

ALL ITEMS FOR CONSIDERATION BY THE CITY COUNCIL AND GOVERNING BODY OF THE SUCCESSOR AGENCY TO THE COMMERCE COMMUNITY DEVELOPMENT COMMISSION ARE AVAILABLE FOR PUBLIC VIEWING IN THE OFFICE OF THE CITY CLERK/SECRETARY AND THE CENTRAL LIBRARY

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**AGENDA FOR THE CONCURRENT REGULAR MEETINGS OF
THE CITY COUNCIL OF THE CITY OF COMMERCE AND
THE GOVERNING BODY OF THE SUCCESSOR AGENCY TO THE
COMMERCE COMMUNITY DEVELOPMENT COMMISSION
(HEREINAFTER "SUCCESSOR AGENCY")
COUNCIL CHAMBERS
5655 JILLSON STREET, COMMERCE, CALIFORNIA**

TUESDAY, MAY 15, 2012 – 6:30 P.M.

CALL TO ORDER

Mayor/Chairperson Leon

PLEDGE OF ALLEGIANCE

Boy Scout Troop 473 will post the Colors and Vilko Domic, Director of Finance, will lead the Pledge

NATIONAL ANTHEM

Ms. Brandy Alvarez, Commerce resident

INVOCATION

Miss Commerce 2012 Unique Starlene Hernandez

ROLL CALL

City Clerk/Secretary Olivieri

APPEARANCES AND PRESENTATIONS

1. **Armed Forces Ceremony**

The **City Council** will hold a special ceremony honoring the five branches of the military service and memorial ceremony to honor those members of the armed forces killed or missing in action.

2. **Tree City U.S.A. 2011 Award and Recognition of Arbor Day 2012 Poster Contest Winners**

On behalf of the National Arbor Day Foundation, a representative of the Los Angeles County Fire Department's Forestry Division will recognize, and present the Tree City U.S.A. 2011 Award to, the City of Commerce Community Development Department, Public Services Tree Maintenance Division.

Recognition awards will also be presented to the winners of the Arbor Day 2012 Poster Contest from Bandini Elementary, Laguna Nueva and Rosewood Park Schools.

3. Presentation of Award Certificates and Prizes – Library Services Department Fifth Annual Children’s Drawing and Essay Contest

The **City Council** will present award certificates and prizes to the First Place winners of the Fifth Annual Children’s Drawing and Essay Contest. The Education Commission and Library Services Department co-sponsored a drawing and essay contest for children and teens in February and March 2012. The theme was “How Can I Keep My Community Beautiful?” The contest was divided into four age categories, with the drawing contest for children in Kindergarten to second grade, and essay contests for third to fifth grades, sixth to eighth grades and ninth to twelfth grades. This year, 215 entries were submitted, including 23 drawings and 192 essays.

PUBLIC COMMENT

Citizens wishing to address the City Council and Successor Agency on any item on the agenda or on any matter not on the agenda may do so at this time. However, State law (Government Code Section 54950 et seq.) prohibits the City Council/Successor Agency from acting upon any item not contained on the agenda posted 72 hours before a regular meeting and 24 hours before a special meeting. Upon request, the City Council/Successor Agency may, in their discretion, allow citizen participation on a specific item on the agenda at the time the item is considered by the City Council/Successor Agency. Request to address City Council/Successor Agency cards are provided by the City Clerk/Secretary. If you wish to address the City Council/Successor Agency at this time, please complete a speaker's card and give it to the City Clerk/Secretary prior to commencement of the City Council/ Successor Agency meetings. Please use the microphone provided, clearly stating your name and address for the official record and courteously limiting your remarks to five (5) minutes so others may have the opportunity to speak as well.

To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

No person shall make any remarks which result in disrupting, disturbing or otherwise impeding the meeting.

CITY COUNCIL/SUCCESSOR AGENCY REPORTS

CONSENT CALENDAR

Items under the Consent Calendar are considered to be routine and may be enacted by one motion. Each item has backup information included with the agenda, and should any Councilmember or Board Member desire to consider any item separately he/she should so indicate to the Mayor/Chairperson. If the item is desired to be discussed separately, it should be the first item under Scheduled Matters.

4. Approval of Minutes

The **City Council and Successor Agency** will consider for approval, respectively, the minutes of the Concurrent Regular Meetings of Tuesday, April 17, 2012, held at 6:30 p.m.; Concurrent Special Meetings of Tuesday, May 1, 2012, held at 5:00 p.m.; Concurrent Regular Meetings of Tuesday, May 1, 2012, held at 6:30 p.m.; Special Meeting of Wednesday, May 2, 2012, held at 9:00 a.m. [Council only]; Adjourned Special Meeting of Thursday, May 3, 2012, held at 3:00 p.m. [Council only]; Special Meeting of Thursday, May 3, 2012, held at 3:00 p.m. [Council only]; Adjourned Special Meeting of Tuesday, May 8, 2012, held at 3:00 p.m. [Council only]

and Adjourned Special Meeting of Wednesday, May 9, 2012, held at 9:00 a.m.

5. Approval of Warrant Register No. 22

The **City Council and Successor Agency** will consider for approval, respectively, the bills and claims set forth in Warrant Registers No. 22A, dated May 15, 2012, and No. 22B, for the period May 2, 2012, to May 10, 2012.

6. Proclamation – National Public Works Week

The **City Council** will consider proclaiming the week of May 20-26, 2012, as National Public Works Week in the City of Commerce.

7. Proclamation – “Anti-Bullying Awareness Week”

The Montebello Unified School District (MUSD) has adopted the Olweus Bullying Prevention Program (OBPP) to provide awareness and help prevent bullying in its schools. The MUSD agrees that bullying awareness is very important because children who bully are at greater risk of engaging in serious violent behavior in the future. MUSD schools will continue to teach anti-bullying skills.

The **City Council** will consider proclaiming the week of May 27-June 2, 2012, as “Anti-Bullying Awareness Week” in the City of Commerce.

8. 2012 Edward Byrne Justice Assistance Grant (JAG) – Authorization for City Staff to Apply for Funding

The **City Council** will consider authorizing staff to apply for funding from the Department of Justice via the 2012 Edward Byrne Justice Assistance Grant (JAG) in the amount of \$12,145.

A public hearing was held on May 7, 2012, at the Community Task Force meeting and it was determined that it be recommended to the City Council that the funds be utilized to purchase radios for ComCat volunteers and ComCat and public safety staff uniforms; provide training for public safety staff and purchase I-Pads and software for Animal Control.

9. A Resolution of the City Council of the City of Commerce, California, Approving an Agreement (Option 2) with the Los Angeles County Flood Control District for the City of Commerce to Maintain and Repair Catch Basin Screen Inserts Installed in Catch Basins in Commerce

The **City Council** will consider for approval and adoption a proposed Resolution approving an Agreement (Option 2) with the Los Angeles County Flood Control District setting City-maintained maintenance and repair service conditions for the City of Commerce to maintain and repair catch basin screen inserts installed in catch basins in Commerce.

10. A Resolution of the City Council of the City of Commerce, California, Accepting the Work Performed Under Cash Contract No. 1112 by Integrated Security, Inc., of Monrovia, California, for the Installation of Security Cameras at Bristow Park

The City Council will consider for approval and adoption a proposed Resolution accepting the work performed under Cash Contract No. 1112 by Integrated Security, Inc., of Monrovia, California, for the installation of security cameras at Bristow Park.

SCHEDULED MATTERS

11. Status Report – Public Safety Issues

At the request of Mayor Leon, the **City Council** will receive a status report on, and provide appropriate direction as deemed necessary with respect to, recent public safety issues in the City of Commerce.

12. Status Report on I-710 Freeway Improvement Project and Update on I-710 Washington Boulevard Ramp Soundwall Project

At the request of Mayor Pro Tempore Baca Del Rio, the **City Council** will receive status reports on, and provide appropriate direction as deemed necessary with respect to, the I-710 Freeway Improvement Project and the I-710 Washington Ramp Soundwall Project.

13. Status Report – Rosini and Rosewood Street Improvement Project – Pavement Failures

The **City Council** will consider for receipt and file a report, and provide appropriate direction as deemed necessary with respect to, the Rosini and Rosewood Street Improvement Project.

14. Status Report on Creating Digital Billboard Standards and Authorization to Proceed with Selection of Consultant

The **City Council** will receive a status report on creating Digital Billboard Standards for the City of Commerce and consider for approval the authorization to proceed with the selection of a consultant to assist there-with.

15. Presentation and Approval – Preliminary Design of New Emergency Operations Center

The **City Council** will consider for receipt and filing a report on, and take appropriate action as deemed necessary with respect to, the preliminary design of the new City of Commerce Emergency Operations Center.

16. Blue Ribbon Committee Progress Report

The **City Council** will receive a status report on the progress made to date by the Blue Ribbon Advisory Panel and provide direction as it deems appropriate.

17. Review of Handbook for Commissions, Committees and Boards and Setting Date for Future Council Workshop to Consider Retaining, Combining or Eliminating Certain City Commissions and/or Committees

At its meeting of April 3, 2012, the Council was requested to consider the Handbook for Commissions, Committees and Boards for receipt and filing; authorizing the City Clerk to update the Handbook from time-to-time as deemed necessary and setting a date for holding a future Council workshop to consider whether or not certain City Commissions and/or Committees should be retained, combined or eliminated or, in the alternative, taking immediate action to determine whether or not to retain, combine or eliminate certain Commissions and/or Committees.

The Council continued this item to the May 15, 2012, regular meeting to provide the Council will additional time to review the Handbook and the Commission and Committee liaisons the opportunity to review the Handbook with their respective Commissions and Committees and provide feedback to the City Administrator thereon.

Due to requiring additional time for the liaisons to review the Handbook with their respective Commissions and Committees, the **City Council** will consider continuing this item to June 19, 2012, and immediately eliminating the Housing Committee since its function is not longer necessary due to the elimination of redevelopment in the State of California and the City of Commerce, with the Housing Committee to be reinstated, if necessary, should circumstances change in the State or the City relative to available funding sources for housing programs.

18. Committee Appointments

The **City Council** will make the appropriate appointments to the following Committee: Environmental Justice Advisory Task Force.

ORDINANCES AND RESOLUTIONS

19. A Resolution of the City Council of the City of Commerce, California, Approving an Amended City Council Vehicle Use Policy

At its meeting of April 17, 2012, and at the request of Councilmember Robles, the **City Council** reviewed the City Council Vehicle Use Policy, continuing the matter to May 15, 2012, to enable the City Attorney to review the policy and return with an amendment thereto that will address the Councilmembers' concerns.

The **City Council** will consider for approval and adoption a proposed Resolution approving an amended City Council Vehicle Use Policy.

CIP PROGRESS REPORT – None.

RECESS TO CLOSED SESSION – None.

ADJOURNMENT

Adjourn in memory of Margaret "Margie" Garcia, longtime Commerce resident and aunt of Mayor Pro Tempore Baca Del Rio, and Concha Marquez, longtime Commerce resident and former City Commissioner and Committee Member.

**LARGE PRINTS OF THIS AGENDA ARE AVAILABLE UPON REQUEST
FROM THE CITY CLERK'S OFFICE, MONDAY-FRIDAY,
8:00 A.M. - 6:00 P.M.**



AGENDA REPORT

Meeting Date: May 15, 2012

TO: HONORABLE CITY COUNCIL
FROM: CITY ADMINISTRATOR
SUBJECT: ARMED FORCES CEREMONY

RECOMMENDATION:

The City Council will conduct a special candle lighting ceremony honoring the five branches of the military service and memorial ceremony to honor those killed or missing in action.

MOTION:

None required.

BACKGROUND:

On May 6, 2003, the City Council adopted a resolution recognizing United States Armed Forces and holds a special ceremony honoring residents who have served in the five U.S. Armed Forces.

- Army
- Navy
- Marines
- Air Force
- Coast Guard

This event will coincide with Armed Forces Day celebrated nationally on the third Saturday in May. The City Council will also conduct a special "Candlelight" Ceremony in remembrance of Memorial Day (May 28, 2012) in which we honor all U.S. men and women killed or missing in action in all wars.

ANALYSIS:

The City will conduct a special candle lighting ceremony, honoring those who have served and those who lost their lives. Commerce residents who have served will have an opportunity to address the Council and the audience.

FISCAL IMPACT:

The budget for this event is \$500.00.

Recommended by:

Scott Wasserman
Interim Director of Parks and Recreation

Respectfully submitted,

Jorge Rifa
City Administrator

Approved as to Form:

Eduardo Olivo
City Attorney

Fiscal Impact reviewed by:

Vilko Domic
Director of Finance



AGENDA REPORT

Meeting Date: May 15, 2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: TREE CITY U.S.A. 2011 AWARD AND RECOGNITION OF THE ARBOR DAY 2012 POSTER CONTEST WINNERS

RECOMMENDATION:

On behalf of the National Arbor Day Foundation, a representative of the Los Angeles County Fire Department's Forestry Division will recognize and present the Tree City U.S.A. 2011 Award to the City of Commerce Community Development – Public Services Tree Division. Recognition awards will also be presented to the winners of the Arbor Day 2012 Poster Contest from Bandini Elementary School, Laguna Nueva School and Rosewood Park School.

MOTION:

None required.

BACKGROUND:

The Public Services Tree Division met the requirements of the National Arbor Day Foundation and is qualified to receive the Tree City U.S.A. 2011 Award for the twenty-sixth consecutive year. Receipt of this award exemplifies the quality of service provided to the community by the Public Services Tree Division who is proud to be recognized and honored.

ANALYSIS:

This year the City commemorated Arbor Day on April 18th. The Public Services Tree Division, along with West Coast Arborists, Inc., the Los Angeles County Forestry Division, and the USDA Forest Service, participated in the celebration by visiting the 4th grade students at Bandini Elementary School, Laguna Nueva School and Rosewood Park School to demonstrate tree planting and to distribute a seedling to each student. The aforementioned will qualify the City for the Tree City U.S.A. 2012 Award.

The Division and the respective principal/representative will be presenting recognition awards to the poster contest winners from each school as follows:

Placement	Bandini Elementary Deanna Plascencia, Principal	Laguna Nueva School Jose Franco, Acting Principal	Rosewood Park School Robert Cornejo, Principal
1 st Place	Marco Garcia	Destiny Sanchez	Amanda Maldonado
2 nd Place	Emily Mendoza	Alexander Espinoza Sanchez	Jayda Silva
3 rd Place	Kassandra Guevara	Angel Banuelas	Alejandro M. Zambrano

FISCAL IMPACT:

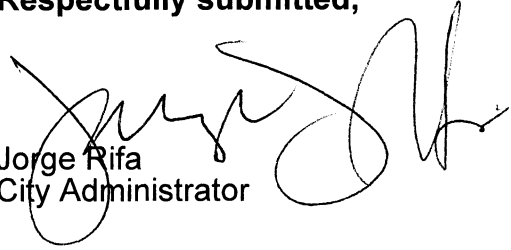
This activity can be carried out without additional impact on the current operating budget.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

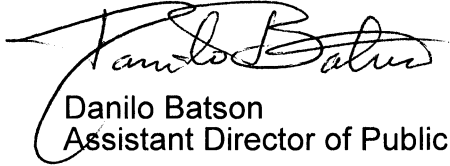
The issue before the Council is applicable to the following Council's strategic goal: "Protect and Enhance Quality of Life in the City of Commerce". Although, there are no specific objectives connected to this issue; the City's is responsible for the maintenance and upkeep of the City's Urban Forest.

Respectfully submitted,

Jorge Rifa
City Administrator



Recommended by:



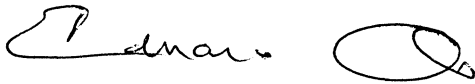
Danilo Batson
Assistant Director of Public Services

Prepared by:



Hector Orozco
Street & Tree Maintenance Supervisor

Approved as to form:



Eduardo Olivo
City Attorney



AGENDA REPORT

Meeting Date: May 15, 2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: The City Council Will Present Award Certificates and Prizes to the First Place Winners of the Fifth Annual Children's Drawing and Essay Contest

RECOMMENDATION:

The City Council will present certificates and prizes to the first place winners of the Children's Drawing and Essay Contest.

MOTION:

Receive and file.

BACKGROUND:

The contest is sponsored by the Commerce Education Commission and the Library. The Commissioners and Library purposely selected an essay contest because they wanted students to put their language art skills into practice. Younger students were given a chance to compete through the art portion of the contest. The theme for the contest was, "How Can I Keep My Community Beautiful" Children in Kindergarten to second grade entered the drawing contest, and students in third to twelfth grades entered the essay contest. The essay contest was divided into three age categories: 3rd to 5th grade, 6th to 8th grades, and 9th to 12th grades.

The First Place winners are:

Drawing Contest: Grades K-2

Amaris Navarro Carbajal, 2nd Grade, Bandini Elementary School

Essay Contest: Grades 3-5

Michelle Perez, 5th Grade, Bandini Elementary School

Essay Contest: Grades 6-8

Javier de Santiago, 7th Grade, Rosewood Park School

Essay Contest: Grades 9-12

Angelica Sanchez, 12th Grade, Bell Gardens High School

Second and third place winners will receive their prizes and awards at special presentations at their schools.

ANALYSIS:

The library collected 215 entries this year. The schools in each category that had the most entries are Bandini Elementary School for K-2nd Grade, Montebello Intermediate for 6th-8th Grade, and Bell Gardens High School for 9th-12th Grade. Response to the program from students and teachers has been very positive.

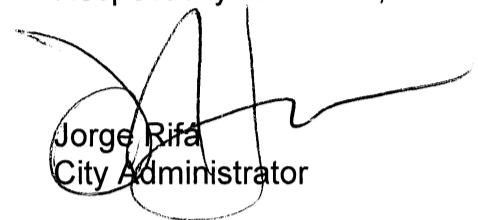
FISCAL IMPACT:

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

RELATIONSHIP TO 2009 STRATEGIC GOALS:

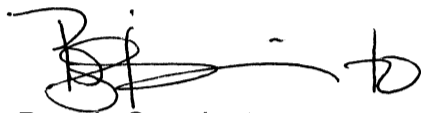
The issue before the Council is applicable to the following Council's strategic goal:
"Protect and Enhance Quality of Life in the City of Commerce."

Respectfully submitted,



Jorge Rifa
City Administrator

Recommended by:



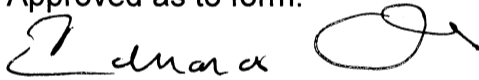
Beatriz Sarmiento
Interim Director of Library Services

Reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL
FROM: CITY ADMINISTRATOR
SUBJECT: PROCLAMATION - NATIONAL PUBLIC WORKS WEEK

RECOMMENDATION:

That the City Council consider designating the week of May 20 – May 26, 2012, as National Public Works Week in the City of Commerce.

MOTION:

Move to approve recommendation.

BACKGROUND:

Since 1960, the American Public Works Association (APWA) has encouraged communities and government agencies at all levels to celebrate the hard work and dedication of the many public works professionals throughout North America who operate, build, maintain our water, sewers, streets, public buildings, solid waste collection, parkway trees, street sweeping and street lights.

This year's theme is "Public Works: Creating a Lasting Impression" to illustrate the never-ending effort of public works (or public services) professionals to use sustainable solutions to bring their communities the highest possible quality of life within a framework of environmental, social and economic responsibility and their continued commitment and dedication to the residents and communities that they serve, work and live in.

ANALYSIS:

It is important to acknowledge that the health, safety and quality of life we have become accustomed to, depends on the commitment and dedication of our public services professionals.

FISCAL IMPACT:

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

RELATIONSHIP TO 2009 STRATEGIC GOALS:

The issue before the Council is applicable to the following Council's strategic goal: "Protect and Enhance Quality of Life in the City of Commerce." Although, there are no specific objectives connected to this issue, it is through the efforts and dedication of our public works/services professionals that the City is able to achieve its goal of protecting and enhancing quality of life in Commerce.

Respectfully submitted,

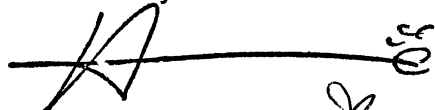

Jorge Rifa
City Administrator

Recommended and Prepared by:



Danilo Batson
Assistant Director of Public Services

Reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney

PROCLAMATION

**A PROCLAMATION OF THE CITY COUNCIL OF THE
CITY OF COMMERCE, CALIFORNIA,
PROCLAIMING MAY 20 – MAY 26, 2016, AS
NATIONAL PUBLIC WORKS WEEK IN THE CITY OF
COMMERCE**

WHEREAS, public works services provided in our community are an integral part of our citizen's everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, solid waste collection, parkway trees, street sweeping, and street lights;

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skills of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works and public services departments is materially influenced by the people's attitude and understanding of the importance of the work they perform; and

WHEREAS, this year's theme "***Public Works: Creating a Lasting Impression***", is meant to illustrate the never-ending effort of public works (or public services) professionals to use sustainable solutions to bring their communities the highest possible quality of life within a framework of environmental, social and economic responsibility and their continued commitment and dedication to the residents and communities that they serve, work and live in.

NOW, THEREFORE, the City Council of the City of Commerce, California, does hereby designate May 20 – May 26, 2012, as:

"NATIONAL PUBLIC WORKS WEEK"

in the City of Commerce and urge all citizens and civic organizations to acquaint themselves with the issues involved in providing public services and to recognize the contributions that our public services professionals make every day to our health, safety and quality of life.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2012.

Lilia R. Leon
Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk



AGENDA REPORT

DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A PROCLAMATION DESIGNATING THE WEEK OF MAY 27-JUNE 2, 2012 AS "ANTI-BULLYING AWARENESS WEEK"

RECOMMENDATION:

Approve a Proclamation to proclaim the week of May 27- June 2, 2012 as "Anti-Bullying Awareness Week."

MOTION:

Approve the recommendation.

BACKGROUND:

The Montebello Unified School District (MUSD) was awarded the Safe Schools Healthy Students Grant during the 2009-10 school year. Through this 5-year grant the Olweus Bullying Prevention Program (OBPP) was introduced to all schools for all grade levels to provide awareness and minimize bullying in their schools. The program seeks to restructure existing school environments to reduce opportunities for bullying by having school staff work on peer relations and create safer and more positive places for learning and growth. The OBPP will address victim's suffering and simultaneously counteract bullying tendencies from aggressive students, mitigating the potential to expand antisocial behavior. Therefore, MUSD has designated the week of May 27- June 2, 2012 as Anti-Bullying Awareness Week in the 2011-12 school year. MUSD feels that Bullying Awareness is very important, because targets of bullying are more likely to acquire physical, emotional and academic challenges. In addition, students who are repeatedly bullied often fear activities such as riding the bus, going to school, and attending community activities.

