

NOTICE

COMPTON CITY COUNCIL AGENDA Tuesday, December 21, 2010 5:45 PM

HEARING(S)

OPENING

ROLL CALL

INTRODUCTION OF SPECIAL GUESTS

COMMENDATORY RESOLUTIONS/PRESENTATIONS

1. **PRESENTATION - Shanice Mckinley - Miss California USA Contestant - (Mayor and City Council)**

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

CONSENT AGENDA

Consent items are routine and expected to be non-controversial. They will be acted upon by the Council at one time without discussion unless a Council Member requests an item be removed or discussed.

APPROVAL OF MINUTES

2. November 23, 2010

REPORTS OF OFFICERS AND COMMISSIONS

CITY MANAGER

3. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AMENDMENTS TO THE POSITION CLASSIFICATION PLAN

PUBLIC WORKS-ENGINEERING

4. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ACCEPTING THE PROPOSAL FROM GRIFFIN STRUCTURES, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE GREENLEAF CORRIDOR IMPROVEMENT PROJECT (CIP # 08-02) AND AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT

RISK MANAGEMENT

5. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A RENEWAL AGREEMENT WITH AON RISK SERVICES FOR THE PURCHASE OF AUTO PHYSICAL DAMAGE AND ATHLETIC PARTICIPANTS GENERAL LIABILITY INSURANCE
6. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AUTHORIZE PAYMENT OF THE ANNUAL FEES TO THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS FOR CONTINUED ADMINISTRATION OF THE CITY'S WORKERS' COMPENSATION SELF-INSURANCE PROGRAM

APPROVAL OF WARRANTS

7. **Warrant #194509 - Date - 12/8/10 - Name - American Print Media - Description - Various Legal Advertisements including: Public Hearing Notices, Water Bonds, Ordinances, RFP's, Declarations, and NIB's - Amount - \$12,539.25 - Requested by: City Clerk**
8. **Warrant #194547 - Date - 12/8/10 - Name - Hub City News - Description - Advertisement for city events - Amount - \$7,200.00 - Requested by: City Manager**

Warrant #194575 - Date - 12/9/10 - Name - United States Security Services Inc. - Description - Security Services at Parks - Amount - \$33,550.00 - Requested by: City Manager

Warrant #194576 - Date - 12/9/10 - Name - United States Security Services Inc. - Description - Security Services at Parks - Amount - \$30,320.00 - Requested by: City Manager

Total Amount of Warrants - \$71,070.00

9. **Warrant #194745 - Date - 12/16/10 - Name - Cleanstreet - Description - Monthly Street Sweeping - Amount - \$245,563.55 - Requested by: Public Works**

Warrant #194738 - Date - 12/16/10 - Name - C.H.A.N.G.E. - Description - Graffiti Removal - Amount - \$10,000.00 - Requested by: Public Works

Total Amount of Warrants - \$255,563.55

END CONSENT AGENDA

REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND COMMITTEES

CITY MANAGER'S REPORT

CITY ATTORNEY'S REPORTS

10. **CLAIMS AGAINST THE CITY:**

Tony Blaine v. City of Compton - (I-8379/LI0000040A)

Nakemma Romero-Bradly v. City of Compton - (I-8381/LI0000047A)

CLOSED SESSION

11. **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
Gonzalez al vs. City of Compton, LASC Case No. BC450494
Pursuant to California Government Code Section 54956.9

CITY TREASURER'S REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

12. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE PRELIMINARY PLAN FOR THE PROPOSED AMENDMENT TO THE REDEVELOPMENT PLAN**
13. **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING THE 2010-2011 FISCAL YEAR BUDGET TO ADD CERTAIN POLICE DEPARTMENT PERSONNEL**

COUNCIL COMMENTS

ADJOURNMENT

NEXT REGULAR MEETING: Tuesday, December 28, 2010 @ 5:45 PM.

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NOVEMBER 23, 2010

The City Council meeting was opened at 7:31 p.m. in the Council Chambers of City Hall by Mayor Pro-Tem Willie Jones.

ROLL CALL

Council Members Present: Calhoun, Dobson, Arceneaux, Jones

Council Members Absent: Perrodin

Other Officials Present: C. Cornwell, A. Godwin, W. Norfleet

COMMENDATORY RESOLUTIONS/PRESENTATIONS

1. **PRESENTATION - Alexia Corrales** (Student of the Month, Kelly Elementary School) - **Councilman Jones** (Presentation Made)
2. **PRESENTATION - Angels For Sight** (Outstanding Community Service) - **AT & T and Councilwoman Calhoun** (Not in Attendance)
3. **ORAL PRESENTATION - John Young and Oscar Edwards** - Compton Athletic Foundation Youth Programs in conjunction with the City of Compton, Parks and Recreation and Compton Unified School District

Oscar Edwards, Board Member of the Compton Athletic Foundation, provided a brief summary of the Compton Athletic Foundation's "The Legacy Continues" mission statement and ongoing activities. He dedicated their diligence and hard work to Judge Kelvin Filer. Mr. Edwards announced that they would be collaborating with the LA84 organization and Compton Unified School District to institute a youth sports program called "Run 4 Fun" which is a full day for exercise and games for 800 kids at Griffith Park on December 11, 2010. He indicated that they would be incorporating the following non-traditional sports programs:

Olympians Present Girls Softball Clinic
Cycling at Home Depot Center Velodrome
Girls Volleyball Clinic
History Comes Alive in Compton
RBI Dinner and Salute to Compton
Jackie Robinson Day Celebration
Salute to Hispanic Baseball

John Young, Founder of RBI and member of the Compton Athletic Foundation, made reference to the rich history of baseball at Gonzales Park, formerly known as Cressey Park. He proudly announced that the softball component would be assisted by Two-Time Olympic Winner Natasha Watley and her Foundation in collaboration with Compton Parks and Recreation.

The City Council expressed their support for the youth programs and their relationship to opportunities in higher education, increased health and wellness and teamwork and leadership skills.

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

Joyce Kelly, Compton resident, there's a lot that could be said about the treatment that the Mayor gave, I'm sorry he's not here but he'll find out, Lowe. Mr. Wolfe from Lowe. I can remember in July when we questioned the actions, and the actions not only by the council members but the City Attorney as well and it was said that all was well. Everything is fine. The City Attorney even said that, "Oh yeah, things, or this organization you know set up, some businesses set these things up like this. Then all of a sudden you act like you don't know anything. Granted, the Mayor wasn't here. It was probably one of those 103 meetings that he did miss. But, you know what I've said it before. People in Compton cannot say like the people in the City of Bell, they did not know.

#2.

We do come here week after week to question actions. We do read and I don't understand all this everything about business, but I do have enough common sense to understand when things aren't sounding and feeling right to question it. And I would never ever vote on anything when I had a doubt about it. And you guys did ask questions and you did have doubt and you did vote. It wasn't Isadore Hall who voted. It was only done in this past July. And then I hear Kofi say he has 20 million dollars. Well I left, I wonder if that is 19.5 million that's being held for the Compton Police Department. Yeah, and one of the yay sayers say, when I specifically questioned Kofi and his dealings, misdealings, misleading. One of the Mayors yay sayers say, "Oh! CRA is doing a good job!" I'm talking about Lorraine Cervantes. Oh well yeah, doing a good job of covering up and putting you guys, I told you, of putting you guys in a position that you really don't wanna be in. Compton might be business-friendly but Cerritos just received that award for the City with the friendliest business. There's something that was one of the reasons that the Mayor kicked Lynn Boone out. He really didn't want her sitting here. He really didn't want me sitting here, because he knew we had asked the questions. Another thing that happened November the 9th, on the agenda it was Number 11 Item number 11. The background of this says and you didn't want the people to know, didn't tell the people Fire Station No. 1 located across the street on Acacia was found to have contaminated ground water with petroleum products, that apparently leaked from underground gasoline storage tanks. You know, there's something with covering up facts and the truth. And I was wondering with that oil spill on Santa Fe. What happened did they? How did they get all of that up? And I said I couldn't understand how it was gotten up before it got to the City of Long Beach, because of the water cycle, rain cycle. But I thought, o.k. maybe they put it through a washing machine. Because there is no way any oil could be cleaned up that fast. You know what? Take our money and you give us nothing in return. I think tonight should have taught each and every one of you a lesson. Last week should have taught you one too. All of the sudden the Mayor gets you to vote and then he backs out. You were right, Ms. Dobson. It wasn't the same company, but wait until the next meeting it's gonna be the Mayor's partner on the agenda, instead of the people who are providing security in the parks and got rid of the gangs and drugs. You know what? We don't need another former Compton cop. Thank you.

Lorraine Cervantes, Compton resident, referenced agenda Item No. 6 and stated that she was looking forward to the new Transit Center, Senior Activity Center and parking structure. She went on to ask that the council consider hosting their Christmas events together in one location, instead of hosting competitive activities. She further declared that the building at the Compton Center was not built with bond funds. She stated the construction of the building was paid for by State funds and voted on before the residents even passed the bonds in November 2003. She maintained that the Board is doing everything in their power and working diligently with the powers-that-be to help the school regain its accreditation.

CONSENT AGENDA

ITEMS REMOVED FROM THE CONSENT AGENDA - Items 5 & 6 were removed from the Consent agenda.

On motion by Arceneaux, seconded by Dobson, the Consent Agenda was approved, by the following vote on roll call:

- AYES:** Council Members - Calhoun, Dobson, Arceneaux, Jones
- NOES:** Council Members - None
- ABSENT:**Council Members - Perrodin

APPROVAL OF MINUTES

- 4. November 2, 2010

MUNICIPAL LAW ENFORCEMENT SERVICES

7. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO THE COMPTON COURT RELATING TO COLLECTION OF FINES ON PARKING CITATIONS (**Resolution # 23,249**)
8. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT, AND PREPARE A PURCHASE ORDER FOR THE PAYMENT OF ADDITIONAL DEPUTIES AT THE GATEWAY TOWNE CENTER, DURING THE HOLIDAY SEASON (**Resolution # 23,250**)

RISK MANAGEMENT

9. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A SERVICE AGREEMENT WITH MEDEX FOR BILL REVIEW, NURSE CASE MANAGEMENT AND UTILIZATION REVIEW FOR THE WORKERS' COMPENSATION SELF-INSURED PROGRAM (**Resolution # 23,251**)

APPROVAL OF WARRANTS

10. **Warrant #193631** - Gateway Cities Council of Govt. - Annual Membership - Dues: Transportation Assessment Corridor Study - \$41,185.68 - **Requested by:** City Manager

Warrant #193719 - United States Security Services - Security Service at City Parks - \$30,320.00 - Requested by: ICMS

Total Amount - \$71,505.68
11. **Warrant #193828** - United States Security Services - Security Services at City Parks - \$30,320.00 - **Requested by:** ICMS
12. **Warrant #193848** - C.H.A.N.G.E. - Graffiti Removal - \$13,333.33 - **Requested by:** Public Works

On motion by Arceneaux, seconded by Dobson, the Consent Agenda was approved, by the following vote on roll call:

AYES: Council Members – Calhoun, Dobson, Arceneaux, Jones

NOES: Council Members - None

ABSENT: Council Members - Perrodin

ITEMS REMOVED FROM THE CONSENT AGENDA**COMMUNITY REDEVELOPMENT**

5. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AN ASSOCIATE MEMBERSHIP BY THE CITY OF COMPTON IN THE CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY AND THE EXECUTION OF AN ASSOCIATE MEMBERSHIP AGREEMENT RELATING TO ASSOCIATE MEMBERSHIP OF THE CITY IN THE AUTHORITY

Item failed for lack of a motion.

#2.

6. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE ISSUANCE BY CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY OF NOT TO EXCEED \$46,000,000 AGGREGATE PRINCIPAL AMOUNT OF THE AUTHORITY'S REVENUE BONDS FOR THE PURPOSE OF FINANCING THE COST OF DESIGN, DEVELOPMENT, CONSTRUCTION, INSTALLATION AND EQUIPPING OF FACILITIES FOR THE BENEFIT OF COMPTON DOWNTOWN ECONOMIC DEVELOPMENT CORPORATION, COMPTON DOWNTOWN NORTH COMMUNITY, LLC AND/OR A RELATED OR SUCCESSOR ENTITY, PROVIDING THE TERMS AND CONDITIONS FOR SUCH OBLIGATIONS AND OTHER MATTERS RELATING THERETO HEREIN SPECIFIED

Item failed for lack of a motion.

END OF THE CONSENT AGENDA

REGULAR AGENDA

CITY MANAGER'S REPORT - There were no City Manager Reports.

CITY ATTORNEY'S REPORTS - There were no City Attorney Reports.

UNFINISHED BUSINESS - There was no Unfinished Business.

NEW BUSINESS - There was no New Business.

COUNCIL COMMENTS

Councilperson Calhoun requested that the meeting be adjourned in the memory of long time residents, Wanda Lee Hill and Dr. Luther Hollis.

Councilperson Calhoun commented on the festivities held at the Dollarhide Neighborhood Center's "Thanksgiving Hoedown Event" held last weekend. She stated that she enjoys all of the events held at the Senior Center.

Councilperson Calhoun announced that she would be hosting the "8th Annual Winter Wonderland & Toy Giveaway Event" to be held on Saturday, December 4, 2010 at Gonzales Park from 10 a.m. to 3 p.m. The event will have music, ice skating, train rides, Santa and snow. All Compton residents must have identification to receive a gift at the event. Ms. Calhoun clarified that there are no animosities between Councilperson Arceneaux and herself. She maintained that the "Breakfast with Santa" event has been in the City of Compton for years before she became a council person and that her vision of Christmas included ice skating and snow. She recognized that the events were previously being held on different days, however she noted that this schedule provides the residents with an opportunity to take their children to a nearby park that they might not have necessarily visited were it not for a special event.

Councilperson Calhoun made reference to the diesel traffic along Santa Fe and asked that the tonnage sign be moved to a southbound location that is more visible for the truck drivers.

Councilperson Calhoun also provided her colleagues with pertinent information regarding the duties and responsibilities of the SCAGG organization. She asked that the City Council consider utilizing more of SCAGG's resources than what they previously used them for.

Councilperson Dobson commended the City Clerk Alita Godwin, the Beautification Commission, Victory Outreach and the Faith Inspiration Church for the great job they did in cleaning the railroad tracks along Alameda Avenue in the rain.

Councilperson Dobson commented on Councilperson Arceneaux's townhall meeting held to address to the cost of the water bills in the City of Compton. Ms. Dobson maintained that the City's infrastructure is in need of repair. She assured the citizens that the City Council is working diligently on behalf of the residents of Compton.

Councilperson Arceneaux cited the discussions held at the townhall meeting regarding the resident’s water bills. Ms. Arceneaux stated that anyone concerned about property reassessments, in relation to declining property values should contact her office at (310) 605-5552 for more information. She also mentioned that utility companies, such as Southern California Edison and The Gas Company are offering rebates to residents who purchase low-energy appliances.

Councilperson Arceneaux made comments on the resolution that was removed under the Urban Community Development Commission. She contended that the blighted area within the vicinity of Central and Compton Boulevard would have been addressed and developed with a bank, a restaurant and pharmaceutical store. She requested that the item be brought back for further discussion and reconsideration.

Councilperson Arceneaux also announced that the "Annual Breakfast with Santa & Toy Giveaway" would be held on Saturday, December 4, 2010 at Burrell McDonald Park beginning at 8 a.m. All Compton residents must have identification to receive a gift at the event.

Mayor Pro-Tem Jones commended the staff and Congresswoman Laura Richardson for their contributions to the "Thanksgiving Hoedown Event" at the Dollarhide Neighborhood Center.

Mayor Pro-Tem Jones announced that he would be hosting his "Annual Turkey Giveaway" to be held on Wednesday, November 24, 2010 outside the council chambers beginning at 10 a.m. All Compton residents must have identification to receive a turkey at the event.

Mayor Pro-Tem Jones also announced that the “Annual Senior Christmas Gala Event” would be held on Thursday, December 9, 2010 at the Crystal Park Hotel beginning at 10 a.m. to 2 p.m.

Mayor Pro-Tem Jones went on to congratulate the Dominguez High School Band for winning 3rd Place in the Regional Battle of the Bands competition this past week.

Mayor Pro-Tem Jones requested that the meeting be adjourned in the memory of Dr. Nathaniel Jackson who served on the Board of Trustees at El Camino College.

Mayor Pro-Tem Jones also requested that the meeting be adjourned in the memory of Lois Wilky's mother.

ADJOURNMENT

On motion by Arceneaux, seconded by Dobson, the meeting was adjourned at 8:31 p.m. in the memory of **Lois Wilky's mother, Dr. Nathaniel Jackson, Dr. Luther Hollis and Wanda Lee Hill**, by the following vote on roll call:

- AYES: Council Members - Calhoun, Dobson, Arceneaux, Jones**
- NOES: Council Members - None**
- ABSENT: Council Members - Perrodin**

Clerk of the City Council

Mayor of the City Council

December 21, 2010

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AMENDMENTS TO THE POSITION CLASSIFICATION PLAN

BACKGROUND INFORMATION

On January 22, 2008, the City Council authorized the City Manager to enter into a contract with Public Sector Personnel Consultants to conduct a comprehensive classification study

On October 6, 2010, the City Council authorized the City Manager to enter into a contract with Edward Professional Advisors to assist in establishment of a local municipal police department by providing advice and assisting with recruitment of department personnel.

The City's objective is to identify and establish appropriate classification specifications for various positions in the Classified Service. This is necessary to lay the foundation to incorporate all positions in the City's current labor force.

STATEMENT OF THE PROBLEM

The Personnel Board, pursuant to the Compton City Charter, Sections 1010 and 1103, has conducted public hearings on September 30, 2010 and December 9, 2010, relative to proposed amendments to the City's classification specifications. These groups of classification specifications include proposals to revise specifications for existing classifications. The revised specifications are being updated to comply with the American with Disabilities Act by including physical demands and work environment. Following the close of the aforementioned public hearings, the Personnel Board did vote to recommend to the City Council the adoption of the proposed amendments to the Position Classification Plan.

FINANCIAL IMPACT

The adoption of this resolution will not have a financial impact on the City's 2010 – 2011 fiscal year budget because these positions are included in the budget.

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution to approve amendments to the City's Classification Plan for the classification specifications identified in the attached resolution.

WILLIE NORFLEET
CITY MANAGER

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
APPROVING AMENDMENTS TO THE POSITION CLASSIFICATION PLAN

WHEREAS, on January 22, 2008, the City Council authorized the City Manager to enter into a contract with Public Sector Personnel Consultants to conduct a comprehensive classification study; and

WHEREAS, on October 6, 2010, the City Council authorized the City Manager to enter into a contract with Edward Professional Advisors to assist in establishment of a local municipal police department by providing advice and assisting with recruitment of department personnel; and

WHEREAS, Section 1103 of the City Charter requires that the City Manager shall make periodic studies of the classification and grading of positions and shall submit to the Personnel Board any changes which he deems desirable to better classify positions according to similarity of authority, duties and responsibilities; and

WHEREAS, the City’s objective was to identify and establish appropriate classification specifications for various positions in the Classified Service; and

WHEREAS, this was necessary to lay the foundation to incorporate all positions in the City’s current labor force; and

WHEREAS, the Personnel Board, pursuant to the Compton City Charter, Sections 1010 and 1103, has conducted public hearings on September 30, 2010 and December 9, 2010, relative to proposed amendments to the City’s classification specifications; and

WHEREAS, pursuant to the City’s Personnel Rules and Regulations, Sections 3.4 and 3.5, these groups of classification specifications include proposals to revise specifications for existing classifications; and

WHEREAS, following the close of the aforementioned public hearing, the Personnel Board did vote to recommend to the City Council the adoption of the proposed amendments to the Position Classification Plan.

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

Section 1. That the classification specifications in the Proposed Classification column below are hereby approved as attached hereto and incorporated hereby.

<u>Current Classification</u>	<u>Proposed Classification</u>	<u>Department</u>
Community Center Director	Community Center Supervisor	Parks & Recreation
Licensing Coordinator	Business Licensing Supervisor	MLES
Meter Reader I & II	Meter Reader	Water
Painter I	Painter	General Services
Recreation Leader	Recreation Leader	Parks & Recreation
Redevelopment Technician II	Redevelopment Technician II	CRA
Traffic and Lighting Electrician	Traffic and Lighting Electrician	Public Works
Water Serviceworker I	Water Serviceworker I	Water
Communications Operator I	Police Dispatcher I	Police
Communications Operator II	Police Dispatcher II	Police
Jailer	Jailer	Police
Police Legal Advisor	Police Legal Advisor	Police
Police Officer – Lateral Entry	Police Officer – Lateral Entry	Police
Police Officer – Entry Level	Police Officer – Entry Level	Police

Resolution No. _____
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<u>Current Classification</u>	<u>Proposed Classification</u>	<u>Department</u>
Police Records Division Manager	Police Records Supervisor	Police
Police Records Technician	Police Records Technician	Police
Property Officer	Property and Evidence Technician	Police
None	Crime Analyst	Police
None	Police Communications Supervisor	Police

Section 2. That effective with the adoption of this resolution that the Police Officer/Lateral Entry salary is adjusted as follows:

<u>Classification Title</u>	<u>Salary Range</u>
Police Officer/Lateral Entry	134

Section 3. That a duly certified copy of this Resolution shall be delivered to the Offices of the City Manager, City Controller and Human Resources.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2010.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

**STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss**

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council, signed by the Mayor and attested by the City Clerk at a regular meeting thereof, held on the _____ day of _____, 2010.

