively scheduled to commence meeting the week of April 2, 2012.

It is requested that the following Councilmembers make appointments at this time.

Councilmember Aguilar
Councilmember Altamirano
Mayor Pro Tempore Baca Del Rio

FISCAL IMPACT:

This matter can be carried out without further impact on the current operating budget.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

This item is associated with the Council's goal of making financial and economically sound decisions consistent with economic conditions.

Respectfully submitted,



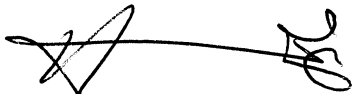
Jorge J. Rifa
City Administrator

Prepared by:



Linda Kay Olivieri
City Clerk

Fiscal impact reviewed by:



Vilko Domic
Director of Finance

Reviewed as to form:



Eduardo Olivo
City Attorney



AGENDA REPORT

DATE: April 3, 2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: Commission and Committee Appointments

RECOMMENDATION:

Make the appropriate appointments.

MOTION:

Council discretion.

BACKGROUND:

Pursuant to Resolution No. 97-15, as amended, each Councilmember makes one appointment to the various Commissions and Committees of the City, with the terms of office of each appointee being for a period not to exceed two years, expiring at the next General Municipal Election. The term of office shall continue until the appointment and qualification of successor appointees. The Council makes the appointments of any sixth or more members, industrial member and Council member of the applicable Commission and Committees.

ANALYSIS:

It is recommended that appointments be made to the following Commissions and Committees at this time, with all terms to expire March 19, 2013, unless otherwise indicated:

Community Services Commission

Councilmember Altamirano

Education Commission

Councilmember Altamirano

Library Commission

Councilmember Altamirano

Parks and Recreation Commission

Councilmember Altamirano

Planning Commission

Councilmember Aguilar
Councilmember Altamirano

Senior Citizens Commission

Councilmember Altamirano

Traffic Commission

Councilmember Altamirano

Youth Advisory Commission

Mayor Leon
Councilmember Altamirano

Beautification Committee

Councilmember Altamirano

Housing Committee

Councilmember Altamirano

Pageant Steering Committee

Councilmember Altamirano

I-710 Local Advisory Committee (Ad Hoc)

Councilmember Altamirano

Environmental Justice Advisory Task Force

Councilmember Altamirano

FISCAL IMPACT:

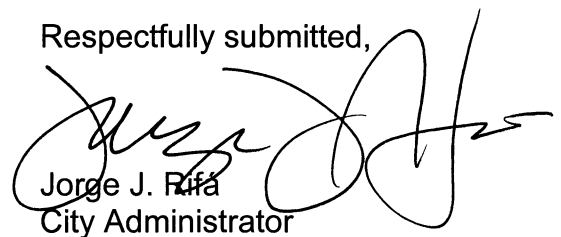
This activity can be carried out without additional impact on the current operating budget.

Recommended by:



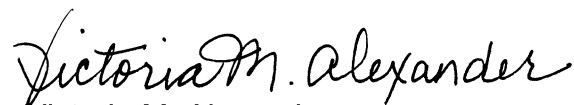
Linda Kay Olivieri
City Clerk

Respectfully submitted,



Jorge J. Rifa
City Administrator

Prepared by:



Victoria M. Alexander
Deputy City Clerk