City Council Agenda

Regular Meeting

Wednesday, February 15, 2012
6:00 P.M. Closed Session
700 P.M. Open Session

Bell Community Center
6250 Pine Avenue

Ali Saleh
Mayor

Danny Harber
Vice Mayor

Violeta Alvarez
Council Member

Ana Maria Quintana
Council Member

Nestor E. Valencia
Council Member

Welcome to the City Council Meeting

The Bell City Council and staff welcome you. This is your City Government. Individual participation is a basic part of American Democracy and all Bell residents are encouraged to attend meetings of the City Council. Regular City Council meetings are held the First and Third Wednesday of the month at 7:00 p.m., Bell Community Center, 6250 Pine Avenue. For more information, you may call City Hall during regular business hours 8:00 a.m. to 4:00 p.m., Monday through Friday at (323) 588-6211 Extension 230.

City Council Organization

There are five City Council members, one of whom serves as Mayor and is the presiding officer of the City Council. These are your elected representatives who act as a Board of Directors for the City of Bell. City Council members are like you, concerned residents of the community who provide guidance in the operation of your City.

Addressing the City Council

If you wish to speak to the City Council on any item which is listed or not listed on the City Council Agenda, please complete a *Request to Speak Card* available in the back of the City Council Chambers. Please submit the completed card to the City Clerk prior to the meeting.

The Mayor will call you to the microphone at the appropriate time if you have filled out a *Request to Speak Card*. At that time, please approach the podium, clearly state your name and address, and proceed to make your comments.

Compliance with Americans with Disabilities Act

The City of Bell, in complying with the Americans with Disabilities Act (ADA), request individuals who require special accommodation(s) to access, attend, and or participate in a City meeting due to disability. Please contact the City Clerk's Office, (323) 588-6211, Ext. 217, at least one business day prior to the scheduled meeting to insure that we may assist you.

Statement Regarding Compensation for Members of the Bell City Council

Compensation for the members of the Bell City Council is $673 a month. In accordance with Government Code Section 54952.3, Council Members will not receive any additional compensation or stipend for the convening of the following regular meetings of the Bell Community Redevelopment Agency, the Bell Community Housing Authority, the Bell Public Finance Authority, the Bell Surplus Property Authority, the Bell Solid Waste Authority and the Planning Commission.

Meeting of
Bell City Council /Successor Agency to Bell Community Redevelopment Agency

6:00 P.M. Closed Session
7:00 P.M. Open Session

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Meeting of

Bell City Council/Successor Agency to the Bell Community Redevelopment Agency

February 15, 2012

6:00 P.M. Closed Session
7:00 P.M. Open Session

Bell Community Center
6250 Pine Avenue

Call to Order

Pledge of Allegiance to the Flag.

Roll Call of the City Council in their capacities as Councilmembers and Members of the Successor Agency to the Bell Community Redevelopment Agency: Alvarez, Quintana, Valencia, Harber, Saleh

Communications from the Public on Closed Session Items

This is the time for members of the public to address the City Council and related Authorities and Agencies only on items that are listed under Section III, Closed Session.

Closed Session

1. The City Council and the related Authorities and Agencies will recess to a closed session to confer with legal counsel regarding the following matters:

   a.) CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54956.6. (Bell Police Officers Association MOU Negotiations)

   b.) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Mango v. City of Maywood*; USDC CV11-5641 G GW (FFMx)

   c.) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Subdivision (a) of Section 54956.9) Name of case: *James Corcoran v. City of Bell* Case No.: Los Angeles County Superior Court BC442280

   d.) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Subdivision (a) of Section 54956.9) Name of case: *People v. Robert Rizzo, et al* Case No.: Los Angeles Superior Court BC445497

   e.) CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Lisa Ramirez, et al, County of Los Angeles, City of Bell, et al*; U.S. District Court Case No. CV 00457-JHN (M__ X)

f.) Bell v. BBK CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Bell v. Best Best & Krieger*; LASC BC466436

City Attorney Report

The City Attorney will report out on any action(s) to be taken by the City Council/Agencies on Closed Session matters.

Presentation by the Bell Chamber of Commerce introducing the new Executive Director of the Chamber, Ms. Gloria Medina

Communications from the Public on Agenda Items Only

This is the time for members of the public to address the City Council, and the Successor Agency to the Community Redevelopment Agency, on items that are listed on the open session agenda.

State law prohibits the Council and/or its related authorities and agencies from taking any action on a matter not on this Agenda. Any matter may be referred to the Interim Chief Administrative Officer to submit a report to the Council and/or its related authorities and agencies at the next meeting.

Persons wishing to address the Council and/or its related authorities and agencies during "Communications from the Public" must submit a request on the "blue form" provided by the City Clerk; these requests may be submitted at any time before the beginning of Communications from the Public; provided, however, that requests must be submitted prior to the beginning of the first speaker's remarks.

Consent Calendar

The following Consent Calendar items are expected to be routine and non-controversial. They are acted upon by the City Council and related authorities at one time without discussion. Pursuant to the Ralph M. Brown Act public comments may be received on these items prior to the time action is taken.

Recommendation: Approve items No.. 2 and 3.

2. Approval of Minutes dated January 25, 2012; Special Meeting Minutes of the City Council for January 28, 2012; and Minutes of the City Council for February 1, 2012. ***(Council/Community Redevelopment Agency/successor Agency to the Bell Community Redevelopment Agency/Bell Community Housing Authority/Bell Public Financing Authority/Bell Surplus Property Authority/Bell Solid Waste Authority/Planning Commission)***

3. Approval of General Warrants and Community Housing Authority Warrants dated February 15, 2012. ***(Council/Community Housing Authority)***

Study Item

Study Items are items where the Council/Related Agency are briefed by staff on items that will come to the Council for action at a future meeting. Staff may ask the Council for input or direction regarding the item presented.

4. Review of Solid Waste RFP

Staff will review major components proposed for inclusion in the RFP for a new solid waste franchise and request input and direction for the Council ***(Council)***

Recommendation: Hear presentation from staff and provide input/direction on RFP issues

Public Hearing

5. Public Hearing – Community Development Block Grant FY 2011-12 New Program ADA Infrastructure Improvement Project Allocation ***(Council)***

Recommendation: Conduct a Public Hearing and adopt a Resolution establishing a multi-year Community Development Block Grant Program entitled the Americans with Disabilities Act (ADA) Infrastructure Improvement Project in the amount of $240,000.

RESOLUTION NO. 2012-23 – A Resolution of the Bell City Council Approving the Establishment of the Americans with Disabilities Act (ADA) Infrastructure Improvement Project as a New Program in the City's Community Development Block Grant Program for Fiscal Year 2011-2012

Council/Successor Agency Business

The following items have no legal publication requirements. Pursuant to the Ralph M. Brown Act, public comments may be received on these items prior to the time action is taken by the City Council or related Agencies.

6. City of Bell Twitter Update ***(Council)***

Recommendation: Receive Demonstration

7. Consideration to adopt the Recognized Obligation Payment Schedule (ROPS) as required by AB1x26 ***(Successor Agency)***

Recommendation: Adopt Resolution No. 2012-26

RESOLUTION NO. 2012-26 A Resolution of the City Council of City of Bell acting as Successor Agency to Bell Community Redevelopment Agency,

California, adopting the Recognized Obligation Payment Schedule (ROPS) pursuant to Health and Safety Code Section 34177

8. Resolution of the City Council adopting a Pay Schedule for Department Head Classifications ***(Council)***

Recommendation: Adopt Resolution No. 2012-24 operative January 1, 2012 as the Pay Schedule for Department Head classifications

RESOLUTION NO. 2012-24 - A Resolution of the City Council of the City of Bell Adopting the Pay Schedules for City of Bell Department Head Classifications.

9. Merger of Police Sergeants into the Bell Police Officers' Association ***(Council)***

Recommendation: Adopt Resolution No. 2012-25 to implement merging the Police Officer and Police Sergeants Unit into one Police Officer Unit

RESOLUTION NO. 2012-25 – A Resolution of the City Council of the City of Bell Rescinding Resolution 2008-40 and amending Section 11 of Resolution 1987-46 designating Appropriate Units.

10. Agreement with SAESHE to provide grant administration services for the Regional Used Motor Oil Recycling Program. ***(Council)***

Recommendations:

a.) Approve an appropriations adjustment allocating Regional Used Motor Oil Recycling Grant Funds of $5,232 in Cycle 15, $10,774 in Cycle OPP1 and $1,582 in Cycle OPP1A for a total of $17,588 from the State of California Department of Resources, Recycling and Recovery.

b.) Approve an agreement with SAESHE to provide grant administration services for the City of Bell's Regional Used Motor Oil Recycling Program in the amount of $17,855.

c.) Authorize the City Manager to designate the County of Los Angeles Department of Public Works as the lead agency for submitting applications and implementing the program for future funding for the Regional Used Motor Oil Recycling Grants.

Communications from the Public on Non-Agenda Matters

This is the time members of the public may address the City Council, and the Successor Agency to the Bell Community Redevelopment Agency, on non-agenda items that are under the subject matter jurisdiction of City Council and/or its related authorities and agencies.

State law prohibits the Council and/or its related authorities and agencies from taking any action on a matter not on this Agenda. Any matter may be referred to the Interim Chief Administrative Officer to submit a report to the Council at the next meeting.

Each person who addresses the Council must do so in an orderly manner and must not make personal, impertinent, slanderous or profane remarks to any member of the council, staff or general public. Any person who makes such remarks, or utters loud, threatening, personal or abusive language or who engages in any other disorderly conduct that disrupts, disturbs or otherwise impedes the orderly conduct of the Council meeting will, at the discretion of the presiding officer or a majority of the Council, be barred from further audience before the Council during that meeting.

Mayor and City Council Communications

Pursuant to Assembly Bill 1234, this is the time and place to provide a brief report on Meetings, Seminars and Conferences attended by Mayor and City Councilmembers.

11. Report out regarding Independent Cities Association Conference – Councilmember Valencia

Adjournment

Next Regular Meeting, Wednesday, March 7, 2012.

I, Patricia Healy, CMC, Interim City Clerk of the City of Bell, certify that a true, accurate copy of the foregoing agenda was posted on February 11, 2012 seventy-two hours prior to the meeting as required by law.

Patricia Healy, CMC
Interim City Clerk

#2

MINUTES
Bell City Council/Bell Community Redevelopment Agency/Successor Agency to the Bell Community Redevelopment Agency/Bell Community Housing Authority/Bell Public Financing Authority/Bell Surplus Property Authority/Bell Solid Waste Authority/ Planning Commission

January 25, 2012

Bell Community Center
6250 Pine Avenue

Meeting was called to order by Mayor Saleh at 6:02 P.M.

Roll call of City Council in their capacities as Councilmembers, Community Redevelopment Agency Members, Community Housing Authority Commissioners, Public Financing Authority Members, Surplus Property Authority Members, Solid Waste Authority Members, and Planning Commissioners.

Present: Councilmember Alvarez, Councilmember Quintana, Vice Mayor Harber, and Mayor Saleh (4)

Absent: Councilmember Valencia (1)

Also Present: Interim Chief Administrative Officer Croce, City Attorney Aleshire and Interim City Clerk Healy

Communications from the Public on Closed Session Items

None

Closed Session

The City Council and the related Authorities and Agencies will recess to a closed session to confer with legal counsel regarding the following matters:

Councilmember Valencia arrived at 6:04 P.M.; All members present

3.01 CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Subdivision (a) of Section 54956.9) Name of case: *James Corcoran v. City of Bell* Case No.: Los Angeles County Superior Court BC442280

3.02 CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Subdivision (a) of Section 54956.9) Name of Case: *Dexia Credit Local v. City of Bell, Bell Public Financing Authority*

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3.03 CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Robert A. Rizzo v. Bell*; LASC BC472566.

3.04 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Bell Redevelopment Agency v. County Record Search*: LASC VC059404.

3.05 CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Subdivision (a) of Section 54956.9) Name of case: *People v. Robert Rizzo, et al* Case No.: Los Angeles Superior Court BC445497

3.06 CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Subdivision (a) of Government Code Section 54956.9) Name of Case: *Cynthia Anderson-Barker v. City of Bell*, Los Angeles Superior Court, Case No. BS133819.

3.07 CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Richard Fisher Associates v. Bell*; LASC BC 466983.

Closed Session recessed at 7:23 P.M.; the Regular Meeting convened at 7:24 P.M. with all members present

Pledge of Allegiance: led by Councilmember Valencia

Announcement by City Clerk

Compensation for the members of the Bell City Council is $673 a month. In accordance with Government Code Section 54952.3, I hereby announce that Council Members will not receive any additional compensation or stipend for the convening of the following regular meetings of the Bell Community Redevelopment Agency, the Bell Community Housing Authority, the Bell Public Finance Authority, the Bell Surplus Property Authority, the Bell Solid Waste Authority and the Planning Commission.

City Attorney Report on Closed Session Items

The City Attorney announced that a settlement agreement had been approved on item 3.06; there was no action taken on the remainder of the items.

The City Attorney announced that a matter **(Item 9.02)** was brought to the City's attention subsequent to the posting of the Agenda. To consider this item the Council by a 4/5 vote would need to make this finding.

Motion by Councilmember Alvarez, seconded by Vice Mayor Harber to add Item No. 9.02 related to legislation to assist the City in its current financial condition resulting from Municipal corruption and the elimination of Redevelopment was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***

Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

Communications From The Public on Agenda Items Only

Joe Carmona and Sandra Orozco spoke on the Florence Avenue project; Alfred Areyan supported the recommendations on items 6.03; 7.02; and 7.03 on the Consent Calendar.

Ron Garcia, representing Southern California Edison noted that Edison's number one priority was that no one should lose a life because of down power lines; he further warned the City Council and viewers of the precautions to take if a power line is down and open.

Consent Calendar

- Councilmember Valencia pulled Item 6.03 for separate discussion
- Councilmember Quintana pulled Item 6.01 for separate discussion

6.01 ***(Council/Community Redevelopment Agency/Community Housing Authority/Planning Commission)*** Approval of Special Bell City Council Minutes dated November 30, 2011, December 13, 2011, and December 21, 2011; and Bell City Council, Bell Community Redevelopment, Bell Community Housing Authority and Planning Commission Minutes dated November 9, 2011, November 22, 2011, and December 14, 2011; and, Bell City Council, Bell Community Redevelopment, Bell Community Housing Authority minutes dated January 11, 2012, and, Adjourned Regular Meeting minutes dated January 12, 2012 (Items continued from meeting of January 11, 2012).

6.02 ***(Council/Community Housing Authority)*** Approval of General Warrants, Community Redevelopment Agency warrants, and Community Housing Authority Warrants (BCHA1 and BCHA2) dated January 11 through January 25, 2012.

6.03 ***(Council)*** Consideration of purchase of two replacement, marked, police patrol vehicles

RESOLUTION NO. 2012-20 – A Resolution of the City Council of the City of Bell Authorizing the Interim Chief Administrative Officer to Purchase Two Marked Police Patrol Vehicles and Transfer the Necessary Funds to Accomplish the Purchase

6.04 (***Council)*** Approval of Plans and Authorization to Advertise for Construction Bids, for the Florence Avenue Street Rehabilitation Project (Walker Avenue to 1-710 Freeway) Contract No. STPL 5272 (011)

6.05 ***(Council)*** Resolutions adopting the Disadvantaged Business Enterprise (DBE) goal and authorizing the City Engineer or his designee to sign all related DBE forms/agreements and funding agreements

RESOLUTION NO. 2012-04 – A Resolution of the Bell City Council approving the Annual Anticipated Disadvantaged Business Enterprise Level

RESOLUTION NO. 2012-05 - A Resolution of the Bell City Council Authorizing the City Engineer or his Designee to Sign All Related DBE forms, Agreements, and Funding Agreements to Receive Federal Grant Funds

Motion by Councilmember Quintana, seconded by Councilmember Valencia to approve Consent Calendar Items Nos. 6.02, 6.04 and 6.05 was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

Motion by Councilmember Alvarez, seconded by Vice Mayor Harber to approve Item No. 6.03 was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

Motion by Councilmember Quintana, seconded by Councilmember Valencia to approve Item 6.01 as corrected* was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

- The corrections are as noted: Minutes of November 9, 2011, page 4, discussion at 10:04:07 P.M. – note that the Council began discussion on the possibility of a moratorium in the future; Minutes of November 22, 2011, page 5, discussion at 10:16:57 P.M. – note that Councilwoman Quintana was appointed as the

representative to the Employee Relation Policy Committee of the League of California Cities, Los Angeles Division; Minutes of December 14, 2011, page 6, discussion at 10:45:45 P.M. – noted that Fresh and Easy did not accept the restriction recommended by the Council to prohibit commercial deliveries to the property between the hours of 11 A.M.. to 6 P.M. Monday through Friday and that the Council reconsidered the matter and accepted 2 P.M. to 6: P.M. as the prohibited hours

Council/Related Agencies Business

The following items have no legal publication requirements. Pursuant to the Ralph M. Brown Act, public comments may be received on these items prior to the time action is taken by the City Council or related Agencies.

7.01 ***(Council)*** Approval of Recruitment Profile for the Chief Administrative Officer and approval of City Manager as the working title for the City's Chief Administrative Officer Position.

RESOLUTION NO.2012-06 – A Resolution of the City Council of Bell Designating the Working Title for the Chief Administrative Officer as "City Manager"

Motion by Councilmember Quintana, seconded by Councilmember Valencia to approve the recruitment profile for the Chief Administrative Officer and adopt Resolution No. 2012-06 was approved by the following vote:

Ayes:	***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes:	***None (0)***
Abstained:	***None (0)***
Absent:	***None (0)***

MOTION UNANIMOUSLY ADOPTED

7.02 ***(Council)*** Consideration of purchase of Crime Mapping Software Services

RESOLUTION NO. 2012-21 - A Resolution of the City Council of the City of Bell Authorizing the Purchase of Crime Mapping Software From Crimereports.com

Motion by Councilmember Vice Mayor Harber, seconded by Councilmember Alvarez to adopt Resolution No. 2012-21, was adopted by the following vote:

Ayes:	***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes:	***None (0)***
Abstained:	***None (0)***
Absent:	***None (0)***

MOTION UNANIMOUSLY ADOPTED

7.03 ***(Council/Related Agencies)*** Consideration of Resolutions Concerning the Procedures and Regulations of the Planning Commission, Solid Waste and Recycling Authority, Bell Public Financing Authority, Bell Surplus Property Authority and the Bell Community Housing Authority, and providing that the Officers of these Agencies Shall Serve Without Compensation.