That said Resolution was adopted by the following vote, to wit:

**AYES: Council Members–
NOES: Council Members–
ABSENT: Council Members–
ABSTAIN: Council Members–**

CITY CLERK OF THE CITY OF COMPTON



City of Compton		
COMMUNITY CENTER SUPERVISOR		
Department: Parks and Recreation	Class Code:	4006
Revised Date: March 2009	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: LUMNSE	
Council Approved:		

GENERAL PURPOSE: Under general supervision, plans, organizes, supervises and evaluates the work of personnel engaged in Parks and Recreation Department programs and operations, with primary responsibility for community recreation centers/programs; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Recreation Supervisor, and exercises supervision over subordinate full and part-time professional, paraprofessional and support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Plans, organizes and supervises the development, implementation and administration of recreation programs for City Community Recreation Centers and related facilities; prepares work schedules, attends weekly staff meetings, develops and implements programs as needed.
- Provides direct supervision of a Center by effectively managing the respective Center and related facilities, personnel (including volunteers and contractors), payroll, purchasing, materials and equipment.
- Interacts and communicates with individuals, community groups, and committees to promote interest and develop recreation program support, including fundraising.
- Promotes community center and park activities in the community. Supervises games, free play and playground activities.
- Conducts classes, sports activities, arts and crafts programs and other recreational activities.
- Monitors facilities and grounds for cleanliness and safety, assists with facility maintenance duties to prepare assigned facility for use; reports items to be repaired or replaced.
- Prepares written documents including correspondence, reports as required.
- Investigates and resolves complaints and concerns as may be generated by others.
- Obtains sponsorships for various recreation needs.
- Coordinates department activities with those other departments, outside agencies and organizations.
- Assists with the selection, training, motivation and evaluation of assigned personnel, provides or coordinates staff training including safety training; works with employees to correct deficiencies and recommends disciplinary action as required to correct behavior.
- Performs a variety of administrative activities including employee scheduling, payroll reporting, and work activity reports; processes invoices for payment, orders office and program supplies, maintains inventories and assures that adequate materials and supplies are available.
- Plans, coordinates and/or participates in various special events; attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of parks and recreation.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a Bachelor's degree from an accredited college or university in Parks and Recreation, Leisure Services or a related field; AND one (1) year experience in parks and recreation program management; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- City Code, City Ordinances, Standard Operating Manual, personnel policies and procedures, and applicable Memoranda of Understanding.
- Methods and techniques for recreation program planning, execution and facility maintenance.
- Recreation activities for children, adolescents, adults, and senior citizens.
- Methods, techniques, rules, and regulations in a variety of competitive games and sports.
- Principles, practices, and methods of recreation management.
- Principles and practices of organization, administration and personnel management.
- Personal computer usage and applicable software

Required Skill in:

- Developing and implementing program enhancements and corrections.
- Supervising and leading staff, and delegating tasks and authority.
- Assessing and prioritizing multiple tasks, projects and demands.
- Promoting and enforcing safe work practices.
- Operating a personal computer utilizing standard and specialized software.
- Effective verbal and written communication.
- Establishing and maintaining effective working relationships with staff, City departments, outside agencies, community groups, local businesses, and the general public.

Physical Demands / Work Environment:

- Work is primarily performed in a standard office environment.
- Work may be performed outdoors with time spent in moderate to high temperatures (above 90 degrees).
- Work may involve exposure to wet surfaces, infectious disease, occasional loud noise and dust.
- Work requires lifting up to 50 lbs., carrying and driving.
- Moderate finger dexterity and near vision is required.



City of Compton		
BUSINESS LICENSING SUPERVISOR		
Department: Municipal Law Enforcement Services	Class Code:	8505
Revised Date: August 29, 2008	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under general supervision, as a working supervisor performs a variety of business license enforcement functions for the City of Compton; supervises daily business licensing operations, assists business owners in obtaining or renewing licenses, patrols the City to identify licensing violations; conducts related inspections and investigations; issues citations; prepares and maintains various types of departmental records, documentation and reports; and performs other related duties as assigned.

SUPERVISION RECEIVED/EXERCISED: General supervision is provided by the Director of Municipal Law Enforcement Services. The Business Licensing Supervisor exercises supervisory responsibility for the Business License Inspectors and clerical support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Supervises daily business license enforcement operations; schedules, assigns and reviews work, reviews and corrects citations for court proceedings, approves employee leave requests; investigates personnel complaints and recommends appropriate course of action.
- Patrols the City and monitors commercial properties for code violations pertaining to proper licensing, conforming uses, and illegal business operations.
- Assists business owners in obtaining or renewing business licenses.
- Responds to and investigates public complaints regarding alleged business license violations.
- Prepares and sends/presents notices of violation to offenders; responds to inquiries from business owners regarding violations; issues citations as necessary.
- Tracks and maintains documentation regarding complaints and violations; updates related records and logs.
- Performs re-inspections of code violations and determines appropriate compliance actions.
- Compiles and presents case documentation for prosecution as required; assists the City Attorney's Office in the prosecution of code violations.
- Conducts research and interprets City business licensing codes.
- Assists with the preparation of the Licensing Division budget including revenue forecasting.
- Drafts clear and concise written reports related to business licensing activities.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a High School diploma or equivalent; AND two (2) years of code enforcement, business licensing or law enforcement experience, AND one (1) year of supervisory experience; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- Basic Code Enforcement Certification from the California Association of Code Enforcement Officers (CACEO) required within one (1) year from hire date.
- Possession of a valid PC 832 Certificates (Modules I, II and III) issued by the California Commission on Peace Officer Standards and Training within one (1) year from hire date.

Required Knowledge of:

- Business licensing enforcement principles, processes, and procedures.
- City of Compton Municipal Code, Health Department, Building, Fire and Zoning Codes
- Business licensing records, reports, and documentation.
- Supervisory principles and practices.
- Specialized computer software applications.

Required Skill in:

- Interpreting laws and regulations, making decisions, maintaining composure, and working effectively under stressful conditions and emergency situations.
- Supervising and leading staff, and delegating tasks and authority.
- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies, community groups, local businesses, and the general public.
- Monitoring and ensuring compliance with municipal business licensing codes and regulatory requirements.
- Responding to public inquiries and complaints regarding code related matters.
- Investigating and following up on violations in code.
- Preparing and maintaining various types of code enforcement documentation.
- Interacting with people of different social, economic, and ethnic backgrounds.
- Interpreting laws and regulations, making decisions, maintaining composure, and working effectively under stressful conditions.
- Basic computer operations; math, reading and writing.
- Working as a team member with other Department and City personnel.
- Care, maintenance and safe operation of a variety of tools and equipment.
- Effective verbal and written communication.

Physical Demands / Work Environment:

- Work is performed in primarily in an office environment and in an outdoor setting and will require some work in high temperatures (above 80 degrees) and low temperatures (40-60 degrees).
- Work will require frequent driving, lifting, reaching, climbing, stretching and on occasion pushing.
- Work will require exposure to substandard/unstable structures, domestic animals, rodents, sewage, hazardous materials and chemicals, slippery surfaces and areas with minor amounts of dust.
- Must be able to work in uniform during weekdays, weekends, and holidays on any assigned shift.



City of Compton		
METER READER		
Department: Water	Class Code:	6102
Revised Date: March 2009	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: SEIU – Maintenance & Trades	
Council Approved:		

GENERAL PURPOSE: Under general supervision, reads meters and records readings and usage levels in computerized hand held device for assigned routes. Inspects meters, meter boxes and connections to determine maintenance requirements; generates work orders necessary for maintenance through hand held device. Cleans meter boxes and replaces meter box lids; performs related work as assigned.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Customer Service Supervisor; does not have supervisory responsibilities.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Reads and records meter readings on assigned route to assess usage levels and enters data into hand held computerized device.
- Maintains accurate reading review to assure accurate user billings.
- Inspects meter, boxes and connections for any damage or maintenance requirements; records maintenance work order requests into hand held device.
- Reviews assigned route and secures all meter readings before route is turned in as completed.
- Interacts with customers regarding meter related problems.
- Cleans meter boxes and replaces meter box lids.
- Responds to questions and resolves customer service issues within scope of authority.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

High School diploma or GED equivalent; AND one (1) year experience in a related field; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Geographical layout and street locations of service areas.

- Occupational hazards and safety precautions related to meter reading.
- Using common office machinery, hand tools and equipment.

Required Skill in:

- Reading street maps, street signs, and meters accurately and entering information in a computer device correctly.
- Locating meters by distinguishing directions (north, south, east, west) from abbreviated meter locations
- Using computerized hand-held device to read meters.
- Following safety practices and recognizing safety hazards.
- Human relations and communicating effectively with customers.
- Following written and oral instructions.
- Verbal and written communications.
- Ability to establish and maintain effective working relationships with those contacted in the course of the work.

Physical Demands / Work Environment:

- Work is performed in a primarily outdoor setting and will require some work in high temperatures (above 80 degrees) and low temperatures (40-60 degrees) with exposure to the elements.
- Work involves heavy physical activity with exposure to insects, dogs, rodents, snakes and other hazards.
- Work may require frequent walking, sitting, talking, hearing, using hands and fingers, stooping, kneeling, crouching, climbing, balancing, crawling and perform other similar actions during the course of the workday, and on occasion digging.
- Must be physically capable of operating motor vehicle safely and have an acceptable driving history.
- On occasion work will require exposure to slippery surfaces and dust.



City of Compton

PAINTER

Department: General Services	Class Code:	5521
Revised Date: March 2009	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: SEIU – Maintenance & Trades	
Council Approved:		

GENERAL PURPOSE: Under general supervision, performs professional interior and exterior painting, coating and sealing of City facilities; performs related work as assigned.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Building Maintenance supervisor; does not have supervisory responsibilities.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Receives work orders or project assignment from supervisor.
- Assembles and prepares necessary materials to complete assignment.
- Establishes safe work area and coordinates activities with the general public as necessary.
- Prepares surfaces to be painted by removing old paint, utilizing scrapers, wire brushes, and cleaning or pressure washing.
- Applies primer, new paint or other coating according to work orders; removes graffiti as needed.
- Cleans brushes, rollers, sprayers and other equipment upon completion, and disposes of paint, solvents and cleaners according to City hazardous materials procedures.
- Performs a variety of building maintenance duties as assigned including demolition and/or construction of permanent or temporary interior walls, plaster patchwork, roof maintenance and repair and installation of floor coverings.
- Completes and submits routine reports and other paperwork in a timely manner.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

High School diploma or GED equivalent; AND three (3) years experience in commercial painting and/or building maintenance; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Paint and site surface preparation and paint application.
- Common hand and power tools.
- Basic preventive maintenance on assigned equipment.
- Occupational hazards and safety precautions.
- Applicable regulations and procedures for the disposal of hazardous chemicals.

Required Skill in:

- Surface cleaning, preparation and application of paint, varnish or other coatings or sealants.
- Safely using, maintaining and repairing specialized equipment to complete assigned projects.
- Safely working from ladders and scaffolds.
- Following oral and written instructions.
- Utilizing public relations techniques in responding to inquiries and complaints.
- Using hand and power tools.
- Following safety practices and recognizing hazards.
- Verbal and written communications.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Physical Demands / Work Environment:

- Work is performed primarily outdoors with considerable time spent in moderate to high temperatures (above 90 degrees).
- Work will require bending, stretching, twisting, balancing, climbing and driving; lifting heavy objects (up to 50 lbs.), climbing ladders and working at heights on scaffolding.
- Work will require body coordination, manual dexterity, near vision and moderate color perception.
- Work will consist of exposure to wet surfaces, pronounced vibration and dust, hazardous chemicals.



City of Compton		
RECREATION LEADER		
Department: Parks and Recreation	Class Code:	4003
Revised Date: June 2009	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: LUMNSE	
Council Approved:		

GENERAL PURPOSE: Under general supervision, plans, assists with and participates in providing various recreation programs at a recreation site, facility or specialty area in the Parks and Recreation Department, ensures safety of program participants; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Recreation Supervisor or Neighborhood Center Manager, does not exercise supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: This is the journey level in the Recreation Leader job series. This class may be distinguished from the entry level Recreation Aide and lower level Recreation Specialist by the nature and difficulty of work performed.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Organizes, develops and provides recreational and cultural programs and games for children of all ages and adults at a recreation facility; assists with after school programs, arts and crafts activities, dance classes, oversees game room and open gym activities.
- Enforces and explains policies and procedures to patrons in all areas within the Parks and Recreation programs and facilities; handles complaints; observes patrons in the program/facility areas; observes patron/program participants' behavior and safety hazards of the grounds/facility.
- Schedules center-based and community integration activities and field trips; organizes and chaperones field trips; assists with special events.
- Serves as a liaison between community center clubs/classes and center management.
- Participates in planning, conducting and evaluating events, projects and programs; oversees Commission on Aging meetings; schedules speakers, ensures proper room set-up and documents meeting minutes.
- Oversees and processes requests for transportation to and from community events as well as space requests for special center-based activities.
- Monitors facilities and grounds for cleanliness and safety, assists with facility maintenance duties to prepare assigned facility for use; reports items to be repaired or replaced.
- Completes written reports; maintains accurate written records of accidents and other incidents that occur on the park grounds or in the Recreation facilities; notifies supervisor of accidents and incidents. Keeps accurate recording of time worked.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of an Associate's degree from an accredited college or equivalent college credits in Parks and Recreation, Leisure Services or a related field; AND one (1) year experience in parks and recreation program management; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- City Code, City Ordinances, Standard Operating Manual, personnel policies and procedures,
- Methods and techniques for recreation program planning, execution and facility maintenance.
- Recreation activities for children, adolescents, adults, and senior citizens.
- Methods, techniques, rules, and regulations in a variety of competitive games and sports.
- Safety practices including first aid.
- Standard office principles and procedures.
- Personal computer usage and applicable software

Required Skill in:

- Developing and implementing program enhancements and corrections.
- Assessing and prioritizing multiple tasks, projects and demands.
- Promoting and enforcing safe work practices.
- Following oral and written instructions.
- Operating a personal computer utilizing standard and specialized software.
- Effective verbal and written communication.
- Establishing and maintaining effective working relationships with staff, City departments, outside agencies, community groups, program participants, and the general public.

Physical Demands / Work Environment:

- Work is performed 50% of the time in a standard office environment, and 50% of the time work may be performed outdoors with time spent in moderate to high temperatures (above 90 degrees).
- Work may involve exposure to wet surfaces, infectious disease, occasional loud noise and dust.
- Work requires lifting up to 50 lbs., carrying and driving.
- Moderate finger dexterity and near vision is required.
- This position may require an employee to work days, evenings, weekends, and holidays.



City of Compton		
REDEVELOPMENT TECHNICIAN II		
Department: Community Redevelopment Agency	Class Code:	2304
Revised Date: April 2009	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: LUMNSE	
Council Approved:		

GENERAL PURPOSE: Under general supervision, processes applications for housing rehabilitation, emergency repair, homeownership or other redevelopment programs; explains program guidelines to prospective clients and lenders; performs general administrative duties in support of the Community Redevelopment Agency; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Director of Redevelopment; does not exercise supervisory responsibility.

DISTINGUISHING CHARACTERISTICS: This is the journey-level classification in the Redevelopment Technician series. Incumbents perform assigned duties under general supervision. This class is distinguished from the entry-level class (Redevelopment Technician I) by the more complex nature of duties performed and general guidance received.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Accepts and reviews Residential Rehabilitation Program applications and supporting documents for proper form, completeness, sufficiency of information and compliance with City requirements.
- Processes clients for the housing rehabilitation program, secures verification of income, assets and other eligibility criteria, reviews program rules and regulations and provides information about loan availability.
- Prepares and processes contractor applications; verifies financial statements and references; maintains contractor files and listing of approved contractors.
- Processes change orders on contracts; prepares check requests, release of funds and loan close outs.
- Coordinates processing of bids from contractors; opens, sorts and classifies bids; notifies contractor of bid award; arranges meetings with homeowners, contractors and the title company.
- Prepares rehabilitation reports; maintains data for waiting list of homeowners and completed jobs.
- Accepts and reviews First Time Homeowner Program applications and supporting documents for proper form, completeness, sufficiency of information and compliance with City requirements; secures verifications of income, assets and other eligibility criteria, reviews program rules and regulations and provides information about loan availability.
- Coordinates preparation and execution of loan documents for approved borrowers.
- Reviews and processes proposals from lenders to be added to the list of approved lenders for the First Time Homeowner Program.
- Maintains accurate records according to established guidelines.

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

- Provides staff assistance to the Director and Deputy Director; prepares and presents staff reports and other necessary correspondence; prepares oral and written reports and presentations for City Council, City Manager and other groups.
- Attends various civic events as a City representative; makes public presentations to potential homebuyers, community groups and non-profit organizations pertaining to homebuyer training workshops or other redevelopment programs; attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of community redevelopment.
- Performs general administrative duties in support of the Community Redevelopment Agency; staffs the front counter; answers telephones; performs specialized or general clerical duties as required.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a Bachelor's degree from an accredited college or university in Urban Planning, Community Development, Real Estate or a closely related field; AND two (2) years of experience in redevelopment, housing, community development or related field; OR an equivalent combination of training and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- Must obtain Notary Public Certification within 30 days of employment with the City of Compton.

Required Knowledge of:

- City organization, operations, policies and procedures.
- City Code, City Ordinances, and Standard Operating Manual.
- Principles and practices of redevelopment activities and programs;
- Legal housing documents including deeds, liens and judgments.
- Standard office machines, computer hardware and software utilized in planning and development.
- Customer service and public relations methods, practices and procedures.
- Record keeping and file maintenance.

Required Skill in:

- Interpreting provisions of applicable codes, ordinances and regulations governing redevelopment and housing activity.
- Preparing requisite redevelopment and housing work documents in compliance with applicable programs.
- Utilizing customer service and public relations techniques in responding to inquiries and complaints.
- Project management including monitoring and reporting details of assigned projects.
- Collecting, organizing, analyzing and presenting data and information.
- Accurately establishing and maintaining case files.
- Operating a personal computer utilizing standard and specialized software.
- Effective verbal and written communication.
- Working effectively with people from diverse socio-economic, cultural and racial backgrounds.
- Establishing and maintaining effective working relationships with those contacted in the course of work.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting.
- Work requires frequent light lifting and carrying.
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton

TRAFFIC AND LIGHTING ELECTRICIAN

Department: Public Works	Class Code:	5407
Revised Date: March 2009	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: SEIU – Maintenance & Trades	
Council Approved:		

GENERAL PURPOSE: Under general supervision, performs journey-level duties in the installation, maintenance and repair of traffic signals, street lights, electrical power systems and circuits and other electro-mechanical and electronic equipment; performs related work as assigned.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Traffic and Lighting Foreman; does not have supervisory responsibilities.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Receives work orders or project assignment from supervisor.
- Assembles and prepares necessary materials to complete assignment.
- Performs field and/or shop maintenance on all traffic signal control mechanisms, including micro-processor based traffic signal controllers, printed circuit boards to the component level, solid state and mechanical switches, detectors, time clocks, flashers, and relays.
- Installs traffic signal and lighting conduits, sets pull boxes, pulls wire, digs and pours concrete foundations, sets standards, heads, controller cabinets, and installs traffic signal detector loops.
- Performs electrical work in the installation, maintenance and repair of street lights.
- Assists in the removal and installation of traffic signal poles.
- Performs hardware and software installations and upgrades on computers used for diagnostic work on solid state traffic control devices.
- Responds to emergency call-outs for traffic signal or street light outages.
- Completes and submits routine reports and other paperwork in a timely manner.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

High School diploma or GED equivalent; AND five (5) years of experience in the electrical trade with at least one year at the journey-level in construction and/or maintenance of traffic signals, including experience in repairing the component level of microprocessor-based computers and related equipment; OR an equivalent combination of education and experience. Completion of a military service electronics school training program or four year recognized electrical apprentice training program are preferred.

Required Licenses or Certifications:

- Must possess a valid California Class B Driver's License with air brake endorsement.

Required Knowledge of:

- City organization, operations, policies and procedures.
- National Electric Code; State and local building codes.
- High voltage electrical services and repairs to street lighting and other equipment.
- Electrical installations of 24 volt to 460-volt single phase and three phases.
- Machinery, equipment and tools necessary for the installation, maintenance and repair of street lighting and other equipment.
- Occupational hazards and necessary safety precautions applicable to maintenance and repair of electrical equipment and circuitry.

Required Skill in:

- Reading and interpreting schematics and blueprints.
- Installing, troubleshooting, repairing and operating electronic and electrical equipment and related circuitry, computers, and other related equipment.
- Using hand, power and technical tools utilized in the electrical trade.
- Safely utilizing a variety of hand and power tools.
- Utilizing health and safety precautions related to installation and repair of electrical systems.
- Analyzing technical data to determine appropriate repairs.
- Working flexible hours or on-call schedule.
- Following safety practices and recognizing hazards.
- Operating and working around traffic and moving equipment.
- Verbal and written communications.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Physical Demands / Work Environment:

- Work is performed primarily outdoors with considerable time spent in moderate to high temperatures (above 90 degrees).
- Work will require bending, stretching, twisting, balancing, working at heights up to 35 ft., driving; lifting heavy objects (up to 50 lbs.).
- Work will requires body coordination, manual dexterity, near vision and keen color perception.
- Work will consist of exposure to wet surfaces, pronounced vibration and dust, and electro-mechanical equipment.



City of Compton		
WATER SERVICEWORKER I		
Department: Water	Class Code:	6305
Revised Date: June 2009	FLSA Status:	Non-Exempt
Personnel Board Approved: 09/30/10	Bargaining Unit: SEIU – Maintenance and Trades	
Council Approved:		

GENERAL PURPOSE: Under close supervision, performs a variety of entry level manual labor tasks in routine water distribution system maintenance; performs field customer service duties in turning service on or off; investigates customer's complaints regarding water bills; re-reads water meters in response to customer inquiries or complaints; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Water Production and Distribution Supervisor or Customer Service Supervisor; does not exercise supervisory responsibility.

DISTINGUISHING CHARACTERISTICS: This is the entry level class in the Water Serviceworker series. Positions at this level perform routine and less complex water maintenance duties are not expected to function with the same amount of job knowledge or skill level as positions allocated to the higher Water Serviceworker II level. Work is closely supervised. As experience is acquired, the employee performs with increasing independence and responsibility and is expected to be performing at the "II" or journey level within the prescribed time frame. Advancement to the "II" level is based on demonstrated proficiency in performing the full range of assigned duties, possession of required certifications, and is at the discretion of higher level supervisory or management staff.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

WHEN ASSIGNED TO FIELD OPERATIONS:

- Digs and backfills trenches, assists in installing water service lines and mains; manholes, etc.
- Clears and cleans job sites of debris and restores site to original condition.
- Assists trained service workers in testing, cleaning, repairing, and installing utility systems and appurtenances.
- Assists with the installation, removal, replacement and repair of water meters.
- Assists in determining the location of service connections and size of pipes needed.
- Supports and actively participates in the City's safety programs.
- Operates small trucks and job related equipment and tools such as air compressors, paving breakers, compactors, cement mixers, and pipe saws; drives pick-up truck; transports materials to worksite.
- Maintains and assists other crewmembers with cleaning vehicles, hand and power tools.
- Assists in the assembly and erection of work site protection signs and markers and acts as flagman as necessary.
- Responds to emergency calls within specified time when participating in the emergency standby program.
- Performs related duties and responsibilities as assigned.

