

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

Agendas and other writings that will be distributed to the Councilmembers/ Board Members in connection with a matter subject to discussion or consideration at this meeting and that are not exempt from disclosure under the Public Records Act, Government Code Sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, are available for inspection following the posting of this agenda in the City Clerk/Secretary's Office, at Commerce City Hall, 2535 Commerce Way, Commerce, California, and the Central Library, 5655 Jillson Street, Commerce, California, or at the time of the meeting at the location indicated below.

**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, JUNE 18, 2013 – 6:30 P.M.

CALL TO ORDER

Mayor/Chairperson Aguilar

PLEDGE OF ALLEGIANCE

Scott Wasserman
Director of Parks and Recreation

INVOCATION

Councilmember/Board Member Altamirano

ROLL CALL

City Clerk/Secretary Olivieri

APPEARANCES AND PRESENTATIONS

1. Presentation of Award Certificates and Prizes - Library Services Department 2013 Children's Bookmark and Essay Contest

The **City Council** will present award certificates and prizes to the First Place winners of the 2013 Bookmark and Essay Contest. The Education Commission and Library Services Department co-sponsored a bookmark and essay contest for children and teens in March and April 2013. The theme for the contest was "My Dream Library." Children in kindergarten to third grade entered the bookmark contest, and students in fourth thru twelfth grades entered the essay contest. This year 159 entries were submitted, including 116 bookmarks and 43 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.

2. Approval of Minutes

The **City Council and Successor Agency** will consider for approval, respectively, the minutes of the Concurrent Special Meetings of Friday, May 10, 2013, held at 12:00 p.m.; Concurrent Adjourned Regular Meetings of Tuesday, June 4, 2013, held at 5:00 p.m.; Concurrent Adjourned Regular Meetings of Tuesday, June 4, 2013, held at 6:30 p.m.; Adjourned Regular Meeting of Thursday, June 6, 2013, held at 2:00 p.m. and Adjourned Regular Meeting of Thursday, June 13, 2013, held at 3:00 p.m.

3. Approval of Warrant Register No. 23

The **City Council and Successor Agency** will consider for approval, respectively, the bills and claims set forth in Warrant Registers No. 23A, dated June 18, 2013, and No. 23B, for the period June 5, 2013, to June 13, 2013.

4. A Resolution of the City Council of the City of Commerce, California, Approving the First Amendment to the Professional Services Agreement with Converse Consultants for Division of State Architect Approved Inspector of Record for the new Emergency Operations Center Project

The Project construction schedule has been delayed due to rains, long process involved in securing an AQMD permit for the back-up generator, and other issues, which result in the need to extend the services of the Inspector of Record beyond the initial schedule. It is vital the City continues to have a qualified and experienced Inspector of Record on site while construction activities are underway.

The **City Council** will consider for approval and adoption a proposed Resolution approving the first amendment to the Professional Services Agreement with Converse Consultants, for Division of State Architect approved inspector of record for the new Emergency Operations Center project.

CONCURRENT REGULAR COUNCIL/SUCCESSOR AGENCY AGENDA

6/18/2013 – 6:30 p.m.

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5. A Resolution of the City Council of the City of Commerce, California, Authorizing the City Administrator to Accept All Work Performed by Sequel Contractors, Inc., Pursuant To Its Contract with the City for City Project No. 1209 -- Bristow Park Neighborhood Street Rehabilitation Project

In order to prevent a potential loss of project CDBG funds, it is necessary for the City Council to authorize the City Administrator to review and accept, for and on behalf of the City Council, all work performed by Sequel Contractors. The work has been completed and performed in accordance with the Project Plans and Specifications as of June 14, 2013.

The **City Council** will consider for approval and adoption a proposed Resolution authorizing the City Administrator to accept all work performed by Sequel Contractors, Inc., pursuant to its contract with the City for City Project No. 1209 -- Bristow Park Neighborhood Street Rehabilitation Project.

6. A Resolution of the City Council of the City of Commerce, California, Approving the Installation of "KEEP CLEAR" Pavement Markings and Related Signage on Garfield Avenue and Canning Street, As Recommended by the Traffic Commission

The **City Council** will consider for approval and adoption a proposed Resolution approving the installation of "KEEP CLEAR" pavement markings and related signage on Garfield Avenue and Canning Street that will allow for the safe merging of traffic from Canning Street onto northbound Garfield Avenue, as recommended by the Traffic Commission.

7. A Resolution of the City Council of the City of Commerce, California, Approving a Renewal Agreement with New World Systems for Standard Software Maintenance

The current Agreement with New World Systems will expire on June 30, 2013. Renewal of the Standard Software Maintenance Agreement assures that we will be able to take advantage of new functions and features that are constantly being added to the software, periodic software updates, telephone support and other benefits.

The **City Council** will consider for approval and adoption a proposed Resolution approving a Renewal Agreement with New World Systems for Standard Software Maintenance for the period covered from July 1, 2013 through June 30, 2018.

8. A Resolution of the City Council of the City of Commerce, California, Authorizing an Increase to the CalMet Services, Inc., Service Rate Structure for Residential Refuse and Recycling Collection and Disposal Services

The **City Council** will consider for approval and adoption a proposed Resolution authorizing an increase to the CalMet Services, Inc., service rate structure for residential refuse and recycling collection and disposal services.

9. A Resolution of the City Council of the City of Commerce, California Amending Resolution No. 13-41, which Established the Composition of the Measure AA Advisory Committee, by Adding an *Ex-Officio* Member Representing the City of Commerce Employees' Association

CONCURRENT REGULAR COUNCIL/SUCCESSOR AGENCY AGENDA

6/18/2013 – 6:30 p.m.

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The **City Council** will consider for approval and adoption a proposed Resolution amending Resolution No. 13-41, which established the composition of the Measure AA Advisory Committee, by adding an *Ex-Officio* member representing the City of Commerce Employees' Association.

PUBLIC HEARINGS

10. Public Hearing -- An Ordinance of the City Council of the City of Commerce, California, Adding Chapter 19.33 Pertaining to Low Impact Development, to Title 19 (Zoning) of the Commerce Municipal Code – Second Reading

The City is a permittee under the "Waste Discharge Requirements for Municipal Separate Storm Sewer System (MS4) Discharges within the Coastal Watersheds of Los Angeles County, Except those Discharges Originating from the City of Long Beach MS4," issued by the California Regional Water Quality Control Board—Los Angeles Region," (Order No. R4-2012-0175) which also serves as an NPDES Permit under the Federal Clean Water Act (NPDES No CAS004001), as well as Waste Discharge Requirements under California law (the "Municipal NPDES permit"). In order to participate in a Watershed Management Program and/or Enhanced Watershed Management Program, the Municipal NPDES permit requires permittees to develop and implement a Low Impact Development (LID) Ordinance.

The **City Council** will conduct a public hearing on, and thereafter consider for approval and adoption, a proposed Ordinance adding Chapter 19.33, pertaining to Low Impact Development, to Title 19 (Zoning) of the Commerce Municipal Code.

The proposed Ordinance was approved for first reading on June 4, 2013.

SCHEDULED MATTERS

11. Comprehensive Annual Financial Report (CAFR), and Single Audit Report on Federal Awards for Fiscal Year Ended June 30, 2012

The **City Council** will receive a presentation from Mayor Hoffman McCann P.C. on the Comprehensive Annual Financial Report (CAFR), and Single Audit Report on Federal Awards for fiscal year ended June 30, 2012, and thereafter consider said reports for receipt and filing and provide direction as may be deemed necessary.

12. Reconsideration of Term Limit for Service on Specific Commissions, Committees or Boards

At the request of Councilmember Baca Del Rio, the **City Council** will reconsider, and provide appropriate direction as deemed necessary with respect to, the eight-year term limit for service on specific Commissions, Committees or Boards.

The City Council continued this item from its June 4, 2013, meeting.

13. 2012 Strategic Goals

At its meetings of April 21, 2012, and May 9, 2012, the **City Council** held Strategic Planning Workshops, which provided the Council with the opportunity to establish six strategic goals for the organization.

The **City Council** will review, and take the appropriate action as deemed necessary with respect to, the established 2012/2013 Strategic Goals.

14. City of Commerce Participation in the Southeast Cities *California Forward* Shared Services Project

At the request of Councilmember Robles, the **City Council** will consider, and take the appropriate action as deemed necessary with respect to, organizing an effort among several cities in the Southeast to form a Southeast Cities Initiative to consider cost effective approaches to shared services such as weekend graffiti removal and/ or animal control. Bell Gardens and Commerce have been invited to participate.

15. Commission and Committee Appointments

The **City Council** will make the appropriate appointments to the following Commissions and Committees: Parks & Recreation Commission, Senior Citizens Commission, I-710 Local Advisory Committee (Ad Hoc).

ORDINANCES AND RESOLUTIONS

CIP PROGRESS REPORT –None

I-710 LOCAL ADVISORY COMMITTEE UPDATE – None

RECESS TO CLOSED SESSION – No Items

ADJOURNMENT

Adjourn as follows: City Council to Thursday, June 20, 2013, at 1:30 p.m. in the City Hall Emergency Operations Center and Successor Agency to Tuesday, July 2, 2013, at 5:00 p.m. in the City Council Chambers.

**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: JUNE 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: PRESENTATION OF AWARD CERTIFICATES AND PRIZES - LIBRARY SERVICES DEPARTMENT 2013 CHILDREN'S BOOKMARK AND ESSAY CONTEST

RECOMMENDATION:

The City Council will present certificates and prizes to the first place winners of the 2013 Children's Bookmark 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 design-a-bookmark portion of the contest. The theme for the contest was "My Dream Library." Children in kindergarten to third grade entered the bookmark contest, and students in fourth to twelfth grades entered the essay contest. The bookmark contest was divided into two age categories: kindergarten to 1st grade, and 2nd to 3rd grades. The essay contest was divided into three age categories: 4th to 5th grades, 6th to 8th grades, and 9th to 12th grades.

The First Place winners are:

Bookmark Contest: Grades K & 1

Maddox Martinez, 1st Grade, Bandini Elementary School

Bookmark Contest: Grades 2 & 3

Aleena Mendez, 2nd Grade, Bandini Elementary School

Essay Contest: Grades 4 & 5

Ezekiel Del Rio, 5th Grade, Bandini Elementary School

Essay Contest: Grades 6 - 8

Richard Martinez, 7th Grade, Rosewood Park School

Essay Contest: Grades 9 - 12

Christopher Gutierrez, 10th 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 a total of 159 entries for the Bookmark and Essay this year. The schools in each category that had the most entries are Rosewood Park and Bandini Schools (tie) for K-1st Grade, Winter Gardens School for 2nd - 3rd Grade, Bandini School

for 4th-5th Grade, Rosewood Park School for 6th-8th Grade, and Bell Gardens High School for 9th-12th Grade.

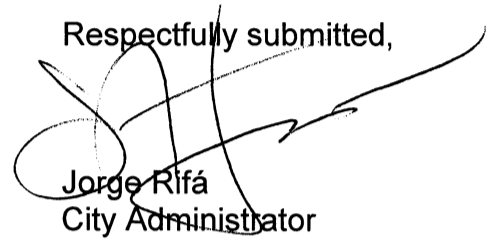
FISCAL IMPACT:

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

RELATIONSHIP TO 2012 STRATEGIC GOALS:

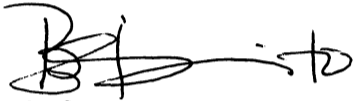
The issue before the Council is applicable to the following Council's strategic goal: "Protect and Enhance Quality of Life in the City of Commerce."

Respectfully submitted,



Jorge Rifá
City Administrator

Recommended by:



Beatriz Sarmiento
Director of Library Services

Reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney



AGENDA REPORT

MEETING DATE: June 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH CONVERSE CONSULTANTS FOR DIVISION OF STATE ARCHITECT APPROVED INSPECTOR OF RECORD FOR THE NEW EMERGENCY OPERATIONS CENTER PROJECT

RECOMMENDATION:

Adopt the Resolution approving the First Amendment to the Professional Services Agreement with Converse Consultants for Division of State Architect Approved Inspector of Record for the construction of the new Emergency Operations Center and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND:

On March 6, 2012, the City Council awarded a Professional Services Agreement to WLC Architects, Inc., for architectural and engineering services for the new Commerce Emergency Operations Center.

On June, 19, 2012, as part of the Fiscal Year 2012/13 Capital Improvement Program (CIP) Budget, the City Council appropriated funds for the Emergency Operations Center (\$1,333,333) and the Central Library Renovation (\$4,837,794) projects.

On August 6, 2012, the City Council approved the Request for Proposal (RFP) for Division of State Architect (DSA) Approved Inspector of Record for Central Library Renovation and Emergency Operations Center Projects and authorized staff to issue a Notice Inviting Bids/Proposals.

On November 20, 2012, the City Council awarded a Professional Services Agreement to Converse Consultants in the amount of \$84,972 for DSA Approved Inspector of Record for the new Emergency Operations Center Project. These services were vital and necessary to ensure that the construction of the new Emergency Operations Center was completed in accordance with the Project Plans & Specifications, current essential building standards and in compliance with the Homeland/Cal-EMA grant.

ANALYSIS:

Although construction of the new Emergency Operations Center is nearing completion, the project construction schedule has been delayed due to rains, the long process involved in securing an AQMD permit for the back-up generator, and other issues. These delays have resulted in a need to extend the services of the Inspector of Record beyond the initial schedule. Again, it is vital that the City continues to have a qualified and experienced Inspector of Record on site while construction activities are underway, which is the reason for the First Amendment.

Approval of the First Amendment is respectfully recommended.

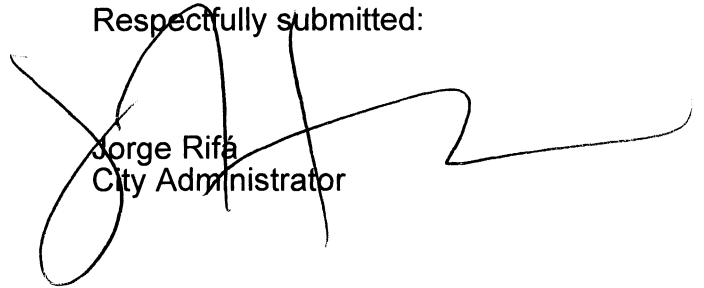
FISCAL IMPACT

The First Amendment increases the Professional Services Agreement with Converse Consultants by \$18,200 for a total of \$103,172. Funds for these services will be provided from projected savings in the Bristow Park Neighborhood Street Rehabilitation Project.

RELATIONSHIP TO 2012 STRATEGIC GOALS:


The issue before the Council is applicable to the following Council's strategic goal: "Improve and maintain infrastructure and beautify our community" as identified in the 2012 Strategic Plan.

Respectfully submitted:



Jorge Rifa
City Administrator

Reviewed by:




Patrick Malloy
Special Assistant to the City Administrator

Recommended by:



Loretta Gutierrez
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

File: 2013 City Council Agenda Reports
RFP – Division of the State Architect (DSA) Approved Inspector of Record for the New Emergency Operations Center Project –
Agenda Reports File

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE
CALIFORNIA, APPROVING THE FIRST AMENDMENT TO THE PROFESSIONAL
SERVICES AGREEMENT WITH CONVERSE CONSULTANTS FOR DIVISION OF
STATE ARCHITECT APPROVED INSPECTOR OF RECORD FOR THE NEW
EMERGENCY OPERATIONS CENTER PROJECT

WHEREAS, on November 20, 2012, the City of Commerce and Converse Consultants entered into a Professional Services Agreement for Division of State Architect (DSA) Approved Inspector of Record for the new Emergency Operations Center Project (the "Agreement"); and

WHEREAS, for unforeseen circumstances (such as weather delays), it has been necessary to extend these services beyond the anticipated construction completion date; and

WHEREAS, both parties mutually agree that the additional services are vital and necessary to complete construction of the new Emergency Operations Center as required by the Homeland Security/Cal-EMA grant; and

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

Section 1. The First Amendment to the Professional Services Agreement between the City of Commerce and Converse Consultants is hereby approved. The Mayor is hereby authorized and directed to execute the First Amendment for and on behalf of the City of Commerce.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2013.

Joe Aguilar, Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk

FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF COMMERCE AND CONVERSE CONSULTANTS FOR DIVISION OF
STATE ARCHITECT APPROVED INSPECTOR OF RECORD FOR THE NEW
EMERGENCY OPERATIONS SERVICES PROJECT

This First Amendment is made and entered into as of the ____ day of _____ 2013, ("Effective Date") by and between the CITY OF COMMERCE, a Municipal Corporation (the "CITY") and CONVERSE CONSULTANTS ("CONSULTANT").

WITNESSETH

This First Amendment is made with reference to the following facts:

- A. On November 20, 2012, the CITY and CONSULTANT entered into a Services Agreement for Division of State Architect (DSA) Approved Inspector of Record for the new Emergency Operations Center (the "Agreement").
- B. Converse Consultants has provided all necessary services required under the Agreement in order to provide qualified and experienced inspection and materials testing during construction activities.
- C. Due to unforeseen circumstances (such as weather delays), it has been necessary to extend these services beyond the anticipated construction completion date.
- D. On May 15, 2013, the CONSULTANT provided the CITY with a fee proposal for additional inspection and material testing services to complete overseeing construction activities.
- F. CITY and CONTRACTOR need to modify the Scope of Services and Compensation set forth in the Agreement in order to address the changed conditions.

NOW, THEREFORE, in consideration of mutual promises, conditions and covenants herein contained, the parties hereby agree to amend the Agreement as follows:

1. Section 1: Scope of Services and Schedule of Performance

The Scope of Services that was set forth in Exhibit "A" and that was referenced in Section 1 of the Agreement is hereby amended to include the Scope of Services set forth in Exhibit "A-1" which is attached hereto and incorporated herein by reference.

2. Section 4: Compensation

The fees to be paid by the CITY for the additional services to be provided by CONSULTANT are also set forth in the attached Exhibit "A-1."

3. All other terms and conditions of the Agreement shall remain in full force and effect.

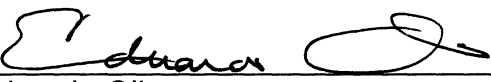
IN WITNESS WHEREOF, the parties hereto have each executed or caused to be executed, this Second Amendment on the dates set forth below.

CITY OF COMMERCE

Dated: _____

By: _____
Joe Aguilar, Mayor

APPROVED AS TO FORM:



Eduardo Olivo
City Attorney

CONVERSE CONSULTANTS
("CONSULTANT")

By: _____
William Chu, P.E.
Senior Vice President

Date: _____

ATTEST:

Linda Kay Olivieri, MMC
City Clerk

EXHIBIT 1-A



CONVERSE CONSULTANTS

222 E Huntington Drive
Suite 211
Monrovia, CA 91016
Telephone 626/930-1200
Fax 626/930-1212

Prevailing Wage Project

Page 1 of 1

Project Name: New Emergency Operation Center (EOC)

Project No.: 12-31-246-30

Date: 15-May-13

COST ESTIMATE FOR FIELD TESTING SERVICES

FIELD TESTING SERVICES				
Task	Unit	No. of Unit	Unit Rate (\$)	Cost (\$)
Field Soil Technician	hour	24	\$80.00	\$1,920.00
Inspector of Record	hour	180	\$85.00	\$15,300.00
Subtotal:				\$17,220.00

OFFICE SERVICES				
Task	Unit	No. of Unit	Unit Rate (\$)	Cost (\$)
Office support	hour	8	\$60.00	\$480.00
Project manager/engineer	hour	4	\$125.00	\$500.00
Subtotal:				\$980.00

COST ESTIMATE BREAKDOWN FOR INSPECTION AND TESTING

Field Testing Services:	\$17,220.00
Office Services:	\$980.00
Total Cost:	\$18,200.00



AGENDA REPORT

MEETING DATE: June 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT ALL WORK PERFORMED BY SEQUEL CONTRACTORS, INC., PURSUANT TO ITS CONTRACT WITH THE CITY FOR CITY PROJECT NO. 1209 – BRISTOW PARK NEIGHBORHOOD STREET REHABILITATION PROJECT

RECOMMENDATION:

Approve the Resolution and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND:

On June 19, 2012, as part of the Fiscal Year 2012/13 Capital Improvement Program Budget, the City Council allocated \$1,000,000 for the design and rehabilitation of streets in the Bristow Park Neighborhood Areas (between Bristow Park and the I-710 FWY).

On January 15, 2013, the City Council approved the Project Plans and Specifications and authorized staff to advertise for sealed bids.

On February 15, 2013, in accordance with the Notice Inviting Sealed Bids, the City Clerk received 6 proposals.

On March 19, 2013, the City Council awarded a Contract to Sequel Contractors, Inc., of Santa Fe Springs, California, in the amount of \$745,550 and established a project contingency of 19% or \$143,262.

ANALYSIS:

Sequel Contractors has completed the work in conformance with the project plans and specifications and the Contract Documents. The contractor provided all labor, materials, equipment, tools and incidentals necessary for the improvements, which included the reconstruction (with cement-treated base) of McDonnell Avenue, McBride Avenue, Dunham Street, and Noakes Street; the reconstruction (without cement-treated base) of Triggs Street, and Duncan Avenue; sidewalk repairs, curb & gutter repairs; and installation of several ADA-compliant curb cuts in the project areas.

Several additions and deletions to the project scope of work were necessary in order to complete the project within the time allotted by Los Angeles County Community Development Department, under the Community Development Block Grant Program. At this time, the contractor and construction manager are reviewing the final project cost and will submit this item to the City for final review and acceptance.

In order to prevent a potential loss of project CDBG funds, it is necessary for the City Council to consider authorizing the City Administrator to review and accept, for and on behalf of the City Council, all work performed by Sequel Contractors, including the issuance of the final 5% retention. The final project cost is estimated to be lower than the total project allocation of \$888,812 (contract + contingency).

The above action will allow the City Administrator, in consultation with the City Attorney, to accept the project as complete prior to June 30, 2013. City staff will file the "Notice of Completion" with the County Recorder's Office for the project, issue final payment (including the 5% retention) and submit all documentation to Los Angeles County Community Development Department by the CDBG grant deadline of June 30, 2013.

FISCAL IMPACT:

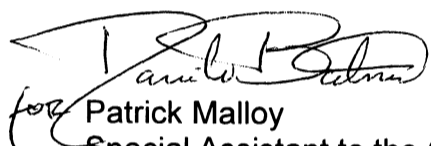
This activity can be carried out without additional impact on the current operating budget. Funds for this activity have been approved and included in the FY 2012/13 Capital Improvement Project Budget. As part of CIP budget, the City Council approved \$1,000,000 for project design and construction.

Staff is recommending City Council approve the proposed Resolution, authorizing the City Administrator to accept all work performed to complete the project.

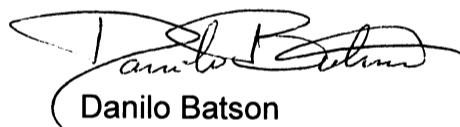
RELATIONSHIP TO 2012 STRATEGIC GOALS:

The issue before the Council is applicable to the following Council's strategic goal: "Improve and maintain infrastructure and beautify our community" as identified in the 2012 Strategic Plan.


Reviewed by,


for Patrick Malloy
Special Assistant to the City Administrator

Prepared and recommended by,


Danilo Batson
Assistant Director of Public Services

Approved as to form,


Eduardo Olivo
City Attorney

Respectfully submitted,


Jorge Rifa
City Administrator

Fiscal Impact Reviewed by,


Vilko Domic
Director of Finance

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,
CALIFORNIA, AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT ALL WORK
PERFORMED BY SEQUEL CONTRACTORS, INC., PURSUANT TO ITS CONTRACT
WITH THE CITY FOR CITY PROJECT NO. 1209 – BRISTOW PARK
NEIGHBORHOOD STREET REHABILITATION PROJECT

WHEREAS, on June 19, 2012, as part of the Fiscal Year 2012/13 Capital Improvement Program Budget, the City Council allocated \$1,000,000 for the design and rehabilitation of streets in the Bristow Park neighborhood areas; and

WHEREAS, on January 15, 2013, the City Council approved the Plans and Specifications for City Project No. 1209 Bristow Park Neighborhood Street Rehabilitation Project and the Notice Inviting Sealed Bids; and

WHEREAS, on March 19, 2013, the City Council awarded a Contract to Sequel Contractors, Inc., of Santa Fe Springs, California, in the amount of \$745,550 and established a project contingency of 19% or \$143,262; and

WHEREAS, the work has been completed and performed in accordance with the Project Plans and Specifications as of June 14, 2013; and

WHEREAS, at this time, the Contractor and the Construction Manager are reviewing the final project cost and will submit this item to the City at a later date for review and acceptance; and

WHEREAS, in order to prevent a potential loss of project CDBG funds, it is necessary for the City Council to authorize the City Administrator to review and accept, for and on behalf of the City Council, all work performed by Sequel Contractors, including the issuance of the final 5% retention; and

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

Section 1. The City Administrator is hereby authorized to review and accept, for and on behalf of the City Council, all work performed by Sequel Contractors, Inc., for City Project No. 1209 – Bristow Park Neighborhood Street Rehabilitation Project.

PASSED, APPROVED AND ADOPTED this ____ day of _____ 2013.