MUSD encourages the City of Commerce to collaborate with them by proclaiming the week of May 27-June 2, 2012 as Anti-Bullying Awareness Week.

ANALYSIS:

Approving this proclamation encourages the community and its residents to enhance the learning experiences of young people in the City of Commerce by helping to ensure fair and effective discipline, promote good citizenship, and generally make the community safer and more secure. MUSD schools in the City of Commerce (Bandini, Laguna Nueva, and Rosewood Park) will continue to educate their students and teach anti-bullying skills, provide literature, and provide parent and school staff training to promote anti-bullying awareness in the community.

FISCAL IMPACT:

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

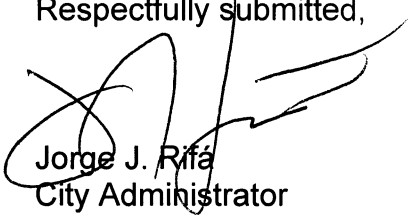
RELATIONSHIP TO 2009 STRATEGIC GOALS:

This report relates to the 2009 strategic planning goal: "Protect and Enhance the Quality of Life in the City of Commerce".

Recommended by:


Loretta Gutierrez
Interim Director of Safety and Community Services

Respectfully submitted,


Jorge J. Rifa
City Administrator

Approved As To Form:


Eduardo Olivo
City Attorney

Agenda 2012-04 Proclaim Anti Bullying Awareness Week

**A Proclamation of the City Council
of the
City of Commerce
Designating the Week of May 27-June 2, 2012
as
ANTI-BULLYING AWARENESS WEEK**

WHEREAS, bullying is physical, verbal, sexual or emotional harm or intimidation directed at a person or group of people; and

WHEREAS, bullying occurs in neighborhoods, playgrounds, schools, and through technology such as the internet (cyber bullying) and cell phones (texting); and

WHEREAS, various researchers have concluded that bullying is the most common form of violence, affecting millions of American children and adolescents; and

WHEREAS, many City of Commerce children and adolescents are targets of bullying annually; and

WHEREAS, a large percentage of children who are bullied believe that adult help is infrequent and ineffective; and

WHEREAS, children who witness bullying often feel less secure, more fearful, and intimidated; and

WHEREAS, children who bully are at greater risk of engaging in serious violent behavior; and

WHEREAS, excellence in education is dependent on safe, secure, and peaceful school and community settings; and

WHEREAS, the City of Commerce staff and its residents are encouraged to adopt a resolution and proclamation to work collaboratively with Montebello Unified School District's Anti-Bullying Awareness efforts to make our City's schools safe, secure, free of violence and fear, and peaceful places for learning, teaching, and working; and

WHEREAS, the observance of Anti-Bullying Awareness Week will substantially promote efforts to provide the City of Commerce schools with positive and safe learning climates;

THEREFORE BE IT RESOLVED, that the City Council of the City of Commerce hereby proclaims May 27-June 2, 2012 as Anti-Bullying Awareness Week in the City of Commerce.

PASSED AND ADOPTED this 15th day of May 2012.

Lilia R. Leon, Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk



AGENDA REPORT

DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

**SUBJECT: 2012 EDWARD BYRNE JUSTICE ASSISTANCE GRANT (JAG) –
AUTHORIZATION FOR CITY STAFF TO APPLY FOR FUNDING IN
THE AMOUNT OF \$12,145**

RECOMMENDATION:

At the discretion of the City Council, authorize City Staff to apply for funding in the amount of \$12,145 from the Department of Justice 2012 Edward Byrne Justice Assistance Grant (JAG).

MOTION:

Approve the recommendation.

BACKGROUND:

The Edward Byrne Justice Assistance Grant (JAG) is an annual federal grant. JAG grants are intended for municipalities to utilize towards crime prevention efforts, at the recipient's discretion. This is a competitive grant process and the grant amounts are predetermined, based on the City's population and crime statistics. The amount for the City of Commerce is **\$12,145**, to be utilized within a four year period.

If the City of Commerce is awarded the grant funds, the funds will be utilized as follows:

- Purchase 3 City radios and charges for ComCat Volunteers (\$900)
- Purchase needed ComCat Volunteer/Public Safety Uniforms (\$1,550)
- Train new Public Safety staff on MDT's (Sheriff's vehicle computer system for checking stolen vehicles, etc.; \$3,000)
- Train new Public Safety staff on 832 P.C. Training (patrol techniques; \$5,000)
- Purchase I-Pad for Animal Control Officers (to check information on vicious dogs, recent dog bites, hostile owners; \$1,195)
- Purchase software for tracking of vicious animals (recent dog bites, current licensing; \$500)

The radios and uniforms noted above are necessary for the volunteers and staff to do their job efficiently.

Training for Public Safety staff will increase efficiency and safety while on the job.

The I-Pads and software for the Animal Control Officers will help the officers to obtain information more quickly while in the field and increase their efficiency and preparation when responding to serious situations.

ANALYSIS:

The items noted above will be beneficial for the City. City staff is in agreement with requesting the grant funds. A Public Hearing was held on May 7, 2012 in the City Hall

EOC. All present were in agreement with staff's recommendations on how the funds will be utilized.

FISCAL IMPACT:

Since no matching funds from the City are required, this activity can be carried out without additional impact on the current operating budget.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

This report relates to the 2009 strategic planning goal: "Protect and Enhance the Quality of Life in the City of Commerce," as it addresses a community public safety issue of concern.

Recommended by,



Loretta Gutierrez
Interim Director of Safety & Community Services

Respectfully submitted,



Jorge J. Rifa
City Administrator

Reviewed by:



Vilko Domic
Director of Finance

Approved As To Form by:



Eduardo Olivo
City Attorney



AGENDA REPORT

DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING AN AGREEMENT (OPTION 2) WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT FOR THE CITY OF COMMERCE TO MAINTAIN AND REPAIR CATCH BASIN SCREEN INSERTS INSTALLED IN CATCH BASINS IN COMMERCE

RECOMMENDATION:

Approve and adopt the Resolution and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND/ANALYSIS:

In order to comply with the Trash Total Maximum Daily Load (TMDL) regulation and reduce trash entering the storm drain system, the City installed catch basin screen inserts. In the past, the City contracted with Los Angeles County for maintenance service for City-owned catch basins. However, the County conditioned installation of the screens with City assumption of maintenance responsibilities for **all** catch basins with screens including County-owned catch basins. Further, the Regional Water Quality Control Board holds each City responsible for trash entering the storm drains despite who owns the catch basins. This condition unexpectedly and substantially increased the City's maintenance costs.

As a result, the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority (Gateway JPA) of which Commerce is a member, released a Request For Proposal (RFP) for the same level of service the County was requiring. As a result of this RFP and in relation to the County's proposed increased costs, on August 16, 2011, the Commerce City Council awarded a contract to Ron's Maintenance Inc. (RMI) for the maintenance and repair of catch basin screen inserts. The County also contracts with RMI for the same service.

The County requested that each agency enter into one of two County Agreements. Option 1 Agreement reflects service levels and conditions for the County to provide the maintenance service on all catch basins and Option 2 provides conditions for the City to maintain them including County-owned catch basins, which are the majority in Commerce. As part of this Agreement, the County will reimburse cities for cleaning County-owned catch basins with screens at a cost of \$15.25 per catch basin each year amounting to approximately \$7,060 annually. The County originally offered to reimburse at a rate of \$11.06 per catch basin per year, but cities expressed their dissatisfaction with that amount since cities were paying the County an average of \$22.00 per unmodified catch basin for cleanings.

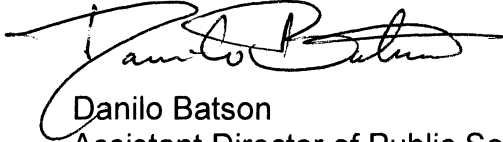
FISCAL IMPACT:

The annual fiscal impact is estimated at \$7,060 as revenue to the City from Los Angeles County's proposed reimbursement.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

This agenda report item complies with the City Council's Strategic Goal #2 – Protect and Enhance Quality of Life in the City of Commerce by reducing trash in the Los Angeles River.

Recommended by:



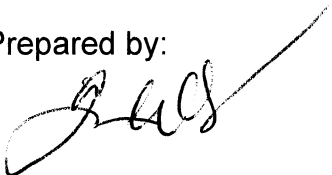
Danilo Batson
Assistant Director of Public Services

Respectfully submitted,



Jorge Rifa
City Administrator

Prepared by:



Gina Nila
Environmental Services Manager

Fiscal impact reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney

Attachments: Resolution
Exhibit A – LA County Agreement – Option 2
Exhibit B – Maintenance Standards
Exhibit C – Schedule of Costs

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING AN AGREEMENT (OPTION 2) WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT FOR THE CITY OF COMMERCE TO MAINTAIN AND REPAIR CATCH BASIN SCREEN INSERTS INSTALLED IN CATCH BASINS IN COMMERCE

WHEREAS, the California Regional Water Quality Control Board, Los Angeles Region, adopted a Trash Total Maximum Daily Load (TMDL) for the Los Angeles River to comply with water quality regulations applicable to agencies located in the Los Angeles River Watershed; and

WHEREAS, the City of Commerce desires to achieve compliance with the Trash TMDL by installing catch basin screen inserts within catch basins in Commerce, a majority of which are owned by the Los Angeles County Flood Control District (County); and

WHEREAS, the County desires that the City enter into an Agreement (Option 2) with the County which sets service conditions for the City to maintain and repair catch basin screen inserts installed in catch basins in Commerce; and

WHEREAS, the City is in agreement with said maintenance and repair service conditions.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY RESOLVE, DELARE AND DETERMINE AS FOLLOWS:

Section 1. The Mayor of the City of Commerce is herby authorized and directed on behalf of the City of Commerce to execute the Los Angeles County Flood Control District Agreement (Option 2) setting City-maintained maintenance and repair service conditions on behalf of the City.

PASSED, APPROVED and ADOPTED this ____ day of _____, 2012.

Lilia R. Leon
Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk

**AGREEMENT
(Option 2)**

This AGREEMENT, is entered into on _____, 2012, by and between the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, a body corporate and politic (hereinafter referred to as the LACFCD), and the CITY OF COMMERCE a municipal corporation (hereinafter referred to as CITY).

RECITALS

WHEREAS, California Regional Water Quality Control Board, Los Angeles Region, has promulgated water-quality regulations, including a Total Maximum Daily Load for Trash (Trash TMDL) for the Los Angeles River, applicable to cities located in the Los Angeles River Watershed; and

WHEREAS, CITY desires to achieve compliance with the Trash TMDL by installing TRASH EXCLUDERS (as hereafter defined) within catch basins owned by the LACFCD, located within CITY streets; and

WHEREAS, CITY will administer the procurement and installation of said TRASH EXCLUDERS;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the LACFCD and CITY hereto mutually agree as follows:

(1) DEFINITION:

- a. TRASH EXCLUDER, as referred to in this AGREEMENT, shall mean any device, which partially blocks the opening or outlet of a catch basin to prevent trash from entering the storm drain system, including Automatic Retractable Screen devices (ARS) and Connector Pipe Screen devices, installed by CITY at the opening of or inside any catch basin owned by the LACFCD. Exhibit A identifies location of TRASH EXCLUDERS within CITY.
- b. STORM SEASON, as referred to in this AGREEMENT, shall mean the period beginning October 1 and ending April 30 of each year.
- c. MAJOR STORM EVENT, as referred to in this AGREEMENT, shall mean a storm with an intensity of 1 inch or more of rainfall per 12 hours, occurring within CITY. Countywide, an average storm season produces 4 major storm events.
- d. DRY SEASON, as referred to in this AGREEMENT, shall mean the period beginning May 1 and ending September 30 of each year.

(2) CITY AGREES AS FOLLOWS:

- a. CITY shall provide Exhibit A identifying locations of TRASH EXCLUDERS.
- b. CITY shall inspect all catch basins fitted with TRASH EXCLUDERS. If, during an inspection, CITY discovers damage to any catch basin other than damage to the TRASH EXCLUDER, CITY shall report said damage to the LACFCD within 14 calendar days from the date of the inspection.
- c. CITY shall maintain all TRASH EXCLUDERS so as to function properly during storm events and so as not to prevent storm flows from entering the catch basin. CITY shall promptly repair or replace damaged TRASH EXCLUDERS.
- d. CITY shall remove all trash and debris from each catch basin fitted with a TRASH EXCLUDER at least once each year. CITY shall stencil the appropriate month and year of cleanout on each catch basin.
- e. CITY shall be authorized to remove the existing manhole covers as required to access the inside of the catch basins fitted with TRASH EXCLUDERS and shall reinstall the manhole covers wherever the catch basins are left unattended. Damaged screws and bolts shall be replaced. CITY shall thoroughly clean all debris from the manhole frame and cover.
- f. CITY shall patrol areas in which any TRASH EXCLUDERS have been installed, during storm events, to verify that all TRASH EXCLUDERS are functioning properly, and shall relieve any instances of plugging of any catch basin fitted with a TRASH EXCLUDER.
- g. CITY shall indemnify, defend, and hold the LACFCD and the County of Los Angeles, and their agents, officers, and employees, harmless from and against any and all claims, demands, liability, damages or costs arising from the breach by CITY of any obligation under this Agreement, or from the installation, operation or maintenance of any TRASH EXCLUDER.
- h. CITY shall include the LACFCD within the protection of any indemnification clause contained in any ancillary contract relating to the TRASH EXCLUDERS.

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(3) LACFCD AGREES AS FOLLOWS:

- a. To permit CITY to utilize catch basins owned by the LACFCD and located within CITY, as identified in Exhibit A, for the purpose of installing, operating, and maintaining TRASH EXCLUDERS.
- b. To pay CITY the amount of \$15.25 in 2012 dollars, adjusted annually according to the Consumer Price Index for all urban consumers in the Anaheim, Los Angeles, and Riverside areas, as published by the U.S. Government Bureau of Labor Statistics, per year, for each catch basin identified in Exhibit A. This amount represents the annual amount the LACFCD would otherwise have had to incur for removing trash and debris from the catch basins identified in Exhibit A, had CITY not installed TRASH EXCLUDERS in those catch basins.

(4) IT IS MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

- a. The TRASH EXCLUDERS are the property of CITY. The LACFCD shall retain ownership of the catch basins, exclusive of the TRASH EXCLUDERS.
- b. Termination
 - (i) CITY may request the LACFCD to perform the inspection and maintenance of the TRASH EXCLUDERS, or any of them, on CITY's behalf. If the LACFCD, in its sole discretion, determines to do so, the parties shall enter into a new agreement providing for said inspection and maintenance by the LACFCD, on CITY's behalf. Upon the execution of the new agreement by both CITY and the LACFCD, this AGREEMENT shall be deemed terminated.
 - (ii) CITY may unilaterally terminate this AGREEMENT without cause, in CITY'S sole discretion, at any time, by giving a thirty (30)-day prior written notice to the LACFCD. In the event this AGREEMENT is terminated, pursuant to this Section (4)b.(ii), the LACFCD may, in its sole discretion, provide CITY with a written notice to remove the TRASH EXCLUDERS or any of them, and restore the affected catch basin(s) to a condition similar to or better than that which existed prior to installation of the TRASH EXCLUDERS. If the LACFCD provides CITY with such a notice, CITY shall complete all work required to comply with the notice within ninety (90) days. If CITY fails to do so, the LACFCD may, in its sole discretion, complete said work at CITY'S expense.
 - (iii) If CITY fails to comply with any of the terms or conditions of this AGREEMENT, the LACFCD may, in its sole discretion, terminate

this AGREEMENT and provide CITY with a written notice to remove the TRASH EXCLUDERS, or any of them, and restore the catch basin(s) to a condition similar to or better than that which existed prior to installation of the TRASH EXCLUDERS. If the LACFCD provides CITY with such a notice, CITY shall complete all work required to comply with the notice within ninety (90) days. If CITY fails to do so, the LACFCD may, in its sole discretion, complete said work at CITY'S expense.

- (iv) If the LACFCD removes any TRASH EXCLUDER pursuant to Sections (4)b.(ii) or (4)b.(iii), the LACFCD shall submit a billing invoice to CITY indicating the costs and expenses incurred by the LACFCD in connection with the removal of the TRASH EXCLUDER, specifically including any work required to restore the affected catch basin to a condition similar or better than that which existed prior to installation of the TRASH EXCLUDER, and CITY shall reimburse the LACFCD all such costs and expenses within thirty (30) days of the billing invoice.
- c. The LACFCD is not responsible for assisting CITY with any regulatory compliance activities related to the operation or maintenance of the TRASH EXCLUDERS including, for example, conducting monitoring, weighing of trash, and reporting amounts of trash collected from inside catch basins where TRASH EXCLUDERS have been installed.
- d. Requests for Service coming to the LACFCD to clean any catch basin identified in Exhibit A will be forwarded to CITY for their prompt handling, action, and closure.
- e. The LACFCD may remove any TRASH EXCLUDER, if the LACFCD determines, in its reasonable discretion, that removal of the TRASH EXCLUDER is necessary to prevent or mitigate flooding of any public or private property. CITY expressly releases the LACFCD from, and waives, all claims for any damages, loss, costs, or expenses resulting from the LACFCD'S removal of any TRASH EXCLUDER pursuant to this section. In such case, CITY may thereafter reinstall the TRASH EXCLUDER only after first consulting with the LACFCD with regards to the reasons for the removal. If CITY thereafter chooses to reinstall the TRASH EXCLUDER, it must do so at its sole expense.
- f. This AGREEMENT may be modified only by the mutual written consent of both parties.

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- g. This AGREEMENT contains the complete and final understanding of the parties in connection with the subject matter herein and shall supersede any and all previous contemporaneous oral or written agreements between the parties regarding said subject matter.
- h. The provisions of this AGREEMENT shall be interpreted and enforced pursuant to the laws of the State of California.
- i. Any correspondence, communication, or contact concerning this AGREEMENT, shall be directed to the following:

CITY:

Ms. Lilia R. Leon
Mayor
City of Commerce
2535 Commerce Way,
Commerce, CA 90040

LACFCD:

Mr. Gary Hildebrand
County of Los Angeles
Department of Public Works
Watershed Management Division, 11th Floor
P.O. Box 1460
Alhambra, CA 91802-1460
Telephone: (626) 458-7072
Fax: (626) 289-3618
For emergencies, contact 626-458-HELP (4337)

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IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be duly executed by their respective duly authorized officers, by the CITY OF _____ on _____, 2012, and by the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, on _____, 2012.

LOS ANGELES COUNTY FLOOD
CONTROL DISTRICT,
a body corporate and politic

By _____
Chief Engineer

APPROVED AS TO FORM:

JOHN F. KRATTLI
Acting County Counsel

By _____
Deputy

City of Commerce

By _____
Mayor

APPROVED AS TO FORM:

By _____
City Attorney

RJG:sw

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EXHIBIT B
LOS ANGELES COUNTY FLOOD CONTROL DISTRICT
CATCH BASIN TRASH EXCLUDER
MAINTENANCE STANDARDS

1. Inspect all catch basins fitted with trash excluders once during the dry season, once each month during the storm season, and once after each major storm event. A major storm is a storm event with an intensity of 1 inch or more of rainfall per 12 hours. The inspection should consist of a physical/visual assessment of the condition of each catch basin, including, but not limited to, the following:
 - (i) Exterior damage
 - (ii) Bent or missing protection bars
 - (iii) Damaged manholes
 - (iv) Damaged face plate
 - (v) Other physical damage
 - (vi) Visual verification of the trash excluder's mechanical parts (e.g. missing or damaged hardware, bolts, screws, etc.).
 - (vii) Physical operation of any Automatic Retracting Screen installed as part of the trash excluder to verify that the Automatic Retracting Screen opens and closes freely, and locks in place in the closed position, as designed.
 - (viii) Volume of trash in the catch basin as a percentage of the total storage volume of each individual catch basin.
2. Remove, during each inspection, all trash and debris found in front of curb opening or side opening catch basins fitted with a trash excluder, and on top or between the metal grates of grated catch basins fitted with a trash excluder, and remove all vegetation growing across and/or blocking the basin opening during each inspection.
3. If, during an inspection, the Los Angeles County Flood Control District determines that the volume of trash and debris in a catch basin is at or above the 40 percent level, all trash and debris shall be removed from within the catch basin, including all trash and debris trapped by or adhering to the trash excluder(s) and all trash and debris in the connector pipe opening and in the connector pipe for a distance of six feet from the opening, within seven calendar days from the date of the inspection.

RJG:sw

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Los Angeles County Flood Control District (LACFCD)
Catch Basin (CB) Trash Inserts Maintenance - Estimated Unit Costs



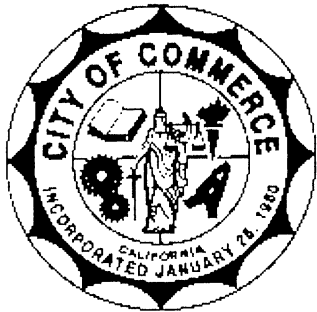
BY INSERT(S) TYPE

					\$/Year	Average \$/CB	\$/CB		
CPS INSERTS ONLY	Inspection	7 Monthly	\$14.79	\$103.53	\$39.69	\$40.58	\$20.00	\$15.25	\$375
		4 Post-Storm	\$12.90	\$51.60					
	Cleanout	4 Post-Storm	\$33.69	\$134.76					
CPS & ARS INSERTS	Inspection	7 Monthly	\$14.79	\$103.53	\$39.69	\$40.58	\$20.00	\$15.25	\$375
		4 Post-Storm	\$12.90	\$51.60					
	Cleanout	4 Post-Storm	\$33.69	\$134.76					
ARS INSERTS	Inspection	7 Monthly	\$14.79	\$103.53	\$39.69	\$19.21	\$1.00	\$15.25	\$182
	Cleanout	1	\$33.69	\$33.69					

AS-NEEDED SERVICES

ALL INSERT TYPES	As-Needed Replacement of Insert	\$ 62.00 / Hr + Parts
ARS INSERTS	As-Needed Monitoring and Measuring of Trash	\$ 33.69 / Hr

- 1) Storm Season is from October 1 to April 30.
- 2) During the storm season, there will be 7 monthly inspections from October to April and as-needed post-storm inspections and cleanings. The as-needed post-storm maintenance is estimated based on an Average Storm Season. An "Average Storm Season" is defined as having 4 Major Storms. "Major Storms" are storms with rainfall intensity of more than 1 inch of rain in 12 hours. It is estimated that there will be an average of 4 inspections and cleanouts per storm season.
- 3) Actual number of cleanouts and inspections during storm season will be based on storm frequency. Thus, Cities may have to pay more or less than the estimated yearly inspection/cleanout cost. Cities will be billed for actual expenditures based on the number of cleanings and inspections. LACFCD has the discretion to combine the monthly and post-storm inspection as one inspection if the interval is less than one (1) week. If so, Cities will not be billed for two inspections.
- 4) Dry Season is between May 1 and September 30 of each year. There is one inspection/cleanout during the Dry Season and is done in one visit.
- 5) Liability insurance and contract administration are estimated to be 4% and 10%, respectively, of the total cost of the maintenance services.
- 6) The table shows estimated costs for contract administration, liability insurance, and disposal but Cities will be billed for actual costs.
- 7) This is the amount the LACFCD would have spent cleaning the catch basin without an insert. It was calculated using the average total cost for the last 5 years (2006-2011), including contract administration costs.