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

WHEN ASSIGNED TO CUSTOMER SERVICE:

- Retrieves and completes work orders for service.
- Turns service on or off; records meter information; installs or removes meters as needed.
- Delivers 48 hour shut-off notices; turns service off for non-payment.
- Reads water meters; investigates customer's complaints regarding water bills; re-reads water meters in response to customer inquiries or complaints; identifies cause of excessive water consumption and advises customers of necessary repairs or alterations.
- Installs, tests, inspects, replaces, maintains and repairs water meters.
- Raises and lowers meter box heights; cleans and resets meter boxes; replaces meter box lids.
- Responds to complaints of leaking, broken or malfunctioning meters; performs flow tests and pressure checks on water meters.
- Delivers and picks-up mail.
- Assists with special projects as assigned.
- Responds to emergency calls within specified time when participating in the emergency standby program.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a High School diploma, G.E.D. or equivalent; AND one (1) year of related maintenance or meter reading experience, depending upon area of assignment; OR an equivalent combination of training and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- Possession of a Grade I Water Distribution Certification issued by the State of California Department of Public Health is required within one (1) year of appointment.
- Must obtain California Class B Driver's License within one year of employment.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Principles and practices of water distribution system construction, maintenance, repair and safety practices including equipment related maintenance.
- Plumbing and pipefitting.
- State and federal environmental protection codes and regulations; Cal OSHA regulations.
- Common hand and power tools.
- Geographical layout and street locations of service areas.

Required Skill in:

- Maintaining maintenance and inspection records.
- Utilizing public relations techniques in responding to inquiries and complaints.
- Working flexible hours or on-call schedule.
- Human relations and communicating effectively with customers.
- Verbal and written communications.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Physical Demands / Work Environment:

- Work is primarily performed in outdoor environments with considerable time spent in moderate temperatures (above 80 degrees), with exposure to the elements including heavy rain.
- Work requires reaching, bending, lifting (up to 50 lbs.), driving, pushing, crawling, walking and climbing (more than 12 feet); working below ground and in confined spaces.
- Good near vision, far vision and color perception is required.
- May be exposed to wet surfaces, minor amounts of dust and on occasion loud noises.
- Work may involve exposure to moving traffic, dangerous machinery and hazardous chemicals.
- Must be able to work during weekdays, weekends, and holidays on any assigned shift.



City of Compton		
POLICE DISPATCHER I		
Department: Police	Class Code:	8133
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit:	
Council Approved:		

GENERAL PURPOSE: Under general supervision, performs general duties related to the operation of a communications center involving incoming communication for emergency and non-emergency assistance; dispatching necessary units using a Computer Aided Dispatch system; enters information into various computer systems; answers phones and provide customer service for heavy walk-in traffic to the department; and performs other related duties as required.

SUPERVISION RECEIVED/EXERCISED: General supervision is provided by the assigned supervisor. Incumbent(s) does not have supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: Incumbent(s) is distinguished from other dispatch positions by the entry-level classification. Work requires incumbent(s) to perform the full range of duties related to receiving of incoming calls for emergency assistance and to dispatching necessary units using a complex Computer Aided Dispatch system as assigned upon completion of training, and to receive only occasional instruction or assistance as new or unusual situations arise. Employees in this classification may be required to work day, evening, or morning shifts, any of the seven (7) days of the week.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Answers incoming telephone lines, such as 9-1-1 emergency, non-emergency lines, and Telecommunications Device for the Deaf (TDD) deaf-lines, to determine location and nature of call, gathers pertinent information and correctly prioritizes the incident.
- Determines nature and location of emergency; prioritizes, determines appropriate police and/or fire personnel and responds and dispatches information to appropriate personnel; determines the number of units, and which units, to dispatch.
- Dispatches both emergency and non-emergency requests on the appropriate radio channel in accordance with established procedures; enters appropriate information into the Computer Aided Dispatch system.
- Maintains contact with all units on assignment; maintains accurate status and location of police and fire units; maintains daily computerized log of all requests for service.
- Monitors channels during critical incidents; keeps direct supervisor and field supervisors apprised of emergency and unusual situations.
- Performs Federal Citizen Information Center / National Crime Information Center (FCIC/NCIC) queries and entries; uses other computer systems as required; enters, updates and retrieves information from computerized networks relating to wanted person, stolen property, vehicle registration, stolen vehicles and other related information.
- Provides detailed directions to citizens, police, firefighters and other agencies.

- Tests and inspects equipment as required; notifies supervisor of any malfunctions.
- Notifies public, local, state and federal agencies of emergency and non-emergency situations.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

- High School diploma or GED; AND six (6) months of related experience, preferably in a law enforcement environment; OR an equivalent combination of training and experience; emergency communications experience preferred.
- Bilingual in Spanish preferred.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- Must obtain a Dispatch Certificate from P.O.S.T. within one year of appointment.

Required Knowledge of:

- Basic State and Federal Communications Commission rules and regulations governing operation of radio and telephone transmitting and receiving systems.
- Standard radio broadcasting and dispatch procedures and policies.
- Geographic features and streets.
- Policies and procedures of receiving and processing emergency and non-emergency calls for service.
- City and state regulations affecting work.
- Protocol and shorthand of TDD communication.
- Basic computer skills.
- 911 rules and regulations.

Required Skill in:

- Distinguishing between emergency and non-emergency calls.
- Providing excellent customer service.
- Ability to send, understand and interpret written communications.
- Working accurately and confidentially in a stressful environment with irregular working hours.
- Exercising good judgment and making sound decisions quickly in emergency situations.
- Effectively communicating and eliciting information from upset and irate citizens.
- Securing and maintaining confidential information.
- Coordinating special projects in support of departmental operations.
- Establishing and maintaining cooperative working relationships with co-workers.
- Operating a personal computer utilizing a variety of business software.
- Effective communication, both verbal and written.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting.
- Work requires extended sitting and monitoring multiple computer screens.
- Moderate finger dexterity, color and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton		
POLICE DISPATCHER II		
Department: Police	Class Code:	8134
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit:	
Council Approved:		

GENERAL PURPOSE: Under general supervision, performs general duties related to the operation of a communications center involving incoming communication for emergency and non-emergency assistance; dispatching necessary units using a Computer Aided Dispatch system; enters information into various computer systems; answers phones and provide customer service for heavy walk-in traffic to the department; and performs other related duties as required.

SUPERVISION RECEIVED/EXERCISED: General supervision is provided by the assigned supervisor. Incumbent(s) does not have supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: Incumbent(s) is distinguished from other dispatch positions by the experience requirements of this class. Work requires incumbent(s) to perform the full range of duties related to receiving of incoming calls for emergency assistance and to dispatching necessary units using a complex Computer Aided Dispatch system as assigned upon completion of training, and to receive only occasional instruction or assistance as new or unusual situations arise. Employees in this classification may be required to work day, evening, or morning shifts, any of the seven (7) days of the week.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Answers incoming telephone lines, such as 9-1-1 emergency, non-emergency lines, and TDD deaf-lines, to determine location and nature of call gathers pertinent information and correctly prioritizes the incident.
- Determines nature and location of emergency; prioritizes; determines appropriate police and/or fire personnel and responds and dispatches information to appropriate personnel; determines the number of units, and which units, to dispatch.
- Dispatches both emergency and non-emergency requests on the appropriate radio channel in accordance with established procedures; enters appropriate information into the Computer Aided Dispatch system.
- Maintains contact with all units on assignment; maintains accurate status and location of police and fire units; maintains daily computerized log of all requests for service.
- Monitors channels during critical incidents; keeps direct supervisor and field supervisors apprised of emergency and unusual situations.
- Performs FCIC/NCIC queries and entries; uses other computer systems as required; enters, updates and retrieves information from computerized networks relating to wanted person, stolen property, vehicle registration, stolen vehicles and other related information.
- Provides detailed directions to citizens, police, firefighters and other agencies.
- Tests and inspects equipment as required; notifies supervisor of any malfunctions.
- Notifies of emergency and non-emergency situations to public, local, state and federal agencies.

- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

- High School diploma or GED; AND, three (3) years experience as a police dispatcher.
- Bilingual in Spanish preferred

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- A Dispatch Certificate from Peace Officer Standards and Training (P.O.S.T.).

Required Knowledge of:

- Basic State and Federal Communications Commission rules and regulations governing operation of radio and telephone transmitting and receiving systems.
- Standard radio broadcasting and dispatch procedures and policies.
- Geographic features and streets.
- Policies and procedures of receiving and processing emergency and non-emergency calls for service.
- City and state regulations affecting work.
- Protocol and shorthand of TDD communication.
- Basic computer skills.
- 911 rules and regulations.

Required Skill in:

- Distinguishing between emergency and non-emergency calls.
- Providing excellent customer service.
- Ability to send, understand and interpret written communications.
- Working accurately and confidentially in a stressful environment with irregular working hours.
- Exercising good judgment and making sound decisions quickly in emergency situations.
- Effectively communicating and eliciting information from upset and irate citizens.
- Securing and maintaining confidential information.
- Coordinating special projects in support of departmental operations.
- Establishing and maintaining cooperative working relationships with co-workers.
- Operating a personal computer utilizing a variety of business software.
- Effective communication, both verbal and written.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting.
- Work requires extended sitting and monitoring multiple computer screens.
- Moderate finger dexterity, color and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton

JAILER

Department: Police	Class Code:	8113
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: Non-Represented	
Council Approved:		

GENERAL PURPOSE: Under general supervision, performs a variety of prisoner transportation and guard duties, general service, and clerical duties as a non-sworn employee of the Police Department; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of assigned supervisor; does not exercise supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: This is the first working level class in law enforcement, performing all duties required to effectively respond to and resolve the normal scope of peace officer situations. Incumbents are assigned to the City's holding facility and work under the general supervision of an assigned supervisor. This class is distinguished from sworn police-related classes by designation and the responsibilities and authorities associated with designation as a sworn peace officer under the laws of the State of California. It is further distinguished from Police Officer, which participates in law enforcement activities. Employees in this classification may be required to work day, evening, or morning shifts, any of the seven (7) days of the week.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Transports prisoners to and from the county jail facilities to the City magistrate court, for both initial court appearance and for pre-trial interviews with prosecutors or public defenders.
- Removes prisoners from holding area using proper restraints and security measures.
- Secures prisoners within appropriate area within the City.
- Verifies the identification of persons in custody and fingerprints and photographs them; performs physical searches on persons under arrest.
- Assists prisoners in court hearings with completion of documents, obtaining signatures and fingerprints, and distributing copies of court paperwork.
- Conducts video phone arraignments including obtaining and faxing signatures and paperwork to courts.
- Completes monthly reports of warrants, video arraignments, number of prisoners transported, and other reports as required
- Answers inquiries from general public, City employees, court officials and other agency personnel; notifies victims when prisoners are released.
- Determines if prisoners are ill or injured and obtains medical assistance when needed.
- Ensures cleanliness of holding area and feeds prisoners in a timely manner.

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

- Performs all work duties and activities in accordance with City policies and procedures; works in a safe manner and reports unsafe activity and conditions.
- Follows City-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring as outlined in the City's Safety Handbook.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education/Experience:

Graduation from high school or possession of a G.E.D. certificate received from a recognized accrediting association.

Other Requirements:

- A valid California basic P.O.S.T. certificate.
- Must have successfully complete, or successfully complete during the probationary period, a jail operations course certified by the California State Board of Corrections. Applicants who have completed a California Commission on Peace Officers' Standards and Training (P.O.S.T.) certified, regular basic course within the last three years and have passed a P.O.S.T. approved Entry-level Law Enforcement examination may waive the California State Board of Corrections written examination.
- Valid State of California driver's license is required.
- Must obtain certification in CPR and First Aid within one year and successfully complete a background investigation, which may include a Truth Verification Computerized Voice Stress Analyzer (CVSA) Exam or polygraph and psychological examination, and a California Department of Justice fingerprint clearance.

Required Knowledge of:

- City and county jail procedures, including booking, detention, handling and release of adult and juvenile prisoners.
- Police and detention procedures and practices, including prisoner confidentiality.
- Federal, state and local laws applicable to detention and the jail environment.
- Knowledge of personal computers and job-related software.
- Techniques for dealing with people of all socio-economic levels under hostile and emergency situations.
- Safety practices and precautions pertaining to the work.

Required Skill in:

- Understanding and applying departmental, state and local law enforcement procedures, policies, rules and regulations.
- Analyzing situations quickly and objectively, to recognize actual and potential dangers and to determine proper course of action.
- Analyzing, interpreting and producing reports; typing documents accurately.
- Escorting prisoners to and from outside jail facilities, to and from court and other appointments.
- Dealing physically and/or verbally with uncooperative, distraught, or hostile individuals.
- Recognizing unusual medical, physical or mental conditions of prisoners.
- Fingerprinting and photographing prisoners.
- Working independently as well as in teams.
- Coping with stressful situations calmly, fairly, tactfully and with respect for individual rights.

Required Skill in (continued):

- Preparing accurate and grammatically correct written reports.
- Keeping immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.
- Responding to citizen requests in a courteous and effective manner.
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines.
- Demonstrating integrity, ingenuity and inventiveness in the performance of assigned tasks.
- Understanding and carrying out oral and written directions.
- Maintaining effective relations with fellow employees and with citizens with varied racial, ethnic or economic backgrounds.
- Communicating clearly and concisely, orally and in writing.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors with exposure to inclement weather; may be exposed to physical attacks, hazardous chemicals, drugs, infectious and communicable diseases; required to physically restrain persons.
- Must be able to work in uniform during weekdays, weekends, and holidays on any assigned shift.
- Work is performed in a primarily indoor setting and will require some work in high temperatures (above 80 degrees) and low temperatures (below 60 degrees).
- Work requires lifting, carrying and requires the ability to restrain prisoners. Work requires gross body coordination and mobility.
- Work involves exposure to wet surfaces, occasional loud noise and dust.



City of Compton		
POLICE LEGAL ADVISOR		
Department: Police	Class Code:	8103
Revised Date: October 2010	FLSA Status:	Exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under general supervision, provides a wide range of professional legal advice on criminal and civil law to members of the Police Department; researches and advises on criminal investigations; provides highly complex staff assistance to the Chief of Police; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Chief of Police; does not exercise supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: This is the full journey-level classification for attorneys. Incumbents perform the full range of duties as assigned. Scope of work is limited to Police Department matters.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Provides legal advice to Police Department Command Staff and supervisors on administrative and operational issues.
- On call (at all times, including weekends and holidays) to provide legal consultation and guidance to law enforcement personnel conducting criminal investigations; respond to major incidents involving serious injury, death, and/or extensive property damage related to police action.
- Conducts legal research and provides written legal opinions for the Police Department.
- Prepares legal documents including, but not limited to, orders and documents required for search, seizure, and forfeiture activities or other investigative purposes; researches court cases and legislative actions affecting law enforcement operations and notifies appropriate personnel.
- Consults the city's Intergovernmental Relations Director on legislative issues of interest to the Police Department.
- Foresees potential liability concerns; conducts legal research along with reviewing recent court decisions to determine the relationship with current and/or proposed policies, procedures, law enforcement protocol, officer training, handling / disposition of evidence, etc.; recommends, drafts, and/or amends revisions to policy and procedures.
- Consults the city's Risk Management Department and City Attorney's Office on individual claims against the Police Department; compiles and summarizes the Police Department's position in response to any claims.
- Serves as liaison between the Police Department and city attorneys handling civil litigation cases; represents the City in civil litigation in State and Federal court.
- Evaluates claims against the Police Department, examines reports of enforcement activities, and reviews disciplinary matters to identify trends / patterns.
- Coordinates and conducts training on legal matters. Reviews operational training outlines.
- Reviews internal personnel investigations and any proposed disciplinary actions.

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

- Assists with Racketeer Influenced and Corrupt Organizations (RICO) forfeiture proceedings as directed by the City Attorney.
- Attends and participates in Police Department Command Staff meetings.
- Assists in or prepares cases for hearings, trials and other judicial proceedings; represents the City in such proceedings.
- Responds to and resolves difficult and sensitive citizen inquiries and complaints.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a Juris Doctorate from an American Bar Association approved law school; AND two (2) years of experience in a private law practice or government agency; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- Active membership in the California Bar Association.

Required Knowledge of:

- City organization, operations, policies and procedures.
- State and Federal laws, statutes, regulations, rules and codes regulating City government.
- Court system rules of civil and criminal procedures; rules of evidence; general tort, contract and constitution laws as related to government.
- Legal principles and practices, including civil, criminal, constitutional and administrative laws and procedures.
- Methods of legal research.
- Tort law and liability insurance litigation.
- Judicial procedures and rules of evidence.
- Statutes and court decisions relating to civil rights and public labor law.
- Established precedents and sources of legal reference applicable to municipal activities.
- Ordinances, statutes and court decisions relating to municipal corporations.
- Personal computers and software applications.

Required Skill in:

- Analyzing technical and statutory issues, evaluating alternatives, and making decisions based on findings.
- Reviewing, correcting and maintaining complex and extensive records.
- Working independently with respect to legal documents, correspondence and memoranda.
- Scheduling assignments; planning, organizing and coordinating workflow.
- Operating a personal computer utilizing standard and specialized software.
- Effective verbal and written communication.
- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies and the general public.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting.
- Work requires frequent light lifting, sorting, filing, typing and on occasion climbing (up to 4 feet).
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton		
POLICE OFFICER – LATERAL ENTRY		
Department: Police	Class Code:	8123
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: Non-represented	
Council Approved:		

GENERAL PURPOSE: Under general supervision performs law enforcement and crime prevention work; to regulate traffic flow and enforce state and local traffic regulations; to assist in criminal investigation and identification work; and to do related work as required.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of a Police Sergeant; does not exercise supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: This is the journey level class in law enforcement, performing all duties required to effectively respond to and resolve the normal scope of peace officer situations. Candidates in this classification must have completed a P.O.S.T. certified basic academy within the last six (6) months prior to filing. This class is distinguished from Police Sergeant, which both supervises and participates in law enforcement activities.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Patrols assigned areas in radio cars, on motorcycles, or on foot.
- Answers calls for the protection of life and private property, and the enforcement of city, county, and state laws.
- Conducts preliminary investigations of prowlers, burglaries, thefts, robberies, accidents, deaths, and disturbances.
- Patrols traffic lanes, directs traffic, and regulates vehicle flow in emergency or congested situations.
- Stops drivers who are operating vehicles in violation of the law, warns drivers against unlawful practices, issues citations and makes arrests as the situation warrants.
- Reports and investigates traffic accidents.
- Testifies in court in connection with prosecution of violators; serves warrants and subpoenas.
- Prepares reports of arrests made, investigations conducted, and illegal incidents observed.
- Investigates suspicious persons and circumstances; answers questions and provides information and directions to the public.
- Preserves peace and order.
- Assists in maintaining police records.
- Assists in booking prisoners.
- Occasionally, on a relief basis, operates police communications equipment.

- Receives telephone and counter calls requesting police aid and dispatches police cars.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education/Experience:

- Graduation from high school or possession of a G.E.D. certificate received from a recognized accrediting association.

Other Requirements:

- Must possess a valid California driver's license. Must possess satisfactory hearing capabilities and visual acuity of at least 20/100 correctable to at least 20/30 in each eye, and must meet physical standards, and successfully complete a background investigation, which may, at the Department's discretion, include a Truth Verification Computerized Voice Stress Analyzer (CVSA) Exam or polygraph and a psychological examination, and a California Department of Justice fingerprint clearance.
- Must be willing to work evening, night, weekend and holiday shifts. Must possess required P.O.S.T. certification and maintain firearms qualification. Must be twenty-one (21) years of age at time of appointment.
- Successful completion of a Compton Police Department-approved Field Training Officer program.

Required Licenses or Certifications:

- Valid California Class C Driver's License.
- Basic Certificate issued by the California Commission on Peace Officer Standards and Training.

Required Knowledge of:

- Pertinent Local, State and Federal laws, rules and regulations.
- Basic criminal law on the rules of evidence, probable cause, use of force, and search and seizure.
- Techniques for dealing with people of all socio-economic levels under hostile and emergency situations.
- Safety practices and precautions pertaining to the work.
- Investigative and interrogative procedures and protocols for observation of critical details.
- Geography, roads, and landmarks of City and surrounding areas.
- Principles of community and public relations.

Required Skill in:

- The principles, practices, procedures, laws and ordinances, terminology and operation of equipment used in law enforcement and crime prevention and investigation.
- Exercising controlled discretion in situations requiring diplomacy, fairness, and sound judgment.
- Recognizing suspicious behavior patterns, mediating difficult situations, and using effective arrest and control techniques.
- Interacting with people of different social, economic, and ethnic backgrounds.
- Remaining alert at all times and reacting quickly and calmly in emergency situations.
- Operating motor vehicles and special equipment during emergency situations.
- Interpreting laws and regulations, making decisions, maintaining composure, and working effectively under stressful conditions and emergency situations.
- Evaluating facts and evidence, drawing logical conclusions and making proper recommendations.

- Working as a team member with other law enforcement and multi-jurisdictional agencies.
- Care, maintenance and safe operation of a variety of law enforcement tools and equipment.
- Effective verbal and written communication.
- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies, community groups, local businesses, and the general public.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors with exposure to inclement weather; may be exposed to physical attacks, hazardous chemicals, drugs, infectious and communicable diseases; required to physically restrain persons.
- Must be able to work in uniform during weekdays, weekends, and holidays on any assigned shift.
- Work is performed in a primarily outdoor setting and will require some work in high temperatures (above 80 degrees) and low temperatures (below 60 degrees).
- Work requires lifting, carrying, climbing and requires the ability to pursue and apprehend suspects. Work requires gross body coordination and mobility.
- Work involves exposure to wet surfaces, occasional loud noise and dust.



City of Compton		
POLICE OFFICER – ENTRY LEVEL		
Department: Police	Class Code:	8122
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: Non-represented	
Council Approved:		

GENERAL PURPOSE: Under general supervision performs law enforcement and crime prevention work; to regulate traffic flow and enforce state and local traffic regulations; to assist in criminal investigation and identification work; and to do related work as required.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of a Police Sergeant or assigned Field Training Officer; does not exercise supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: This is the journey level class in law enforcement, performing all duties required to effectively respond to and resolve the normal scope of peace officer situations. Candidates in this classification must have completed a Peace Officer Standards and Training (P.O.S.T.) certified basic academy within the last six (6) months prior to filing. This class is distinguished from Police Officer – Lateral Entry, which requires the successful completion of a Compton Police Department-approved field training officer program. This class is also distinguished from Police Sergeant, which both supervises and participates in law enforcement activities.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Patrols assigned areas in radio cars, on motorcycles, or on foot.
- Answers calls for the protection of life and private property, and the enforcement of city, county, and state laws.
- Conducts preliminary investigations of prowlers, burglaries, thefts, robberies, accidents, deaths, and disturbances.
- Patrols traffic lanes, directs traffic, and regulates vehicle flow in emergency or congested situations.
- Stops drivers who are operating vehicles in violation of the law, warns drivers against unlawful practices, issues citations and makes arrests as the situation warrants.
- Reports and investigates traffic accidents.
- Testifies in court in connection with prosecution of violators; serves warrants and subpoenas.
- Prepares reports of arrests made, investigations conducted, and illegal incidents observed.
- Investigates suspicious persons and circumstances; answers questions and provides information and directions to the public.
- Preserves peace and order.
- Assists in maintaining police records.
- Assists in booking prisoners.