(Planning Commission) RESOLUTION NO. 2012-07 – A Resolution of the Commissioners of the Bell Planning Commission Concerning the Procedures and Regulations of the Commission and Providing That Its Officers Shall Serve Without Compensation

(Solid Waste and Recycling Authority) RESOLUTION NO. 2012-08 - A Resolution of the Commissioners of the Bell Solid Waste and Recycling Authority Concerning the Procedures and Regulations of the Authority and Providing That Its Officers Shall Serve Without Compensation

(***Public Financing Authority***) RESOLUTION NO. 2012-09 – A Resolution of the Trustees of the Bell Public Financing Authority Concerning the Procedures and Regulations of the Authority and Providing That Its Officers Shall Serve Without Compensation

(Surplus Property Authority) RESOLUTION NO. 2012-10 – A Resolution of the Commissioners of the Bell Surplus Property Authority Concerning the Procedures and Regulations of the Authority and Providing That Its Officers Shall Serve Without Compensation

(***Community Housing Authority)*** RESOLUTION NO. 2012-11 – A Resolution of the Commissioners of the Bell Community Housing Authority Concerning the Procedures and Regulations of the Authority and Providing That Its Officers Shall Serve Without Compensation

Motion by Councilmember Valencia, seconded by Vice Mayor Harber to adopt Resolutions Nos. 2012-07 2112-08, 2012-09, 2012-10, and 2012-11, was adopted by the following vote:

Ayes:	***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes:	***None (0)***
Abstained:	***None (0)***
Absent:	***None (0)***

MOTION UNANIMOUSLY ADOPTED

7.04 ***(Council)*** Consideration of approving a professional Consulting Services Contract with Rosenow Spevacek Group (RSG), Inc. for Implementation of Redevelopment Dissolution under AB1x26

Motion by Vice Mayor Harber, seconded by Councilmember Alvarez to approve an Agreement for Professional Services with RSG for a contract service of one year and not to exceed a maximum contract amount of $25,000 to provide technical, financial and administrative services to enable staff to respond to the requirements of AB1x2 6; and authorize the Interim Chief Administrative Officer to execute the contract service agreement was approved by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Vice Mayor Harber, Mayor Saleh (4)***
Noes: ***Valencia (1)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION ADOPTED

Joint Meeting of the City Council/ Bell Community Redevelopment Agency

8.01 Consideration of adopting various resolutions in response to California Supreme Court decision regarding Redevelopment and AB1x26.

a.) ***(Community Redevelopment Agency)*** RESOLUTION NO. 2012-12 – A Resolution of the City of Bell Community Redevelopment Agency Amending and Updating Its Enforceable Obligation Payment Schedule (EOPS) and Adopting a Preliminary Draft Recognized Obligation Payment Schedule (PDROPS) Pursuant to Health and Safety Code § 34176 and Transmitting the Draft PDROPS to the Successor Agency.

c.) ***(Community Redevelopment Agency)*** RESOLUTION NO. 2012-14 – A Resolution of the City of Bell Community Redevelopment Agency Regarding Forgiveness of Loans to Public Bodies.

Motion by Councilmember Quintana, seconded by Councilmember Alvarez to adopt Community Redevelopment Agency Resolutions No. 2012-12 and No. 2012-14 (Items a. and c.). was adopted by the following vote:

Ayes: ***Agency Members Alvarez, Quintana, Valencia, Vice Chair Harber, and Chair Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

b.) ***(Council)*** RESOLUTION NO. 2012-13 – A Resolution of the City Council of the City of Bell Regarding Forgiveness of Loans to the Bell Community Redevelopment Agency.

Motion by Councilmember Quintana, seconded by Vice Mayor Harber to adopt Council Resolution No. 2012-13 (Item b.) was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

Joint Meeting of the City Council / the Successor Agency to the Community Redevelopment Agency/ Community Housing Authority

9.01 (***Council/Successor Agency/Community Housing Authority)*** Consideration of various resolutions regarding City acting as "Successor Agency" to comply with Redevelopment and AB1x26.

a.) ***(Council)*** RESOLUTION NO. 2012-15 - A Resolution of the City Council of the City of Bell, California, Determining That the City of Bell Elects to, and Shall Serve as the Successor Agency to the dissolved Bell Community Redevelopment Agency Pursuant to Health and Safety Code § 34173.

c.) ***(Council)*** RESOLUTION NO. 2012-17 – A Resolution of the City Council of the City of Bell Determining that the City of Bell Elects To, and Shall Retain The Housing Assets and Functions of the Dissolved Bell Community Redevelopment Agency Pursuant to California Health and Safety Code § 34176 and Hereby Transfer Such Housing Functions and Assets to the Bell Community Housing Authority.

Motion by Councilmember Quintana, seconded by Vice Mayor Harber to adopt Council Resolutions No. 2012-15 and No. 2012-17 (Items a. and c.) was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

b.) ***(Successor Agency)*** RESOLUTION NO. 2012-16 - A Resolution of the City of Bell Acting in its Capacity as Successor Agency to the Bell Community redevelopment Agency, California Receiving and Adopting its Enforceable Obligation Payment Schedule (EOPS) and Receiving and Adopting A Preliminary draft Recognized Obligation Payment Schedule (PDROPS) Pursuant to Health

and Safety Code § 34176 and Transmitting the Draft PDROPS to the Necessary Agencies.

e.) ***(Successor Agency)*** RESOLUTION NO. 2012-19 - A Resolution of the City Council of City of Bell, California, Acting as Successor Agency to the City of Bell Community Redevelopment Agency, Authorizing the Chief Administrative Officer to Undertake All Administrative Actions Necessary to Comply With ABX1 26

Motion by Agency Member Quintana, seconded by Agency Member Alvarez, to adopt Resolutions No. 2012-16 and No. 2012-19 (Items b. and e.) was approved by the following vote:

Ayes: ***Agency Members Alvarez, Quintana, Valencia, Vice Chair Harber, and Chair Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

d.) ***(Community Housing Authority)*** RESOLUTION NO. 2012-18 - A Resolution of the Board of the Bell Community Housing Authority of the City of Bell, California, Accepting From the City the Retained Housing Assets and Functions of the Dissolved Bell Community Redevelopment Agency

Motion by Authority Member Quintana, seconded by Authority Member Alvarez, Resolution No. 2012-18 (Item d.)was adopted by the following vote:

Ayes: ***Authority Members Alvarez, Quintana, Valencia, Vice Chair Harber, and Chair Saleh (5)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

9.02 Consideration of resolution regarding requesting legislation to assist the City of Bell in its current financial condition

(Council) RESOLUTION NO. 2012-22 – A Resolution of the City of Bell Requesting Legislation to Assist the City in its Current Financial Condition Resulting from Municipal Corruption and the Elimination of Redevelopment.

Motion by Councilmember Quintana, seconded by Councilmember Valencia to adopt Resolution No. 2012-22 was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Valencia, Vice Mayor Harber, and Mayor Saleh (5)***

Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***None (0)***

MOTION UNANIMOUSLY ADOPTED

Communications From the Public

Sandra Orozco addressed the City Council

City Attorney Report

10.01 Report on Status of Legal Fees – City Attorney Aleshire

City Attorney Aleshire reported on the status of legal fees as a result of the transition of legal services from Meyers Nave.

Mayor and City Council Communications

11.01 Report out regarding New Mayors and Councilmembers Conference

Mayor Saleh gave a briefing on the New Mayors and Councilmembers Conference held in Sacramento on January 18-20, 2012. All members attended this conference and expressed that the conference was very educational. Councilmember Quintana noted that it afforded an opportunity to observe the structure of government at the state level. Councilmember Valencia concurred and noted that he enjoyed the experience.

Councilmember Valencia

- Noted that he would like Staff to consider a policy for future contracts eliminating travel to the City as a reimbursable expense
- Asked the Council to look into the potential of hiring a lobbyist to assist the City in pursuing legislation and funding

Councilmember Alvarez

- Asked that the City investigate implementing fees for yard sales in the City

Adjournment – 10:01 P.M.

Next Regular Meeting, Wednesday, February 1, 2012 at 6:00 P.M.

I, Patricia Healy, CMC, Interim City Clerk of the City of Bell, certify that the foregoing minutes were approved by the City Council of the City of Bell at a regular meeting held on the 15th of February, 2012.

_____

Patricia Healy, CMC
Interim City Clerk

MINUTES
Special Meeting
Bell City Council

January 28, 2012

Bell Community Center
6250 Pine Avenue

Called to Order: **9:02 A.M.**

Roll Call: **Present:** Councilmember Alvarez, Councilmember Quintana, Vice Mayor Harbor, Mayor Saleh (4); **Absent:** Councilmember Valencia (1)

Pledge of Allegiance: Led by Nora Saenz

City Manager Croce advised the Council that a matter regarding a litigation case (Bell Community Redevelopment Agency vs. County Records Research) had been brought to the Council's attention subsequent to the posting of the Special Meeting Notice, and the Council would need to take a 4/5 vote to consider this matter in closed session.

Motion by Councilmember Alvarez, seconded by Councilmember Quintana, that the City Council make the finding that the need to act arose subsequent to the posting of the agenda, was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Vice Mayor Harber, Mayor Saleh (4)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***Councilmember Valencia (1)***

MOTION ADOPTED

WORKSHOP

Council Workshop to Develop City Council Goals for the Fiscal Year 2012—13 Budget

Councilmember Valencia joined the meeting at 9:30 a.m.; all members present

This session, facilitated by Ken Hampian and William Statler, focused on developing goals and priorities for the next fiscal year. The Council considered input received from the members of the public who attended a community workshop on January 21, 2012. Discussion ensued and the Council identified major City goals and well as other important objectives and items that will be addressed if resources permit. (The final goals approved by the Council are attached to these minutes as part of the official record)

Communications from the Public on Agenda Item

The following individuals addressed the Council relative to goals and priorities for Fiscal Year 2012-13: Sonnia Manzanilla, Alma Rico, Marcos Oliva, Nora Saenz, Edelmira Williams, Ismael Morales, Carman Bella, Lorenzo Martinez, and Sergio Avila.

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Closed Session

At 12:51 P.M., the Council recessed the Special Meeting to convene a Closed Session to discuss the following litigation case

> CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Bell Redevelopment Agency v. County Record Search*: LASC VC059404.

At 12:58 the Council reconvened. Mr. Croce announced that the Council authorized the City Manager to execute a settlement agreement regarding the litigation case.

Adjournment – 12:59 P.M.

Next Regular Meeting – Wednesday, February 1, 2012 at 6:00 P.M.

I, Patricia Healy, CMC, Interim City Clerk of the City of Bell, certify that the foregoing minutes were approved by the City Council of the City of Bell at a regular meeting held on the 15th of February, 2012.

_____

Patricia Healy, CMC
Interim City Clerk

Council Goals for 2012-13

MAJOR CITY GOALS

- **Continued Reform.** Continue the process of reform in Bell by articulating a mission/values statement, implementing the salary study, investing in training and technology, updating the municipal code to contemporary standards, improving contracting practices, and demonstrating transparency and citizen engagement in a variety of ways.

- **Fiscal Health.** Continue efforts to restore the City's fiscal health and maintain essential services, including cost containment and reduction; recovery of inappropriately lost resources; strengthening the economic base; attracting appropriate grants; and lowering taxes, where feasible.

- **Economic Development.** Create a more vibrant business environment by developing and implementing economic development strategies focusing on business retention, attraction and promotion (including streamlined permit procedures) and strategic use of City owned property.

- **Police Protection.** Evaluate and identify the best way of providing police protection for Bell by weighing the costs/benefits of maintaining a local department police department or using an alternative approach, and select the best option.

- **Recreation Programs.** Continue and enhance a balanced variety of high quality recreation and related programs for the community, with an emphasis on youth and seniors.

OTHER IMPORTANT OBJECTIVES

- **Community Appearance.** Improve the appearance of the community, including continued effective graffiti abatement and tangible, high-impact, low-cost beautification projects.

- **Stronger Community: Special Events.** Develop stronger sense of community, especially among families, youth, seniors and veterans, through special events and effective promotion, including development of a calendar of low-cost cultural events sponsored by the City and others.

- **Property Maintenance.** Develop a program to more effectively engage absentee landlords in taking responsibility for the condition and use of their buildings.

- **Code Compliance.** Provide effective levels of code compliance that protect neighborhood quality of life in a manner that is respectful to residents and businesses.

ADDRESS AS RESOURCES PERMIT

- **Non-Vehicular Transportation.** Develop a program to enhance the non-vehicular circulation in the community such as by creating bike lanes in appropriate locations throughout the City.

- **Park and Community Center Maintenance.** Develop a program for the long-term cost-effective maintenance and enhancement of parks and the community center that identifies priorities, existing deficiencies and future needs.

2012-13 Budget

COUNCIL GOAL-SETTING PRIORITIES

Goal Statement	Mayor Saleh	Vice Mayor Harber	Council Member Alvarez	Council Member Quintana	Council Member Valencia	Total	Average
Continue the process of reform in Bell by articulating a mission/values statement, implementing the salary study, investing in training and technology, updating the municipal code to contemporary standards, improving contracting practices, and demonstrating transparency and citizen engagement in a variety of ways.	2	2	4	4	3.0	15.0	3.0
Evaluate and identify the best way of providing police protection for Bell by weighing the costs/benefits of maintaining a local department police department or using an alternative approach, and select the best option.	3	3	4	4*	1.0	15.0	3.0
Continue efforts to restore the City's fiscal health and maintain essential services, including cost containment and reduction; recovery of inappropriately lost resources; strengthening the economic base; attracting appropriate grants; and lowering taxes, where feasible.	2	3	2	4	3.0	14.0	2.8
Create a more vibrant business environment by developing and implementing economic development strategies focusing on business retention, attraction and promotion (including streamlined permit procedures) and strategic use of City owned property.	4	4	0	4	1.5	13.5	2.7
Continue and enhance a balanced variety of high quality recreation and related programs for the community, with an emphasis on youth and seniors.	3	1	0	4	3.0	11.0	2.2
Develop a program to more effectively engage absentee landlords in taking responsibility for the condition and use of their buildings.	2	2	4	0	1.0	9.0	1.8
Improve the appearance of the community, including continued effective graffiti abatement and tangible, high-impact, low-cost beautification projects.	1	2	4	0	1.5	8.5	1.7
Provide effective levels of code compliance that protect neighborhood quality of life in a manner that is respectful to residents and businesses.	1	2	4	0	1.5	8.5	1.7

* Councilmember Quintana did not use all votes allotted in the voting process. With the consent of the council after the voting, these 4 points were added.

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2012-13 Budget

COUNCIL GOAL-SETTING PRIORITIES

Goal Statement	Mayor Saleh	Vice Mayor Harber	Council Member Alvarez	Council Member Quintana	Council Member Valencia	Total	Average
Develop stronger sense of community, especially among families, youth, seniors and veterans through special events and effective promotion, including development of a calendar of low-cost cultural events sponsored by the City and others.	2	2	0	0	3.0	7.0	1.4
Develop a program for the long-term cost-effective maintenance and enhancement of parks and the community center that identifies priorities, existing deficiencies and future needs.	2	1	0	0	2.0	5.0	1.0
Develop a program to enhance the non-vehicular circulation in the community such as by creating bike lanes in appropriate locations throughout the City.	0	0	0	0	1.5	1.5	0.3
TOTAL	**22**	**22**	**22**	**20**	**22.0**	**108.0**	

MINUTES

Regular Meeting of the Bell City Council

February 1, 2012

6:00 P.M. Closed Session
7:00 P.M. Regular Meeting

Bell Community Center
6250 Pine Avenue

Called to Order: **6:06 P.M.**

Roll Call: **Present:** Councilmember Alvarez, Councilmember Quintana, Vice-Mayor Harber, Mayor Saleh (4): **Absent:** Councilmember Valencia

Pledge of Allegiance: Led by Alfred Areyan

Communications From The Public on Closed Session Items

The following individuals addressed the Council relative to labor negotiations with the Bell Police Officers Association: Alfred Areyan, Fernando Cheverria, Trina corado, Donna Gannon, Sandra Orozco, Jose Moreno, and Richard Espirita.

City Attorney Aleshire advised the Council that a matter regarding a litigation case (Bell Redevelopment Agency vs. County Records Research) had been brought to the attention of the Council subsequent to the posting of the Regular Meeting notice and the Council would need to take a 4/5 vote to add this item (Item No. 3.03) to closed session matters

Motion by Councilmember Quintana, seconded by Vice Mayor Harber, that the City Council make the finding that the need to act arose subsequent to the posting of the agenda, was adopted by the following vote:

Ayes: ***Councilmembers Alvarez, Quintana, Vice Mayor Harber, Mayor Saleh (4)***
Noes: ***None (0)***
Abstained: ***None (0)***
Absent: ***Councilmember Valencia (1)***

MOTION ADOPTED

At 6:30 P.M. the Council recessed the regular meeting to convene a Closed Session: Councilmember Valencia joined the meeting at 6:36 P.M.

Closed Session

3.01 CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54956.6 (Bell Police Officers Association MOU Negotiations)

3.02 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation (Government Code Section 54956.9(b)) (one case)

3.03 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION (Subdivision (a) of Section 54956.9); Name of case: *Bell Redevelopment Agency v. County Record Search*: LASC VC059404.

City Attorney Report on Closed Session Items

At 7:55 P.M. the Council reconvened. The City Attorney reported that the Council gave direction to the labor negotiator and there were no reports on the remaining items

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Communications from the Public

None

Adjournment – 8:00 P.M.

Next Regular Meeting, Wednesday, February 15, 2012 at 6:00 P.M.

I, Patricia Healy, CMC, Interim City Clerk of the City of Bell, certify that the foregoing minutes were approved by the City Council of the City of Bell at a regular meeting held on the 15th of February, 2012.