MEETING DATE: May 15, 2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, ACCEPTING THE WORK PERFORMED UNDER CASH CONTRACT NO. 1112 BY INTEGRATED SECURITY INC., OF MONROVIA, CALIFORNIA, FOR THE INSTALLATION OF SECURITY CAMERAS AT BRISTOW PARK

RECOMMENDATION:

The City Council will approve and accept the Resolution and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND:

On September 20, 2011, the City Council approved the Request for Proposal (RFP) for Cash Contract No. 1112 – Bristow Park Security Cameras, as prepared by staff, and authorized the Parks & Recreation Department to advertise for proposals and set October 27, 2011, at 1:00 p.m., as the proposal opening date.

On December 6, 2011, the City Council awarded the contract to Integrated Security, Inc. in the amount of \$19,400.00.

ANALYSIS:

16 cameras were strategically installed throughout Bristow Park in an effort to improve the security at Bristow Park. The project was satisfactorily completed on April 15, 2012. The equipment has been tested and is working according to plan.

During the installation process, the existing system needed an additional processor to allow the systems to communicate with all 32 cameras. The funds set aside for contingency were utilized to purchase and install the needed processor.

At this time, it is requested that the City Council approve the attached Resolution approving and accepting the work completed by Integrated Security, Inc.

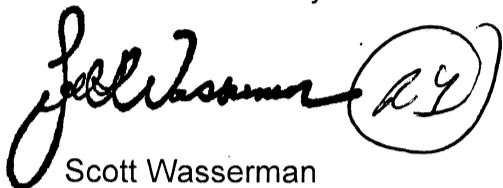
FISCAL IMPACT:

This project was paid out of the 2011/2012 Capital Improvement Project fund. The project was \$400.00 over the allocated budget. The additional \$400.00 will be paid out of the 10-8760-55051 account.

RELATIONSHIP TO STRATEGIC GOALS:

This agenda item relates to Strategic Goal #1: Develop Citywide Plan to enhance and maintain the City of Commerce environment and infrastructure to create livability and quality of life for those who life, work and play in the community.

Recommended by:



Scott Wasserman
Interim Director of Parks and Recreation

Respectfully submitted,



Jorge Rifá
City Administrator

Fiscal Impact reviewed by:



Vilko Domic
Director of Finance

Reviewed by:



Eduardo Olivo
City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, ACCEPTING THE WORK PERFORMED UNDER CASH CONTRACT NO. 1112 BY INTEGRATED SECURITY INC., OF MONROVIA, CALIFORNIA, FOR THE INSTALLATION OF SECURITY CAMERAS AT BRISTOW PARK

WHEREAS, on September 20, 2011, the City Council approved the Request for Proposal (RFP) for Cash Contract No. 1112 – Bristow Park Security Cameras, as prepared by staff, and authorized the Parks & Recreation Department to advertise for proposals and set October 27, 2011, at 1:00 p.m., as the proposal opening date; and

WHEREAS, on December 6, 2011, the City Council awarded the contract to Integrated Security, Inc., of Monrovia, California; and

WHEREAS, the work was completed on April 15, 2012, in the amount of \$21,000.00 and performed in accordance with the project plans and specifications.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY RESOLVE AND ORDERS AS FOLLOWS:

Section 1: That the work performed by Integrated Security, Inc., of Monrovia, California, is accepted as being satisfactory and complete.

Section 2: That staff is authorized to file the "Notice of Completion" with the Los Angeles County Registrar Recorder/County Clerk's Office and, thirty (30) days thereafter, make the final payment.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2012

Lilia R. Leon, Mayor

Attest:

Linda Kay Olivieri, MMC
City Clerk



AGENDA REPORT

Meeting Date: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: STATUS REPORT FROM LOS ANGELES COUNTY SHERIFF'S DEPARTMENT PERTAINING TO RECENT PUBLIC SAFETY ISSUES IN THE CITY OF COMMERCE

RECOMMENDATION:

Receive and file a status report from Los Angeles County Sheriff's Department pertaining to recent public safety issues in the City of Commerce and provide appropriate direction as deemed necessary.

MOTION:

Move to approve the recommendation.

BACKGROUND:

The L.A. County Sheriff's Department feels it is important for the City Council to be informed and aware of public safety issues affecting the City of Commerce community.

ANALYSIS:

The City Council will receive a status report from Captain Henry Romero of the Los Angeles County Sheriff's Department, or his designee, pertaining to recent public safety issues in the City of Commerce.

FISCAL IMPACT:

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

RELATIONSHIP TO 2009 STRATEGIC GOALS:

This report relates to the 2009 strategic planning goal: "Protect and Enhance the Quality of Life in the City of Commerce," as it addresses a community public safety issue of concern.

Recommended by:

Loretta Gutierrez
Loretta Gutierrez
Interim Director of Safety and Community Services

Respectfully submitted,

Jorge J. Rifa
Jorge J. Rifa
City Administrator

Approved As To Form:

Eddie Olivo
Eduardo Olivo
City Attorney



AGENDA REPORT

DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: STATUS REPORT ON I-710 FREEWAY IMPROVEMENT PROJECT AND
UPDATE ON I-710 WASHINGTON RAMP SOUNDWALL PROJECT

RECOMMENDATION:

Receive and file a report from on the I-710 Freeway Improvement Project status and I-710 Washington Ramp Soundwall Project.

MOTION:

Approve the recommendation.

BACKGROUND/ANALYSIS:

I-710 Freeway Improvement Project Status

The California Department of Transportation (Caltrans) along with other agencies including the Metropolitan Transportation Authority (MTA/Metro), Southern California Association of Governments (SCAG), Gateway Cities Council of Governments (COG), as well as the Ports of Long Beach and Los Angeles and their technical advisory team are currently engaged in the preparation of an Environmental Impact Report/Environmental Impact Statement (EIR/EIS) for the proposed I-710 Freeway Improvement Project. The current date for release of the Draft EIR/EIS (DEIR/DEIS) is early June.

Caltrans is the Lead Agency overseeing preparation of the DEIR/DEIS and has indicated the DEIR/DEIS will be released for public review and comment for a period of 60 days. Per State Law, 45 days is the period mandated for public review of a DEIR. All comments submitted on behalf of the City must be submitted within the 60 day review period.

Members of the Commerce I-710 Local Advisory Committee (LAC) have been meeting regularly over the last 2 years to review the project and provide meaningful insight and participation in the process to ultimately ensure that the Council and the community are provided with as much information to make the most informed decisions regarding the project. It is anticipated that upon release of the DEIR/DEIS staff will undertake additional public outreach including additional community meetings within the review period as well as ongoing review of the document by the LAC.

In addition, MTA/Metro working with outreach specialists MIG Consulting, have indicated that upon release of the DEIR/DEIS they will conduct three formal public hearings during the review period allocated for the DEIR/DEIS to receive public comments on the document. These hearings would cover the topics analyzed in the DEIR/DEIS and they have indicated they would like to locate the three public hearings to cover a north segment, middle segment and southern segment of the approximately along the entire Gateway Cities 710 Corridor. The exact meeting locations have not be determined, but Commerce's position at the north segment makes the City a likely selection for the north segment public hearing.

MTA/Metro is looking to make funding available to assist all of the Gateway cities (and those portions of unincorporated areas of Los Angeles County) in reviewing the DEIR/DEIS and providing comments on the document. They have asked each corridor city for a funding estimate to assist with this review with the understanding that these requests will have to be formally reviewed and approved by the Metro Board at their meeting in late May.

Subsequently, there will be individual funding agreements entered into in the future with each city.

The proposed project is incredibly complex and there are some unique circumstances in Commerce as it relates to the proposed roadway geometrics as well as local land use patterns and potential property impacts that add significant challenges to the review. In addition, a thorough review of all its elements in the DEIR/DEIS requires a level of expertise i.e. traffic engineering, air quality, and noise to name a few, which are beyond current staffing resources. For these reasons staff has requested that MTA/Metro allocate \$75,000 for the City of Commerce to retain the services of experienced consultant(s) to assist staff and the LAC in reviewing and commenting on the DEIR/DEIS. This number is consistent with the numbers requested from other cities but also takes into account the complexity of and uniqueness of the issues in the City.

Should the funding request be approved later this month by MTA/Metro, staff will prepare an RFP for consulting services for City Council consideration on June 5, 2012.

I-710 Washington Ramp Soundwall Project Status:

Staff has reached out to the Caltrans Project Manager Mr. Zareh Shahbazian to obtain an update on the above project. According to Mr. Shahbazian, the footings, foundations, and retaining walls portion of the project are 50 to 80% complete (50% complete on the south bound ramp adjacent to the Ayers Neighborhood and 80% complete on the north bound ramp adjacent to the Bandini Neighborhood). The actual sound wall (which will be the decorative split face block wall) on top of the retaining walls will be complete late Fall 2012. The final project completion including landscaping will be done by early 2013.

FISCAL IMPACT:

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

RELATIONSHIP TO 2009 STRATEGIC GOALS:

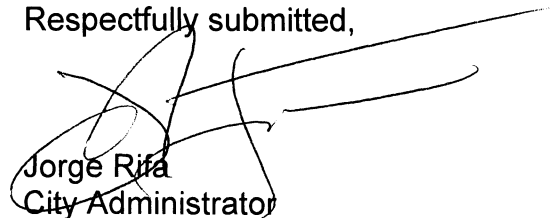
The issue before the Council is applicable to the following Council strategic goal to "Protect and Enhance Quality of Life in the City of Commerce". The recommendations contained in this report are intended to insure that Commerce residents are afforded the most efficient and effective opportunity to engage in meaningful public participation on matters concerning their quality of life.

Prepared by:



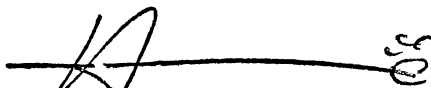
Alex Hamilton
Assistant Director of Community Development

Respectfully submitted,



Jorge Rifa
City Administrator

Financial impact reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: ROSINI AND ROSEWOOD STREET IMPROVEMENT PROJECT –
PAVEMENT FAILURES REPORT

RECOMMENDATION:

The City Council will consider for receipt and file a report, and take appropriate action as deemed necessary with respect to the Rosini and Rosewood Street Improvement Project.

MOTION:

Move to approve recommendation.

BACKGROUND/ANALYSIS:

On February 15, 2011, the City Council retained the firm of LaBelle-Marvin, Inc., to investigate and determine the underlying causes for pavement failures in the Rosini and Rosewood Areas.

On April 19, 2011, the City Council received a presentation and final report from LaBelle-Marvin indicating that the pavement failures were the result of:

1. Traffic Estimates (or Traffic Index) – the traffic index used did not address the scheduled transit bus use along five separate bus lines using the primarily impacted roadways. The traffic impacts were complicated by additional truck traffic within the Rosini Area neighborhood, unscheduled bus use from Commuter Xpress and transit center access during shift starting, ending and shift changes, etc. The additional traffic directly and rapidly exposed a design shortfall.
2. Subgrade Strength Estimates – the subgrade strengths, as represented by the CBR, appear to overestimate the subgrade strength. The CBR value used during design should be re-examined to demine methodology and determine where changes are in order.
3. Existing Pavement Section Variations – based on samples taken, the thickness of the pavement varies widely even on the same roadway or street. While eclipsed by the bus route impacts, the differences in existing pavement thicknesses and estimated subgrade strength affect the design of short-term repairs and long-term improvements.
4. As-Built Qualities – the thickness of overlay along the roadways generally conformed to the contract requirements. All but 1 of the 16 core samples within the suspect area and all of the 8 core samples obtained by LA County were within allowable limits. Where the thickness is outside of these limits, repair at the expense of the contractor should be required.
5. Asphalt Concrete Compaction – the asphalt concrete compaction requirements specify 95% relative compaction when compared to a laboratory maximum. Core relative compaction generally complies to these requirements with few exceptions.
6. Material Qualities – the asphalt concrete materials are required to exhibit specific minimum strength, asphalt cement binder and aggregate size. All measured strengths meet or exceed allowable minimum values. Asphalt binder and aggregate sizes also generally comply. While minor deviations were documented, these deviations in gradation are not considered significant relative to the observed pavement distresses.

On September 1, 2011, the City received a new traffic index study, prepared by Kunzman Associates, for the Rosini and Rosewood streets. The report found higher than anticipated traffic indices in the affected streets. After extensive discussions with Onward Engineering and in light of the reports from LaBelle-Marvin and Kunzman Associates, the following recommendations were made to City Council:

1. Reconstruct severely impacted streets using cement-treated base; and
2. Perform curb-to-curb pavement cut-outs in streets showing pavement failures at stop signs, etc.

On November 1, 2011, the City Council approved the First Amendment to the Services Agreement between the City of Commerce and Onward Engineering for Engineering and Construction Management Services.

On February 7, 2012, Onward Engineering completed additional soil and pavement section testing of the affected streets.

On April 10, 2012, Onward Engineering and City staff met to discuss the project and develop a project schedule.

On April 20, 2012, Onward Engineering and City staff conducted field investigations of the pavement cut-out areas in Rosini, Rosewood and Bandini. After observing additional pavement deterioration in Rosewood and Bandini areas (along the bus route), staff requested that the Project Plans and Specifications include cement-treated base for Jillson Street between Commerce Way and Eastern Avenue. Onward Engineering has submitted a proposal for this service that does not include any additional cost for design; it only includes cost for soil sampling and survey.

The following is the proposed residential street construction schedule:

1. Rosini & Rosewood Pavement Repairs – August to December 2012
2. Bristow Pavement Repairs – September to February 2013
3. Bandini Pavement Repairs – October to March 2013

ANALYSIS:

In conclusion, the pavement failures can be attributed to the failure of the Los Angeles County Public Works Department to adequately conduct a traffic index study and pavement design analysis. The City Council can consider its legal options with respect to the responsibility for the pavement failures in a close session environment.

FISCAL IMPACT:

As part of the FY 2011/12 Capital Improvement Project Budget, the City Council appropriated \$2,760,700 for the necessary engineering services and street improvements for these projects, as follows:

Street Reconstruction (Bristow Residential / East of I-710 FWY)	\$ 1,760,700
Street Reconstruction (Rosini Residential)	\$ 1,000,000
TOTAL	\$2,760,700

Of the above funding currently the City has a \$1,000,000 available. However, additional funds have been identified and will be recommended for approval and allocation as part of the FY 2012/13 CIP.

RELATIONSHIP TO 2009 STRATEGIC GOALS:


The issue before the Council is applicable to the following Council's strategic goal: "*Protect and Enhance Quality of Life in the City of Commerce.*" Although, there are no specific objectives connected to this issue, the City is responsible for the maintenance and improvement of the infrastructure.

Respectfully submitted,



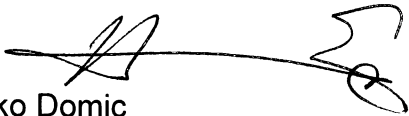
Jorge Rifa
City Administrator

Prepared and Recommended by:



Danilo Batson
Assistant Director of Public Services

Fiscal Impact Reviewed by:



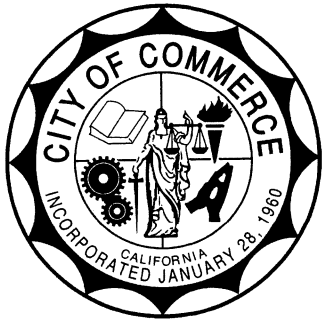
Vilko Domic
Director of Finance

Approved As To Form:



Eduardo Olivo
City Attorney

File: 2012 City Council Agenda Reports
Rosini and Rosewood Pavement Failures Report – Agenda Report File



AGENDA REPORT

DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: AN UPDATE ON THE STATUS OF CREATING DIGITAL BILLBOARD STANDARDS AND AUTHORIZATION TO PROCEED WITH SELECTION OF CONSULTANT

RECOMMENDATION:

To receive and file the status report and authorize staff to proceed with the selection of a consultant.

MOTION:

Council discretion.

BACKGROUND:

The City Council has received a proposal from Clear Channel Outdoor that would include replacing two existing static billboards, with electronic/digital sign displays (i.e. "digital billboards"). In response, the City Council requested that staff conduct a workshop on digital billboards. The workshop took place on October 24, 2011. At that time, the Council received a presentation from staff and representatives from the billboard industry and requested that staff further research the matter. After the initial workshop, the City Council discussed this matter on two other occasions. Finally, on February 7, 2012, staff was directed to obtain proposals from consultants to assist in preparing development standards for digital billboards. Staff obtained proposals from three consultants: Hogle-Ireland Inc., Jacobson & Wack with RBF Consulting, and Hamlin Cody. Staff is recommending the selection of Jacobson & Wack with RBF Consulting if the City Council concurs, staff will return to the City Council meeting of June 5, 2012 for approval of a Professional Services Agreement including the identification of a funding source for this effort.

ANALYSIS:

As previously discussed with the City Council, standards for digital billboards must address a number of different issues, while also creating a revenue generating mechanism. Amongst other things, these standards should address:

- Review Process.
- Dwell Time.
- Message Sequencing.
- Sign Type.
- Definitions.
- Zoning Districts.
- Placement and Orientation.

- Sign Area.
- Illumination and Brightness.
- Public Service Announcements.
- Exchange Program.

In order to successfully create these standards, a comprehensive approach is necessary. Two of the three proposals submitted set forth such an approach. However, the third proposal, from Hamlin Cody, provided only a per hour cost for creating the standards.

Hogle-Ireland Inc., is a consulting firm the City has contracted with in the past. Most recently, the City utilized Hogle's services to draft the 2008-2014 Housing Element, as well as update the City's Geographic Information System (GIS) and provide GIS training to staff. Hogle has a wide range of experience in drafting regulations for municipalities. Recently, they worked with the City of Canyon Lake to produce regulations that would limit the use of LED billboards and on-site signs. They have also been involved in the processing of electronic sign applications in the City of Hawaiian Gardens. Last year, at the California Chapter of the American Planning Association conference, Hogle staff led a panel discussion on LED signage. The proposed cost for Hogle to complete the assignment is \$23,820. This price includes an optional task of \$1,320 to create a Geographic Information System (GIS) based inventory tool. Attached for review is Hogle's entire proposal.

Jacobson & Wack in conjunction with RBF consulting, submitted a proposal to complete the work for a total of \$24,712 (Including an optional public outreach meeting for \$2,580). However, staff is comfortable handling the public outreach portion of this project. Staff envisions having a public meeting with the Planning Commission on this matter, and utilizing the local newspaper and the City's PIO staff to help notice the public. If the City Council is in agreement and opts to have staff handle the public outreach, the total cost would then be \$22,132. Similar to Hogle, Jacobson's team includes staff that participated in the LED signage panel discussion at the American Planning Association State conference. The team, made up of two firms, has a vast array of knowledge that has been repeatedly demonstrated in the work they do. They specialize in projects such as, but not limited to, comprehensive development codes, zoning ordinances, specific plans, and environmental planning. The team has worked on Codes and ordinances for City's such as San Bernardino, Duarte, Pomona, Norwalk, Brea, Huntington Park, Pasadena, West Hollywood and many more. Although this team has not done any work here in the City of Commerce, Community Development staff members have worked with them in the past in other municipalities. The total hours proposed to undertake this task is 179. The entire proposal is attached to this report.

The third consultant to submit a proposal was Hamlin Cody. Hamlin Cody is a law firm whose experience dates back to 1971. The firm's partners have been practicing together since 1990. Currently, they represent CBS Outdoor, KEM Outdoor, Lamar Outdoor, Martin Outdoor, and Van Wagner Outdoor. The team worked with the City of Lynwood to prepare a sign ordinance, and assisted the City of Compton in the preparation of amendments to their sign ordinance. According to their proposal, they are familiar with the Outdoor Advertising Act and have helped draft changes to it. Hamlin Cody has "extensive experience since 1985 handling transactions and litigation concerning billboards and other forms of outdoor and out-of-home advertising". They have dealt with billboard leases, billboard easements, lease renewals, eminent domain, state and local regulations, and disputes over the ownership, control and removal of sign structures. Hamlin's proposal includes only hourly rates. The rate for the project lead would be \$380/hr, the associate's rate would be \$320/hr and the rate for legal assistants would be \$120/hr. However, Hamlin Cody withdrew their proposal due to possible conflicts of interest.

With the withdrawal of the Hamlin Cody proposal, staff was left to compare the remaining two. Below is a breakdown of the costs associated with the Hogle proposal:

Task	Senior VP	Project Manager	Sr. Asc. Project Manager	Estimated Cost
	Laura Stetson, AICP	Robert Kain	Brian Kurnow	
Task 1: Kick-off Meeting and Project Management	\$165.00	\$132.00	\$120.00	
1.1- Project Kick-Off Meeting	2	2		\$594.00
1.2- Overall Project Management	1	6		\$957.00
			SUBTOTAL	\$1,551.00
Task 2: Research and Report				
2.1- Research and Report Current Land Use and Zoning Regulations	2	8	10	\$2,586.00
2.2- Analyze City Data Regarding Number and Location of Existing Billboards	2	16	16	\$4,362.00
2.3- Project Meetings with Billboard Companies (2 Total)	6	6		\$1,782.00
			SUBTOTAL	\$8,730.00
Task 3: Draft Regulations and Zoning Amendment				
3.1- Prepare Draft Regulations	8	12	28	\$6,264.00
3.2- Draft Zoning Code Amendment	6	10	12	\$3,750.00
3.3- Fee Resolution	1	1	6	\$1,017.00
			SUBTOTAL	\$11,031.00
Task 4: Public Hearings				
4.1- Planning Commission and City Council (2 total)	4	4		\$1,188.00
			SUBTOTAL	\$1,188.00
			TOTAL	\$22,500.00
Optional Task				
2.2.1- GIS-Based Inventory/Tool		10		\$1,320.00
			TOTAL	\$1,320.00

(Source: Hogle-Ireland Inc.)