- Occasionally, on a relief basis, operates police communications equipment.
- Receives telephone and counter calls requesting police aid and dispatches police cars.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education/Experience:

- Graduation from high school or possession of a G.E.D. certificate received from a recognized accrediting association.

Other Requirements:

- Must possess a valid California driver's license. Must possess satisfactory hearing capabilities and visual acuity of at least 20/100 correctable to at least 20/30 in each eye, and must meet physical standards; must successfully complete a background investigation, which may, at the Department's discretion include a Truth Verification Computerized Voice Stress Analyzer (CVSA) Exam or polygraph and a psychological examination, and a California Department of Justice fingerprint clearance.
- Must be willing to work evening, night, weekend and holiday shifts. Must possess required P.O.S.T. certification and maintain firearms qualification. Must be twenty-one (21) years of age at time of appointment.

Required Licenses or Certifications:

- Valid California Class C Driver's License.
- Basic Certificate issued by the California Commission on P.O.S.T.

Required Knowledge of:

- Pertinent Local, State and Federal laws, rules and regulations.
- Basic criminal law on the rules of evidence, probable cause, use of force, and search and seizure.
- Techniques for dealing with people of all socio-economic levels under hostile and emergency situations.
- Safety practices and precautions pertaining to the work.
- Investigative and interrogative procedures and protocols for observation of critical details.
- Geography, roads, and landmarks of City and surrounding areas.
- Principles of community and public relations.

Required Skill in:

- The principles, practices, procedures, laws and ordinances, terminology and operation of equipment used in law enforcement and crime prevention and investigation.
- Exercising controlled discretion in situations requiring diplomacy, fairness, and sound judgment.
- Recognizing suspicious behavior patterns, mediating difficult situations, and using effective arrest and control techniques.
- Interacting with people of different social, economic, and ethnic backgrounds.
- Remaining alert at all times and reacting quickly and calmly in emergency situations.
- Operating motor vehicles and special equipment during emergency situations.
- Interpreting laws and regulations, making decisions, maintaining composure, and working effectively under stressful conditions and emergency situations.
- Evaluating facts and evidence, drawing logical conclusions and making proper recommendations.
- Working as a team member with other law enforcement and multi-jurisdictional agencies.

- Care, maintenance and safe operation of a variety of law enforcement tools and equipment.
- Effective verbal and written communication.
- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies, community groups, local businesses, and the general public.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors with exposure to inclement weather; may be exposed to physical attacks, hazardous chemicals, drugs, infectious and communicable diseases; required to physically restrain persons.
- Must be able to work in uniform during weekdays, weekends, and holidays on any assigned shift.
- Work is performed in a primarily outdoor setting and will require some work in high temperatures (above 80 degrees) and low temperatures (below 60 degrees).
- Work requires lifting, carrying, climbing and requires the ability to pursue and apprehend suspects. Work requires gross body coordination and mobility.
- Work involves exposure to wet surfaces, occasional loud noise and dust.



City of Compton		
POLICE RECORDS SUPERVISOR		
Department: Police	Class Code:	8104
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under general supervision, coordinates the daily operations and supervises clerical personnel within the Police Records Division; supervises daily operations and work flow within area of responsibility; researches, analyzes and prepares recommendations on a variety of issues; completes special projects; supervises assigned personnel; and performs other related duties.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Police Support Services Manager; supervises assigned administrative support personnel.

DISTINGUISHING CHARACTERISTICS: The principal function of an employee in this class is to oversee and participate in the daily operations and functions of the Police Records Division. The work is performed under the direction of higher level staff as assigned, but extensive leeway is granted for the exercise of independent judgment and initiative. Supervision is exercised over assigned support staff and selected volunteers. The nature of the work performed requires an employee in this class to establish and maintain effective working relationships with all others contacted in the course of work. The principal duties of this class are performed in a general office environment.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

- Oversees and participates in the daily operations and functions of the Police Records Division, including planning, prioritizing, assigning, and reviewing the work of assigned staff.
- Supervises staff, including motivating and evaluating personnel, participating with staff in correcting deficiencies, and recommending and implementing disciplinary actions.
- Participates in the selection of staff; assigns work schedules to provide for adequate staffing for every shift; provides and/or coordinates staff training, including overseeing records management policies, procedures, and systems to ensure accurate maintenance, security, and retrieval readiness of police records and information.
- Assists in the development and implementation of goals, objectives, policies, procedures and work standards for the department, including recommending improvements.
- Plans, implements, and supervises all data in all Police Records Division systems (except Computer Aided Dispatch) (CAD), including instructing Department personnel on computer operations, developing and providing a variety of computer-generated reports, and participating with software or hardware vendors to make necessary modifications when needed.
- Coordinates, supervises, and reviews activities of personnel engaged in all phases of related functions, including providing training and instruction to Department members interested in utilizing specific computerized databases, maintaining technical and functional supervision of their use and information management, setting up personnel with security passwords and other access functions.
- Maintains responsibility for the maintenance, confidentiality, and supervision of the release of a variety of sensitive and confidential information.

- Researches, develops, and institutes procedures for Parking Administration, including overseeing and supervising the administration of all parking violation procedures and record-keeping.
- Oversees and coordinates support services for the Police Department, including administering department payroll, and overseeing fee collections and billings.
- Develops, implements, and oversees procedures to ensure Department compliance with Federal, State, and local statistical reporting requirements of crimes, losses, arrests, and accidents within the City.
- Testifies in court or other legal hearings regarding police records as required.
- Participates in the Department's annual budgetary process, including monitoring expenditures, and overseeing the purchase of day to day operational supplies.
- Keeps immediate supervisor and designated others accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.
- Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Responds to questions and comments from the public in a courteous and timely manner.
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a High School diploma or equivalent; AND five (5) years police records experience including one year in a lead or supervisory capacity; OR an equivalent combination of education and experience. Possession of an Associate's degree or completion of coursework in records management, office management and/or supervision is desirable.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Principles and practices of municipal services and public safety administration.
- Department of Justice automated files and National Crime Information Center (NCIC) records.
- California State Codes including evidence, civil procedure, vehicles and penal.
- Court decisions relative to police recordkeeping requirements.
- Office practices, procedures, and clerical techniques involved in classifying, indexing, processing, filing, retrieving, and controlling a large volume of records and reports.
- State mandated file purging requirements relative to police records.
- Laws pertaining to privacy and security of criminal history records and laws governing the release of crime report information under the Public Records Act to specific public agencies and the general public.
- Uses of automated data or word processing equipment utilized in records systems.
- Principles of supervision, training and performance evaluation.
- Principles of community and public relations.

Required Skill in:

- Developing and administering budgets and monitoring expenditures.
- Supervising, leading, and delegating tasks and authority.
- Operating a personal computer utilizing standard and specialized software.
- Supervising the work of subordinate staff including coordinating, assigning, monitoring and evaluating work, hiring and training, counseling and disciplining staff and processing grievances.
- Developing office procedures and forms used in manual or automated recordkeeping systems.
- Understanding and carrying out complex assignments from oral and written directions.
- Establishing and maintaining effective working relationships with co-workers and the public.
- Effective verbal and written communication.
- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies, community groups, local businesses, and the general public.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting and requires extended sitting at a desk.
- Work requires frequent light lifting, carrying and on occasion driving.
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton		
POLICE RECORDS TECHNICIAN		
Department: Police	Class Code:	8105
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: LUMNSE	
Council Approved:		

GENERAL PURPOSE: Under general supervision, performs a variety of maintenance, compilation, retrieval and distribution of official police documents and information; performs related work as assigned.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Police Records Supervisor; does not have supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: This is a full journey level classification in the Police Records job series. This class may be distinguished from the higher level Police Records Supervisor by the lack of supervisory responsibilities. Employees in this classification may be required to work day, evening, or morning shifts, any of the seven (7) days of the week.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assists general public, departmental personnel and representatives from other agencies in obtaining police related information.
- Reviews, inputs, and processes police related documents and responds to requests for documents from various departments.
- Maintains organized and accurate filing system.
- Reviews and processes requests for background checks.
- Processes arrest data and mail requests and review responses for quality; completes daily productivity reports.
- Organizes materials according to priority; refers to established procedural guidelines in carrying out assignments.
- Maintains and produces police related documents for various reviews; distribute printed copies; updates various police reports; accesses, enters data and updates local, state and federal computer databases.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Possession of a High School diploma, G.E.D. or equivalent; AND two (2) years of clerical or office experience; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Local, state and federal regulations affecting work.
- Public records and disclosure regulations.
- Departmental policies and procedures.
- English usage, spelling, grammar and punctuation.
- Telephone etiquette and customer service protocol.

Required Skill in:

- Using general office equipment such as telephones multi-line telephone system, fax, duplicating machines, copiers, and computers.
- Recording and retrieving general information.
- Following oral and written instructions.
- Maintaining complex alpha and numeric filing systems.
- Verbal and written communications.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting.
- Work requires frequent light lifting and carrying.
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton		
PROPERTY AND EVIDENCE TECHNICIAN		
Department: Police	Class Code:	8131
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit:	
Council Approved:		

GENERAL PURPOSE: Under general supervision performs a variety of technical and specialized clerical duties involved in receiving, processing, storing, safeguarding, delivering, releasing, and disposing of police property, evidence, and supplies; maintains an inventory of evidence and property submitted to the department; ensures the safe and careful handling of evidence; and protects the integrity of evidence through the judicial process.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the assigned supervisor or other management personnel; does not exercise supervisory responsibility.

DISTINGUISHING CHARACTERISTICS: This is the full journey-level position performing the full range of property and evidence control duties with only occasional instruction or assistance. Positions at this level are fully aware of the operating procedures and policies of the work unit, and may participate in training less experienced staff. Work is normally reviewed only on completion and for overall results. Employees in this classification may be required to work day, evening, or morning shifts, any of the seven (7) days of the week.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Receive, identify, classify, process, store, safeguard, oversee delivering of, release, and dispose of all types of police property and evidence including weapons, explosives, narcotics, money, hazardous materials, and body parts and fluids; ensure incoming property has proper documentation and packaging; issue receipts for property received.
- Process rolls of film taken by the Police Department; coordinate and document pick-up and delivery with contractor; process requests to have prints made from negatives.
- Track the movement of and maintain chain of custody documentation for all property and evidence; retrieve, package, release to personnel, and oversee the transport of property and evidence to labs for special testing, to court for hearings/trials, and/or to storage; inspect, verify receipt of, and place property back in original or new location when returned.
- Coordinate the release, destruction, and disposal of adjudicated, obsolete, and unclaimed property and evidence as authorized; develop correspondence instructing property owners of the disposition of property; release items to rightful owner; pull evidence to be destroyed or auctioned; dispose of narcotics in manner directed; prepare associated reports.
- Maintain accurate records and logs of all property and evidence; maintain manual and computerized record control systems; operate a computer to access, enter and retrieve a variety of information; print and deliver reports.
- Purchase and issue supplies as assigned including office supplies, pagers, and uniforms for officers; coordinate maintenance and repair of assigned equipment including portable radios and mobile units; maintain files and information on vendors and suppliers.

- Answer questions and provide general information to the general public, District Attorney's Office, crime labs, and City staff including requests for information on property and evidence held; provide information regarding Police Department policies and procedures pertaining to the storage and release of evidence and property.
- Perform a variety of clerical and administrative duties in support of Department operations; license bicycles; receive and ship packages; assist in budget preparation for the Property Unit; assign and program security door access cards.
- Provide training and assistance to Police Department staff on the proper packaging and handling of impounded property.
- Attend and participate in training sessions related to area of assignment including firearms safety, bomb/explosive awareness, infectious disease control, hazardous materials awareness, occupational exposure to blood borne pathogens awareness, power industrial truck operations, tow truck operations, fire protection and control, radio communications, telecommunications, evidence tracking and control systems, general forensic laboratory and evidence collection, and evidence packaging and sealing techniques.
- Check and process a variety of forms, reports, and documents; process laboratory service requests, court orders, and other documents.
- Testify in court as necessary.
- Performs related duties as required.

MINIMUM QUALIFICATIONS:

Education and Experience:

- High School diploma or GED and two (2) years related experience in a law enforcement environment; OR an equivalent combination of education and experience.

Training:

- Specialized training related to area of assignment, including principles and practices used in property and evidence handling, classification, and storage is preferred.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- Principles and procedures of record keeping.
- Principles of business letter writing and basic report preparation.
- Office procedures, methods, and equipment including computers and applicable software applications.
- Occupational hazards and standard safety practices.
- Pertinent federal, state, and local laws, codes, and regulations.
- Methods and techniques used in customer service and public relations.
- English usage, spelling, grammar, and punctuation.

Required Skill in:

- Perform a variety of technical and specialized clerical duties with speed, accuracy, and efficiency.
- Receive, process, store, document, release, and dispose of various evidence and property.
- Effectively account for police property and evidence; organize and maintain control systems.
- Maintain a current knowledge of evidence and property storage and release procedures.
- Apply and explain pertinent laws, rules, regulations, protocols, policies, and procedures related to property and evidence.

- Understand the criminal and civil judicial systems.
- Maintain a variety of records.
- Prepare clear and concise reports.
- Operate modern office equipment including computers and applicable software.
- Respond to requests and inquiries from the general public.
- Safely perform the physical requirements necessary in storing and moving materials.
- Order a variety of supplies, materials, and equipment.
- Plan and organize work to meet changing priorities and deadlines.
- Follow oral and written instructions.
- Work independently in the absence of supervision.
- Demonstrate an awareness and appreciation of the cultural diversity of the community.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting.
- Work requires frequent lifting, carrying and on occasion driving.
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton

CRIME ANALYST

Department: Police	Class Code:	8137
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under general supervision, performs a variety of administrative functions, studies and research projects related to criminal activity; assists in collecting, compiling, and analyzing data from a variety of sources to identify and evaluate crime series, trends and patterns; develops reports on crime series, trends and patterns; assists in preparing crime summaries, statistical reports, spreadsheets, charts, maps, diagrams and graphs; and performs a variety of specialized studies as assigned.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Chief of Police or designee; does not exercise supervisory responsibilities.

DISTINGUISHING CHARACTERISTICS: The Crime Analyst is a journey level position in which incumbents are expected to independently perform responsible and professional level crime analysis and research. Incumbents are expected to exercise independent judgment in selecting study approach and analytical techniques and making recommendations based upon study results.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assists in researching, analyzing, and collecting data from a variety of sources to identify and evaluate crime series, patterns and trends; reviews police officers' crime and arrest reports, field interviews, and pawn slips for content; provides statistical information to supervisory and management staff as necessary.
- Performs tactical analysis involved in the recognition and identification of series related crimes including burglaries, motor vehicle thefts, and robberies.
- Conducts and evaluates searches of databases and other information systems to assist in locating suspects and victims and to identify stolen property.
- Provides timely and valuable investigative assistance to sworn law enforcement personnel for the purpose of identifying victims and offenders.
- Assists sworn law enforcement personnel in developing target profiles; uses profiles to track criminals.
- Utilizes a variety of data bases and computer programs to generate maps, hotspots, reports, and statistical and tactical information.
- Assists in reviewing and responding to requests for information related to crime analysis from other divisions, departments, outside agencies and the public.
- Attends patrol briefings to discuss crime patterns and review current events.
- Reviews crime data to ensure proper reporting to state, regional, and federal agencies.
- Communicates with other jurisdictions regarding mutual crime problems; notifies detectives of possible multi-jurisdictional links between crimes and criminals.

- Assists in preparing and developing crime summaries, statistical reports, spreadsheets, charts, maps, diagrams, graphs and related materials in order to track and present findings related to criminal activity, patterns, and trends; prepares predictions based upon previous reported activity and an analysis of typical behavior patterns.
- Gathers and analyzes crime data for crime pattern detection, suspect-crime correlations, target-suspect profiles, and crime forecasting.
- Prepares reports on crime data and trends for police personnel; makes presentations to police personnel, members of the community, and outside agencies.
- Collects, analyzes, and interprets data and statistics using quantitative and qualitative methodology.
- Studies current literature on research methodology and police issues, and makes appropriate recommendations for improvements in crime analysis practices.
- Assists in the development and implementation of new programs, procedures, methods, and systems.
- Uses geographical information systems to analyze and present information.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

- Possession of a Bachelor's degree from an accredited four-year college or university with major course-work in Police Science, Criminal Justice, Public Administration, Mathematics/Statistics, or a related field, AND one or more years of broad and extensive law enforcement experience; OR an equivalent combination of training and experience.
- Familiarity with computer program languages and experience in statistical research and analysis using automated systems/records, geographic information systems (GIS), statistical analysis software (SAS), or statistical package for the social services (SPSS) are preferred.
- Applicant should have never been convicted of a felony or a misdemeanor involving perjury, false statement, moral turpitude, or domestic violence.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- Principles and applications of mathematics and statistics.
- Research principles and techniques such as quantitative and qualitative analysis.
- Principles and practices of professional and technical writing.
- Basic police methods and procedures, with an emphasis in community policing.
- General computer functions and PC computer software applications including GIS, SAS, and SPSS.
- Modern office practices and procedures.
- English usage, spelling, grammar, and punctuation.
- City and state regulations affecting work.

Required Skill in:

- Collecting, analyzing and interpreting data and statistics using quantitative and qualitative methodology.
- Preparing and presenting complex and detailed statistical reports.
- Using computer databases, electronic spreadsheets, desktop publishing, word processing, and statistical applications to manipulate, analyze, and present data.

- Successfully interacting and communicating with police personnel, City employees, representative of other law enforcement agencies and the community.
- Communicate clearly and concisely in both oral and written form.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Securing and maintaining confidential information.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting.
- Work requires extended sitting.
- Moderate finger dexterity, color and near vision is required.
- May be exposed to minor amounts of dust.



City of Compton		
POLICE COMMUNICATIONS SUPERVISOR		
Department: Police	Class Code:	8135
Revised Date: December 2010	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under direction from higher level supervisory or management staff, supervises, assigns, reviews and participates in the work of staff responsible for providing public safety communication services including the dispatching of public safety services; and performs a variety of technical tasks relative to assigned area of responsibility. Exercises direct supervision over technical and clerical staff.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Police Support Services Manager; supervises assigned public safety communications and support personnel.

DISTINGUISHING CHARACTERISTICS: The Police Communications Supervisor is the third level in a three-level police dispatch series. The Police Communications Supervisor is distinguished from the Police Dispatcher II by its full supervisory responsibilities. Employees in this classification may be required to work day, evening, or morning shifts, any of the seven (7) days of the week.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

- Recommend and assist in the implementation of goals and objectives for the public safety communication program; establish schedules and methods for dispatching and 911 communications systems services; develop and implement policies and procedures.
- Evaluate operations and activities of assigned areas; recommend improvements and modifications; prepare various reports on operations and activities.
- Plan, prioritize, assign, supervise and review the work of staff responsible for providing public safety communications services.
- Participate in the preparation and administration of the public safety communications program budget; submit budget recommendations; monitor expenditures.
- Participate in the selection of staff; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.
- Answer questions and provide information to the public; investigate citizen complaints regarding services provided; recommend corrective action as necessary to resolve complaints.
- Act as a liaison with other agencies and the general public; attend a variety of meetings as required.
- Performs related duties and responsibilities as assigned.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a High School diploma or equivalent; AND five (5) years police communications experience including one year in a lead or supervisory capacity; OR an equivalent combination of education and experience. Possession of an Associate's degree or completion of coursework in records management, office management and/or supervision is desirable.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Principles and practices of municipal services and public safety administration.
- Department of Justice automated files and National Crime Information Center (NCIC) records.
- Principles of supervision, training and performance evaluation.
- Operations, services and activities of a public safety communications program.
- Modern radio communication systems including telecommunications systems and 911 systems.
- Radio broadcasting and dispatching procedures and rules.
- Pertinent Federal, State, and local laws, codes and regulations including Federal Communications Commission rules and regulations governing the operation of radio telephone transmitting and receiving systems.
- Police codes, practices and methods.
- Budgeting procedures and techniques.
- Departmental policies and procedures for service requests.
- Modern office procedures, methods and computer equipment.
- Principles and procedures of record keeping.

Required Skill in:

- Developing and administering budgets and monitoring expenditures.
- Supervising, leading, and delegating tasks and authority.
- Operating a personal computer utilizing standard and specialized software.
- Supervising the work of subordinate staff including coordinating, assigning, monitoring and evaluating work, hiring and training, counseling and disciplining staff and processing grievances.
- Developing office procedures and forms used in manual or automated recordkeeping systems.
- Understanding and carrying out complex assignments from oral and written directions.
- Establishing and maintaining effective working relationships with co-workers and the public.
- Effective verbal and written communication.
- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies, community groups, local businesses, and the general public.

Physical Demands / Work Environment:

- Work is performed indoors in an office setting and requires extended sitting at a desk.
- Work requires frequent light lifting, carrying and on occasion driving.
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust.

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Human Resources

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AMENDMENTS TO THE POSITION CLASSIFICATION PLAN

Kareemah Bradford
DEPARTMENT MANAGER’S SIGNATURE

12/15/2010 2:47:04 PM
DATE

REVIEW / APPROVAL

Ruth Rugley
CITY ATTORNEY

12/16/2010 5:21:14 PM
DATE

Stephen Ajobiewe
CITY CONTROLLER

12/16/2010 5:18:49 PM
DATE

Willie Norfleet
CITY MANAGER

12/16/2010 5:12:01 PM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

December 21, 2010

TO: MAYOR AND CITY COUNCIL

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ACCEPTING THE PROPOSAL FROM GRIFFIN STRUCTURES, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE GREENLEAF CORRIDOR IMPROVEMENT PROJECT (CIP# 08-02) AND AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT

SUMMARY

A resolution of the City Council of the City of Compton accepting the proposal from Griffin Structures, Inc. and authorize the City Manager to enter into a professional service agreement for construction management and inspection services for the Greenleaf Corridor Improvement Project (CIP#08-02).

BACKGROUND

In April 2008, pursuant to Resolution No. 22,563, the City retained the services of Moore Iacofano Goltsman, Inc. (MIG) for landscape architectural services for the engineering/design phase of the project. The design phase has been completed.

The work covers park improvements to Greenleaf Parkway within the Southern California Edison (SCE) Transmission Right-of Way. There are two sites referred to as "Walton" site and "Mayo" site. Work for each site includes demolition, clearing, grading drainage, site utilities, electrical grounding, sign uplighting, solar accent lighting, exercise equipment, site furnishings, concrete headers, walks slabs and curbs, curb ramps, drive approaches, gutters, stripping, asphalt base and paving, rubberized surfacing, decomposed granite paving, boulders, gravel, vehicle gates, bollards, fencing signage, interpretive signage, monument signs, landscape planting, and automatic irrigation system.

A recommendation to award the construction of the project has been scheduled for City Council and the next phase of the project is to retain the services of a qualified firm to perform construction management and inspection services for the project.

On October 3, 2010, staff advertised to solicit bids for construction management and inspection services for the Greenleaf Corridor Improvement Project from qualified firms. On October 28, 2010, a total of 4 bids were received from the following consultants:

#4.

Construction Management Firms

Griffin Structures, Inc
CNC Engineering
CMTS
Quantum Quality Consultants

The proposal submitted by Griffin Structures, Inc. in the amount of \$125,000 was the best qualified firm to manage the project. For three decades, Griffin Structures, Inc. has successfully partnered with more than 60 communities across California and other states to meet their needs and expectations in the planning, design and construction of their parks and recreation facilities.

In the Request for Proposal (RFP), it was requested that the firms respond with their qualifications, scope of service, and etc. in one package and their fee in a separate sealed package. Therefore, as a result, the fee was not considered until after the selection of the most qualified firm.

A consultant selection committee comprised of Public Works staff was appointed at the beginning of the Request for Proposal process. The committee review the materials in the RFP submitted by the consultants, developed a shortlist and final ranking of the most qualified proposals.

The evaluations used by the selection committee for ranking the proposal was based upon the completeness of the proposal, consultant's demonstrated understanding of the scope of services, quality of similar work previously performed by the firm for the City of Compton, personnel assigned, resources required to perform the required services, and the proposed schedule of work.

Therefore, based upon the criteria, the proposal submitted by Griffin Structures, Inc. was deemed the best qualified and most competent firm to complete the scope of work on this project and their fee was \$125,000.

STATEMENT OF THE ISSUE

In order to award the professional service agreement to Griffin Structures, Inc. to provide construction management and inspection services for the Greenleaf Corridor Improvement Project at "Walton" site and the "Mayo" site, City Council's authorization is necessary.

RECOMMENDATION

Staff recommends the City Council accepts the bid submitted by Griffin Structures, Inc. for construction management and inspection services for the Greenleaf Corridor

Improvement project (CIP# 08-02) and authorize the City Manager to enter into a professional service agreement.

FISCAL IMPACT

The total project cost is estimated at \$2,637,800. Funds in the amount of \$125,000 are available in the Community Redevelopment Agency's 2010-2011 fiscal year budget account number 3050-800-005-4266.

WENDELL JOHNSON, P.E.
PUBLIC WORKS DIRECTOR/CITY ENGINEER

WILLIE NORFLEET
CITY MANAGER

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
ACCEPTING THE PROPOSAL FROM GRIFFIN STRUCTURES, INC. FOR
CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE
GREENLEAF CORRIDOR IMPROVEMENT PROJECT (CIP# 08-02) AND
AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROFESSIONAL
SERVICE AGREEMENT**

WHEREAS, in April 2008, the City retained the services of Moore Iacofano Goltsman, Inc. (MIG) for architectural services for the engineering/design phase of the Greenleaf Corridor Improvement Project (CIP#08-02); and

WHEREAS, the design phase has been completed and the next phase of the project is to retain the services of a qualified firm to perform construction management and inspection service for the project; and

WHEREAS, the work to be performed consists of park improvements to the Greenleaf Parkway within the Southern California Edison (SCE) transmission right-of-way; and

WHEREAS, on October 3, 2010, staff advertised to solicit bids for the construction of the Greenleaf Corridor Improvement Project from qualified firms; and

WHEREAS, on October 28, 2010, a total of 4 bids were received and the proposal submitted by Griffin Structures, Inc. in the amount of \$125,000 was the best qualified firm to manage the project; and

WHEREAS, Griffin Structures, Inc., Laguna Beach, California, successfully partnered with more than 60 communities across California specializing in the planning, design, and construction of parks and recreation facilities; and

WHEREAS, funds in the amount of \$125,000 is available in the Community Redevelopment Agency's Fiscal Year 2010-2011 budget.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES
HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. That the City Manager is authorized to enter into an agreement and issue a purchase order to Griffin Structures, Inc. in an amount not to exceed \$125,000 for construction management and inspection services for the Greenleaf Corridor Improvement Project (CIP# 08-02) at the "Walton" and the "Mayo" sites.

SECTION 2. That funds in the amount of \$125,000 are available in the Community Redevelopment Agency's 2010-2011 fiscal year budget account number 3050-800-005-4266.

SECTION 3. That copies of this resolution shall be filed in the offices of the Community Redevelopment Agency, City Manager, City Controller, City Clerk, and the Public Works Department.

SECTION 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

RESOLUTION NO. _____
PAGE 2

ADOPTED this _____ day of _____, 2010.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was passed and adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk, at a regular meeting thereof, held on the _____ day of _____, 2010, by the following vote:

AYES: COUNCILMEMBERS—
NOES: COUNCILMEMBERS—
ABSTAIN: COUNCILMEMBERS—
ABSENT: COUNCILMEMBERS—

CITY CLERK OF THE CITY OF COMPTON



GRIFFIN STRUCTURES, INC.
REPRESENTATIVE PUBLIC SECTOR CLIENT REFERENCES

CITY CONTACT(S)	PROJECT(S)
CITY OF BREA 1 Civic Center Circle Brea, CA 92821 (714) 990-7600 Mr. Charlie View, Public Works Director (714) 990-7689 Mr. Tony Olmos, P.E., <i>(Former City Engineer, Brea)</i> City Engineer, Huntington Beach (714) 375-5077	Brea City Hall Renovation and Expansion Brea Sports Park
CITY OF BUENA PARK 6650 Beach Boulevard Buena Park, CA 90622-5009 Mr. Rick Warinski, City Manager (714) 562-3551 Mr. Jim Biery, P.E., Director of Public Works (714) 562-3670 Chief Tom Monson, Police Department (714) 562-3910	Buena Park Police Headquarters Buena Park Community Center
CITY OF BURBANK 326 East Orange Grove Burbank, CA 91510 Lt. Joe Latta (818) 846.2926 Mr. Rich Inga, Retired Deputy City Manager (661) 755-9552 cell	Burbank Police, Fire and Public Safety Building Burbank Police and Fire Administration Facilities Needs Assessment Study
CITY OF CATHEDRAL CITY 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234 Ms. Jan Davison, Redevelopment Director (760) 770-0389 William Soqui, Fire Chief (760) 770-8200	Cathedral City Fire Department Headquarters Training Center and Replacement Main Fire Station 411 <i>(LEED Silver Design)</i>
CITY OF CYPRESS 5700 Orange Avenue Cypress, CA 95076 (714) 229-7554 Ms. Laura Detweiler <i>(Former Parks & Rec Director, Cypress)</i> Director of Recreation & Senior Services City of Newport Beach (949) 644-3158 Mr. Doug Dancs, P.E., Public Works Director (714) 229-6740	Cypress Community Center Expansion / Renovation



GRIFFIN STRUCTURES, INC.
REPRESENTATIVE PUBLIC SECTOR CLIENT REFERENCES

CITY CONTACT(S)	PROJECT(S)
CITY OF IRVINE 6427 Oak Canyon Irvine, CA 92618 Mr. Manuel Gomez, P.E., Public Works Director (949) 724-7365 Mr. Wally Kreutzen, Assistant City Manager (949) 724-7412 Mr. Kirk Streets, Sr. Project Manager (949) 724-7554	City of Irvine / OCTA Regional Transportation Center Multi-Modal Parking Structure City of Irvine Police Facilities Capital Improvement Plan Analysis & Program Validation Orange County Great Park, Sports Park Needs Assessment Civic Center Parking Structure Feasibility Analysis
CITY OF LAGUNA BEACH 505 Forest Avenue Laguna Beach, CA 92651 Mr. Ken Frank, City Manager (949) 497-0704 Ms. Susan Cannan, Deputy City Manager (Special Projects) and Director of Recreation & Community Services (949) 497-0352	Laguna Beach Community / Senior Center and Subterranean Parking Laguna Beach Senior Center Needs Assessment
CITY OF LAKE FOREST 25550 Commercentre Drive, Suite 100 Lake Forest, CA 92630 Ms. Gail Ackerman, Development Services Manager (949) 461-3463	Lake Forest City Hall, Community Center and Sports Park Needs Assessment
CITY OF NEWPORT BEACH 3300 Newport Boulevard Newport Beach, CA 92663 Mr. David Kiff, City Manager (949) 644-3000 Mr. Homer Bludau, <i>Retired City Manager</i> (949) 644-3000 Mr. Steve Badum, P.E., Public Works Director (949) 644-3335	Mariners Library Newport Beach Civic Center Master Plan Study Lifeguard Headquarters Facility Needs Assessment
CITY OF OCEANSIDE 3855 Mission Avenue Oceanside, CA 92054 Chief Frank McCoy, Police Department (760) 435-4488 Captain Tom Jones, Police Department (760) 435-4642 Lieutenant Fred Armijo, Police Department (760) 435-4797	Oceanside Police Facility Headquarters Needs Assessment



GRIFFIN STRUCTURES, INC.
REPRESENTATIVE PUBLIC SECTOR CLIENT REFERENCES

CITY CONTACT(S)	PROJECT(S)
CITY OF SANTA ANA 20 Civic Center Plaza Santa Ana, CA 92707 Mr. Dave Ream, City Manager (714) 647-5200 Ms. Cynthia Nelson, Deputy City Manager (714) 647-5360 Mr. Jim Ross, P.E. Retired Executive Director of Public Works (714) 742-1551 jross16@socal.rr.com Ms. Souri Amirani, P.E., City Engineer/Public Works (714) 647-5659	Ross Annex Santa Ana City Hall Renovation Delhi Community Center & Park Santa Ana Children's Zoo Parks & Recreation On-Call CIP Projects
CITY OF SEAL BEACH 211 8th Street Seal Beach, CA Mr. Sean Crumby, PE, Public Works Director (562) 431-2527	Seal Beach Facilities Condition Assessment
CITY OF STANTON 7800 Katella Avenue Stanton, CA 90680-3162 Mr. Nick Guilleams, PE, Public Works Director (714) 379-9222	Stanton Public Works Maintenance Yard City Hall Renovation
CITY OF TUSTIN 300 Centennial Way Tustin, CA 92780 (714) 573-3000 Mr. Doug Stack, Public Works Director (714) 573-3150	Tustin Main Library Tustin Fire Station #37 (<i>LEED Silver Design</i>) OCTA Tustin Parking Structure
CITY OF WATSONVILLE 275 Main Street, Suite 400 Watsonville, CA 95076 Mr. Carlos Palacios, City Manager (831) 768-3010 Ms. Jan Davison, Redevelopment Agency Director, Cathedral City (<i>Former RDA Director, Watsonville</i>) (831) 588-5832	Watsonville Civic Plaza (<i>City Hall, County Criminal Courts, and Library</i>) Watsonville Civic Plaza Parking Structure

#4.



COMMITMENT OF OUR TEAM

As the President of Griffin Structures, Inc. and the proposed Construction Management Services team, each of us hereby offers and pledges our personal and written commitment to the city of Compton for the successful delivery of the Greenleaf Corridor Improvement Project.

We fully guarantee this project will have our utmost professional and personal attention to expedite project delivery and assure its success.

We appreciate this opportunity to present our Team's credentials, and look forward to working closely together on this very important project.

Thank You,

GRIFFIN STRUCTURES, INC. | Construction Managers

Roger Torriero
President / Principal-in-Charge

Todd Niemann
Construction Manager

GRIFFIN STRUCTURES, INC.

385 Second Street, Laguna Beach, CA 92651
(949) 497-9000 tel ■ (949) 497-8883 fax
www.griffinholdings.net

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Public Works-Engineering

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ACCEPTING THE PROPOSAL FROM GRIFFIN STRUCTURES, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE GREENLEAF CORRIDOR IMPROVEMENT PROJECT (CIP # 08-02) AND AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT

Wendell Johnson
DEPARTMENT MANAGER’S SIGNATURE

12/9/2010 2:01:53 PM
DATE

REVIEW / APPROVAL

Ruth Rugley
CITY ATTORNEY

12/16/2010 12:02:09 PM
DATE

Stephen Ajobiewe
CITY CONTROLLER

12/16/2010 2:29:40 PM
DATE

Willie Norfleet
CITY MANAGER

12/16/2010 8:10:04 AM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

December 21, 2010

TO: CITY MANAGER

FOR: MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CITY ATTORNEY

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A RENEWAL AGREEMENT WITH AON RISK INSURANCE SERVICES FOR THE PURCHASE OF AUTO PHYSICAL DAMAGE AND ATHLETIC PARTICIPANTS GENERAL LIABILITY INSURANCE.

SUMMARY:

The City Council will consider adopting a Resolution authorizing the City Manager to enter into a renewal agreement with and issue a purchase order to Aon Risk Insurance Services for the purchase Auto Physical Damage and Athletic Participants General Liability Insurance through the end of Fiscal Year 2010-2011.

BACKGROUND:

The City of Compton annually purchases Auto Physical Damage insurance for the City's fleet of vehicles and Athletic Participants General Liability Insurance to provide adequate insurance coverage for athletic or recreational events conducted by the City.

STATEMENT OF ISSUE:

The City of Compton is currently insured for Auto Physical Damage and Athletic Participants General Liability Insurance through Aon Risk Insurance Services. The Auto Physical Damage Policy was due for renewal December 1, 2010, while the Athletic Participants General Liability Policy is due for renewal effective January 8, 2011. The Auto Physical Damage policy covers the City's fleet of vehicles in the event of automobile accidents, earthquake, and flood or windstorm damage. The Athletic Participants General Liability policy insures for injuries that may occur as a result of City supervised athletic or recreational events.

The City of Compton has successfully realigned its various insurance programs to insure coverage of all policies at the beginning of each fiscal year. However, the Auto Physical Damage and Athletic Participant policies have not yet been placed on the fiscal year renewal schedule. Both policies are now positioned to be placed on the fiscal year

#5.

Staff Report Re Renewal of Insurance Coverage
Auto Physical Damage & Athletic Participants Liability
December 21, 2010, page 2

renewal schedule, which would make their renewal consistent with all the other City policies such as General Liability, Property, Earthquake and Flood, to name a few. In accordance with this, the above policies for Auto Physical Damage and Athletic Participants General Liability have been written from December 1, 2010 to June 30, 2011 and January 8, 2011 to June 30, 2011, respectively. They have been written for less than a one year period to coincide with all the City's other insurance policies, and will require renewal at the beginning of Fiscal Year 2011-2012. Underwriting the insurance in this way assists the City in competing for the best rates in the open market.

FINANCIAL IMPACT:

The renewal amount for the Auto Physical Damage insurance is **\$5400.00** and the amount to renew the Athletic Participants General Liability insurance is **\$5950.00** at this time. They will both be up for renewal July 1, 2011, and will be in sync with all the other City insurance policies.

Funds for the renewal of these policies have been allocated in the 2010-2011 Fiscal Year Budget of the City Attorney's Office budget in Account No. 6400-420000-4268.

RECOMMENDATION:

It is recommended that the City Council adopt the attached Resolution authorizing the City Manager to enter into a renewal agreement with and issue a purchase order to Aon Risk Insurance Services for the renewal of the City's Auto Physical Damage and Athletic Participants General Liability Insurance through the end of Fiscal Year 2010-2011.

MONICA TURNER
RISK MANAGER

CRAIG CORNWELL
CITY ATTORNEY

WILLIE NORFLEET
CITY MANAGER

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
AUTHORIZING THE CITY MANAGER TO ENTER INTO A RENEWAL
AGREEMENT WITH AON RISK INSURANCE SERVICES TO PURCHASE
AUTO PHYSICAL DAMAGE AND ATHLETIC PARTICIPANTS GENERAL
LIABILITY INSURANCE**

WHEREAS, there is a need to renew the City's Auto Physical Damage and Athletic Participants General Liability insurance programs to provide coverage for the City's fleet of vehicles and supervised athletic activities, which program policies expire December 1, 2010 and January 8, 2011, respectively; and

WHEREAS, renewal of the Auto Physical Damage and Athletic policies through the July 2011 fiscal year will bring all of the various City insurance program policies into alignment for annual renewal at the beginning of each fiscal year and protect the City from lapses in coverage, and assist in gaining competitive quotes in the insurance market; and

WHEREAS, Aon Risk Insurance Services has submitted a premium proposal for coverage through the end of this fiscal year in the amount of \$5400.00 for the Auto Physical Damage policy and \$5950.00 for the Athletic Participants General Liability policy; and

WHEREAS, these policy renewal amounts are competitive and reasonable and will provide the insurance coverage needed to protect the City.

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

SECTION 1. That the City Manager is authorized to enter into an agreement with and issuance a purchase order to Aon Risk Insurance Services for the renewal of the City's Auto Physical Damage and Athletic Participants General Liability insurance policies through the end of Fiscal Year 2010-2011.

SECTION 2. That said insurance policies coverage shall be from December 1, 2010 to June 30, 2011 for the Auto Physical Damage policy and from January 8, 2011 to June 30, 2011 for the Athletic Participants General Liability policy.

#5.

Resolution No. _____

Page 2

SECTION 3. That the premium for coverage through the end of Fiscal Year 2010-2011 for the Auto Physical Damage policy is \$5,400.00 and for the Athletic Participants General Liability policy is \$5,950.00. Funds for these services shall come from Account Fund Number 6400-042-000-4268.

SECTION 4. That a certified copy of this resolution will be filed in the offices of the City Manager, City Attorney, City Controller and the City Clerk.

SECTION 5. That the Mayor shall sign and the City Clerk shall attest to this resolution.

ADOPTED this _____ day of _____, 2010.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

Resolution No. _____

Page 3

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2010.

That said resolution was adopted by the following vote:

AYES:	COUNCIL MEMBERS—
NOES:	COUNCIL MEMBERS—
ABSENT:	COUNCIL MEMBERS—
ABSTAINS:	COUNCIL MEMBERS—

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: City Attorney

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A RENEWAL AGREEMENT WITH AON RISK SERVICES FOR THE PURCHASE OF AUTO PHYSICAL DAMAGE AND ATHLETIC PARTICIPANTS GENERAL LIABILITY INSURANCE.

Ruth Rugley
DEPARTMENT MANAGER’S SIGNATURE

12/7/2010 6:12:54 PM
DATE

REVIEW / APPROVAL

Ruth Rugley
CITY ATTORNEY

12/16/2010 12:00:13 PM
DATE

Stephen Ajobiewe
CITY CONTROLLER

12/16/2010 2:31:01 PM
DATE

Willie Norfleet
CITY MANAGER

12/16/2010 8:47:52 AM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

December 21, 2010

TO: CITY MANAGER

FOR: MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CITY ATTORNEY

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS TO PAY ANNUAL FEES FOR CONTINUED ADMINISTRATION OF THE CITY'S WORKERS' COMPENSATION SELF-INSURANCE PROGRAM.

SUMMARY:

The City Council will consider adopting a Resolution authorizing the City Manager to issue a purchase order to the State of California Department of Industrial Relations to pay annual fees for the continued administration of the City's Workers' Compensation Self-Insurance Program.

BACKGROUND:

The City of Compton is self-insured and administered for provision of workers' compensation benefits to City employees who are injured on the job up to \$1,000,000.00.

STATEMENT OF ISSUE:

As an employer who is permissibly self-insured for workers' compensation liabilities in California, the City is required to pay certain assessments, which consist of the Fraud Surcharge Assessment for the Department of Insurance, the User Funding Assessment for the Division of Workers' Compensation and the Annual License Fee for the Office of Self-Insurance Plans. These fees are required by the state to legally administer a workers' compensation program at the City. The City of Compton's assessment was received December 6, 2010 and is due and payable by December 30, 2010.

#6.

Staff Report Re Issuance of Purchase Order
State of California/Payment of Annual Fees Administer
Workers' Compensation Self-insurance Program
December 21, 2010, page 2

FINANCIAL IMPACT:

The City of Compton's fees for fiscal year July 1, 2010 through June 30, 2011 have been assessed at \$29,010.25 based on the State 2009/2010 Annual Report as submitted by the Risk Management Division of the City Attorney's Office.

Funds for this payment have been allocated in the 2010-2011 Fiscal Year Budget of the City Attorney's Office budget in Account No. 6300-57000- 4262.

RECOMMENDATION:

It is recommended that the City Council adopt the attached Resolution authorizing the City Manager to issue a purchase order to the State of California Department of Industrial Relations in the amount of \$29,010.25 to pay annual fees for the continued administration of the City's Workers' Compensation Self-Insurance Program.

MONICA TURNER
RISK MANAGER

CRAIG CORNWELL
CITY ATTORNEY

WILLIE NORFLEET
CITY MANAGER

Attachment: Proposed Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO
THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS
TO PAY ANNUAL FEES FOR CONTINUED ADMINISTRATION OF THE CITY'S
WORKERS' COMPENSATION SELF-INSURANCE PROGRAM.**

WHEREAS, the City of Compton is self-insured and administered for provision of workers' compensation benefits to City employees who are injured on the job up to \$1,000,000.00; and

WHEREAS, the City is required to pay certain assessments, which consist of the Fraud Surcharge Assessment for the Department of Insurance, the User Funding Assessment for the Division of Workers' Compensation and the Annual License Fee for the Office of Self-Insurance Plans; and

WHEREAS, the City of Compton's fees for fiscal year July 1, 2010 through June 30, 2011 have been assessed at \$29,010.25 based on the State 2009/2010 Annual Report as presented by the Risk Management Division of the City Attorney's Office; and

WHEREAS, staff recommends the annual fees to the State of California for continued administration of the City's self-insured workers' compensation program be authorized for payment.

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

SECTION 1. That the City Manager is hereby authorized to issue a purchase order in the amount of Twenty Nine Thousand Ten Dollars and Twenty-Five Cents (\$29,010.25) to the State of California Department of industrial Relations to pay annual fees for continued administration of the City's self-insured workers' compensation program.

SECTION 2. That the funds for these services are allocated in account fund number 6300-570-000-4262 for the Fiscal Year 2010-2011 in the City Attorney's budget.

SECTION 3. That a certified copy of this resolution shall be filed in the offices of the City Manager, City Attorney, City Controller and the City Clerk.

#6.

RESOLUTION NO. _____

Page 2

SECTION 4. That the Mayor shall sign and the City Clerk shall attest to this resolution.

ADOPTED this _____ day of _____, 2010.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2010.

That said resolution was adopted by the following vote:

AYES:	COUNCIL MEMBERS—
NOES:	COUNCIL MEMBERS—
ABSENT:	COUNCIL MEMBERS—
ABSTAINS:	COUNCIL MEMBERS—

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: City Attorney

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AUTHORIZE PAYMENT OF THE ANNUAL FEES TO THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS FOR CONTINUED ADMINISTRATION OF THE CITY’S WORKERS’ COMPENSATION SELF-INSURANCE PROGRAM

Ruth Rugley
DEPARTMENT MANAGER’S SIGNATURE

12/7/2010 5:51:53 PM
DATE

REVIEW / APPROVAL

Ruth Rugley
CITY ATTORNEY

12/9/2010 1:57:27 PM
DATE

Stephen Ajobiewe
CITY CONTROLLER

12/9/2010 2:00:28 PM
DATE

Willie Norfleet
CITY MANAGER

12/9/2010 1:33:00 PM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

WARRANTS APPROVED BY COUNCIL

<u>Warrant #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
194509	12/08/10	American Print Media	Various Legal Advertisement including Public Hearing Notices, Water Bonds, Ordinances, RFP's, Declarations, and NIB's	\$12,539.25

Requested by City Clerk

I hereby certify that the above demand in the amount of \$12,539.25 was approved at a regular meeting of the City Council and reject _____ as of December 21, 2010.

Council Member

Council Member

City Manager

I hereby certify that the Finance Committee at a regular meeting of the City Council on December 21, 2010 allowed the above demand.

Alita Godwin
City Clerk

WARRANTS APPROVED BY COUNCIL

<u>Warrant #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
194547	12/08/10	Hub City News	Advertisement for city events	\$7,200.00
Requested by: City Manager's Office				
194575	12/09/10	United States Security Services Inc.	Security Services at Parks	\$33,550.00
Requested by: City Manager's Office				
194576	12/09/10	United States Security Services Inc.	Security Services at Parks	\$30,320.00
Requested by: City Manager's Office				

I hereby certify that the above demands in the amount of \$71,070 were approved at a regular meeting of the City Council and reject _____ as of December 21, 2010.

Council Member

Council Member

City Manager

I hereby certify that the Finance Committee at a regular meeting of the City Council on October 21, 2010 allowed the above demands.

Alita Godwin
City Clerk

WARRANTS APPROVED BY COUNCIL

<u>Warrant #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
194745	12/16/10	Cleanstreet	Monthly street sweeping	\$245,563.55
			Requested by: Public Works	
194738	12/16/10	C.H.A.N.G.E.	Graffiti removal	\$10,000.00
			Requested by: Public Works	

I hereby certify that the above demands in the amount of \$255,563.55 were approved at a regular meeting of the City Council and reject _____ as of December 21, 2010.

Council Member

Council Member

City Manager

I hereby certify that the Finance Committee at a regular meeting of the City Council on October 21, 2010 allowed the above demands.

Alita Godwin
City Clerk

Memorandum

December 21, 2010

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY ATTORNEY

SUBJECT: CITY ATTORNEY REPORT/CLAIM NO. I-8379/LI0000040A

SUMMARY

Council will consider the claim of Tony Blaine (Claim No. I-8379/LI0000040A), presented to the City on November 24, 2010, pursuant to Govt. Code §915, 912.4(a) and 912.6(a).

BACKGROUND

On November 24, 2010, the above claim was presented to the City Controller by Tony Blaine for property damage. Claimant alleges that a City tree fell onto his vehicle which was parked on 1302 Piru Street in Compton, California. Claimant alleges that this property damage occurred on November 21, 2010 and has presented two estimates, the lowest of which is \$4,023.69 to repair his vehicle.

Staff has conducted an investigation of this claim and determined that the vehicle allegedly damaged is not owned by Claimant.

FINANCIAL IMPACT

Four Thousand Twenty Three Dollars and Sixty Nine Cents (\$4,023.69).

RECOMMENDATION

Staff recommends that this claim be denied.

/S/
CRAIG J. CORNWELL
CITY ATTORNEY

Memorandum

December 21, 2010

TO: MAYOR AND CITY COUNCIL MEMBERS
FROM: CITY ATTORNEY
SUBJECT: CITY ATTORNEY REPORT/CLAIM NO. I-8381/LI0000047A

SUMMARY

Council will consider the claim of Nakemma Romero-Bradley (Claim No. I-8381/LI0000047A), presented to the City on November 27, 2010, pursuant to Govt. Code §915, 912.4(a) and 912.6(a).

BACKGROUND

On November 27, 2010, the above claim was presented to the City Controller by a law firm representing Nakemma Romero-Bradley for personal injury. Claimant alleges that she was injured on or about June 3, 2010 when she tripped into an uncovered manhole or utility vault while walking on a sidewalk. Claimant alleges this incident occurred on Artesia Boulevard near the overpass on the 405 Freeway in Compton, California.

Staff has conducted an investigation and concluded that the location of this incident is not in the City of Compton. The location of the incident, the intersection of the 405 freeway on Artesia Boulevard is in the City of Torrance. Based upon this investigation, the City has no liability for Claimant's personal injuries.

FINANCIAL IMPACT

At least Ten Thousand Dollars (\$10,000).

RECOMMENDATION

Staff recommends that this claim be denied.

_____/S/
CRAIG J. CORNWELL
CITY ATTORNEY

DECEMBER 21, 2010

TO: MAYOR AND COUNCILMEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COMPTON APPROVING THE PRELIMINARY PLAN FOR THE
PROPOSED AMENDMENT TO THE REDEVELOPMENT PLAN**

SUMMARY

Staff is respectfully requesting that the Council approve the attached resolution approving the Preliminary Plan and proposed Survey Areas for the proposed Redevelopment Plan Amendment.

BACKGROUND

The City Council of the City of Compton ("City Council") adopted Resolution No. 23,022 on January 12, 2010 approving the adoption of a preliminary plan establishing a new project area amendment to the Compton Redevelopment Project and boundary and instructing the Planning Commission to prepare a preliminary report.

The Preliminary Plan for the proposed Amendment and boundaries have been adopted and approved by the Planning Commission and all requirements of law for, and precedent to, the adoption and approval of said plan have been duly complied with pursuant to California Community Redevelopment Law (Health and Safety Code Sections 33327, 33328, 33385 (a), 33385 (b) (1)-(7)).

STATEMENT OF THE ISSUE

The City Council of the City of Compton ("City Council") adopted Resolution No. 23,022 on January 12, 2010. In addition, on December 7, 2010, the Urban Community Development Commission approved resolution no. 1,829 for the Base Year Assessment Roll for the allocation of taxes in the redevelopment project area, which extended the Project Area Committee process thus creating the necessity for the City Council to reapprove the Preliminary Plan and proposed Survey Area which incorporates the recommendations from the Planning Commission of the reduction in acreage in Sub-Area 3.

FISCAL IMPACT

There is no immediate fiscal impact resulting from the approval of the preliminary plan or designation of a Survey Area. However, if the Council adopts the new Redevelopment Plan Project Area, the new redevelopment project area will begin to generate property tax increment revenue from the project area; additionally as the Agency begins to implement new projects in the that area the Agency can utilize the new tax increment revenue to continue the revitalization and economic growth of the City of Compton.

#12.

RECOMMENDATION

Staff is respectfully requesting that the Council approve the attached resolution approving the Preliminary Plan and proposed Survey Areas for the proposed Redevelopment Plan Amendment.

**MICHAEL ANTWINE
INTERIM DIRECTOR OF REDEVELOPMENT**

**WILLIE NORFLEET
CITY MANAGER**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
APPROVING THE PRELIMINARY PLAN FOR THE PROPOSED
AMENDMENT TO THE REDEVELOPMENT PLAN

WHEREAS, the City Council of the City of Compton (“City Council”) adopted Resolution No. 23,022 on January 12, 2010 approving the adoption of a preliminary plan establishing a new project area amendment to the Compton Redevelopment Project and boundary and instructing the Planning Commission to prepare a preliminary report; and

WHEREAS, on December 7, 2010, the Urban Community Development Commission approved resolution no. 1,829 for the Base Year Assessment Roll for the allocation of taxes in the redevelopment project area, it is necessary that the City Council to reapprove the Preliminary Plan and proposed Survey Area which incorporates the recommendations from the Planning Commission of the reduction in acreage in Sub-Area 3; and

WHEREAS, the City Council and the Redevelopment Agency of the City of Compton (“Agency”) have initiated the process and proceedings pursuant to the California Community Redevelopment Law, Health & Safety Code §33000, *et seq.* (“CCRL”) to consider and establish a Redevelopment Plan Amendment (“Plan Amendment”) for a new redevelopment project; and

WHEREAS, the Preliminary Plan for the proposed Amendment and boundaries have been adopted and approved by the Planning Commission and all requirements of law for, and precedent to, the adoption and approval of said plan have been duly complied with pursuant to California Community Redevelopment Law (Health and Safety Code Sections 33327, 33328, 33385 (a), 33385 (b) (1)-(7)); and

WHEREAS, the City Council has reviewed the Preliminary Plan and related attachments submitted herewith, and based thereon has determined the objectives and scope of the Plan Adoption as set forth in the Preliminary Plan is appropriate.

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

Section 1. The City Council hereby approves the Preliminary Plan, including establishing the boundaries of the proposed new Redevelopment Project Area Amendment.

Section 2. The City Clerk is hereby authorized and directed to submit the Preliminary Plan and related appendices, to the Agency for its consideration and subsequent action.

Section 3. That a certified copy of this resolution shall be filed in the offices of the City Manager’s Office, City Attorney, City Controller, Community Redevelopment Agency, and City Clerk.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2010.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

RESOLUTION NO. _____
Page 2

I, Alita Godwin, City Clerk of the City Council of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at the regular meeting thereof held on the _____ day of _____, 2010.

That said resolution was adopted by the following vote, to wit:

AYES:	COUNCILMEMBERS-
NOES:	COUNCILMEMBERS-
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CITY CLERK OF THE CITY OF COMPTON

**PRELIMINARY PLAN FOR PROPOSED AMENDMENT TO THE
COMPTON REDEVELOPMENT PROJECT AREA**

Prepared by:

The Davis Company

November 29, 2010

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PRELIMINARY PLAN FOR THE PROPOSED AMENDMENT TO THE COMPTON REDEVELOPMENT PROJECT AREA

I. INTRODUCTION

The City Council (“City Council”) of the City of Compton (“City”) adopted a resolution on March 9, 1971 creating its first Redevelopment Project Area which it has amended from time to time. It now seeks to prepare a new Amendment to the Compton Redevelopment Project Area (“Project Area”) and has directed the Planning Commission of the City of Compton (“Planning Commission”) to formulate a Preliminary Plan in connection with consideration and establishment of a Redevelopment Plan (“Redevelopment Plan”) Amendment for a new redevelopment project area. These plan adoption proceedings (“Plan Adoption”) have been initiated by the City Council and the Community Development Commission of the City of Compton (“CDC”) pursuant to the California Community Redevelopment Law, Health & Safety Code §33000, *et seq.* (“CRL”).

The Planning Commission, as directed by the City Council, has worked with the City, the CDC and their staff and advisors to prepare this Preliminary Plan. Pursuant to CRL Section 33323 the Planning Commission has assisted the City Council in the selection of proposed Project Area boundaries and in the preparation of this Preliminary Plan. Following the Planning Commission’s consideration and action on this Preliminary Plan, it will be transmitted to the CDC for its consideration and subsequent action.

Section 33324 of the Health & Safety Code states that a preliminary plan need not be detailed and is sufficient if it:

1. Describes the boundaries of the proposed new Amendment Area.
2. Contains a general statement of the land uses, layout of principal streets, population densities and building intensities and standards proposed as the basis for the redevelopment of the proposed new Amendment Area.
3. Shows how the purposes of the CRL would be attained by redevelopment.
4. Shows that the proposed redevelopment is consistent with the general plan of the community.
5. Describes generally, the impact of the project upon residents of the area and upon the surrounding neighborhood.

The Preliminary Plan is an initial framework document which may be modified during the Plan Adoption process and will be updated by the CDC’s Preliminary Report and its Report to the City Council. More detailed and specific studies will be conducted to further identify specific problems and target programs, projects and implementation actions necessary to effectuate the achievement of public policy affecting long-term implementation of the proposed Redevelopment Plan. Among other things this Preliminary Plan summarizes conditions of blight within the proposed Amendment Area and the Planning Commission’s approach to planning, project implementation, and financing of long-term redevelopment activities in the proposed Amendment Area.

This Preliminary Plan is organized to follow the provisions of the CRL and will be used to provide notice that the boundaries of the proposed Amendment Area being considered for adoption in the 2009-2010 fiscal year have been selected.

II. DESCRIPTION OF PROPOSED PROJECT AREA BOUNDARIES

The proposed boundaries for the new Amendment Area are shown on the attached map, Exhibit “A”. These boundaries as shown on Exhibit “A” are incorporated by this reference as the proposed Amendment Area boundaries. The proposed Amendment Area includes the following “Sub-Areas” within the City limits.

1. **Sub-Area 1** is generally located along the north side of El Segundo Boulevard between Central Avenue and Compton Avenue. This Sub-Area contains approximately 20.5 acres. The physical blight conditions include dilapidated and deteriorated buildings, defective building design and construction, and lack of sufficient off-street parking. The economic blight conditions include depreciated or stagnant property values.
2. **Sub-Area 2** is generally located on the north side of Rosecrans Avenue between Northwood Avenue and Wilmington Avenue. This Sub-Area contains approximately 29.1 acres. The existing land use is an athletic field and recreational park. While there are no existing blight conditions, this sub-area will be included into the redevelopment project area in order to utilize redevelopment funding for future improvements.
3. **Sub-Area 3** is generally located along the east side of Alameda Street between Rosecrans Avenue and Otis Street. This Sub-Area contains approximately 4.0 acres. The physical blight conditions include vacant lots of irregular shape and inadequate size. The economic blight conditions include depreciated or stagnant property values.
4. **Sub-Area 4** is generally located near the southeast corner of Long Beach Boulevard and Rosecrans Avenue. This Sub-Area contains approximately 20.8 acres. The existing land uses include a mixture of single-family and multi-family structures. The physical blight conditions include unsafe and unhealthy buildings, and dilapidated and deteriorated buildings. The economic blight conditions include depreciated or stagnant property values, and high crime rates and activities.
5. **Sub-Area 5** is generally located south of Compton Boulevard and north of Laurel Street between Alameda Street and Santa Fe Avenue. This Sub-Area contains approximately 8.3 acres. The existing land uses include single-family residences. The physical blight conditions include dilapidated and deteriorated buildings. The economic blight conditions include depreciated or stagnant property values
6. **Sub-Area 6** is generally located between Alameda Street and Willowbrook Avenue and between Raymond Street and Bennett Street. This Sub-Area contains approximately 54.0 acres. The existing land uses are predominantly single-family residences with a mix of multi-family structures. The physical blight conditions include dilapidated and deteriorated buildings. The economic blight conditions include depreciated or stagnant property values.
7. **Sub-Area 7** is generally located along the north side of Greenleaf Boulevard between Willowbrook Avenue and Wilmington Avenue. This Sub-Area contains approximately 16.7

acres. The existing land uses include single-family residences. The physical blight conditions include dilapidated and deteriorated buildings, and irregular lot sizes and configurations. The economic blight conditions include depreciated or stagnant property values.

8. **Sub-Area 8** is generally located on the south side of Alondra Boulevard between Dwight Avenue and Northwood Avenue. This Sub-Area contains approximately 22.5 acres. The existing land uses are predominantly multi-family structures with a mixture of single-family residences. The physical blight conditions include unsafe and unhealthy buildings, and dilapidated and deteriorated buildings. The economic blight conditions include depreciated or stagnant property values, and high crime rates and activities.
9. **Sub-Area 9** is generally located on the northeast corner of Alondra Boulevard and Wilmington Avenue and along the west side of Compton Creek. This Sub-Area contains approximately 77.8 acres. The existing land uses include a mixture of single-family and multi-family structures. The physical blight conditions include unsafe and unhealthy buildings, dilapidated and deteriorated buildings, and irregular lot sizes and configurations. The economic blight conditions include depreciated or stagnant property values, and high crime rates and activities.

The proposed Amendment Area is predominantly urbanized as required by CRL Section 33320.1. Existing development includes industrial development, mixed commercial uses and both single-family and multi-family housing.

The methodology employed by staff and consultants to determine which parcels within the Survey Area could be found to exhibit blighting conditions consisted of (i) a field examination of all parcels and (ii) review of existing data sources such as the U.S. Census, information from City building, code enforcement, public works, and public safety departments, and the County Assessor.

A summary of the physical and economic blighting conditions and blight identified at this time is summarized as follows:

- Substandard design
- Impaired investments
- Poor site conditions
- Deteriorated structures
- Deferred maintenance
- Mixed and incompatible land uses
- Inadequate and/or lack of parking
- Functionally obsolete structures, buildings, and facilities
- Inadequate public infrastructure, facilities, and improvements

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- Under/over-utilized parcels
- Residential overcrowding
- Irregularly shaped parcels

CRL Section 33321 recognizes the proposed Amendment Area “may include lands, buildings, or improvements which are not detrimental to the public health, safety or welfare, but whose inclusion is found necessary for the effective redevelopment of the area of which they are a part.” While the term “necessary for effective redevelopment” is not defined in the CRL, common planning practice shows that planning areas should be continuous without obvious breaks or gaps. There are a number of parcels, that may not be directly found to be blighted, but which are adjacent to, or surrounded by, blighted parcels or parcels with blighting conditions. These parcels’ exclusion from the proposed Amendment Area would fragment redevelopment efforts for the blighted parcels and would result in their inefficient and ineffective redevelopment. As a consequence, these adjacent parcels may be found to be necessary for the effective redevelopment of the blighted parcels and their inclusion into the proposed Amendment Area may be recommended.

III. LAND USES, LAYOUT OF PRINCIPAL STREETS, POPULATION DENSITIES, BUILDING INTENSITIES AND STANDARDS

A. Land Uses

As a basis for redeveloping the proposed Amendment Area it is proposed that all planning elements be those contained in the City of Compton General Plan, as amended from time to time, (“General Plan”) and as set forth in other applicable state codes and ordinances.

Within the proposed Amendment Area, land uses shall be those permitted by the General Plan.

The proposed new Amendment Area is subject to the conditions and guidelines contained in General Plan and the land uses in the proposed Amendment Area are those currently designated in the General Plan.

Current permitted uses include retail, commercial, office, industrial, single family housing, and multi-family housing uses.

B. Layout of Principal Streets

The principal streets within the proposed new Amendment Area are shown in Exhibit “A” and include: Central and N. Central Avenue, Alondra Boulevard, Greenleaf Boulevard, Compton Boulevard, El Segundo Boulevard, Willowbrook Avenue, Wilmington Avenue, Alameda Street, Rosencrans Avenue, and Long Beach Boulevard. For redevelopment of the new Amendment Area it is proposed that, in general, the layout of streets will be as shown in the General Plan. Existing streets within the proposed Amendment Area may be modified and additional streets may be created as necessary for proper pedestrian and/or vehicular circulation as provided for in the General Plan.

C. Population Densities and Building Intensities

Permitted densities and intensities within the proposed Amendment Area shall conform to the General Plan and City of Compton Zoning Code, as currently adopted and or as hereafter amended, and other applicable codes and ordinances.

Building intensities conform to the Land Use Element of the General Plan, as adopted and hereafter amended, in particular limits on (i) the percentage of ground area covered by buildings (lot coverage, or floor area ratio [FAR]); (ii) the building setbacks, parking, landscaping and open space requirements; (iii) the location of the buildable areas on building sites; and (iv) the heights of buildings. Land coverage and locations of buildable sites should be limited, as are feasible and appropriate, to provide adequate open space, landscaping, parking and a high level of livability. The limits on building intensity shall be established in accordance with restrictions defined in the General Plan, as amended from time to time.

D. Building Standards

Building standards in the new Amendment Area are proposed to conform to the building requirements of the codes and ordinances as applicable in the City of Compton. The permitted land uses, land use standards and the evaluation guidelines for the proposed Amendment Area shall be those set forth in the General Plan, and all development in the proposed Amendment Area shall comply with all applicable state and local laws, codes and ordinances.

IV. ATTAINMENT OF THE PURPOSES OF THE REDEVELOPMENT LAW

The general purposes of the CRL are stated in Sections 33037, 33070, and 33071. Section 33037 declares that it is the policy of the State:

- (a) To protect and promote the sound development and redevelopment of blighted areas and the general welfare of the inhabitants of the communities in which they exist by remedying such injurious conditions through the employment of all appropriate means.
- (b) That whenever the redevelopment of blighted areas cannot be accomplished by private enterprise acting alone, without public participation and assistance in the acquisition of land, in planning and in the financing of land assembly, in the work of clearance, and in the making of improvements necessary therefor, it is in the public interest to employ the power of eminent domain, to advance or expend public funds for these purposes, and to provide a means by which blighted areas may be redeveloped or rehabilitated.
- (c) That the redevelopment of blighted areas and the provisions for appropriate continuing land use and construction policies in them constitute public uses and purposes for which public money may be advanced or expended and private property acquired, and are governmental functions of state concern in the interest of health, safety, and welfare of the people of the State and of the communities in which the areas exist.”

CRL Section 33070 declares policy regarding housing and employment opportunities and states:

“The Legislature finds and declares that decent housing and genuine employment opportunities for all the people of this state are vital to the state’s future peace and prosperity, for all of the following reasons:

- (a) Hazardous, congested, and insanitary housing debilitates occupants’ health to the point of impairing motivation and achievement.
- (b) Lack of employment opportunity creates despair and frustration which may precipitate violence.
- (c) Unfit housing and lack of employment opportunity depend on each other to perpetuate a system of dependency and hopelessness which drains the state of its valuable financial and human resources.”

Finally, CRL Section 33071 states the fundamental purpose of Redevelopment to be that:

“The Legislature further finds and declares that a fundamental purpose of redevelopment is to expand the supply of low and moderate-income housing, to expand employment opportunities for jobless, underemployed, and low-income persons, and to provide an environment for the social, economic, and psychological growth and well-being of all citizens.”

The proposed Amendment Area boundaries were selected based on the existence of blight and blighting conditions as defined by CRL and where effective redevelopment projects may be implemented.

Based upon evidence available to date, it would appear intervention by the Planning Commission is warranted and additional data gathering and analysis will be undertaken, consistent with CRL requirements, to further refine the amount and extent of physical and economic blight in the proposed Amendment Area and evaluate how such conditions constitute a serious physical and economic burden on the community which cannot reasonably be expected to be reversed or alleviated by private enterprise or governmental action or both without redevelopment. The purposes of the CRL will be attained in the proposed Amendment Area by removing blight and blighting conditions in the area and redeveloping this area that could not be accomplished by private enterprise alone without public participation and assistance. While it is unlikely that such data gathering would result in parcels being added to the proposed Amendment Area boundaries, it is possible that, as a result of such data gathering and analysis, some parcels may yet be excluded from the proposed Amendment Area boundaries presented in this Preliminary Plan. It would appear at this time, based upon the continued physical decline of many properties located within the proposed Amendment Area, that the above conditions cannot be reversed or alleviated by private enterprise acting alone. Benefits will occur for present and future residents and property owners within the proposed Amendment Area as well as the residents and taxpayers of the City, if the proposed Amendment Area is made a part of a new Amendment Area.

V. CONSISTENCY WITH THE GENERAL PLAN

The Redevelopment Plan Amendment for the proposed new Amendment Area will conform to and implement the General Plan. All land uses, roadways, and public facilities will be those set forth in

the General Plan and all redevelopment will be consistent with the elements of the General Plan as they currently exist or are hereafter amended.

VI. IMPACT ON RESIDENTS AND SURROUNDING NEIGHBORHOOD

A. Environmental Review and CEQA

The CDC, as lead agency under the California Environmental Quality Act (“CEQA”) and implementing guidelines, will circulate for review a complete Environmental Impact Report (EIR), to that will identify the significant environmental impacts, if any, that are anticipated to result from the proposed Amendment to the Redevelopment Plan and Amendment Area and recommend appropriate mitigation measures. As lead agency, the CDC will cause the EIR for the proposed new Amendment Area to be prepared, reviewed, circulated, commented on, considered, and acted on pursuant to CEQA. The City of Compton will act as a responsible agency under CEQA with regard to preparation, review, circulation, comment, consideration, and action on the EIR for the proposed new Project Area.

B. Residents and Surrounding Neighborhoods

The primary impacts of implementing the proposed Redevelopment Plan Amendment in the Amendment Area on the residents within such Amendment Area and surrounding areas should be positive. The primary purpose of the proposed Redevelopment Plan Amendment is to achieve the redevelopment of blighted and under-developed industrial and commercial properties within the Amendment Area. By adhering to the guidelines of the General Plan and the objectives of the proposed Redevelopment Plan Amendment, the possible negative impacts on existing commercial, industrial and residential areas should be eliminated.

Impacts of the Redevelopment Plan Amendment upon residents of the Amendment Area and surrounding neighborhoods should, in general, be minimal. There may be impacts upon residents using the circulation system within the Amendment Area due to the public works improvements which can reasonably be expected to occur in the future. The impacts upon residents living within the Amendment Area and the surrounding neighborhoods will, in general, be positive and revolve around improvements to public facilities and services, parking facilities and environmental quality, creation of new employment opportunities, and expansion of economic development and housing opportunities.

C. Financial Feasibility

It is anticipated direct Agency activity will occur only if feasible and when sufficient financial resources are available and such action will produce effective and immediate redevelopment results. Thus implementation of the Amendment Area is intended to be phased with a limited scope of direct activity at any given time. This subject will be discussed in depth by the Agency in its Report to the City Council and the Environmental Impact Report which will accompany the Amendment Area adoption.

D. Public Improvements in Project Area and to Benefit Project Area

The objectives of the proposed Redevelopment Plan Amendment as they are further defined will include both public improvements as well as assistance to private development that will result in the

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elimination of blighting conditions in the Amendment Area. Specific projects will be determined as the proposed Redevelopment Plan is prepared and reviewed by the Planning Commission, the City Council, and the Community Development Commission with input from the community.

VII. CONCLUSION

In conclusion, consistent with the requirements of the CRL this Preliminary Plan is generalized and non-specific in detail in its parts, evidencing its purpose as a preliminary planning document. This Preliminary Plan provides the CDC with the opportunity to work with the Planning Commission in determining the boundaries of the proposed Amendment Area and other objectives of the Plan Adoption proceedings.

CITY OF COMPTON REDEVELOPMENT AGENCY

**GEOGRAPHIC DESCRIPTIONS FOR
COMPTON REDEVELOPMENT EXPANSION AREAS**

**Prepared For:
City of Compton**

**July 23, 2010
Revised October 27, 2010**

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“Serving the Development Community Since 1985”

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CITY OF COMPTON REDEVELOPMENT AGENCY
GEOGRAPHIC DESCRIPTIONS FOR
COMPTON REDEVELOPMENT EXPANSION AREAS

ALL THAT CERTAIN LAND SITUATED IN THE CITY OF COMPTON, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

SUB-AREA 1

BEGINNING AT A POINT AT THE INTERSECTION OF THE NORTHERLY RIGHT-OF-WAY LINE OF EL SEGUNDO BOULEVARD AND THE EASTERLY RIGHT-OF-WAY LINE OF CENTRAL AVENUE:

THENCE EASTERLY ALONG THE SAID EASTERLY RIGHT-OF-WAY LINE ALONG THE FOLLOWING VARIOUS COURSES:

- (1) THENCE NORTH 00°25'30" EAST, 70.00 FEET;
- (2) THENCE NORTH 88°44'55" WEST, 30.00 FEET;
- (3) THENCE NORTH 00°25'30" EAST, 70.00 FEET;
- (4) THENCE SOUTH 88°44'55" EAST, 30.00 FEET;
- (5) THENCE CONTINUING NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH 00°25'30" EAST, 140.00 FEET, TO A POINT ON THE WESTERLY PROLONGATION OF THE SOUTHERLY LINE OF TRACT NO. 12991, AS PER MAP RECORDED IN BOOK 248, PAGES 44-46, OF MAPS, RECORDS OF SAID COUNTY;
- (6) THENCE EASTERLY ALONG SAID WESTERLY PROLONGATION, SOUTHERLY LINE AND ITS EASTERLY PROLONGATION, NORTH 89°49'04" EAST, 2,781.22 FEET, TO A POINT ON THE WESTERLY LINE OF TRACT NO. 13115, AS PER MAP RECORDED IN BOOK 251, PAGES 6-8, OF MAPS, RECORDS OF SAID COUNTY;
- (7) THENCE SOUTHERLY ALONG SAID WESTERLY LINE, SOUTH 00°00'30" WEST, 340.38 FEET, TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF SAID EL SEGUNDO BOULEVARD;
THENCE WESTERLY ALONG SAID NORTHERLY RIGHT-OF-WAY LINE ALONG THE FOLLOWING VARIOUS COURSES:

- (8) THENCE NORTH 88°49'28" WEST, 1,350.89 FEET;
- (9) THENCE SOUTH 13°07'31" EAST, 20.64 FEET;
- (10) THENCE NORTH 88°49'28" WEST, 102.62 FEET;
- (11) THENCE NORTH 13°07'31" WEST, 20.64 FEET;
- (12) THENCE NORTH 88°44'55" WEST, 236.00 FEET;
- (13) THENCE SOUTH 01°15'05" WEST, 20.00 FEET;
- (14) THENCE NORTH 88°44'55" WEST, 335.95 FEET;
- (15) THENCE NORTH 01°15'05" EAST, 20.00 FEET;
- (16) THENCE NORTH 88°44'55" WEST, 205.47 FEET;
- (17) THENCE SOUTH 01°15'05" WEST, 20.00 FEET;
- (18) THENCE NORTH 88°44'55" WEST, 429.74 FEET;
- (19) THENCE NORTH 00°30'10" EAST, 20.00 FEET;
- (20) THENCE WESTERLY CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, NORTH 88°44'55" WEST, 120.00 FEET, TO THE **POINT OF BEGINNING**.

SUB-AREA 1 CONTAINS 20.5 ACRES MORE OR LESS

SUB-AREA 2

BEGINNING AT A POINT AT THE INTERSECTION OF THE SOUTHEASTERLY CORNER OF TRACT NO. 19808, AND THE WESTERLY RIGHT-OF-WAY LINE OF WILMINGTON AVENUE, AS PER MAP RECORDED IN BOOK 510, PAGES 1-2, OF MAPS, RECORDS OF SAID COUNTY:

- (1) THENCE SOUTHERLY ALONG THE SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH 00°02'20" EAST, 300.00 FEET, TO A POINT ON THE NORTHWESTERLY RIGHT-OF-WAY LINE OF CRESSEY STREET, AS SHOWN ON A RECORD OF SURVEY RECORDED IN BOOK 67, PAGE 10, OF RECORDS OF SURVEY MAPS, RECORDS OF SAID COUNTY;
- (2) THENCE SOUTHWESTERLY ALONG THE SAID NORTHWESTERLY RIGHT-OF-WAY LINE, SOUTH 72°05'50" WEST, 2,085.59 FEET, TO THE MOST SOUTHWESTERLY CORNER OF PARCEL MAP 16132, AS PER MAP RECORDED IN BOOK 176, PAGES 81-82, OF PARCEL MAPS, RECORDS OF SAID COUNTY;

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(3) THENCE NORTHERLY ALONG THE WESTERLY BOUNDARY OF SAID PARCEL MAP 16132, NORTH 00°46'10" EAST, 1,055.14 FEET, TO THE MOST NORTHWESTERLY CORNER OF SAID PARCEL MAP;

(4) THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID PARCEL MAP 16132, NORTH 89°03'07" EAST, 449.91 FEET, TO AN ANGLE POINT IN SAID LINE;

(5) THENCE EASTERLY CONTINUING ALONG THE SAID NORTHERLY LINE, SOUTH 88°40'21" EAST, 249.96 FEET, TO THE MOST NORTHEASTERLY CORNER OF SAID PARCEL MAP 16132. SAID POINT ALSO LYING ON THE SOUTHWESTERLY LINE OF SAID TRACT NO. 19808;

(6) THENCE SOUTHEASTERLY ALONG THE NORTHEASTERLY LINE OF SAID PARCEL MAP 16132 AND SOUTHWESTERLY LINE OF TRACT NO. 19808, SOUTH 35°47'15" EAST, 180.00 FEET, MORE OR LESS, TO THE SOUTHWESTERLY CORNER OF SAID TRACT NO. 19808;

(7) THENCE EASTERLY ALONG SOUTHERLY LINE OF SAID TRACT NO. 19808, NORTH 89°57'40" EAST, 1,259.10 FEET, TO THE **POINT OF BEGINNING**.

SUB-AREA 2 CONTAINS 29.1 ACRES MORE OR LESS

SUB-AREA 3

BEGINNING AT A POINT AT THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY LINE OF THE SOUTHERN PACIFIC RAILROAD AND THE SOUTHERLY BOUNDARY OF BELLA-VERNON ACRES, AS PER MAP RECORDED IN BOOK 9, PAGE 196, OF MAPS, RECORDS OF SAID COUNTY. SAID EASTERLY RAILROAD RIGHT-OF-WAY ALSO BEING THE WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET:

(1) THENCE WESTERLY ALONG THE SAID SOUTHERLY BOUNDARY LINE, SOUTH 83°38'35" EAST, 63.01 FEET, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET;

(2) THENCE SOUTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, SOUTH 07°19'00" EAST, 1,453.46 FEET;

(3) THENCE NORTH 89°54'21" EAST, 228.64 FEET, TO A POINT ON THE WESTERLY LINE OF TRACT NO. 7243, AS PER MAP RECORDED IN BOOK 78, PAGES 15-16, OF MAPS, RECORDS OF SAID COUNTY;

(4) THENCE SOUTHERLY ALONG SAID WESTERLY LINE, SOUTH 03°15'00" EAST, 313.19 FEET;

(5) THENCE SOUTH $89^{\circ}54'21''$ WEST, 266.77 FEET, TO A POINT ON SAID EASTERLY RIGHT-OF-WAY LINE OF THE SOUTHERN PACIFIC RAILROAD;

(6) THENCE NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH $07^{\circ}19'00''$ WEST, 1,773.71 FEET, TO THE **POINT OF BEGINNING**.

SUB-AREA 3 CONTAINS 4.0 ACRES MORE OR LESS

SUB-AREA 4

BEGINNING AT A POINT AT THE INTERSECTION OF THE NORTHERLY LINE OF TRACT NO. 6564, AND THE WESTERLY RIGHT-OF-WAY LINE OF BRADFIELD AVENUE, AS SHOWN ON SAID TRACT NO. 6564, AS PER MAP RECORDED IN BOOK 72, PAGE 9, OF MAPS, RECORDS OF SAID COUNTY:

(1) THENCE WESTERLY ALONG THE SAID NORTHERLY AND ITS WESTERLY PROLONGATION, SOUTH $89^{\circ}54'49''$ WEST, 776.26 FEET, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF TEMPLE STREET;

(2) THENCE NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH $03^{\circ}19'05''$ WEST, 660.99 FEET, TO A POINT ON THE SOUTHERLY LINE OF TRACT NO. 10577, AS PER MAP RECORDED IN BOOK 164, PAGES 17-18, OF MAPS, RECORDS OF SAID COUNTY;

(3) THENCE EASTERLY ALONG SAID SOUTHERLY LINE, NORTH $89^{\circ}14'42''$ EAST, 509.41 FEET, TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF ESSEY AVENUE, AS SHOWN ON TRACT NO. 14585, AS PER MAP RECORDED IN BOOK 313, PAGES 12-13, OF MAPS, RECORDS OF SAID COUNTY;

(4) THENCE NORTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE, NORTH $03^{\circ}17'19''$ WEST, 505.88 FEET, TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF AN ALLEY, 20.00 FEET IN WIDTH MEASURED AT RIGHT ANGLES, AS SHOWN ON SAID TRACT NO. 14585;

(5) THENCE EASTERLY ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE AND ITS EASTERLY PROLONGATION, NORTH $89^{\circ}14'35''$ EAST, 789.35 FEET, TO A POINT ON THE EASTERLY LINE OF SAID TRACT NO. 14585;

(6) THENCE SOUTHERLY ALONG SAID EASTERLY LINE, SOUTH $03^{\circ}16'15''$ EAST, 479.07 FEET, TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF PIXLEY STREET, AS SHOWN ON SAID TRACT NO. 14585;

(7) THENCE WESTERLY ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, SOUTH $89^{\circ}14'35''$ WEST, 494.98 FEET, TO A POINT ON THE NORTHERLY PROLONGATION OF THE WESTERLY RIGHT-OF-WAY LINE OF BRADFIELD AVENUE;

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THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE ALONG THE FOLLOWING COURSES:

- (8) THENCE SOUTH 03°15'00" EAST, 130.00 FEET;
- (9) THENCE SOUTH 89°54'21" WEST, 36.16 FEET;
- (10) THENCE SOUTH 10°14'54" EAST, 90.75 FEET;
- (11) THENCE SOUTH 03°15'00" EAST, 69.63 FEET;
- (12) THENCE NORTH 89°54'21" EAST, 25.02 FEET;
- (13) THENCE SOUTH 03°15'00" EAST, 50.00 FEET;
- (14) THENCE SOUTH 89°54'21" EAST, 25.02 FEET;
- (15) THENCE SOUTHERLY CONTINUING ALONG SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH 03°15'00" EAST, A DISTANCE OF 220.47 FEET TO THE **POINT OF BEGINNING**.

SUB-AREA 4 CONTAINS 20.8 ACRES MORE OR LESS

SUB-AREA 5

BEGINNING AT A POINT AT THE INTERSECTION OF THE WESTERLY RIGHT-OF-WAY LINE OF SANTA FE AVENUE (FORMERLY KNOWN AS LAUREL STREET) AND NORTHERLY RIGHT-OF-WAY LINE OF LAUREL STREET, AS SHOWN ON TRACT NO. 8150, AS PER MAP RECORDED IN BOOK 110, PAGE 62, OF MAPS, RECORDS OF SAID COUNTY:

- (1) THENCE WESTERLY ALONG THE SAID NORTHERLY RIGHT-OF-WAY, SOUTH 89°47'20" WEST, 1,004.93 FEET, TO THE SOUTHWESTERLY CORNER OF LOT 27 OF BLAKE'S SUBDIVISION, AS PER MAP RECORDED IN BOOK 12, PAGE 158, OF MAPS, RECORDS OF SAID COUNTY;
- (2) THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID LOT 27 AND ITS NORTHERLY PROLONGATION, NORTH 03°17'30" WEST, 460.19 FEET, TO THE NORTHWESTERLY CORNER OF LOT 11 OF SAID BLAKE'S SUBDIVISION;
- (3) THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID LOT 11, NORTH 89°48'30" EAST, 150.00 FEET, TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF ROSE AVENUE, AS SHOWN ON SAID BLAKE'S SUBDIVISION;
- (4) THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH 03°17'30" WEST, 162.64 FEET, TO A POINT ON THE WESTERLY

PROLONGATION OF THE SOUTHERLY LINE OF LOT 33 OF SAID BLAKE'S SUBDIVISION;

(5) THENCE EASTERLY ALONG SAID WESTERLY PROLONGATION AND SOUTHERLY LINE OF SAID LOT 33 AND ITS EASTERLY PROLONGATION, NORTH 89°48'30" EAST, 665.00 FEET, TO A POINT ON SAID WESTERLY RIGHT-OF-WAY LINE OF SANTA FE AVENUE;

(6) THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH 03°15'45" EAST, 305.12 FEET, TO THE **POINT OF BEGINNING**.

SUB-AREA 5 CONTAINS 7.5 ACRES MORE OR LESS

SUB-AREA 6

BEGINNING AT A POINT AT THE INTERSECTION OF THE SOUTHERLY RIGHT-OF-WAY LINE OF RAYMOND STREET AND THE WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET (FORMERLY KNOWN AS LONG BEACH BOULEVARD):

(1) THENCE SOUTHERLY ALONG THE SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH 07°27'00" EAST, 123.50 FEET, TO A POINT ON THE NORTHERLY LINE OF LOT 15 OF BLOCK 3 OF TRACT NO. 2883, AS PER MAP RECORDED IN BOOK 28, PAGE 97, OF MAPS, RECORDS OF SAID COUNTY;

(2) THENCE EASTERLY CONTINUING ALONG THE RIGHT-OF-WAY LINE OF ALAMEDA STREET AND NORTHERLY LINE OF SAID LOT 15, NORTH 89°41'00" EAST, 11.00 FEET, TO THE NORTHEASTERLY CORNER OF SAID LOT 15;

(3) THENCE SOUTHERLY CONTINUING ALONG THE WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET AND THE EASTERLY LINE OF SAID LOT 15, SOUTH 07°27'00" EAST, 61.00 FEET, TO THE SOUTHEASTERLY CORNER OF SAID LOT 15;

(4) THENCE WESTERLY CONTINUING ALONG THE RIGHT-OF-WAY LINE OF ALAMEDA STREET AND SOUTHERLY LINE OF SAID LOT 15, SOUTH 89°41'00" WEST, 11.00 FEET;

(5) THENCE SOUTHERLY CONTINUING ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET, SOUTH 07°27'00" EAST, 537.16 FEET, TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF TICHENOR STREET, AS SHOWN ON SAID TRACT NO. 2883;

(6) THENCE EASTERLY ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, NORTH 89°41'00" EAST, 11.00 FEET, TO THE NORTHEASTERLY CORNER OF LOT 19 OF BLOCK 7 OF SAID TRACT NO. 2883 AND SAID NORTHERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET;

#12.

(7) THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET AND THE EASTERLY LINE OF SAID LOT 19, SOUTH 07°27'00" EAST, 63.47 FEET, TO THE SOUTHEASTERLY CORNER OF SAID LOT 19;

(8) THENCE WESTERLY ALONG THE SOUTHERLY LINE OF SAID LOT 19 AND SAID RIGHT-OF-WAY LINE OF ALAMEDA STREET, SOUTH 89°41'00" WEST, 11.00 FEET;

(9) THENCE CONTINUING SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET, SOUTH 07°27'00" EAST, 487.33 FEET, TO A POINT ON THE NORTHERLY LINE OF LOT 16 OF BLOCK 8 OF SAID TRACT NO. 2883;

(10) THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID LOT 16 AND SAID RIGHT-OF-WAY LINE OF ALAMEDA STREET, NORTH 89°41'00" EAST, 11.00 FEET;

(11) THENCE SOUTHERLY ALONG THE EASTERLY LINE OF SAID LOT 16 AND WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET, SOUTH 07°27'00" EAST, 62.00 FEET, TO THE SOUTHEASTERLY CORNER OF SAID LOT 16;

(12) THENCE WESTERLY ALONG THE SOUTHERLY LINE OF SAID LOT 16 AND SAID RIGHT-OF-WAY LINE OF ALAMEDA STREET, SOUTH 89°41'00" WEST, 11.00 FEET;

(13) THENCE SOUTHERLY CONTINUING ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF ALAMEDA STREET, SOUTH 07°27'00" EAST, 426.80 FEET, TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF BENNETT STREET, AS SHOWN ON SAID TRACT NO. 2883;

(14) THENCE WESTERLY ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, SOUTH 89°41'00" WEST, 1,419.90 FEET, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF WILLOWBROOK AVENUE (FORMERLY KNOWN AS WILMINGTON AVENUE), AS SHOWN ON SAID TRACT NO. 2883;

(15) THENCE NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE OF WILLOWBROOK AVENUE, NORTH 03°15'00" WEST, 1,745.00 FEET, TO A POINT ON SAID SOUTHERLY RIGHT-OF-WAY LINE OF RAYMOND STREET;

(16) THENCE EASTERLY ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF RAYMOND STREET, NORTH 89°41'00" EAST, 1,279.79 FEET, TO THE **POINT OF BEGINNING**.

SUB-AREA 6 CONTAINS 54.0 ACRES MORE OR LESS

SUB-AREA 7

BEGINNING AT A POINT AT THE INTERSECTION OF THE WESTERLY RIGHT-OF-WAY LINE OF WILLOWBROOK AVENUE (FORMERLY KNOWN AS WILMINGTON STREET) AND THE NORTHERLY RIGHT-OF-WAY LINE OF GREENLEAF BOULEVARD:

(1) THENCE WESTERLY ALONG THE SAID NORTHERLY RIGHT-OF-WAY LINE, SOUTH 87°59'00" WEST, 256.98 FEET, TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF COMPTON CREEK RIGHT-OF-WAY LINE;

(2) THENCE NORTHWESTERLY ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE AND CONTINUING ALONG SAID RIGHT-OF-WAY LINE OF GREENLEAF BOULEVARD, 10.28 FEET;

(3) THENCE WESTERLY CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY LINE OF GREENLEAF BOULEVARD, SOUTH 87°59'00" WEST, 114.00 FEET, MORE OR LESS, TO A POINT ON THE SOUTHWESTERLY LINE OF SAID COMPTON CREEK RIGHT-OF-WAY LINE;

(4) THENCE SOUTHEASTERLY ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE AND CONTINUING ALONG SAID RIGHT-OF-WAY LINE FOR GREENLEAF BOULEVARD, 10.28 FEET;

(5) THENCE WESTERLY CONTINUING ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF GREENLEAF BOULEVARD, FOLLOWING ALL OF ITS VARIOUS COURSES, 3,561.00 FEET, MORE OR LESS, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF WILMINGTON AVENUE;

(6) THENCE NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH 03°17'00" WEST, 220.00 FEET, TO A POINT ON THE NORTHWESTERLY CORNER OF LOT 222, OF TRACT NO. 1473, AS PER MAP RECORDED IN BOOK 20, PAGES 154-155, OF MAPS, RECORDS OF SAID COUNTY;

(7) THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID LOT 222 AND ITS EASTERLY PROLONGATION, NORTH 87°57'00" EAST, 2,618.06 FEET, TO THE NORTHEASTERLY CORNER OF LOT 231 OF SAID TRACT NO. 1473. SAID POINT ALSO BEING THE WESTERLY RIGHT-OF-WAY LINE OF OLEANDER AVENUE;

(8) THENCE SOUTHERLY ALONG THE EASTERLY LINE OF SAID LOT 231, SOUTH 03°15'00" EAST, 96.00 FEET, TO A POINT ON THE WESTERLY PROLONGATION OF THE SOUTHERLY RIGHT-OF-WAY LINE OF GLENCOE STREET (FORMERLY KNOWN AS GREENLEAF STREET), AS SHOWN ON TRACT NO. 3789, AS PER MAP RECORDED IN BOOK 41, PAGE 28, OF MAPS, RECORDS OF SAID COUNTY;

#12.

(9) THENCE EASTERLY ALONG SAID WESTERLY PROLONGATION AND SOUTHERLY RIGHT-OF-WAY LINE, NORTH $87^{\circ}59'00''$ EAST, 1,327.40 FEET, TO A POINT ON THE SAID WESTERLY RIGHT-OF-WAY LINE OF WILLOWBROOK AVENUE;

(10) THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH $03^{\circ}15'00''$ EAST, 112.89 FEET, TO THE **POINT OF BEGINNING**.

SUB-AREA 7 CONTAINS 16.7 ACRES MORE OR LESS

SUB-AREA 8

BEGINNING AT A POINT AT A POINT AT THE SOUTHEASTERLY CORNER OF LOT 2, AS SHOWN ON TRACT NO. 13742, AS PER MAP RECORDED IN BOOK 290, PAGES 6-8, OF MAPS, RECORDS OF SAID COUNTY. SAID POINT ALSO LYING ON THE WESTERLY RIGHT-OF-WAY LINE OF DWIGHT STREET:

(1) THENCE SOUTHERLY ALONG THE SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH $03^{\circ}18'45''$ EAST, 1,140 FEET, TO THE SOUTHEASTERLY CORNER OF LOT 21 OF SAID TRACT NO. 13742;

(2) THENCE WESTERLY ALONG THE SOUTHERLY LINE OF SAID LOT 21, SOUTH $86^{\circ}41'15''$ WEST, 105.20 FEET, TO THE SOUTHWESTERLY CORNER OF SAID LOT 21. SAID POINT ALSO LYING ON THE WESTERLY LINE OF SAID TRACT NO. 13742;

(3) THENCE SOUTHERLY ALONG SAID WESTERLY LINE, SOUTH $03^{\circ}09'53''$ EAST, 5.77 FEET, TO THE NORTHEASTERLY CORNER OF TRACT NO. 14170, AS SHOWN ON MAP RECORDED IN BOOK 307, PAGES 13-14, OF MAPS, RECORDS OF SAID COUNTY;

(4) THENCE WESTERLY ALONG THE NORTHERLY LINE OF SAID TRACT NO. 14170, NORTH $89^{\circ}54'08''$ WEST, 618.19 FEET, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF CLIVEDEN AVENUE, AS SHOWN ON TRACT NO. 15261, AS PER MAP RECORDED IN BOOK 346, PAGES 17-18, OF MAPS, RECORDS OF SAID COUNTY;

(5) THENCE NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH $03^{\circ}18'45''$, 48.06 FEET, TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 127.00 FEET;

(6) THENCE NORTHERLY AND NORTHWESTERLY CONTINUING ALONG SAID EASTERLY RIGHT-OF-WAY LINE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $46^{\circ}47'46''$, AN ARC DISTANCE OF 103.73 FEET, TO THE MOST SOUTHERLY CORNER OF LOT 6 OF SAID TRACT NO. 15261;

(7) THENCE NORTHERLY ALONG THE EASTERLY LINE OF SAID LOT 6 AND ITS NORTHERLY PROLONGATION, NORTH $03^{\circ}25'00''$ WEST, 521.74 FEET,

(8) THENCE SOUTH $89^{\circ}54'42''$ EAST, 330.14 FEET, TO A POINT ON THE WESTERLY BOUNDARY OF TRACT NO. 14680, AS SHOWN ON MAP RECORDED IN BOOK 469, PAGES 24-25 OF MAPS, RECORDS OF SAID COUNTY;

(9) THENCE NORTHERLY ALONG SAID WESTERLY BOUNDARY, NORTH $03^{\circ}09'53''$ WEST, 490.41 FEET, TO THE NORTHWESTERLY CORNER OF LOT 2 OF SAID TRACT NO. 14680;

(10) THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID LOT 2, NORTH $86^{\circ}50'07''$ EAST, 126.97 FEET, TO A POINT ON A NON-TANGENT CURVE, CONCAVE EASTERLY AND HAVING A RADIUS OF 38.00 FEET, A RADIAL BEARING THROUGH SAID POINT BEARS SOUTH $48^{\circ}52'34''$ EAST;

(11) THENCE SOUTHERLY AND SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $106^{\circ}01'19''$ WEST, AN ARC DISTANCE OF 70.21 FEET, TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF GRANDEE AVENUE, AS SHOWN ON SAID TRACT NO. 14680;

(12) THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY, SOUTH $03^{\circ}09'53''$ EAST, A DISTANCE OF 22.86 FEET;

(13) THENCE EASTERLY, NORTH $86^{\circ}50'07''$ EAST, A DISTANCE OF 60.00 FEET, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF SAID GRANDEE AVENUE;

(14) THENCE NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH $03^{\circ}09'53''$ WEST, 60.00 FEET, TO THE NORTHWESTERLY CORNER OF LOT 17 OF SAID TRACT NO. 14680;

(15) THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID LOT 17 AND ITS EASTERLY PROLONGATION, NORTH $86^{\circ}50'07''$ EAST, 266.76 FEET, TO THE **POINT OF BEGINNING.**

SUB-AREA 8 CONTAINS 16.1 ACRES MORE OR LESS

SUB-AREA 9

COMMENCING AT A POINT AT THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY LINE OF WILMINGTON AVENUE AND THE NORTHERLY RIGHT-OF-WAY LINE OF ALONDRA BOULEVARD, AS SHOWN ON TRACT NO. 22011, AS PER MAP RECORDED IN BOOK 805, PAGES 7-10, OF MAPS, RECORDS OF SAID COUNTY:

#12.

- (1) THENCE NORTHERLY ALONG THE SAID EASTERLY RIGHT-OF-WAY LINE, NORTH $03^{\circ}20'20''$ WEST, 28.46 FEET, TO THE TRUE POINT OF BEGINNING;
- (2) THENCE CONTINUING NORTHERLY ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH $03^{\circ}20'20''$ WEST, 2,370.66 FEET, TO THE NORTHWESTERLY CORNER OF LOT 10 OF SAID TRACT NO. 22011;
- (3) THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID LOT 10, NORTH $89^{\circ}39'40''$ EAST, 565.59 FEET, TO THE NORTHERLY CORNER OF SAID LOT 10. SAID POINT ALSO LYING ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF COMPTON CREEK, AS SHOWN ON SAID TRACT NO. 22011;
- (4) THENCE SOUTHEASTERLY ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE OF COMPTON CREEK, SOUTH $41^{\circ}53'50''$ EAST, 381.59 FEET, TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 4,950.00 FEET;
- (5) THENCE CONTINUING SOUTHEASTERLY ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE AND CURVE THROUGH A CENTRAL ANGLE OF $07^{\circ}11'54''$, AN ARC DISTANCE OF 621.89 FEET, TO THE BEGINNING OF A TANGENT LINE;
- (6) THENCE CONTINUING SOUTHEASTERLY ALONG SAID TANGENT LINE AND SOUTHWESTERLY RIGHT-OF-WAY LINE, SOUTH $34^{\circ}41'56''$ EAST, 226.42 FEET, TO AN ANGLE POINT IN SAID LINE;
- (7) THENCE CONTINUING SOUTHEASTERLY ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE, SOUTH $34^{\circ}42'53''$ EAST, 1,651.35 FEET, TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 1,950.00 FEET;
- (8) THENCE CONTINUING SOUTHEASTERLY ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE AND CURVE THROUGH A CENTRAL ANGLE OF $02^{\circ}25'47''$, AN ARC DISTANCE OF 82.69 FEET, TO THE SOUTHEASTERLY CORNER OF LOT 5 OF SAID TRACT NO. 22011. SAID POINT ALSO LYING ON SAID NORTHERLY RIGHT-OF-WAY LINE OF ALONDRA BOULEVARD;
- (9) THENCE WESTERLY ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, SOUTH $89^{\circ}38'10''$ WEST, 2,152.38 FEET, TO THE BEGINNING OF A TANGENT CURVE, CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 30.00 FEET;
- (10) THENCE NORTHWESTERLY LEAVING SAID NORTHERLY RIGHT-OF-WAY LINE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $87^{\circ}01'30''$, AN ARC DISTANCE OF 45.57 FEET, TO THE TRUE **POINT OF BEGINNING**.

SUB-AREA 9 CONTAINS 77.8 ACRES MORE OR LESS

DATE: 10/27/2010

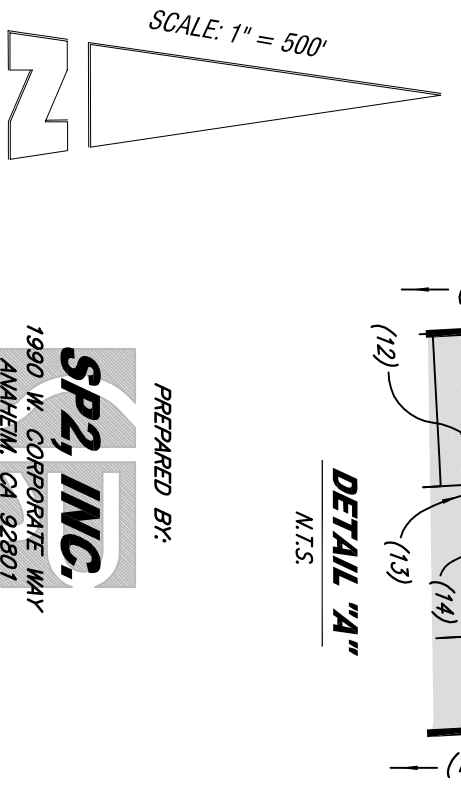
MAP LEGEND:

- INDICATES CITY BOUNDARY
- INDICATES PROPOSED PROJECT AREA BOUNDARY
- INDICATES EXISTING PROJECT AREA BOUNDARY

"SERVING THE REDEVELOPMENT COMMUNITY SINCE 1982"

PREPARED BY:
SP2, INC.
1980 W. CORCORAN WAY
ALHAMBRA, CA 91801
TEL: (714) 400-1530
FAX: (714) 400-1530

SCALE: 1" = 500'



RESOLUTION SIGN-OFF FORM

DEPARTMENT: Community Redevelopment

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE PRELIMINARY PLAN FOR THE PROPOSED AMENDMENT TO THE REDEVELOPMENT PLAN

<ManagersName>
DEPARTMENT MANAGER’S SIGNATURE

<ManagersDate>
DATE

REVIEW / APPROVAL

<LegalName>
CITY ATTORNEY

<LegalDate>
DATE

<ControllerName>
CITY CONTROLLER

<ControllerDate>
DATE

<CityManager>
CITY MANAGER

<CityManagerDate>
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

December 21, 2010

TO: MAYOR AND CITY COUNCIL

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF COMPTON AMENDING THE 2010-2011
FISCAL YEAR BUDGET TO ADD CERTAIN
POLICE DEPARTMENT PERSONNEL**

SUMMARY

This Resolution requests the approval of City Council of the City of Compton to amend the 2010-2011 Fiscal Year Budget to add certain Police Department Personnel.

BACKGROUND

On June 1, 2010, Resolution Number #23,118 was adopted authorizing the City Manager to establish a Local Municipal Police Department for the City of Compton. To continue implementation of the Police Department establishment requires the hiring of certain Police Department personnel.

The Police Department positions are needed for future recruitment of the police force, and to facilitate capital project planning, coordination and implementation for the deployment of the Police Services.

STATEMENT OF THE ISSUE

The implementation process requires the continued assessment and acquisition of facilities, procurement of office furniture, equipment, information technology, computer software, vehicles and other apparatus required for operational use.

Therefore, experienced Police Department personnel are important at this time to ensure that best practice strategies for law enforcement hiring and the establishment process.

FISCAL IMPACT

The City of Compton's 2010-2011 Fiscal Year budget must be amended to add certain Police Department personnel as follows:

#13.

<u>From Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-610-000-4249	Non-Departmental	\$2,067,609.10

The funds for the Police personnel shall be appropriated in the following accounts for various Police Department personnel as follows:

Police Chief Salary Range 230E for (5) Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	75,000.00
1001-670-000-4190	Workers Compensation	14,530.39
2100-670-000-4191	Health Insurance	5,540.00
2100-670-000-4192	PERS	14,045.55
2100-670-000-4193	PERS Pick-up	5,886.88
1001-670-000-4194	Life Insurance	174.25
1001-670-000-4195	Dental Insurance	523.55
1001-670-000-4196	Vision Insurance	83.35
1001-670-000-4197	State Unemployment Insurance	97.08
1001-670-000-4198	State Disability Insurance	397.37
1001-670-000-4199	Medicare	<u>1,079.86</u>
	Total	\$117,358.28

(2) Police Captain Salary Range 209E for 3 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	71,532
1001-670-000-4190	Workers Compensation	14,149.03
2100-670-000-4191	Health Insurance	6,648.00
2100-670-000-4192	PERS	13,676.92
2100-670-000-4193	PERS Pick-up	5,734.65
1001-670-000-4194	Life Insurance	196.80
1001-670-000-4195	Dental Insurance	628.26
1001-670-000-4196	Vision Insurance	100.02
1001-670-000-4197	State Unemployment Insurance	116.50
1001-670-000-4198	State Disability Insurance	250.16
1001-670-000-4199	Medicare	<u>1037.21</u>
	Total	\$114,069.55

(6) Police Lieutenants Salary Range 193E for 2 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	121,992.00
1001-670-000-4190	Workers Compensation	24,130.02
2100-670-000-4191	Health Insurance	4,021.67
2100-670-000-4192	PERS	23,324.87
2100-670-000-4193	PERS Pick-up	9,783.53
1001-670-000-4194	Life Insurance	2,361.60
1001-670-000-4195	Dental Insurance	1,256.52
1001-670-000-4196	Vision Insurance	500.01
1001-670-000-4197	State Unemployment Insurance	233.00
1001-670-000-4198	State Disability Insurance	500.33
1001-670-000-4199	Medicare	<u>1,768.88</u>
	Total	\$588,017.76

(12) Police Sergeant Salary Range 172E for 2 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	197,952.00
1001-670-000-4190	Workers Compensation	3,914.84
2100-670-000-4191	Health Insurance	26,592.00
2100-670-000-4192	PERS	37,848.42
2100-670-000-4193	PERS Pick-up	15,884.52
1001-670-000-4194	Life Insurance	787.20
1001-670-000-4195	Dental Insurance	2,513.04
1001-670-000-4196	Vision Insurance	400.08
1001-670-000-4197	State Unemployment Insurance	466.00
1001-670-000-4198	State Disability Insurance	1000.66
1001-670-000-4199	Medicare	<u>2,870.30</u>
	Total	\$290,229.06

(86) Police Officers Salary Range 134E for 2 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	972,144.00
1001-670-000-4190	Workers Compensation	102,755.62
2100-670-000-4191	Health Insurance	190,576.00
2100-670-000-4192	PERS	185,873.94

#13.

2100-670-000-4193	PERS Pick-up	78,118.10
1001-670-000-4194	Life Insurance	2,820.80
1001-670-000-4195	Dental Insurance	18,010.12
1001-670-000-4196	Vision Insurance	2,867.24
1001-670-000-4197	State Unemployment Insurance	3,339.66
1001-670-000-4198	State Disability Insurance	10,693.54
1001-670-000-4199	Medicare	<u>14,290.48</u>
	Total	\$1,581,489.50

The total cost for various Police Department personnel to the end of Fiscal Year 2010-2011 is \$2,691,164.10. The fiscal impact to the General Fund will be in the amount of \$2,067,609.10, and the impact to the Retirement Fund will be in the amount of \$623,555.07.

RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution requesting authorization to amend the City of Compton's 2010-2011 Fiscal Year Budget to add various Police Department personnel.

WILLIE NORFLEET
CITY MANAGER

WN/pjd

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COMPTON AMENDING THE CITY OF COMPTON’S 2010-2011
FISCAL YEAR BUDGET TO ADD CERTAIN POLICE DEPARTMENT
PERSONNEL

WHEREAS, on June 1, 2010, Resolution Number #23,118 was adopted authorizing the City Manager to establish a Local Municipal Police Department for the City of Compton; and

WHEREAS, to continue implementation of the establishment of the Police Department requires the hiring of certain Police personnel; and

WHEREAS, the positions are needed for future recruitment of the police force, facilitate capital project, planning, coordination and implementation for the development of the Police Services; and

WHEREAS, the implementation process will also require the capital project planning for the rehabilitation and acquisition of facilities, procurement of office furniture, equipment, information technology, computer software, vehicles and other apparatus required for service and operational needs; and

WHEREAS, the City of Compton’s 2010-2011 Fiscal Year budget must be amended to add certain Police Department personnel.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON, DOES HEREBY RESOLVES, AS FOLLOWS:

SECTION 1. That the City Council hereby authorizes a budget amendment of the City of Compton’s 2010-2011Fiscal Year Budget to add various Police Department personnel.

SECTION 2. That these funds are appropriated in accounts for various Police Department personnel as follows:

<u>From Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-610-000-4249	Non-Departmental	\$2,067,609.10

Police Chief Salary Range 230E for (5) Months:

<u>To Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	75,000.00
1001-670-000-4190	Workers Compensation	14,530.39
2100-670-000-4191	Health Insurance	5,540.00
2100-670-000-4192	PERS	14,045.55
2100-670-000-4193	PERS Pick-up	5,886.88
1001-670-000-4194	Life Insurance	174.25
1001-670-000-4195	Dental Insurance	523.55
1001-670-000-4196	Vision Insurance	83.35
1001-670-000-4197	State Unemployment Insurance	97.08
1001-670-000-4198	State Disability Insurance	397.37
1001-670-000-4199	Medicare	<u>1,079.86</u>
	Total	\$117,358.28

(2) Police Captains Salary Range 209E for 3 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	71,532
1001-670-000-4190	Workers Compensation	14,149.03
2100-670-000-4191	Health Insurance	6,648.00
2100-670-000-4192	PERS	13,676.92
2100-670-000-4193	PERS Pick-up	5,734.65
1001-670-000-4194	Life Insurance	196.80
1001-670-000-4195	Dental Insurance	628.26
1001-670-000-4196	Vision Insurance	100.02
1001-670-000-4197	State Unemployment Insurance	116.50
1001-670-000-4198	State Disability Insurance	250.16
1001-670-000-4199	Medicare	<u>1037.21</u>
	Total	\$114,069.55

(6) Police Lieutenants Salary Range 193E for 2 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	121,992.00
1001-670-000-4190	Workers Compensation	24,130.02
2100-670-000-4191	Health Insurance	4,021.67
2100-670-000-4192	PERS	23,324.87
2100-670-000-4193	PERS Pick-up	9,783.53
1001-670-000-4194	Life Insurance	2,361.60
1001-670-000-4195	Dental Insurance	1,256.52
1001-670-000-4196	Vision Insurance	500.01
1001-670-000-4197	State Unemployment Insurance	233.00
1001-670-000-4198	State Disability Insurance	500.33
1001-670-000-4199	Medicare	<u>1,768.88</u>
	Total	\$588,017.76

(12) Police Sergeants Salary Range 172E for 2 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	197,952.00
1001-670-000-4190	Workers Compensation	3,914.84
2100-670-000-4191	Health Insurance	26,592.00
2100-670-000-4192	PERS	37,848.42
2100-670-000-4193	PERS Pick-up	15,884.52
1001-670-000-4194	Life Insurance	787.20
1001-670-000-4195	Dental Insurance	2,513.04
1001-670-000-4196	Vision Insurance	400.08
1001-670-000-4197	State Unemployment Insurance	466.00
1001-670-000-4198	State Disability Insurance	1000.66
1001-670-000-4199	Medicare	<u>2,870.30</u>
	Total	\$290,229.06

(86) Police Officers Salary Range 134E for 2 Months:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
1001-670-000-4101	Salary	972,144.00
1001-670-000-4190	Workers Compensation	102,755.62
2100-670-000-4191	Health Insurance	190,576.00
2100-670-000-4192	PERS	185,873.94
2100-670-000-4193	PERS Pick-up	78,118.10
1001-670-000-4194	Life Insurance	2,820.80
1001-670-000-4195	Dental Insurance	18,010.12
1001-670-000-4196	Vision Insurance	2,867.24
1001-670-000-4197	State Unemployment Insurance	3,339.66
1001-670-000-4198	State Disability Insurance	10,693.54
1001-670-000-4199	Medicare	<u>14,290.48</u>
	Total	\$1,581,489.50

SECTION 3. The total cost to add various Police Department personnel to the City of Compton’s 2010-2011 Fiscal Year Budget to the end of Fiscal Year 2010-2011 is \$2,691,164.10. The fiscal impact to the General Fund will be in the amount of \$2,067,609.10, and the impact to the Retirement Fund will be in the amount of \$623,555.07.

SECTION 4. That a copy of this resolution shall be distributed to the offices of the City Clerk, City Manager, Municipal Law Enforcement Services and the City Controller’s Office.

SECTION 5. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2010.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }
CITY OF COMPTON }

RESOLUTION NO. _____
PAGE FOUR

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2010.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS–
NOES: COUNCIL MEMBERS–
ABSENT: COUNCIL MEMBERS–
ABSTAINS: COUNCIL MEMBERS–

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: City Management

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING THE 2010-2011 FISCAL YEAR BUDGET TO ADD CERTAIN POLICE DEPARTMENT PERSONNEL

Willie Norfleet
DEPARTMENT MANAGER’S SIGNATURE

12/16/2010 8:37:04 AM
DATE

REVIEW / APPROVAL

Ruth Rugley
CITY ATTORNEY

12/16/2010 12:08:33 PM
DATE

Stephen Ajobiewe
CITY CONTROLLER

12/16/2010 2:29:20 PM
DATE

Willie Norfleet
CITY MANAGER

12/16/2010 11:16:04 AM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