Joe Aguilar, Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk



AGENDA REPORT

MEETING DATE: June 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING THE INSTALLATION OF "KEEP CLEAR" PAVEMENT MARKINGS AND RELATED SIGNAGE ON GARFIELD AVENUE AND CANNING STREET, AS RECOMMENDED BY THE TRAFFIC COMMISSION

RECOMMENDATION:

Approve the Resolution approving the installation of "KEEP CLEAR" pavement markings and related signs on Garfield Avenue and Canning Street, as recommended by the Traffic Commission and assign the number next in order.

MOTION:

Move to approve recommendation.

BACKGROUND:

Local businesses have advised that during peak hours it is difficult to merge onto Garfield Avenue northbound from Canning Street; they have requested that the City explore the possibility of doing something to improve this situation. After some discussion with staff, it was decided to explore the possibility of striping Garfield Avenue with DO NOT BLOCK INTERSECTION at this intersection. City staff contacted Transtech Engineers to analyze the possibility of striping the intersection.

Engineers must follow several guidelines when looking at any roadway markings and signage along local and arterial streets. This includes the California Manual of Uniform Traffic Control Devices (CAMUTCD) and the California Vehicle Code (CVC). These manuals provide guidelines or standards which determine the placement of any traffic control device.

CVC 22526 states that:

- (a) a vehicle should not enter an intersection or marked crosswalk unless there is sufficient space on the other side of the intersection or marked crosswalk to not obstruct the through passage of vehicles on either side.
- (e) a local authority may post appropriate signs at the entrance to intersections indicating the prohibition in subdivisions (a) above.

Garfield Avenue carries two through lanes in each direction with a 14 foot two-way left turn pocket in the north approach and a left turn lane for the south approach. Parking is permitted along Garfield Avenue on the east side south of Canning Street.

CAMUTCD Section 38.17 (Do not block intersection) states that:

Do Not Block Intersection markings may be used to mark the edges of an intersection area that is in close proximity to a signalized intersection, railroad crossing, or other nearby traffic control that might cause vehicles to stop within the intersection and impede other

traffic entering the intersection. If authorized by law, Do Not Block Intersection markings with appropriate signs may also be used at other locations.

Standard: If used, Do Not Block Intersection markings shall consist of one of the following alternatives:

- A. Wide solid white lines that outline the intersection area that vehicles must not block;
- B. Wide solid white lines that outline the intersection area that vehicles must not block and white word message such as DO NOT BLOCK or KEEP CLEAR;
- C. Wide solid white lines that outline the intersection area that vehicles must not block and white crosshatching within the intersection area; or
- D. A white word message, such as DO NOT BLOCK or KEEP CLEAR, within the intersection area that vehicles must not block.

Do Not Block Intersection markings shall be accompanied by one or more DO NOT BLOCK INTERSECTION (DRIVEWAY) (CROSSING) (R10-7) signs.

However, existing roadway curb-lane widths also meet minimum standards to allow for on-street parking. The 19-foot lane width provides 8-feet for parking with an 11-foot travel lane.

On April 23, 2013, the Traffic Commission directed staff to present the following recommendation to the City Council for consideration and approval:

- 1) Paint wide solid white lines that outline the intersection of Garfield Avenue and Canning Street;
- 2) Install two (2) DO NOT BLOCK INTERSECTION signs (R10-7) northbound and southbound on Garfield Avenue, approaching Canning Street; and
- 3) Paint, in white, either DO NOT BLOCK or KEEP CLEAR pavement markings on Garfield Avenue, on northbound lanes; and

ANALYSIS

Existing Roadway Conditions:

Garfield Avenue – is considered a north-south major arterial street. The roadway is approximately 75 feet wide with a 14 foot midblock two way left turn pocket and NB left turn pocket at its intersection with Canning Street. To the north there is a traffic signal at Bandini Boulevard and to the south at Slauson Avenue. This roadway carries in its traffic stream 8% to 10% large trucks during peak commute times. Garfield Avenue provides two thru lanes in each direction. Presently, there is no parking on the east side of Garfield Avenue with scattered parking on the west side. There are driveways to the north and south of the intersection. Garfield Avenue has a posted speed limit of 40 mph. During peak hours north and south traffic on Garfield Avenue is heavy with vehicles waiting in the two way left turn lane until there is an opening in traffic to turn into driveways. The curb lanes along Garfield Avenue are approximately 19 feet wide (both directions).

Canning Street – is considered a local roadway with one travel lane in each direction with access to Garfield Avenue and Malt Avenue. The roadway is approximately 50 feet wide. Land use is primarily light industrial. There is heavy on-street parking on both sides of the street. There are sidewalks on both sides of the street, but they are not ADA compliant.

Volume Data

In order to determine the amount of traffic using Canning Street and Garfield Avenue 24 hour machine counts were taken on Tuesday November 12, 2012.

Garfield Avenue at Canning Street

Northbound	14,202 vehicles per day
Southbound	14,191 vehicles per day
TOTAL	28,393 vehicles per day

Canning Street West of Garfield Avenue

Eastbound	1,182 vehicles per day
Westbound	547 vehicles per day
TOTAL	1,729 vehicles per day

Accident Data

Accident data was obtained from the computerized accident records maintained by the State of California Statewide Integrated Traffic Records System (SWITRS). Data for 2010 through 2012 was summarized. Accidents were recorded for the studied intersection and area. As seen in the following table, no accidents occurred from January 2011 thru March 2012. In 2010, there were six (6) accidents along Garfield Avenue with 4 of the accidents occurring during construction (inattention – rear-enders).

Street	Loc	Date	Time	Day	Type	Dir	Injury PDO
2012 (January to March) and 2011 (January to December) 0 Accidents							
2010 (January to December)							
Garfield Ave. at Canning St.*	62' N	02/09/10	1:00 pm	Tues	Rear-ender	SB Thru hit (2) Stopped SB Veh	INJ
Garfield Ave at Canning St.*	61' N	02/15/10	6:25 pm	Mon	Rear-ender	SB Thru hit Stopped SB Veh	INJ
Garfield Ave. at Canning St.*	77' S	02/15/10	12:10 pm	Mon	Lane Change/Sideswipe	SB Thru hit Stopped SB Veh	PDO
Garfield Ave. at Canning St.*	49' S	02/15/10	6:24 pm	Mon	Rear-ender	SB Thru hit Stopped SB Veh	PDO
Garfield Ave. at Canning St.	AOI	03/11/10	5:00 pm	Thurs	Broadside	EB LT hit SB Thru Veh	PDO
Garfield Ave. at Canning St.	79' N	04/30/10	7:31 am	Fri	Broadside	NB Thru hit SB LT	INJ

*Accidents occurred during construction on Garfield Avenue.

PDO = Property Damage Only
 INJ = Injury
 AOI = Accident Occurred in Intersection

Using the data that was collected for a recently completed parking analysis along Garfield Avenue near Canning Street, it is recommended that DO NOT BLOCK INTERSECTION pavement legends and signage can be marked/painted at the Canning Street Intersection. The signs and pavement legends will provide a gap in queued NB vehicles on Garfield Avenue which are waiting for the Bandini signal to change, allowing Canning Street vehicles to merge into the NB flow of traffic on Garfield Avenue.

FISCAL IMPACT:

This activity can be carried out at this time without additional impact on the current operating budget, for funding for this type of activity is already included in the Maintenance and Operations Budget of Public Works and Development Services Department, under pavement markings/signs maintenance.

RELATIONSHIP TO 2012 STRATEGIC GOALS:

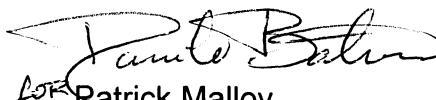
The issue before the Council is applicable to the following Council's strategic goal:
"Improve and maintain infrastructure and beautify our community" as identified in the 2012
Strategic Plan.

Respectfully submitted,



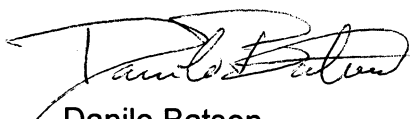
Jorge Rifa
City Administrator

Reviewed by:



for Patrick Malloy
Special Assistant to the City Administrator

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

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,
CALIFORNIA, APPROVING THE INSTALLATION OF "KEEP CLEAR" PAVEMENT
MARKINGS AND RELATED SIGNAGE ON GARFIELD AVENUE AND CANNING
STREET, AS RECOMMENDED BY THE TRAFFIC COMMISSION

WHEREAS, local businesses have expressed that during peak hours it is difficult to merge onto northbound Garfield Avenue from Canning Street; and

WHEREAS, on April 23, 2013, the Traffic Commission reviewed the subject matter and recommended City Council consideration and approval for the installation of "KEEP CLEAR" pavement markings and related signs on Garfield Avenue and Canning Street that will allow for the safe merging of traffic from Canning Street onto northbound Garfield Avenue.

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

Section 1: The recommended improvements on Garfield Avenue and Canning Street are hereby approved.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2013.

Joe Aguilar, Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk



AGENDA REPORT

MEETING DATE: June 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING A RENEWAL AGREEMENT WITH NEW WORLD SYSTEMS FOR STANDARD SOFTWARE MAINTENANCE

RECOMMENDATION:

Approve the Resolution approving a renewal agreement with New World Systems for standard software maintenance, and assign the number next in order.

MOTION:

Move to approve the recommendation.

BACKGROUND/ANALYSIS:

On September 29, 2007, the City of Commerce entered into a Standard Software License and Services Agreement with New World Systems for a new finance system for the City. Exhibit C of this Agreement consisted of a Standard Software Maintenance Agreement (SSMA) which will expire on June 30, 2013.

New World Systems invests heavily in research and development. As a result, their software products continue to expand and improve. Renewal of the SSMA coverage assures that we will be able to take advantage of new functions and features that are constantly being added to the software, periodic software updates, telephone support, and other benefits.

The proposed renewal agreement from New World Systems will remain in effect for a period of five years. The negotiated rates are as follows:

Period Covered	Annual Amount
7/1/2013 to 6/30/2014	\$50,787.00
7/1/2014 to 6/30/2015	\$52,310.00
7/1/2015 to 6/30/2016	\$53,879.00
7/1/2016 to 6/30/2017	\$55,495.00
7/1/2017 to 6/30/2018	\$57,160.00

FISCAL IMPACT:

The amount of \$50,787.00 will be included in the FY 2013/2014 budget.

Recommended by:

Vilko Domic
Director of Finance

Respectfully submitted,

Jorge Rifa
City Administrator

Approved as to Form

Eduardo Olivo
City Attorney

DS/staff reports, city council/New World Systems – LOGOS/SSMA with New World 6-18-13 VD

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,
CALIFORNIA, APPROVING A RENEWAL AGREEMENT WITH NEW WORLD
SYSTEMS FOR STANDARD SOFTWARE MAINTENANCE

WHEREAS, on September 29, 2007, the City of Commerce (the "City") entered into a Standard Software Maintenance Agreement with New World Systems for a new finance system for the City (the "Agreement"). The Agreement will expire on June 30, 2013; and

WHEREAS, New World Systems has provided City staff with a renewal Standard Software Maintenance Agreement ("Renewal Agreement"), which will remain in effect for a period of five years; and

WHEREAS, City staff has reviewed the Renewal Agreement and has recommend that it be approved.

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

Section 1. The Standard Software Maintenance Agreement between the City of Commerce and New World Systems is hereby approved.

Section 2. The Mayor is hereby authorized to execute the Agreement for and on behalf of the City of Commerce.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2013.

Joe Aguilar
Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk

NEW WORLD SYSTEMS CORPORATION
STANDARD SOFTWARE MAINTENANCE AGREEMENT

This Standard Software Maintenance Agreement (SSMA) between **New World** Systems Corporation (New World) and **Commerce City, CA (Customer)** sets forth the standard software maintenance support services provided by **New World**.

1. Service Period

This SSMA shall remain in effect for a period of five (5) years from (start date) 7/1/13 to (end date) 6/30/18.

2. Services Include

The following services or features are available under this SSMA:

- (a) Upgrades, including new releases, to the Licensed Standard Software (prior releases of Licensed Standard Software application packages are supported no longer than nine (9) months after a new release is announced by **New World**).
- (b) Temporary fixes to Licensed Standard Software (see paragraph 6 below). Software fixes will be delivered electronically.
- (c) Revisions to Licensed Documentation. Documentation will be delivered electronically.
- (d) Reasonable telephone support for Licensed Standard Software on Monday through Friday from 8:00 a.m. to 8:00 p.m. (Eastern Time Zone).
- (e) Invitation to and participation in user group meetings.

Items a, b, and c above will be provided to **Customer** by electronic means.

Additional support services are available as requested by **Customer** using the then-current hourly rates or applicable fees.

3. Maintenance for Modified Licensed Standard Software and Custom Software

Customer is advised that if it requests or makes changes or modifications to the Licensed Standard Software, these changes or modifications (no matter who makes them) make the modified Licensed Standard Software more difficult to maintain. If **New World** agrees to provide maintenance support for Custom Software or Licensed Standard Software modified at **Customer's** request, then the additional **New World** maintenance or support services provided shall be billed at the then-current hourly fees plus reasonable expenses.

4. Billing

Maintenance costs will be billed annually as detailed on the following page. If taxes are imposed, they are the responsibility of the **Customer** and will be remitted to **New World** upon being invoiced.

5. Additions of Software to Maintenance Agreement

Additional Licensed Standard Software licensed from **New World** will be added to the SSMA per the terms of the contract adding the software. Maintenance costs for the additional software will be billed to **Customer** on a pro rata basis for the remainder of the current maintenance year and on a full year basis thereafter.

6. Requests for Software Correction on Licensed Standard Software

At any time during the SSMA period, if **Customer** believes that the Licensed Standard Software does not conform to the current specifications set forth in the user manuals, **Customer** must notify **New World** in writing that there is a claimed defect and specify which feature and/or report **Customer** believes to be defective. Before any notice is sent to **New World**, it must be reviewed and approved by the **Customer** Liaison. Documented examples of the claimed defect must accompany each notice. **New World** will review the documented notice and when a feature or report does not conform to the published specifications, **New World** will provide software correction service at no charge. A non-warranty request is handled as a billable Request for Service (RFS).

The no charge software correction service does not apply to any of the following:

- (a) situations where the Licensed Standard Software has been changed by anyone other than **New World** personnel;
- (b) situations where **Customer's** use or operations error causes incorrect information or reports to be generated; and;
- (c) requests that go beyond the scope of the specifications set forth in the current User Manuals.

7. Maintenance Costs for Licensed Standard Software Packages Covered for .NET Server

New World agrees to provide software maintenance at the costs listed below for the following **New World** Standard Software packages licensed by the **Customer**:

<u>Application Package</u>	<u>Number of Modules</u>
1. <i>Logos</i> ® Financial Management Suite	13
2. <i>Logos</i> ® Payroll & Human Resources Suite	9
3. <i>Logos</i> ® Business Analytics	2
4. <i>Logos</i> ® eSuite	9
5. <i>Logos</i> ® Site License	1

**ANNUAL
MAINTENANCE COST: See Below**

<u>Period Covered</u>	<u>Annual Amount</u>	<u>Billing Date</u>
7/1/2013 to 6/30/2014	\$50,787	6/15/2013
7/1/2014 to 6/30/2015	\$52,310	6/15/2014
7/1/2015 to 6/30/2016	\$53,879	6/15/2015
7/1/2016 to 6/30/2017	\$55,495	6/15/2016
7/1/2017 to 6/30/2018	\$57,160	6/15/2017

Note: Unless extended by **New World**, the above costs are available for 90 days after submission of the costs to **Customer**. After 90 days, **New World** may change the costs.

ALL INVOICES ARE DUE FIFTEEN (15) DAYS FROM BILLING DATE.

Commerce City, CA

Licensed Application Software
At May, 2013

1. **Logos® Financial Management Suite**
 - Financial Management Base Suite .NET
 - Purchasing Base .NET
 - Bid and Quote Management .NET
 - Integrated Inventory Management .NET
 - Project Accounting .NET
 - Requisition Processing .NET
 - Contract Accounting .NET
 - Work Orders .NET
 - Government (GASB) Reporting .NET
 - Grant Management .NET
 - Asset Management .NET
 - Misc. Billing & Receivables .NET
 - Bank Reconciliation .NET
2. **Logos® Payroll & Human Resources Suite**
 - Human Resources Mgt. Base Suite .NET
 - Benefits Administration .NET
 - Applicant Tracking .NET
 - Time & Attendance Interface .NET
 - Position Control .NET
 - Position Budgeting .NET
 - Employee Event Tracking .Net
 - COBRA Billing Administration .NET
 - Personnel Action Processing .NET
3. **Logos® Business Analytics**
 - Business Analytics - Financial Mgt .NET
 - Business Analytics - HR .NET
4. **Logos® eSuite**
 - eSuite Base
 - eSupplier
 - eBid
 - ePersonal
 - ePayroll
 - eTraining
 - eRecruit
 - eTime Sheet
 - ePayments
5. **Logos® Site License**
 - Site License

8. Terms and Conditions

This Agreement is covered by the Terms and Conditions specified in the Licensing Agreement(s) for the software contained herein.

ACCEPTED BY:

Customer: Commerce City, CA

Name: _____

Title: _____

Date: _____

ACCEPTED BY:

New World Systems Corporation

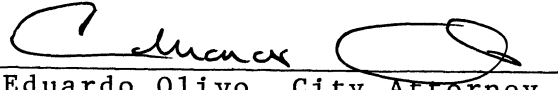
Name: _____

Title: _____

Date: _____

By signing above, each of us agrees to the terms and conditions of this Agreement and as incorporated herein. Each individual signing represents that (s)he has the requisite authority to execute this Agreement on behalf of the organization for which (s)he represents and that all the necessary formalities have been met. If the individual is not so authorized then (s)he assumes personal liability for compliance under this Agreement.

APPROVED AS TO FORM:



Eduardo Olivo, City Attorney

ATTEST:

Linda Kay Olivieri, MMC
City Clerk



AGENDA REPORT

DATE: June 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA AUTHORIZING AN INCREASE TO THE CALMET SERVICES, INC. SERVICE RATE STRUCTURE FOR RESIDENTIAL REFUSE AND RECYCLING COLLECTION AND DISPOSAL SERVICES

RECOMMENDATION:

Approve a Resolution authorizing a 2.22% increase based on the Consumer Price Index (CPI) for the Los Angeles area to the CalMet Services, Inc. service rate structure for residential refuse and recycling collection and disposal services.

MOTION:

Move to approve the recommendation.

BACKGROUND/ ANALYSIS:

The existing Solid Waste Management Agreement with CalMet Services, Inc. (CalMet) is due to expire on June 30, 2014. On January 15, 2013, Council directed staff to proceed with negotiating contract terms with CalMet for an extension of a total of 5 years as reflected in a three-year and two-year contract period. Staff is proceeding with drafting new contract terms and negotiating with CalMet. However at this time, since CalMet has not received a rate increase since July 1, 2009, CalMet requested a 2.22% CPI increase effective July 1, 2013 as expressed in the attached correspondence dated April 15, 2013.

Based on CalMet's service level, responsiveness to the residents and City's needs, low complaint rate, reliability, and length of time CalMet has not received a rate increase, staff recommends that Council grant their request for a 2.22% rate increase effective July 1, 2013. Staff will return to Council by calendar year end to present its recommendations for a new contract and overview of agreed upon service and terms to award an exclusive franchise agreement to CalMet for residential refuse and recycling services effective July 1, 2014.

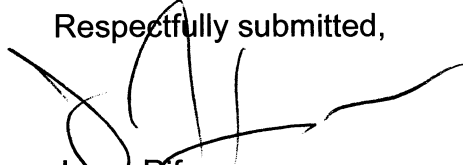
FISCAL IMPACT:

The 2.22% CPI increase will result in an approximate \$14,000 annual increase for Fiscal Year 2013/14.

RELATIONSHIP TO 2012 STRATEGIC GOALS:

The issue before the Council is applicable to the following Council's strategic goal: *"Improve and maintain infrastructure and beautify our community"* as identified in the 2012 Strategic Plan.

Respectfully submitted,



Jorge Rifa
City Administrator

Recommended by:



Patrick Malloy
Special Assistant to the City Administrator

Reviewed by:



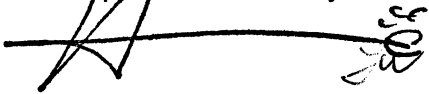
Danilo Batson
Assistant Director of Public Works

Prepared by:



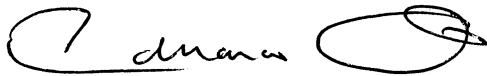
Gina Nila
Environmental Services Manager

Fiscal impact reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney

Attachments: Resolution
CalMet correspondence dated April 15, 2013

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,
CALIFORNIA, AUTHORIZING AN INCREASE TO THE CALMET SERVICES, INC.
SERVICE RATE STRUCTURE FOR RESIDENTIAL REFUSE AND RECYCLING
COLLECTION AND DISPOSAL SERVICES

WHEREAS, CalMet Services, Inc. is currently under an agreement with the City to provide refuse and recycling services to the City of Commerce's residents; and

WHEREAS, the existing Solid Waste Management Agreement with CalMet Services, Inc. (CalMet) is due to expire on June 30, 2014; and

WHEREAS, on January 15, 2013, Council directed staff to proceed with negotiating contract terms with CalMet for an extension of a total of 5 years as reflected in a three-year and two-year contract period and staff is proceeding with drafting new contract terms and negotiating with CalMet; and

WHEREAS, staff will return to Council by calendar year end to present its recommendations for a new contract and overview of agreed upon service and terms to award an exclusive franchise agreement to CalMet for residential refuse and recycling services effective July 1, 2014; and

WHEREAS, CalMet sent the City of Commerce a letter, dated April 15, 2013 requesting a 2.22% rate increase based on the Consumer Price Index effective July 1, 2013; and

WHEREAS, staff recommends granting their request effective July 1, 2013 based on their service level, responsiveness to the residents and the City, low complaint rate, reliability, and length of time CalMet has not received a rate increase, since July 1, 2009.

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

SECTION 1. Authorizes a 2.22% rate increase effective July 1, 2013 to the current Solid Waste Management Agreement with CalMet in effect until June 30, 2014 and a new monthly rate of \$52,849.17.

SECTION 2. The Mayor's execution of the resolution for and on behalf of the City Council is hereby approved and ratified

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2013.

Joe Aguilar
Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk

CALMET SERVICES, INC.

April 15, 2013

Mr. Jorge Rifa
City Administrator
2535 Commerce Way
Commerce, CA 90040

Dear Mr. Rifa,

CalMet Services is pleased to provide disposal and recycling services to residents of the City of Commerce. At this time we are requesting an adjustment to our monthly service rate structure.

The Consumer Price Index has increased from 234.537 (February 2012) to 239.753 (February 2013) or 2.22%. We are therefore requesting an adjustment in the amount of 2.22% or \$1,147.77 per month. The monthly cost would be adjusted July 1, 2013 from \$51,701.40 to \$52,849.17. The previous rate adjustment was effective July 1, 2009.

If you have additional questions, please give me a call.

Sincerely,


William Kalpakoff
General Manager



AGENDA REPORT

Meeting Date: June 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA AMENDING RESOLUTION NO. 13-41, WHICH ESTABLISHED THE COMPOSITION OF THE MEASURE AA ADVISORY COMMITTEE, BY ADDING AN *EX-OFFICIO* MEMBER REPRESENTING THE CITY OF COMMERCE EMPLOYEE'S ASSOCIATION

RECOMMENDATION:

Approve the Resolution and assign the number next in order.

MOTION:

Move to approve the recommendation.

DISCUSSION:

On November 6, 2012, the City of Commerce voters approved Measure AA, which proposed to raise revenue to offset severe state budget cuts and provide funding for such things as repair, maintenance and improvement of streets, sidewalks, public facilities, parks, libraries and other services in the City of Commerce (the "City"); the revenue will be raised by enacting a one-half of one percent ($\frac{1}{2}\%$) transactions and use (i.e. "sales tax") tax within the City.

Measure AA (Ordinance No. 649) provided for the establishment of an Advisory Committee that will review and report on the receipt of and expenditure of funds from the sales tax revenues generated by Measure AA. Section 3.09 of the Ordinance No. 649 (Measure AA) states, in part that:

Additionally, there shall be a Committee consisting of no fewer than five seats to review and report on the receipt of revenue and expenditure of funds from the tax authorized by this chapter. The Committee members shall be either City residents or representatives of City businesses. Within 90 days of the operative date of this chapter, the City Council shall adopt a resolution establishing the composition of the committee, setting the terms of office of the committee members, and defining the scope of the committee's responsibilities, which at a minimum shall include reviewing the annual auditor's report and making recommendations to the City Council for use of the tax revenue. The committee's report and recommendations shall be completed by a date to allow for it to be considered as part of each annual budget process. The committee's report and recommendation shall be a matter of public record and shall be considered and reported by the City Council at a public meeting.

On May 7, 2013, the City Council adopted Resolution No. 13-41, which established the composition of the Advisory Committee, set the terms of office of the Committee members, and defined the scope of the Committee's responsibilities. The City Council determined, among other things, that the:

1. The Committee members shall serve at the pleasure of the City Council.
2. The Committee will be composed of seven (7) members.

3. Five (5) of the Committee members will be residents and registered voters of the City. Each City Council member will be provided the opportunity to appoint one resident to serve as a member of the Committee. The term for the resident members will be four (4) years, to correspond with the appointing Council member's term and shall be reviewable annually.
4. Two of the Committee members will be representatives of businesses that are located in the City. The City Council will appoint the business representative members. The term for the business members will be four (4) years, but shall also be reviewable annually.