The costs associated with the Jacobson proposal are detailed below:

Task	Subtask	Hourly Rates =			Subtask Totals	Optional Subtask
		Principal	Associate	Support		
		\$ 155	\$ 120	\$ 95		
Task 1	Project Orientation and Research					
1.1	Project Orientation / Kick-Off Meeting (1)	2			\$ 310	
1.2	Document Review	4			620	
1.3	Billboard Company Outreach #1 (1)	8	8	4	2,580	
1.4	Billboard Sign Inventory	2	16	16	3,750	
					Task 1 Subtotal = \$ 7,260	
Task 2	Draft Sign Regulations					
2.1	Preparation of Administrative Review Draft	24	8	4	\$ 5,060	
2.2	City Internal Review of Administrative Review Draft and Conference Call	2			310	
2.3	Billboard Company Outreach #2 (1)	8	8	4	2,580	
2.4	Optional Public Outreach Meeting	8	8	4		\$ 2,580
2.5	Preparation of Public Review Draft	8	8	1	2,295	
					Task 2 Subtotal = \$ 10,245	
Task 3	Public Review and Adoption					
3.1	Attendance at Planning Commission Hearing (1)	8			\$ 1,240	
3.2	Attendance at City Council Public Hearing (1)	8			1,240	
3.3	Preparation of Final Sign Regulations	4	2	2	1,050	
					Task 3 Subtotal = \$ 3,530	
Subtotal (Excluding Optional Tasks) =		\$11,013	\$6,673	\$4,344	\$ 21,035	
Reimbursable Project Expenses (Printing, Shipping, and Mileage) =					\$ 1,097	
TOTAL (Excluding Optional Tasks) =					\$ 22,132	

Optional Subtask Total = \$ 2,580

As shown above, the costs associated with each proposal are very similar. Excluding the optional tasks, the price for the Jacobson team's efforts would be \$368 less than Hogle's.

The proposals differ in some areas, including the sign inventory and public outreach. Both proposals call for sign inventories. Jacobson's proposal calls for an inventory that includes the use of handheld devices that would produce an electronic survey. This survey would allow for the coordinates of each sign, including the sign's characteristics, to be collected and put into a GIS format. The team would then provide City staff with all of the electronic files to implement into an existing GIS database. This component was included as part of the standard proposal, not as an optional task.

Hogle's proposal also includes a sign inventory as a standard component. However, the electronic portion of it is an optional task. Here, a GIS based tool would be developed to assist staff with the regulation of billboard signs. It would include datasets that identify the locations, size, type and ownership information of each sign. The tool would be configured to be implemented into the existing GIS network.

The other main difference in the proposals relates to a public outreach meeting. Hogle does not include this in their proposal, whereas Jacobson includes this as an optional task. This outreach would be done in a workshop-like setting where the consulting team would present the administrative review of the draft standards to the public for comment. The workshop would also include a review of the issues, alternatives, and proposed recommendations. As mentioned earlier in this report, staff is comfortable handling this component of the project.

In the end, staff believes that the Jacobson team is best suited to handle the task of creating digital billboard standards for the City of Commerce. As stated earlier, the Jacobson team will be made up of two different firms. This is a typical practice for consulting firms. Jacobson & Wack represent approximately 60 years of local planning experience. RBF Consulting was founded in 1944 to provide planning, engineering, surveying and related professional services. Staff believes this experience, combined with a proven ability to communicate and create standards that are easy to use and straight forward, make the Jacobson team the best choice to handle the subject task. Also, staff would recommend an additional 10% of the consultant's cost be budgeted for this project for contingency purposes. If the City Council agrees with staff's recommendation, staff will prepare a professional services agreement which will be brought back before the Council for final approval. Due to the complexity of the project, staff estimates a minimum of six to eight months to complete the project.

STAFF RECOMMENDATION:

Staff recommends the Council select Jacobson & Wack Land Use Planning Consultants to create standards regulating digital billboards and direct staff to prepare the necessary professional services agreement.


FISCAL IMPACT:

If the City Council agrees with staff, the cost to complete the project would be \$22,132. Staff is also recommending budgeting an additional 10% for contingency purposes. This funding source will be identified in the Resolution coming before Council on June 5, 2012.

Recommended by:


Alex Hamilton
Assistant Director of Community Development

Respectfully submitted:


Jorge Riva
City Administrator

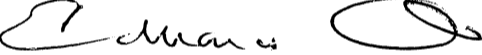
Prepared by:


Matt Marquez
City Planner

Fiscal Impact reviewed by:


Vilko Domic
Director of Finance

Approved as to Form:


Eduardo Olivo
City Attorney

ATTACHMENT:

1. Hogle-Ireland Proposal
2. Jacobson & Wack Proposal
3. Hamlin-Cody Proposal



May 3, 2012

Matt Marquez, City Planner
City of Commerce
2535 Commerce Way
Commerce, CA 90040

Subject: Revised Proposal to Prepare Regulations for Electronic Billboard Signs

Dear Matt:

Hogle-Ireland is pleased to submit this revised proposal to assist Community Development staff with the preparation of a Zoning Code amendment to allow for existing, legal billboards to be converted to LED-type off-site advertising signs. Based on our review of the staff reports prepared earlier this year, we understand staff is recommending adoption of regulations for the governance of electronic billboards within the City of Commerce. Hogle-Ireland proposes to assist staff with creating the new regulations via a Zoning Code Amendment that will allow for the conversion of certain existing billboards to LED-type electronic billboard signs. Given the proximity of some existing billboards to residential neighborhoods, the City may want to consider limited application of the new conversion regulations. Also, the City may consider including distance standards between new LED displays, given the current number of static billboards along the Interstate 5 corridor and arterial roadways. We understand that the City will conduct the associated environmental review per the California Environmental Quality Act (CEQA), although as an optional task we can provide assistance.

Hogle-Ireland is uniquely qualified to provide assistance with the development of these regulations. We are well versed in the drafting of city policies that range from very comprehensive Zoning Codes to very specialized guidelines for such things as wireless cellular antennas. Also, given our recent work preparing the Housing Element, we are very familiar with the City of Commerce. For this assignment, we offer the services of staff with extensive research experience regarding LED billboards and on-site signs. We recently prepared regulations for the City of Canyon Lake to limit the use. Also, we have been involved in the processing of electronic sign applications in the City of Hawaiian Gardens. At last year's California Chapter APA conference, I organized and led a panel on LED signs, with panelists including a representative from the California Electronic Sign Association.

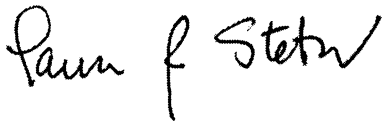
In the attached work scope and budget proposal, we outline the steps we will take to develop the new electronic billboards regulations, identify all the actions that are necessary to adopt these regulations into the existing Zoning Code, and create the process by which application for electronic billboards will be permitted. The team will prepare all of the requisite documents to facilitate the adoption of the new regulations with the intent of presenting to the City Council as quickly as possible.

Matt Marquez
May 3, 2012
Page 2

Our goal is to work collaboratively with your staff to provide well-researched supplementary information that will provide the City Council with a comprehensive understanding of the land use planning and environmental issues related to the placement of LED billboards, along with a set of regulations and a draft ordinance that governs the placement of these billboards within the City of Commerce.

We look forward to continuing our working relationship with City staff. If you have any questions, please call me in our Pasadena office at (626) 356-4460, extension 23 or email me at lstetson@hogleireland.com. You may also contact Robert Kain at (949) 553-1427 or rkain@hogleireland.com.

Regards,

A handwritten signature in black ink that reads "Laura Stetson". The signature is written in a cursive, flowing style.

Laura Stetson, AICP
Senior Vice President

Understanding of the Assignment

Early in 2011, the City of Commerce received a proposal from Clear Channel Outdoor to replace two existing static billboards with electronic/digital sign displays ("digital billboards"). In response, the City Council requested that staff conduct a workshop on digital billboards. The workshop took place on October 24, 2011. At the workshop, the Council received a presentation from staff and representatives from the billboard industry and requested that staff further research the matter. On January 3, 2012 the City Council received another update on this matter, with Council requesting staff provide additional information pertaining to the City of Long Beach's proposed billboard ordinance, the impacts of the First Amendment on regulating digital billboards, the existing billboard inventory in City, standard rates, and a summary of a potential fee structure. On February 7, 2012 a final presentation was made to clarify these points, and staff received further direction. At the February 7th meeting, staff recommended that the City consider hiring a consultant to assist with the development and adoption of the regulations.

Staff would like the consultant to prepare a background report regarding the current industry standards and guidelines for electronic billboards, a summary of common agreement provisions, the development of conversion rates for existing billboards, and the establishment of a fee structure. The planning effort will result in a Zoning Code amendment and a set of regulations to allow for the conversion of existing static billboards to LED-based electronic billboards.

Scope of Services

This scope of work was created based on our understanding of the project as discussed in the provided staff reports and conversations Hogle-Ireland has had with staff.

Task 1: Kick-off Meeting and Project Management

1.1- Project Kick-Off Meeting

To begin the work program, Hogle-Ireland will meet with City staff to discuss the City's priorities and the anticipated outcome and deliverables. We will work collectively to refine the scope of work, schedule and deliverables, and to identify project management protocols. Management protocols will include methods and timing of check-ins, communication protocol and product review procedures, identification of technical study and data needs, key team member contacts, and other project management tasks.

1.2- Overall Project Management

The purpose of this task is to allow for the coordination of the project team, accounting, scope, schedule, and other administrative tasks related to management of the team. As the overall project manager, Hogle-Ireland will also review all work products. Hogle-Ireland will develop and implement a quality control procedure to the satisfaction of the City. This quality control procedure will include a strategy for review and coordination of data and tasks among consultant team members.

Task 2: Research and Report

2.1- Research and Report Current Land Use and Zoning Regulations

The purpose of this task is to summarize land use regulations adopted by municipalities that address LED billboards. This research will assist in the development of the City of Commerce regulations. The result will be a summary report of findings along with policy recommendations.

2.2- Analyze City Data Regarding Number and Location of Existing Billboards

We understand that per the City Council's request, staff has conducted an inventory of existing billboards. We will want to study this inventory to determine how the new regulations might be crafted to avoid/minimize any potentially adverse effects associated with billboard conversion. For example, the City may want to disallow conversion of billboards that are adjacent to residential neighborhoods and/or establish distancing requirements between LED billboards. In addition to reviewing the inventory, the project team will conduct a field study to identify/verify locations of existing billboards. This inventory will include location and sign characteristics, as well as photo documentation of each billboard. Through this work effort the team will better understand conditions throughout Commerce which will assist in the development of the billboard sign regulations.

2.2.1- GIS Based Inventory/Tool (Optional)

As an optional task, the project team can develop a GIS-based tool to assist staff with the regulation of existing billboard signs. This GIS tool will include GIS datasets that identify the locations, size, type, and ownership information for each existing billboard signs within the City. In addition to the sign-specific information, photo documentation will be accessible through this tool. The user will be able to click on a particular sign location and get the sign specific information as well as photos of the existing sign. This tool will be prepared for use as a standalone GIS map project compatible with the ArcMap GIS software currently utilized by staff.

2.3- Project Meetings with Billboard Companies

The project team will conduct two group meeting sessions with billboard companies to better understand their expectations regarding the installation of electronic billboard signs within the city of Commerce. Through these meeting the project team will gain a better understanding of the goals and objective of the sign companies and begin to formulate an approach for the implementation of the draft regulations.

Task 3: Draft Regulations and Zoning Code Amendment

3.1- Prepare Draft Regulations

We will meet with staff to discuss the results of our research and key considerations such as:

- Limitations on location
- Separation between LED billboards
- Requirements for removal of legal nonconforming billboards in exchange for LED billboards
- Limitations on luminescence and change in sign face
- Orientation
- Fees

Based on the discussion, we will prepare draft regulations for both replacement of existing static billboards with LED signs and for the installation of new LED billboards. The regulations will include construction standards, siting requirements, discretionary review requirements, and permitting fees. Following staff's review of the draft regulations, we will meet with staff to discuss their comments.

3.2- Draft Zoning Code Amendment

Based on the discussions from task 3.1, we will revise Chapter 19.25, Division 2 of the Zoning Code.

3.3- Fee Resolution

We will prepare a draft resolution that establishes the fees for the review and approval of LED billboard applications.

Task 4: Public Hearings

Hogle-Ireland staff involved with the project will attend one public hearing before the Planning Commission and one public hearing before the City Council to present the draft Zoning Code amendment and to summarize the findings made during the process of drafting the regulations. We will prepare a PowerPoint presentation for use at the hearings. Any additional hearing time beyond this allowance will be billed on a reimbursable basis with prior authorization from the City.

Staffing

Laura Stetson, the manager of Hogle-Ireland's Pasadena office, will lead the work effort. She will be supported by Robert Kain and Brian Kurnow. Resumes are attached. Laura will be available to make the presentation of the new guidelines to the Planning Commission and City Council per staff's direction.

Cost Proposal

Preparation of Zoning Amendment and CEQA Documentation

We propose to complete this assignment on a time-and-materials basis, with a not-to-exceed fee of **\$22,500.00**.

Task	Senior VP	Project Manager	Sr. Asst. Project Manager	Estimated Cost
	Laura Stetson, AICP	Robert Kain	Brian Kurnow	
Task 1: Kick-off Meeting and Project Management	\$165.00	\$132.00	\$120.00	
1.1- Project Kick-Off Meeting	2	2		\$594.00
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			<i>SUBTOTAL</i>	\$11,031.00
Task 4: Public Hearings				
4.1- Planning Commission and City Council (2 total)	4	4		\$1,188.00
			<i>SUBTOTAL</i>	\$1,188.00
			TOTAL	\$22,500.00
Optional Task				
2.2.1- GIS-Based Inventory/Tool		10		\$1,320.00
			TOTAL	\$1,320.00

Laura Stetson, AICP

Senior Vice President



**Planning
in Motion**
Hogle-Ireland, Inc.

EDUCATION

B.S., Stanford University, 1983
Graduate Coursework in Public Administration,
American University, 1992

YEARS OF EXPERIENCE

26

PROFESSIONAL AFFILIATIONS

American Planning Association
American Institute of Certified Planners

Professional Experience

Ms. Stetson has served as project manager on general plans, zoning codes, specific plans, and special planning studies for diverse cities throughout California. In this capacity, she has worked with advisory committees, commissions, and councils to develop long-range goals, policies, and programs, and to craft the regulatory tools to implement those programs. She has conducted background research for planning, written plan elements, coordinated preparation of plans and related environmental documentation, and presented recommendations to decision-making bodies. She also directs preparation of CEQA documents, either as part of planning programs or to address development projects.

Ms. Stetson is in charge of the Hogle-Ireland Pasadena office and manages projects for a variety of public sector clients. Recent experience includes comprehensive zoning code updates for the cities of Duarte, La Puente, and Baldwin Park, and serving as managing principal for General Plan updates in Redwood City, Arcadia, Rancho Cucamonga, and Torrance.

Ms. Stetson led a team of specialists to prepare the City of Riverside's key land use regulatory tools: the General Plan, the zoning ordinance, the subdivision ordinance, and citywide Design Guidelines, as well as a Program EIR. The program involved working with many community groups to affirm direction defined through a prior visioning process and economic strategy study.

As part of crafting a vision for the City of Claremont that was to be integrated into the General Plan, Ms. Stetson led a multi-layered public involvement program, including working with a 100+ member General Plan Committee with topic-oriented subcommittees.

In addition to the projects described above, experience includes managing the following projects:

General Plans	Zoning Codes	EIRs
Brea	Brea Hillside	Raymond Theater Reuse
Colton	Chino Hills	Del Mar Station Mixed Use
Manhattan Beach	Commerce	Palmdale Water District MP
Montebello	La Mirada	Rosedale Planned
Monterey Park	Maywood	Community (Azusa)
Rialto		Pasadena Land Use and Mobility Element

Robert Kain

Project Manager Community Design & GIS



 **Planning
in Motion**
Hogle-Ireland, Inc

EDUCATION

B.S., Urban and Regional Planning, California State Polytechnic University, Pomona

A.A., Architectural Drafting Technology, Palomar College, San Marcos

YEARS OF EXPERIENCE

14

PROFESSIONAL AFFILIATIONS

American Planning Association (APA)

Professional Experience

Mr. Kain has extensive public and private sector planning experience. Mr. Kain is well versed in advanced and current planning practices in both the public and private sector.

Mr. Kain manages the day-to-day operations of Hogle-Ireland's Community Design & GIS section, overseeing a team of highly skilled graphic designers and GIS technicians.

Along with managing the day-to-day activities of the Community Design team, Mr. Kain oversees all the Geographic Information Systems projects and support service the company provides. He is well versed in the implementation, management, and utilization of information and data management systems for local government use. He is highly adept at building, implementing, and managing enterprisewide Geographic Information Systems utilizing ArcMap GIS with the ability to integrate various databases and applications from various sources for analysis.

Mr. Kain's work experience has given him an excellent understanding of the relationship between data management and its importance in achieving service delivery standards for the work of the Community Development and Public Works Departments. He has developed multiple Land Use and Zoning geodatabases that are utilized to identify land use conflicts and areas of nonconforming development. He also manages and provides planning services on a wide variety of planning projects and supports multiple jurisdictions' GIS systems and datasets.

Projects that he has managed or participated in include:

- Pioneer Blvd. Enhancement Program, Artesia, CA
- Pioneer Blvd. Design Guidelines, Artesia, CA
- Nye County, Nevada - Zoning update
- City of Yucca Valley - Hillside ordinance
- City of Yorba Linda - City Marketing Brochure
- City of El Monte - City Marketing Brochure
- City of Desert Hot Springs - City Marketing Brochure
- City of Perris - City wide monumentation and visioning
- City of Yorba Linda - Organizational study
- City of Yorba Linda - Zoning Map Update
- Contract Municipal Geographic Information Systems (GIS) Services for the City of Dana Point, Laguna Woods, City of Commerce, Yorba Linda, Desert Hot Springs, and the Laguna Beach Fire Department.

Brian S. Kurnow

Senior Associate Project Manager



 **Planning
in Motion**
Hogle-Ireland, Inc.

EDUCATION

B.A., Environmental Analysis and Design, University of California at Irvine

B.A., Sociology, University of California at Irvine

M.U.R.P., Masters in Urban and Regional Planning, University of California at Irvine

YEARS OF EXPERIENCE

8

PROFESSIONAL AFFILIATIONS

American Planning Association (APA)

Professional Experience

Brian Kurnow has experience with working for Southern California cities on a contract basis and with handling private client projects. Assignments have included providing counter planning services, review and analysis of a variety of planning applications, research, interpretation, and writing of city ordinances, and preparing staff reports. He has also worked on advance planning projects including Zoning Codes, General Plan Updates, Specific Plans, and annexations. Additionally, he has provided third party contract planning services for the review of large development projects including the Hawaiian Gardens Casino.

On the development side, he has worked with private developers to obtain entitlements and approvals for a variety of projects. He has also been involved in and helped execute intensive community outreach efforts for large and controversial projects.

Proficient in ArcGIS he has created and updated maps for many projects including environmental subdivisions, zoning maps and general plan land use maps.

Mr. Kurnow has provided contract planning services for a number of Southern California cities including the following:

- Laguna Hills
- Stanton
- Newport Beach
- Hawaiian Gardens
- Rancho Santa Margarita

And has previous experience working for the cities of:

- Santa Ana
- Mission Viejo

Development projects he has worked on include the following:

- McDonalds - entitlement and permit processing for numerous Southern California locations
 - Rancho Simi Recreation and Park District - Sinaloa Park
 - Mission Development Company
 - GreenPark Holdings - Runkle Canyon - Simi Valley
 - Castle & Cooke - various environmental subdivisions
 - Ortega Arc, LLC. - Mystic Oaks Church Retreat
-

JACOBSON & WACK

LAND USE PLANNING CONSULTANTS

9530 Hageman Road, Suite "B" 205, Bakersfield, CA 93312 (661) 213-4100/213-4111 (FAX)
P.O. Box 1086, Morro Bay, CA 93443-1086 (805) 772-1742/772-1744 (FAX)
jwplans@bak.rr.com

May 1, 2012

Matt Marquez, City Planner
City of Commerce
Community Development Department
2535 Commerce Way
Commerce, CA 90040

Subject: Revised Scope and Budget - Digital Billboard Sign Regulations Update

Dear Mr. Marquez:

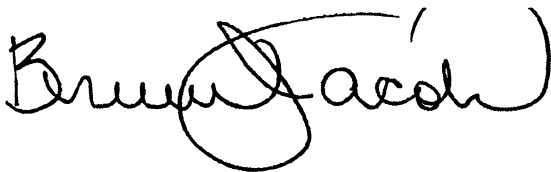
Thank you for your invitation to submit our revised proposal and budget for the preparation of the City of Commerce (Municipal Code Chapter 19.25 [Signs]) update. The consultant team of Jacobson & Wack and RBF Consulting looks forward to working closely with you and your staff on this important project.

The revised proposal and budget are based on discussions we had with you and Alex Hamilton, as well as our experience in performing many similar update projects for like-sized communities. ***We are sensitive to any budget limitations you may have and are willing to discuss the modification, elimination, or even sharing of some of the required tasks if that would help us in our forthcoming budget negotiations.***

At the September 2011 California APA Annual Conference, I participated as a panelist in a session entitled LED Signs: The Future is Now - Is Your Sign Code Ready? Panelists included Jeff Aran, California Sign Association, and Al Zelinka, City of Fullerton, Community Development Director, among others. The panelists addressed the struggles of jurisdictions on whether to allow digital display signs and if so, what standards to apply. Then they presented the pros/cons of digital display signs and reviewed the best practices to consider when drafting a sign code amendment that includes digital display sign regulations.

Thank you once again for your invitation to submit our revised proposal and budget for this worthwhile project. If you have any questions or require further information, please contact me at 661-213-4100 (office) or 805-838-5224 (cell).