_____

Patricia Healy
Interim City Clerk

#3

General

Warrants
for

February 15, 2012

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
49120	01/27/12	120201	WELLS FARGO BANK W.C. ACCT REPLENISH CK#6244-91	35,736.67
49121	01/31/12	120201	CSMFO ANNUAL CONFERENCE REGISTRATION-3/1/12 A.G./E.P.	410.00
49122	02/01/12	120202	CITY OF BELL PAYROLL FUND PAYROLL DEPOSIT-PAY OF 2/3/12	229,064.16
49123	02/03/12	120202	INDEPENDENT CITIES ASSOCIATION REGISTRATION-2/3-4/12 N.V.	450.00
49124	02/03/12	120202	VOID VOID-TEST PRINT	0.00
49125	02/03/12	120202	AT&T TELEPHONE BILLING-1/7-2/6/12 BELL P.D.	68.73
49126	02/03/12	120202	FLEET SERVICES GAS CONSUMPTION-11/29-12/29/11 BELL P.D.	7,676.94
49127	02/03/12	120202	THE GAS COMPANY GAS BILLING-12/9-1/12/12 4357 GAGE AVE-SK8 PARK GAS BILLING-12/8-1/12/12 MULTIPLE ADDRESSES	667.86
49128	02/03/12	120202	GOLDEN STATE WATER COMPANY WATER BILLING-12/21-1/24/12 7006 WALKER AVE-RSAP WATER BILLING-12/20-1/23/12 4400 GAGE AVE-FOOD STATION	44.26
49129	02/03/12	120202	JAMS, INC. LEGAL SVCS-1/18 & 2/21/12 (RETAINER FEES) MEDIATION SVCS	2,975.00
49130	02/03/12	120202	MCPEEK'S DODGE OF ANAHEIM 2012-DODGE POLICE CHARGER BELL P.D.	26,850.42
49131	02/03/12	120202	RELIA-TECH SVC CALL/COMPUTER MAINT-P.D. SVC CALL/COMPUTER MAINT-P.D. SVC CALL/COMPUTER MAINT-ADMIN KEYBOARD-P.D. SVC CALL/COMPUTER MAINT-DSPTCH COMPUTER MAINT-P.D./ADMIN HARD DRIVE-ADMIN COMPUTER & SOFTWARE-DEBS PARK PREPAID SVC CONTRACT-FEB'12 CITY HALL & P.D.	6,630.91

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
			SVC CALL/COMPUTER MAINT-ADMIN WIRELESS RANGE EXTENDER-C. H. ATX POWER SUPPLY-LB PARK SOFTWARE-P. D.	
49132	02/03/12	120202	RELIA-TECH SVC CALL/COMPUTER MAINT-ADMIN WIRELESS ROUTER-C. H.	262. 11
49133	02/03/12	120202	KARINA SALAS-PETTY CASH REIMB PETTY CASH REIMB-C. CTR	655. 89
49134	02/03/12	120202	SOUTHERN CALIFORNIA EDISON ELECTRICAL BILLING-11/22-1/20 VARIOUS STREET LIGHT LOCATIONS ELETRICAL BILLING-12/19-1/19 4357 GAGE AVE-SK8 PARK	9, 415. 60
49135	02/03/12	120202	VISION SERVICE PLAN (CA) VISION INS ADM FEE-FEB '12	302. 95
49136	02/03/12	120202	WELLS FARGO BANK WC ACCT REPLENISH CK#6292-6300	3, 862. 33
49137	02/03/12	120202	WONDRIES FLEET GROUP 2012-CHEVROLET POLICE TAHOE BELL P. D.	32, 295. 54
49138	02/09/12	120203	ANANCA LARIOS PETTY CASH REIMB-CITY HALL	931. 33
49139	02/09/12	120203	STANDARD INSURANCE COMPANY LIFE/ACCIDENTAL INS-FEB '12	1, 004. 50
49140	02/09/12	120202	VOID VOID-TEST PRINT ERROR	0. 00
49141	02/09/12	120202	VOID VOID-TEST PRINT	0. 00
49142	02/09/12	120202	VOID VOID-TEST PRINT ERROR	0. 00
49143	02/09/12	120202	VOID VOID-TEST PRINT ERROR	0. 00
49144	02/09/12	120202	VOID VOID-TEST PRINT ERROR	0. 00
49145	02/09/12	120202	VOID VOID-TEST PRINT ERROR	0. 00
49146	02/09/12	120202	VOID VOID-TEST PRINT ERROR	0. 00

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
49147	02/09/12	120202	VOID VOID-TEST PRINT ERROR	0.00
49148	02/09/12	120202	CALIFORNIA WATER SERVICE WATER BILLING-12/31-1/31/12 BNDNI-AMLAERHT WATER BILLING-12/31-1/31/12 RICKBKE & EASTERN	87.31
49149	02/09/12	120202	DELTA DENTAL SERVICE DENTAL INS CLAIMS-JAN'12 DENTAL INS ADMIN FEE-JAN'12	6,273.78
49150	02/09/12	120202	GOLDEN STATE WATER COMPANY WATER BILLING-12/28-1/26/12 6330 PINE AVE-C.H. WATER BILLING-12/28-1/26/12 6330 PINE AVE-C.H. WATER BILLING-12/28-1/26/12 4403 GAGE AVE WATER BILLING-12/28-1/26/12 4460 GAGE AVE WATER BILLING-12/28-1/26/12 ATLANTIC & GAGE WATER BILLING-12/28-1/26/12 6301 CLARKSON AVE WATER BILLING-12/27-1/26/12 4200 GAGE AVE WATER BILLING-12/28-1/26/12 6526 WILCOX AVE WATER BILLING-12/28-1/26/12 6420 WILCOX AVE WATER BILLING-12/28-1/26/12 ATLANTIC & BECK WATER BILLING-12/28-1/26/12 5320 GAGE AVE WATER BILLING-12/28-1/26/12 FLORENCE & WALKER WATER BILLING-12/28-1/26/12 6250 PINE AVE-C.CTR WATER BILLING-12/28-1/26/12 RIVER DR/SOUTHALL LN	4,138.23
49151	02/09/12	120202	GOLDEN STATE WATER COMPANY WATER BILLING-12/28-1/26/12 FLORENCE AVE & CHANSLOR WATER BILLING-12/27-1/26/12 6707 FP BEAR AVE WATER BILLING-12/28-1/26/12 6702 FP ORCHARD WATER BILLING-12/27-1/26/12 3782 GAGE AVE WATER BILLING-12/28-1/26/12 4377 GAGE AVE	1,561.75

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
			WATER BILLING-12/27-1/26/12 6500 FP WILCOX AVE WATER BILLING-12/27-1/26/12 6707 BEAR AVE-LB PARK WATER BILLING-12/28-1/26/12 5234 GAGE AVE WATER BILLING-12/27-1/26/12 6707 IRR BEAR AVE	
49152	02/09/12	120202	SOUTHERN CALIFORNIA EDISON ELECTRICAL BILLING-12/22-1/24 5007 FLORENCE PED ELECTRICAL BILLING-12/16-1/17 6901 1/2 RIVER DR ELECTRICAL BILLING-1/5-2/3/12 6590 WILCOX PED	211.81
49153	02/09/12	120202	STANDARD INSURANCE COMPANY LIFE/ACCIDENTAL INS-JAN'12	1,004.50
49154	02/09/12	120202	VISION SERVICE PLAN (CA) VISION INS CLAIMS-JAN'12	1,932.85
49155	02/09/12	120202	WELLS FARGO BANK W.C. ACCT REPLENISH CK#6301-06	1,387.56
49156	02/09/12	120202	WELLS FARGO REMITTANCE CENTER REGISTRATION/AIR FARE-COUNCIL	4,211.80
49157	02/15/12	120203	VOID VOID-TEST PRINT	0.00
49158	02/15/12	120203	VOID VOID-TEST PRINT	0.00
49159	02/15/12	120203	ADMIN SURE W.C./LIABILITY SERVICES-FEB'12	2,520.00
49160	02/15/12	120203	ALESHIRE & WYNDER, LLP LEGAL SVCS-VARIOUS MATTERS	128,880.71
49161	02/15/12	120203	AMERICAN GUARD SERVICES, INC. CROSSING GUARD SVCS-DEC'11	6,734.80
49162	02/15/12	120203	AMERICAN PAPER PLASTIC JANITORIAL SUPPLIES-CITY YARD	4,805.95
49163	02/15/12	120203	AVERY ASSOCIATES LABOR RELATIONS EXPENSES 12/20-21/11 W.AVERY LABOR RELATIONS SVCS-JAN'12 W.AVERY	1,608.42
49164	02/15/12	120203	AZTECA LANDSCAPE LANDSCAPE MAINTENANCE-JAN'12	6,400.00

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
			LANDSCAPE MAINTENANCE-JAN'12	
49165	02/15/12	120203	DAVID A. BASS CONSULTING SVCS-12/13-31/11 AUDIT SUPPORT, LEAVE ACCURAL & EMPLOYEE LOANS, HCD/SCO REPORTS POLICE & LEGAL COSTS CONSULTING SVCS-1/1-31/12 GENERAL & MEETINGS, AUDIT SUPRT PURCHASING, EXCESS COMPENSATION GRANTEE RPRTS, REDEVELOPMENT	9,702.00
49166	02/15/12	120203	BELCHER & ASSOCIATES INTERIM CHIEF OF POLICE DEPT INTERIM CHIEF OF POLICE DEPT	13,000.00
49167	02/15/12	120203	BELL PLUMBING & HEATING WATER HEATER-BELL P.D.	75.00
49168	02/15/12	120203	BELL SERVICE CENTER VARIOUS REPAIRS-UNIT #104 LUBE/OIL/FILTER FLUSH COOLING SYSTEM	106.10
49169	02/15/12	120203	JOVITA BELTRAN REFUND-VETS PAVILON RENTAL 1/21/12	45.00
49170	02/15/12	120203	CALIFORNIA PARK AND 2012 TRAINING CONFERENCE	389.00
49171	02/15/12	120203	ALDO CERVANTES REFUND-SOCCER	50.00
49172	02/15/12	120203	CHANGE COMMUNITIES CITY CLERK WEBSITE SVCS-FEB'12	300.00
49173	02/15/12	120203	CITY OF INGLEWOOD CITATION PROCESSING-DEC'11	1,253.58
49174	02/15/12	120203	CONSOLIDATED DISPOSAL WASTE/RECYCLING SVCS-JAN'12	96,389.66
49175	02/15/12	120203	COOPERATIVE PERSONEL SERVICES CLASS & COMP PROJECT	8,439.47
49176	02/15/12	120203	ARNE LOUIS CROCE INTERIM CAO SVCS-1/16-31/12 REIMBURSEMENTS-1/18-20/12 LEAGUE OF CA CITIES CONFERENCE	7,988.92
49177	02/15/12	120203	DAILY JOURNAL CORP. HEARING NOTICE-CUP#2011-09 HEARING NOTICE-CUP#2011-07 HEARING NOTICE-CUP#2011-08	886.32

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
49178	02/15/12	120203	DATAQUICK INFORMATION SYSTEMS DATA INFORMATION-DEC'11	75.00
49179	02/15/12	120203	DATASTREAM BUSINESS SOLUTIONS, HP9000 PROGRAMMING 12/1-31/11 MACIAS 2009-10 AUDIT	2,185.00
49180	02/15/12	120203	DEPT. OF CONSERVATION SEISMIC FEE-OCT-DEC '11	72.48
49181	02/15/12	120203	DIRECTV SATELLITE SVCS-1/22-2/21/12 CITY HALL/BELL P.D.	55.89
49182	02/15/12	120203	DUNN-EDWARDS CORP. PAINT SUPPLIES-BELL P.D. PAINT SUPPLIES-BELL P.D. PAINT SUPPLIES-BELL P.D. PAINT SUPPLIES-DEBS PARK PAINT SUPPLIES-HW MEDINA 6600 WOODWARD PAINT SUPPLIES-HW RODRIGUEZ 5162 FLORENCE AVE #15 PAINT SUPPLIES-HW RODRIGUEZ 5162 FLORENCE AVE #15 PAINT SUPPLIES-HW RODRIGUEZ 5162 FLORENCE AVE #15 PAINT SUPPLIES-HW RODRIGUEZ 5162 FLORENCE AVE #15 PAINT SUPPLIES-HW RODRIGUEZ 5162 FLORENCE AVE #15 PAINT SUPPLIES-HANDYMAN PROGRM	845.35
49183	02/15/12	120203	NORDIS PARENTE BUSINESS CARDS-J. GARCIA, R. MONROY, E. CAMPOS BUSINESS CARDS-C. CHACON BUSINESS CARDS F. VALLES/N. FONG/C. HURTADO ENVELOPES ENVELOPES OFFICAL LINE UP CARDS-PKS/REC BUSINESS CARDS-WITHOUT NAMES P. EASTER/A. LAWRENCE	2,201.10
49184	02/15/12	120203	FLEET SERVICES GAS CONSUMPTION-12/29-1/30/12 BELL P.D.	9,603.57
49185	02/15/12	120203	G4S SECURE SOLUTIONS (USA)INC. JAIL SVCS-BELL P.D./DEC'11	14,347.64
49186	02/15/12	120203	MANUEL GOMEZ REFUND-T.U.P #2011-23 DEPOSIT	500.00

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
49187	02/15/12	120203	GOVERNMENT FINANCE OFFICERS MEMBERSHIP DUES-2/1/12-1/31/13 A. LAWRENCE	250.00
49188	02/15/12	120203	GRAFFITI PROTECTIVE COATINGS GRAFFITI REMOVAL-DEC'11 PAINT REIMBURSEMENT-DEC'11 SIDEWALK STEAM CLEANING-DEC'11 FUEL SURCHARGE-DEC'11 BUS SHELTER CLEANING-DEC'11 FUEL SURCHARGE-DEC'11 STREET SWEEPING-DEC'11 FUEL SURCHARGE-DEC'11	38,334.72
49189	02/15/12	120203	DANNY HARBER REIMBURSEMENTS-1/18-20/12 LEAGUE OF CA CITIES CONFERENCE	509.50
49190	02/15/12	120203	HARDY & HARPER, INC. ST REHAB PRJ-VARIOUS LOCATIONS	315,718.52
49191	02/15/12	120203	HINDERLITER DE LLAMAS & CONTRACT SVCS-SALES TAX 1STQTR AUDIT SVCS-SALES TAX 3RD QTR	900.30
49192	02/15/12	120203	HUB INTERNATIONAL INSURANCE LIABILITY INSURANCE-C.CTR SEP'11 LIABILITY INSURANCE-C.CTR OCT-DEC'11	980.23
49193	02/15/12	120203	CHASE HUNGERFORD REFUND-T.U.P #2011-32 DEPOSIT	500.00
49194	02/15/12	120203	VOID VOID-PRINT ERROR	0.00
49195	02/15/12	120203	VOID VOID-TEST PRINT	0.00
49196	02/15/12	120203	VOID VOID-TEST PRINT	0.00
49197	02/15/12	120203	INTERNATIONAL INSTITUTE OF ANNUAL MEMBERSHIP FEE-3/31/13 R. VALDEZ	175.00
49198	02/15/12	120203	INTEGRATED OFFICE TECHNOLOGY COPIER OVERAGE W/SUPPLIES-C.H. 10/16/11-1/16/12 COPIER MAINT-CITY HALL 3RD QTR 1/16-4/16/12	1,111.75
49199	02/15/12	120203	INTERNATIONAL ASSOCIATION OF	120.00

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
			2012 MEMBERSHIP DUES T. HENSHAW	
49200	02/15/12	120203	EDWARD JEFFRIES REFUND-T. U. P#2011-23 DEPOSIT	500.00
49201	02/15/12	120203	LA COUNTY SHERIFF DEPT. FOOD SVCS/CUSTODY-P. D. DEC '11	359.50
49202	02/15/12	120203	LARES AND SON CONSTRUCTION CONSTRUCTION SVCS-7014 BEAR L. RIOS	14,920.00
49203	02/15/12	120203	LEAD TECH ENVIRONMENTAL LEAD SCREENING-4874 GAGE #163 B. HERNANDEZ	400.00
49204	02/15/12	120203	LEAGUE OF CALIFORNIA CITIES GENERAL MEETING-1/5/12 A. QUINTANA/A. CROCE/M. GARVEY	105.00
49205	02/15/12	120203	LOMELI CONSTRUCTION VARIOUS REPAIRS-HANDYMAN PRGRM 6600 WOODWARD AVE	13,110.00
49206	02/15/12	120203	LogIn/IACP NET ANNUAL FEE-1/18/12-1/17/13	800.00
49207	02/15/12	120203	MACIAS GINI & O'CONNELL LLP PROFESSIONAL SERVICES-DEC '11 AUDIT OF FINANCIAL STATEMENTS	28,368.75
49208	02/15/12	120203	MARSAN TURF & IRRIGATION TURF/IRRIGATION EQUIPMENT	362.14
49209	02/15/12	120203	MEDINA CONSTRUCTION LANDSCAPING MAINT-FEB '12 PW/GENERAL MAINT SVCS-FEB '12 LANDSCAPING MAINT-FEB '12 REPLACE SEWER PIPE-4133 FLRNCE	27,375.00
49210	02/15/12	120203	RAMON MEDINA REFUND-PARKING CITATIONS #100025516/100025517	290.00
49211	02/15/12	120203	OSCAR MESINAS REFUND-PARKING CITE #100026443	230.00
49212	02/15/12	120203	NEIL'S STATIONERS BLUE BAR PAPER-ADMIN SVCS	86.99
49213	02/15/12	120203	NEXTEL COMMUNICATIONS CELLULAR BILLING-10/2-1/1/12 BCHA/BELL P. D.	731.93

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CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
49214	02/15/12	120203	OCE IMAGISTICS INC. COPIER MAINT/SUPPLIES-DEC'11 C. CTR COPIER MAINT/SUPPLIES-DEC'11 LB PK COPIER MAINT/SUPPLIES-C. CTR JAN-MAR'12 COPIER MAINT/SUPPLIES-DEC'11 BELL P. D.	695.16
49215	02/15/12	120203	OLDTIMERS FOUNDATION PARATRANSIT SVCS-JAN'12	35,848.80
49216	02/15/12	120203	PECKHAM & MCKENNEY CHIEF ADMIN OFFICER SEARCH PROFESSIONAL FEE	5,500.00
49217	02/15/12	120203	SANDRA CECILIA PEREZ RUIZ REFUND-SAFEKEEPING/DR#11-4118	540.00
49218	02/15/12	120203	PRAXAIR DISTRIBUTION INC EQUIPMENT RENTAL-C. CTR	37.98
49219	02/15/12	120203	PUBLIC ENGINEERING SERVICES PROFESSIONAL SVCS-DEC'11 NPDES CLEAN WATER ACT	3,393.00
49220	02/15/12	120203	QUICK DISPENSE MISC SUPPLIES-C. HALL MISC SUPPLIES-C. H.	294.80
49221	02/15/12	120203	QUILL CORPORATION OFFICE SUPPLIES-PLANNING OFFICE SUPPLIES-CODE ENF. OFFICE SUPPLIES-PARKS & REC OFFICE SUPPLIES-CITY CLERK OFFICE SUPPLIES-CITY CLERK OFFICE SUPPLIES-M. PRADO OFFICE SUPPLIES-M. PRADO OFFICE SUPPLIES-CITY CLERK OFFICE SUPPLIES-M. PRADO OFFICE SUPPLIES-M. PRADO OFFICE SUPPLIES-TRANSITION TM OFFICE SUPPLIES-PARKS & REC	1,745.66
49222	02/15/12	120203	ANA MARIA QUINTANA REIMBURSEMENT-1/18-20/12 LEAGUE OF CA CITIES CONFERENCE	114.39
49223	02/15/12	120203	DIEGO RAMIREZ REFUND-PARKING CITE #100005813	118.00
49224	02/15/12	120203	REPUBLIC ITS INC TRAFFIC SIGNAL MAINT-DEC'11	4,693.57

27

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
			TRAFFIC SIGNAL-DEC'11 RESPONSE CALLS/REPAIRS	
49225	02/15/12	120203	ROBERT RIVAS REFUND-PARKING CITE #100025969	230.00
49226	02/15/12	120203	ANGELA RUIZ SUBSISTENCE-2/1-3/12	30.00
49227	02/15/12	120203	SAM'S CLUB MISC SUPPLIES-PARKS & REC	1,976.75
49228	02/15/12	120203	ARACELI SANDOVAL REFUND-PARK PAVILION 1/21/12	45.00
49229	02/15/12	120203	OSCAR SHUMIDZU REFUND-PARKING CITE #4046050	359.00
49230	02/15/12	120203	SO CAL CONSTRUCTION SERVICES REHAB SVC-6600 WOODWARD AVE LEAD/ASBESTOS	5,162.03
49231	02/15/12	120203	STANLEY PEST CONTROL CO PEST CONTROL-JAN/12 3700 GAGE AVE-DEBS PARK PEST CONTROL-JAN/12 6707 BEAR AVE-LB PARK PEST CONTROL-JAN/12 6326-6330 PINE AVE-P.D./C.H. PEST CONTROL-JAN/12 6250 PINE AVE-C.CTR PEST CONTROL-JAN/12 6326-6330 PINE AVE-P.D./C.H. PEST CONTROL-JAN/12 4357 GAGE AVE-SK8 PARK PEST CONTROL-JAN/12 6526 WILCOX AVE-VETS PARK PEST CONTROL-JAN/12 5320 GAGE AVE-CITY YARD PEST CONTROL-JAN/12 7100 WALKER AVE-RSAP LOT PEST CONTROL-JAN/12 4400 GAGE AVE-FOOD STATION	389.00
49232	02/15/12	120203	TRANSTECH ENGINEERS, INC PLAN CHECK SVCS PC#45614,45617	891.29
49233	02/15/12	120203	UNIFIED TRANSLATION SERVICES INTERPRETING SVCS-1/25/12 CCM DOC TRANSLATION SVCS-C.FORUM INTERPRETING SVCS-1/28/12 CCM DOCUMENT TRANSLATION SVCS COUNCIL GOAL WORKSHOP INTERPRETING SVCS-1/11/12 CCM	1,913.30

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
49234	02/15/12	120203	UNITED SITE SERVICES PROF SVCS-4/20-4/21/12 RSAP PROF SVCS-6/21-7/14/11 RSAP	26.33
49235	02/15/12	120203	NESTOR VALENCIA REIMBURSEMENT-1/18-20/12 LEAGUE OF CA CITIES CONFERENCE	61.00
49236	02/15/12	120203	ANTONIO VARELA REFUND-PARKING CITE #100018051	621.00
49237	02/15/12	120203	JAIME C. VARGAS REFUND-PARKING CITE #100021492	55.50
49238	02/15/12	120203	NORA VASQUEZ REFUND-BUSINESS LICENSE	200.00
49239	02/15/12	120203	LEE WALKER REFUND-PAVILION RENTAL	90.00
49240	02/15/12	120203	WELLS FARGO BANK, N.A. D.B. PLAN ADMIN FEE-OCT-DEC'11	1,160.00
49241	02/15/12	120203	WELLS LOCK & KEY 1 TRANSPONDER KEY-C.CTR 1 KEY-CITY MANAGER OFFICE 1 I.C. KEY	51.25
49242	02/15/12	120203	WESTERN FIREARMS, INC. 1 NANO VAULT-BELL P.D.	43.45
49243	02/15/12	120203	ZUMAR INDUSTRIES, INC STREET SUPPLIES	440.44
TOTAL	124 CHECKS			1,212,541.78
*W0000663	02/03/12	120204	CITY OF BELL PAYROLL FUND FICA AND MEDI TAXES-2/3/12	10,153.84
W0000664	02/10/12	120204	PUBLIC EMPLOYEES' RETIREMENT HEALTH PREMIUM-FEB'12	105,471.21
W0000665	02/15/12	120204	CAL-PUBLIC EMPLOYEE RETIREMENT RTRMNT PAY-2/3/12 (2-2012-3)	60,166.42

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
TOTAL	3 WIRES			175,791.47
TOTAL				1,388,333.25

BCHA - Bell Community Housing Authority

Warrants for

February 15, 2012

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
1707	02/09/12	120222	VOID VOID-TEST PRINT	0.00
1708	02/09/12	120222	VOID VOID-TEST PRINT	0.00
1709	02/09/12	120222	THE GAS COMPANY GAS BILLING-12/9-1/12/12 4209 BELL AVE-BCHA GAS BILLING-12/9-1/12/12 6633 PINE AVE/LAUNDRY-BCHA	35.01
1710	02/09/12	120222	SOUTHERN CALIFORNIA EDISON ELECTRICAL BILLING-12/20-1/20 6304 KING AVE-BCHA ELECTRICAL BILLING-12/16-1/17 5107 FILMORE STREET-BCHA	31.78
1711	02/09/12	120222	SOUTHERN CALIFORNIA EDISON ELECTRICAL BILLING-12/15-1/16 6633 PINE AVE HM-BCHA	42.76
1712	02/09/12	120232	AT&T TELEPHONE BILLING-12/4-1/3/12 FVMHP	158.71
1713	02/09/12	120232	CONSOLIDATED DISPOSAL SRVS#902 WASTE/RECYCLING SVCS-JAN'12 5162 FLORENCE AVE-FVMHP WASTE/RECYCLING SVCS-JAN'12 5246 FLORENCE AVE-FVMHP	3,184.72
1714	02/09/12	120232	THE GAS COMPANY GAS BILLING-12/9-1/12/12 6503 WILCOX AVE-BMHP	887.43
1715	02/15/12	120223	VOID VOID-TEST PRINT	0.00
1716	02/15/12	120223	VOID VOID-TEST PRINT	0.00
1717	02/15/12	120223	JAVIER CASTILLO GARDENING SVCS-DEC'11 VARIOUS LOCATIONS	1,060.00
1718	02/15/12	120223	DUNN-EDWARDS CORP. PAINT SUPPLIES-BCHA PAINT SUPPLIES-BCHA	185.83
1719	02/15/12	120223	J. CASTILLO/HANDYMAN MAINT SVCS-VARIOUS LOCATIONS	832.56
1720	02/15/12	120223	HECTOR TORRES	1,784.33

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
			VARIOUS REPAIRS-5107 FILMORE CARPET/VINYL/WALL BASE/FLOOR	
1721	02/15/12	120223	WELLS LOCK & KEY 2 KEYS-5107 FILMORE 3 KEYS-6419 PROSPECT	6.25
1722	02/15/12	120233	CARLOS ARAIZA REFUND-BMHP CLUBHOUSE RENTAL	25.00
1723	02/15/12	120233	JOSE CRUZ REFUND-BMHP CLUBHOUSE RENTAL	25.00
1724	02/15/12	120233	RODOLFO G. & JUANITA DAVILA MANAGEMENT SVCS-2/1-29/12 FLORENCE VILLAGE MHP	5,400.00
1725	02/15/12	120233	FIRST CHOICE MISC SUPPLIES-FVMHP MISC SUPPLIES-BMHP	144.65
1726	02/15/12	120233	G.T. CONSTRUCTION & LANDSCAPING GARDENING SVCS-JAN'12 4874 GAGE AVE-BMHP	1,750.00
1727	02/15/12	120233	JUANITA GASPAR REFUND-FVMHP CLUBHOUSE	25.00
1728	02/15/12	120233	JAIME MORA LEPE JANITORIAL SVCS-NOV'11 BELL MHP/FLORENCE VILLAGE MHP JANITORIAL SVCS-DEC'11 BELL MHP/FLORENCE VILLAGE MHP	2,120.00
1729	02/15/12	120233	BERTHA MARTINEZ REFUND-FVMHP CLUBHOUSE	25.00
1730	02/15/12	120233	CHRISTINA PENA PETTY CASH REIMB-BCHA	70.00
1731	02/15/12	120233	STANLEY PEST CONTROL CO PEST CONTROL-01/12 4874 GAGE AVE-BMHP	45.00
1732	02/15/12	120233	TENANT SCREENING CENTER TENANT SCREENING-FVMHP M. MONTES, W. FARMER TENANT SCREENING-FVMHP/BMHP E. ORTEGA, E. RODRIGUEZ	148.75
1733	02/15/12	120233	WELLS LOCK & KEY SERVICE CALL-BMHP #79 2 LOCKS REKEY 1 KEY-FVMHP	101.25

CHECK NO	DATE	BATCH	VENDOR/DESCRIPTION	AMOUNT
TOTAL	27 CHECKS			18,089.03

Materials for Item 4
will be available
Tuesday, February 14

City of Bell
Agenda Report

DATE: February 15, 2012

TO: Mayor and Members of the City Council

FROM: Debra Kurita, Interim Community Services Director
Terry Rodrigue, City Engineer

APPROVED BY: _____
Arne Croce, Interim Chief Administrative Officer

SUBJECT: Public Hearing - Community Development Block Grant FY 2011-12 New Program: ADA Infrastructure Improvement Project Allocation

RECOMMENDATION:

Conduct a Public Hearing and adopt a Resolution establishing a multi-year Community Development Block Grant Program entitled the Americans with Disabilities Act (ADA) Infrastructure Improvement Project in the amount of $240,000.

BACKGROUND AND DISCUSSION:

In 1974, the U.S. Congress introduced the Community Development Block Grant (CDBG) Program as part of the Housing and Community Development Act. The CDBG program is funded by the U.S. Department of Housing and Urban Development (HUD). Although the Act has been amended in recent years, the primary objective continues to be developing viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for low- and moderate-income persons.

The CDBG Program has three primary objectives:

- Benefit those with low- and moderate-incomes;
- Aid in preventing neighborhood deterioration; and
- Meet other urgent community development needs due to natural disasters or other emergencies.

The CDBG funding for smaller cities, those with a population under 50,000, is administered through counties; the City of Bell's funding is programmed through the Los Angeles County Community Development Commission (LACDC). Prior to approval of the programs and budget, a public hearing is required to receive and consider community input on the proposed CDBG program.

The US Department of Justice established Guidelines for compliance with Title III of the Americans With Disabilities Act, Public Law 101-336, effective January 26, 1992 (ADA). There are a number of facilities in the City of Bell that may not comply with ADA guidelines and, therefore, the disabled residents may be denied full access to public facilities as required by the Act. Many of the disabled residents meet the eligibility requirements of the low income category and depend heavily on City provided services.

The proposed project will allocate CDBG funding to construct infrastructure enhancements that will improve access to City owned and operated facilities for disabled individuals in accordance with ADA provisions. City staff will systematically identify specific locations throughout the City and determine compliance with ADA guidelines. Contractors will then be engaged to make the appropriate improvements or modifications.

The project will focus on improving access to facilities such as:

- Sidewalks
- Bus Stops
- Parking Lots
- Parks and Park Buildings
- City Hall
- City Council Chambers
- Police Department Building

The types of improvements will include:

- Construction of ramps
- Construction, widening and improving sidewalks
- Construction and installation of improvements in public restroom facilities
- Installation and improvement of curb ramps
- Installation and modification of handicapped parking spaces
- Installation of proper signage
- Modification of traffic signals
- Improvements to bus stops

FINANCIAL IMPACT

The funding for the CDBG Program is received from the U.S. Department of Housing and Urban Development through the Los Angeles Community Development Commission. The funds for the proposed $240,000 project will be appropriated from the City's CDBG unallocated funds. The proposed project will include several phases: the preliminary engineering, which will determine the location and types of specific improvements, is estimated to cost $40,000 with the balance of $200,000 dedicated to the design and construction of the various infrastructure projects. If additional funds are available, the City may adjust the budget through a public hearing process during the year. There is no impact on the General Fund by this action.

Attachments:
Resolution
Public Hearing Notice

RESOLUTION NO. 2012-23

A RESOLUTION OF THE BELL CITY COUNCIL APPROVING THE ESTABLISHMENT OF THE AMERICANS WITH DISABILITIES ACT (ADA) INFRASTRUCTURE IMPROVEMENT PROJECT AS A NEW PROGRAM IN THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR FISCAL YEAR 2011-2012

WHEREAS, on August 22, 1974, the President of the United States signed into law the Housing and Community Development Act of 1974 (Act); and

WHEREAS, the primary goals of Title I of the Act are the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income; and

WHEREAS, the City of Bell has the availability of an unallocated balance in Fiscal Year 2011-2012 Federal Community Development Block Grant (CDBG) funds; and

WHEREAS, the US Department of Justice established Guidelines for compliance with Title III of the Americans With Disabilities Act, Public Law 101-336, effective January 26, 1992 (ADA) ; and

WHEREAS, the City desires to ensure the accessibility to all public facilities to all of its residents and community members; and

WHEREAS, the City has posted information regarding eligible activities under the Act and has conducted a public hearing to solicit comments and suggestions from the community regarding the utilization of these funds to establish and implement an Americans with Disabilities Infrastructure Improvement Project.

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

Section 1. That the City appropriates $240,000 of its available unallocated Community Development Block Grant funds for the Americans with Disabilities Act (ADA) Infrastructure Improvement Project.

Section 2. That the Interim Chief Administrative Officer and/or his designee are authorized and directed to submit the City's program changes for Fiscal Year 2011-2012.

Section 3. That the Interim Chief Administrative Officer and/or his designee are authorized to adjust the program budget as necessary to take into account the final CDBG allocation from the U.S. Department of Housing and Urban Development (HUD) and any amounts remaining unspent at the close of the fiscal year.

Section 4. That the Interim Chief Administrative Officer and/or his designee are authorized to execute the contractual and related documents to be prepared by the County of Los Angeles that are required for the implementation of the projects/ programs set forth herein.

Section 5. This Resolution shall take effect from and after the date of its passage and adoption.

PASSED, APPROVED, AND ADOPTED this 15th day of February 2012.

Ali Saleh, Mayor

ATTEST:

Patricia Healy, Interim City Clerk

APPROVED AS TO FORM:

David Aleshire, City Attorney

I, Patricia Healy, Interim City Clerk of the City of Bell, hereby certify that the above and foregoing resolution was duly adopted by the Bell City Council at its regular meeting held on the 15th day of February 2012, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Patricia Healy, Interim City Clerk

OFFICIAL SEAL
REBECCA VALDEZ, CMC
CITY CLERK
BELL, CALIFORNIA

1-20-12

CITY OF BELL

PUBLIC HEARING NOTICE

February 15, 2012

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
NEW PROJECT FOR 2011-12 PROGRAM YEAR:

AMERICAN'S WITH DISABILITIES ACT (ADA)
INFRASTRUCTURE IMPROVEMENT PROJECT

NOTICE IS HEREBY GIVEN that the City Council of the City of Bell will conduct a Public Hearing to receive citizen input on projects to be submitted to the U.S. Department of Housing and Urban Development (HUD) for funding through the Community Development Block Grant (CDBG) Program.

The City of Bell receives Federal Community Development Block Grant (CDBG) funds, from the U.S. Department of Housing and Urban Development, as a participant in the Los Angeles Urban County Program on an annual basis. Projects discussed at the meeting, which are determined to be eligible under Federal Guidelines, and will principally benefit persons of low and moderate incomes, will be considered for inclusion in an amendment to the County of Los Angeles Community Development Commission's 2011-2012 Consolidated Plan.

The recommended CDBG project to be added to the budget for the 2011-12 program year may include but not be limited to a American's with Disabilities Act (ADA) Infrastructure Improvement Project. The proposed budget for the recommended project will be considered at the public hearing. The approved CDBG project and accompanying budget will be submitted to the County of Los Angeles Community Development Commission for inclusion in its application for an amendment to the 2011-12 program year budget to HUD.

All interested citizens are encouraged to attend. Persons attending the hearing will be furnished with the following information: 1) the amount of CDBG funds expected to be budgeted for this program for the current year is $240,000; 2) the proposed project includes design and construction of ADA compliant features in the City's public buildings and facilities.

Written comments may be submitted to the City Clerk up until the closing of the public comment period on February 22, 2012. All interested parties are encouraged to appear and be heard on this item. If you challenge the nature of the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this Notice, or in the written correspondence delivered to the public entity conducting the hearing at, or prior to, the close of the public comment period which ends on February 22, 2012. For further details contact the CDBG Office at (323) 773-1596. The Public Hearing by the City Council will be held on Wednesday, February 15, 2012 at 7:00 p.m., in the Bell Community Center located at 6250 Pine Avenue, Bell, CA, 90201.

6250 Pine Avenue Bell, CA 90201 • Ph: (323) 773-1596 • Fax: (323) 560-1179

City of Bell
Agenda Report

DATE: February 15, 2012

TO: Mayor and Members of the City Council

FROM: Magdalena Prado, Senior Management Analyst

APPROVED BY: _____
Arne Croce, Interim Chief Administrative Officer

SUBJECT: City of Bell Twitter Update

RECOMMENDATION:

Receive demonstration.

BACKGROUND AND DISCUSSION:

In an effort to further transparence, the City of Bell has initiated a new Twitter account to announce City-related information to the general public. Twitter is a free social media construct used as a communication tool, and more recently employed by public agencies to keep their communities updated.

The City of Bell Twitter site is identified as CityofBell. The City will use this tool to regularly announce information including community meeting alerts, Council votes, and news of interest to the Bell community. These messages are referred to as "Tweets". The Twitter logo will be promoted on the City website, and other materials for users to register as "followers".

Once a follower, a resident will receive the City's messages instantaneously, either on their smart phone, tablet or computer. As the City increases its followers, its message is conveyed to a broader audience. Conversely, the City will also "follow" others including news agencies, public agencies, culturally relevant sites or individuals. Their message will be displayed on the City's home page under the "Tweets" heading. This information may be "re-tweeted" and distributed to the City's followers as well.

The Twitter feed, coupled with our growing email distribution list, City reader boards, website postings, and community outreach efforts, will continue to build greater transparence.

City of Bell
Agenda Report

DATE: February 15, 2012

TO: Mayor and Members of the City Council Acting as Successor Agency to the former Bell Community redevelopment Agency

FROM: Nancy Fong, AICP, Interim Community Development Director

APPROVED BY: Arne Croce, Interim Chief Administrative Officer

SUBJECT: Consideration to adopt the Recognized Obligation Payment Schedule (ROPS) as required by AB1x26

RECOMMENDATION:

Adopt the resolution:

A resolution of the City Council of City of Bell acting as Successor Agency to Bell Community Redevelopment Agency, California, adopting the Recognized Obligation Payment Schedule (ROPS) pursuant to Health and Safety Code Section 34177

BACKGROUND/DISCUSSION:

On January 25, 2012, Bell Community Redevelopment Agency adopted Resolution No. 2012-12, amended the Enforceable Obligation Payment Schedule (EOPS) and adopted a Preliminary Draft Recognized Obligation Payment Schedule (PRDOPS) covering the period from January 1 through June 30, 2012. This was the last action of the Bell Community Redevelopment Agency. The two payment schedules were transmitted to State Controller, State Department of Finance and County Auditor and Controller, and posted on the City's website as required by AB1x26. The two payment schedules will be subjected to approval of the "Oversight Board' as soon as the board has sufficient members to form a quorum. To date, we have not heard from the Los Angeles County or other agencies as to their appointments to the Bell Oversight Board. Staff will continue to pursue information of the appointees to Bell Oversight Board by the various agencies and will inform the City Council.

Pursuant to a provision in AB1x26, another deadline is approaching. By March 1, 2012, the Successor Agency must adopt and transmit a Recognized Obligation Payment Schedule (ROPS) that lists enforceable obligations, payment due dates and source of payment for the periods of:

- February 1, 2012 through June 30, 2012; and
- July 1, 2012 through December 31, 2012.

By March 1, 2012, the Recognized Obligation Payment Schedule (ROPS) consisting of two payment schedules that cover two six-month periods must be submitted to the County Auditor-

#7

Controller for certification. By April 15, 2012, both payment schedules must be transmitted to the Department of Finance for their review and approval.

Examples of recognized and enforceable obligations are pre-existing contracts, bonds and bond proceeds, administrative costs for the Successor Agency, pre-existing obligations to make loan repayments, and other such pre-existing obligations for which revenue and property taxes will be allocated to the Successor Agency.. The Recognized Obligation Payment Schedule (ROPS) is not effective until it has been certified by an independent external auditor, approved by the yet-unformed Oversight Board, the State Department of Finance and State Controller and posted on the Successor Agency's website. The Recognized Obligation Payment Schedule (ROPS) must be adopted for each successive six-month fiscal period. Attached to this report is the Recognized Obligation Payment Schedules (ROPS) covering the two six-month periods prepared by our consultant, RSG. It is very similar to the previously amended Enforceable Obligation Payment Schedule (EOPS) and Preliminary Draft Recognized Obligation Payment Schedule (PRDOPS) with refinements including the obligation amount for the mobile home park infrastructure support and accompanying engineering study.

CONCLUSION:

Staff recommends the City Council acting as successor Agency to the former Bell community Redevelopment Agency adopt the attached resolution to adopt the Recognized Obligation Payment Schedule (ROPS).

Attachment:
Resolution No.2012-26
ROPS period February 1, 2012 through June 30, 2012
ROPS period July 1, 2012 through December 31, 2012

RESOLUTION NO. 2012-26

A RESOLUTION OF THE CITY OF BELL ACTING AS SUCCESSOR AGENCY TO THE BELL COMMUNITY REDEVELOPMENT AGENCY, CALIFORNIA ADOPTING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) COVERING THE PERIOD OF FEBRUARY 1, 2012 THROUGH JUNE 30, 2012 AND THE PERIOD OF JULY 1, 2012 THROUGH DECEMBER 31, 2012, PURSUANT TO HEALTH AND SAFETY CODE § 34177 AND TRANSMITTING THE ROPS TO THE NECESSARY AGENCIES

WHEREAS, the City of Bell is a municipal corporation and a chartered city organized and existing under the Constitution of the State of California ("City"); and

WHEREAS, on December 29, 2011, the California Supreme Court issued its opinion in the case *California Redevelopment Association, et al. v. Ana Matosantos, etc., et al.*, Case No. S196861, and upheld the validity of Assembly Bill 1x26 ("AB1x26") and invalidated Assembly Bill 1x27; and

WHEREAS, the Court's decision resulted in the implementation of AB1x26 which dissolved all the redevelopment agencies in the State of California as of February 1, 2012; and

WHEREAS, on January 25, 2012, the City Council of City of Bell affirmed and elected to have the City Council as Successor Agency to the Redevelopment Agency for the purposes of winding-down the Redevelopment Agency under AB1x26; and

WHEREAS, pursuant to a provision of AB1x26, codified as Health and Safety Code Section 34177, and on January 25, 2012, the City as Successor Agency adopted the "Enforceable Obligation Payment Schedule" (the "EOPS") and "Preliminary Draft Recognized Obligations Payment Schedule" ("PDROPS") and transmitted them to State Controller, State Department of Finance and Los Angeles County Auditor-Controller; and

WHEREAS, The EOPS and PDROPS have been posted on the Redevelopment Agency's website or, upon the Redevelopment Agency's dissolution under AB1x26, on the Successor Agency's website; and

WHEREAS, pursuant to a provision of AB1x26, codified as Health and Safety Code Section 34177, and on February 15, 2012, the City as Successor Agency has adopted the "Recognized Obligation Payment Schedule" (the "ROPS") covering the period of February 15, 2012 through June 30, 2012 and the period of July 1, 2012 through December 31, 2012, and shall transmit such ROPS to the State Controller, State Department of Finance and Los Angeles County Auditor-Controller.

NOW, THEREFORE, the City of Bell, in its capacity as Successor Agency, resolves as follows:

Section 1. The foregoing Recitals are true and correct and are incorporated herein.

Section 2. The Recognized Obligation Payment Schedule (ROPS) covering the period of February 1, 2012 through June 30, 2012 and the period of July 1, 2012 through December 31, 2012, attached hereto and incorporated herein by reference as Exhibit "A", is hereby adopted pursuant to Health & Safety Code Section 34177.

Section 3. The Chief Administrative Officer or his designee is hereby directed to post this Resolution and the ROPS on the Successor Agency's website and to provide notice of adoption of the ROPS by the Successor Agency to the County auditor-controller, the State Controller and the State Department of Finance. A notification providing the website location of the posted schedules and notifications of any amendments shall suffice to meet this requirement.

PASSED, APPROVED, AND ADOPTED this 15th day of February, 2012.

_____
Ali Saleh
CHAIR

ATTEST:

_____
SUCCESSOR AGENCY SECRETARY

Name of Successor Agency: Successor Agency to the Former Bell Community Redevelopment Agency

Project Area(s) Merged Bell Community Redevelopment Project Area

ROPS PERIOD OF FEB 1 THROUGH JUNE 30, 2012

Recognized Obligation Payment Sc
Per ABx1 26 - Section 34169(h)

	Project Name / Debt Obligation	Redevelopment Proejct Area	Payee	Revenue Source	Description	Total Estimated Outstanding Debt or Obligation
1)	2003 Tax Allocation Refunding Bonds	Merged Redevelopment Project Area	U.S. Bank	Tax Increment Revenue	Bonds issued to fund non-housing and housing projects	$ 34,658,619
2)	Continuing Disclosure Costs	Merged Redevelopment Project Area	Fiscal Consulting Firm	Tax Increment Revenue	Administration of 2003 Tax Allocation Refunding Bonds	$ 440,000
3)	Trustees fees	Merged Redevelopment Project Area	US Bank	Tax Increment Revenue	Fiscal agent for admininstration of the 2003 Tax Allocation Refunding Bonds	$ 110,000
4)	Werrlein Promissory Note	Merged Redevelopment Project Area	Pete Werrlein Childrens' Private Annuity Trust	Tax Increment Revenue	Monthly installment payments on promissory note	$ 6,366,058
5)	Contract for Consulting Services	Merged Redevelopment Project Area	Rosenow Spevacek Group	Tax Increment Revenue	Fiscal Consulting Services	$ 25,000
6)	Contract for Legal Services	Merged Redevelopment Project Area	Aleshire and Wynder	Tax Increment Revenue	Legal Services	$ 360,000
7)	Audit Service	Merged Redevelopment Project Area	Macias, Gini & O'Connell, LLP	Tax Increment Revenue	Financial Audit Services	$ 1,100,000
8)	Portion of CAO Salary	Merged Redevelopment Project Area	City of Bell	Tax Increment Revenue	Employee Salary	$ 1,320,000
9)	Pension Override	Merged Redevelopment Project Area	City of Bell	Tax Increment Revenue	RDA employee pension benefits	$ 20,462,552
10)	Loan Agreement	Merged Redevelopment Project Area	City of Bell	Tax Increment Revenue	Loan agreement between the Redevelopment Agency and the City of Bell	$ 11,061,642
11a)	Mobile Home Park Improvements	Merged Redevelopment Project Area	Bell Community Housing Authority	Tax Increment Revenue	Funds to support Infrastructure and other capital improvements and remediate health and safety hazards within Housing Authority-owned owned Mobile Home Parks -- contingent upon engineering study to determine cost estimates.	$ 50,000,000
11b)	Engineering Study for Mobile Home Park	Merged Redevelopment Project Area	City Engineer	Housing Fund Balance	Engineer study to determine rehabilation costs of two mobile home parks	$ 17,900
11c)	Administrative and Professional Service Costs for Renovation of Mobile Home Parks	Merged Redevelopment Project Area	Bell Community Housing Authority	Tax Increment Revenue	Staff and professional services costs to complete the rehabilitation work of the two mobile home parks	$ 500,000
12)	SERAF Loan repayment	Merged Redevelopment Project Area	Low and Moderate Income Housing Fund	Tax Increment Revenue	Repayment of loans made from Agency Housing Fund for the 2009-10 SERAF payment	$ 1,429,669
13)	SERAF Loan repayment	Merged Redevelopment Project Area	Low and Moderate Income Housing Fund	Tax Increment Revenue	Repayment of loans made from Agency Housing Fund for the 2010-11 SERAF payment	$ 294,350
14)	Administrative Costs of the Successor Agency	Merged Redevelopment Project Area	Successor Agency	Tax Increment Revenue	Overhead, rent, utilities, equipment, supplies, Oversight Board, and other operational supplies	$ 5,500,000
15)	Affordable Housing Monitoring	Merged Redevelopment Project Area	Bell Community Housing Authority	Housing Fund Balance	Monitoring of the Housing Authority properties in accordance with State guidelines	$ 330,000
16)	Administrative-Costs of the Housing Successor Agency	Merged Redevelopment Project Area	Bell Community Housing Authority	Housing Fund Balance	Overhead, rent, utilities, equipment, supplies, and other operational supplies	$ 550,000
	Total					$ 134,525,790

CONT'D
ROPS
PERIOD OF FEB1 THROUGH JUNE 30, 2012

hedule

Projected Payment Dates	Obligation Expiration Date	Total Due During Fiscal Year	February 1, 2012 - June 30, 2012 Payments by month					
			Feb	Mar	Apr	May	Jun	Total
See attached	10/1/33	2,018,369	-	-	576,684	-	-	$ 576,684
Annually	10/1/33	20,000	1,667	1,667	1,667	1,667	1,667	$ 8,335
Annualy	10/1/33	5,000	417	417	417	417	417	$ 2,085
See attached	5/20/24	815,166	67,931	67,931	67,931	67,931	67,931	$ 339,655
Monthly	When contractual obigations completed	25,000	5,000	5,000	5,000	5,000	5,000	$ 25,000
Monthly	When contractual obigations completed	360,000	30,000	30,000	30,000	30,000	30,000	$ 150,000
Annually	When all obligations retired	60,000	5,000	5,000	5,000	5,000	5,000	$ 25,000
Monthly	When all obligations retired	60,000	5,000	5,000	5,000	5,000	5,000	$ 25,000
Monthly	End date of tax increment collected	930,116	155,019	155,019	155,019	155,019	155,019	$ 775,095
Monthly	When obligation fully paid	11,061,642	921,803	921,803	921,803	921,803	921,803	$ 4,609,015
Monthly	When all improvements completed	0	-	-	-	-	-	$ -
4/30/2012	4/30/12	17,900	-	-	17,900	-	-	$ 17,900
Monthly	When all improvements completed	0	-	-	-	-	-	$ -
Monthly	6/30/15	432,000	36,000	36,000	36,000	36,000	36,000	$ 180,000
Monthly	6/30/16	90,000	7,500	7,500	7,500	7,500	7,500	$ 37,500
Monthly	When all obligations retired	104,167	20,833	20,833	20,833	20,833	20,833	$ 104,165
Annually	When all obligations retired	15,000	1,250	1,250	1,250	1,250	1,250	$ 6,250
Monthly	When all obligations retired	25,000	2,083	2,083	2,083	2,083	2,083	$ 10,415
		$ 16,039,360	1,259,503	1,259,503	1,854,087	1,259,503	1,259,503	$ 6,892,099

Name of Successor Agency: Successor Agency to the Former Bell Community Redevelopment Agency

Project Area(s) Merged Bell Community Redevelopment Project Area

ROPS
PERIOD OF JULY 1 THROUGH DECEMBER 31, 2012

Recognized Obligation Pay
Per ABx1 26 - Section

	Project Name / Debt Obligation	Redevelopment Proejct Area	Payee	Revenue Source	Description	Total Estimated Outstanding Debt or Obligation
1)	2003 Tax Allocation Refunding Bonds	Merged Redevelopment Project Area	U.S. Bank	Tax Increment Revenue	Bonds issued to fund non-housing and housing projects	$ 34,081,935
2)	Continuing Disclosure Costs	Merged Redevelopment Project Area	Fiscal Consulting Firm	Tax Increment Revenue	Administration of 2003 Tax Allocation Refunding Bonds	$ 431,665
3)	Trustees fees	Merged Redevelopment Project Area	US Bank	Tax Increment Revenue	Fiscal agent for admininstration of the 2003 Tax Allocation Refunding Bonds	$ 107,915
4)	Werrlein Promissory Note	Merged Redevelopment Project Area	Pete Werrlein Childrens' Private Annuity Trust	Tax Increment Revenue	Monthly installment payments on promissory note	$ 5,550,892
5)	Contract for Consulting Services	Merged Redevelopment Project Area	Rosenow Spevacek Group	Tax Increment Revenue	Fiscal Consulting Services	$ 25,000
6)	Contract for Legal Services	Merged Redevelopment Project Area	Aleshire and Wynder	Tax Increment Revenue	Legal Services	$ 360,000
7)	Audit Service	Merged Redevelopment Project Area	Macias, Gini & O'Connell, LLP	Tax Increment Revenue	Financial Audit Services	$ 1,075,000
8)	Portion of ICAO Salary	Merged Redevelopment Project Area	City of Bell	Tax Increment Revenue	Employee Salary	$ 1,295,000
9)	Pension Override	Merged Redevelopment Project Area	City of Bell	Tax Increment Revenue	RDA employee pension benefits	$ 19,687,457
10)	Loan Agreement	Merged Redevelopment Project Area	City of Bell	Tax Increment Revenue	Loan agreement between the Redevelopment Agency and the City of Bell	$ 6,452,627
11a)	Mobile Home Park Improvements	Merged Redevelopment Project Area	City of Bell	Tax Increment Revenue	Funds to support Infrastructure and other capital improvements and remediate health and safety hazards within Housing Authority-owned owned Mobile Home Parks -- contingent upon engineering study to determine cost estimates.	$ 50,000,000
11b)	Administrative and Professional Service Costs for Renovation of Mobile Home Parks	Merged Redevelopment Project Area	Bell Community Housing Authority	Tax Increment Revenue	Staff and professional services costs to complete the rehabilitation work of the two mobile home parks	$ 500,000
12)	SERAF Loan repayment	Merged Redevelopment Project Area	Low and Moderate Income Housing Fund	Tax Increment Revenue	Repayment of loans made from Agency Housing Fund for the 2009-10 SERAF payment	$ 1,249,669
13)	SERAF Loan repayment	Merged Redevelopment Project Area	Low and Moderate Income Housing Fund	Tax Increment Revenue	Repayment of loans made from Agency Housing Fund for the 2010-11 SERAF payment	$ 256,850
14)	Administrative Costs of the Successor Agency	Merged Redevelopment Project Area	Successor Agency	Tax Increment Revenue	Overhead, rent, utilities, equipment, supplies, Oversight Board, and other operational supplies	$ 5,395,835
15)	Affordable Housing Monitoring	Merged Redevelopment Project Area	Bell Community Housing Authority	Housing Fund Balance	Monitoring of the Housing Authority properties in accordance with State guidelines	$ 323,750
16)	Administrative Costs of the Housing Successor Agency	Merged Redevelopment Project Area	Bell Community Housing Authority	Housing Fund Balance	Overhead, rent, utilities, equipment, supplies, and other operational supplies	$ 539,585
	Total					$ 127,333,180

CONT'D
ROPS
PERIOD OF JULY1 THROUGH DECEMBER 31, 2012

/ment Schedule
34169(h)

Projected Payment Dates	Obligation Expiration Date	Total Due During Fiscal Year	July 1, 2012 - December 31, 2012 Payments by month						
			July	August	September	October	November	December	Total
See attached	10/1/33	2,015,819	-	-	-	1,457,909	-	-	$ 1,457,909
Annually	10/1/33	20,000	1,666.7	1,666.7	1,666.7	1,666.7	1,666.7	1,666.7	$ 10,000
Annually	10/1/33	5,000	416.7	416.7	416.7	416.7	416.7	416.7	$ 2,500
See attached	5/20/24	465,809	38,817	38,817	38,817	38,817	38,817	38,817	$ 232,902
Monthly	When contractual obigations completed	25,000	2,083.3	2,083.3	2,083.3	2,083.3	2,083.3	2,083.3	$ 12,500
Monthly	When contractual obigations completed	360,000	30,000	30,000	30,000	30,000	30,000	30,000	$ 180,000
Annually	When all obligations retired	60,000	5,000	5,000	5,000	5,000	5,000	5,000	$ 30,000
Monthly	When all obligations retired	60,000	5,000	5,000	5,000	5,000	5,000	5,000	$ 30,000
Annually	End date of tax increment collected	930,116	77,509.7	77,509.7	77,509.7	77,509.7	77,509.7	77,509.7	$ 465,058
Monthly	When obligation fully paid	11,061,642	921,804	921,804	921,804	921,804	921,804	921,804	$ 5,530,824
Monthly	When all improvements completed	5,000,000	416,667	416,667	416,667	416,667	416,667	416,667	$ 2,500,002
Monthly	When all improvements completed	250,000	25,000	25,000	25,000	25,000	25,000	25,000	$ 150,000
Monthly	6/30/15	432,000	36,000	36,000	36,000	36,000	36,000	36,000	$ 216,000
Monthly	6/30/16	90,000	7,500	7,500	7,500	7,500	7,500	7,500	$ 45,000
Monthly	When all obligations retired	250,000	20,833	20,833	20,833	20,833	20,833	20,833	$ 124,998
Annually	When all obligations retired	15,000	1,250	1,250	1,250	1,250	1,250	1,250	$ 7,500
Monthly	When all obligations retired	25,000	2,083	2,083	2,083	2,083	2,083	2,083	$ 12,498
		$ 21,065,386	1,591,630	1,591,630	1,591,630	3,049,539	1,591,630	1,591,630	$ 11,007,691

City of Bell
Agenda Report

DATE: February 15, 2012

TO: Mayor and Members of the City Council

FROM: Arne Croce, Interim Chief Administrative Officer

APPROVED BY: _____

SUBJECT: Resolution of the City Council adopting a Pay Schedule for Department Head Classifications

RECOMMENDATION

That the City Council adopt the attached resolution operative January 1, 2012 as the Pay Schedule for Department Head classifications.

BACKGROUND

One of the findings of the audit conducted by CALPERS was that the Pay Schedules for the previous chief management personnel had not been submitted to the City Council of the City of Bell for determination (approval, rejection, or modification). On October 26, 2011 the City Council approved hiring CPS HR Consulting to perform the first ever classification and compensation study for the City of Bell. That study is currently underway with completion projected by the end of March 2012. Upon completion, a new resolution will be submitted to the City Council with a recommended pay schedule for every non-represented City of Bell classification.

California law limits the hours that retired CALPERS annuitants may work for a CALPERS agency to 960 hours per fiscal year. The City of Bell interim staff consists of several highly experienced recently retired annuitants from non-City of Bell CALPERS agencies. The interim assignments this fiscal year at the City of Bell will exceed the 960 hours per fiscal year limit.

On December 14, 2011 the City Council adopted a resolution requesting a waiver of the 960 hour limit for interim Bell executive staff in the 2011-12 fiscal year. To change interim staff again at six months would negatively impact the 2011/2012 Work Program Objectives for the City. Continuation of the interim staff until the executive searches for the permanent staff are completed will ensure a professional transition of leadership for the organization.

On January 1, 2012 Government Code section 21221 (h) was amended to include the requirement that the "compensation paid to the retiree shall not exceed the published pay schedule for the vacant position". Consistent with this code amendment, Cal PERS has requested an adopted salary schedule as part of their review process for the 960 hour exemption. Adoption of the attached resolution will ensure that the City of Bell is in full compliance with this amended Government Code section. A draft of this resolution has been sent to Cal PERS for review; they have been asked to identify and desired changes in the format of the resolution by Wednesday, February 15, 2011.

The recommended salaries reflect the salaries of the current interim appointees. These salary ranges will be adjusted by the City Council after review of the CPS HR study.

#8

FINANCIAL IMPACT

There is no financial impact in adopting this resolution. The recommended salaries reflect the current salaries of the interim management appointees.

ATTACHMENTS

Recommended Resolution
Resolution 2011-54

RESOLUTION NO. 2012- 24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELL ADOPTING THE PAY SCHEDULES FOR CITY OF BELL DEPARTMENT HEAD CLASSIFICATIONS

WHEREAS, it is the intent of the Bell City Council to conform with all applicable state and federal laws; and

WHEREAS, the City of Bell hired CPS HR Consulting to perform the first ever classification and compensation study for the City of Bell on October 26, 2011; and

WHEREAS, it is projected that the classification and compensation findings and recommendations will be completed by the end of March 2012; and

WHEREAS, adopting the pay schedules for City of Bell Department Head classifications operative on January 1, 2012 will provide pay schedules until amended; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY COUNCIL OF THE CITY OF BELL DOES RESOLVE AS FOLLOWS:

Section 1. The above recitals are true and correct and incorporated herein by this reference.

Section 2. This Resolution adopts the Pay Schedules for City of Bell Department Head Classifications operative on January 1, 2012 until amended.

TITLE	ANNUAL MAXIMUM	EQUIVALENT HOURLY
Chief Administrative Officer	$ 166,400	$ 80.77
City Clerk	$ 83,200	$ 40
Community Services Director	$ 149,760	$ 72
Community Development Director	$ 149,760	$ 72
Finance Director	$ 149,760	$ 72
Police Chief	$ 160,160	$ 77

Section 3. The City Clerk shall certify to the adoption of this Resolution.

PASSED AND APPROVED AND ADOPTED this 15th day of February, 2012.

_____

Ali Saleh
Mayor

ATTEST:

Patricia Healy
Interim City Clerk

I, Patricia Healy, Interim City Clerk of the City of Bell, hereby certify that the above and foregoing resolution was duly adopted by the Bell City Council at its regular meeting held on the 15th day of February 2012, by the following vote:

Patricia Healy, Interim City Clerk

RESOLUTION NO. 2011-54

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELL REQUESTING A WAIVER OF THE 960 HOUR LIMIT ON HOURS WORKED BY CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM ANNUITANTS IN FISCAL YEAR 2011/2012 AT THE CITY OF BELL

Whereas, the City Council elected in March 2011 contacted numerous public sector professional organizations in California to seek highly trained, experienced and available interim executive staff to assess the current state of operations at the City of Bell at rates of pay that were affordable to the City of Bell; and

Whereas, interim executive staff at discounted rates of pay have been employed in all key areas of the City government beginning in August 2011; and

Whereas, all of the interim executive staff who have accepted employment with the City of Bell at discounted rates are California Public Employees Retirement System annuitants; and

Whereas, the City of Bell has engaged an Executive Search Firm in December 2011 to begin the searches for permanent executive staff; and

Whereas, the investigations and litigation concerning alleged misconduct of prior City of Bell employees are ongoing and continuous; and

Whereas, the City Council of the City of Bell has determined that it is in the public interest to request the current interim executive staff to continue until permanent executive staff are in place in 2012; and

Whereas, a successful transition of executive leadership at the City of Bell will take more than six months to complete; and

Now, therefore, the City council of the City of Bell does resolve as follows:

The City of Bell requests that the Board of Administration of the California Public Employees Retirement System grant a waiver to the City of Bell on a one time emergency basis of the 960 hour limit on hours worked by the following California Public Employees Retirement System annuitants during fiscal year 2011/2012 for the following PERS annuitants:

Steve Belcher

Arne Croce

Nancy Fong

Debra Kurita

Pam Easter

Passed, Approved and Adopted this 13th day of December 2011.

Ali Saleh, Mayor

ATTEST:

Rebecca Valdez, CMC, City Clerk

I, Rebecca Valdez, City Clerk of the City of Bell, California, do hereby certify that the foregoing resolution was duly passed and adopted by the City Council of the City of Bell at a regular meeting held on this 13th day of December 2011 by the following vote:

AYES: Councilmember Alvarez, Quintana, Valencia, Vice Mayor Harber and Mayor Saleh

NAYES: None

ABSENT: None

ABSTAIN: None

Rebecca Valdez, CMC, City Clerk

City of Bell
Agenda Report

DATE: February 15, 2012

TO: Mayor and Members of the City Council

FROM: Arne Croce, Interim Chief Administrative Officer

APPROVED BY: Arne Croce by jab
Arne Croce, Interim Chief Administrative Officer

SUBJECT: Merger of Police Sergeants in to the Bell Police Officers' Association

RECOMMENDATION

That the City Council adopt the attached resolution to implement merging the Police Officer and Police Sergeants' Unit into one Police Officer Unit.

BACKGROUND

On May 23, 2011 the Bell Police Officers Association sent a letter to Pedro Carrillo, Interim Chief Administrative Officer advising him of the merger of the Bell Police Management Association into the Bell Police Officers' Association. At the first negotiations meeting on January 11, 2012 the City was provided a copy of this letter and asked to follow up to determine how to implement their request.

Most peace officer bargaining units in California include both Police Officer and Police Sergeant. From 1987 to 2008, both classifications were included in a single bargaining unit. In August of 2008, a separate unit consisting of the six Sergeant positions was established. Approval of this consolidation will restore the more traditional unit.

The Employer-Employee Relations Resolution of the City does not outline a specific process for merger of bargaining units. A bilateral Letter of Understanding between the parties outlining the terms and conditions of the merger is recommended as the most appropriate way to document the intent of the parties. The Association and the individual employees in Police Sergeant positions waive their rights to a secret ballot election under California law and the City agrees to recommend that the City Council rescind and amend past resolutions to implement this merger.

The attached resolution of the City Council rescinds Resolution No. 2008-40 which created the Bell Police Sergeants Unit, amends Section 11 of Resolution 1987-46 which designates Appropriate Units and Recognized Employee Organizations of the City of Bell and approves the attached Letter of Understanding with the Bell Police Officers Association that merges the Police Officer and Police Sergeants' Units into one Police Officer Unit.

The Letter of Understanding is being executed by the parties; a signed copy will be available by the time of the Council meeting on February 15, 2012. The City staff recommends merging the two units to reduce costs. The cost of continuing to negotiate a separate Memorandum of Understanding for six Sergeants exceeds any benefit received by the City.

FINANCIAL IMPACT

There is no direct financial impact in adopting this resolution. There will be cost savings by negotiating a single MOU with the combined unit rather than two separate3 MOUs.

ATTACHMENTS

Resolution
Letter of Understanding
Resolutions No. 2008-40 and No. 1987-46

RESOLUTION NO. 2012- 25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELL RECINDING RESOLUTION 2008-40 AND AMENDING SECTION 11 OF RESOLUTION 1987-46 DESIGNATING APPROPRIATE UNITS

WHEREAS, Resolution 2008-40 has become obsolete and is hereby rescinded effective February 15, 2012; and

WHEREAS,, it is in the best interests of the City to merge the Police Officers' Unit and the Police Sergeants' Unit into one Police Officer Unit; and

WHEREAS, the Bell Police Officers' Association has agreed to a Letter of Understanding adopting the terms and conditions of the merger of the Police Officer Unit and the Police Sergeants' Unit into one Police Officer Unit; and

WHEREAS,, it is the intent of the Bell City Council to conform with all applicable state and federal laws and regulations.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BELL DOES RESOLVE AS FOLLOWS:

Section 1. The above recitals are true and correct and incorporated herein by this reference.

Section 2. This resolution rescinds Resolution 2008-40.

Section 3. This resolution approves the Letter of Understanding Between the City of Bell California and the Bell Police Officers' Association effective as of February 15, 2012.

Section 4. This resolution amends Section 11 of City Council Resolution 1987-46 designating Appropriate Units to read: "Bell Police Officers Unit – All sworn peace officers in the ranks of Police Officer and Police Sergeant".

Section 5. The City Clerk shall certify to the adoption of this Resolution.

PASSED AND APPROVED AND ADOPTED this 15th day of February, 2012.

_____
Ali Saleh
Mayor

ATTEST:

_____
Patricia Healy
Interim City Clerk

I, Patricia Healy, Interim City Clerk of the City of Bell, hereby certify that the above and foregoing resolution was duly adopted by the Bell City Council at its regular meeting held on the 15th day of February 2012, by the following vote:

_____
Patricia Healy, Interim City Clerk

CITY OF BELL

LETTER OF UNDERSTANDING

Between the

CITY OF BELL CALIFORNIA

And the

BELL POLICE OFFICERS' ASSOCIATION

By this Letter, effective as of February 15, 2012, the City and the Association hereby agree to merge the unit of representation consisting of full-time Police Officer positions and the unit of representation consisting of full-time Police Sergeant positions into one unit of representation consisting of full-time Police Officer and Police Sergeant positions.

The City agrees to recognize the Bell Police Officers Association as the recognized employee organization representing all full-time employees in the Police Officer and Police Sergeant job classifications.

The Association and individual employees in Police Sergeant positions hereby waive any and all rights under California law to a secret ballot election conducted by the State Mediation Service approving the merger of the Police Sergeants' Unit into the Police Officers' Unit and selecting the Bell Police Officers' Association as the recognized employee organization for the merged Police Officer and Police Sergeant Unit.

The parties acknowledge that this Letter of Understanding shall not be in full force and effect until ratified by the Association and individual employees in Police Sergeant positions and adopted by the City Council of the City of Bell.

CITY OF BELL	BELL POLICE OFFICERS' ASSOCIATION	POLICE SERGEANTS
By:_____	By:_____	By:_____
		Jose Carrera
By:_____	By:_____	By:_____
		Gregory Clark
	By:_____	By:_____
	Art Jimenez	Jose Jimenez
	By:_____	By:_____
	Thomas Rodriguez	Albert Rusas

RESOLUTION NO. 87-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELL ESTABLISHING AN EMPLOYER-EMPLOYEE ORGANIZATION RELATIONS RESOLUTION

THE CITY COUNCIL OF THE CITY OF BELL DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

SECTION 1. Findings

That this City Council is aware of the purpose, intent, and provisions of Section 3500 et seq. of the Government Code of the State of California, known as the "Meyers-Milias-Brown Act" (hereinafter "Act"); and

That the terms and provisions of this Resolution have been recommended for adoption by the City's administrative staff; and

That consultation has been met as required by the Act, with reference to the provisions hereof; and

That the public interest, convenience, and necessity require the adoption of this Resolution, establishing the regulations as hereinafter set forth.

SECTION 2. Purpose

This Resolution is adopted for the purpose of implementing the Act by providing orderly procedures for the administration of employer-employee relations between the City and its employee organizations. Nothing contained herein shall be deemed to supersede the provisions of State law, City ordinances, resolutions and/or rules which establish and govern the City's existing personnel system. This Resolution is intended to strengthen the City's existing personnel system by the establishment of uniform and orderly procedures providing for communication between employees, employee organizations, and the City.

It is the purpose of this Resolution to provide procedures for meeting and conferring in good faith with Recognized Employee Organizations regarding matters that directly affect and primarily involve the wages, hours, and other terms and conditions of employment of employees in appropriate units. Nothing herein shall be construed to restrict any legal or inherent exclusive City rights with respect to matters of general legislative or managerial policy, which include among others, the exclusive right: to determine the mission of its constituent departments, commissions and boards; to set standards and levels of service; to determine the procedures and standards of selection for employment; to direct its employees; to take disciplinary action; to relieve its employees from duty or abolish positions because of lack of work or for other lawful reasons; to maintain the efficiency of governmental operations; to determine the methods, means, and personnel by which government operations are to be

conducted; to take all necessary actions to carry out its mission in emergencies; and to exercise complete control and discretion over its organization and the technology of performing its work.

SECTION 3. Definitions

As used in this Resolution, the following terms shall have the meaning indicated:

a. "Act" shall mean the Meyers-Milias-Brown Act as it now exists and as it is hereinafter amended (Section 3500 et seq. of the Government Code of the State of California).

b. "Appropriate Unit" means a unit of employee classes or positions, established pursuant to Section 4 hereof.

c. "City" means the City of Bell.

d. "City Council" means the City Council of the City of Bell.

e. "Confidential Employee" means an employee who is designated as such by the City Council, and who, in the course of his or her duties, has access to confidential information relating to the City's administration of employer-employee relations.

f. "Consult/Consultation in Good Faith" means to communicate orally or in writing for the purpose of presenting and obtaining views or advising of intended actions as distinguished from meeting and conferring in good faith regarding matters within the required scope of such meet and confer process; "Consult/Consultation in Good Faith" does not involve an exchange of proposals and counterproposals with a Recognized Employee Organization in an endeavor to reach agreement in the form of a memorandum of understanding, nor is the process subject to the provisions of Section 15 hereof.

g. "Day" means calendar day unless expressly stated otherwise.

h. "Employee Relations Officer" (hereinafter "ERO") means the Chief Administrative Officer or a duly authorized representative.

i. "Impasse" means that the representatives of the City and a Recognized Employee Organization have reached a point in the meet and confer process where their differences remain so substantial and prolonged that further meeting and conferring would be futile.

j. "Management Employee" means an employee who is designated as such by the City Council, and who has responsibility for formulating, administering, or managing the implementation of City policies and programs.

k. "Meeting and Conferring in Good Faith" means the meet and confer process required of the City and Recognized Employee Organizations by the Act.

l. "Professional Employee" means an employee who is designated as such by the City Council, and who is engaged in work requiring specialized knowledge and skills attained through completion of a recognized course of instruction including, but not limited to, attorneys, engineers, and architects.

m. "Proof of Employee Support" means an authorization card or a verified petition(s) recently signed and personally dated by an employee, or employee dues deduction authorization, using the payroll register for the period immediately prior to the date a petition is filed hereunder, except that dues deduction authorizations for more than one employee organization for the account of any one employee shall not be considered as Proof of Employee Support for any employee organization. The only authorization which shall be considered as Proof of Employee Support hereunder shall be the authorization last signed by an employee. The words "recently signed" shall mean that the card or petition was signed by the employee within one hundred eighty (180) days of its submission to the City.

n. "Recognized Employee Organization" means an employee organization which has been formally acknowledged by the City as an employee organization representing the employees in an Appropriate Unit.

o. "Supervisory Employee" means any employee who is designated as such by the City Council.

SECTION 4. Filing of Recognition Petition by Employee Organization

An employee organization, which seeks to be formally acknowledged as the Recognized Employee Organization representing the employees in an Appropriate Unit, shall file a petition with the ERO containing or enclosing all of the following information and documentation:

a. Name and address of the employee organization.

b. Names and titles of its officers.

c. Names of employee organization representatives who are authorized to speak on behalf of the organization.

d. A statement that the employee organization has, as one of its primary purposes, the responsibility of representing employees in their employment relations with the City.

e. A statement whether the employee organization is a chapter of, or affiliated directly or indirectly in any manner, with a local, regional, state, national or international organization, and, if so, the name and address of each such other organization.

f. A certified copy of the employee organization's constitution and bylaws.

g. A designation of those persons, not exceeding two in number, and their addresses, to whom notice sent by regular United States mail will be deemed sufficient notice on the employee organization for any purpose.

h. A statement that the employee organization has no restriction on membership based on race, color, creed, ancestry, national origin, religion, sex, marital status, age, medical condition, or physical disability.

i. The job classifications or position titles of employees in the unit claimed to be appropriate and the approximate number of member employees therein.

j. A statement that the employee organization has in its possession Proof of Employee Support sufficient to establish that at least thirty (30) percent of the employees in the Appropriate Unit have designated the employee organization to represent them in their employment relations with the City. Such written proof shall be submitted for confirmation to the ERO.

k. A request that the ERO formally acknowledge the petitioner as the Recognized Employee Organization representing the employees in the designated Appropriate Unit for the purpose of meeting and conferring in good faith.

The Petition, including the Proof of Employee Support and all accompanying documentation, shall be declared to be true, correct and complete, under penalty of perjury, by a duly authorized officer of the employee organization.

SECTION 5. City Response to Recognition Petition

Upon receipt of the Petition, the ERO shall determine whether:

a. There has been compliance with the requirements of this Resolution relating to the petition requesting recognition; and

b. The proposed representation unit is an Appropriate Unit.

If an affirmative determination is made by the ERO on the foregoing two matters, the ERO shall so inform the petitioning employee organization, shall give written notice of such request for recognition to the employees in the affected Appropriate Unit, and shall take no action on said request for thirty (30) days thereafter. If either of the foregoing matters are not affirmatively determined, the ERO shall offer to consult thereon with such petitioning employee organization and, if the ERO's determination thereafter remains unchanged, notice of such deficiency shall be given to the organization of the reasons therefor in writing. The petitioning employee organization may

appeal such determination to the City Council, by a written appeal, filed with the City Clerk within ten (10) consecutive calendar days after the giving of notice of deficiency by the ERO. The City Council decision shall be final and conclusive.

SECTION 6. Open Period for Filing Challenging Petition

Within thirty (30) days of the date written notice was given to affected employees that a qualified recognition petition for an Appropriate Unit has been filed, any other employee organization may file with the ERO a competing request to be formally acknowledged as the Recognized Employee Organization of the employees in the same unit by filing a petition evidencing Proof of Employee Support in the contested Appropriate Unit of at least thirty (30) percent of the employees in such unit and otherwise in the same form and manner as set forth in Section 4.

SECTION 7. Election Procedure

If one or more qualified petitions is filed, the ERO shall call and conduct a secret ballot election. All employee organizations who have duly submitted petitions which have been determined to be in conformance with Sections 4, 5, and 6 herein shall be included on the ballot. The ballot shall also reserve to employees the choice of no Recognized Employee Organization for that Appropriate Unit. Employees entitled to vote in such election shall be those persons employed full time in permanent positions within the designated Appropriate Unit who were employed during the pay period which ended immediately prior to the date of the election. An employee organization shall be formally acknowledged as the Recognized Employee Organization for the designated Appropriate Unit if it received a numerical majority of all valid votes cast in the election. In an election involving three or more choices, where none of the choices receives a majority of the valid votes cast, the ERO shall conduct a run-off election between the two choices receiving the largest number of valid votes cast.

There shall be no more than one election, not including run-off elections, in any consecutive 360 day period affecting the same Appropriate Unit.

Costs of conducting elections shall be borne in equal shares by the City and by each employee organization appearing on the ballot.

SECTION 8. Procedure for Decertification of Recognized Employee Organization.

A Decertification Petition alleging that the incumbent Recognized Employee Organization no longer represents a majority of the employees in an established Appropriate Unit may be filed with the ERO only during the month of October of any year following the first full year of recognition or during the thirty (30) day period commencing one hundred twenty (120) days prior to the termination date of a Memorandum of Understanding applicable

to such unit. A Decertification Petition may be filed by two or more employees or their representative, or an employee organization, and shall contain the following information and documentation declared by the duly authorized signatory under penalty of perjury to be true, correct and complete:

a. The name, address and telephone number of the petitioner and a designated representative authorized to receive notices or requests for further information.

b. The name of the established Appropriate Unit and of the incumbent Recognized Employee Organization sought to be decertified as the representative of that unit.

c. An allegation that the incumbent Recognized Employee Organization no longer represents a majority of the employees in the Appropriate Unit, and any other relevant and material facts relating thereto.

d. Proof of employee support, pursuant to Section 3.1., that at least thirty (30) percent of the employees in the established Appropriate Unit no longer desire to be represented by the incumbent Recognized Employee Organization. Such proof shall be submitted for confirmation to the ERO.

An employee organization petitioning to decertify a Recognized Employee Organization may, in satisfaction of the Decertification Petition requirements hereunder, file a Petition in the form of a Recognition Petition that evidences Proof of Employee Support of at least thirty (30) percent in the Appropriate Unit, and shall include the allegations and information required under Section 7.c. and otherwise conform to the requirements of Section 4.

The ERO shall initially determine whether the Petition has been filed in compliance with the applicable provisions of this Resolution. If such determination is in the negative, the ERO shall offer to consult thereon with the representative(s) of such petitioning employees or employee organization and, if such determination thereafter remains unchanged, shall return such Petition to the employees or employee organization with a statement in writing of the reasons for the decision of the ERO. The petitioning employees or employee organization may appeal such determination to the City Council, by a written appeal, filed with the City Clerk within ten (10) consecutive calendar days after the giving of notice of deficiency by the ERO. The City Council decision shall be final and conclusive. If the determination of the ERO is in the affirmative, or if the ERO's negative determination is reversed on appeal, the ERO shall give written notice of such Decertification or Recognition Petition to the incumbent Recognized Employee Organization and to unit employees in the affected Appropriate Unit.

The ERO shall thereupon call and conduct a secret ballot election to be held on or about fifteen (15) days after such notice to determine the wishes of the employees of the Appropri-

ate Unit as to the question of decertification and, if a Recognition Petition was duly filed hereunder, the question of representation by an employee organization, or no representation. Such election shall be conducted in conformance with Section 7. The incumbent Recognized Employee Organization must receive a majority of votes cast to remain the Recognized Employee Organization.

During the "open period" specified in Section 6, the ERO may, if he/she has reason to believe that a majority of unit employees no longer wish to be represented by the incumbent Recognized Employee Organization, give notice to that organization and all employees of that Appropriate Unit that he/she will call and conduct an election to determine that issue. In such event any other employee organization may, within fifteen (15) days of such notice, file a Recognition Petition in accordance with this Resolution, which the ERO shall act on in accordance with this Resolution.

If, pursuant to this Resolution, a different employee organization is formally acknowledged as the Recognized Employee Organization, such organization shall be bound by all the terms and conditions of any Memorandum of Understanding then in effect for its remaining term.

SECTION 9. Policy and Standards for Determination of Appropriate Units

The City's objectives in determining an Appropriate Unit shall be the effect of such a proposed Unit on the efficient operations of the City; its compatibility with the primary responsibility of the City and its employees to effectively and economically serve the public; and insure that the employees in the proposed Unit have effective representation based on recognized community of interest considerations. These objectives require that each Unit shall be the broadest feasible grouping of positions that share an identifiable community of interest. Factors to be considered in determining such identifiable community of interest shall be:

a. Similarity of the general kinds of work performed, types of qualifications required, and the general working conditions, and

b. History of representation in the City and similar employment; except, however, that no unit shall be established solely on the basis of the extent to which employees in the proposed Unit have organized; and

c. Consistency with the organizational patterns of the City; and

d. Number of employees and classifications, and the effect on the administration of employer-employee relations created by the fragmentation of classifications and proliferation of units; and

e. Effect on the classification structure and impact on the stability of the employer-employee relationship of dividing a single or related classification among two or more units.

The City Council has studied the services performed by its employees, as well as the other community of interest factors outlined above and has determined that the following units constitute Units within the meaning of this Resolution:

a. All public safety employees in the classifications of Police Officer and Sergeant of the Police Department who hold the status of "peace Officer" within the meaning of Penal Code Section 830 et seq., and

b. All other non-management, non-supervisory, non-professional, and non-confidential employees of the City.

In the event a group of employees asserts a community of interest separate from the Units outlined above, such employees may petition the Employee Relations Officer for a modification of the established Appropriate Units in the manner described hereafter.

SECTION 10. Procedure for Modification of Established Appropriate Units

Requests for modifications of established Appropriate Units may be submitted in writing to the ERO and shall contain a complete statement of all relevant facts and citations in support of the proposed modification sought as to an Appropriate Unit.

The ERO may propose that an established Appropriate Unit be modified. The ERO shall give written notice of any proposed modification to an Appropriate Unit, to each employee organization then recognized as such by the City, and shall hold a meeting concerning the proposed modifications, at which time all affected employee organizations shall be heard. Thereafter the ERO shall recommend to the City Council whether the request or the ERO's proposal for a change in the Appropriate Unit or units should be approved. The decision of the City Council shall be final and conclusive.

SECTION 11. Previously Designated Appropriate Units and Recognized Employee Organizations

The following units shall be deemed designated as appropriate units and the following shall be deemed Recognized Employee Organizations without further compliance with the procedures set forth herein:

a. Bell Police Officers Association Unit -- All sworn peace officers in the rank of Police Officer and Sergeant.

b. National Association of Municipal Employees Unit -- All miscellaneous employees in the classifications pursuant to Attachment A.

c. Community Service Officers and Police Dispatchers Unit -- All employees in the classifications of Community Service Officers and Police Dispatchers.

SECTION 12. Designation of Classifications and Positions

Employees shall have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation in accordance with this Resolution. Employees also shall have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the City. No employee shall be interfered with, intimidated, restrained, coerced, or discriminated against by the City or by any employee organization because of his/her exercise of these rights.

The City Council shall by resolution, from time to time, designate positions in the classified service as Management, Supervisory, Professional, and Confidential employees.

The persons holding Management, Supervisory, Professional, and Confidential positions are hereby restricted from representing any employee organization which represents other employees of the City of Bell on matters within the scope of representation. Except as specifically provided otherwise in Chapter 10 of Division 4 of Title 1 of the Government Code, this Resolution does not limit the right of the persons holding such positions to be members of and to hold office in an employees' organization.

The City Council hereby designates persons holding Peace Officer positions comprising the Police Department Unit as having duties consisting primarily of the enforcement of State and local laws, and employees in these classifications and positions shall be limited to forming, joining, participating and being represented by employee organizations which are composed solely of such law enforcement employees, which concern themselves solely and exclusively with the wages, hours, working conditions, welfare programs, and advancement of the academic and vocational training in furtherance of the police profession, and which are not subordinate to any other organization.

SECTION 13. Submission of Current Information by Recognized Employee Organizations.

All changes in the information contained in a Recognized Employee Organization's recognition petition shall be submitted in writing to the ERO within fourteen (14) days of such change.

SECTION 14. Administrative Rules and Procedures

The Chief Administrative Officer is hereby authorized to establish such rules and procedures as deemed appropriate to implement and administer the provisions of this Resolution.

SECTION 15. Initiation of Impasse Procedures

If, at any time, the meet and confer process has reached impasse as defined in this Resolution, either party may initiate the impasse procedures by filing with the other party a written request for an impasse meeting, together with a statement of its position on all issues. An impasse meeting shall then be scheduled promptly by the ERO. The purpose of such meeting shall be:

a. To review the position of the parties in a final effort to reach agreement on a Memorandum of Understanding; and

b. If the impasse is not resolved, to discuss whether mediation is appropriate.

SECTION 16. Construction

This Resolution shall be administered and construed as follows:

a. Nothing in this Resolution shall be construed to deny to any person, employee, Recognized Employee Organization, the City, or any authorized officer, body or other representative of the City, any right, power and authority granted by Federal or State Law.

b. This Resolution shall be interpreted so as to carry out its purposes as set forth in Section 2.

c. Nothing in this Resolution shall be construed as making the provisions of California Labor Code Section 923 applicable to City employees or employee organizations, or of giving employees or employee organizations the right to participate in, support, cooperate or encourage, directly or indirectly, any strike, sickout or other total or partial stoppage or slowdown of work.

d. That consideration of and as a condition of initial and continued employment by the City, employees recognize that any such actions by them are in violation of their conditions of employment except as expressly otherwise authorized by law. In the event employees engage in such actions, they shall be subject to discipline up to and including termination, and may be permanently replaced; and participating employee organizations may thereby lose any rights accorded them under City law or contract.

SECTION 17. Severability

If any provision of this Resolution, or the application of such provision to any persons or circumstance, shall be held invalid, the remainder of this Resolution, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby.

ATTACHMENT A
December 14, 1987

Account Clerk
Accounting Technician
Assistant Records Clerk
Automotive Mechanic I
Automotive Mechanic II
Building Inspector
Clerk Typist I
Clerk Typist II
Code Enforcement Officer
Council Clerk
Housing Inspector
Maintenance Worker II
Park Maintenance Supervisor
Parking Enforcement Officer
Records Clerk
Recreation Attendant
Recreation Leader III
Recreation Supervisor I
Secretary
Street Crew Leader
Van Dispatcher
Van Driver

SECTION 18. The City Clerk shall certify to the adoption of this Resolution.

Passed, approved, and adopted this 7th day of December 1987

Jay B. Price

Mayor of the City of Bell

Attest:

Maria G. Hernandez

City Clerk of the City of Bell

PERSONNEL SERVICES

December 14, 1987

TO: Chief Administrative Officer
Chief of Police
Director of Administrative Services
Director of Community Services
Director of Finance
Tom Donahoe, NAME
Denis Glau, BPOA

FROM: Director of Personnel

SUBJECT: Employer-Employee Organization Relations Resolution

Attached is a copy of the Employer-Employee Organization Relations Resolution which was approved as amended by the City Council Monday, December 7, 1987.

If you have any comments or concerns, please let me know and we can schedule a time to discuss it.

Attachment

cc: Robert Flandrick
Jeffrey Freedman

STATE OF CALIFORNIA)
)
COUNTY OF LOS ANGELES)
)
CITY OF BELL)

I, MARIA G. HERNANDEZ, City Clerk of the City of Bell, California, do hereby certify that the foregoing Resolution no. 87-46 was duly adopted by the City Council of the City of Bell and approved by the Mayor at a regular meeting thereof held on the 7th day of December, 1987 and that the same was adopted by the following vote, to wit:

AYES: Councilmen Cole, Mirabal, Janssen, Johnson and Mayor Price

NAYES: None

ABSENT: None

Maria G. Hernandez
City Clerk of the City of Bell

RESOLUTION NO 2008-40

A RESOLUTION OF THE CITY OF BELL CITY COUNCIL AMENDING THE EMPLOYER-EMPLOYEE RELATIONS RESOLUTION TO INDICATE THAT THE POLICE SERGEANTS ARE AN APPROPRIATE UNIT FOR THE PURPOSES OF THE MEET AND CONFER PROCESS.

The City Council of the City of Bell does hereby find, determine and resolve as follows:

1. On December 7, 1987, the City Council of the City of Bell adopted Resolution no. 87-46 pursuant to Government Code section 3507 for the purpose of administering employer-employee relations within the City.

2. In that Resolution the Council recognized three appropriate units of employees pursuant to the Meyers-Milias-Brown Act (Government Code §3500 *et seq.*)

3. Those three groups of employees were (1) all sworn employees in the ranks of Police Officer Sergeant and (2) all miscellaneous employees in classifications appearing on a list attached to the Resolution and (3) community service officers and police dispatchers.

4. On or about November 6, 2006, the Council adopted Resolution no. 2006-55 which recognized that those employees of the Police Department in the classification of Sergeant were unrepresented and were no longer part of the bargaining unit with those employees of the City holding a position of police officer.

5. On or about April 17, 2008, the Sergeants sought to be recognized by the City as their own bargaining unit for purposes of the Meyers-Milias-Brown Act.

6. The Council agrees that the request of the Sergeants is fitting and proper and should be recognized. Accordingly, the Council has resolved to amend resolution 87-46 as set forth herein.

THEREFORE, IN LIGHT OF THE FOREGOING, THE CITY COUNCIL OF THE CITY OF BELL, CALIFORNIA, RESOLVES AS FOLLOWS:

A. Section 11 of City Council Resolution no. 87-46 is hereby amended to read:

"SECTION 11. Previously Designated Appropriate Units and Recognized Employee Organizations.

"The following units shall be deemed designated as appropriate units further compliance with the procedures set forth herein:

"a. Bell Police Officers Unit - - All sworn peace officers in the rank of Police Officer.

"b. Bell Police Sergeants Unit – all sworn peace officers in the rank of Sergeant.

"c. Bell General Employees Unit – All miscellaneous employees in the classifications pursuant to Attachment A.

"d. Community Service Officers and Police Dispatchers Unit – All employees in the classifications of Community Service Officer and Police Dispatcher."

B. In all other respects every other term and condition of Resolution no. 87-46 remains unchanged and in full force and effect.

C. The City Clerk shall certify the adoption of this Resolution.

Passed, approved and adopted this 25 day of August, 2008.

George Mirabal

George Mirabal, Mayor

Date: 8/26/08

Attest:

Rebecca Valdez, City Clerk

I, Rebecca Valdez, City Clerk, certify that the foregoing Resolution No. 2008-40 was adopted by the City Council of the City of Bell at a regular meeting thereof held on the 25th day of August, 2008 by the following vote:

AYES: COUNCILMEMBER COLE, JACOBO, VICE MAYOR BELLO AND MAYOR MIRABAL

NOES: NONE

ABSTAIN: NONE

ABSENT: COUNCILMEMBER HERNANDEZ

Rebecca Valdez, City Clerk

City of Bell
Agenda Report

DATE: February 15, 2012

TO: Mayor and Members of the City Council

FROM: Debra Kurita, Interim Community Services Director

APPROVED BY: _____
Arne Croce, Interim Chief Administrative Officer

SUBJECT: Agreement with SAESHE to provide grant administration services for the Regional Used Motor Oil Recycling Program.

RECOMMENDATION:

1. Approve an appropriations adjustment allocating Regional Used Motor Oil Recycling Grant Funds of $5,232 in Cycle 15, $10,774 in Cycle OPP1 and $1,582 in Cycle OPP1A for a total of $17,588 from the State of California Department of Resources, Recycling and Recovery.
2. Approve an agreement with SAESHE to provide grant administration services for the City of Bell's Regional Used Motor Oil Recycling Program in the amount of $17,855.
3. Authorize the City Manager to designate the County of Los Angeles Department of Public Works as the lead agency for submitting applications and implementing the program for future funding for the Regional Used Motor Oil Recycling Grants.

BACKGROUND AND DISCUSSION:

The California Oil Recycling Enhancement Act, which is administered by the California Department of Resources Recycling and Recovery (CalRecycle), is a law designed to discourage the illegal disposal of used oil. In general, used motor oil and filters are often not recognized by the public as recyclable materials or as potential contributors to significant environmental pollution. Oil is a natural resource that can be collected, refined and reused. However, motor oil, in any form, can be potentially harmful to people, pets and wildlife and may contaminate the environment. Motor oil poured on the ground can contaminate soil or seep into the water supply. Motor oil emptied into the storm drain may ultimately be released, untreated, into the ocean, creating pollution and harming ocean life.

Further, oil filters, if not properly drained, can retain approximately one quart of oil; therefore, the filters, if improperly discarded, can also damage the environment. Additionally, steel can be recovered from filters and recycled into other products.

The Oil Recycling Enhancement Act requires oil manufacturers to provide funding to assist local governments in developing and maintaining an on-going used oil and used oil filter collection and recycling programs for their communities. The funding is provided to the local governments through grants from CalRecycle. The grants are designed to educate members of the public who change their own motor oil; these community members are considered "Do-It-Yourselfers."

For several grant cycles, the City of Bell's annual used motor oil grant program was administered through a consultant. Due to the changes in administration that occurred in the 2010-11 fiscal year, the City did not expend the $10,136 grant that was awarded in the grant cycle that ended on June 30, 2011; and, as a result, these funds have been released back to CalRecycle. There are three grant cycles: Cycle 15, OPP1 and OPP1A, that conclude on June 30,2012 for which the City has been awarded $5,232, $10,774 and $1,582 respectively.

During a site visit conducted by the State in November, the program managers from CalRecycle recommended that the City consider partnering with the County of Los Angeles in its Used Motor Oil Recycling program. The County serves as the lead agency on this grant for a number of cities, including Alhambra, Lawndale, Artesia and San Marino. The County, through a competitive process, selected SAESHE, a public relations firm, as the contractor to administer the program. When contacted by the City, the County staff reported that they are very satisfied with SAESHE's services and performance.

As the County program for the current grant cycles is already underway, the City's opportunity to partner with this program will begin with the next cycle, which will begin around April 2012. In order to provide the program for the current cycles of funding, staff recommends the approval of an agreement with SAESHE for the program administration. The scope of work for this agreement includes the purchase of a number of functional items: shop towels, oil funnels and oil filters. These items will be distributed during the two filter exchange events that SAESHE will coordinate and staff in the City of Bell in March and April. Additionally, SAESHE will conduct annual site visits to Certified Collection Centers; produce and distribute event flyers and materials; distribute and analyze participant surveys; and prepare and submit the final reports to CalRecycle.

FINANCIAL IMPACT

The funding for the current grant cycles total $17,588 and must be spent before June 30, 2012. Upon approval of the proposed appropriations adjustment, these funds will be available in the Regional Used Motor Oil Recycling Program account for professional services (account no.32-525-0322-0235) There is no impact on the General Fund by this action.

Attachments:
Agreement
SAESHE Proposal

CITY OF BELL

CONTRACT SERVICES AGREEMENT FOR

REGIONAL USED MOTOR OIL RECYCLING PROGRAM

ADMINISTRATION SERVICES

THIS CONTRACT SERVICES AGREEMENT (herein "Agreement") is made and entered into this _____ day of _____, 2012, by and between the CITY OF BELL, a California municipal corporation herein ("City") and Saeshe, Inc. (herein "Consultant").

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all of the terms and conditions of this Agreement, the Consultant shall perform the work or services set forth in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by reference. Consultant warrants that it has the experience and ability to perform all work and services required hereunder and that it shall diligently perform such work and services in a professional and satisfactory manner.

1.2 Compliance With Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency of competent jurisdiction.

1.3 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by the Agreement.

1.4 Warranty. The Consultant shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence. Consultant warrants all work under the Agreement to be of good quality and free from any defective or faulty material and workmanship. Consultant agrees that for a period of one year (or the period of time specified elsewhere in the Agreement or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the work, whichever is later) after the date of final acceptance, Consultant shall within ten (10) days after being notified in writing by the City of any defect in the work or nonconformance of the work to the Agreement, commence and prosecute with due diligence all work necessary to fulfill the terms of the warranty at his sole cost and expense. The 1-year warranty may be waived in

Exhibit "A" if the services hereunder do not include construction of any improvements or the supplying of equipment or materials.

2. COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as Exhibit "B" and incorporated herein by this reference, but not exceeding the maximum contract amount of Seventeen Thousand Five-Hundred Eighty-Eight Dollars ($17,588) ("Contract Sum").

2.2 Invoices. Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. The invoice shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-Consultant contracts. Sub-Consultant charges shall also be detailed by such categories.

City shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City. City will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant's correct and undisputed invoice. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission.

2.3 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum but not exceeding a total contract amount of Nineteen Thousand Three-Hundred Forty-Six Dollars Eight Cents ($19,346.80). Any greater increases, taken either separately or cumulatively must be approved by the City.

2.4 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 1600, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "Public Works" and "Maintenance" projects. If the Services are being performed as part of an applicable "Public Works" or "Maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is $1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall determine the applicable prevailing rates and make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with

the Prevailing Wage Laws. The provisions of this Section may be waived in Exhibit "A" if inapplicable to the serves provided hereunder.

3. PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "C" and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding thirty (30) days cumulatively.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the Agency, if the Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Inspection and Final Acceptance. City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed. City shall reject or finally accept Consultant's work within forty five (45) days after submitted to City. City shall accept work by a timely written acceptance, otherwise work shall be deemed to have been rejected. City's acceptance shall be conclusive as to such work except with respect to latent defects, fraud and such gross mistakes as amount to fraud. Acceptance of any work by City shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to, Article 5, pertaining to indemnification and insurance, respectively.

3.5 Term. Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding Sixty (60) days from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "C").

4. COORDINATION OF WORK

4.1 Representative of Consultant. Young Hu is hereby designated as being the representative of Consultant authorized to act in its behalf with respect to the work and services specified herein and make all decisions in connection therewith. All personnel of Consultant and any authorized agents shall be under the exclusive direction of the representative of Consultant. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff and subconsultants, and shall keep City informed of any changes.

4.2 Contract Officer. Arne Croce is hereby designated as being the representative the City authorized to act in its behalf with respect to the work and services specified herein and to make all decisions in connection therewith ("Contract Officer"). The Chief Administrative Officer of City shall have the right to designate another Contract Officer by providing written notice to Consultant.

4.3 Prohibition Against Subcontracting or Assignment. Consultant shall not contract with any entity to perform in whole or in part the work or services required hereunder without the express written approval of the City. Neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of City. Any such prohibited assignment or transfer shall be void.

4.4 Independent Consultant. Neither the City nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth. Consultant shall perform all services required herein as an independent Consultant of City with only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City, or that it is a member of a joint enterprise with City.

5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages. The Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance which shall cover all elected and appointed officers, employees and agents of City:

(a) Comprehensive General Liability Insurance (Occurrence Form CG0001 or equivalent). A policy of comprehensive general liability insurance written on a per occurrence basis for bodily injury, personal injury and property damage. The policy of insurance shall be in an amount not less than $1,000,000.00 per occurrence or if a general aggregate limit is used, either the general aggregate limit shall apply separately to this contract/location, or the general aggregate limit shall be twice the occurrence limit.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both the Consultant and the City against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Consultant in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive Insurance (Form CA 0001 (Ed 1/87) including "any auto" and endorsement CA 0025 or equivalent). A policy of comprehensive automobile liability insurance written on a per occurrence for bodily injury and property damage in an amount not less than either (i) bodily injury liability limits of $100,000 per person and $300,000 per occurrence and property damage liability limits of $150,000 per occurrence or (ii) combined single limit liability of $1,000,000. Said policy shall include coverage for owned, non-owned, leased and hired cars.

All of the above policies of insurance shall be primary insurance and shall name the City, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by City or its officers, employees or agents shall apply in excess of, and not contribute with Consultant's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the City, its officers, employees and agents and their respective insurers. All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the insurer or any party hereto without providing thirty (30) days prior written notice by certified mail return receipt requested to the City. In the event any of said policies of insurance are cancelled, the Consultant shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until the Consultant has provided the City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the City

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the City's Interim Chief Administrative Officer or other designee of the City due to unique circumstances.

5.2 Indemnification. To the full extent provided by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, employees and agents against, any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities, including paying any legal costs, attorneys fees, or paying any judgment (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work or services of Consultant, its officers, agents, employees, agents, subconsultants, or invitees, provided for herein ("indemnitors"), or arising from Consultant's indemnitors' negligent performance of or failure to perform any term, provision, covenant, or condition of this Agreement, except claims or liabilities to the extent caused by the negligence or willful misconduct of the City indemnitees.

5.3 General Insurance Requirements. All of the above policies of insurance shall be primary insurance and shall name the City, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by City or its officers, employees or agents shall apply in excess of, and not contribute with Consultant's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the City, its officers, employees and agents and their respective insurers. All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the insurer or any party hereto without providing thirty (30) days prior written notice by certified mail return receipt requested to the City. In the event any of said policies of insurance are cancelled, the Consultant shall, prior to the cancellation date, submit new evidence of insurance in conformance with

Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until the Consultant has provided the City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the City. City reserves the right to inspect complete, certified copies of all required insurance policies at any time. Any failure to comply with the reporting or other provisions of the policies including breaches or warranties shall not affect coverage provided to City.

6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records. Consultant shall keep, and require subconsultants to keep, such ledgers books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services and shall keep such records for a period of three years following completion of the services hereunder. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records.

6.2 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement or as the Contract Officer shall require.

7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law. This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California.

7.2 Disputes; Default. In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the City may give notice to Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, if circumstances warrant. During the period of time that Consultant is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. If Consultant does not cure the default, the City may take necessary steps to terminate this Agreement under this Article.

7.3 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or

different times, of any other rights or remedies for the same default or any other default by the other party.

7.4 Termination Prior to Expiration of Term. This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to Agency, except that where termination is due to the fault of the Agency, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder, but not exceeding the compensation provided therefore in the Schedule of Compensation Exhibit "B". In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.5 Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

8. MISCELLANEOUS

8.1 Covenant Against Discrimination. Consultant covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color creed, religion, sex, marital status, national origin, or ancestry.

8.2 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount, which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.3 Notice. Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the Chief Administrative Officer and to the attention of the Contract Officer, at City of Bell City Hall, 6330 Pine Avenue, Bell, California 90201 and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement.

8.4 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

8.5 Severability. In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

8.6 Waiver. No delay or omission in the exercise of any right or remedy by non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.7 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which any be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

8.8 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:

CITY OF BELL, a municipal corporation

_____
Interim Chief Administrative Officer

ATTEST:

_____
City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

_____
David J. Aleshire, City Attorney

CONSULTANT:

_____

By:_____
Name:
Title:

By:_____
Name:
Title:

Address:_____
_____
_____

Two signatures are required if a corporation

NOTE: CONSULTANT'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.

[END OF SIGNATURES]

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2012 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

CAPACITY CLAIMED BY SIGNER

- ☐ INDIVIDUAL
- ☐ CORPORATE OFFICER

_____
TITLE(S)

- ☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
- ☐ ATTORNEY-IN-FACT
- ☐ TRUSTEE(S)
- ☐ GUARDIAN/CONSERVATOR
- ☐ OTHER_____

_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____

_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

110601

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

STATE OF CALIFORNIA

COUNTY OF

On _____, ____ before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

CAPACITY CLAIMED BY SIGNER

- ☐ INDIVIDUAL
- ☐ CORPORATE OFFICER

_____
TITLE(S)

- ☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
- ☐ ATTORNEY-IN-FACT
- ☐ TRUSTEE(S)
- ☐ GUARDIAN/CONSERVATOR
- ☐ OTHER_____

_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____

_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

110601

EXHIBIT "A"
SCOPE OF SERVICES

I. Consultant will perform the following Services:

A. Production of Promotional Items. Produce functional promotional items as described in Section II. below.

B. Filter Exchange Events. Coordinate and host two (2) total filter exchange events, on March 31, 2012 and April 21 or 22, 2012, between 10 a.m. and 2 p.m. at O'Reilly Auto Parts: 7019 S. Atlantic Avenue. Consultant is required to verify that the event location is a State-certified collection center and shall ensure that only State-certified oil haulers are used to dispose of oil collected at the collection center. Vendors used by consultant shall be licensed by the State, County and City as appropriate. Consultant shall secure manifests, permits and other documents from vendors. Consultant shall coordinate event logistics with the O'Reilly Auto Parts store and be responsible for outreach to local media, community organizations, and business associations to promote the event.

C. Annual Site Visit. Conduct at least one Certified Collection Center (CCC) site visit to check if Used Motor Oil and Oil Filter signages are properly displayed and to update CCC(s) regarding new CalRecycle procedures or activities.

D. Campaign Monitoring and Evaluation, including the production of a Final Report as described in Section II. below.

II. As part of the Services, Consultant will prepare and deliver the following tangible work products to the City:

A. Event Flyers (1,000) with event information to distribute to local media and organizations.

B. Shop towels (500) to distribute to participants.

C. Oil funnels (500) to distribute to participants.

D. FRAM-branded oil filters (200) to exchange for those participants who recycle a used motor oil filter at the event (100 filters per event).

E. Informal half-page intercept surveys to gather event participants' perception and knowledge of used motor recycling and to track the age, ethnicity and location of each respondent, as well as how and why they came to attend the event.

F. A Final Report, covering the time period from March 31, 2012 to June 30, 2012, to include the following information: 1) amount of used oil and filters collected;

2) number of attendees; 3) feedback from consumers via informal surveys; and 4) amount of publicity/editorial coverage.

III. In addition to the requirements of Section 6.2, during performance of the Services, Consultant will keep the City appraised of the status of performance by delivering the following status reports:

[Not Applicable]

IV. All work product is subject to review and acceptance by the City, and must be revised by the Consultant without additional charge to the City until found satisfactory and accepted by City.

V. Consultant will utilize the following personnel to accomplish the Services:

Young Hu, Senior Vice President

VI. The following provisions of the Agreement are revised as shown below.

Section 1.4, "Warranty" is waived because the services hereunder do not include construction of any improvements or the supplying of equipment or materials.

Section 2.4, "Prevailing Wages" is waived as inapplicable.

EXHIBIT "B"

SCHEDULE OF COMPENSATION

I. Consultant shall perform the following tasks:

		RATE	TIME	SUB-BUDGET
A.	**Task A – Production of Promotional Items**	**Firm Fixed Price**	**[N/A]**	**$2,280.00**
B.	**Task B – Filter Exchange Events**	**Per Exhibit B-1**	**[N/A]**	**$9,257.50**
C.	**Task C – Annual Site Visits**	**Per Exhibit B-1**	**[N/A]**	**$360.00**
D.	**Task D – Campaign Monitoring and Evaluation**	**Per Exhibit B-1**	**[N/A]**	**$5,690.50**

II. For Tasks A and B, payment shall be made as follows: up to one-half after the first filter event and up to the maximum remaining sub-budget after the second filter event. Payment for Task C shall only be made after completion of the task. For Task D, payment shall be made on a monthly basis through invoicing described in Section IV of this exhibit; however, a final payment of $1,000 will not be paid until a Final Report satisfactory to the City has been produced to the City.

III. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task subbudget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 2.3.

IV. The City will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:

A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.

B. Line items for all materials and equipment properly charged to the Services.

C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.

D. Line items for all approved subconsultant labor, supplies, equipment, materials, and travel properly charged to the Services.

V. **The total compensation for the Services shall not exceed $17,588, as provided in Section 2.1 of this Agreement.**

VI. **The Contractor's billing rates for all personnel are attached as Exhibit B-1.**

EXHIBIT "B-1"
CONSULTANT BILLING RATES

Senior Vice President	$ 171/hr.
Account Executive	$ 120/hr.
Assistant Account Executive	$ 85/hr.
Account Coordinator	$ 68/hr.

EXHIBIT "C"
SCHEDULE OF PERFORMANCE

I. Consultant shall perform all services timely in accordance with the following schedule:

		Days to Perform	Deadline Date
A.	**Task A – Production of Promotional Items**	**29/45 days from February 15**	**Per Section II. below**
B.	**Task B – Filter Exchange Events**	**38 days from March 15**	**April 22, 2012**
C.	**Task C – Annual Site Visits**	**68 days from April 22**	**June 29, 2012**
D.	**Task D – Campaign Monitoring and Evaluation**	**68 days from April 22**	**June 29, 2012**

II. Consultant shall deliver the following tangible work products to the City by the following dates.

A. Event Flyers (1,000) with event information to distribute to local media and organizations; half by March 15, 2012 and half by April 15, 2012.

B. Shop towels (500) to distribute to participants; half by March 31, 2012 and half by April 22, 2012.

C. Oil funnels (500) to distribute to participants; half by March 31, 2012 and half by April 22, 2012.

D. FRAM-branded oil filters (200) to exchange for those participants who recycle a used motor oil filter at the event; ; half by March 31, 2012 and half by April 22, 2012.

E. Informal half-page intercept surveys to gather event participants' perception and knowledge of used motor recycling and to track the age, ethnicity and location of each respondent, as well as how and why they came to attend the event; half by March 31, 2012 and half by April 22, 2012.

III. **The Contract Officer may approve extensions for performance of the services in accordance with Section 3.2 except with respect to Task D.**

February 3, 2012

Debra Kurita
Interim Director of Community Services
City of Bell
Regional Used Motor Oil Recycling Program
6250 Pine Ave
Bell, CA 90201

Dear Mrs. Kurita,

On behalf of SAESHE, thank you for the opportunity to submit our proposal for City of Bell's Regional Used Motor Oil Recycling Program.

SAESHE is a full service advertising and public relations agency that is highly qualified to assist the City of Bell with this program. We have successfully planned, coordinated, and implemented the activities outlined in this proposal for the Los Angeles County Department of Public Works for the past four years. We are also currently working with CalRecycle on a statewide Used Motor Oil and Oil Filter Recycling education campaign.

We have provided credentials for all subject areas to meet the CalRecycle's grant requirement and our staff are immediately accessible to provide strategic counsel and program development support to City of Bell.

We are excited to share our proposal with you. If you have any questions or need additional information, please feel free to contact me.

We look forward to becoming your partner to increase awareness of used motor oil recycling program in City of Bell.

Sincerely,

Young Yu
Senior Vice President

1055 | West 7th Street | Suite 2150 | Los Angeles| CA 90017
P: 213-683-2108 | C: 213-255-1683 | F: 213-683-2103 | E: yyu@saeshe.com

1. Executive Summary

We understand the challenges the City of Bell is facing to meet the requirement of the CalRecycle 15th Cycle and OOP1 /OPP1A grants. With the grant cycles ending on June 30, 2012, the City of Bell must implement its' Regional Used Motor Oil and Filter Recycling programs in a very limited time frame.

In order to accomplish this, we have put together a thorough and comprehensive campaign that will connect with targeted City of Bell residents to bolster their awareness, encourage them to take action, and ultimately result in life-long behavior changes via an increase in used motor oil and oil filter recycling.

Our plan is to utilize high-profile action opportunities (such as recycling events that resonant with target audiences' interests) along with tactical messages and creative as the core of the campaign. We will establish direct relationships with our target communities through interactive and action-driven on-the-ground work. In addition, we will build on existing relationships with partners and CCCs in order to ensure easy recycling experiences, promote awareness of the campaign and provide added incentives for audiences to recycle.

2. SAESHE Qualifications and Experience

SAESHE is a Los Angeles-based, full service social marketing and advertising firm with strong regional presence. Since its inception in 1992, SAESHE has helped companies maximize the power of their products, services, and corporate brands by developing highly targeted marketing and communications solutions that utilize research, advertising, creative development, public relations and community outreach.

SAESHE's experienced staff provides a unique synthesis of perspectives and skills to reach today's cynical consumers by creating compelling, effective campaigns to ensure that clients are presented positively, constructively, and consistently to their various audiences.

For over a decade, SAESHE has successfully planned and executed comprehensive public education programs on state and county levels to address a variety of social issues, ranging from health promotion to preserving the environment. We are experts in reaching specific audiences and overcoming obstacles to change perceptions and initiate behavioral change. Our public awareness efforts include:

State of California

- California Department of Resources Recycling (CalRecycle) - Used Motor Oil Recycling
- California Emerging Technology Fund – Get Connected!
- California Public Utilites Commission – Universal Lifeline Telephone Service
- California Department of Health Services – Teen Pregnancy Prevention, Healthy Families/BabyCal
- California Department of Conservation – Recycling
- California State Licensing Board
- California Department of Food and Agriculture

County of Los Angeles

- L.A. County Dept. of Public Works – Recycle Used Motor Oil and Oil Filters
- L.A. County Dept. of Health Services – Bioterrorism Preparedness
- L.A. County Dept. of Public Health – Clean Hands, H1N1, Vaccination
- LA County Dept. of Health – Cervical Cancer Awareness Campaign

Specifically, our team has very strong category experience with clients that mirror the City of Bells' Regional Used Motor Oil Program. We have worked extensively with Los Angeles County Department of Public Works on Recycling Used Motor Oil and Oil Filters program for past four years on a county level and work with CalRecycle on Used Motor Oil Recycling statewide targeting multi cultural communities.

SAESHE has performed tasks of specific relevance for the City of Bell's needs, including:

- Organizing and coordinating used motor oil and oil filter collection events with partnerships such as AutoZone and O'Reilly Auto Parts stores
- Community and media outreach to build grassroots awareness, to drive traffic to events, and to generate press coverage about the events and campaign
- Developing and conducting surveys in multiple languages about motor oil recycling and analyzing the results

SAESHE is the ready to hit the ground running. Our experience and knowledge of the objectives, the market, and the program coupled with our existing network of partners and program specific vendors make us the best team for the City of Bell.

3. Work Plan

FILTER EXCHANGE EVENTS

Raising public awareness about the benefits and ease of recycling used oil and oil filters is only one-half of this campaign, albeit an important one. The other vital half is motivating the target audience to act on their awareness and *change* their behavior by bringing in used oil and filters.

For our events, we will work closely and in partnership with certified collection centers and approved used oil haulers, as needed, to coordinate all collection efforts. We will seek licensed vendors, coordinate promotional items distribution, as well as secure manifests, permits and other documents from vendors.

To best reach the target markets, in the most cost-efficient manner, we suggest hosting two (2) total filter exchange events at the following location:

- O'Reilly Auto Parts: 7019 S. Atlantic Avenue
  - March 31, 2012
  - April 28, 2012
  - Events will be held from 10a.m to 2p.m

This will allow us to have enough time to promote the events and compilation of survey results for the final report, which is due by June 30, 2012.

Event logistics
The first 100 residents to recycle their used motor oil filters will receive a free, new FRAM-brand oil filter in exchange (limit one oil filter per participant). Those who recycle used motor oil and/or used oil filters will receive free shop towels and oil funnels.

Prior to each event, SAESHE will coordinate event logistics with the O'Reilly Auto Parts store and outreach to local media, community organizations, business associations, etc. to promote the event.

ANNUAL SITE VISITS
As required by the grant, SAESHE will conduct at least one Certified Collection Center (CCC) site visit during the contract period. The purpose of the site visit will be to check if Used Motor Oil and Oil Filter signages are properly displayed and to update CCC(s) regarding new CalRecycle procedures or activities.

PRODUCTION OF FUNCTIONAL ITEMS
For this campaign, we recommend creating useful, interesting functional items that effectively carry the campaign message to extend reach. These functional items would be given away at filter events as well as other locations that the City of Bell deem appropriate to promote used motor oil and oil filter recycling:

Item and Quantity	Description
Event Flyers (1,000)	Flyers with event information to distribute to local media and organizations
Shop Towels (500)	This is a functional item approved by CalRecycle to distribute to residents.
Oil Funnels (500)	This is a functional item approved by CalRecycle to distribute to residents.
FRAM-branded oil filters (200)	To exchange for those who recycle a used motor oil filter at the event. This is a functional item approved by CalRecycle to distribute to residents. (100 filters per event)

CAMPAIGN MONITORING AND EVALUATION PLAN
Our team will closely monitor and evaluate the program to ensure the success of the program, and to make any necessary adjustments.

Informal Intercept Surveys
Our team would design and distribute a short, half-page intercept survey to gather event participants' perception and knowledge of used motor oil recycling. In addition, this informal survey will allow us to track the age, ethnicity and location of each respondent, as well as how and why they came to attend the event.

Final Report
We will submit the annual Final Report, covering the start of the 15th cycle/OOP1 to June 30, 2012. The report will include:

- Amount of used oil and filters collected
- Number of attendees
- Feedback from consumers via informal surveys
- Amount of publicity/editorial coverage

STAFFING PLAN
The following lists staff needs for this campaign. Staff roles are listed as follows:

Staff Title	Job Description
Senior Vice President	Oversee management of entire campaign. Review artwork, materials, and final report.
Account Executive	Manage all campaign logistics, including staffing, artwork development and production of functional items, compilation of event surveys, and compilation of final report.
Assistant Account Executives	Outreach to media and community-based organizations to promote the events. Coordinate event logistics with Asbury and O'Reilly Auto Parts.
Account Coordinators	Outreach to media and community-based organizations to promote the events. Coordinate production and delivery of functional items with vendors. Coordinate any permits and insurance needed for the events.
Spanish Translator	Translation of press materials, event survey, and artwork into Spanish.
Art Director	Layout of artwork design for functional items.
Graphic Designer	Layout and final production of artwork for functional items. Development of event flyers.

4. Budget

Our proposed budget includes all of the items listed above (staff hours, production costs, license fees, delivery costs, etc.).

1. Total Filter Exchange Events = $9,257.50
2. Total Annual Site Visits = $360.00
3. Total Production of Functional Items = $2,280.00
4. Total Campaign Monitoring and Evaluation = $5,690.50

The overall budget is $17,588.00