On June 4, 2013, the City Council decided to add an *ex officio* member to the Advisory Committee who will not have voting rights, but will provide some representation for the City of Commerce Employee Association. As a result, Resolution No. 13-41 must be amended to add the *ex officio* member.

RELATIONSHIP TO STRATEGIC GOALS:

Implementation of Measure AA is connected to the City Council goals of financial viability and infrastructure investment.

Reviewed by,



Vilko Domic
Finance Director

Respectfully submitted,



Jorge J. Rifá
City Administrator

Approved as to Form,



Eduardo Olivo
City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,
CALIFORNIA AMENDING RESOLUTION NO. 13-41, WHICH ESTABLISHED THE
COMPOSITION OF THE MEASURE AA ADVISORY COMMITTEE BY ADDING AN
EX-OFFICIO MEMBER REPRESENTING THE CITY OF COMMERCE EMPLOYEES'
ASSOCIATION

WHEREAS, Measure AA (Ordinance No. 649), which was approved by the voters on November 6, 2012, provides for the establishment of an Advisory Committee that will review and report on the receipt of and expenditure of funds from the sales tax revenues generated by Measure AA; and

WHEREAS, Section 3.09 of Ordinance No. 649 (Measure AA) states, in part, that:

Additionally, there shall be a Committee consisting of no fewer than five seats to review and report on the receipt of revenue and expenditure of funds from the tax authorized by this chapter. The Committee members shall be either City residents or representatives of City businesses. Within 90 days of the operative date of this chapter, the City Council shall adopt a Resolution establishing the composition of the Committee, setting the terms of office of the Committee members, and defining the scope of the Committee's responsibilities, which at a minimum shall include reviewing the annual auditor's report and making recommendations to the City Council for use of the tax revenue. The Committee's report and recommendations shall be completed by a date to allow for it to be considered as part of each annual budget process. The Committee's report and recommendation shall be a matter of public record and shall be considered and reported by the City Council at a public meeting; and

WHEREAS, on June 4, 2013, the City Council decided to add an *ex officio* member who will not have voting rights, but will provide some representation for the City of Commerce Employees' Association on the Advisory Committee.

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

Section 1. Section 1 of Resolution No. 13-41 shall be amended in its entirety to read as follows:

Composition and Term. The Advisory Committee shall be composed as follows and shall have the following terms:

- a. The Committee members shall serve at the pleasure of the City Council and will be composed of seven (7) voting members.
- b. Five (5) of the Committee members will be residents and registered voters of the City. Each City Council member will be provided the opportunity to appoint one resident to serve as a member of the Committee. The term for the resident members will be for four (4) years, to correspond with the appointing Council member's term; nevertheless, the appointments shall be reviewable annually by the Council.
- c. Two of the Committee members will be representatives of businesses that are located in the City. The City Council will appoint the business representative members. The term for the business members will be for four (4) years; nevertheless, the appointments shall be reviewable annually by the Council.

- d. The City Council may also appoint one (1) *ex officio* member who will represent the City of Commerce Employee Association. This *ex officio* member will participate in discussion on matters before the Committee, but will not have voting rights. The term of the *ex officio* member will be for four (4) years; nevertheless, the appointment shall be reviewable annually by the Council.

Section 2. The City Clerk shall certify to the adoption of this Resolution and thereupon and thereafter the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2013.

Joe Aguilar
Mayor

ATTEST:

Linda Kay Olivieri, MMC
Secretary



AGENDA REPORT

DATE: JUNE 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: PUBLIC HEARING - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, ADDING CHAPTER 19.33 PERTAINING TO LOW IMPACT DEVELOPMENT, TO TITLE 19 (ZONING) OF THE COMMERCE MUNICIPAL CODE – SECOND READING

RECOMMENDATION:

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

MOTION:

- 1) Declare the Public Hearing open.
- 2) Declare the Public Hearing closed.
- 3) Move to read the Ordinance by title only.
- 4) Move to approve and adopt the Ordinance and assign the number next in order.

ROLL CALL VOTE

BACKGROUND:

On June 4, 2013, the City Council approved the Low Impact Development (LID) Ordinance for first reading and set June 18, 2013 as the date for the Public Hearing in accordance with the MS4 Stormwater and Urban Runoff Permit. In order for the Regional Water Board to grant the maximum amount of time allowed to develop a Watershed Management Program (WMP), 18 months from Permit effective date, the City must adopt an LID Ordinance and a Green Streets Policy by June 28, 2013. Council adopted the Green Streets Policy on June 4, 2013. With adoption of the LID, the City's deadline to submit the WMP is June 28, 2014.

The intent of LID is to curb the transport of pollutants to downstream receiving waters caused by impervious surfaces like roadways, parking lots and buildings. Urban areas have less green space that can capture water resulting in increased water runoff. The City needs to take a new approach to managing rainwater and urban runoff while mitigating the impacts of development and urbanization. LID is widely recognized as a sensible approach to managing the quantity and quality of stormwater and non-stormwater runoff by setting standards and practices to maintain or restore the natural hydrologic character of a development site, reduce off-site runoff, improve water quality, and provide groundwater recharge. The attached LID Guidelines will be provided to contractors and consultants as information on various compliance practices.

The proposed Ordinance will replace the existing Los Angeles Countywide Standard Urban Stormwater Mitigation Plan (SUSMP) that was required under the previous MS4 Permit. The permitting process will remain the same. The County of Los Angeles, who serves as the City's plan reviewer will utilize the City's ordinance for project compliance determination. The following "Planning Priority Projects" shall comply with the LID Ordinance Standards:

1. All development projects equal to 1 acre or greater of disturbed area that adds more than 10,000 square feet of impervious surface area.
2. Industrial parks 10,000 square feet or more of surface area.
3. Commercial malls 10,000 square feet or more of surface area.

5. Restaurants (Standard Industrial Classification (SIC) of 5812) with 5,000 square feet or more of surface area.
6. Parking lots with 5,000 square feet or more of impervious surface area or with 25 or more parking spaces.
7. Streets and road construction of 10,000 square feet or more of impervious surface area.
8. Automotive service facilities (SIC of 5013, 5014, 5511, 5541, 7532-7534 and 7536-7539) with 5,000 square feet or more of surface area.
9. Projects in, near or discharging to Environmentally Sensitive Areas.
10. Single-family hillside homes.
11. Redevelopment projects.

Exemptions and/or Alternatives

Single family homes are exempt unless they create, add or replace at least 10,000 square feet of impervious surface area. Further, although the Ordinance was drafted to comply with the new Permit requirements, it does allow for some flexibility of application for those projects that can demonstrate a scientific infeasibility in meeting the requirements for the following reasons:

- Soil type – inadequate or no water infiltration
- Shallow groundwater
- Proximity to drinking water well
- Brownfield development
- Potential geotechnical hazards
- Natural, smart growth or infill creates significant difficulty for onsite compliance.

Alternative compliance measures will be determined by the City in accordance with the MS4 Permit on a case by case basis based on a particular project's site conditions and alternatives available.

Planning Commission Review

The Planning Commission reviewed the subject ordinance on May 22, 2013. The Commission recommends adoption of the LID Ordinance and supports the opportunity to "green" the City through LID applications. Staff therefore proposes adding Chapter 19.33, Low Impact Development, to Title 19, Zoning of the Commerce Municipal Code.

Environmental Assessment

The proposed LID Ordinance qualifies for a Class 8 California Exemption under the provisions of the California Environmental Quality Act (CEQA) Section 15308. Class 8 exempts actions taken by regulatory agencies as authorized by State or local ordinance to assure the maintenance, restoration, enhancement or protection of the environment where the regulatory process involves procedures for protection of the environment.

FISCAL IMPACT:

The fiscal impact of implementing LID on private development projects is unknown at this time. Further, the Water Board is uncertain of the costs associated with complying with their requirements and implementing LID. According to the Environmental Protection Agency (EPA) and some consultants, applying LID cost less than traditional construction practices. However, some contractors and consultants factor into their project a wide range of costs for LID, between \$1 - \$5/square foot depending on type of LID Best Management Practices (BMPs) proposed. Basic infiltration cost the least while treatment type BMPs cost the most.


RELATIONSHIP TO 2009 STRATEGIC GOALS:

This agenda report item complies with Goal #2 – *Protect and Enhance Quality of Life in the City of Commerce*. In conjunction with State and Federal environmental regulations, Commerce's continued focus on the environment will enhance water quality for all residents.

Respectfully submitted,


Jorge Rifa
City Administrator

Recommended by:


Patrick Malloy
Special Assistant to the City Administrator

Reviewed by:


Alex Hamilton
Assistant Director of Community Development

Prepared by:


Gina Nila
Environmental Services Manager

Reviewed by:


Vilko Domic
Director of Finance

Approved as to form:


Eduardo Olivo
City Attorney

Attachments: Ordinance
 City of Commerce LID Guidelines

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, ADDING CHAPTER 19.33 PERTAINING TO LOW IMPACT DEVELOPMENT, TO TITLE 19 (ZONING) OF THE COMMERCE MUNICIPAL CODE

WHEREAS, the City of Commerce (City) is authorized by Article XI, §5 and §7 of the State Constitution to exercise the police power of the State by adopting regulations to promote public health, public safety and general prosperity; and

WHEREAS, the City has authority under the California Water Code to adopt and enforce ordinances imposing conditions, restrictions and limitations with respect to any activity which might degrade the quality of waters of the State; and

WHEREAS, the City is a permittee under the "Waste Discharge Requirements for Municipal Separate Storm Sewer System (MS4) Discharges within the Coastal Watersheds of Los Angeles County, Except those Discharges Originating from the City of Long Beach MS4," issued by the California Regional Water Quality Control Board-- Los Angeles Region," (Order No. R4-2012-0175) which also serves as an NPDES Permit under the Federal Clean Water Act (NPDES No. CAS004001), as well as Waste Discharge Requirements under California law (the "Municipal NPDES permit"). In order to participate in a Watershed Management Program and/or Enhanced Watershed Management Program, the Municipal NPDES permit requires permittees to develop and implement a Low Impact Development (LID) Ordinance; and

WHEREAS, the City is committed to a stormwater management program that protects water quality and water supply by employing watershed-based approaches that balance environmental, social, and economic considerations; and

WHEREAS, urbanization has led to increased impervious surface areas resulting in increased water runoff causing the transport of pollutants to downstream receiving waters; and

WHEREAS, the City needs to take a new approach to managing rainwater and urban runoff while mitigating the impacts of development and urbanization; and

WHEREAS, LID is widely recognized as a sensible approach to managing the quantity and quality of storm water and non-stormwater runoff by setting standards and practices to maintain or restore the natural hydrologic character of a development site, reduce off-site runoff, improve water quality, and provide groundwater recharge; and

WHEREAS, it is the intent of the City to replace the existing SUSMP requirements by providing stormwater and rainwater LID strategies for development and redevelopment projects as defined under "Applicability." Where there are conflicts between this Ordinance and previously adopted SUSMP and/or LID standards, the standards in this Ordinance shall prevail; and

WHEREAS, on February 15, 2011, the City of Commerce (the "City") City Council adopted Ordinance No. 633, which approved Section 15.04.010 (Adoption by Reference) of Chapter 15.04.010 (Building Laws) of the Commerce Municipal Code. Section 15.04.010 adopted by reference, as part of the City's own Building Code, various parts of the Los Angeles County Code, including New Title 31(Green Building Code). Section 5.106.2 of Title 31 of the Los Angeles County Code provides that "New development or alterations to existing developed sites shall comply with Chapter 12.84 of Title 12 of the Los Angeles County Code." Section 12.84 adopts "Low Impact Development Standards" ("LIDS") that are designed to encourage site sustainability and smart growth in a manner that respects and preserves the County's watersheds, drainage paths, water supplies, and natural resources; and

WHEREAS, Chapter 19.33 of the Commerce Municipal Code, which is adopted by this Ordinance, is intended to replace the requirements of Section 12.84 of the Los Angeles County Code that were adopted by reference as part of Section 15.04.010 of the Commerce Municipal Code.

WHEREAS, the proposed LID Ordinance qualifies for a Class 8 California Exemption under the provisions of the California Environmental Quality Act (CEQA) Section 15308. Class 8 exempts actions taken by regulatory agencies as authorized by State or local ordinance to assure the maintenance, restoration, enhancement or protection of the environment where the regulatory process involves procedures for protection of the environment.

THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1.

Section 15.04.010 (Adoption by Reference) of Chapter 15.04 (Building Laws) of the Commerce Municipal Code, which was enacted by Ordinance No. 633, is hereby amended in its entirety to read as follows:

15.04.010 – Adoption by reference.

There are adopted by reference, as the building, electrical, plumbing, mechanical laws, residential, and green building standards code, of the City of Commerce, the following:

Title 26, Los Angeles County Building Code (2010 Edition) adopted. Title 26 of the Los Angeles County Building Code (2010 Edition), as adopted by Los Angeles County Ordinance No. 2010-0053, becoming effective December 23, 2010, fully expresses the City Council's will and intention to enforce the provisions of Title 26 of the Los Angeles County Building Code (2010 Edition) within the City, except for Section 107 ("Fees"). The aforementioned is hereby adopted by reference as an amendment to Title 15 of the Buildings and Construction Code of the City.

Title 27, Los Angeles County Electrical Code (2010 Edition) adopted. Title 27 of the 2010 Los Angeles County Electrical Code, as adopted by Los Angeles County Ordinance No. 2010-0054, becoming effective December 23, 2010, fully expresses the City Council's will and intention to enforce the provisions of Title 27 of the Los Angeles County Electrical Code (2010 Edition) within the City, except for Section 82-8 ("Fees"). The aforementioned is hereby adopted by reference as an amendment to Title 15 of the Buildings and Construction Code of the City.

Title 28, Los Angeles County Plumbing Code (2010 Edition) adopted. Title 28 of the Los Angeles County Plumbing Code (2010 Edition), as adopted by Los Angeles County Ordinance No. 2010-0055, becoming effective December 23, 2010, fully expresses the City Council's will and intention to enforce the provisions of Title 28 of the Los Angeles County Plumbing Code (2010 Edition) within the City, except for Section 103.10 ("Cost of Permit"). The aforementioned is hereby adopted by reference as an amendment to Title 15 of the Buildings and Construction Code of the City.

Title 29, Los Angeles County Mechanical Code (2010 Edition) adopted. Title 29 of the Los Angeles County Mechanical Code (2010 Edition), as adopted by Los Angeles County Ordinance No. 2010-0056, becoming effective December 23, 2010, fully expresses the City Council's will and intention to enforce the provisions of Title 29 of the Los Angeles County

Mechanical Code (2010 Edition) within the City, except for Section 114 ("Permit Fees"). The aforementioned is hereby adopted by reference as an amendment to Title 15 of the Buildings and Construction Code of the City.

New Title 30, Los Angeles County Residential Code (2010 Edition) adopted. New Title 30 of the Los Angeles County Residential Code (2010 Edition), as adopted by Los Angeles County Ordinance No. 2010-0057, becoming effective December 23, 2010, fully expresses the City Council's will and intention to enforce the provisions of Title 30 of the Los Angeles County Residential Code (2010 Edition) within the City, except for Section 107 ("Fees"). The aforementioned is hereby adopted by reference as an amendment to Title 15 of the Buildings and Construction Code of the City.

SECTION 2.

That new Chapter 19.33 be, and the same is hereby, added to Title 19 of the Commerce Municipal Code, to read as follows:

CHAPTER 19.33

LOW IMPACT DEVELOPMENT ORDINANCE

Sections:

- 19.33.010 Definitions.
- 19.33.020 Stormwater pollution control measure for development planning and construction activities.

19.33.010. DEFINITIONS.

Except as specifically provided herein, any term used in Section 19.33.010 shall be defined as that term in the current Municipal NPDES permit, or if it is not specifically defined in either the Municipal NPDES permit, then as such term is defined in the Federal Clean Water Act, as amended, and/or the regulations promulgated thereunder. If the definition of any term contained in this chapter conflicts with the definition of the same term in the current Municipal NPDES permit, then the definition contained in the Municipal NPDES permit shall govern. The following words and phrases shall have the following meanings when used in this chapter:

(A) "Approving Agency" means the City of Commerce City Administrator or designee.

(B) "Automotive Service Facility" means a facility that is categorized in any one of the following Standard Industrial Classification (SIC) and North American Industry Classification System (NAICS) codes. For inspection purposes, Permittees need not inspect facilities with SIC codes 5013, 5014, 5541, 5511, provided that these facilities have no outside activities or materials that may be exposed to stormwater (Source: Order No. R4-2012-0175).

(C) "Basin Plan" means the Water Quality Control Plan, Los Angeles Region, Basin Plan for the Coastal Watersheds of Los Angeles and Ventura Counties, adopted by the Regional Water Board on June 13, 1994 and subsequent amendments (Source: Order No. R4-2012-0175).

(D) "Best Management Practice (BMP)" means practices or physical devices or systems designed to prevent or reduce pollutant loading from stormwater or non-stormwater discharges to receiving waters, or designed to reduce the volume of

stormwater or non-stormwater discharged to the receiving water (Source: Order No. R4-2012-0175).

(E) "Biofiltration" means a LID BMP that reduces stormwater pollutant discharges by intercepting rainfall on vegetative canopy, and through incidental infiltration and/or evapotranspiration, and filtration. Incidental infiltration is an important factor in achieving the required pollutant load reduction. Therefore, the term "biofiltration" as used in this Ordinance is defined to include only systems designed to facilitate incidental infiltration or achieve the equivalent pollutant reduction as biofiltration BMPs with an underdrain (subject to approval by the Regional Board's Executive Officer). Biofiltration BMPs include bioretention systems with an underdrain and bioswales (Modified from: Order No. R4-2012-0175).

(F) "Bioretention" means a LID BMP that reduces stormwater runoff by intercepting rainfall on vegetative canopy, and through evapotranspiration and infiltration. The bioretention system typically includes a minimum 2-foot top layer of a specified soil and compost mixture underlain by a gravel-filled temporary storage pit dug into the in-situ soil. As defined in the Municipal NPDES permit, a bioretention BMP may be designed with an overflow drain, but may not include an underdrain. When a bioretention BMP is designed or constructed with an underdrain it is regulated by the Municipal NPDES permit as biofiltration (Modified from: Order No. R4-2012-0175).

(G) "Bioswale" means a LID BMP consisting of a shallow channel lined with grass or other dense, low-growing vegetation. Bioswales are designed to collect stormwater runoff and to achieve a uniform sheet flow through the dense vegetation for a period of several minutes (Source: Order No. R4-2012-0175).

(H) "City" means the City of Commerce.

(I) "Clean Water Act (CWA)" means the Federal Water Pollution Control Act enacted in 1972, by Public Law 92-500, and amended by the Water Quality Act of 1987. The Clean Water Act prohibits the discharge of pollutants to Waters of the United States unless the discharge is in accordance with an NPDES permit.

(J) "Commercial Malls" means any development on private land comprised of one or more buildings forming a complex of stores which sells various merchandise, with interconnecting walkways enabling visitors to easily walk from store to store, along with parking area(s). A commercial mall includes, but is not limited to: mini-malls, strip malls, other retail complexes, and enclosed shopping malls or shopping centers (Source: Order No. R4-2012-0175).

(K) "Construction Activity" means any construction or demolition activity, clearing, grading, grubbing, or excavation or any other activity that result in land disturbance. Construction does not include emergency construction activities required to immediately protect public health and safety or routine maintenance activities required to maintain the integrity of structures by performing minor repair and restoration work, maintain the original line and grade, hydraulic capacity, or original purposes of the facility. See "Routine Maintenance" definition for further explanation. Where clearing, grading or excavating of underlying soil takes place during a repaving operation, State General Construction Permit coverage by the State of California General Permit for Storm Water Discharges Associated with Industrial Activities or for Stormwater Discharges Associated with Construction Activities is required if more than one acre is disturbed or the activities are part of a larger plan (Source: Order No. R4-2012-0175).

(L) "Control" means to minimize, reduce or eliminate by technological, legal, contractual, or other means, the discharge of pollutants from an activity or activities (Source: Order No. R4-2012-0175).

(M) "Development" means construction, rehabilitation, redevelopment or reconstruction of any public or private residential project (whether single-family, multi-unit or planned unit development); industrial, commercial, retail, and other non-residential projects, including public agency projects; or mass grading for future construction. It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to immediately protect public health and safety (Source: Order No. R4-2012-0175).

(N) "Directly Adjacent" means situated within 200 feet of the contiguous zone required for the continued maintenance, function, and structural stability of the environmentally sensitive area (Source: Order No. R4-2012-0175).

(O) "Discharge" means any release, spill, leak, pump, flow, escape, dumping, or disposal of any liquid, semi-solid, or solid substance.

(P) "Disturbed Area" means an area that is altered as a result of clearing, grading, and/or excavation (Source: Order No. R4-2012-0175).

(Q) "Flow-through BMPs" means modular, vault type "high flow biotreatment" devices contained within an impervious vault with an underdrain or designed with an impervious liner and an underdrain (Modified from: Order No. R4-2012-0175).

(R) "General Construction Activities Storm Water Permit" (GCASP) means the general NPDES permit adopted by the State Board which authorizes the discharge of stormwater from construction activities under certain conditions.

(S) "General Industrial Activities Storm Water Permit" (GIASP) means the general NPDES permit adopted by the State Board which authorizes the discharge of stormwater from certain industrial activities under certain conditions.

(T) "Green Roof" means a LID BMP using planter boxes and vegetation to intercept rainfall on the roof surface. Rainfall is intercepted by vegetation leaves and through evapotranspiration. Green roofs may be designed as either a bioretention BMP or as a biofiltration BMP. To receive credit as a bioretention BMP, the green roof system planting medium shall be of sufficient depth to provide capacity within the pore space volume to contain the design storm depth and may not be designed or constructed with an underdrain (Source: Order No. R4-2012-0175).

(U) "Hazardous Material(s)" means any material(s) defined as hazardous by Division 20, Chapter 6.95 of the California Health and Safety Code.

(V) "Hillside" means a property located in an area with known erosive soil conditions, where the development contemplates grading on any natural slope that is 25% or greater and where grading contemplates cut or fill slopes (Source: Order No. R4-2012-0175).

(W) "Hydromodification" means the alteration of the hydrologic characteristics of coastal and non-coastal waters, which in turn could cause degradation of water resources. Hydromodification can cause excessive erosion and/or

sedimentation rates, causing excessive turbidity, channel aggradation and/or degradation. (Source: GCASP)

(X) "Impervious Surface" means any man-made or modified surface that prevents or significantly reduces the entry of water into the underlying soil, resulting in runoff from the surface in greater quantities and/or at an increased rate, when compared to natural conditions prior to development. Examples of places that commonly exhibit impervious surfaces include parking lots, driveways, roadways, storage areas, and rooftops. The imperviousness of these areas commonly results from paving, compacted gravel, compacted earth, and oiled earth.

(Y) "Industrial Park" means land development that is set aside for industrial development. Industrial parks are usually located close to transport facilities, especially where more than one transport modalities coincide: highways, railroads, airports, and navigable rivers. It includes office parks, which have offices and light industry (Source: Order No. R4-2012-0175).

(Z) "Infiltration BMP" means a LID BMP that reduces stormwater runoff by capturing and infiltrating the runoff into in-situ soils or amended onsite soils. Examples of infiltration BMPs include infiltration basins, dry wells, and pervious pavement (Source: Order No. R4-2012-0175).

(AA) "LID" means Low Impact Development. LID consists of building and landscape features designed to retain or filter stormwater runoff (Source: Order No. R4-2012-0175).

(BB) "MS4" means Municipal Separate Storm Sewer System. The MS4 is a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

- a. Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States;
- b. Designed or used for collecting or conveying stormwater;
- c. Which is not a combined sewer; and
- d. Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR §122.2.

(40 CFR § 122.26(b)(8)) (Source: Order No. R4-2012-0175)

(CC) "National Pollutant Discharge Elimination System (NPDES)" means the national program for issuing, modifying, revoking and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under CWA §307, 402, 318, and 405. The term includes an "approved program" (Source: Order No. R4-2012-0175).

(DD) "Natural Drainage System" means a drainage system that has not been improved (e.g., channelized or armored). The clearing or dredging of a natural drainage system does not cause the system to be classified as an improved drainage system (Source: Order No. R4-2012-0175).

(EE) "New Development" means land disturbing activities; structural development, including construction or installation of a building or structure, creation of impervious surfaces; and land subdivision (Source: Order No. R4-2012-0175).

(FF) "Non-Stormwater Discharge" means any discharge to a municipal storm drain system that is not composed entirely of stormwater (Source: Order No. R4-2012-0175).

(GG) "Parking Lot" means land area or facility for the parking or storage of motor vehicles used for businesses, commerce, industry, or personal use, with a lot size of 5,000 square feet or more of surface area, or with 25 or more parking spaces (Source: Order No. R4-2012-0175).

(HH) "Person" means any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, state, governmental entity or any other legal entity, or their legal representatives, agents or assigns. The masculine gender shall include the feminine and the singular shall include the plural where indicated by the context.

(II) "Planning Priority Projects" means development projects subject to Permittee conditioning and approval for the design and implementation of post-construction controls to mitigate stormwater pollution, prior to completion of the project(s) (Modified from: Order No. R4-2012-0175).

(JJ) "Pollutant" means any "pollutant" defined in Section 502(6) of the Federal Clean Water Act or incorporated into the California Water Code Sec. 13373. Pollutants may include, but are not limited to the following:

- a. Commercial and industrial waste (such as fuels, solvents, detergents, plastic pellets, hazardous substances, fertilizers, pesticides, slag, ash, and sludge).
- b. Metals (such as cadmium, lead, zinc, copper, silver, nickel, chromium, and non- metals such as phosphorus and arsenic).
- c. Petroleum hydrocarbons (such as fuels, lubricants, surfactants, waste oils, solvents, coolants, and grease).
- d. Excessive eroded soil, sediment, and particulate materials in amounts that may adversely affect the beneficial use of the receiving waters, flora, or fauna of the State.
- e. Animal wastes (such as discharge from confinement facilities, kennels, pens, recreational facilities, stables, and show facilities).
- f. Substances having characteristics such as pH less than 6 or greater than 9, or unusual coloration or turbidity, or excessive levels of fecal coliform, or fecal streptococcus, or enterococcus.

(KK) "Project" means all Development, Redevelopment, and land disturbing activities. The term is not limited to "Project" as defined under CEQA (Pub. Resources Code §21065) (Source: Order No. R4-2012-0175).

(LL) "Rainfall Harvest and Use" means a LID BMP system designed to capture runoff, typically from a roof but can also include runoff capture from elsewhere within the site, and to provide for temporary storage until the harvested water can be used for irrigation or non-potable uses. The harvested water may also be used for potable water uses if the system includes disinfection treatment and is approved for such use by the local building department (Source: Order No. R4-2012-0175).

(MM) "Receiving Water" means "water of the United States" into which waste and/or pollutants are or may be discharged (Source: Order No. R4-2012-0175).

(NN) "Redevelopment" means land-disturbing activity that results in the creation, addition, or replacement of 5,000 square feet or more of impervious surface area on an already developed site. Redevelopment includes, but is not limited to: the expansion of a building footprint; addition or replacement of a structure; replacement of impervious surface area that is not part of routine maintenance activity; and land disturbing activity related to structural or impervious surfaces. It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to immediately protect public health and safety (Source: Order No. R4-2012-0175).

(OO) "Regional Board" means the California Regional Water Quality Control Board, Los Angeles Region.

(PP) "Restaurant" means a facility that sells prepared foods and drinks for consumption, including stationary lunch counters and refreshment stands selling prepared foods and drinks for immediate consumption (SIC Code 5812) (Source: Order No. R4-2012-0175).

(QQ) "Retail Gasoline Outlet" means any facility engaged in selling gasoline and lubricating oils (Source: Order No. R4-2012-0175).

(RR) "Routine Maintenance" - Routine maintenance projects include, but are not limited to projects conducted to:

- a. Maintain the original line and grade, hydraulic capacity, or original purpose of the facility.
- b. Perform as needed restoration work to preserve the original design grade, integrity and hydraulic capacity of flood control facilities.
- c. Includes road shoulder work, regarding dirt or gravel roadways and shoulders and performing ditch cleanouts.
- d. Update existing lines* and facilities to comply with applicable codes, standards, and regulations regardless if such projects result in increased capacity.
- e. Repair leaks

Routine maintenance does not include construction of new lines** or facilities resulting from compliance with applicable codes, standards and regulations.

* Update existing lines includes replacing existing lines with new materials or pipes.

** New lines are those that are not associated with existing facilities and are not part of a project to update or replace existing lines (Source: Order No. R4-2012-0175).

(SS) "Significant Ecological Areas (SEAs)" means an area that is determined to possess an example of biotic resources that cumulatively represent biological diversity, for the purposes of protecting biotic diversity, as part of the Los Angeles County General Plan. Areas are designated as SEAs, if they possess one or more of the following criteria:

- a. The habitat of rare, endangered, and threatened plant and animal species.
- b. Biotic communities, vegetative associations, and habitat of plant and animal species that are either one of a kind, or are restricted in distribution on a regional basis.
- c. Biotic communities, vegetative associations, and habitat of plant and animal species that are either one of a kind or are restricted in distribution in Los Angeles County.
- d. Habitat that at some point in the life cycle of a species or group of species, serves as a concentrated breeding, feeding, resting, migrating grounds and is limited in availability either regionally or within Los Angeles County.
- e. Biotic resources that are of scientific interest because they are either an extreme in physical/geographical limitations, or represent an unusual variation in a population or community.
- f. Areas important as game species habitat or as fisheries.
- g. Areas that would provide for the preservation of relatively undisturbed examples of natural biotic communities in Los Angeles County.
- h. Special areas (Source: Order No. R4-2012-0175).

(TT) "Site" means land or water area where any "facility or activity" is physically located or conducted, including adjacent land used in connection with the facility or activity (Source: Order No. R4-2012-0175).

(UU) "Storm Drain System" means any facilities or any part of those facilities, including streets, gutters, conduits, natural or artificial drains, channels, and watercourses that are used for the purpose of collecting, storing, transporting or disposing of stormwater and are located within the City of Commerce.

(VV) "Storm Water or Stormwater" means water that originates from atmospheric moisture (rain or snow) and that falls onto land, water, or other surfaces. Without any change in its meaning, this term may be spelled or written as one word or two separate words.

(WW) "Stormwater Runoff" means that part of precipitation (rainfall or snowmelt) which travels across a surface to the storm drain system or receiving waters.

(XX) "SUSMP" means the Los Angeles Countywide Standard Urban Stormwater Mitigation Plan. The SUSMP was required as part of the previous Municipal NPDES Permit (Order No. 01-182, NPDES No. CAS004001) and required plans that designate best management practices (BMPs) that must be used in specified categories of development projects.

(YY) "Urban Runoff" means surface water flow produced by storm and non-storm events. Non-storm events include flow from residential, commercial, or industrial activities involving the use of potable and non-potable water.

19.33.020. STORMWATER POLLUTION CONTROL MEASURE FOR DEVELOPMENT PLANNING AND CONSTRUCTION ACTIVITIES.

(A) Objective. The provisions of this section contain requirements for construction activities and facility operations of Development and Redevelopment projects to comply with the current "Municipal NPDES permit," lessen the water quality impacts of development by using smart growth practices, and integrate LID design principles to mimic predevelopment hydrology through infiltration, evapotranspiration and rainfall harvest and use. LID shall be inclusive of previously adopted SUSMP requirements.

(B) Scope. This Section contains requirements for stormwater pollution control measures in Development and Redevelopment projects and authorizes the City to further define and adopt stormwater pollution control measures, to develop LID principles and requirements, including but not limited to the objectives and specifications for integration of LID strategies, and to grant waivers or alternate compliance as allowed by the Municipal NPDES permit and collect fees from projects granted exceptions. Except as otherwise provided herein, the City shall administer, implement and enforce the provisions of this Section. Guidance documents supporting implementation of requirements in this Ordinance are hereby incorporated by reference, including SUSMP and LID Guidelines.

(C) Applicability. The following Development and Redevelopment projects, termed "Planning Priority Projects," shall comply with the requirements of Title 19, Chapter 19.33, Low Impact Development as follows:

- a. All development projects equal to 1 acre or greater of disturbed area that adds more than 10,000 square feet of impervious surface area.
- b. Industrial parks 10,000 square feet or more of surface area.
- c. Commercial malls 10,000 square feet or more of surface area.
- d. Retail gasoline outlets with 5,000 square feet or more of surface area.
- e. Restaurants (Standard Industrial Classification (SIC) of 5812) with 5,000 square feet or more of surface area.
- f. Parking lots with 5,000 square feet or more of impervious surface area, or with 25 or more parking spaces.
- g. Streets and roads construction of 10,000 square feet or more of impervious surface area.
- h. Automotive service facilities (Standard Industrial Classification (SIC) of 5013, 5014, 5511, 5541, 7532-7534 and 7536-7539) 5,000 square feet or more of surface area.

- i. Projects located in or directly adjacent to, or discharging directly to an Environmentally Sensitive Area (ESA), where the development will:
 - i. Discharge stormwater runoff that is likely to impact a sensitive biological species or habitat; and
 - ii. Create 2,500 square feet or more of impervious surface area
- j. Single-family hillside homes.
- k. Redevelopment Projects
 - i. Land disturbing activity that results in the creation or addition or replacement of 5,000 square feet or more of impervious surface area on an already developed site on Planning Priority Project categories.
 - ii. Where Redevelopment results in an alteration to more than fifty percent of impervious surfaces of a previously existing development, and the existing development was not subject to post-construction stormwater quality control requirements, the entire project must be mitigated.
 - iii. Where Redevelopment results in an alteration of less than fifty percent of impervious surfaces of a previously existing development, and the existing development was not subject to post-construction stormwater quality control requirements, only the alteration must be mitigated, and not the entire development.
 - iv. Redevelopment does not include routine maintenance activities that are conducted to maintain original line and grade, hydraulic capacity, original purpose of facility or emergency redevelopment activity required to protect public health and safety. Impervious surface replacement, such as the reconstruction of parking lots and roadways which does not disturb additional area and maintains the original grade and alignment, is considered a routine maintenance activity. Redevelopment does not include the repaving of existing roads to maintain original line and grade.
 - v. Existing single-family dwelling and accessory structures are exempt from the Redevelopment requirements unless such projects create, add, or replace 10,000 square feet of impervious surface area.
- l. Any other project as deemed appropriate by the Director.

(D) Effective Date. The Planning and Land Development requirements contained in this Ordinance shall become effective 30 days from the adoption of the Ordinance. This includes Planning Priority Projects that are discretionary permit projects or project phases that have not been deemed complete for processing, or discretionary permit projects without vesting tentative maps that have not requested and received an extension of previously granted approvals within 90 days of adoption of the Ordinance. Projects that have been deemed complete within 90 days of adoption of the Ordinance are not subject to the requirements of this Chapter.

(E) Stormwater Pollution Control Requirements. The Site for every Planning Priority Project shall be designed to control pollutants, pollutant loads, and runoff volume to the maximum extent feasible by minimizing impervious surface area and controlling runoff from impervious surfaces through infiltration, evapotranspiration, bioretention and/or rainfall harvest and use.

- a. A new single-family hillside home development shall include mitigation measures to:
 - i. Conserve natural areas;
 - ii. Protect slopes and channels;
 - iii. Provide storm drain system stenciling and signage;
 - iv. Divert roof runoff to vegetated areas before discharge unless the diversion would result in slope instability; and
 - v. Direct surface flow to vegetated areas before discharge, unless the diversion would result in slope instability.
- b. Street and road construction projects with construction costs greater than \$500,000 and add at least 10,000 square feet of impervious surface shall follow the City of Commerce's Green Streets Policy and Guidelines.
- c. The remainder of Planning Priority Projects shall prepare a LID Plan to comply with the following:
 - i. Retain stormwater runoff onsite for the Stormwater Quality Design Volume (SWQDv) defined as the runoff from:
 1. The 85th percentile 24-hour runoff event as determined from the Los Angeles County 85th percentile precipitation isohyetal map; or
 2. The volume of runoff produced from a 0.75 inch, 24-hour rain event, whichever is greater.
 - ii. Minimize hydromodification impacts to natural drainage systems as defined in the Municipal NPDES Permit. Hydromodification requirements are further specified in post-construction BMP handbooks such as CASQA's.
 - iii. When, as determined by the Approving Agency, 100 percent onsite retention of the SWQDv is technically infeasible, partially or fully, the infeasibility shall be demonstrated in the submitted LID Plan. The technical infeasibility may result from conditions that may include, but are not limited to:
 1. The infiltration rate of saturated in-situ soils is less than 0.3 inch per hour and it is not technically feasible to amend the in-situ soils to attain an infiltration rate necessary to achieve reliable performance of infiltration or bioretention BMPs in retaining the SWQDv onsite.

2. Locations where seasonal high groundwater is within five to ten feet of surface grade;
 3. Locations within 100 feet of a groundwater well used for drinking water;
 4. Brownfield development sites or other locations where pollutant mobilization is a documented concern;
 5. Locations with potential geotechnical hazards;
 6. Smart growth and infill or redevelopment locations where the density and/ or nature of the project would create significant difficulty for compliance with the onsite volume retention requirement.
- iv. If partial or complete onsite retention is technically infeasible, the project Site may biofiltrate 1.5 times the portion of the remaining SWQDv that is not reliably retained onsite. If hazardous waste contamination results in technical infeasibility, the Project Site may biofiltrate the remaining SWQDv portion that is not reliably retained onsite. Biofiltration BMPs must adhere to the design specifications provided in the Municipal NPDES Permit.
1. Additional alternative compliance options such as offsite infiltration may be available to the project Site. The project site should contact the Approving Agency to determine eligibility. Alternative compliance options are further specified in CASQA's Post-Construction BMP Handbook.
- v. The remaining SWQDv that cannot be retained or biofiltered onsite must be treated onsite to reduce pollutant loading. BMPs must be selected and designed to meet pollutant-specific benchmarks as required per the Municipal NPDES Permit. Flow-through BMPs may be used to treat the remaining SWQDv and must be sized based on a rainfall intensity of:
1. 0.2 inches per hour, or
 2. The one year, one-hour rainfall intensity as determined from the most recent Los Angeles County isohyetal map, whichever is greater.
- vi. A Multi-Phased Project may comply with the standards and requirements of this section for all of its phases by: (a) designing a system acceptable to the Approving Agency to satisfy these standards and requirements for the entire Site during the first phase, and (b) implementing these standards and requirements for each phase of Development or Redevelopment of the Site during the first phase or prior to commencement of construction of a later phase, to the extent necessary to treat the stormwater from such later phase. For purposes of this section, "Multi-Phased Project" shall mean any Planning Priority Project implemented over more than one phase and the Site of a Multi-Phased Project shall include

any land and water area designed and used to store, treat or manage stormwater runoff in connection with the Development or Redevelopment, including any tracts, lots, or parcels of real property, whether Developed or not, associated with, functionally connected to, or under common ownership or control with such Development or Redevelopment.

(F) Other Agencies of the City. All City departments, offices, entities and agencies, shall establish administrative procedures necessary to implement the provisions of this Article on their Development and Redevelopment projects and report their activities annually to the Community Development Department.

(G) Validity. If any provision of this Ordinance is found to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such invalidity shall not affect remaining provisions of this Ordinance that are declared to be severable.

SECTION 3. Savings Clause. Neither the adoption of this ordinance nor the repeal of any other ordinance of this City shall in any manner affect the prosecution for violations of ordinances; which violations were committed prior to the effective date hereof, nor be construed as a waiver of any license or penalty or the penal provisions applicable to any violation thereof. The provision of this ordinance, insofar as they are substantially the same as ordinance provisions previously adopted by the City relating to the same subject matter, shall be construed as restatements and continuations, and not as new enactments.

SECTION 4. Effective Date. This Ordinance shall become effective thirty (30) calendar days from and after its adoption.

SECTION 5. The City Clerk shall attest to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner required by law.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2013.

CITY OF COMMERCE

By: _____
Joe Aguilar, Mayor

ATTEST:

Linda Kay Olivieri, MMC
City Clerk

7/18/2013

MANAGING
WET
WEATHER
AND
URBAN
RUNOFF

CITY OF COMMERCE LID GUIDELINES



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Section 1 – Introduction

What IS LID?

Low Impact Development (LID) consists of design strategies using softscape and hardscape surfaces to retain or filter stormwater and urban runoff. Key to the success of LID is to put in practice the use of small-scale, natural drainage features and to maximize infiltration and capture on site in lieu of conventional end-of-line treatment facilities. This approach also improves a property's aesthetic appearance that achieve multiple goals and benefits.

Purpose & Intent

- Control stormwater and urban runoff to capture pollutants.
- Reuse water and prevent water waste through landscape design elements.

The intent of a LID is to curb the transport of pollutants to downstream receiving waters caused by impervious surfaces like roadways, parking lots and buildings. Urban areas have less green space that can capture water resulting in increased water runoff. The City needs to take an LID approach to managing runoff while mitigating the impacts of development and urbanization. LID is widely recognized as a sensible approach to managing the quantity and quality of rainwater and urban runoff by setting standards and practices to maintain or restore the natural hydrologic character of a development site, reduce off-site runoff, improve water quality, and provide groundwater recharge.

LID can incorporate a wide variety of design elements including landscaping, permeable pavements, bioretention, infiltration and swales. Although the design and appearance of LIDs will vary, the goals remain the same; provide source control of runoff, limit its transport and pollutant conveyance to the collection system, restore pre-development hydrology to the maximum extent practicable, and provide environmentally enhanced communities.

WHY IS LID REQUIRED?



Los Angeles River Flood Control Channel

The City of Commerce adopted an LID Ordinance to comply with requirements of Clean Water Act and the MS4 Stormwater and Urban Runoff Permit (Order Number R4-2012-0175) effective December 28, 2012.

Commercial and Industrial land use represent a significant percentage of the impervious area within the City. Altered flow from development increases runoff from storm events, are damaging to the environment

and increase the risk to property downstream.

Over time, water runoff has become more regulated to minimize negative impacts on the environment caused by transferring runoff to storm drains, channels, and water bodies. Stormwater runoff can contain pollutants such as trash, metals, nutrients, and bacteria and are regulated by governmental agencies. LID will help to transform the design of properties to a method of storing and treating water on-site for a cleaner discharge into waters of the United States.

Section 2 – Application

The MS4 Permit requires implementation of LID strategies in the following “Planning Priority Projects”:

1. All development projects equal to 1 acre or greater of disturbed area that adds more than 10,000 square feet of impervious surface area.
2. Industrial parks 10,000 square feet or more of surface area.
3. Commercial malls 10,000 square feet or more of surface area.
4. Retail gasoline outlets with 5,000 square feet or more of surface area.
5. Restaurants (Standard Industrial Classification (SIC) of 5812) with 5,000 square feet or more of surface area.
6. Parking lots with 5,000 square feet or more of impervious surface area or with 25 or more parking spaces.
7. Streets and road construction of 10,000 square feet or more of impervious surface area.
8. Automotive service facilities (SIC of 5013, 5014, 5511, 5541, 7532-7534 and 7536-7539) with 5,000 square feet or more of surface area.
9. Projects in, near or discharging to Environmentally Sensitive Areas.
10. Single-family hillside homes.
11. Redevelopment projects:
 - Land disturbing activity that results in the creation or addition or replacement of 5,000 square feet or more of impervious surface area on an already developed site on Planning Priority Project categories.
 - Where Redevelopment results in an alteration to more than fifty percent of impervious surfaces of a previously existing development, and the existing development was not subject to post-construction stormwater quality control requirements, the entire project must be mitigated.
 - Where Redevelopment results in an alteration of less than fifty percent of impervious surfaces of a previously existing development, and the existing development was not subject to post-construction stormwater quality control requirements, only the alteration must be mitigated, and not the entire development.



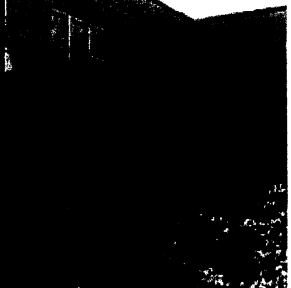


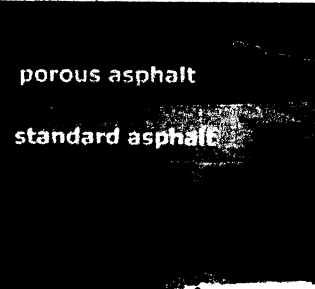


- Redevelopment does not include routine maintenance activities that are conducted to maintain original line and grade, hydraulic capacity, original purpose of facility or emergency redevelopment activity required to protect public health and safety. Impervious surface replacement, such as the reconstruction of parking lots and roadways which does not disturb additional area and maintains the original grade and alignment, is considered a routine maintenance activity. Redevelopment does not include the repaving of existing roads to maintain original line and grade.
- Existing single-family dwelling and accessory structures are exempt from the Redevelopment requirements unless such projects create, add, or replace 10,000 square feet of impervious surface area.

12. Any other project as deemed appropriate by the Director.

SECTION 3 – PLANNING AND DEVELOPMENT

For every Planning Priority Project the site shall be designed to control pollutants, pollutant loads, and runoff volume to the maximum extent feasible by minimizing impervious surface area and controlling runoff from impervious surfaces through infiltration, evapotranspiration, capture and use, and/or biotreatment. This LID Guidelines is designed to provide guidance with Best Management Practices (BMP) selection based on site conditions. The initial step in selecting a stormwater tool is determining the available space and opportunities for LID.

Examples of Common LID Best Management Practices

			
Vegetated Swales/Bioswales	Rain Gardens	Rain Cisterns	Green Roofs
			
Permeable Pavers	Porous Pavement	Curb Bump-Outs	Curb Cuts

Site Considerations

Specific elements which should be given special consideration in the site assessment process for applicable LID include:

- Ownership of land.
- Location of existing utilities.
- Grade differential between road surface and storm drain system.
- Longitudinal slope.

- Soil suitability.
- Potential access for operations and maintenance.

Design Considerations

The drainage patterns of the project shall be developed to route drainage to areas with BMP opportunities before entering storm drains. For example, if a median strip is present, a reverse crown should be considered, where allowed, so that stormwater can drain to a median swale. Likewise, standard peak-flow curb inlets should be located downstream of areas with potential for stormwater planters so that water can first flow into the planter and then overflow to the downstream inlet if capacity of the planter is exceeded.



Infiltration planter

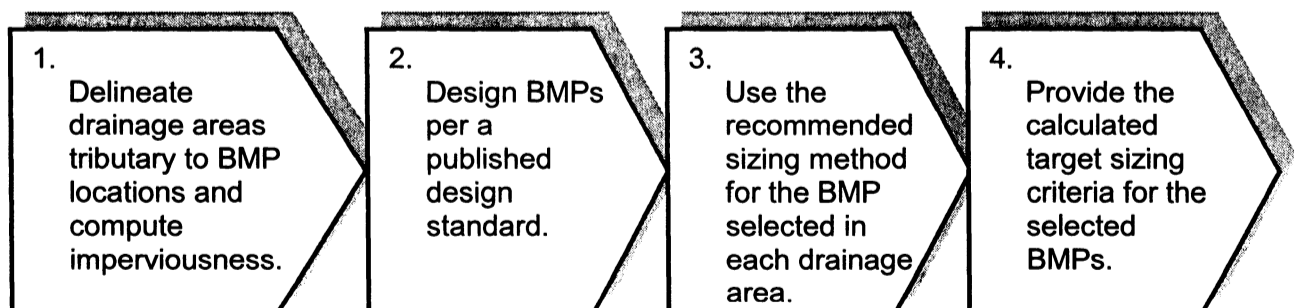
BMP Sizing for Applicable LID Projects

The Stormwater Quality Design Volume (SWQDv) standard should be used to determine the appropriate size, slope, and materials of each facility. The SWQDv is defined as:

1. The 85th percentile 24-hour runoff event as determined from the LA County 85th percentile precipitation isohyetal map; or
2. The volume of runoff produced from a 0.75 inch, 24-hour rain event, whichever is greater.

After identifying the appropriate stormwater facilities for a site, an integrated approach using several BMPs is encouraged. To increase water quality and functional hydrologic benefits, several stormwater management BMPs can be used in succession, namely a treatment train approach. The control measures should be designed using available topography to take advantage of gravity for conveyance to and through each facility. All LID designs must be based off of a published design standard.

The following steps should be used to size BMPs for applicable LID projects:



Alternative Compliance Options for Applicable LID Projects

When, as determined by the Approving Agency, 100 percent onsite retention of the SWQDv is technically infeasible, partially or fully, the infeasibility shall be demonstrated in a submitted LID Plan. The technical infeasibility may result from conditions that include, but are not limited to:

1. The infiltration rate of saturated in-situ soils is less than 0.3 inch per hour and it is not technically feasible to amend the in-situ soils to attain an infiltration rate necessary to achieve reliable performance of infiltration or bioretention BMPs in retaining the SWQDv onsite.
2. Locations where seasonal high groundwater is within five to ten feet of surface grade;
3. Locations within 100 feet of a groundwater well used for drinking water;
4. Brownfield development sites or other locations where pollutant mobilization is a documented concern;
5. Locations with potential geotechnical hazards;
6. Smart growth and infill or redevelopment locations where the density and/ or nature of the project would create significant difficulty for compliance with the onsite volume retention requirement.

If partial or complete onsite retention is technically infeasible, the project site may biofiltrate 1.5 times the portion of the remaining SWQDv that is not reliably retained onsite. If hazardous waste contamination results in technical infeasibility, the Project Site may biofiltrate the remaining SWQDv portion that is not reliably retained onsite. Biofiltration BMPs must adhere to the design specifications provided in the MS4 Permit.

Additional alternative compliance options such as offsite infiltration may be available to the project Site. The project site should contact the Approving Agency to determine eligibility. Alternative compliance options are further specified in CASQA's Post-Construction BMP Handbook.

The remaining SWQDv that cannot be retained or biofiltered onsite must be treated onsite to reduce pollutant loading. BMPs must be selected and designed to meet pollutant-specific benchmarks as required per the MS4 Permit. Flow-through BMPs may be used to treat the remaining SWQDv and must be sized based on a rainfall intensity of:

1. 0.2 inches per hour, or
2. The one year, one-hour rainfall intensity as determined from the most recent Los Angeles County isohyetal map, whichever is greater.

A Multi-Phased Project may comply with the standards and requirements of this section for all of its phases by: (a) designing a system acceptable to the Approving Agency to satisfy these standards and requirements for the entire Site during the first phase, and (b) implementing these standards and requirements for each phase of Development or Redevelopment of the Site during the first phase or prior to commencement of construction of a later phase, to the extent necessary to treat the stormwater from such later phase. For purposes of this section, "Multi-Phased Project" shall mean any Planning Priority Project implemented over more than one phase and the Site of a Multi-Phased Project shall include any land and water area designed and used to store, treat or manage stormwater runoff in connection with the Development or Redevelopment, including any tracts, lots, or parcels of real property, whether Developed or not, associated with, functionally connected to, or under common ownership or control with such Development or Redevelopment.

Infiltration Considerations

Appropriate soils, infiltration media, and infiltration rates should be used for infiltration BMPs. If infiltration is proposed, a complete geotechnical or soils report should be undertaken to determine infiltration rates, groundwater depth, soil toxicity and stability, and other factors that will affect the ability and the desirability of infiltration. At a minimum, the infiltration capacity of the underlying soils shall be deemed suitable for infiltration (0.3 inches per hour or greater), appropriate media should be used in the BMP itself, the groundwater shall be located at a depth of ten feet or greater.

Operations and Maintenance

Regular inspections of BMPs installed must occur to ensure proper functioning of the BMP as designed and in accordance with manufacturer's specifications as applicable. Specifically, to ensure that surface ponding infiltrates into the subsurface completely within the design drawdown time following storms. This will minimize vector breeding and potential fines for violations from the Greater Los Angeles County Vector Control District.

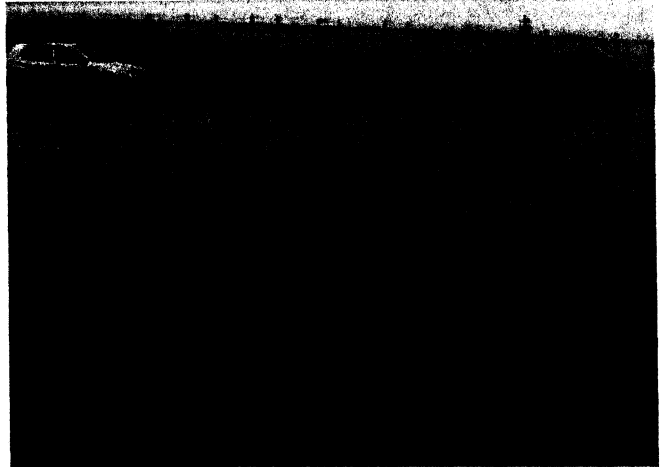
Regular inspections of pretreatment sediment removal BMP/forebay must occur also to ensure sediment buildup does not exceed 50% of the forebay sediment storage capacity. Remove any excess sediment from the BMP.

Infiltration BMPs should be maintained to prevent blockage. Maintenance activities shall include checking for and removal of debris/sediment.

BMP soil applications must be maintained. Flow entrances, ponding areas, and surface overflow areas shall be inspected for erosion periodically and replaced as needed to maintain the long-term design infiltration rate.

Site vegetation shall be maintained for aesthetic appearance and filtration as designed and approved. This includes the removal of fallen, dead, and/or invasive plants, watering as necessary, and the replanting and/or reseeding of vegetation for reestablishment as necessary.

Maintenance of *permeable pavement systems* is essential to their continued functionality. Regular vacuuming and street sweeping should be performed to remove sediment from the pavement surface. The bedding and base material should be selected for long life and sufficient infiltration rates.



Permeable pavement, City of Los Angeles Airport parking lot

Section 4 - Infiltration

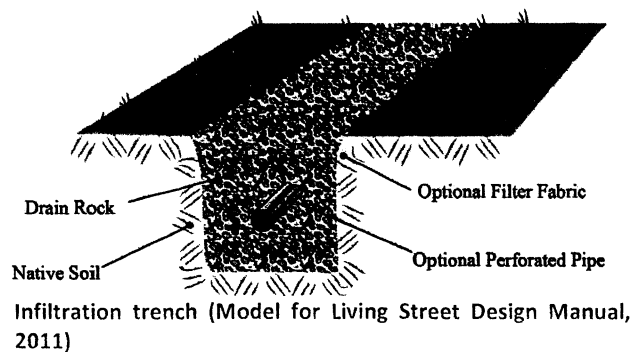
Infiltration systems utilize rock, gravel, and other highly permeable materials for on-site infiltration. Stormwater runoff is directed to these systems and allowed to infiltrate into the soils for on-site retention and groundwater recharge. During small storm events, infiltration systems can result in significant or even complete volume reduction of stormwater runoff. Infiltration should be used to the maximum extent practicable. Biotreatment BMPs should be considered if infiltration is found to be infeasible due to low infiltration rates, soil instability, high groundwater, or soil contamination.

Infiltration BMPs may become damaged by stormwater carrying high levels of sediment, therefore pre-treatment features should be designed to treat street runoff prior to discharging to infiltration features. Media filters, filter inserts, vortex-type units, bioretention devices, sumps, and sedimentation basins are several pre-treatment tools effective at removing sediment.

INFILTRATION TRENCHES AND DRY WELLS

Description

Infiltration trenches are linear, rock-filled features that promote infiltration by providing a high ratio of sub-surface void space in permeable soils. They provide on-site stormwater retention and may contribute to groundwater recharge. Infiltration trenches may accept stormwater from sheet flow, concentrated flow from a swale or other surface feature, or piped flow from a catch basin. Because they are not flow-through BMPs, infiltration trenches do not have outlets but may have overflow outlets for large storm events. Dry wells are typically distinguished from infiltration trenches by being deeper than they are wide. They are usually circular, resembling a well, and are backfilled with the same materials as infiltration trenches. Dry wells typically accept concentrated flow from surface features or from pipes and do not have outlets.



Infiltration trenches and dry wells are typically designed to infiltrate all flow they receive. In large storm events, partial infiltration of runoff can be achieved by providing an overflow outlet. In these systems, significant or even complete volume reduction is possible in smaller storm events. During large storm events, these systems may function as detention facilities and provide a limited amount of retention and infiltration.

Location and placement guidelines

Infiltration trenches and dry wells typically have small surface footprints so they are potentially some of the most flexible elements of landscape design. However, because they involve sub-surface excavation, these features may interfere with surrounding

structures. Care needs to be taken to ensure that surrounding building foundations, pavement bases, and utilities are not damaged by infiltration features. Once structural soundness is ensured, infiltration features may be located under sidewalks and in sidewalk planting strips, curb extensions, roundabouts, and medians. When located in medians, they are most effective when the street is graded to drain to the median. Dry wells require less surface area than trenches and may be more feasible in densely developed areas. Infiltration features should be sited on uncompacted soils with acceptable infiltration capacity. They are best used where soil and topography allow for moderate to good infiltration rates (0.3 inches per hour or better) and the depth to groundwater is at least 10 feet.

Prior to design of any retention or infiltration system, proper soil investigation and percolation testing shall be conducted to determine appropriate infiltration design rates, depth to groundwater, and if soil will exhibit instability as a result of infiltration. Any site with potential for previous underground contamination shall be investigated. Infiltration trenches and dry wells can be designed as stand-alone systems when water quality is not a concern or may be combined in series with other stormwater tools.

Perforated pipes and piped inlets and outlets may be included in the design of infiltration trenches. Cleanouts should be installed at both ends of any piping and at regular intervals in long sections of piping, to allow access to the system. Access ports are recommended for both trenches and wells and can be combined with clean-outs. If included, the overflow inlet from the infiltration trench should be properly designed for anticipated flows.

RAIN GARDENS

Description

Rain gardens are vegetated depressions in the landscape. They have flat bottoms and gently sloping sides. Rain gardens can be similar in appearance to swales, but their footprints may be any shape. Rain gardens hold water on the surface, like a pond, and have overflow outlets. The detained water is infiltrated through the topsoil and subsurface drain rock unless the volume of water is so large that some must overflow. Rain gardens can reduce or eliminate off-site stormwater discharge while increasing on-site recharge.



Rain garden (Model for Living Streets Design Manual, 2011)

Location and Placement Guidelines

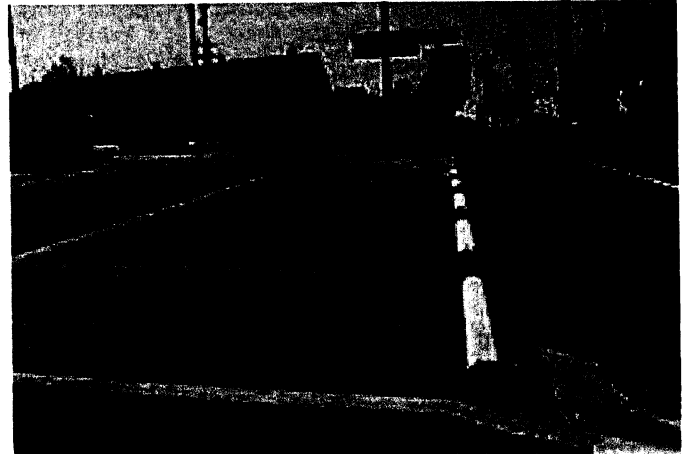
Rain gardens may be placed where there is sufficient area in the landscape and where soils are suitable for infiltration. Rain gardens can be integrated with traffic calming measures installed along streets, such as medians, islands, circles, street ends, chicanes,

and curb extensions. Rain gardens are often used at the terminus of swales in the landscape.

PERMEABLE PAVEMENT

Description

Permeable pavement slows or eliminates direct runoff by absorbing rainfall and allowing it to infiltrate into the soil. Permeable pavement also filters and cleans pollutants such as petroleum deposits on streets and parking lots, reduces water volumes for existing overtaxed pipe systems, and decreases the cost of offsite or onsite downstream infrastructure. This BMP is impaired by sediment-laden run-on which diminishes its porosity. Care should be taken to avoid



Permeable pavement – parking stalls

flows from landscaped areas reaching permeable pavement. Permeable pavement is, in certain situations, an alternative to standard pavement. Conventional pavement is designed to move stormwater off-site quickly. Permeable pavement, alternatively, accepts the water where it falls, minimizing the need for management facilities downstream.

Location and Placement Guidelines

Conditions where permeable pavement should be encouraged include:

- Sites where there is limited space in the right-of-way for other BMPs;
- Parking or emergency access lanes; and
- Furniture zones of sidewalks or walkways especially adjacent to tree wells

Conditions where permeable pavement should be avoided include:

- Large traffic volume or heavy load lanes;
- Where runoff is already being harvested from an impervious surface for direct use, such as irrigation of bioretention landscape areas;
- Steep sloped areas;
- Gas stations, car washes, auto repair, and other sites/sources of possible chemical contamination;
- Areas with shallow groundwater;
- Within 20 feet of sub-sidewalk basements; and
- Within 50 feet of domestic water wells.

Material and Design Guidelines

A soil or geotechnical report should be conducted to provide information about the permeability rate of the soil, load-bearing capacity of the soil, the depth to groundwater (10 feet or more required), and if soil will exhibit instability as a result of implementation. Infiltration rate and load capacity are key factors in the functionality of this BMP.

Permeable pavement generally does not have the same load-bearing capacity as conventional pavement, so this BMP may have limited applications depending on the underlying soil strength and pavement use. Permeable pavement should not be used in general traffic lanes due to the possible variety of vehicles weights and heavy volumes of traffic.

Determining use of permeable pavement

- Conduct a soil or geotechnical study to determine infiltration rate and load capacity.

When used as a road paving, permeable pavement that carries light traffic loads typically has a thick drain rock base material.

Pavers should be concrete as opposed to brick or other light-duty materials. Other possible permeable paving materials include porous concrete and porous asphalt. These surfaces also have specific base materials that detain infiltrated water and provide structure for the road surface. Base material depths should be specified based on design load and the soils report.

Plazas, emergency roads, and other areas of limited vehicular access can also be paved with permeable pavement. Paving materials for these areas may include open cell paver blocks filled with stones or grass and plastic cell systems. Base material specifications may vary depending on the product used, design load, and underlying soils.

When used for pedestrian paths, sidewalks, and shared-use paths, appropriate materials include those listed above as well as rubber pavers and decomposed granite or something similar (washed or pore-clogging fine material). Pedestrian paths may also use broken concrete pavers as long as ADA requirements are met. Paths should drain into adjoining landscapes and should be higher than adjoining landscapes to prevent run-on. Pavement used for sidewalks and pedestrian paths should be ADA compliant, especially smooth, and not exceed a 2 percent slope or have gaps wider than 0.25 inches. In general, tripping hazards should be avoided.

Design considerations for permeable pavement include:

- The location, slope and load-bearing capacity of the street, and the infiltration rate of the soil;
- The amount of storage capacity of the base course;
- The traffic volume and load from heavy vehicles;
- The design storm volume calculations and the quality of water; and
- Drain rock, filter fabrics, and other subsurface materials.

Section 5 - Biotreatment

Biotreatment BMPs are landscaped, shallow depressions that capture and filter stormwater runoff. These types of BMPs are an increasingly common type of stormwater treatment device that are installed at curb level and filled with a bioretention type soil. They are designed as soil and plant-based filtration devices that remove pollutants through a variety of physical, biological, and chemical treatment processes. They typically consist of a ponding area, mulch layer, planting soils, and plants. Stormwater is directed to the system and pollutants are treated as the stormwater drains through the planting soil and either infiltrated or collected by an underdrain and directed to a collection system. Biotreatment should only be used in cases where infiltration has been proven infeasible due to low infiltration rates, soil instability, high groundwater, or soil contamination.

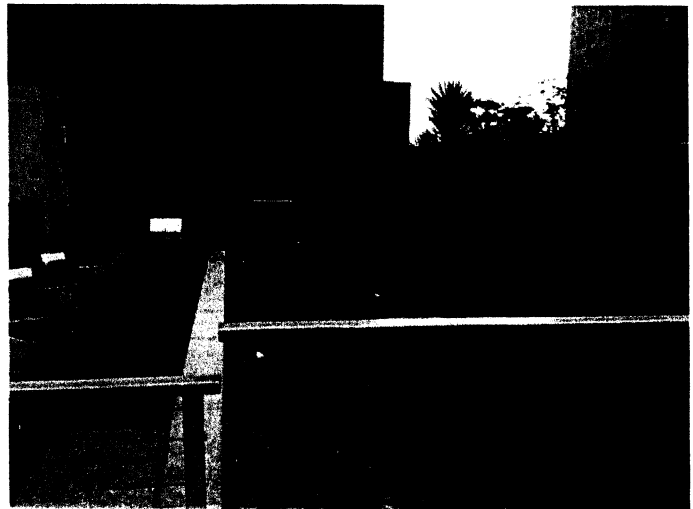
BIORETENTION

Description

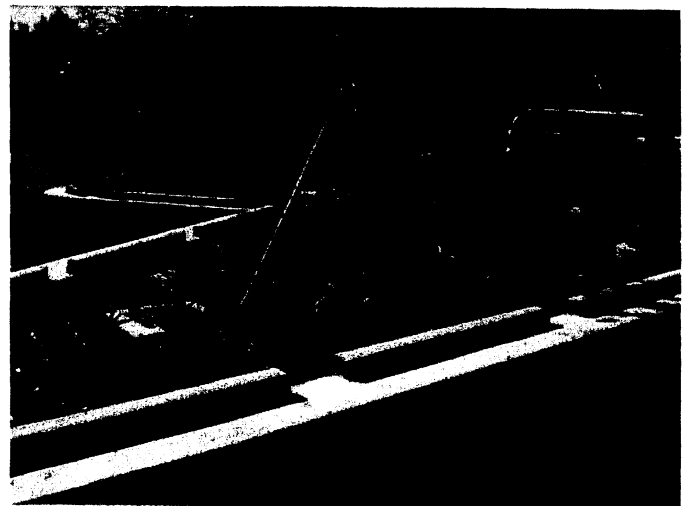
Bioretention is a stormwater management process that cleans stormwater by mimicking natural soil filtration processes as water flows through a bioretention BMP. It incorporates mulch, soil pores, microbes, and vegetation to reduce and remove sediment and pollutants from stormwater. Bioretention is designed to slow, spread, and, to some extent, infiltrate water. Each component of the bioretention BMP is designed to assist in retaining water, evapotranspiration, and adsorption of pollutants into the soil matrix. As runoff passes through the vegetation and soil, the combined effects of filtration, absorption, adsorption, and biological uptake of plants remove pollutants.

For areas with low permeability or other soil constraints, bioretention can be designed as a flow-through system with a barrier protecting stormwater from native soils. Bioretention areas can be designed with an underdrain system that directs the treated runoff to infiltration areas, cisterns or the storm drain system, or may treat the water exclusively through surface flow.

Examples of bioretention BMPs include swales, planters, and vegetated buffer strips.



Bioretention system (Planter Boxes, City of Los Angeles)



Bioretention in a parking lot (GeoSyntec)

Location and Placement Guidelines

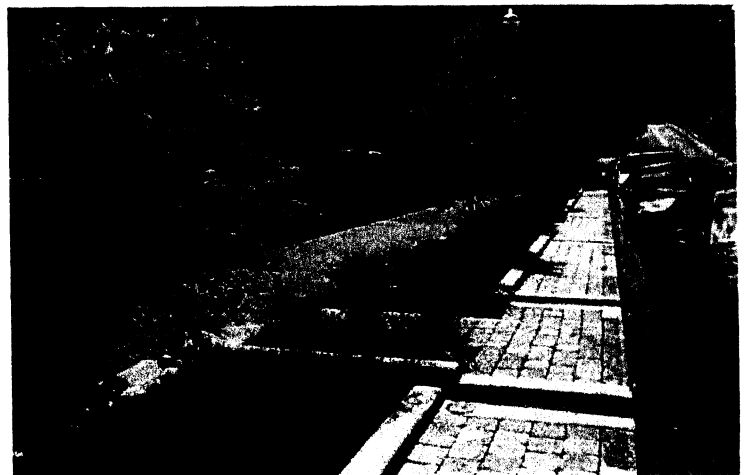
Bioretention facilities can be included in the design of all street components, adjacent to the traveled way and in the frontage or furniture sidewalk zones. They can be designed into curb extensions, medians, traffic circles, roundabouts, and any other landscaped area. Depending on the feature, maintenance and access should always be considered in locating the device. Bioretention systems are also appropriate in constrained locations where other stormwater facilities requiring more extensive subsurface materials are not feasible.

If bioretention devices are designed to include infiltration, native soil should have a minimum permeability rate of 0.3 inches per hour and at least 10 feet to the groundwater table. Sites that have more than a 5 percent slope may require other stormwater management approaches or special engineering.

FLOW-THROUGH PLANTERS

Description

Flow-through planters are typically above-grade or at-grade with solid walls and a flow-through bottom. They are contained within an impermeable liner and use an underdrain to direct treated runoff back to the collection system. Where space permits, buildings can direct roof drains first to building-adjacent planters. Both underdrains and surface overflow drains are typically installed with building-adjacent planters.



Flow-through planter (Model for Living Streets Design Manual, 2011)

At-grade street-adjacent planter boxes are systems designed to take street runoff and/or sidewalk runoff and incorporate bioretention processes to treat stormwater. These systems may or may not include underdrains.

Location and Placement Guidelines

Above-grade planters should be structurally separate from adjacent sidewalks to allow for future maintenance and structural stability per local department of public works' standards. At-grade planter systems can be installed adjacent to curbs within the frontage and/or furniture zones.

All planters should be designed to pond water for less than 48 hours after each storm. Flow-through planters designed to detain roof runoff can be integrated into a building's foundation walls, and may be either raised or at grade.

For at-grade planters, small localized depressions may be included in the curb opening to encourage flow into the planter. Following the inlet, a sump (depression) to capture sediment and debris may be integrated into the design to reduce sediment loadings.

VEGETATED SWALES

Description

Swales are linear, vegetated depressions that capture rainfall and runoff from adjacent surfaces. The swale bottom should have a gradual slope to convey water along its length. Swales can reduce off-site stormwater discharge and remove pollutants along the way. In a swale, water is slowed by traveling through vegetation on a relatively flat grade. This gives particulates time to settle out of the water while contaminants are removed by the vegetation.



Vegetated infiltration swale for a supermarket parking lot (Downey, CA)

Location and Placement Guidelines

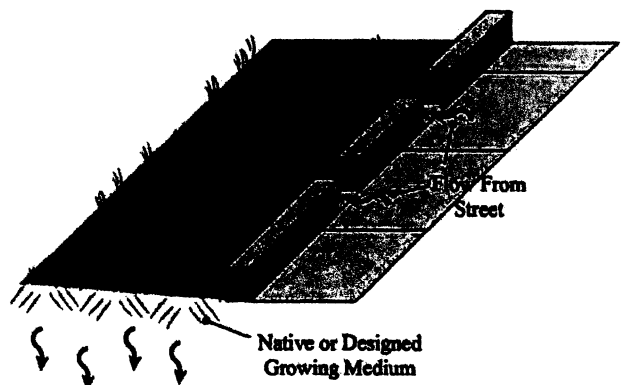
Swales can be located adjacent to roadways, sidewalks, or parking areas. Roadway runoff can be directed into swales via flush curbs or small evenly-spaced curb cuts into a raised curb. Swale systems can be integrated into traffic calming devices such as curb extensions.

Swales can be placed in medians where the street drains to the median. Placed alongside streets and pathways, vegetated swales can be landscaped with native plants which filter sediment and pollutants and provide habitat for wildlife. Swales should be designed to work in conjunction with the street slope to maximize filtration and slowing of stormwater. Swales are designed to allow water to slowly flow through the system. Depending on the landscape and design storm, an overflow or bypass for larger storm events may be needed. Curb openings should be designed to direct flow into the swale. Following the inlet, a sump may be built to capture sediment and debris.

VEGETATED BUFFER STRIPS

Description

Vegetated buffer strips are sloping planted areas designed to treat and absorb sheet flow from adjacent impervious surfaces. These strips are not intended to detain or retain water, only to treat it as a flow-



Vegetated buffer strip detail (Model for Living Streets Design Manual, 2011)

through feature. They should not receive concentrated flow from swales or other surface features, or concentrated flow from pipes.

Location and Placement Guidelines

Vegetated buffer strips are well-suited to treating runoff from roads and highways, small parking lots, and pervious surfaces. They may be commonly used on multi-way boulevards, park edge streets, or sidewalk furniture zones with sufficient space. When selecting potential placement the need for supplemental irrigation should be considered. Vegetated buffers can also be situated so they serve as pre-treatment for another stormwater management feature, such as an infiltration BMP.

Section 6 – Treatment BMPs

SAND FILTERS & STORM DRAIN INLET PROTECTIONS

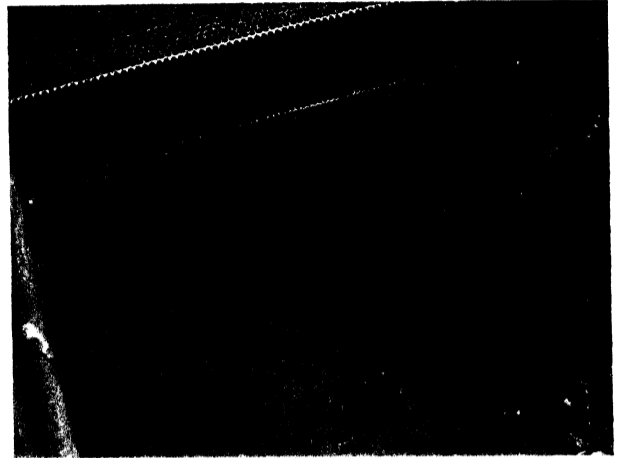
It may be infeasible for specific projects to apply infiltration or biotreatment BMPs. In these cases, sand filters or filter inserts as treatment BMPs can be considered as an alternative. Sand filters and filter inserts can be designed to prevent particulates, debris, metals, and petroleum-based materials conveyed by stormwater from entering the storm drain system. All treatment BMP units should have an overflow system that allows the storm drain to remain functional if the filtration system becomes blocked during rainstorms. All storm drain inlet protections must be of a style and configuration approved by the agency with ownership of the inlet.

Typical maintenance of catch basins includes scheduled trash removal if a screen or other debris capturing device is used. Street sweeping should be performed by vacuum sweepers with occasional weed and large debris removal. Maintenance should include keeping a log of the amount of sediment collected and the data of removal.

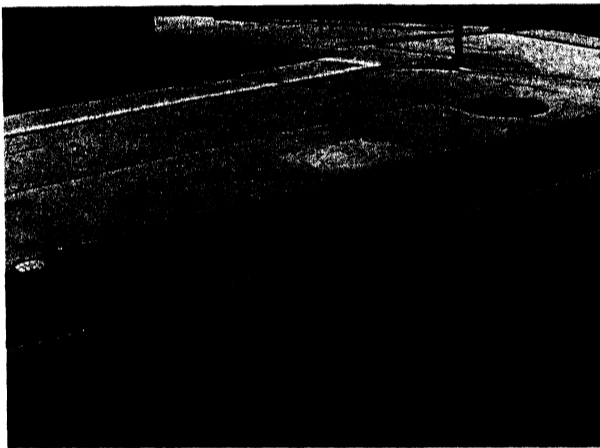
The following are examples of possible treatment BMPs:

- **Sand Filters:** Sand filters are designed to filter stormwater through a constructed media bed and to an underdrain system. As stormwater flows through the media pollutants are filtered out of the water. The filtered water is conveyed through the underdrain to a collection system. Pretreatment is necessary to eliminate significant sediment load or other large particles which would clog the system. Minimum set-backs from foundations and slopes should be observed if the facility is not lined. Filters should be designed and maintained such that ponded water should not persist for longer than 48 hours following a storm event.
- **Cartridge Media Filters:** Cartridge media filters contain multiple modular filters which contain engineered media. The filters can be located in a catch basin, manhole, or vault. The manhole or vault may be divided into multiple chambers so that the first chamber may act as a pre-settling basin for removal of coarse sediment while the next chamber may act as the filter chamber. Cartridge media filters are recommended for drainage areas with limited available surface area or where surface BMPs would restrict uses. Depending on the number of cartridges, maintenance events can have long durations. Locations should be chosen so that maintenance events will not significantly disrupt businesses or traffic. Inlet inserts should be sized to capture all debris and should therefore be selected to match the specific size and shape of each catch basin and inlet. Filter media should be selected to target pollutants of concern. A combination of media may be used to remove a variety of pollutants. Systems with lower maintenance requirements are preferred.

- Storm Drain Inlet Screens:** Inlet screens are designed to prevent large litter and trash from entering the storm drain system while allowing smaller particles to pass through. The screens function as the first preventive measure in removing pollutants from the storm water system. The city's street sweeping department should be consulted to ensure compliance with local specifications and to schedule regular maintenance. Annual inspection of the screen is recommended to ensure functionality. Note that most LA River drainage areas are already protected using connector pipe screens through collective systems.



Connector Pipe Screen (Commerce, CA)



Articulated Retractable Screen (Commerce, CA)

- Storm Drain Pipe Filter Insert:** The storm drain outlet pipe filter is designed to be installed on an existing outlet pipe or at the bottom of an existing catch basin with an overflow. This filter removes debris, particulates, and other pollutants from stormwater as it leaves the storm drain system. This BMP is less desirable than a protection system that prevents debris from entering the storm drain system because the system may become clogged with debris. Outlet pipe filters can be placed on existing curbside catch basins and flush grate openings. Regular maintenance is required and inspection should be performed rigorously. Because this filter is located at the outlet of a storm drain system, clogging with debris is not as apparent as with filters at street level. This BMP may be used as a supplemental filter with an inlet screen or inlet insert unit.

Section 7 – Trees and Landscaping

Description

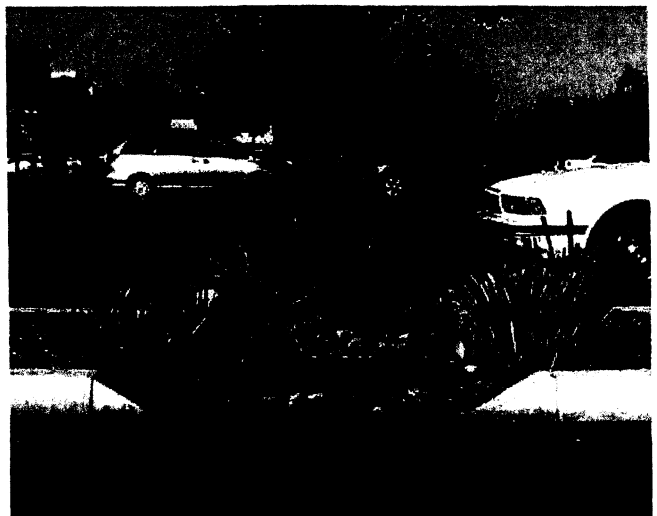
Healthy urban trees are powerful stormwater management tools. Leaves and branches catch and slow rain as it falls, helping it to soak into the ground. The use of California native trees and plants use less water and provide an infiltration opportunity. Part of this moisture is then returned to the air through evaporation to further cool the city.



The goal of adding trees is to increase the canopy cover of a street, parking lot or walkway, the percentage of its surface either covered by or shaded by vegetation. The selection, placement, and management of all landscape elements should enhance the longevity of trees and healthy, mature plantings should be retained and protected whenever possible.

Benefits to adding trees and other forms of California native landscaping include:

- Creation of shade to lower temperatures in a city, reduces energy use, and makes the area a more pleasant place in which to walk and spend time;
- Slowing and capturing of rainwater, helping it soak into the ground to restore local hydrologic functions and aquifers; and
- Improving air quality by cooling air, producing oxygen, and absorbing and storing carbon in woody plant tissues



Rio Hondo Golf Course parking lot (Downey, CA)

Guidelines

Additional related guidelines include the City

of Commerce Street Tree Ordinance, Chapter 19.23 Landscaping Standards and Chapter 12.06, City Trees and the City of Commerce Water Efficient Landscape Ordinance, Chapter 19.24 obtainable at <http://www.ci.commerce.ca.us>

Section 8 – Definitions

Approving Agency	<i>The City of Commerce City Administrator or designee.</i>
Automotive Service Facility	<i>A facility that is categorized in any one of the following Standard Industrial Classification (SIC) and North American Industry Classification System (NAICS) codes.</i>
Basin Plan	<i>The Water Quality Control Plan, Los Angeles Region, Basin Plan for the Coastal Watersheds of Los Angeles and Ventura Counties, adopted by the Los Angeles Regional Water Quality Control Board on June 13, 1994 and subsequent amendments.</i>
Best Management Practice (BMP)	<i>Practices or physical devices or systems designed to prevent or reduce pollutant loading from stormwater or non-stormwater discharges to receiving waters, or designed to reduce the volume of stormwater or non-stormwater discharged to the receiving water.</i>
Biofiltration	<i>A LID BMP that reduces stormwater pollutant discharges by intercepting rainfall on vegetative canopy, and through incidental infiltration and/or evapotranspiration, and filtration. Incidental infiltration is an important factor in achieving the required pollutant load reduction. Therefore, the term “biofiltration” as used in this Ordinance is defined to include only systems designed to facilitate incidental infiltration or achieve the equivalent pollutant reduction as biofiltration BMPs with an underdrain (subject to approval by the Regional Board’s Executive Officer). Biofiltration BMPs include bioretention systems with an underdrain and bioswales.</i>
Bioretention	<i>A LID BMP that reduces stormwater runoff by intercepting rainfall on vegetative canopy, and through evapotranspiration and infiltration. The bioretention system typically includes a minimum 2-foot top layer of a specified soil and compost</i>

mixture underlain by a gravel-filled temporary storage pit dug into the in-situ soil. As defined in the Municipal NPDES permit, a bioretention BMP may be designed with an overflow drain, but may not include an underdrain. When a bioretention BMP is designed or constructed with an underdrain it is regulated by the Municipal NPDES permit as biofiltration.

Bioswale

A LID BMP consisting of a shallow channel lined with grass or other dense, low-growing vegetation. Bioswales are designed to collect stormwater runoff and to achieve a uniform sheet flow through the dense vegetation for a period of several minutes.

Clean Water Act

The Federal Water Pollution Control Act enacted in 1972, by Public Law 92-500, and amended by the Water Quality Act of 1987. The Clean Water Act prohibits the discharge of pollutants to Waters of the United States unless the discharge is in accordance with an NPDES permit.

Commercial Malls

Any development on private land comprised of one or more buildings forming a complex of stores which sells various merchandise, with interconnecting walkways enabling visitors to easily walk from store to store, along with parking area(s). A commercial mall includes, but is not limited to: mini-malls, strip malls, other retail complexes, and enclosed shopping malls or shopping centers.

Construction Activity

Any construction or demolition activity, clearing, grading, grubbing, or excavation or any other activity that result in land disturbance. Construction does not include emergency construction activities required to immediately protect public health and safety or routine maintenance activities required to maintain the integrity of structures by performing minor repair and restoration work, maintain the original line and grade, hydraulic capacity, or original purposes of the facility. See "Routine Maintenance" definition for further explanation. Where clearing, grading or excavating of underlying soil takes place during a repaving

operation, State General Construction Permit coverage by the State of California General Permit for Storm Water Discharges Associated with Industrial Activities or for Stormwater Discharges Associated with Construction Activities is required if more than one acre is disturbed or the activities are part of a larger plan.

Control	<i>To minimize, reduce or eliminate by technological, legal, contractual, or other means, the discharge of pollutants from an activity or activities.</i>
Conveyance	The process of water moving from one place to another.
Design Storm	A storm whose magnitude, rate, and intensity do not exceed the design load for a storm drainage system or flood protection project.
Detention	Stormwater runoff that is collected at one rate and then released at a controlled rate. The volume difference is held in temporary storage.
Development	<i>Construction, rehabilitation, redevelopment or reconstruction of any public or private residential project (whether single-family, multi-unit or planned unit development); industrial, commercial, retail, and other non-residential projects, including public agency projects; or mass grading for future construction. It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to immediately protect public health and safety.</i>
Directly Adjacent	<i>Situated within 200 feet of the contiguous zone required for the continued maintenance, function, and structural stability of the environmentally sensitive area.</i>
Discharge	<i>Any release, spill, leak, pump, flow, escape, dumping, or disposal of any liquid, semi-solid, or solid substance.</i>
Disturbed Area	<i>An area that is altered as a result of clearing, grading, and/or excavation.</i>

Filtration

A treatment process that allows for removal of solid (particulate) matter from water by means of porous media such as sand, soil, vegetation, or a man-made filter. Filtration is used to remove contaminants.

Flow-through BMPs

Modular, vault type “high flow biotreatment” devices contained within an impervious vault with an underdrain or designed with an impervious liner and an underdrain.

General Construction Activities Storm Water Permit (GCASP)

The general NPDES permit adopted by the State Board which authorizes the discharge of stormwater from construction activities under certain conditions.

General Industrial Activities Storm Water Permit (GIASP)

The general NPDES permit adopted by the State Board which authorizes the discharge of stormwater from certain industrial activities under certain conditions.

Green Roof

A LID BMP using planter boxes and vegetation to intercept rainfall on the roof surface. Rainfall is intercepted by vegetation leaves and through evapotranspiration. Green roofs may be designed as either a bioretention BMP or as a biofiltration BMP. To receive credit as a bioretention BMP, the green roof system planting medium shall be of sufficient depth to provide capacity within the pore space volume to contain the design storm depth and may not be designed or constructed with an underdrain.

Furniture Zone

The furniture zone is the area which lies between the curb and pedestrian zones and is intended to house utilities and pedestrian amenities.

Hardscape

Impermeable surfaces, such as concrete or stone, used in the landscape environment along sidewalks or in other areas used as public space.

Hazardous Materials

Any material(s) defined as hazardous by Division 20, Chapter 6.95 of the California Health and Safety Code.

Hydromodification

The alteration of the hydrologic characteristics of

coastal and non-coastal waters, which in turn could cause degradation of water resources. Hydromodification can cause excessive erosion and/or sedimentation rates, causing excessive turbidity, channel aggradation and/or degradation.

Impervious Surface

Any man-made or modified surface that prevents or significantly reduces the entry of water into the underlying soil, resulting in runoff from the surface in greater quantities and/or at an increased rate, when compared to natural conditions prior to development. Examples of places that commonly exhibit impervious surfaces include parking lots, driveways, roadways, storage areas, and rooftops. The imperviousness of these areas commonly results from paving, compacted gravel, compacted earth, and oiled earth.

Industrial Park

Land development that is set aside for industrial development. Industrial parks are usually located close to transport facilities, especially where more than one transport modalities coincide: highways, railroads, airports, and navigable rivers. It includes office parks, which have offices and light industry.

Infiltration

The process by which water penetrates into soil from the ground surface.

Infiltration BMP

A LID BMP that reduces stormwater runoff by capturing and infiltrating the runoff into in-situ soils or amended onsite soils. Examples of infiltration BMPs include infiltration basins, dry wells, and pervious pavement.

Low Impact Development (LID)

Consists of building and landscape features designed to retain or filter stormwater runoff.

MS4

Municipal Separate Storm Sewer System. The MS4 is a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

- a. *Owned or operated by a State, city, town, borough, county, parish, district, association, or*

other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States;

- b. Designed or used for collecting or conveying stormwater;*
- c. Which is not a combined sewer; and*
- d. Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR §122.2.*

National Pollutant Discharge Elimination System (NPDES)

The national program for issuing, modifying, revoking and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under CWA §307, 402, 318, and 405. The term includes an “approved program.”

Natural Drainage System

A drainage system that has not been improved (e.g., channelized or armored). The clearing or dredging of a natural drainage system does not cause the system to be classified as an improved drainage system.

New Development

Land disturbing activities; structural development, including construction or installation of a building or structure, creation of impervious surfaces; and land subdivision.

Non-Stormwater Discharge

Any discharge to a municipal storm drain system that is not composed entirely of stormwater.

Parking Lot

Land area or facility for the parking or storage of

motor vehicles used for businesses, commerce, industry, or personal use, with a lot size of 5,000 square feet or more of surface area, or with 25 or more parking spaces.

Permeability/Impermeability

The quality of a soil or material that enables water to move through it, determining its suitability for infiltration.

Person

Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, state, governmental entity or any other legal entity, or their legal representatives, agents or assigns. The masculine gender shall include the feminine and the singular shall include the plural where indicated by the context.

Planning Priority Project

Development projects subject to Permittee conditioning and approval for the design and implementation of post-construction controls to mitigate stormwater pollution, prior to completion of the project(s).

Pollutant

Any "pollutant" defined in Section 502(6) of the Federal Clean Water Act or incorporated into the California Water Code Sec. 13373. Pollutants may include, but are not limited to the following:

- a. Commercial and industrial waste (such as fuels, solvents, detergents, plastic pellets, hazardous substances, fertilizers, pesticides, slag, ash, and sludge).*
- b. Metals (such as cadmium, lead, zinc, copper, silver, nickel, chromium, and non- metals such as phosphorus and arsenic).*
- c. Petroleum hydrocarbons (such as fuels, lubricants, surfactants, waste oils, solvents, coolants, and grease).*
- d. Excessive eroded soil, sediment, and particulate materials in amounts that may adversely affect*

the beneficial use of the receiving waters, flora, or fauna of the State.

e. Animal wastes (such as discharge from confinement facilities, kennels, pens, recreational facilities, stables, and show facilities).

f. Substances having characteristics such as pH less than 6 or greater than 9, or unusual coloration or turbidity, or excessive levels of fecal coliform, or fecal streptococcus, or enterococcus.

Project

All Development, Redevelopment, and land disturbing activities. The term is not limited to "Project" as defined under CEQA.

Rainfall Harvest and Use

A LID BMP system designed to capture runoff, typically from a roof but can also include runoff capture from elsewhere within the site, and to provide for temporary storage until the harvested water can be used for irrigation or non-potable uses. The harvested water may also be used for potable water uses if the system includes disinfection treatment and is approved for such use by the local building department.

Receiving Water

"Water of the United States" into which waste and/or pollutants are or may be discharged.

Redevelopment

Land-disturbing activity that results in the creation, addition, or replacement of 5,000 square feet or more of impervious surface area on an already developed site. Redevelopment includes, but is not limited to: the expansion of a building footprint; addition or replacement of a structure; replacement of impervious surface area that is not part of routine maintenance activity; and land disturbing activity related to structural or impervious surfaces. It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to

immediately protect public health and safety.

Regional Board

The California Regional Water Quality Control Board, Los Angeles Region.

Restaurant

A facility that sells prepared foods and drinks for consumption, including stationary lunch counters and refreshment stands selling prepared foods and drinks for immediate consumption (SIC Code 5812).

Retail Gasoline Outlet

Any facility engaged in selling gasoline and lubricating oils.

Retention

The reduction in total runoff that results when stormwater is diverted and allowed to infiltrate into the ground through existing or engineered soil systems.

Routine Maintenance

Include, but are not limited to projects conducted to:

- a. Maintain the original line and grade, hydraulic capacity, or original purpose of the facility.*
- b. Perform as needed restoration work to preserve the original design grade, integrity and hydraulic capacity of flood control facilities.*
- c. Includes road shoulder work, regarding dirt or gravel roadways and shoulders and performing ditch cleanouts.*
- d. Update existing lines* and facilities to comply with applicable codes, standards, and regulations regardless if such projects result in increased capacity.*
- e. Repair leaks*

*Routine maintenance does not include construction of new lines** or facilities resulting from*

compliance with applicable codes, standards and regulations.

** Update existing lines includes replacing existing lines with new materials or pipes.*

*** New lines are those that are not associated with existing facilities and are not part of a project to update or replace existing lines.*

Runoff

Water from rainfall that flows over the land surface that is not absorbed into the ground.

Sedimentation

The deposition and/or settling of particles suspended in water as a result of the slowing of the water.

Significant Ecological Areas (SEAs)

An area that is determined to possess an example of biotic resources that cumulatively represent biological diversity, for the purposes of protecting biotic diversity, as part of the Los Angeles County General Plan. Areas are designated as SEAs, if they possess one or more of the following criteria:

a. The habitat of rare, endangered, and threatened plant and animal species.

b. Biotic communities, vegetative associations, and habitat of plant and animal species that are either one of a kind, or are restricted in distribution on a regional basis.

c. Biotic communities, vegetative associations, and habitat of plant and animal species that are either one of a kind or are restricted in distribution in Los Angeles County.

d. Habitat that at some point in the life cycle of a species or group of species, serves as a concentrated breeding, feeding, resting, migrating grounds and is limited in availability either regionally or within Los Angeles County.

- e. *Biotic resources that are of scientific interest because they are either an extreme in physical/geographical limitations, or represent an unusual variation in a population or community.*
- f. *Areas important as game species habitat or as fisheries.*
- g. *Areas that would provide for the preservation of relatively undisturbed examples of natural biotic communities in Los Angeles County.*
- h. *Special areas.*

Site

Land or water area where any “facility or activity” is physically located or conducted, including adjacent land used in connection with the facility or activity.

Storm Drain System

Any facilities or any part of those facilities, including streets, gutters, conduits, natural or artificial drains, channels, and watercourses that are used for the purpose of collecting, storing, transporting or disposing of stormwater and are located within the City of Commerce.

Stormwater

Water runoff from rain or snow resulting from a storm.

Stormwater Runoff

Water that originates from atmospheric moisture (rain or snow) and that falls onto land, water, or other surfaces. Without any change in its meaning, this term may be spelled or written as one word or two separate words.

SUSMP

The Los Angeles Countywide Standard Urban Stormwater Mitigation Plan. The SUSMP was required as part of the previous Municipal NPDES Permit (Order No. 01-182, NPDES No. CAS004001) and required plans that designate best management practices (BMPs) that must be used in specified categories of development

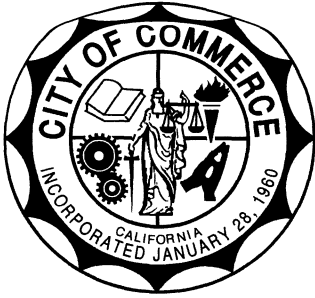
projects.

Transportation Corridor

A major arterial, state route, highway, or rail line used for the movement of people or goods by means of bus services, trucks, and vehicles.

Urban Runoff

Surface water flow produced by storm and non-storm events. Non-storm events include flow from residential, commercial, or industrial activities involving the use of potable and non-potable water.



AGENDA REPORT

MEETING DATE: June 18, 2013

TO: HONORABLE CITY COUNCIL

FROM: CITY ADMINISTRATOR

SUBJECT: COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR), AND SINGLE AUDIT REPORT ON FEDERAL AWARDS FOR FISCAL YEAR ENDED JUNE 30, 2012

RECOMMENDATION:

Receive a presentation from Mayor Hoffman McCann P.C. on the Comprehensive Annual Financial Report (CAFR), and Single Audit Report on Federal Awards for fiscal year ended June 30, 2012, and thereafter consider said reports for receipt and filing and provide direction as may be deemed necessary.

MOTION:

Approve the recommendation.

BACKGROUND/ANALYSIS:

The following June 30, 2012, financial reports for the City of Commerce are presented herein – under separate cover:

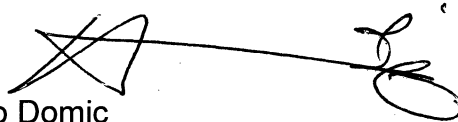
1. Comprehensive Annual Financial Report (CAFR)
2. Single Audit Report on Federal Awards

Mayor Hoffman McCann P.C. will provide a presentation on these reports.

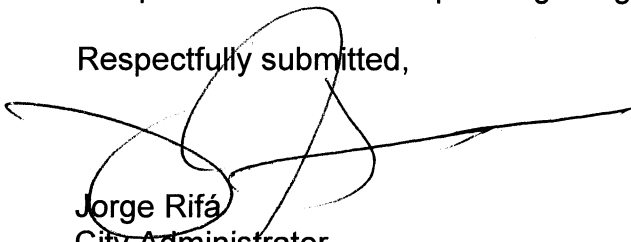
FISCAL IMPACT:

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

Recommended by:


Vilko Domic
Director of Finance

Respectfully submitted,


Jorge Rifá
City Administrator

Approved as to Form


Eduardo Olivo
City Attorney

DS/staff reports, city council/CAFR & Single Audit 2012 6-18-13 VD



AGENDA REPORT

Meeting Date: July 18, 2013

TO: Honorable City Council

FROM: City Administrator

SUBJECT: Reconsideration of Term Limit for Service on Specific Commissions, Committees or Boards

RECOMMENDATION:

At the request of Councilmember Baca Del Rio, the City Council is requested to reconsider the eight-year term limit for service on specific Commissions, Committees or Boards

MOTION:

Council discretion.

BACKGROUND:

Pursuant to Section 14 of Resolution No. 97-15, approved and adopted by the Council on May 20, 1997, and as amended from time-to-time by the Council, no person may serve more than eight years total on a specific Commission, Committee or Board. This limitation was originally adopted by the Council on, and has been in effect since, June 4, 1984. The City Council continued this item from its June 4, 2013, meeting.

ANALYSIS:

Councilmember Baca Del Rio is requesting that the Council reconsider the provision as specified in Resolution No. 97-15 which prohibits any one person from serving more than eight years total on a specific Commission, Committee or Board.

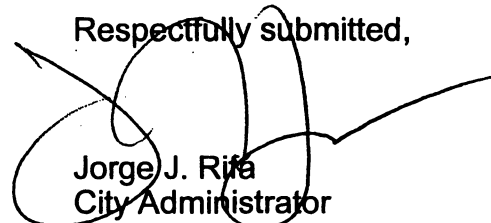
FISCAL IMPACT:

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

RELATIONSHIP TO 2012 STRATEGIC GOALS:

This item is not specifically related to any of the 2012 Strategic Goals.

Respectfully submitted,



Jorge J. Rifa
City Administrator

Prepared by:



Linda Kay Olivieri
City Clerk

Reviewed as to form:



Eduardo Olivo
City Attorney

SUM (COMM & COMM MEMBERSHIP - SERVICE LIMIT) - 06-04-2013.DOC

AGENDA ITEM No. _____

12



AGENDA REPORT

MEETING DATE: June 18, 2013

TO: Honorable City Council
FROM: City Administrator
SUBJECT: 2012 Strategic Goals Report

RECOMMENDATION:

The City Council will receive and file a staff report presentation on the 2012/2013 Strategic Goals, and may direct City staff as deemed appropriate.

MOTION:

Council discretion.

BACKGROUND:

On April 21, 2012 and May 9, 2012, the City Council held their 2012 Strategic Planning Workshop Session. The workshop provided the Council with the opportunity to establish their goals and values for FY 2012/2013 in order to communicate those to the community and the City's organization.

On July 17, 2012, the Council received a staff report presentation on the following six 2012 Strategic Goals:

- Implement Staff Development
- Grow revenues to ensure all expenses are being met so that we can remain fiscally responsible and continue to provide services to the residents
- Improve and maintain infrastructure and beautify our community
- Develop a tangible environmental mitigation plan
- Implement strategic communication plan for all key stakeholders
- Establish protocol to ensure decision making and evaluation process for new ideas are clear and timely.

ANALYSIS:

This process continues to provide Council with the opportunity to receive periodic general progress reports on each respective strategic goal objective and offer the Management Team any comments on the established goals.

BUDGET IMPACT:

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

RELATIONSHIP TO 2012 STRATEGIC GOALS:

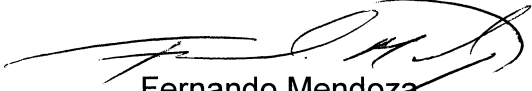
This agenda item report is applicable to the following Council strategic goals: *"Implement strategic communication plan for all key stakeholders"* and *"Establish protocol to ensure decision making and evaluation process for new ideas are clear and timely"*.

Respectfully submitted,



Jorge Rifa
City Administrator

Prepared by:



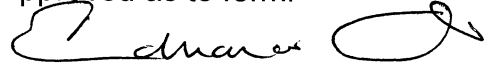
Fernando Mendoza
Deputy City Administrator

Fiscal Impact Reviewed by:



Vilko Domic
Director of Finance

Approved as to form:



Eduardo Olivo
City Attorney

PROJECT STATUS UPDATE

Project Name 1: Implement Staff Development

Date of Update: 7/17/2012

Project Objective 1A: Rotate Department/Division meetings with City Council to create collaborative open environment, instill ownership, and empower employees

Project Leader(s): Jorge Rifa, Ivan Altamirano

Target Comp. Date: 6/2012

Estm'd Comp. Date:

Status: ONGOING ACTIVITY

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Transportation Department completed 6/13/2012 • Library Department completed 7/10/2012 • Parks and Recreation completed August 7, 2012 • Human Resources Department completed ▪ Community Services Department & Finance Department completed ▪ Senior Management Team Monthly Report 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p>	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 1: Implement Staff Development

Date of Update: 07/17/2012

Project Objective 1B: Implement departmental shadowing program and interdepartmental sharing process

Project Leader(s): Claude McFerguson, Fernando Mendoza

Estm'd Comp. Date:

Target Date: 07/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Department Heads learning from each other in an effort to improve the City's overall effectiveness • Interdepartmental collaboration resulted in the recent City Hall front counter coverage, redesign of lobby, and flat panel monitor. • Transportation implemented a process whereas supervisors are assigned various business related topics to present during staff meetings, which improves their verbal communication skills and help develop staff's leadership abilities. • The Parks and Recreation Department has implemented a similar process in which Park Center Supervisors and Assistant Center Supervisors report on various topics at weekly supervisor meetings. In addition to sharpening their communication skills, the staff presentations afford an opportunity to explore issues related to customer service, park safety and liability, special events, program development and evaluation, policies and procedures, and staff supervision. • Day of Service- Interdepartmental participation • Street Paving- Interdepartmental participation • Senior Management Team Monthly Report 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Time, resources and staff availability 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name1: Implement Staff Development

Date of Update: 7/17/2012

Project Objective 1C: Each Department to define customer service metrics and enhance existing customer service training.

Project Leader(s): Mike Casalou, Ivan Altamirano

Estm'd Comp. Date:

Target Comp. Date: 7/6/2012 & 8/8/2012

Status: **COMPLETED**

Key Accomplishments	Upcoming Milestones
<p>On June 18, 2012 each department was provided the following customer service metrics from the City's Mission Statement and were asked to provide any additional metrics in which they would like to define for their respective departments:</p> <ul style="list-style-type: none"> • Employees are to provide municipal services <i>as sensitively, courteously, efficiently and effectively</i> as possible. - On June 27, 2012, the Customer Service Committee met to recommend a Secret Shopper Customer Service Program. • August 14, 2012, Park Center Supervisors and the Parks and Recreation management team reviewed the mission and values statement and clarified customer service expectations. • Customer Service Committee revised the customer service survey, & created a telephone customer survey and orientation guidelines for secret shoppers. Throughout the month of February, Parks and Recreation staff used the customer service metrics developed by the Customer Service Committee to secret shop nearly every facility. The process has identified strengths and weaknesses for the department to improve overall service to the community. • Customer Service Training completed on August 16, 	

<p>2012.</p> <ul style="list-style-type: none"> • Met and conferred with Association regarding revision to employee performance evaluation – to include customer service metrics as defined by the departments and outlined in the City’s Mission Statement. • City Council approved the Customer Service Secret Shopper Program. • Human Resources sent Customer Service Program information to City Council for their review/approval. • Secret Shopper program began April 29, 2013. 	
<p>Challenges / Action Plans</p>	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 1: Implement Staff Development

Date of Update: 10/03/2012

Project Objective 1D: Promote awareness and education on programs and job descriptions through employee orientations, mentoring and coaching. Incorporate services of ERO to assist employees with other career opportunities

Project Leader(s): Loretta Gutierrez

Estm'd Comp. Date:

Target Date: 01/13

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Identified existing programs, local agencies and partnerships, such as EBDC, Library, Print Resources and Online Resources • Workshops on: Application Process, Resume Writing, Interview Skills, Dress and Grooming Techniques, Cover Letter and Thank You Letters Referrals to Trade Schools 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Employees have to use their own time • Appealing Interest 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 1: Implement Staff Development

Date of Update: 07/17/2012

Project Objective 1E: Post Values statement and core values of the City; (2) Review and discuss at department meetings (one paragraph per meeting discussed)

Project Leader(s): Jason Stinnett, Fernando Mendoza

Estm'd Comp. Date:

Target Date: 06/11/2012, 8/2012

Status: **COMPLETED**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • City's Value Statement: Redesigned and posted in all departments- Project completed: 10/2012 • Values statement reviewed and discussed at Department Directors meeting. • August 14, 2012, Park Center Supervisors, office staff, and the Parks and Recreation management team reviewed the mission and values statement and clarified customer service expectations. 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p>	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 1: Implement Staff Development

Date of Update: 7/17/2012

Project Objective 1F: Implement employee rewards and recognition program to create achievement-driven culture

Project Leader(s): Mike Casalou, Ivan Altamirano

Estm'd Comp. Date: ongoing

Target Comp. Date: 9/10/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none">• Annual Employee Recognition Program in March• Human Resources has developed a list of potential ideas and is currently seeking additional input from staff.	<p>Upcoming Milestones</p> <ul style="list-style-type: none">• Department recognition once a month<ul style="list-style-type: none">○ Place department photo on City Hall main lobby monitor.○ Place employee of the month picture on City Hall main lobby monitor.• Innovative idea recognition
<p>Challenges / Action Plans</p> <ul style="list-style-type: none">• Potential funding	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 1: Implement Staff Development

Date of Update: 7/17/2012

Project Objective 1G: Update employee evaluation process with development action plans to increase accountability and follow-up

Project Leader(s): Mike Casalou

Estm'd Comp. Date:

Target Comp. Date: 8/6/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Performance Evaluation Tracking method process has been implemented. Notification sent to departments on past due evaluations • Departments provided monthly performance evaluation reports. • The Parks and Recreation Department has increased its use of Performance Improvement Plans in staff evaluations, due to the CCEA's movement toward seniority scheduling and the need to adequately document performance issues. Performance Evaluation Training – ½ day session • Update on Logos • City Administrator to periodically emphasize at department directors staff meeting. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Performance Evaluation Form to be reviewed for potential improvements.
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Untimely performance evaluations will impact supervisor's evaluation criteria on supervisory duties. 	<p>Additional Information</p> <ul style="list-style-type: none"> • Part-time employees evaluations are based upon 1664 hours worked.

PROJECT STATUS UPDATE

Project Name 1: Implement Staff Development

Date of Update: 07/17/2012

Project Objective 1H: Continue to provide staff training/workshops; Revisit what is considered mandated training.

Project Leader(s): Beatriz Sarmiento, Ivan Altamirano

Estm'd Comp. Date:

Target Date:

Status: ONGOING ACTIVITY

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Department Heads reviewed this goal and provided input for its refinement and accomplishment • The Parks and Recreation Department conducted an all staff training on Saturday, June 8, 2013. The training focused on policies and procedures and customer service standards. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Human Resources will provide Library with a list of professional organizations that HR belongs to.
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Good customer service has different elements for each department and its level of customer service beyond greetings. • Some departments may not have access to specific customer service training in their field of service. 	<p>Additional Information</p> <ul style="list-style-type: none"> •

PROJECT STATUS UPDATE

Project Name 2: Grow Revenues

Date of Update: 07/17/2012

Project Objective 2A: Audit Revenue Sources and Develop Audit Plan

Project Leader(s): Vilko Domic,

Estm'd Comp. Date:

Target Date: 07/3/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Bid proposal from audit firm has been received to perform transient occupancy tax audits on hotels in the City • Staff and City Administrator have selected hotels to be audited and are working with MHM to establish a start date. Staff will be forwarding 2 hotel establishments a correspondence informing them of the upcoming audit process. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Business Cooperation Program (BCP) – Diligent efforts continue with trying to initiate changes with BNSF to facilitate participation in this program. • Business License Amnesty Program – Implementation Date (mid 2013)
<p>Challenges / Action Plans</p>	<p>Additional Information</p> <ul style="list-style-type: none"> • The plan is to implement a 3 year cycle – auditing approximately 3 establishments annually

PROJECT STATUS UPDATE

Project Name 2: Grow Revenues

Date of Update: 07/17/2012

Project Objective 2B: Develop marketing plan to target companies for additional revenue and jobs that are consistent with the general plan

Project Leader(s): Fernando Mendoza, Jason Stinnett, Alex Hamilton, Ivan Altamirano

Estm'd Comp. Date: Dec. 2012

Target Date: 07/9/2012 -

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Created marketing material that is used for Council business visits. • HDTV with marketing messages at City Hall Main Entrance. • Marketing ads displayed on Citadel displays. • The Parks and Recreation Department developed new marketing materials to publicize the availability of Camp Commerce for private rentals. • Coordinated Event with East Yard and Figtree to promote Green business resource guide and PACE program 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Team to approach the Citadel Outlets on the possibility of distributing Citadel welcome goodie bags to all new company employees each month.
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Focus marketing efforts to achieve maximum results consistent with City resource allocation. • Targeted Marketing Program-Print and digital media ads requiring funding to augment use of existing resources (i.e., Hyundai and Citadel digital signs. • Staff time availability. 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 2: Grow Revenues

Date of Update: 07/17/2012

Project Objective 2C: Look for non-traditional implementation – models and partnerships (seek Federal funding, grant writing, transportation opportunity, BID)

Project Leader(s): Jason Stinnett, Fernando Mendoza, Ivan Altamirano

Estm'd Comp. Date:

Target Date: 07/15/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Business sponsorship of recent local community events <ul style="list-style-type: none"> ◦ Citadel Clean-up Event • Federal transportation funding used for Citadel Outlets Express Shuttle and partnership with Citadel & The Commerce Hotel for bus wrap. • Federal funds used for new EOC • Evaluated Transportation service for Vernon. 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Lack of available federal, state, and local funding • City staff resources • Partnerships with the local chamber to encourage “buy local” and business to business strategies. • Develop materials, including a website marketing the City of Commerce as a location for filming, possibly in conjunction with local commercial realtors/developers. 	<p>Additional Information</p> <ul style="list-style-type: none"> • Mobility Advancement Services (Martin Gombert) is an outside consultant hired by the City part-time and is responsible for Grant Administration (i.e. Metro, FTA, CalTrans) under the direction of the Transportation Director.

PROJECT STATUS UPDATE

Project Name 2: Grow Revenues

Date of Update: 07/17/2012

Project Objective 2D: Review and update services and activities to increase efficiency

Project Leader(s): Jorge Rifa, Mike Casalou, Vilko Domic

Estm'd Comp. Date:

Target Date: 07/10/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • The RFP for an Organizational Study of the Community Development Department was issued on March 28, 2013. • Nine (9) firms responded to the RFP and are currently being evaluated. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Review and consider any recommendations to improve the department.
<p>Challenges / Action Plans</p>	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 2: Grow Revenues

Date of Update: 07/17/2012

Project Objective 2E: Review Fee structure (i.e. permits all areas)

Project Leader(s): Scott Wasserman, Alex Hamilton

Estm'd Comp. Date: 8/15/2012

Target Date: 08/15/2012

Status: **COMPLETED**

Key Accomplishments <ul style="list-style-type: none">• Conducted planning meeting to discuss approach to conducting a new fee study in all areas• The completed fee schedule was provided to Council in September, 2012.	Upcoming Milestones <ul style="list-style-type: none">•
Challenges / Action Plans <ul style="list-style-type: none">• Timing of Fee Schedules in conjunction with budget process	Additional Information

PROJECT STATUS UPDATE

Project Name 3: Improve and maintain infrastructure and beautify our community

Date of Update: 07/17/2012

Project Objective 3A: Develop comprehensive strategic infrastructure and beautification plan (including vision, landscape blueprint, assessment of fiscal policy impact; contingencies)

Project Leader(s): Danilo Batson, Alex Hamilton, Robert Lipton, Jason Stinnett, Ivan Altamirano

Estm'd Comp. Date:

Target Date: 10/09/2013

Status: ONGOING ACTIVITY

Key Accomplishments	Upcoming Milestones
<ul style="list-style-type: none"> • Working directly with Caltrans and BNSF to address clean-up areas • Began landscape median inventory • Obtained on/off ramp landscape design from Caltrans, and secured Citadel participation • Painted BNSF railroad bridge over I-5 Freeway & over Telegraph Road • Installed new bus shelters/benches/trash cans. • Landscaped lot at the corner of Jardine/Astor • Met with KCB on other beautification efforts. • Proceeding with 2012 holiday decorations • Engineer/landscape architect for Washington Blvd are working on beautification elements of the project. • Teamed up with Citadel on clean up of Telegraph, Hoefner, Smithway, Tubeway and adjacent properties. • Obtained info on Adopt-the-Street Program • Completed Resurfacing of Rosini/Rosewood Streets Project. • Completed Resurfacing of Canning Street. 	<ul style="list-style-type: none"> • Partnership with Steve Craig to plant bougainvilleas at key locations throughout the city • Completed – Identify/Inventory Beautification Locations • Ongoing – Develop Action Plan • TBD – Submit Plan to City Administrator • TBD – Present Final Plan to City Council

<ul style="list-style-type: none"> • Completed Bristow Street Resurfacing Project. • Completed the Safe Route to School Project (lighted crosswalks & speed feedback signs). • Working on Teen Center Parking Lot repairs. • Completing New Emergency Operations Center. • Approved PS&E and Final Design on Central Library Renovation Project. • Working on 26th Street Metrolink Station Improvements. • Re-landscaped medians on Eastern Avenue and re-landscaped street monument at Greenwood/Gage. • Refurbished spray pools at Bandini and Bristow parks. • Installed non-slip flooring at Aquatic Center pool deck. • Completing design of Washington Blvd. • Removed No Parking areas on Hoefner to increase parking near Citadel, also added a Taxi Zone on Hoefner. • Approved Key Developments that stimulates economic activities (incl., Porto's 6100 Garfield Corporate Center, Rolling Pin & Farmer's Boys) • Present Art in Public Places Program. • Present Holiday Decoration Program. 	
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Areas in need of irrigation and electrical systems • Coordination and feedback from outside agencies 	<p>Additional Information</p> <ul style="list-style-type: none"> • n/a

PROJECT STATUS UPDATE

Project Name 3: Improve and maintain infrastructure and beautify our community

Date of Update: 07/17/2012

Project Objective 3B: Explore Federal funding opportunities to improve infrastructure related goods movement and open space

Project Leader(s): Claude McFerguson, Fernando Mendoza

Estm'd Comp. Date: 9/2012

Target Date: 9/25/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • I710 EIR Release – Opportunity for early action • I-5 Consortium JPA <ul style="list-style-type: none"> ○ Proposed Telegraph Road improvements • Recently received notification of a Federal Grant award in the amount of \$253,000, which shall be used to mitigate startup costs for the new Citadel route. • Held meeting with Congresswoman Roybal-Allard on goods movement impact I-710 Project comment letter submitted to Caltrans • Telegraph Road / Measure AA 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Measure R Funding – Call for Projects I-710 – Funding opportunities for infrastructure related projects • Sustain at least 25% Federal funding increase related to goods movement and open space • The City shall use part of the \$253K Federal Grant towards accommodating service demands at the Commerce 26th Street Metrolink station. • Replacement of RDA funds with Measure AA funds.
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Impacts of freeway construction (I-710 & I-5) on Commerce traffic circulation. 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 3: Improve and maintain infrastructure and beautify our community
Date of Update: 07/17/2012
Project Objective 3C: Enhance signage in the City of Commerce and within City Hall Building
Project Leader(s): Jason Stinnett, Fernando Mendoza, Ivan Altamirano
Estm'd Comp. Date: 11/2012 **Target Date:** 7/1/2012
Status: **COMPLETED**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Modern interior department signs created for City Hall wing • The Graphics Division has implemented a new design element standard that will provide for a more uniform image throughout the organization (i.e. branding) 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Funding for exterior signage 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 3: Improve and maintain infrastructure and beautify our community

Date of Update: 07/17/2012

Project Objective 3D: Seek partnerships (i.e.; new sidewalks; tree sponsorships; on-off ramps sponsorship)

Project Leader(s): Danilo Batson, Robert Lipton, Ivan Altamirano

Estm'd Comp. Date:

Target Date: 10/09/2013

Status: ONGOING ACTIVITY

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Identified potential areas for Business Improvement Districts (BID) • Identified potential partners • Obtained on/off ramp landscape design from Caltrans, and secured Citadel participation. • Steve Craig providing a plant design for off-ramps in Commerce. • Casino providing more TLC on Telegraph on-ramp across from their property. • Working with Caltrans on the ramp extension encroaching onto Bandini Park, they will construct 12-ft wall to help mitigate diesel fumes from the railyard and other improvements. • Staff obtained Caltrans litter abatement permit to clean certain on/off ramps in Commerce. • Completed Resurfacing of Smithway in partnership with Craig Realty (8/11/12) • Working with Steve Craig on new sign for the Aquatic Center and new Wayfinding Signs for Washington Blvd. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • By 7/24/12 – Kick-off Meeting • By 7/24/12 – Establish Regular Meeting • By 8/07/12 – Identify List of Potential Partners • In Progress – Develop Action Plan • TBD – Submit Plan to City Administrator • TBD – Present Final Plan to City Council • Measure AA process underway
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Coordination and feedback from outside agencies/businesses (Caltrans, etc). 	<p>Additional Information</p> <ul style="list-style-type: none"> • Revised schedule

PROJECT STATUS UPDATE

Project Name 4: Develop a tangible environmental mitigation plan

Date of Update: 07/17/2012

Project Objective 4A: Continue analyzing feasibility of green zones

Project Leader(s): Alex Hamilton, Matt Marquez

Estm'd Comp. Date: December 2013

Target Date: 7/17/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Ongoing monthly team meetings (Eastyards, Staff, EPA, MIG, and Industrial Council). • Initiative: goals and objectives established. • Green zones policy & recommendations being reviewed. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Additional Stakeholder identification & outreach. • Draft Green Zones Policy document and recommendations will be presented to City Council in late Summer/early Fall 2013.
<p>Challenges / Action Plans</p>	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 4: Develop a tangible environmental mitigation plan

Date of Update: 07/17/2012

Project Objective 4B: Improve housing stock – Environmental retrofit (i.e.; Ayers/Astor Avenue. Explore funding sources

Project Leader(s): Alex Hamilton

Estm'd Comp. Date: Fall 2012

Target Date: 9/10/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Ongoing research for grant funds for housing/environmental rehabilitation. • Communicated with Assemblymember Ricardo Lara to present special legislation. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Staff will complete 2 CDBG funded home improvement cases by the end of FY 12/13. These home improvements will serve to reduce noise impacts to the residents and improve energy efficiency.
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Serious funding constraints caused by uncertain State conditions relating to the dissolution of redevelopment (AB1X26 & AB1484). If Commerce can retain housing funds, then programs may be implemented. If not, there are significant funding limitations through other grant funds. • End of RDA. City returned \$21.4M to State. 	<p>Additional Information</p> <ul style="list-style-type: none"> • Currently only a limited number of CDBG funds are available to assist in retrofitting our housing stock. • Staff will continue to explore/search for grant funding opportunities to assist in upgrading and improving the environmental conditions of our housing. n/a

PROJECT STATUS UPDATE

Project Name 4: Develop a tangible environmental mitigation plan

Date of Update: 07/17/2012

Project Objective 4C: Maximize tree planning for environmental mitigation (i.e.; smog, noise)

Project Leader(s): Danilo Batson, Alex Hamilton, Robert Lipton

Estm'd Comp. Date: 12/10/12

Target Date: 12/10/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Identified tree vacant sites throughout city • Engineer/landscape architect for Washington Blvd are developing landscaping plants that will include tree planting in medians/parkways • Plant large trees in median • Identified potential funding sources (Caltrans I-5 FWY Expansion to I-605 FWY Mitigation) • Continue to encourage landscaping in all major developments through existing codes. • Discussed with UP Railroad the possibility of planting Italian Cypress trees on their property along Astor Ave. • Slauson/Boxford improvements, by Safeway-Vons. • Developing RFP for Slauson Avenue Reforestation Program. • Sponsored Going Green Business Workshops. • Present Green Street Policy & LID Ordinance to Planning Commission & City Council. • Held drought-tolerant landscaping workshop presented by WRD. • The City received a check for the VTEC fuel reimbursement. The amount received equals \$190,562.40. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • By 7/24/12 – Kick-off Meeting • Completed – Identify List of Potential Trees & Locations • In Progress – Develop Action Plan • TBD – Submit Plan to City Administrator • TBD – Present Final Plan to City Council • Recognized as a <i>Tree City USA</i> community for the past 27 years.
<p>Challenges / Action Plans</p>	<p>Additional Information</p>

- Limited grant availability

PROJECT STATUS UPDATE

Project Name 4: Develop a tangible environmental mitigation plan

Date of Update: 07/17/2012

Project Objective 4D: Pursue mitigation of intermodal impact (through legislation, political connections, new revenues, partnerships with key stakeholders; pollution tax viability; legislative updates)

Project Leader(s): Fernando Mendoza, Vilko Domic, Claude McFerguson, Jason Stinnett, Ivan Altamirano

Estm'd Comp. Date:

Target Date: 9/10/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Commerce will continue to be engaged in rail yard and diesel emission reduction discussions at the state and local level (i.e., CARB, SCAQMD) • Commerce employees met 2012 AQMD Average Vehicle Ridership(AVR) resulting in reduced traffic and improving air quality/pollution • On July 5, 2012, CARB certified that the City is in compliance with both the PM and NOx emissions requirements for the Urban Bus and Transit Fleet Vehicle portions of the Transit Fleet Rule. • Held meeting with Congresswoman Roybal-Allard on goods movement impact I-710 Project comment letter submitted to Caltrans • City recently received notification of a Federal Grant award in the amount of \$253K, which shall be used to mitigate startup cost for the new Citadel route 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • City shall use part of the \$253K Federal Grant towards accommodating service demands at the Commerce 26th Street Metrolink station
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> - Interstate Commerce (federal regulation) preemption on state and local laws 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 4: Develop a tangible environmental mitigation plan

Date of Update: 07/17/2012

Project Objective 4E: Explore regional growth strategy; Enhance regional representation for Commerce voice

Project Leader(s): Alex Hamilton, Jason Stinnett, Fernando Mendoza

Estm'd Comp. Date:

Target Date: 9/10/2012

Status: ONGOING ACTIVITY

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Commerce has a voice through ongoing lobbying efforts by staff, city lobbyist, and regional participation. • City continues to take a formal position on key environmental legislation (i.e., CREA, I-710) 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p>	<p>Additional Information</p> <ul style="list-style-type: none"> • <u>Objective 4E</u> is related to <u>Objective 5E</u>. Council and staff are actively participating in regional and local collaborative organizations.

PROJECT STATUS UPDATE

Project Name 4: Develop a tangible environmental mitigation plan

Date of Update: 07/17/2012

Project Objective 4F: Establish plan to enhance relationship with railroads

Project Leader(s): Tina Baca Del-Rio, Lilia Leon (Jorge Rifa, Alex Hamilton, Fernando Mendoza)

Estm'd Comp. Date:

Target Date: 6/7/2012

Status: **ONGOING ACTIVITY**

Key Accomplishments <ul style="list-style-type: none">• Meetings are held quarterly with UPRR• Secured BNSF's cooperation on key clean-up projects• Toured UPRR and BNSF rail yards	Upcoming Milestones <ul style="list-style-type: none">• BNSF fuel sales tax discussions
Challenges / Action Plans	Additional Information

PROJECT STATUS UPDATE

Project Name 5: Implement strategic communication plan for all key stakeholders

Date of Update: 07/17/2012

Project Objective 5A: Develop communication plan utilizing and enhancing existing communication platforms to communicate key issues—beyond crime—important to city. Communicate successes and what we are doing;

Project Leader(s): Jason Stinnett, Laura Tilley, Beatriz Sarmiento, Loretta Gutierrez, Fernando Mendoza, Denise Robles

Estm'd Comp. Date:

Target Date: 10/8/2012

Status: **COMPLETED**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Interactive sites like Facebook and Twitter are being used more effectively by staff as mediums for communication. • Use of TV monitor at main City Hall entrance to promote and communicate key information. • Established business community coverage in the RTP on a consistent basis (enhances existing platform) • Utilized the Citadel and Hyundai digital media signs (new communications platforms) to increase and enhance communication. • Enhanced content in the Industrial Council's bi-annual publication "Focus on Business." • Monitors at all circulation desks at each library display programs and services 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Limited bandwidth in City Hall creates inefficiencies when dealing with web based social media and City website updates. 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 5: Implement strategic communication plan for all key stakeholders

Date of Update: 07/17/2012

Project Objective 5B: Create bilingual communication plan

Project Leader(s): Scott Wasserman, Beatriz Sarmiento

Estm'd Comp. Date: 10/1/2012

Target Date: 8/1/2012

Status: **COMPLETED**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Conducted planning meeting to discuss what materials or mode of bilingual communication would be most effective • Discussed priorities and listed oral Spanish communication as first priority • Prepared written summary for Council, describing the organization's current capacity to communicate with Spanish speakers and additional measures that can improve communication with Spanish speakers, as part of a broader bilingual communication plan. • Library Department developed internal departmental policy for Spanish translation service. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • The City's transit buses are currently being equipped with Automatic Voice Annunciation (AVA) systems that automatically call out bus stops in English and Spanish, using interior speakers and visual displays, and announce the bus route number and destination when arriving at each stop. This feature complies with the Americans with Disabilities Act (ADA) regulation, which requires the announcement of all transfer points, major intersections, destination points, points of interest and any stop or location upon request.
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> - Looking at existing staff members in each department for bilingual speakers who can accurately translate orally. - Having staff members at community events to translate may pose shortage of staff at their respective facilities. 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 5: Implement strategic communication plan for all key stakeholders

Date of Update: 07/17/2012

Project Objective 5C: Update and publish Master Calendar

Project Leader(s): Al Vela, Rebecca Kuhn

Estm'd Comp. Date:

Target Date: 6/25/2012

Status: **COMPLETED**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Project "Overview Calendar" is completed and is ready to be implemented on Council iPhones and iPads. • Training provided by the IT Division in accordance with individual councilmember availability • 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • Software application between Apple and Microsoft Suite have different operating platforms and different degrees of compatibility 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 5: Implement strategic communication plan for all key stakeholders

Date of Update: 07/17/2012

Project Objective 5D: Provide the Council and promote evaluation forms for programs and services

Project Leader(s): Scott Wasserman

Estm'd Comp. Date:

Target Date: 6/25/2012

Status: **ONGOING ACTIVITY**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • The Parks and Recreation Department provided Council with the program evaluation from Cinco De Mayo on June 28, 2012 via email and a subsequent CRF. • Evaluations for the city's dance program were forwarded to Council on September 19, 2012. • Staff provided a copy of the Veteran's Day program evaluation in February, 2013. • The evaluation for the 2012 Independence Day Celebration was also provided to Council. 	<p>Upcoming Milestones</p> <ul style="list-style-type: none"> • The Parks and Recreation Department will provide the event evaluation for the Independence Day Celebration when the evaluation process is complete.
<p>Challenges / Action Plans</p>	<p>Additional Information</p> <p>The Parks and Recreation Department will provide additional program evaluations and results from parent surveys, as they are completed.</p>

PROJECT STATUS UPDATE

Project Name 5: Implement strategic communication plan for all key stakeholders

Date of Update: 07/17/2012

Project Objective 5E: Develop a community committee to include neighboring cities and stakeholders to discuss/assess areas of concern

Project Leader(s): Ivan Altamirano, Tina Baca Del-Rio, Fernando Mendoza

Estm'd Comp. Date:

Target Date: 6/26/2012

Status: **COMPLETED**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> • Departments and City Council are actively participating on the following regional and local collaborative committees: <ul style="list-style-type: none"> League of California Cities Gaming Cities Gateway Council of Governments Homeless Committee I-5 Consortium I-710 Project Committee Southeast Water Coalition Municipal Transit Operators Committee • Some Departments participate in regional and local committee meetings 	<p>Upcoming Milestones</p>
<p>Challenges / Action Plans</p> <ul style="list-style-type: none"> • City is well represented and actively participating in a regional network of cities 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 6: Establish protocol to ensure decision making and evaluation processes for new ideas are clear and timely.

Date of Update: 07/17/2012

Project Objective 6A: City Council suggestion box/process (internal and external)

Project Leader(s): Tina Baca Del-Rio, Denise Robles, Fernando Mendoza

Estm'd Comp. Date:

Target Date: 7/10/2012

Status: **COMPLETED**

<p>Key Accomplishments</p> <ul style="list-style-type: none"> On-line City Council Suggestion Box drafted. Implementation process reviewed with Council Team members. Ready for full implementation. 	<p>Upcoming Milestones</p>
<p>Challenges / <u>Action Plans</u></p> <ul style="list-style-type: none"> E-mails received via the online Suggestion Box will be screened by Admin, forward to Council and the respective department. Council will receive submitted suggestions on a weekly basis and only discuss viable suggestions. 	<p>Additional Information</p>

PROJECT STATUS UPDATE

Project Name 6: Establish protocol to ensure decision making and evaluation processes for new ideas are clear and timely.

Date of Update: 07/17/2012

Project Objective 6B: Communicate proper chain of command to Council (Clear communication in both directions)

Project Leader(s): Eduardo Olivo, Linda Olivieri

Estm'd Comp. Date:

Target Date: 7/10/2012

Status: **COMPLETED**

Key Accomplishments <ul style="list-style-type: none">Chain of Command Policy III-1 adopted by City Council on Jan 6, 2009	Upcoming Milestones <ul style="list-style-type: none">
Challenges / Action Plans	Additional Information



AGENDA REPORT

DATE: June 18, 2013

TO: Honorable City Council

FROM: City Administrator

SUBJECT: California Forward Southeast Cities Shared Services Project

RECOMMENDATION:

At the request of Councilmember Robles, the Council will receive a report on the California Forward Southeast Cities Shared Services Project.

MOTION:

Council discretion to receive and file or to provide direction.

ANALYSIS:

The California Forward Organization is a non-profit founded by five major California foundations. The mission and purpose of California Forward is to promote effective public policy and governance at state and local levels.

Recently, California Forward through one of its consultants Mr. Victor Abalos is spearheading an initiative exploring the feasibility of local government shared services among Southeast cities. An example of shared services could be on call weekend or evening animal control or weekend graffiti maintenance. A number of cities have started to meet and discuss their expectations (see attached). Bell Gardens and Commerce have been invited to consider participation. The initial group of cities is Bell, Cudahy, Maywood, Huntington Park, and South Gate.

FISCAL IMPACT:

There is no fiscal impact involved at this time.

STRATEGIC PLAN RELATIONSHIP:

This report before the Council is applicable to the following strategic goal: "Implement strategic communication plan for all key stakeholders" as identified in the 2012 Strategic Plan. California Forward is a nonpartisan, nonprofit organization working to bring government closer to the people. Such effort is consistent with the City's specific goal objective to "Develop a community committee to include neighboring cities and stakeholders to discuss/assess areas of concern."

Fiscal Impact Reviewed by:

Vilko Domic
Finance Director

Respectfully submitted

Jorge Rifa
City Administrator

Approved As To Form:

Eduardo Olivo
Agency Counsel

Attachments:

Informal Meeting Report, May 30, 2013
Victor Abalos Bio (California Forward Consultant)

Southeast Cities
"Shared Services"
Informal Meeting Report
May 30, 2013
Bell, CA

In attendance:

Ali Saleh – Bell
Pedro Aceituno – Bell Gardens
Denise Robles – Commerce
Chris Garcia – Cudahy
Jack Guerrero – Cudahy
Karina Marcias – Huntington Park
Oscar Magaña – Maywood
Jorge Morales – South Gate

Maribel Medina – Attorney, Meyers Nave
Dave Mora – Advisor, ICMA
Victor Abalos – Facilitator, CA Forward

Meeting Highlights:

- Participants agreed the council member from the host city would chair the meetings, allowing the opportunity for all participants to lead a gathering.
- Participants decided it will pursue a more formal structure, along the lines of a COG model for example, which would actually be the entity that would implement any shared services projects or initiatives. This structure should be in place within the next 60 days.
- Abalos will connect with League of Cities or other relevant organizations to research these options.
- Participants decided to limit participation to seven cities: Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood and South Gate.
- Participants agreed they will return and inform their respective bodies at a duly noticed meeting.
- Abalos will be available to brief any council members who haven't participated in these meetings or to provide a short presentation at a council meeting.
- Medina will provide template language for a simple resolution that council members can use should their respective councils decide to discuss and vote on formal participation in this project.
- Discussions regarding possible shared services projects or initiatives will continue with the goal of developing no more than three short-term projects and three long-term projects.
- Participants agreed that while the formal organization will include seven Southeast Cities, shared services projects may include as few as two cities or as many as all seven cities, depending on each city's needs and resources.
- The City Managers and any other relevant staff will be asked to participate once the formal structure is set up. Staff will be relied upon to actually implement any shared services projects or initiatives.
- Abalos will work with council members to identify potential funders or sponsors of any shared services projects.
- Participants agreed to bring back a list of their city's priorities and upcoming projects to the next meeting to see if there are any possible collaborative opportunities – with an emphasis on finding ways to save money!
- Dave Mora will continue to engage with the city managers to brief them on this project.
- Participants scheduled the next meeting for July 1, 2013. South Gate will host.

As you know, this project is part of CA Forward's "Handbook for Community Solutions" Pilot Project. For those of you that haven't had a chance to review the handbook you can find it at:

<http://www.cafwd.org/pages/handbook-for-community-solutions>

Questions or Comments?

Thanks!
Victor Abalos
818-321-5371 M

Victor Abalos

Central Coast Performance-Based Budgeting Project Lead

Victor Abalos has spent his entire professional life helping people tell their stories. He spent more than twenty years as a print and broadcast journalist working in Central America in the late 80's covering the wars in El Salvador and Nicaragua then here in this country working as a producer for CBS News, ABC News, Fox News and the MacNeil-Lehrer Newshour. Prior to that he worked as a broadcast reporter for TV and radio stations in Los Angeles, Denver and Tucson, Arizona back in 1978. His last news job was in 2000 when he served as News Director for the Telemundo station in Los Angeles where he lead a complete reorganization and re-branding of the news department.

Starting in 2007, Victor served as Special Communications Consultant to then-LAUSD Superintendent David L. Brewer who ran the second largest school district in the country. He counseled the Superintendent on public affairs issues, crisis communications and worked to improve internal communications for the school district among other duties. Before that, Victor served for two and-a-half years as Director of Public Affairs for First 5 LA, a non-profit agency that concentrates on health, education and safety issues for young children. He was the architect of a brand development program that has increased awareness of First 5 LA exponentially.

Victor bounces back and forth between LA and San Francisco but spends most of his time in LA where he's always open to a game of tennis, golf or a hike.

Respectfully,
Victor Abalos

--

Victor Abalos
Strategic Partnerships
California Forward

448 S. Hill Street, Suite 1018
Los Angeles, CA 90013
(213) 488-9054 office
(818) 321-5371 mobile
www.cafwd.org



AGENDA REPORT

Meeting Date: June 18, 2013

TO: Honorable City Council
FROM: City Administrator
SUBJECT: City Commission and Committee Appointments

RECOMMENDATION:

Make the appropriate appointments to the various City Commissions and Committees.

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 members and Council members of the applicable Commissions and Committees.

ANALYSIS:

Under the provisions of Resolution No. 97-15, as amended, the current terms of all Commissioners and Committee Members expired on March 19, 2013.

It is recommended that appointments be made to the following Commissions and Committees at this time, with all terms to expire March 17, 2015, unless otherwise indicated: Parks & Recreation Commission, Senior Citizens Commission, Beautification Committee, I-710 Local Advisory Committee (Ad Hoc) and Environmental Justice Advisory Task Force.

A list of the current Commissioners and Committee Members is attached for Council's convenience.

FISCAL IMPACT:

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

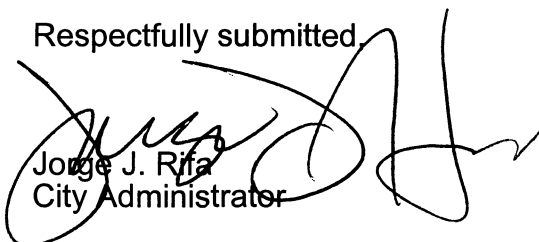
RELATIONSHIP TO 2012 STRATEGIC GOALS:

This item is not related to a specific 2012 Strategic Goal.

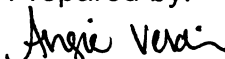
Recommended by:

Respectfully submitted,


Linda Kay Olivieri
City Clerk


Jorge J. Rifa
City Administrator

Prepared by:


Angie Verdin
Senior Office Assistant

Attachments: Current Commission/Committee Roster

AGENDA ITEM No. 15

CITY OF COMMERCE
COMMUNITY SERVICES COMMISSION

Revised on:
June 13, 2013 VMA

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON SANDRA JIMENEZ	4/5/11	4/2/2013	3/18/2015	A/O	Y	Del Rio
VICE CHAIRPERSON YOLIE ACOSTA	3/22/11	4/2/2013	3/18/2015	A/O	Y	Aguilar
JOANNA FLORES	5/3/11	4/2/2013	3/18/2015	A/O	Y	Robles
ERNESTO GONZALEZ	4/16/2013		3/18/2015	A/O	Y	Altamirano
RODRIGO GALLEGOS	4/2/2013		3/18/2015	A/O	Y	Leon

COMMENTS:

Staff Liaison: Loretta Gutierrez, Interim Director of Community Services (Ext. 2386)

Meets: 2nd Thursday of each month at 6:00 p.m. Council Chambers

CITY OF COMMERCE
EDUCATION COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON ED MILES	9/6/11	4/2/2013	3/18/2015	A/O	Y	Aguilar
VICE CHAIRPERSON MARCO HERRERA	4/19/11	4/2/2013	3/18/2015	A/O	Y	Robles
LIBBY STOKES	3/26/12	4/2/2013	3/18/2015	A/O	Y	Del Rio
CARMEN MARQUEZ-COOPER	8/21/12	4/2/2013	3/18/2015	A/O	Y	Leon
EVELYN DIAZ	4/3/12	5/23/2013	3/18/2015	A/O	Y	Altamirano

COMMENTS:

Staff Liaison: Beatriz Sarmiento, Interim Director of Library Services (Ext. 2217)

Meets: 2nd Monday of each month at 6:00 p.m. in the Council Chambers

CITY OF COMMERCE

LIBRARY COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER- PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON DANIEL LARIOS	3/22/11	4/2/2013	3/18/2015	A/O	Y	Robles
VICE CHAIRPERSON LETTIE JARAMILLO	4/7/09	5/23/2013	3/18/2015	A/O	Y	Altamirano
JOSIE BETANCOURT	10/20/10	3/22/11 4/2/2013	3/18/2015	A/O	Y	Aguilar
BEATRIZ MANCIA	6/2/09	3/22/11 4/2/2013	3/18/2015	A/O	Y	Del Rio
ERNIE VELA	12/1/09	3/22/11 4/2/2013	3/18/2015	A/O	Y	Leon

COMMENTS:

Staff Liaison: Beatriz Sarmiento, Interim Director of Library Services (Ext. 2217)

Meets:4th Tuesdays of each month at 5:30 p.m. Council Chambers

CITY OF COMMERCE

PARKS & RECREATION COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER- PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON NICKY ANN LEON	12/16/08	3/22/11 4/2/2013	3/18/2015	A/O	Y	Leon
VICE CHAIRPERSON RUDY TORRES	3/22/11	4/2/2013	3/18/2015	A/O	Y	Robles
CHRIS GRIEGO	4/17/12	4/16/2013	3/18/2015	A/O	Y	Altamirano
LAURA PEREZ	4/5/2005	3/17/09 3/22/11 4/2/2013	3/18/2015	A/O	Y	Del Rio
STEVE VIESCA	1/17/06	3/22/11	3/18/2015	A/O	Y	Aguilar

Appt. Continued from 6/4/13

COMMENTS:

Staff Liaison: Scott Wasserman, Interim Director of Parks & Recreation (Ext. 2368)

Meets: 1st Thursday of each month at 6:00 p.m. Council Chambers

CITY OF COMMERCE
PLANNING COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON JOHN DIAZ	5/3/11	4/2/2013	3/18/2015	A/O	Y	Del Rio
VICE CHAIRPERSON JORGE MONTES	4/10/12	4/2/2013	3/18/2015	A/O	Y	Robles
ANNELLE GRAJEDA	4/3/12	4/2/2013	3/18/2015	A/O	Y	Aguilar
JULISSA ALTAMIRANO	11/28/2012	4/16/2013	3/18/2015	A/O	Y	Altamirano
NANCY BARRAGAN	4/2/2013		3/18/2015	A/O	Y	Leon

COMMENTS:

Staff Liaison: Matt Marquez, City Planner (Ext. 2349)

Meets: 4th Wednesday of each month at 6:30 p.m. Council Chambers

CITY OF COMMERCE

SENIOR CITIZENS COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER- PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON CHARLES CALDERON	4/5/11	4/2/2013	3/18/2015	A/O	Y	Robles
VICE CHAIRPERSON TO BE DETERMINED						
ADELITA ZEPEDA	5/7/13		3/18/2015	A/O	Y	Aguilar
SHARON ROWE	4/3/12	4/16/2013	3/18/2015	A/O	Y	Altamirano
SANDY CORNEJO	7/3/12	4/2/2013	3/18/2015	A/O	Y	Leon
VACANCY			3/18/2015			Baca Del Rio

COMMENTS:

Staff Liaison: Scott Wasserman, Interim Director of Parks & Recreation (Ext. 2368)

Meets: 1st Wednesday of each month at 12:30 p.m. Council Chambers

CITY OF COMMERCE
TRAFFIC COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON CARL N. BAKER	4/10/12	4/2/2013	3/18/2015	A/O	Y	Del Rio
VICE CHAIRPERSON JAVIER VAZQUEZ	5/3/11	4/2/2013	3/18/2015	A/O	Y	Robles
ISABEL CALDERA	4/2/2013		3/18/2015	A/O	Y	Leon
CATHY DUARTE	4/16/2013		3/18/2015	A/O	Y	Altamirano
ANTONIO R. GONZALEZ, SR.	4/17/07	3/22/11 4/2/2013	3/18/2015	A/O	Y	Aguilar

COMMENTS:

Staff Liaison: Danilo Batson, Assistant Director of Public Services (Ext. 2335)

Meets: 2nd Wednesday of each month at 6:30 p.m. Council Chambers

CITY OF COMMERCE
YOUTH ADVISORY COMMISSION

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON To Be Determined						
VICE CHAIRPERSON						
MARILYN ARROYO	11/19/09	3/22/11 4/2/2013	3/18/2015	A/O	Y	Aguilar
JONATHAN GONZALEZ	12/18/12	4/2/2013	3/18/2015	A/O		Del Rio
ALYSSA MATAS	10/20/10	3/22/11 5/23/13	3/18/2015	A/	Y	Altamirano
MONICA RODARTE	4/3/12	4/2/2013	3/18/2015	A/O	Y	Leon
VANESSA GONZALEZ	1/15/13	4/2/2013	3/18/2015	A/O		Robles

COMMENTS: **Members of this Commission MUST submit to fingerprint requirements at 18th birthday and membership to this Commission expires on date of 20th Birthday.**

Staff Liaison: Lucinda Blancarte, Recreation Specialist (Ext. 4435)

Meets: 1st Monday of each month at 7:00 p.m. Teen Center

CITY OF COMMERCE
BEAUTIFICATION COMMITTEE

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER-PRINTED</u>	<u>APPOINTED BY</u>
CHAIRPERSON To be determined						
VICE CHAIRPERSON To be determined						
VACANT			3/18/2015			Del Rio
VACANT			3/18/2015			Leon
VACANT			3/18/2015			Aguilar
RON PEREZ	4/7/09	3/22/11	3/18/2015	A/O	Y	Vacant (appointed by former C/M Fierro)
CONNIE GARCIA	4/5/11		3/18/2015	A/O	Y	Robles

COMMENTS:

Staff Liaison: Alex Hamilton, Assistant Director of Community Development

Meets: 2nd Tuesday of each month at 3:30 p.m. City Hall North Conference Room

CITY OF COMMERCE

PAGEANT STEERING COMMITTEE

Fingerprinting is not a requirement of the Pageant Steering Committee.

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>APPOINTED BY</u>
CHAIRPERSON LEILANI DAVIS	7/6/10	3/22/11 4/2/2013	3/18/2015	Aguilar
VICE CHAIRPERSON ROSA RODRIGUEZ	3/22/11	4/2/2013	3/18/2015	Robles
CHRISTINA OLIVAS	4/17/12	4/2/2013	3/18/2015	Altamirano
SANDRA CORNEJO	3/22/11	4/2/2013	3/18/2015	Leon
ARACELI RIVAS	5/7/09	3/22/11 4/2/2013	3/18/2015	Del Rio

COMMENTS: Pageant Steering Committee does not require Oath/Application or Fingerprinting.

Staff Liaison: Adolfo Marquez, Interim Senior Recreation Supervisor (Ext. 2343)

Meets: Unscheduled

**CITY OF COMMERCE
I-710 LOCAL ADVISORY COMMITTEE (AD HOC)**

Fingerprinting is not a requirement of the I-710 Local Advisory Committee.

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>APPOINTED BY</u>
CHAIRPERSON					
JOE AGUILAR					Council
VICE CHAIRPERSON (to be determined)					
BOB EULA	8/6/03	3/22/11 4/2/2013	3/18/2015	A/O	Aguilar
MIKE ALVARADO	4/2/2013		3/18/2015		Robles
AUGUSTINE PEREZ	4/16/13		3/18/2015	A/O	Altamirano
ED MILES	4/16/13		3/18/2015	A/O	Del Rio
VACANCY			3/18/2015		Leon
COMMUNITY BASED ORGANIZATION APPOINTEE					
East Yard Communities for Environmental Justice ANGELO LOGAN 2317 Atlantic Ave. 323-263-2113 alogan@eycej.org (Designated Alternate – Isella Ramirez; iramirez@eycej.org)	9/7/04	3/22/11 4/2/2013	3/18/2015	A/O	Council
COMMUNITY BASED ORGANIZATION APPOINTEE					
United Families of Bristow Park JESUS CERVANTES (Designated Alternate – Pending)	3/22/11	4/2/2013	3/18/2015	Not Completed	Council
INDUSTRIAL APPOINTEE					
EDDIE TAFOYA Industrial Council 6055 Washington Blvd., Ste 110 323-728-7222 eddie@industrialcouncil.org		4/2/2013	3/18/2015	Not Completed	Council

(Designated Alternate – Pending)

INDUSTRIAL APPOINTEE

JON R. RENO	5/17/11	4/2/2013	3/18/2015	A/O	Council
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Heger Industrial
5701 S. Eastern Ave., Ste 101
323-727-1144
(Designated Alternate – Robert G. Thornburgh)

PLANNING COMMISSION APPOINTEE

NANCY BARRAGAN			3/18/2015	Not Applicable	Planning Comm
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(Designated Alternate-Jorge Montes)

TRAFFIC COMMISSION APPOINTEE

JAVIER VAZQUEZ	6/12/2013		3/18/2015	Not Applicable	Traffic Comm
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(Designated Alternate-Cathy Duarte)

MEMBER AT-LARGE

XOCHILT YBARRA	4/5/11	4/2/2013	3/18/2015	A/	Council
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MEMBER AT-LARGE

JIM PARROWS	6/21/11	4/2/2013	3/18/2015	A/O	Council
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99 Cent Store
4000 Union Pacific Ave
323-980-8154
(Designated Alternate – Don Arter)

COMMENTS: **Fingerprinting is not a requirement of the I-710 Local Advisory Committee.**

Staff Liaison: Alex Hamilton, Assistant Director of Community Development (Ext. 2330)

Meets: 2nd & 4th Tuesday of each month at 6:30 p.m. City Hall Emergency Operations Center (EOC)

NOTE:

AT THE APRIL 2, 2013 CITY COUNCIL MEETING, IT WAS THE CONSENSUS OF THE COUNCIL TO CONTINUE APPOINTMENTS TO THIS TASK FORCE TO DETERMINE CONSOLIDATING WITH THE I-710 LOCAL ADVISORY COMMITTEE (AD HOC) AND TO COME UP WITH OTHER ALTERNATIVES.

CITY OF COMMERCE

ENVIRONMENTAL JUSTICE ADVISORY TASK FORCE

<u>NAME, ADDRESS & PHONE NUMBER</u>	<u>ORIGINAL APPT. DATE</u>	<u>LAST REAPPT. DATE</u>	<u>TERM EXPIRES</u>	<u>TAKEN OATH AND COMPLETED APPL.</u>	<u>FINGER- PRINTED</u>	<u>APPOINTED BY</u>
<u>CHAIRPERSON</u>						
<u>PROFESSIONAL MEMBER</u>						
ANGELO LOGAN East Yard Communities for Environmental Justice 2317 Atlantic Blvd. 323-263-2113	10/5/04	3/22/11 4/2/2013	3/18/2015	A/O	Y	Council
<u>VICE CHAIRPERSON</u> (to be determined)						
MIGUEL ORTEGA	5/15/12		3/18/2015		Y	Altamirano
FERNANDO BONADA	11/20/07	3/22/11	3/18/2015		Y	Leon
<u>VACANT</u>			3/18/2015			Aguilar
NORMA DAMAS	6/21/11		3/18/2015			Del Rio
KRISTINA SANTANA	6/21/11		3/18/2015			Robles

CITY OF COMMERCE

ENVIRONMENTAL JUSTICE ADVISORY TASK FORCE (Continued)

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PROFESSIONAL MEMBER

ANDREA M. HRICKO	6/5/07	3/22/11	3/18/2015	Y	Council
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Keck School of Medicine, USC/
Director of Community Outreach and
Education Programs, Southern California
Environmental Health Sciences Center and
Children's Environmental Health Center
1540 Alcazar St., CHP 236
Los Angeles, CA 90033
323-442-3077

**LARGE/SMALL BUSINESS & INDUSTRIAL/
ORGANIZED LABOR MEMBER**

EDDIE TAFOYA	6/19/07	3/22/11	3/18/2015	Y	Council
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Industrial Council of the
City of Commerce
6055 Washington Blvd., Ste. 110
323-728-7222
Fax: 728-7565
eddie@industrialcouncil.org

**LARGE/SMALL BUSINESS & INDUSTRIAL/
ORGANIZED LABOR MEMBER**

STEPAN ALTOUNIAN	5/3/11		3/18/2015		Council
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Sealwize
7136 East Slauson Ave
323-720-9077

COMMENTS: Application, Oath and Fingerprinting are a requirement of the Environmental Justice Advisory Task Force.

Staff Liaison: Alex Hamilton, Assistant Director of Community Development (Ext. 2330)

Meets: no schedule provided.