Respectfully submitted,



Bruce Jacobson,
Principal, Jacobson & Wack

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1. Project Understanding

A. Desired electronic digital billboard standards:

1. Cap the amount of billboard space in the City.
2. Require removal of a specified amount of existing billboard space before new standard billboard or electronic billboard space can be constructed.
3. Require a Conditional Use Permit for any major billboard project, including new billboards, conversions from a standard to digital billboard, and consolidations or expansions of existing billboards.
4. Provide process and formula for obtaining revenue stream from digital billboards.

B. Outstanding issues:

1. Inventory existing billboards.
2. Identify equitable prioritization of billboards for removal/replacement.
3. Identify replacement program for new electronic billboards – could base on a straight 3:1 or 4:1 ratio or base on a sliding scale in which the number of digital signs permitted is determined by the total square footage of static billboard faces removed.
4. Decide whether the digital display regulations will apply to off-premise billboard signs only or to both off-premise signs and on-premise signs (e.g., prohibit roof-mounted signs).
5. Recognize that each application for a Conditional Use Permit would be subject to its own environmental analysis, potentially triggering the necessity for a CEQA document.
6. Review current nonconforming regulations in light of the following:
 - State law allows seven year amortization period for billboards.
 - City's current sign standards, codified since at least 2000, allow sign companies to replace two legal nonconforming billboards with one new billboard.
7. Implementation of community development policy 6.2, which states that "the City of Commerce will strive to see that commercial properties are maintained and that obsolete signage is removed."

8. Find ways to increase revenue to the City:
- Commerce charges outdoor advertisers \$150.00 per year through the Business License Division. CMC provides that the minimum fee is only \$93.00 per sign. This appears to have been in existence since at least 1992. City's total 2010 signboard revenue = \$750.00.
 - Taxes on advertising signs may be based on:
 - gross receipts;
 - dollars per sign or dollars per square foot of sign area
 - any other rate set by the City Council;
 - annual tax of \$200.00, or \$0.50 per lineal foot of billboard, whichever is greater; or
 - flat rate of \$1,500.00 per sign side annually.
 - Rental payments may consist of:
 - one-time signing bonus; or
 - annual rent payments for a set number of years.
 - Development agreements may contain:
 - performance, onetime fee, or ongoing revenue provisions that allow the City to undertake projects, programs, or other activities that improve the visual environment in a redevelopment project area.
- C. Typical digital display sign regulations should include some or all of the following:
1. Definitions: Definitions must be updated to include a detailed definition of digital display signs and the sign's functional characteristics that could have an effect on traffic safety and community aesthetics.
 2. Zones: Regulations should list the zones in which digital display signs are permitted and where they are prohibited. These signs are typically prohibited in residential and neighborhood commercial districts, historic districts, special design districts, scenic corridors, and in close proximity to schools.
 3. Lengthen dwell time: Typically different messages are displayed every six to eight seconds (dwell time). The more displays shown, the greater the possibility for more revenue. However, quick changes in copy may lead to increased distraction. A Seattle report recommends usage of a "10 second rule".
 4. Prohibit message sequencing: When each screen depicts part of a whole message, drivers may be more inclined to continue watching the sign. "Today, a sequential message can be presented over time on a single sign or on a series of digital display signs located in close proximity". This needs to be addressed in the new standards.

5. Placement and orientation: A minimum spacing requirement between digital display signs and residences should be considered. Signs should also be oriented away from residential neighborhoods. One study recommended these signs be limited or prohibited at intersections, in demanding driving environments, and in places where they obstruct a driver's view.
6. Sign area: An area limit should be placed on the area of the sign faces that can be used for digital display.
7. Illumination and brightness: Standards should address the legibility and brightness of a digital display sign in both the day and night times. During the day, the issue is reducing or minimizing glare while maintaining contrast between the sign and surrounding area. At night the issues are the degree of brightness and its impact on driver distraction and on the light shining into residential neighborhoods.
8. Public service announcements: In exchange for permission to use digital display signs, owners of billboards in Minnesota and San Antonio have agreed to display emergency information (e.g., Amber Alerts, emergency road conditions, emergency evacuation information, etc.).

2. Scope of Work

This Section describes the tasks for updating Commerce Municipal Code Chapter 19.25 (Signs) relating to digital display signs.

Task 1 – Project Orientation and Research

Subtask 1.1 – Project Orientation / Kick-Off Meeting. The Jacobson & Wack (J&W) team will meet via conference call with appropriate City staff to:

Review the City's objectives for digital display sign regulations. Refine the project scope, budget, and schedule, as necessary. Establish priority list of significant issues. Determine schedule and format of workshops and meetings. The meeting will be held by phone conference call.

*Deliverables: One (1) phone conference meeting attended by two (2) J&W team member
Revised/confirmed project scope, schedule, contact, file sharing, and review protocols,
coordination procedures, workshop/meeting format, etc.*

Subtask 1.2 – Document Review. The J&W team will review all relevant documents, regulations and plans, studies, application forms, etc. pertaining to the current digital display sign regulations.

Deliverable: In-house notes/observations

Subtask 1.3 – Billboard Company Outreach #1. At a point early in the process, the J&W team will conduct a workshop to identify issues and concerns related to the City's proposed digital display sign regulations. The J&W team will work with City staff to identify appropriate workshop participants (e.g., City staff and officials, sign companies, etc.). The City staff will promote the workshop, and the J&W team will conduct the workshop. It is anticipated that the billboard sign company representatives will bring to the meeting lists of signs and their associated sign permit numbers for their signs currently installed in the city. The J&W team will work with participants to identify issues and discuss potential alternative solutions. Discussion topics will include:

- Replacement ratios
- Off-premise sign standards
- Standards for sign size, height, number, location, spacing, type, brightness, dwell time, etc.
- Implications of court rulings regarding "content neutrality"
- Amortization and/or replacement of nonconforming billboards
- Abatement of illegal signs
- Optional review and approval procedures
- Sign graphics
- Alternative revenue approaches

J&W will prepare a matrix of findings and recommendations to use as a basis for preparing the administrative review draft digital display sign regulations.

Deliverables: Preparation of outreach workshop presentation materials
Attendance by up to two (2) J&W team members at outreach workshop
Summary matrix of findings and recommendations; One (1) digital copy

Assumptions: City staff will coordinate the meeting logistics (e.g., room reservation and set-up, publicity, invitations, refreshments, etc.). The J&W team will be responsible for preparing information handouts and for presentation methods.
Billboard companies will bring list of billboards and their associated sign permit numbers for their billboard signs to add to preliminary list in attached Appendix.

Subtask 1.4 – Billboard Sign Inventory. In preparation for site reconnaissance, J&W will configure hand-held GPS devices, such as iPads or iPhones, with an electronic survey form that will allow J&W to record existing billboard sign locations and characteristics. The billboard signs to be surveyed will include those listed on the attached Appendix and any additional signs identified by the billboard companies at the first outreach session (Subtask 1.3), up to a maximum of 100 billboard signs. Immediately before the survey starts, City staff will provide a brief orientation tour of the survey area by car with the survey team. Once the survey is underway, the GPS devices will allow a field crew to accurately and efficiently take photos of billboard signs; locate billboard signs with longitude and latitude coordinates; link billboard signs to APN numbers, owners' names and addresses, and sign permit numbers; and provide brief descriptive narrative text. The location data collected will be in GIS format. J&W will deliver all GIS files, electronic forms, and photos taken during the survey and one map showing the sign locations by permit number. Additional sign inventory services are available on a time-and-materials basis.

Deliverables: Two configured iPads or iPhones for field survey activities
Up to 8 hours of field survey activities by two (2) J&W team members
One (1) digital version of all GIS files, electronic forms, and photos
One (1) 24" x 36" color map that shows sign locations by sign permit number

Assumptions: Prior to equipment set-up, City staff will provide and verify sign permit numbers. At the beginning of the field day, City staff will provide an initial tour of the survey area with J&W team members.

Note: For safety purposes, J&W requires two team members to be in the field together.

Task 2 – Draft Sign Regulations

Subtask 2.1 – Preparation of Administrative Review Draft. J&W will prepare an administrative review draft of the digital billboard sign regulations for review by staff. At this stage of the process to draft appropriate digital billboard sign regulations, the J&W team will evaluate and incorporate the most workable “City needs and desires” expressed in the “Project Understanding” detailed above. If desired by the City, the administrative review draft would be provided in legislative redline/strikeout format.

Deliverable: Administrative Review Draft; One (1) digital copy

Subtask 2.2 – Internal Review of Administrative Review Draft. The administrative review draft will be reviewed by the City staff. Staff will be responsible for compiling a comprehensive set of comments and edits, speaking in one voice, and providing their comments and edits in Word’s “track change” format. Following completion of the comments, staff and J&W will conference call to discuss the comments, answer outstanding questions, and provide direction to the J&W team for preparation of the second outreach workshop and the public review draft.

*Deliverable: City staff comments; One (1) digital copy with City comments
One (1) phone conference meeting attended by two (2) J&W team member*

Subtask 2.3 – Billboard Company Outreach Workshop #2. The second outreach effort will consist of a workshop where the J&W team will present the administrative review draft digital display sign regulations and the results of the billboard sign inventory to business and billboard company representatives for comment. A brief review of identified issues, alternative solutions, and proposed recommendations will be presented at the workshop as background information.

*Deliverables: Preparation of outreach workshop presentation materials
Attendance by up to two (2) J&W team members at outreach workshop*

Assumptions: City staff will coordinate the meeting logistics (e.g., room reservation and set-up, publicity, invitations, refreshments, etc.). The J&W team will be responsible for preparing information handouts and for presentation methods.

Optional Subtask 2.4 – Public Outreach Workshop. The public outreach effort will consist of a workshop where the J&W team will present the administrative review draft digital display sign regulations to the general public for comment. The J&W team will work with City staff to identify appropriate workshop participants (e.g., community groups, homeowner groups, chamber of commerce members, businesses, etc.). The City staff will promote the workshop, and the J&W team will conduct the workshop. A brief review of identified issues, alternative solutions, and proposed recommendations will be presented at the workshop as background information.

*Deliverables: Preparation of outreach workshop presentation materials
Attendance by up to two (2) J&W team members at outreach workshop*

Assumptions: City staff will coordinate the meeting logistics (e.g., room reservation and set-up, publicity, invitations, refreshments, etc.). The J&W team will be responsible for preparing information handouts and for presentation methods.

Subtask 2.5 – Preparation of Public Review Draft. Following review and comment by City staff and input received at Outreach Workshop #2, J&W will prepare a public review draft for presentation in public hearings before the Planning Commission and City Council.

Deliverable: Public Review Draft; One (1) digital copy

Task 3 - Public Review and Adoption

Subtask 3.1 – Planning Commission Hearing. J&W will attend and facilitate one public hearing with the Planning Commission to review the Public Review Draft document. If desired by the City, the J&W team will attend additional hearings on a time-and-materials basis.

The hearing would be preceded by discussion with staff to work out respective responsibilities, and review conclusions reached at the prior hearing, to the extent that "debriefing" did not occur immediately after the preceding hearing or later via telephone. During the hearing, J&W will provide support for Commission and public review by presenting the Public Review Draft and by being available to answer questions about proposed provisions, discuss possible changes, and draft revised language in response to staff or Commission direction.

Subtask 3.2 – City Council Hearing. J&W will attend and facilitate one public hearing where the City Council considers the adoption of the Public Review Draft. If desired by the City, the J&W team will attend additional hearings on a time-and-materials basis.

As was the case with the Commission hearing, J&W will provide support for Council and public review by presenting the Public Review Draft and by being available to answer questions about proposed provisions, discuss possible changes, and draft revised language in response to staff or Council direction.

Deliverables: Attendance by one (1) J&W team member at one (1) public hearing with the Planning Commission and one (1) public hearing with the City Council

Subtask 3.3 – Final Sign Regulations. Following City Council direction as provided in the language of the Council's adopting ordinance, J&W will prepare the final sign regulations. This final revision will produce the adopted sign regulations.

Deliverable: One (1) digital version (Microsoft Word and Adobe PDF)

BULLETIN DISPLAYS, LLC
“CREATIVE OUTDOOR ADVERTISING”
Call (310) BULLETIN [285-5384]

Sign 1 (Two Faces)

Location: #5004 Santa Ana (5) Freeway, North Facing, W/L, 1300' south of Garfield Ave., City of Commerce
Size: 14' x 48'

Location: #5005 Santa Ana (5) Freeway, South Facing, W/L, 1300' south of Garfield Ave., City of Commerce
Size: 14' x 48'

Sign 2 (Two Faces)

Location: #5010 Santa Ana (5) Freeway, North Facing, W/L, 1247' south of Garfield Ave., City of Commerce
Size: 14' x 48'

Location: #5011 Santa Ana (5) Freeway, South Facing, W/L, 1247' south of Garfield Ave., City of Commerce
Size: 14' x 48' (subleased by Clear Channel Outdoor)

Sign 3 (Two Faces)

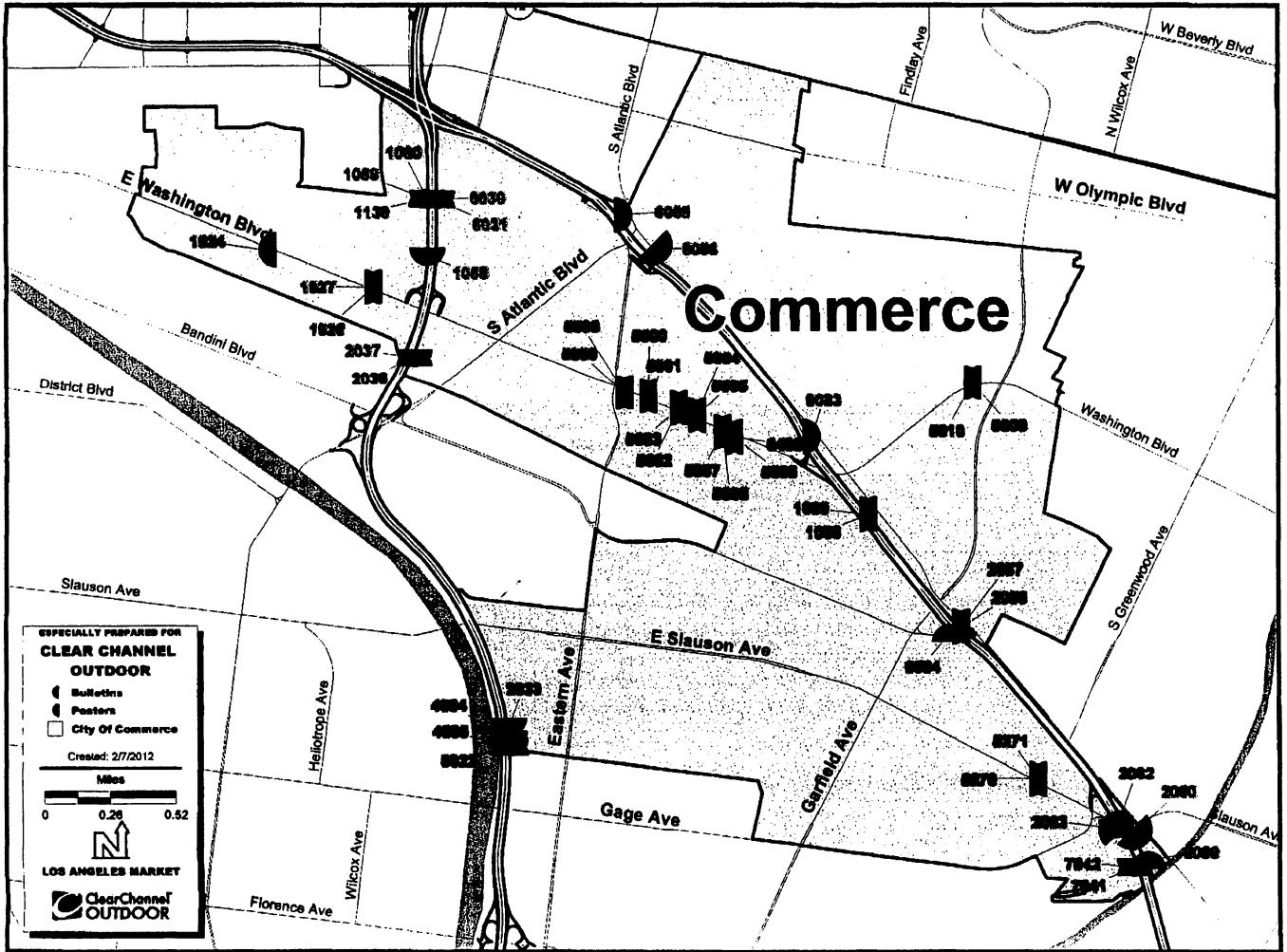
Location: #5020 Santa Ana (5) Freeway, North Facing, W/L, 1800' north of Atlantic Blvd., City of Commerce
Size: 14' x 48'

Location: #5021 Santa Ana (5) Freeway, South Facing, W/L, 1800' north of Atlantic Blvd., City of Commerce
Size: 14' x 48'

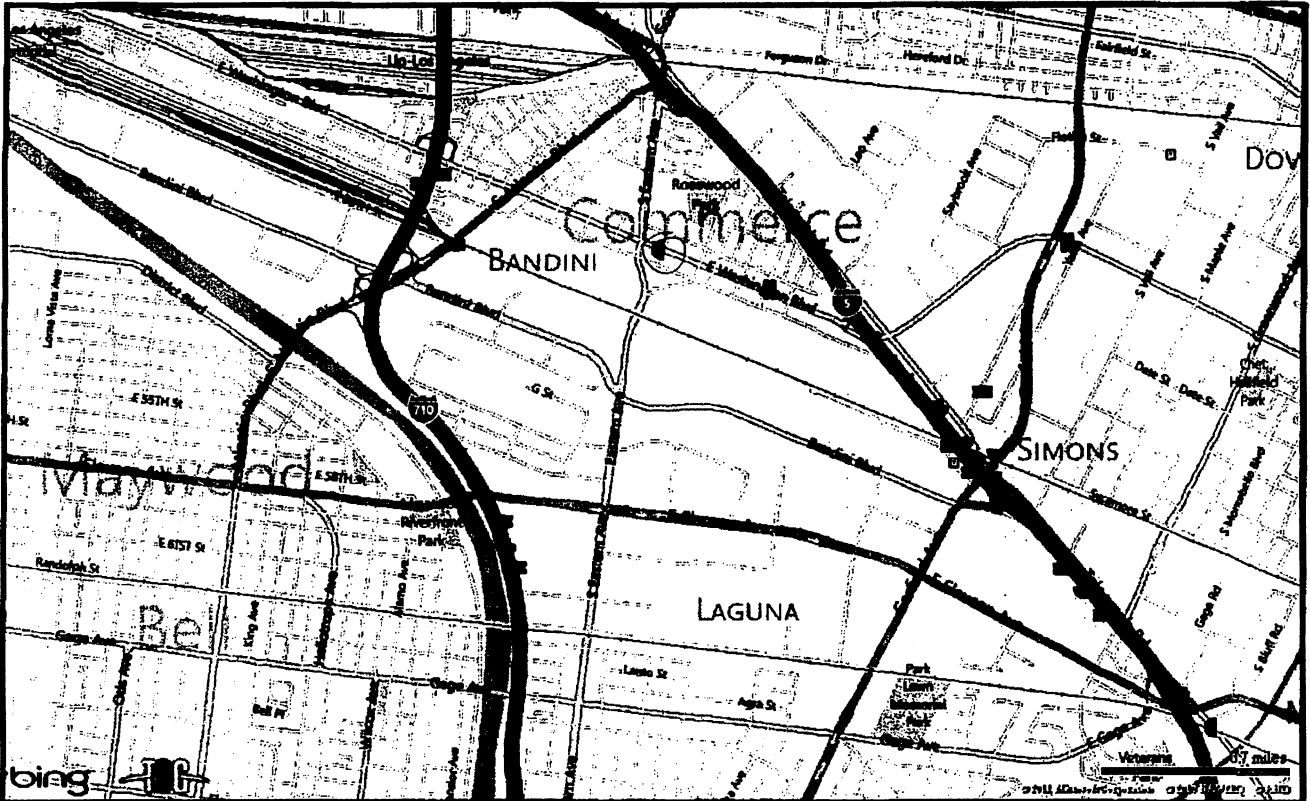
Sign 4 (Two Faces)

Location: #5022 Santa Ana (5) Freeway, North Facing, W/L, @ Slauson Ave exit ramp, City of Commerce
Size: 14' x 48'

Location: #5023 Santa Ana (5) Freeway, South Facing, W/L, @ Slauson Ave exit ramp, City of Commerce
Size: 14' x 48'



Panel No	Media Product Name	Sales Address
2033	Bulletin 14x48	Long Beach Frwy ES 150ft N/O Randolph F/N - 1
6030	Bulletin 14x48	Long Beach Frwy ES 1600ft S/O Santa Ana Frwy F/N - 1
6031	Bulletin 14x48	Long Beach Frwy ES 1600ft S/O Santa Ana Frwy F/S - 2
4694	EcoPoster	Long Beach Frwy ES 50ft N/O Randolph F/N - 1
2037	Bulletin 14x48	Long Beach Frwy ES 960ft S/O Washington F/N - 1
2038	Bulletin 14x48	Long Beach Frwy ES 960ft S/O Washington F/S - 2
1060	Bulletin 19'6x48	Long Beach Frwy WS 1605ft S/O Santa Ana Frwy 19'6"x48' F/N - 2
1059	Bulletins	Long Beach Frwy WS 1605ft S/O Santa Ana Frwy 19'6"x48 F/S - 1
1058	Bulletin 14x48	Long Beach Frwy WS 500ft N/O Washington F/N - 1
1138	Bulletin 14x48	Long Beach Frwy WS 500ft N/O Washington F/S - 1
2088	Bulletin 14x48	Santa Ana Frwy ES 0.6mi N/O Paramount F/N - 1
2089	Bulletin 14x48	Santa Ana Frwy ES 0.6mi N/O Paramount F/S - 1
2061	Bulletin 14x48	Santa Ana Frwy ES 160ft N/O Slauson F/S - 2
2060	Bulletin 14x48	Santa Ana Frwy ES 160ft S/O Slauson F/NW - 1
6096	Bulletin 14x48	Santa Ana Frwy ES 800ft S/O Atlantic F/NW - 1
2073	Bulletin 14x48	Santa Ana Frwy NS 500ft W/O Slauson F/W - 1
6083	Bulletin 20x60	Santa Ana Frwy NS 550ft W/O Washington (20x60 No Ext) F/W - 1
2056	Bulletins	Santa Ana Frwy NS 668ft E/O Garfield (19'6x48) F/E - 2
2057	Bulletin 14x48	Santa Ana Frwy NS 668ft E/O Garfield F/W - 1
6085	Bulletins	Santa Ana Frwy NS 80ft W/O Atlantic (25x70) F/W - 1
1089	Bulletin 14x48	Santa Ana Frwy NS 815ft E/O Washington F/E - 2
1088	Bulletin 14x48	Santa Ana Frwy NS 815ft E/O Washington F/W - 1
7042	Bulletins	Santa Ana Frwy WS 200ft S/O Slauson (19'6x48) F/N - 1
7041	Bulletin 19'6x48	Santa Ana Frwy WS 200ft S/O Slauson 19'6x48 F/S - 1
6504	Bulletin 14x48	Santa Ana Frwy WS 350ft S/O Garfield F/S -
2063	Bulletin 14x48	Santa Ana Frwy WS 70ft S/O Slauson F/N - 1
2062	Bulletin 14x48	Santa Ana Frwy WS 70ft S/O Slauson F/SE - 2
5271	EcoPoster	Slauson NS 80ft W/O Greenwood F/E - 2
5270	EcoPoster	Slauson NS 80ft W/O Greenwood F/W - 1
1927	EcoPoster	Washington NS 105ft W/O Ayres F/E - 2
1926	EcoPoster	Washington NS 105ft W/O Ayres F/W - 1
5605	EcoPoster	Washington NS 175ft W/O Elkgrove F/E - 2
5604	EcoPoster	Washington NS 175ft W/O Elkgrove F/W - 1
5601	EcoPoster	Washington NS 250ft E/O Daniel F/E - 2
5600	EcoPoster	Washington NS 250ft E/O Daniel F/W - 1
5610	EcoPoster	Washington NS 430ft E/O Gayhart F/E - 2
5609	EcoPoster	Washington NS 430ft E/O Gayhart F/W - 1
5603	EcoPoster	Washington NS 50ft W/O Senta F/E - 2
5602	EcoPoster	Washington NS 50ft W/O Senta F/W - 1
5607	EcoPoster	Washington SS 100ft W/O Leo F/E - 2
5606	EcoPoster	Washington SS 100ft W/O Leo F/W - 1
5608	EcoPoster	Washington SS 101ft E/O Leo F/E - 2
6499	EcoPoster	Washington SS 101ft E/O Leo F/W - 1
1924	EcoPoster	Washington SS 121ft W/O Ash F/E - 1
5599	EcoPoster	Washington SS 128ft E/O Eastern F/E - 2
5598	EcoPoster	Washington SS 128ft E/O Eastern F/W - 1



Icon	#	Unit	Location Description	Media	Market
☐	1	0000665B	Santa Ana Fwy N/O Long Beach Fwy W/S	Bulletins	Los Angeles
☐	2	0000441B	Long Beach Fwy & Washington #1 SE/S	Bulletins	Los Angeles
☐	3	0000442B	Long Beach Fwy & Washington Se #2	Bulletins	Los Angeles
☐	4	0000648B	Long Beach Fwy S/O Washington #1 W/S	Bulletins	Los Angeles
☐	5	0000752B	Long Beach Fwy S/O Washington #2 W/S	Bulletins	Los Angeles
☐	6	0003671P	Atlantic E/L 1000 S Sheila	Posters	Los Angeles
☐	7	0004879P	Atlantic E/L 1000 S Sheila	Posters	Los Angeles
☐	8	0005586P	Washington & Daniel Sw	Posters	Los Angeles
☐	9	0000624B	Long Beach Fwy S/O Slauson #1 E/S	Bulletins	Los Angeles
☐	10	0000625B	Long Beach Fwy S/O Slauson #2 E/S	Bulletins	Los Angeles
☐	11	0000856B	Long Beach Fwy S/O Slauson #3 E/S	Bulletins	Los Angeles
☐	12	0000857B	Long Beach Fwy S/O Slauson #4 E/S	Bulletins	Los Angeles
☐	13	0003685P	Telegraph S/L 425 E Slauson	Posters	Los Angeles
☐	14	0004866P	Santa Ana Fwy & Slauson	Posters	Los Angeles
☐	15	0001020B	Santa Ana Fwy N/O Slauson% E/S	Bulletins	Los Angeles
☐	16	0000473B	Santa Ana Fwy N/O Greenwood% W/S	Bulletins	Los Angeles
☐	17	0000560B	W/L Santa Ana Fwy N/O Greenwood%	Bulletins	Los Angeles
☐	18	0000419B	Santa Ana Fwy N/O Slauson W/S	Bulletins	Los Angeles
☐	19	0000131B	Santa Ana Fwy S/O Garfield #2 W/S	Bulletins	Los Angeles

These locations are not on hold, this list is for proposal purposes only. For availabilities contact your sales representative.



CBS Location Map

▲	20	0000839B	Santa Ana Fwy S/O Garfield #1 W/S
▲	21	0000937B	Santa Ana Fwy & Bandini W/S
●	22	0000938B	Santa Ana Fwy & Bandini W/S
▼	23	0001200B	Garfield & Telegraph SW/S
▲	24	0000837B	Santa Ana Fwy N/O Garfield #1 W/S
●	25	0000838B	Santa Ana Fwy N/O Garfield #2 W/S
▲	26	0000264B	Santa Ana Fwy N/O Garfield #2 W/S
▼	27	0006760P	Garfield W/L App 200 N. Telegraph
▼	28	0000209B	Santa Ana Fwy N/O Garfield #1 W/S
●	29	0002584P	Santa Ana Fwy N/L 500 W Garfield
▲	30	0000840B	Santa Ana Fwy N/O Garfield W/S
▼	31	0000841B	W/L Santa Ana Fwy N/O Garfield
▲	32	0002582P	Malt Ave E/L 450 N Yates
▼	33	0005582P	Malt Ave E/L 450 N Yates
●	34	0002637P	Santa Ana Fwy N/L E Washington
▼	35	0000666B	Santa Ana Fwy S/O Washington E/S
●	36	0006830P	Washington 250 E/O Garfield
▶	37	0006831P	Washington 250 E/L Garfield
●	38	0002569P	Washington N/L 55 E Leo
▶	39	0002641P	Washington N/L 55 E Leo

Bulletins	City of Commerce
Bulletins	Los Angeles
Bulletins	Los Angeles
Bulletins	Los Angeles
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Bulletins	Los Angeles
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Posters	Los Angeles



These locations are not on hold, this list is for proposal purposes only. For availabilities contact your sales representative.

3. Cost Estimate

Rate Schedule

The proposed project budget includes all services and products described in Part 2 (Scope of Work). Our total proposed not-to-exceed fee is indicated at the bottom of the attached budget spreadsheet under "Total (Excluding Optional Tasks)". The proposed fee is based on the billing rates identified in the table below. **We are prepared to revise the work plan and budget as necessary to satisfy the City's goals for the project and any financing limitations.** The billing rates will also be used for any additional work performed on a time and materials basis. The proposed not-to-exceed fee shall be valid for a maximum time period of 60 days from the date of the proposed budget. If a contract is awarded to the consultant team and the project is not completed within nine months from the date of the Notice to Proceed through no fault of the consultant, the consultant team reserves the right to renegotiate the contract fee to increase the hourly billing rates for the uncompleted tasks.

HOURLY BILLING RATES	
Principals	\$155.00 per hour
Associates	\$120.00 per hour
Technical Support (GIS, Graphics)	\$95 per hour
Additional Meetings:	
Public hearings	\$1,240 per principal
Staff meetings	\$1,050 per principal

		Principal	Associate	Support		Subtask Totals	Optional Subtask	
		Hourly Rates =			\$ 155	\$ 120	\$ 95	
Task 1	Project Orientation and Research							
1.1	Project Orientation / Kick-Off Meeting (1)	2	0	0		\$ 310		
1.2	Document Review	4	0	0		620		
1.3	Billboard Company Outreach #1 (1)	8	8	4		2,580		
1.4	Billboard Sign Inventory	2	16	16		3,750		
						Task 1 Subtotal =	\$ 7,260	
Task 2	Draft Sign Regulations							
2.1	Preparation of Administrative Review Draft	24	8	4		\$ 5,060		
2.2	City Internal Review of Administrative Review Draft and Conference Call	2	0	0		310		
2.3	Billboard Company Outreach #2 (1)	8	8	4		2,580		
2.4	Optional Public Outreach Meeting	2	8	4			\$ 2,580	
2.5	Preparation of Public Review Draft	8	8	1		2,295		
						Task 2 Subtotal =	\$ 10,245	
Task 3	Public Review and Adoption							
3.1	Attendance at Planning Commission Hearing (1)	8	0	0		\$ 1,240		
3.2	Attendance at City Council Public Hearing (1)	8	0	0		1,240		
3.3	Preparation of Final Sign Regulations	4	2	2		1,050		
						Task 3 Subtotal =	\$ 3,530	
		Subtotal (Excluding Optional Tasks) =			\$11,013	\$6,673	\$4,344	\$ 21,035
		Reimbursable Project Expenses (Printing, Shipping, and Mileage) =						\$ 1,097
		TOTAL (Excluding Optional Tasks) =						\$ 22,132
							Optional Subtask Total =	\$ 2,580

Staff:

Principal = Bruce Jacobson, J&W (Zoning)

Associate = Laura Stearns, RBF (Zoning/Mapping)

Support = Jonathan Schuppert, RBF (Graphics), David Jacobus, RBF (GIS/Mapping)

Notes:

a) Budget based on J&W past experience. Budget shall apply to the project estimated completion date 07/30/2012 and three months thereafter.

b) All work to be performed on a "not to exceed" contract price, which will become the firm fixed price upon completion of negotiations with staff authorized to negotiate an agreement. The total budget includes all miscellaneous costs for reproduction, telephone, postal, delivery, reference materials and incidental expenses. J&W will receive payment either on a percentage basis using milestones or by monthly billing, as determined by the Client. The J&W project manager reserves the right to make adjustments to staff allocations within the overall budget.

Reimbursables

City of Commerce | Sign Code Update Technical Support Services

Shipping	2 FedEx Packages x \$30 = \$60	\$	60
Mileage	5 roundtrips Bakersfield/Commerce/Bakersfield = 240 miles @ \$0.55/mile	\$	660
	3 roundtrip Irvine/Commerce/Irvine = 70 miles @ \$0.55/mile	\$	115
Printing	50 pages x 50 b/w copies = 5000 pgs x .10/pg = \$250	\$	250
	One 24" x 36" color map = 6 sq ft @ \$2 per sq ft = \$12	\$	12
	Color copies are an additional charge (\$1.00 per page)	\$	1,097

4. Firm Descriptions

Jacobson & Wack



JACOBSON & WACK Land Use Planning Consultants

The partnership of Jacobson & Wack is a specialized firm providing planning consulting services exclusively to California cities and counties since 1980. Mr. Jacobson and Mr. Wack represent approximately 60 years of collective local planning experience in the public sector and in private consulting practice. Jacobson & Wack specializes in the implementation of community planning programs through the preparation of comprehensive development codes, zoning and subdivision ordinances, local coastal programs, specific plans, and rezoning studies and related programs.

RBF Consulting



RBF is a full service consulting firm providing planning, engineering, surveying, and related professional services. RBF is a private corporation founded in California in 1944. RBF has experience, organizational resources, and management capabilities to provide a complete range of services for planning, urban design, transportation planning, land use and policy planning, and environmental services.

Policy Planning and Regulatory Documentation

RBF provides high quality planning services to public agencies for policy formulation and documentation, regulatory standards, and review processes. Policy level documents include general plans, development policy, specific plans, design guidelines, and annexation studies. Regulatory documents include zoning ordinances, comprehensive development codes, sign codes, subdivision standards, and regulatory specific plans. In each of these areas, RBF takes great pride in developing innovative solutions to complex issues while emphasizing the unique character and vision of each community. RBF has prepared a wide range of policy and regulatory documents for small and large communities as well as for new and established communities.

Environmental Planning and Documentation

RBF has been preparing environmental documentation for over 35 years. We have attained extensive experience writing and processing accurate, legally defensible environmental documents and conducting environmental technical studies for regulatory and policy documents such as General Plans and zoning ordinances. The RBF Team has a thorough understanding of environmental laws and regulations.

Established: 1944
Size of Staff: 549
Number of Offices: 16

Offices:

Camarillo, California
Carlsbad, California
Irvine, California
Los Angeles
Las Vegas, Nevada
Monterey Bay, California
Oakland, California
Ontario, California
Palm Desert, California
Phoenix, Arizona
Reno, Nevada
Sacramento, California
San Diego, California
San Jose, California
Temecula, California
Tucson, Arizona
Walnut Creek, California

5. Team Resumes

Bruce Jacobson, Principal

9530 Hageman Road, Suite "B" 205, Bakersfield, CA 93312
661-213-4100 (office) / jwplans@bak.rr.com

As a principal with Jacobson & Wack, Bruce Jacobson is a land use planner and administrator with over 30 years of planning experience. With Jacobson & Wack he has worked on over 100 zoning ordinances, subdivision ordinances, design guidelines, and development codes. Earlier planning positions include Deputy Planning Director for San Luis Obispo County, Principal Planner for Ventura County, and Planning Director for the City of Santa Paula.

His work on the City of San Bernardino Development Code was recognized with a national award for outstanding planning from the American Planning Association. The APA award selection jury cited the Code's easy to use format, graphics, and straightforward (non-legalese) language as major attributes contributing to the "user-friendly" nature of the Code. The San Bernardino Development Code combined zoning, subdivision, design guidelines, and hillside preservation standards into one comprehensive, internally integrated document.

Additionally, his work on the City of Livermore Development Code was recognized with the 2011 Driehaus Form-Based Code Award for outstanding form-based codes from the Form-Based Code Institute. The Driehaus award selection jury cited the Code for the following attributes: a valuable model of how to code a medium sized town with existing walkable and sprawl neighborhoods; additionally the code is focused on providing a complete form-based regulation for higher density residential areas that are, or have the potential to be, walkable and will provide a successful model for other areas within the City. Additionally, the document is organized to incorporate a form-based code into a larger development code overhaul so that the sprawl areas of the City remain under Euclidean zoning while the form-based code is designed for walkable areas of the City and designed to expand to all walkable areas when the City is ready.

Bruce Jacobson prides himself on working very closely with the client throughout the update process to ensure that the finished product meets/surpasses the client's needs and expectations for an updated zoning document that is uniquely crafted to serve the client/community needs for an easy to use and enforce, legally defensible set of zoning regulations. From initial general plan and code review and assessment, public outreach, organizational and formatting style selection, drafting of individual segments, meeting and refining the draft segments, through to the public hearing and adoption phases of the project, Mr. Jacobson can be counted on for continual hands-on client collaboration and guidance.

Continued next page

Bruce Jacobson's previous experience and education include the following milestones:

- Designer and project facilitator, Robert E. Donald, Architect & Associates, Beverly Hills
- Planning Director, City of Santa Paula
- Principal Planner/Deputy Planning Director, Ventura County Environmental Resources Agency. Directed the Plan Administration and Implementation Division, which was responsible for all land use development applications, zoning/subdivision processing and ordinance revisions, environmental review, zoning enforcement, public information, etc.
- Manager, Ventura County Guidelines for Orderly Development
- Manager, Ventura County Subdivision Ordinance comprehensive revision
- Deputy Planning Director, San Luis Obispo County Planning Department. Directed the Current Planning Division, which was responsible for land use permit and subdivision processing, building permits and inspection, rezonings and ordinance revisions, zoning enforcement, public information, etc.
- Director and Officer, Mid-State Development Corporation (Small Business Administration)
- B.S. degree in City and Regional Planning, at California Polytechnic State University in San Luis Obispo
- Member, American Planning Association
- Instructor for U.C. Davis Extension (**Redesigning the Zoning Ordinance**) and U.C.L.A. Extension (**Designing and Implementing Effective Zoning Ordinances**).

Continued next page

Relevant Experience

The partnership of Jacobson & Wack has prepared over 100 zoning and development codes, subdivision ordinances, design guideline documents, and related regulations. This extensive body of work includes the following projects, some of which are works in progress.

Coastal Zoning Ordinance, City of Arcata	Sign Ordinances with all the Development Codes above, and the Zoning Ordinances below
Coastal Zoning Ordinance, City of Carpinteria	Subdivision Ordinance, Calaveras County
Coastal Zoning Ordinance, City of Fort Bragg	Subdivision Ordinance, City of Cotati
Coastal Zoning Ordinance, City of Malibu	Subdivision Ordinance, City of Gustine
Coastal Zoning Ordinance, City of Newport Beach	Subdivision Ordinance, City of Malibu
Coastal Zoning Ordinance, City of Oxnard	Subdivision Ordinance, City of South Pasadena
Coastal Zoning Ordinance, City of Pismo Beach	Subdivision Ordinances as part of all of the above Development Codes, where noted
Coastal Zoning Ordinance, City of Seaside	Zoning Ordinance, City of Brea
Coastal Zoning Ordinance, Marin County	Zoning Ordinance, City of Brentwood
Design Guidelines, City of Pismo Beach	Zoning Ordinance, City of Burbank
Design Guidelines, City of South Pasadena	Zoning Ordinance, City of Campbell
Design Guidelines, City of Stockton	Zoning Ordinance, City of Carpinteria
Design Guidelines as part of the following Development Codes, where noted	Zoning Ordinance (FBC), City of Cotati
Development Code (zoning/subdivision), City of Arcata	Zoning Ordinance, City of Culver City
Development Code (zoning/subdivision), Calaveras County	Zoning Ordinance, City of Cypress
Development Code (zoning/subdivision/design), City of Chico	Zoning Ordinance, City of Desert Hot Springs
Development Code (zoning/subdivision/design), City of Clovis	Zoning Ordinance, City of Fillmore
Development Code (zoning/subdivision/design), City of Diamond Bar	Zoning Ordinance, City of Gustine
Development Code (zoning/subdivision/ sustainability), City of Duarte	Zoning Ordinance, City of Huntington Park
Development Code (zoning/subdivision/FBC), City of Flagstaff, Arizona	Zoning Ordinance, City of La Puente
Development Code (zoning/subdivision/design/grading/ NPDES), City of Fort Bragg	Zoning Ordinance, City of Lompoc
Development Code (zoning/subdivision/FBC), City of Grass Valley	Zoning Ordinance, City of Malibu
Development Code (zoning/subdivision), City of Hollister	Zoning Ordinance, City of Mountain View
Development Code (zoning/subdivision/FBC), City of Livermore	Zoning Ordinance, City of Newport Beach
Development Code (zoning/subdivision/design), City of Lodi	Zoning Ordinance, City of Novato
Development Code (zoning/subdivision/coastal), Marin County	Zoning Ordinance, City of Ojai
Development Code (zoning/subdivision/design), City of Murrieta	Zoning Ordinance, City of Oxnard
Development Code (zoning/subdivision), City of Norwalk	Zoning Ordinance, City of Pasadena
Development Code (zoning/subdivision/design), City of Pomona	Zoning Ordinance, City of Pismo Beach
Development Code (zoning/subdivision/ sustainability), City of San Jacinto	Zoning Ordinance, City of Rancho Mirage (Twice)
Development Code (zoning/subdivision/design), City of Simi Valley	Zoning Ordinance, City of Sam Ramon
Development Code (zoning/ subdivision/design/ FBC), City of Sonoma	Zoning Ordinance, City of Santa Rosa
Development Code (zoning/subdivision), City of Stockton	Zoning Ordinance, City of Seaside
Development Code (zoning/subdivision/design), City of San Bernardino (Three Times)	Zoning Ordinance, City of Soledad
Development Code (zoning/subdivision), San Bernardino County	Zoning Ordinance, City of South Pasadena
Development Code (zoning/subdivision/ sustainability), Sonoma County	Zoning Ordinance, City of Tustin
Development Code (zoning/subdivision), City of Tracy	Zoning Ordinance, City of West Hollywood
Development Code (zoning/subdivision/design), Town of Truckee	Zoning Ordinance, Lake Havasu City, Arizona
	Zoning Ordinance, Fresno County
	Zoning Ordinance, Los Angeles County
	Zoning Ordinance, Santa Barbara County
	Zoning Ordinance, Solano County
	Zoning Ordinance, Town of Loomis
	Zoning Ordinance, Town of Windsor

Laura Stearns, J.D., Associate

RBF Consulting, 14725 Alton Parkway, Irvine, CA 92617
 949-472-3505 / lstearns@rbf.com

Ms. Stearns has a strong interest in how regulations shape the physical space where we live and work. Her professional experience in law and planning spans 20 years and includes significant experience in writing zoning codes, development regulations for specific plans, and design guidelines. In addition, she has been Executive Director of a downtown association, where she worked with the community to identify economic and land use strategies that would facilitate redevelopment.

Ms. Stearns has collaborated on the preparation of zoning codes, specific plans, and design guidelines for California municipalities and counties identified in the table below.

Client	Timeline	Adoption/Delivery
City of Fullerton	2011	Zoning Code Implementation Strategy – Delivered 08/2011
City of Whittier	2010-2011	Whittier Boulevard Specific Plan Revisions – Adopted 08/2011
City of Newport Beach	2007-2010	Code Adopted 10/2010
City of Stanton	2008	Technical Analysis - Delivered 4/2009
County of San Bernardino	2004-2007	Code Adopted 3/2007
County of Santa Barbara	2004-2006	Code Adopted 3/2006
City of Brea	2004-2007	Mixed-Use provisions – Adopted 03/2006
City of Los Alamitos	2003-2005	Code Adopted 12/2005
City of Campbell	2003-2004	Code Adopted 05/2004
City of Cypress	2003-2004	Code Adopted 11/25/2004
In Progress		
City of Bellflower	2011	Preparing regulations for mixed-use overlay zone
City of Moreno Valley	2011	Preparing mixed-use regulations for Alessandro Boulevard corridor overlay
City of Stanton	2010 - 2011	Preparing Updated Zoning Code
City of San Jacinto	2007 - 2011	In Public Hearings
On-Call Services		
County of San Diego	2011	On-call to revise zoning regulations
Town of Mammoth Lakes	2011	On-call to revise zoning regulations

Registration:
 1990, Florida Bar
 Association, FL, 850918

Years of Experience: **21**

Education:
 J.D., 1989, Law, University
 of Miami School of Law
 Graduate Studies, 1983,
 Historic Preservation
 Planning, Cornell University
 B.A., 1979, American
 History, University of
 Rochester

Professional Affiliations:
 Member, American
 Planning Association
 Member, Florida Bar
 Association

6. References

The following are references from a select number of our many projects. We strongly encourage contacting our past clients regarding our ability to complete our projects and tasks in a timely manner, with high quality and accuracy, and within the approved budget. We have never required a budget adjustment for a zoning project unless additional work products, clearly beyond the scope of the original work plan, were requested. The following are relevant examples of our zoning projects.

City of Carpinteria Zoning Code – Preparing a comprehensive Zoning Code update to implement the City's new General Plan.

Jackie Campbell, Community Development Director
City of Carpinteria
Community Development Department
5775 Carpinteria Avenue, Carpinteria, CA 93013
(805) 684-5405 ext. 451
jackiec@ci.carpinteria.ca.us

City of Fort Bragg Development Code – Prepared a comprehensive Development Code to implement the City's new General Plan.

Linda Ruffing (replaced by Marie Jones), Community Development Director
City of Fort Bragg
Community Development Department
416 North Franklin Street, Fort Bragg, CA 95437
(707) 961-2827, ext. 108
mjones@fortbragg.com

Fresno County Zoning Ordinance – Preparing a reorganized and comprehensive update of the Zoning Ordinance in conjunction with an update of the General Plan.

Chris Motta, Senior Planner
County of Fresno
Development Service Division, Department of Public Works and Planning
2220 Tulare Street, 6th floor, Fresno, CA 93721
(559) 262-4241
CMotta@co.fresno.ca.us

City of Grass Valley Development Code – Prepared a comprehensive Development Code, incorporating zoning, subdivision, formed-based standards, and city-wide design guidelines into an integrated, easy-to-use zoning document.

Tom Last, Director
City of Grass Valley
Planning Division
125 East Main Street, Grass Valley, CA 95945
(530) 274-4711
toml@cityofgrassvalley.com

City of Newport Beach Zoning Code – Prepared a comprehensive Zoning Code update following adoption of a new General Plan.

Gregg Ramirez, Senior Planner
City of Newport Beach
Planning Department
3300 Newport Blvd., Newport Beach, CA 92663
(949) 644-3219
GRamirez@city.newport-beach.ca.us

City of Pasadena Zoning Code – Prepared a comprehensive update to Zoning Code in conjunction with update of the General Plan.

Denver Miller, Zoning Administrator
City of Pasadena
Planning Department
175 North Garfield Avenue, Pasadena, CA 91101
(626) 744-6733
dmiller@ci.pasadena.ca.us

San Bernardino County Development Code – Prepared a reorganized and comprehensive update of the Development Code in conjunction with update of the General Plan.

Jim Squire, Division Chief, Advance Planning Division
County of San Bernardino
Land Use Services Department
385 N. Arrowhead Avenue, San Bernardino, CA 92415
(909) 387-4147
jsquire@lusd.sbcounty.gov

Santa Barbara County Land Use Development Code – Prepared a reorganized and comprehensive update of the Development Code following an update to the County’s General Plan.

Noel Langle, Planner
County of Santa Barbara
Planning and Development Department
123 East Anapamu Street, Santa Barbara, CA 93101
(805) 568-2009
noel@co.santa-barbara.ca.us

City of Santa Rosa Zoning Code – Prepared a comprehensive Zoning Code update to implement the City's new General Plan.

Chuck Regalia, Community Development Director
City of Santa Rosa
Community Development Department
100 Santa Rosa Avenue, Santa Rosa, CA 95404
(707) 543-3189
cregalia@srcity.org

City of Seaside Zoning Ordinance – Prepared a comprehensive update to Zoning Ordinance following General Plan update.

Rick Medina, Senior Planner
City of Seaside
Planning Division
440 Harcourt Avenue, Seaside, CA 93955
(831) 899-6726
rmedina@ci.seaside.ca.us

City of Soledad Zoning Ordinance – Preparing a comprehensive update to the City’s current Zoning Ordinance, in concert with a new specific plan for the downtown portion of the City, with both projects incorporating formed-based standards.

Steve McHarris, Director
City of Soledad
Community & Economic Development Department
248 Main Street, Soledad, CA 93960
(831) 223-5043
smcharris@cityofsoledad.com

City of Sonoma Development Code – Prepared a Development Code following the adoption of the City of Sonoma’s new General Plan. This unique code approaches zoning issues from the perspectives of the New Urbanism. The code focuses on preserving the character of existing historic neighborhoods in a community faced with substantial growth pressures, and ensuring that new development continues to maintain the “sense of place” envisioned in the General Plan.

David Goodison, Planning Director
City of Sonoma
Planning Department
No. 1 The Plaza, Sonoma, CA 95476
(707) 938-3681
dgoodison@sonomacity.org

Sonoma County Development Code – Preparing a comprehensive Development Code following a General Plan update.

Denise Peter, Senior Planner
County of Sonoma
Permit and Resource Management Department
2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-7385
DPETER@sonoma-county.org

We invite you to visit codes and related planning regulations we have prepared at the following locations:

City of Duarte – Development Code

<http://library.municode.com/index.aspx?clientId=16321&stateId=5&stateName=California>

City of Fort Bragg – Development Code

<http://ci.fort-bragg.ca.us/cityclerk/Title%2018.html>

City of Grass Valley – Development Code

http://www.cityofgrassvalley.com/services/departments/cdd/DEVELOPMENTCODE/GVDeveloCode041107_TOC.pdf

City of Livermore – Development Code

http://www.codepublishing.com/CA/LivermorePDF/LDC_fullcode0510.pdf

City of Newport Beach – Zoning Code

<http://www.codepublishing.com/CA/NewportBeach/?NewportBeach20/NewportBeach20.html>

City of Pasadena – Zoning Code

<http://ww2.cityofpasadena.net/zoning/index.html>

City of Rancho Mirage - Zoning Ordinance

<http://www.qcode.us/codes/ranchomirage/>

City of San Bernardino – Development Code

http://www.ci.san-bernardino.ca.us/cityhall/community_development/development_code.asp

County of San Bernardino – Development Code

[http://www.amlegal.com/nxt/gateway.dll/California/sanbernardinocounty_ca/sanbernardinocountycaliforniacodeofordin?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:sanbernardinocounty_ca](http://www.amlegal.com/nxt/gateway.dll/California/sanbernardinocounty_ca/sanbernardinocountycaliforniacodeofordin?f=templates$fn=default.htm$3.0$vid=amlegal:sanbernardinocounty_ca)

County of Santa Barbara – Land Use Development Code

http://sbcountyplanning.org/pdf/forms/LUDC/CountyLUDC_August2009.pdf

City of Santa Rosa – Zoning Code

<http://qcode.us/codes/santarosa/>

City of Seaside – Zoning Ordinance

<http://www.ci.seaside.ca.us/Modules/ShowDocument.aspx?documentid=2566>

City of Simi Valley – Development Code

<http://library.municode.com/HTML/16629/level1/TIT9DECOSIVAMUCO.html>

City of Sonoma – Development Code

http://www.sonomacity.org/uploads/Planning/Development_Code.pdf

City of Stockton – Development Code

<http://qcode.us/codes/stockton/view.php?topic=16&frames=on>

Town of Truckee – Development Code

<http://www.townoftruckee.com/index.aspx?page=125>

Matt Marquez

From: Richard F. Hamlin [RHamlin@hamlinlaw.com]
Sent: February 24, 2012 6:01 PM
To: Matt Marquez
Cc: Mary Brandt
Subject: Digital Billboards, City of Commerce

This message is privileged and confidential and intended only for the person to whom it is addressed. If you received this message in error, please notify me at the above email address and delete this message from your system.

Dear Mr. Marquez,

Mary forwarded your emails to me, and we are interested in helping the City of Commerce in developing standards for digital billboards. If you or the Council wants a more formal presentation, please let me know.

Background: I have personally been practicing law in California since 1971. I began representing billboard companies in 1985. Marnie Cody has been practicing with me since June 1990. While in law school, she clerked with my firm. We have been representing both the industry since then, and more recently have helped some municipalities.

Industry: At present, we represent CBS Outdoor, KEM Outdoor, Lamar Outdoor, Martin Outdoor and Van Wagner Outdoor. Until last fall, we also represented Clear Channel Outdoor. We have a good understanding of the concerns of the industry. While each company has different concerns, we have a general sense of what is likely to be acceptable to the industry.

Government: We drafted the Lynwood sign ordinance. We drafted some amendments to the Compton ordinance. We are generally familiar with the Outdoor Advertising Act and have helped to draft some changes to the Act. We are familiar with a large number of local ordinances. Some years ago, one of our clients engaged us to defend Lake Forest's award of bus shelter franchise to our client.

Concerns: We understand the City of Commerce's main concern is raising revenue. Digital boards are an excellent way to tap into that potential. We have litigated the issue of business license fees and we have experience with development agreements. We are familiar with the laws prohibiting differential taxation of first amendment businesses, lighting and motion standards.

Fees: Our rates are \$380 an hour for my time, \$320 an hour for Ms. Cody's time, and \$120 an hour for legal assistants. It is difficult to predict a total fee without having a better idea of what we would be doing. I understand we would not be re-writing the entire ordinance, but would be suggesting changes to incorporate provisions for off-premise digital billboards, with an eye to maximizing revenue to the city.

Conclusion: I hope this provides you with the information you need. If you need more detail, would like references, or would like to meet with us, please let me know.

Best regards,

Richard Hamlin



AGENDA REPORT

MEETING DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: NEW EMERGENCY OPERATIONS CENTER – PRESENTATION AND APPROVAL OF PRELIMINARY DESIGN

RECOMMENDATION:

The City Council will consider for receipt and file a report, and take appropriate action as deemed necessary with respect to the preliminary design of the new Emergency Operations Center.

MOTION:

Move to approve the recommendation.

BACKGROUND:

The Federal Government recognizes the need to provide agencies with the necessary equipment to manage and respond to emergencies and disasters in an effective manner. Grand funds were made available to agencies to use towards upgrading existing Emergency Operations Centers (EOC) or construct new ones. City staff has felt that the existing EOC is not adequate to serve its purpose for managing emergency incidents.

At its meeting of January 5, 2010, the City Council authorized staff to pursue Emergency Operation Center funding offered by the U.S. Department of Homeland Security.

On August 17, 2010, the City Council approved a Resolution to authorize the submittal of an application for the Fiscal Year 2010 EOC Grant funds in the amount of \$1,000,000 and designating agents authorized to prepare and execute any documents under the California Emergency Management Agency (Cal-EMA) Subgrant Program.

On October 10, 2011, the City received a letter from Cal-EMA, stating that the City's application for grant funds was approved in the amount of \$1,000,000.

On March 6, 2012, the City Council awarded a professional services agreement for the design of the new Emergency Operations Center to WLC Architects, Inc.

ANALYSIS:

Over the past couple of months, the design team has met on a regular basis. The design team is respectfully recommending approval of the preliminary design for it incorporates all major elements necessary to meet both grant and City's requirements.

FISCAL IMPACT

This activity can be carried out at this time without additional impact on the current operating budget, as funding for this activity has been approved and included in the FY 2010/11 Capital Improvement Project Budget. The EOC Grant in the amount of \$1,000,000 requires a 25% match by the City. The grant allows the value of public land to be factored into the match equation. The City will utilize this option to provide the 25% match.

RELATIONSHIP TO 2009 STRATEGIC GOALS:

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

Respectfully submitted:



Jorge Rifá
City Administrator

Recommended by:



Loretta Gutierrez
Interim Director of Safety & Community Services

Recommended and Prepared by:



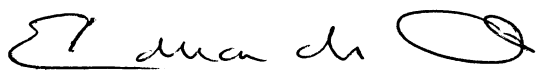
Danilo Batson
Assistant Director of Public Services

Fiscal Impact Reviewed by:



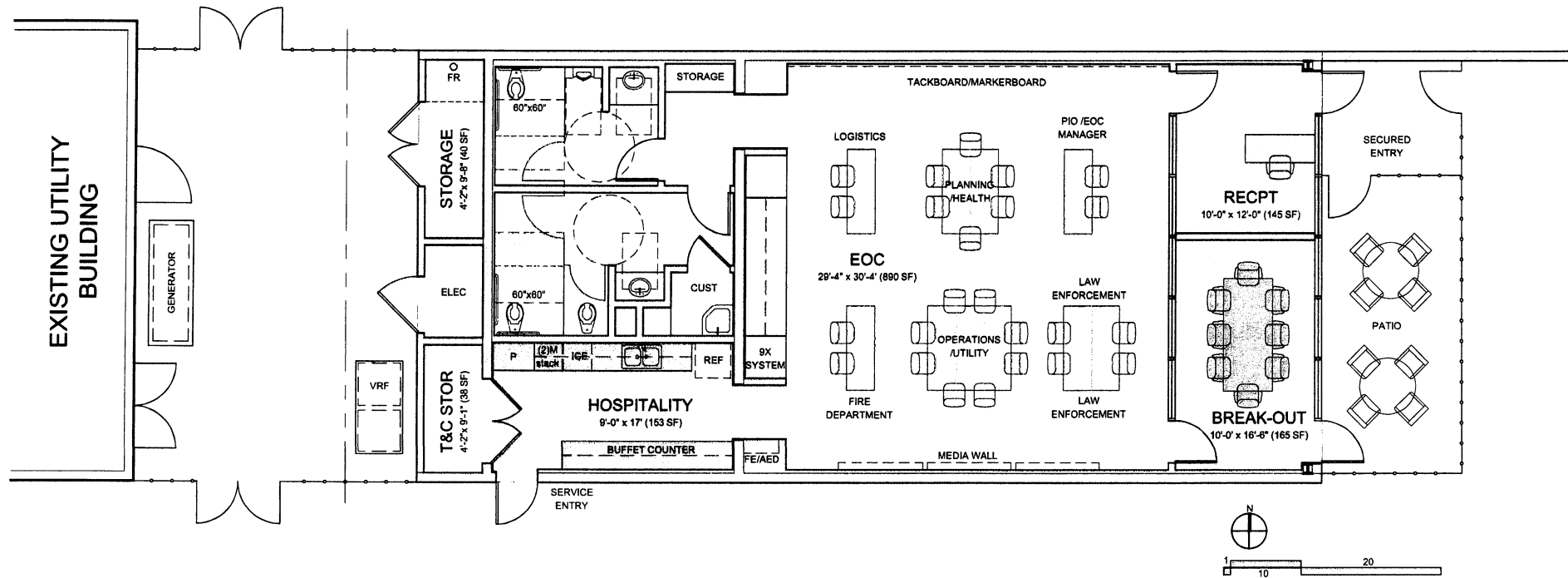
Vilko Domic
Director of Finance

Approved as to Form:

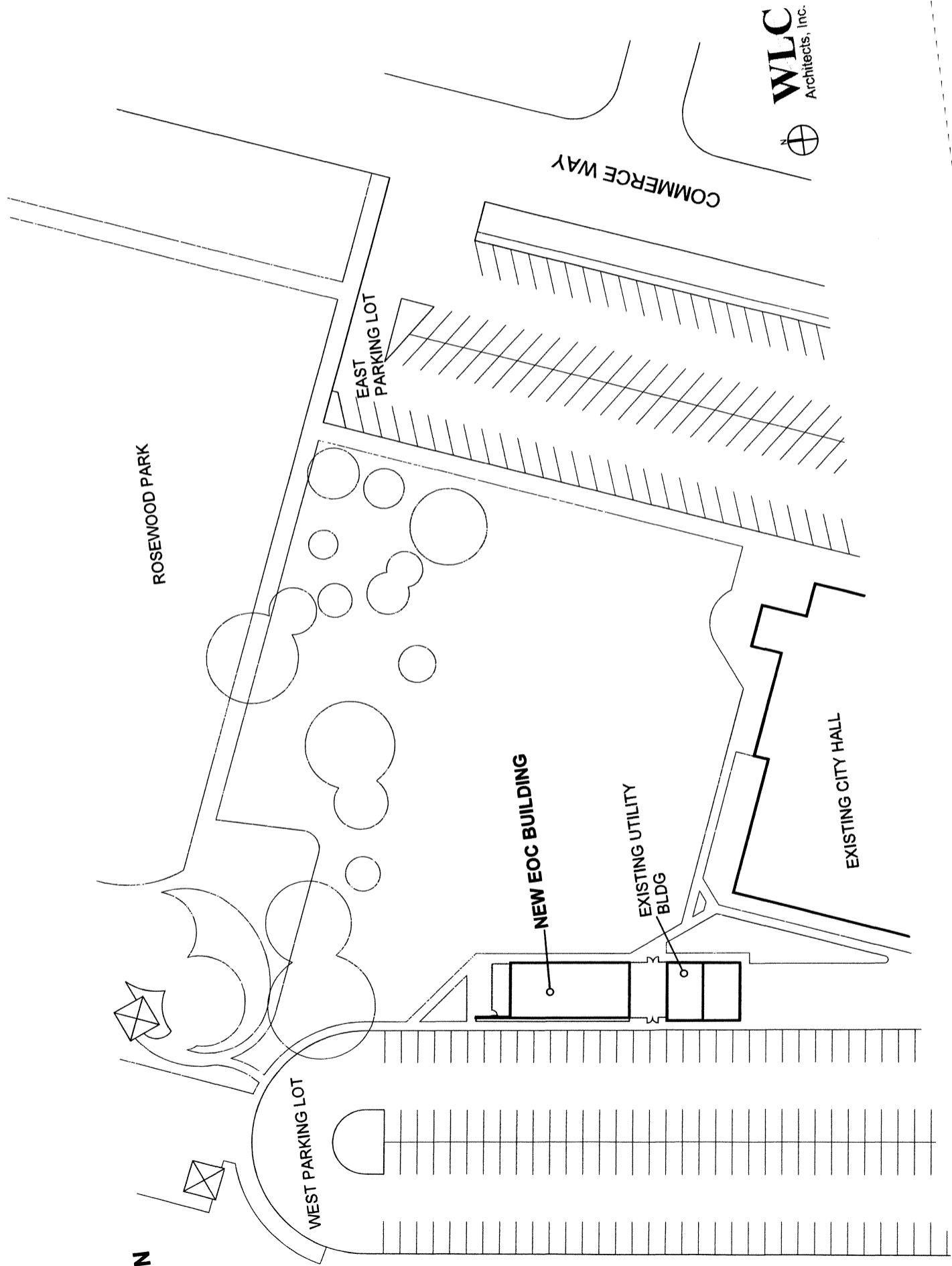


Eduardo Olivo
City Attorney

FLOOR PLAN

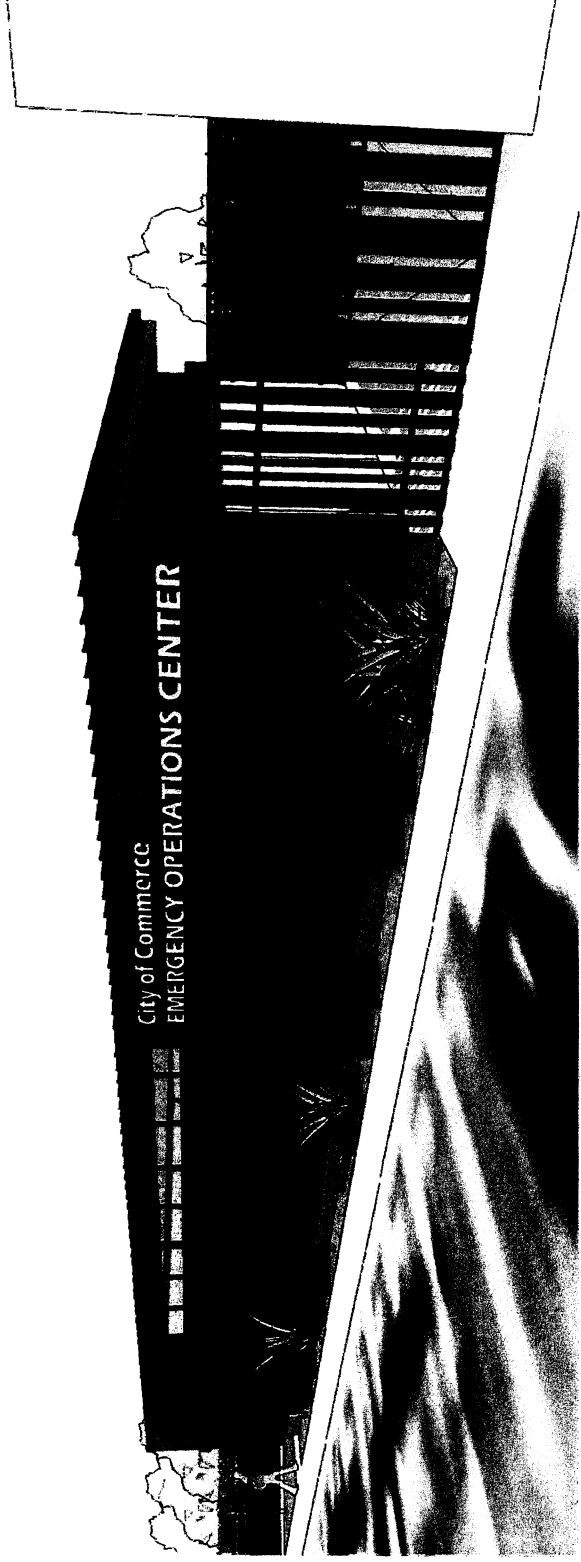


SITE PLAN

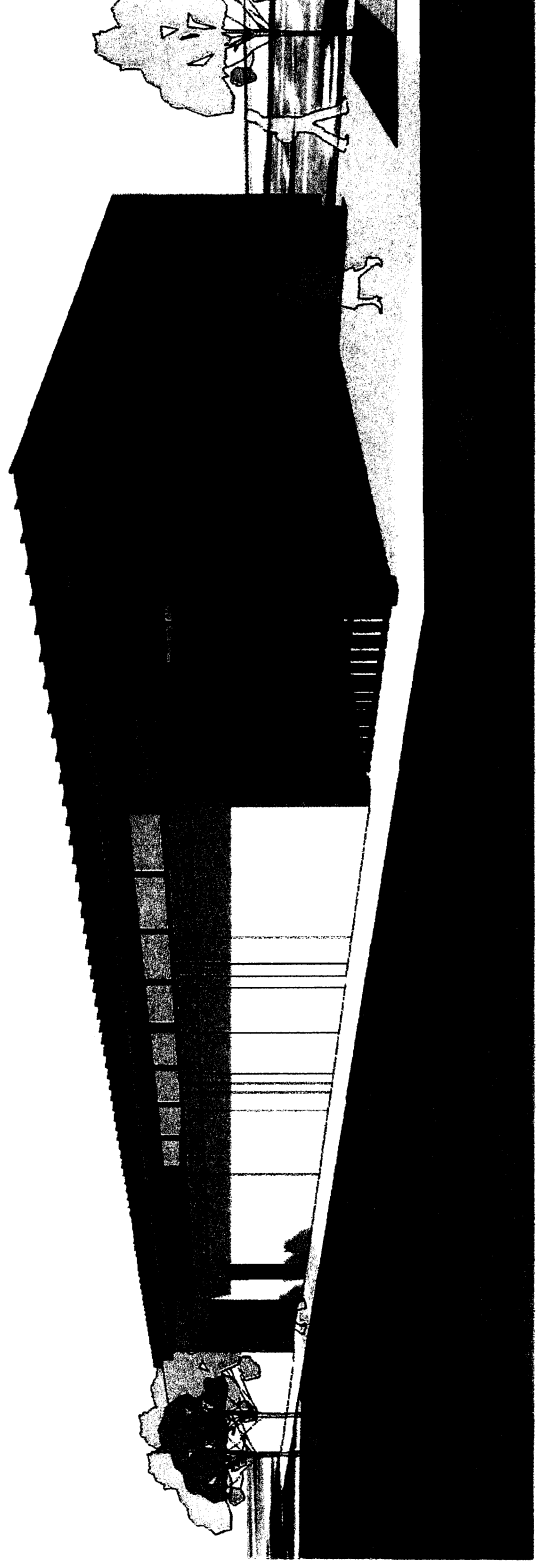


WLC
Architects, Inc.

OPTION 01

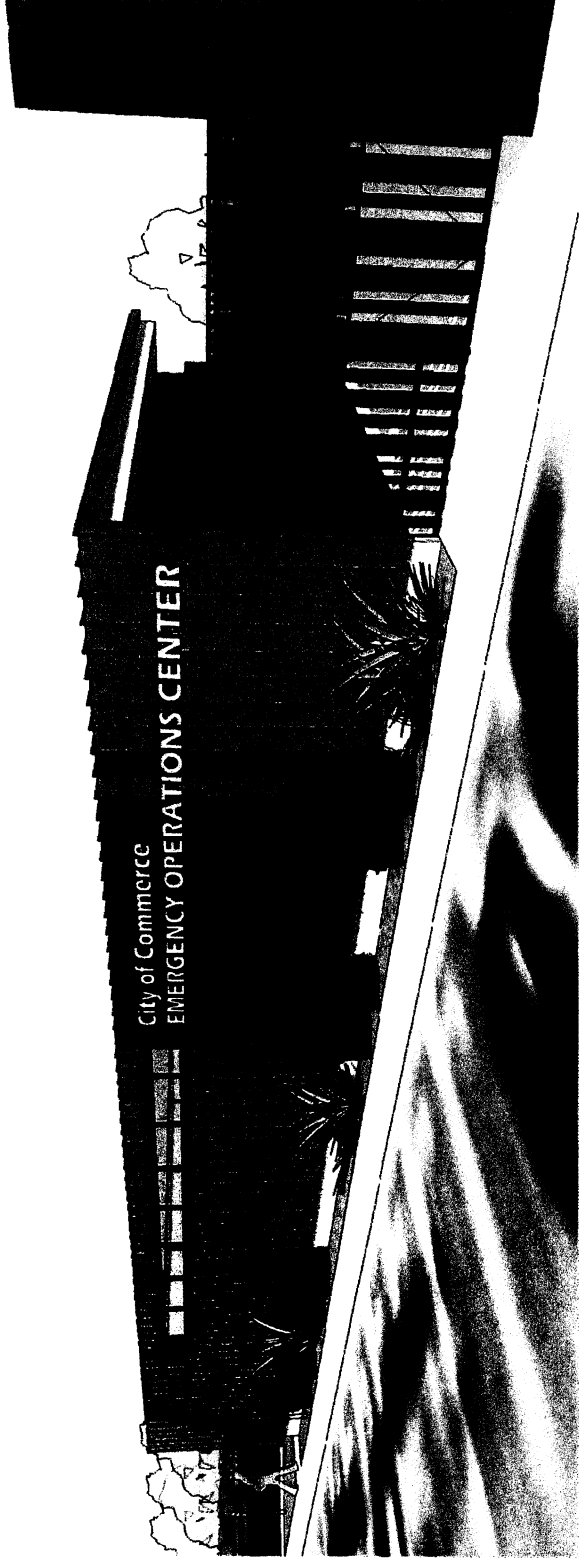


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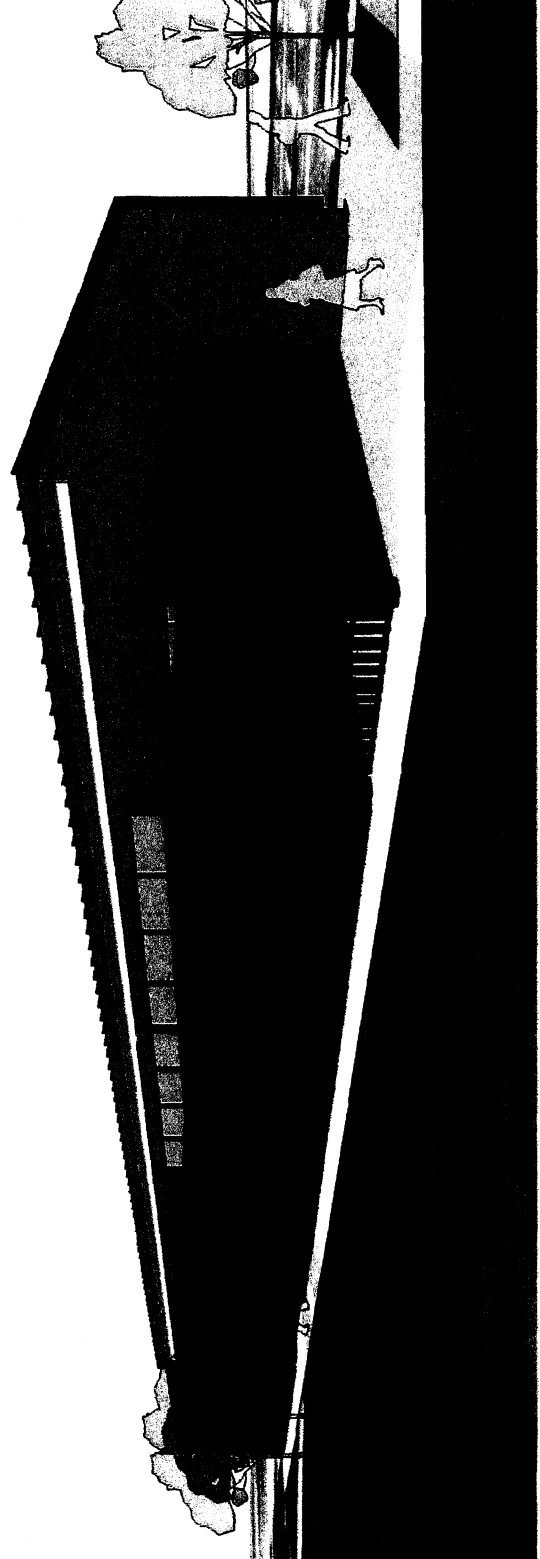


VIEW FROM
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OPTION 02

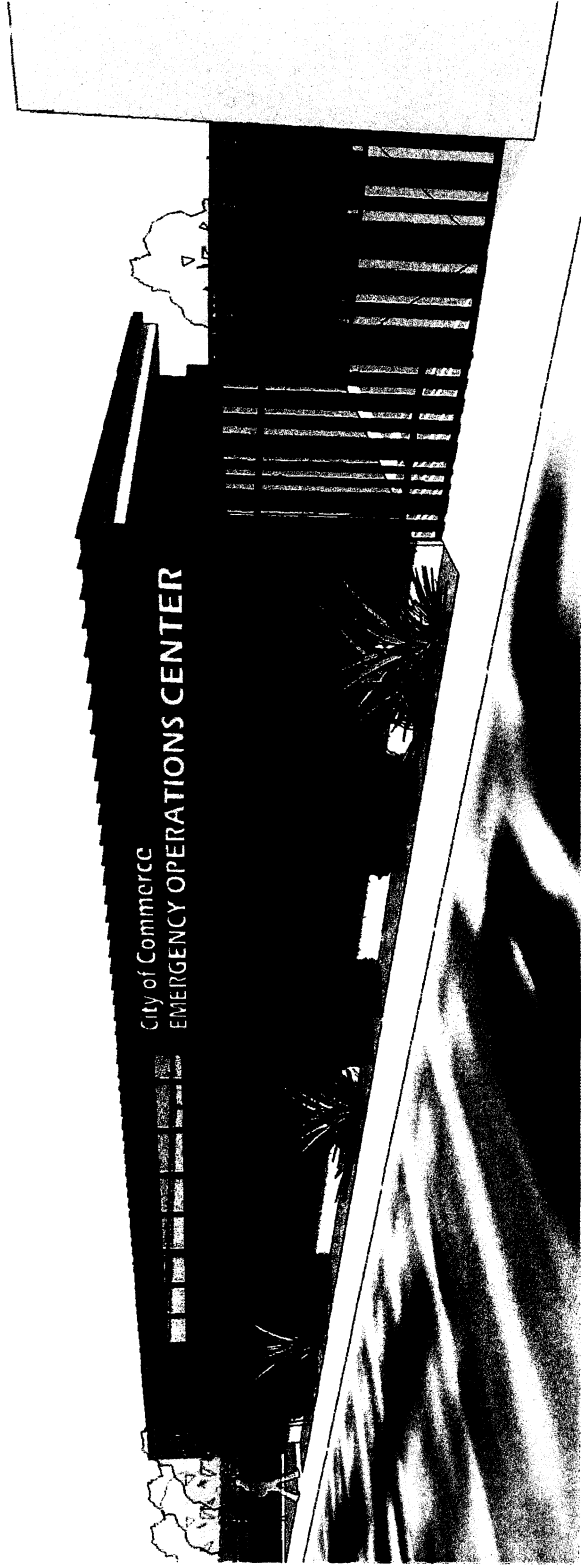


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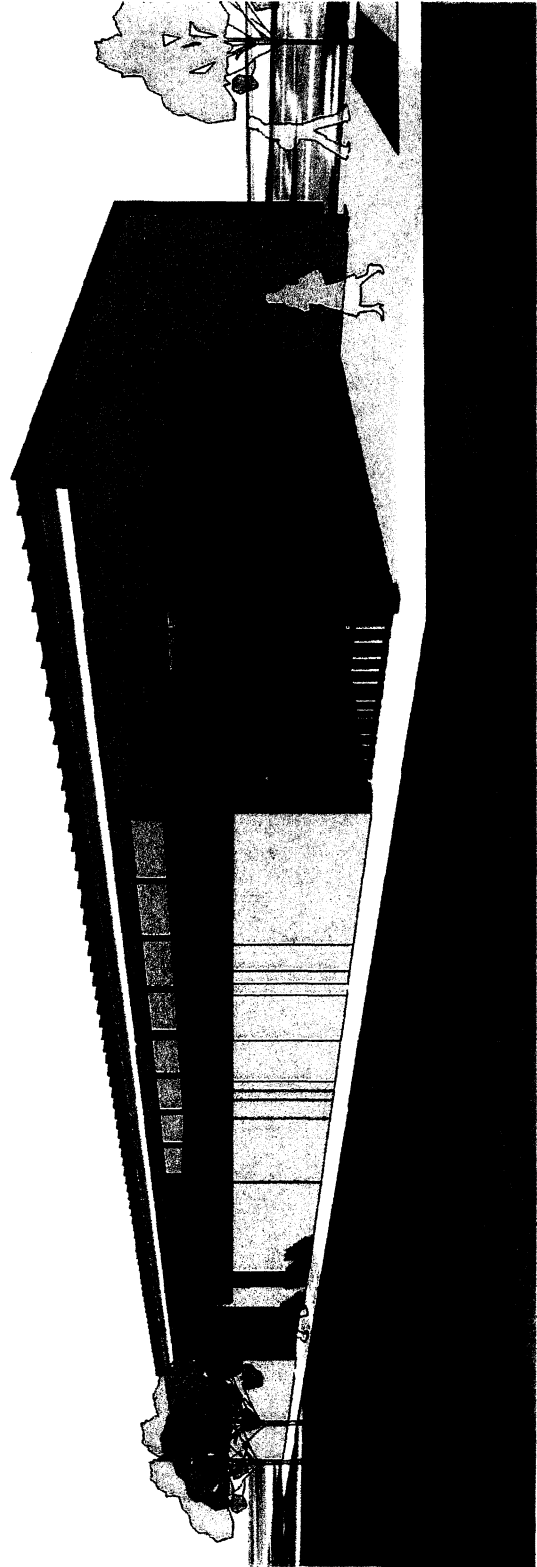


VIEW FROM
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OPTION 03



VIEW FROM
SOUTHWEST



VIEW FROM
NORTHEAST

WLC Architects

FY10 Emergency Operations Center
City of Commerce, CA

Project Schedule

Task	Start	Complete
1 Notice to Proceed with Contract	Mar 19, 2012	
2 Complete Design Phase		May 11, 2012
3 Present Preliminary Design to Council		May 15, 2012
4 Complete Construction Documents		Jun 26, 2012
5 Submit Plans to Building Department		Jun 27, 2012
6 Present Final Design to Council		Jul 17, 2012
7 Building Department Approval		Jul 27, 2012
8 Council Approval to Solicit Construction Bids		Aug 2, 2012
9 Construction Bidding	Aug 8, 2012	Sep 10, 2012
10 Council Approval for Construction Award		Sep 18, 2012
11 Construction Phase	Oct 18, 2012	May 31, 2013
12 Submit Grant Final Report		Jun 30, 2013



AGENDA REPORT

Meeting Date: 05/15/2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: Blue Ribbon Advisory Panel Status Report

RECOMMENDATION:

Receive and file the report and provide direction as deemed appropriate.

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.

ANALYSIS:

The Blue Ribbon Advisory Panel held its first meeting on Tuesday, May 8, 2012.

The City Council will receive a status report on the progress made to date by the Blue Ribbon Advisory Panel and provide direction as it deems appropriate.

FISCAL IMPACT:

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

RELATIONSHIP TO 2012 STRATEGIC GOALS:

This item is associated with the Council's goal of growing revenues to ensure all expenses are being met so the City can remain fiscally responsible and continue to provide services to the residents.

Prepared by:

Linda Kay Olivieri

Linda Kay Olivieri
City Clerk

Respectfully submitted,

Jorge J. Rifa

Jorge J. Rifa
City Administrator

Fiscal impact reviewed by:

Vilko Domic

Vilko Domic
Director of Finance

Reviewed as to form:

Eduardo Olivo

Eduardo Olivo
City Attorney

SUM (BLUE RIBBON ADVISORY PANEL STATUS REPORT) – 05-15-2012.DOC



AGENDA REPORT

Meeting Date: 05/15/2012

TO: Honorable City Council

FROM: City Administrator

SUBJECT: Review of Handbook for Commissions, Committees and Boards and Setting Date for Future Council Workshop to Consider Retaining, Combining or Eliminating Certain City Commissions and/or Committees

RECOMMENDATION:

Continue this item to June 19, 2012, and immediately eliminate the Housing Committee since its function is not longer necessary due to the elimination of redevelopment in the State of California and the City of Commerce, with the Housing Committee to be reinstated, if necessary, should circumstances change in the State or the City relative to available funding sources for housing programs

MOTION:

Move to approve the recommendation.

BACKGROUND:

Following the 2011 General Municipal Election, when all terms on the City's various Commissions and Committees expired, the Council expressed a desire to consider at some future time the retention, combining or elimination of certain City Commissions and/or Committees.

ANALYSIS:

The Handbook for Commissions, Committees and Boards has undergone extensive review and revision and is now complete and ready to distribute to the City's appointed Commissioners and Committee Members.

On April 3, 2012, the Council was requested to consider the Handbook for receipt and filing and authorize the City Clerk to update the Handbook from time-to-time as deemed necessary.

Further, on April 3, 2012, the Council was requested to consider setting the date for holding a future Council workshop to consider whether or not certain City Commissions and/or Committees should be retained, combined or eliminated or, in the alternative, take immediate action to determine whether or not to retain, combine or eliminate certain Commissions and/or Committees at that time.

Following its discussion, the Council continued this item to the May 15, 2012, regular meeting to provide the Council will additional time to review the Handbook and the Commission and Committee liaisons the opportunity to review the handbook with their respective Commissions and Committees and provide feedback to the City Administrator thereon, with it being recommended that the liaisons obtain a written statement from each member stating that they understand their roles, duties and responsibilities.

To date, not all of the Commissions and Committees have had the opportunity to review the handbook. Based thereon, it is requested that this matter continued to June 19, 2012.

Further, it is requested at this time that the Council consider eliminating the Housing Committee since its function is not longer necessary due to the elimination of redevelopment in the State of California and the City of Commerce. Should circumstances change in the State or the City relative to available funding sources for housing programs, staff will request that the Housing Committee be reinstated, if necessary.

FISCAL IMPACT:

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

RELATIONSHIP TO 2009 STRATEGIC GOALS:

This item is related to the 2009 Strategic Goal of Protecting and Enhancing the Quality of Life in the City of Commerce by clarifying the role and effectiveness of the City's Commissions and Committees.

Respectfully submitted,



Jorge J. Rifa
City Administrator

Recommended by:



Linda Kay Olivieri
City Clerk

Fiscal impact reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney



AGENDA REPORT

DATE: May 15, 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:

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
Linda Kay Olivieri
City Clerk

Respectfully submitted,

Jorge J. Rifa
Jorge J. Rifa
City Administrator

Prepared by:

Victoria M. Alexander
Victoria M. Alexander
Deputy City Clerk



AGENDA REPORT

DATE: May 15, 2012

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING AN AMENDED CITY COUNCIL VEHICLE USE POLICY

RECOMMENDATION:

Approve and adopt the Resolution and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND/ANALYSIS:

On December 2, 2008, the City Council of the City of Commerce (the "City") approved, by minute action, the "City Council/Commission Vehicle Use Policy." The existing Vehicle Use Policy does not provide for a dedicated vehicle for each Councilmember, but provides for the use of a City vehicle by the City Councilmembers in connection with meetings and events related to the business of the City and the duties of the City Council.

When the Vehicle Use Policy was adopted on December 2, 2008, the City Council, for the most part, attended a limited amount of City Council meetings, two regularly scheduled meetings on the first and third Tuesday of each month, and other outside City business-related meetings and events.

Over the course of the last few years, the City Council has had to address unprecedented budget deficits and employee negotiation issues, and is now addressing very complicated issues related to the termination of redevelopment throughout the state by the passage of AB 1X 26. These additional issues have required the City Council to schedule and participate in unusually long regular City Council meetings, a great number of special City Council meetings, additional meetings with legislators, meetings with stakeholders throughout the City, as well as all of the other outside City Council-related meetings (e.g. California Contract Cities Association, California Joint Powers Insurance Authority ("CJPIA"), Vector Control District, League of California Cities, etc.). As a result, the City Council regularly attends City Council meetings that do not end until late at night at City Hall, sometimes past midnight, and early morning meetings that are scheduled for the very next day. Such a schedule has made it extremely difficult or impossible for the City Council to check City vehicles back into City Hall or to make proper arrangements to assure that they can be in attendance at such early morning meetings that require use of a City vehicle.

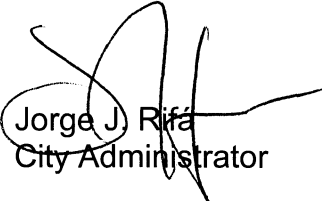
The City Council does not believe that the City vehicles should be assigned to individual members or that such vehicles should be used for personal reasons. The City Council, however, believes that it is necessary to amend the Vehicle Use Policy in order to clearly reflect such additional business necessities and avoid interpretation issues.

The proposed Resolution addresses the concerns of the City Councilmembers relative to its Vehicle Use Policy and, if approved, will adopt an amended policy in accordance therewith.

FISCAL IMPACT:

There will be no additional fiscal impact to the City as a result of the proposed amendment to the Vehicle Policy.

Respectfully submitted,



Jorge J. Rifa
City Administrator

Fiscal impact reviewed by,



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA,
APPROVING AN AMENDED CITY COUNCIL VEHICLE USE POLICY

WHEREAS, on December 2, 2008, the City Council of the City of Commerce (the "City") approved, by minute action, the "City Council/Commission Vehicle Use Policy."; and

WHEREAS, the existing Vehicle Use Policy does not provide for a dedicated vehicle for each Councilmember, but provides for the use of a City vehicle by the City Council in connection with meetings and events related to the business of the City and the duties of the City Council; and

WHEREAS, when the Vehicle Use Policy was adopted on December 2, 2008, the City Council, for the most part, attended a limited amount of City Council meetings, two regularly scheduled meetings on the first and third Tuesday of each month, and other outside City business related meetings and events; and

WHEREAS, over the course of the last few years, the City Council has had to address unprecedented budget deficit issues and employee negotiation issues, and is now addressing very complicated issues related to the termination of redevelopment throughout the state by the passage of AB 1X 26. These additional issues have required the City Council to schedule and participate in unusually long regular City Council meetings, a great number of special City Council meetings, additional meetings with legislators, meetings with stakeholders throughout the City, as well as all of the other outside City Council related meetings (e.g. Contract Cities, JPIA, Vector Control District, League of California Cities, etc.); and

WHEREAS, the City Council regularly attends City Council meetings that do not end until late at night at City Hall, sometimes past midnight, and early morning meetings that are scheduled for the very next day. Such a schedule has made it extremely difficult or impossible for the City Council to check City vehicles back into the City or to make proper arrangements to assure that they can be in attendance at such early morning meetings. Such situations have required members of the City Council to maintain possession of the City vehicles overnight; and

WHEREAS, the City Council desires to make it clear that these additional issues exist and that the Vehicle Use Policy clearly and accurately reflects such additional business necessities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COMMERCE AS FOLLOWS:

SECTION 1: The City Council hereby finds and determines that the recitals contained hereinabove are true and correct.

SECTION 2: The City Council approves the Amended Vehicle Use Policy attached hereto as Exhibit "A."

SECTION 3: The City Clerk shall certify to the passage of this resolution, and thereupon and thereafter the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2012.

Lilia R. Leon, Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk