



**CITY OF EASTVALE
CITY COUNCIL REGULAR MEETING AGENDA**

**Rosa Parks Elementary School
13830 Whispering Hills Drive, Eastvale, CA 92880
Wednesday, February 10, 2016, at 6:30 P.M.**

City Council

Ike Bootsma, Mayor
Joseph Tessari, Mayor Pro Tem

Councilmembers

Bill Link; Clint Lorimore; Adam Rush

Michele Nissen, City Manager
John Cavanaugh, City Attorney
Marc Donohue, City Clerk

1. CALL TO ORDER

2. ROLL CALL/INVOCATION/PLEDGE OF ALLEGIANCE

Invocation led by Pastor Rick Morris with The Crossings.

3. PRESENTATIONS/ANNOUNCEMENTS

At this time, the City Council may recognize citizens and organizations that have made significant contributions to the community and it may accept awards on behalf of the City.

3.1 Public Safety Commission Update

3.2 Proclamation – Anniversaries of Riverside City College, Moreno Valley College and Norco College.

4. STUDENT LIAISON REPORT

4.1 Update by Student Liaison Julia Sung

5. PUBLIC COMMENT

This is the time when any member of the public may bring a matter to the attention of the Mayor and the City Council that is within the jurisdiction of the City Council. The Ralph M. Brown act limits the Mayor's, City Council's and staff's ability to respond to comments on non-agendized matters at the time

such comments are made. Thus, your comments may be agendaized for a future meeting or referred to staff. The City Council may discuss or ask questions for clarification, if desired, at this time. Although voluntary, we ask that you fill out a "Speaker Request Form", available at the side table. The completed form is to be submitted to the City Clerk prior to being heard. Public comment is limited to two (2) minutes each with a maximum of six (6) minutes.

6. CONSENT CALENDAR

Consent Calendar items are normally enacted in one motion. The Mayor or City Council may remove a Consent Calendar item for separate action. Public comment is limited to two (2) minutes each with a maximum of (6) minutes.

6.1 City Council Meeting Minutes

RECOMMENDATION: Approve the minutes from the regular meeting held on January 27, 2016.

6.2 Eastvale Connection

RECOMMENDATION: Receive and file.

6.3 Medical Marijuana Dispensaries and Cultivation Ordinance Amendment

RECOMMENDATION: Approve the second reading and adoption of an ordinance entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EASTVALE, CALIFORNIA AMENDING IN FULL CHAPTER 6.36 OF THE EASTVALE MUNICIPAL CODE PROHIBITING ALL COMMERCIAL MEDICAL MARIJUANA USES IN THE CITY, INCLUDING MOBILE DISPENSARIES, AND PROHIBITING CULTIVATION FOR MEDICAL USE BY A QUALIFIED PATIENT OR PRIMARY CAREGIVER AND AMENDING SECTION 120.03.010 RELATING TO UNLAWFUL USES

7. PUBLIC HEARINGS - None

8. CITY COUNCIL BUSINESS

8.1 El Nino Emergency Action Plan

RECOMMENDATION: Receive and file.

8.2 Electronic Citation Proposal

RECOMMENDATION: Approve the purchase of electronic citation devices for use by the Eastvale Traffic Team.

8.3 Mass Communications/Emergency Alert System

RECOMMENDATION: That the City Council approve a contract with Blackboard Connect for Mass Communications/Emergency Alert Services.

8.4 Bellegrave Avenue Street Frontage Landscape Revitalization/Replacement between Hamner and Jamestown by Jurupa Community Services District

RECOMMENDATIONS: On January 20, 2016, the Planning Commission recommended that the City Council approve the proposed landscape design and installation by taking the following actions:

1. Approve the use of a drought tolerant landscape concept for the portion of the Bellegrave Avenue frontage between Hamner Avenue and Jamestown Avenue; and
2. Direct Jurupa Community Services District (JCSD) to submit landscape plans to City staff to verify compliance with the City's water efficient landscape regulations (approved by the City Council on December 9); and
3. Direct JCSD to post signage in parkways and medians for future landscape improvements and post information for the improvements on the JCSD website; and
4. Transmit to JCSD the City's specific understanding that the improvements will be paid for by JCSD from that agency's funds.

8.5 Public Safety Joint Powers Authority Feasibility Study with Contract Cities

RECOMMENDATION: That the City Council provide direction to staff regarding the City of Eastvale's participation in a feasibility study relating to a proposed joint powers authority (JPA) for public safety services.

1. Do not approve the City's participation in the feasibility study regarding the JPA for public safety services.

OR

2. Approve the City's participation in the feasibility study regarding the JPA for public safety services and authorize an appropriation from the general fund no-to-exceed \$32,500.

8.6 Budget Calendar

RECOMMENDATION: Approve the budget calendar for fiscal year 2016-2017 annual operations and capital improvement budget.

8.7 Request for Proposals for Professional Auditing Services

RECOMMENDATION: Authorize the issuance of request for proposals for professional auditing services.

9. CITY MANAGER/CITY STAFF REPORT

10. CITY COUNCIL COMMUNICATIONS

11. COMMITTEE REPORTS

- 11.1 League of California Cities
 - Executive Committee
 - Public Safety Committee
- 11.2 Southern California Association of Governments
- 11.3 Western Riverside Council of Governments
- 11.4 Riverside Transit Agency
- 11.5 Northwest Mosquito and Vector Control District
- 11.6 Riverside County Transportation Commission
- 11.7 Western Riverside County Regional Conversation Agency
- 11.8 Special Events

12. CLOSED SESSION

- 12.1 CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
(Subdivision (a) of Section 54956.9)
Name of case: City of Eastvale v. County of Riverside, et al.
Riverside Superior Court Case No. RIC1513629

13. ADJOURNMENT

The next regular meeting of the Eastvale City Council will be held on February 24, 2016 at 6:30 p.m. at Rosa Parks Elementary School, 13830 Whispering Hills Drive, Eastvale, CA 92880.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City of Eastvale. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

I, Marc Donohue, City Clerk or my designee, hereby certify that a true and correct, accurate copy of the foregoing agenda was posted seventy-two (72) hours prior to the meeting, per Government Code 54954.2, at the following locations: City Hall, 12363 Limonite Ave. Suite 910; Rosa Parks Elementary School, 13830 Whispering Hills Drive; Eastvale Library, 7447 Scholar Way; and on the City's website (www.eastvaleca.gov)



PROCLAMATION
100th ANNIVERSARY OF RIVERSIDE CITY COLLEGE AND
25TH ANNIVERSARIES OF MORENO VALLEY COLLEGE AND NORCO COLLEGE
MARCH 13, 2016

WHEREAS, Riverside Community College is celebrating its 100th anniversary and Moreno Valley College and Norco College are celebrating their 25th anniversaries on March 13, 2016; and

WHEREAS, Riverside Junior College was founded on March 13, 1916, becoming the state's seventh community college, at the same site as the Riverside Polytechnic High School. Originally known as Riverside City College, the college changed its name to Riverside Community College in 1986. In 2008, the Board of Trustees voted to rename the institution back to Riverside City College; and

WHEREAS, on March 1, 2010 the Board of Governors officially recognized Moreno Valley College and Norco College as the 111th and 112th community colleges respectively in the state of California; and

WHEREAS, the Riverside Community College District student enrollment is the largest district of higher learning in the Inland Empire, serving upwards of 50,000 students annually; and

WHEREAS, as part of the commitment to students, the District solicits and awards nearly \$600,000 in scholarships to students each year; and

WHEREAS, Moreno Valley College, Norco College and Riverside City College's hundreds of thousands of alumni have made significant contributions in science, business, art, education, politics, medicine; and

WHEREAS, Embracing the very best of the traditional community college curriculum, Riverside Community College District Colleges have earned a position of great respect among educational institutions.

NOW, THEREFORE, the City Council of the City of Eastvale does hereby take great pride in recognizing the Riverside Community College District on the occasion of Riverside City College's 100th Anniversary and the 25th Anniversaries of Moreno Valley College and Norco College and hereby commend the institutions for the invaluable contributions which they have made to the intellectual and social growth of students.

Ike Bootsma, Mayor

MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF EASTVALE
Wednesday, January 27, 2016
6:00 P.M.
Rosa Parks Elementary School
13830 Whispering Hills Drive, Eastvale, CA 92880

1. **CALL TO ORDER** – 6:02 p.m.
2. **ROLL CALL/PLEDGE OF ALLEGIANCE/INVOCATION**

Councilmembers present: Link, Lorimore, Tessari, Bootsma
Councilmembers absent: Rush

Staff present: City Manager Nissen, City Attorney Cavanaugh, Police Chief Horton, Planning Director Norris, Interim Finance Director Riley, City Engineer Indrawan and City Clerk Donohue

The invocation was led by Pastor Ed Moreno with New Day Christian Church.

The Pledge of Allegiance was led by Mayor Bootsma.

3. **CLOSED SESSION**

Mayor Bootsma moved this item to the end of the agenda and requested that item 8.1 be heard on when Councilmember Rush enters the meeting.

- 3.1 **CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION**
(Subdivision (a) of Section 54956.9)
Name of case: City of Eastvale v. County of Riverside, et al.
Riverside Superior Court Case No. RIC1513629

4. **PRESENTATIONS/ANNOUNCEMENTS**

- 4.1 **Eastvale Community Foundation Update**

Sharyn Link, Executive Director and Dawn Hook, Assistant Executive Director provided an update

- 4.2 **Certificates of Appreciation – Spark of Love Toy Drive Volunteers**

Mayor Bootsma presented certificates of appreciation to Richelle Barios, Yvette Hernandez and Alexia Hernandez.

5. **STUDENT LIAISON REPORT**

Julia Sung, Student Liaison, provided an update.

6. PUBLIC COMMENT - None

7. CONSENT CALENDAR

7.1 City Council Meeting Minutes

RECOMMENDATION: Approve the minutes from the special meeting held on December 21, 2015 and the regular meeting held on January 13, 2016.

7.2 Warrant Register

RECOMMENDATION: Approve the payment of warrants as submitted by the finance department.

7.3 Eastvale Connection

RECOMMENDATION: Receive and file.

7.4 North West Vector Control Appointment

RECOMMENDATION: Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EASTVALE, CALIFORNIA, DESIGNATING A TRUSTEE TO THE NORTHWEST MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

7.5 Planning Department Update

RECOMMENDATION: Receive and file.

7.6 Update on Public Works Department Projects

RECOMMENDATION: Receive and file.

Councilmember Link asked that he be recused from the January 13, 2016 minutes.

Motion: Moved by Mayor Pro Tem Tessari, seconded by Councilmember Lorimore to move the consent calendar with the exception of the January 13, 2015 minutes.

Motion carried 4-0 with Councilmembers Link, Lorimore, Mayor Pro Tem Tessari and Mayor Bootsma voting aye.

Motion: Moved by Councilmember Lorimore, seconded by Mayor Pro Tem Tessari to move the approval of the January 13, 2016 minutes.

Motion carried 3-0 with Councilmember Lorimore, Mayor Pro Tem Tessari and Mayor Bootsma voting aye and Councilmember Link abstaining.

9. CITY COUNCIL BUSINESS

9.1 Comprehensive Annual Financial Report for Fiscal Year Ending June 30, 2015

RECOMMENDATIONS: Receive and file.

Interim Finance Director Riley summarized the staff report.

The City Council complimented the Finance Department on a job well done.

Motion: Moved by Councilmember Lorimore, seconded by Mayor Pro Tem Tessari to move the recommended action.

Motion carried 4-0 with Councilmembers Link, Lorimore, Mayor Pro Tem Tessari and Mayor Bootsma voting aye.

Mayor Bootsma called for a brief recess.

The meeting was called back to order at 6:31 p.m.

With confirmation that Councilmember Rush would be absent from the meeting, the City Council moved onto item 8.1.

8. PUBLIC HEARINGS

8.1 Medical Marijuana Dispensaries and Cultivation Ordinance Amendment

RECOMMENDATIONS:

1. Adopt urgency ordinance no. 16-03 prohibiting medical marijuana dispensaries in the City of Eastvale; and
2. Introduce the same proposed ordinance no. 16-04 in non-urgency format for first reading.

City Attorney Cavanaugh summarized the staff report.

Councilmembers discussed the item and staff answered related questions.

Mayor Bootsma opened the public hearing.

With no requests to speak, the public hearing was closed.

Motion: Moved by Councilmember Lorimore, seconded by Mayor Pro Tem Tessari to move recommended action #1.

Motion carried 4-0 with Councilmembers Link, Lorimore, Mayor Pro Tem Tessari and Mayor Bootsma voting aye.

Motion: Moved by Councilmember Lorimore, seconded by Mayor Pro Tem Tessari to move recommended action #2.

Motion carried 4-0 with Councilmembers Link, Lorimore, Mayor Pro Tem Tessari and Mayor Bootsma voting aye.

10. CITY MANAGER/CITY STAFF REPORT

City Manager Nissen discussed the recent Cal Fire Contract Cities. She stated that she, Mayor Bootsma, Mayor Pro Tem Tessari and Public Works staff recently met with the City of Norco to discuss issues of similar interest. She noted that Chris Hook is the new Chair and Anwer Khan is the new Vice-Chair of the Public Safety Commission. She discussed the recent Parks Commission meeting with JCSD. She noted that escrow has closed on the Desi Arnaz house and JCSD is now the owner. She discussed the recent WRCOG City Manager's TACT Meeting. She noted that the Eastvale food and gas advertisements that were requested by Councilmember Lorimore will be placed on the I-15 freeway near the Limonite exit in the near future. She noted that she recently met with a grant writing firm and will be bringing a proposal to the City Council in the near future.

City department heads provided an update on current projects in their departments.

11. CITY COUNCIL COMMUNICATIONS

Mayor Pro Tem Tessari discussed the recent STEM Academy meeting.

Councilmember Lorimore discussed the recent Public Forum on Transportation, Corona Regional Medical Center ground breaking and the Inland Empire Economic Forecast meeting.

Mayor Bootsma stated that there is a Dental and Vision Clinic at River Heights Intermediate on Saturday, January 30th. He discussed the housing tract signs in the City and stated that other cities are currently advertised on the signs without the City's permission. He discussed the recent meeting with the City of Norco pertaining to issues of similar interest.

12. COMMITTEE REPORTS

- 12.1 League of California Cities
 - Executive Committee
 - Public Safety Committee

Councilmember Lorimore provided a report.

Mayor Pro Tem Tessari provided a report.

12.2 Southern California Association of Governments

Councilmember Lorimore provided a report.

12.3 Western Riverside Council of Governments

No report was given.

12.4 Riverside Transit Agency

No report was given.

12.5 Northwest Mosquito and Vector Control District

Councilmember Link provided a report.

12.6 Riverside County Transportation Commission

No report was given.

12.7 Western Riverside County Regional Conversation Agency

No report was given.

12.8 Special Events

3. CLOSED SESSION

3.1 CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION
(Subdivision (a) of Section 54956.9)

Name of case: City of Eastvale v. County of Riverside, et al.
Riverside Superior Court Case No. RIC1513629

City Attorney Cavanaugh stated that on a 4-0 vote, the City dismissed the other three cities and the Department of Finance from the lawsuit.

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:45 p.m.

*Submitted by Marc Donohue, City Clerk
Reviewed and edited by Michele Nissen, City Manager*

Respectfully submitted,

Marc Donohue, City Clerk

EASTVALE CONNECTION



February 4, 2016

MEETING SCHEDULE:

Joint Workshop of the City Council and Planning Commission

→ Tuesday, February 10
@ 5:30 p.m.

Eastvale City Council Meetings

→ Wednesday, February 10 @ 6:30 p.m.
→ Wednesday, February 24 @ 6:30 p.m.

Eastvale Planning Commission Meeting

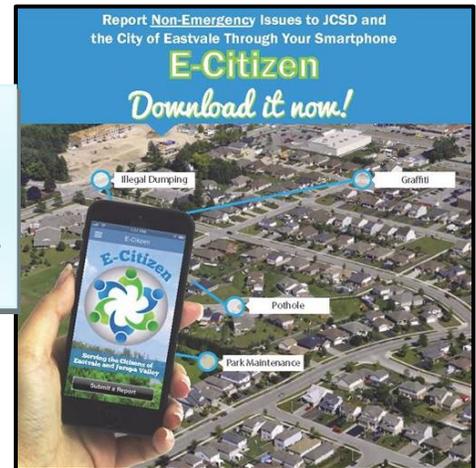
→ Wednesday, February 17 @ 6:00 p.m.

Eastvale Public Safety Commission Meeting

→ Tuesday, February 23 @ 6:00 p.m.

Meetings held at:
**Rosa Parks Elementary
School**

13830 Whispering Hills Dr.
Eastvale, CA 92880



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UPCOMING EVENTS:

- ♦ **February 6th** – ERHS Boy's Soccer Pancake Fundraiser at Applebee's from 8:00 a.m. – 10:00 a.m.
- ♦ **February 6th** – 91 Steer Clear Public Meeting at the Corona Public Library from 9:00 a.m. – 12:00 p.m.
- ♦ **February 9th** – JCSD Mardi Gras Masquerade Teen Dance at the Eastvale Community Center from 3:00 p.m.– 5:00 p.m.
- ♦ **February 9th** – Eastvale Quarterly Town Hall Meeting at Rosa Parks Elementary School from 6:30 p.m. - 8:30 p.m.
- ♦ **February 10th** – SBDC Introduction to Quickbooks Workshop at New Day Church from 9:00 a.m.– 12:00 p.m.
- ♦ **February 13th** – Moonlight Cinema: "Big Hero 6" at Orchard Park beginning at Dusk
- ♦ **February 15th** – City Hall will be closed in observance of President's Day.

Visit the city's website for additional information regarding these and future events.

Temporary exterior display and holiday display municipal code enforcement guidelines begin on Monday, February 8, 2016.



12363 Limonite Ave. Ste. 910, Eastvale, CA 91752

City Hall is open Monday- Thursday from 7:30 a.m.- 5:30 p.m. City Hall is closed on Fridays.

T: (951)361-0900 **F:** (951) 361-0888 **E:** info@eastvaleca.gov **W:** www.eastvaleca.gov

ORDINANCE NO. 16-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EASTVALE, CALIFORNIA AMENDING IN FULL CHAPTER 6.36 OF THE EASTVALE MUNICIPAL CODE PROHIBITING ALL COMMERCIAL MEDICAL MARIJUANA USES IN THE CITY, INCLUDING MOBILE DISPENSARIES, AND PROHIBITING CULTIVATION FOR MEDICAL USE BY A QUALIFIED PATIENT OR PRIMARY CAREGIVER AND AMENDING SECTION 120.03.010 RELATING TO UNLAWFUL USES

The City Council of the City of Eastvale does hereby ordain as follows:

SECTION 1. Findings and Purpose. The City Council finds and declares as follows:

A. In 1996, the voters of the State of California approved Proposition 215 (codified as California Health and Safety Code § 11362.5 and entitled “The Compassionate Use Act of 1996” or “CUA”).

B. The intent of Proposition 215 was to enable persons who are in need of marijuana for medical purposes to use it without fear of criminal prosecution under limited, specified circumstances. The proposition further provides that “nothing in this section shall be construed to supersede legislation prohibiting persons from engaging in conduct that endangers others, or to condone the diversion of marijuana for non-medical purposes.” The ballot arguments supporting Proposition 215 expressly acknowledged that “Proposition 215 does not allow unlimited quantities of marijuana to be grown anywhere.”

C. In 2004, the Legislature enacted Senate Bill 420 (codified as California Health & Safety Code § 11362.7 et seq. and referred to as the “Medical Marijuana Program” or “MMP”) to clarify the scope of Proposition 215 and to provide qualifying patients and primary caregivers who collectively or cooperatively cultivate marijuana for medical purposes with a limited defense to certain specified State criminal statutes. Assembly Bill 2650 (2010) and Assembly Bill 1300 (2011) amended the Medical Marijuana Program to expressly recognize the authority of counties and cities to “[a]dopt local ordinances that regulate the location, operation, or establishment of a medical marijuana cooperative or collective” and to civilly and criminally enforce such ordinances.

D. In City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc. (2013) 56 Cal.4th 729, the California Supreme Court held that “[n]othing in the CUA or the MMP expressly or impliedly limits the inherent authority of a local jurisdiction, by its own ordinances, to regulate the use of its land. . . .” Additionally, in Maral v. City of Live Oak (2013) 221 Cal.App.4th 975, the Court of Appeal held that “there is no right – and certainly no constitutional right – to cultivate medical marijuana. . . .” The Court in Maral affirmed the ability of a local governmental entity to prohibit the cultivation of marijuana under its land use authority.

E. The Federal Controlled Substances Act, 21 U.S.C. § 801 et seq., classifies marijuana as a Schedule 1 Drug, which is defined as a drug or other substance that has a high potential for abuse, that has no currently accepted medical use in treatment in the United State, and that has not been accepted as safe for use under medical supervision. The Federal Controlled Substances Act makes it unlawful under federal law for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense, marijuana. The Federal Controlled Substances Act contains no exemption for medical purposes, although there is recent case law that raises a question as to whether the Federal Government may enforce the Act where medical marijuana is allowed.

F. Successful enforcement actions involving storefront dispensaries have coincided with an increase in mobile marijuana dispensaries. In parts of the state, shuttered marijuana dispensaries have converted their operations to mobile delivery services. An attorney in the region is also advising his marijuana dispensary clients to change their business model to distribution from a mobile source to avoid bans on storefront enterprises.

G. Mobile medical marijuana dispensaries have been associated with criminal activity. Delivery drivers, for example, have been targets of armed robbers who seek cash and drugs. As a result, many of the drivers for medical marijuana dispensaries reportedly carry weapons or have armed guards as protection. Examples of such criminal activity reported in the media include the following, each of which the City Council finds contain persuasive, documented evidence that mobile medical marijuana dispensaries and deliveries pose a threat to public health, safety and welfare.

1. A West Covina deliveryman was reportedly robbed after making a delivery. The deliveryman told police that he was approached by two subjects in ninja costumes who chased him with batons and took the marijuana and money he was carrying.
2. A Temecula deliveryman was reportedly robbed of cash outside of a restaurant, which led to a vehicular chase that continued until the robbers' vehicle eventually crashed on a freeway on-ramp.
3. Marijuana deliverymen in Imperial Beach were reportedly robbed after being stopped by assailants (one with a semiautomatic handgun) after making a stop.
4. A deliveryman was reportedly robbed of three ounces of marijuana while making a delivery outside a restaurant in Riverside, and he told police that the suspect may have had a gun.
5. A deliverywoman in La Mesa was reportedly shot in the face with a pellet gun by assailants who subsequently carjacked her vehicle.
6. A marijuana delivery from a Los Angeles mobile marijuana dispensary turned deadly in Orange County when four individuals reportedly ambushed the dispensary driver and his armed security guard and tried to rob them. One of the suspects approached the delivery vehicle and confronted the driver and a struggle ensued. A second suspect armed with a handgun, approached the security guard, who fired as the suspect hitting him multiple times.

7. A deliveryman was reportedly robbed of \$20,000 worth of marijuana (approximately 9 pounds) and a cellular phone in Fullerton, and suffered a head injury during the crime.

H. On October 9, 2015 Governor Brown signed 3 bills into law (AB 266, AB 243, and SB 643) which collectively are known as the Medical Marijuana Regulation and Safety Act (hereafter “MMRSA”). The MMRSA set up a State licensing scheme for commercial medical marijuana uses while protecting local control by requiring that all such businesses must have a local license or permit to operate in addition to a State license. The MMRSA allows the City to completely prohibit commercial medical marijuana activities.

I. The City Council finds that commercial medical marijuana activities, as well as cultivation for personal medical use as allowed by the CUA and MMP can adversely affect the health, safety, and well-being of City residents. Citywide prohibition is proper and necessary to avoid the risks of criminal activity, degradation of the natural environment, malodorous smells and indoor electrical fire hazards that may result from such activities. Further, as recognized by the Attorney General’s August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, marijuana cultivation or other concentration of marijuana in any location or premises without adequate security increases the risk that surrounding homes or businesses may be negatively impacted by nuisance activity such as loitering or crime.

J. The limited immunity from specified state marijuana laws provided by the Compassionate Use Act and Medical Marijuana Program does not confer a land use right or the right to create or maintain a public nuisance.

K. The MMRSA contains language that requires the City to prohibit cultivation uses by March 1, 2016 either expressly or otherwise under the principles of permissive zoning, or the State will become the sole licensing authority. The MMRSA also contains language that requires delivery services to be expressly prohibited by local ordinance, if the City wishes to do so. The MMRSA is silent as to how the City must prohibit other type of commercial medical marijuana activities.

L. While the City Council believes that cultivation and all commercial medical marijuana uses are prohibited under the City’s permissive zoning regulations, it desires to enact this ordinance to expressly make clear that all such uses are prohibited in all zones throughout the City.

M. The Planning Commission held a duly noticed public hearing on January 20, 2016 at which time it considered all evidence presented, both written and oral and at the end of the hearing voted to adopt a resolution recommending that the City Council adopt this Ordinance.

N. The City Council held a duly noticed public hearing on this Ordinance on January 27, 2016, at which time it considered all evidence presented, both written and oral.

SECTION 2. Authority. This ordinance is adopted pursuant to the authority granted by the California Constitution and State law, including but not limited to Article XI, Section 7 of the

California Constitution, the Compassionate Use Act, the Medical Marijuana Program, and The Medical Marijuana Regulation and Safety Act.

SECTION 3. Chapter 6.36 of the Eastvale Municipal Code is hereby amended in full to read as follows:

“Chapter 6.36

MEDICAL MARIJUANA AND CULTIVATION

6.36.010. Definitions

“Cannabis” shall have the same meaning as set forth in Business & Professions Code § 19300.5(f) as the same may be amended from time to time.

“Caregiver” or “primary caregiver” shall have the same meaning as set forth in Health & Safety Code § 11362.7 as the same may be amended from time to time.

“Commercial cannabis activity” shall have the same meaning as that set forth in Business & Professions Code § 19300.5(k) as the same may be amended from time to time.

“Cooperative” shall mean two or more persons collectively or cooperatively cultivating, using, transporting, possessing, administering, delivering or making available medical marijuana, with or without compensation.

“Cultivation” shall have the same meaning as set forth in Business & Professions Code § 19300.5(l) as the same may be amended from time to time.

“Cultivation site” shall have the same meaning as set forth in Business & Professions Code § 19300.5 (x) as the same may be amended from time to time.

“Delivery” shall have the same meaning as set forth in Business & Professions Code § 19300.5(m) as the same may be amended from time to time.

“Dispensary” shall have the same meaning as set forth in Business & Professions Code § 19300.5(n) as the same may be amended from time to time. For purposes of this Chapter, “Dispensary” shall also include a cooperative. “Dispensary” shall not include the following uses: (1) a clinic licensed pursuant to Chapter 1 of Division 2 of the California Health and Safety Code, (2) a health care facility licensed pursuant to Chapter 2 of Division 2 of the California Health and Safety Code, (3) a residential care facility for persons with chronic life-threatening illnesses licensed pursuant to Chapter 3.01 of Division 2 of the California Health and Safety Code, (4) a residential care facility for the elderly licensed pursuant to Chapter 3.2 of Division 2 of the California Health and Safety Code, (5) a residential hospice or home health agency licensed pursuant to Chapter 8 of Division 2 of the California Health and Safety Code. For purposes of this definition a Dispensary is a facility or location, whether fixed or mobile.

“Dispensing” shall have the same meaning as set forth in Business & Professions Code § 19300.5(o) as the same may be amended from time to time.

“Distribution” shall have the same meaning as set forth in Business & Professions Code § 19300.5(p) as the same may be amended from time to time.

“Distributor” shall have the same meaning as set forth in Business & Professions Code § 19300.5(q) as the same may be amended from time to time.

“Manufacturer” shall have the same meaning as set forth in Business & Professions Code § 19300.5(y) as the same may be amended from time to time.

“Manufacturing site” shall have the same meaning as set forth in Business & Professions Code § 19300.5(af) as the same may be amended from time to time.

“Medical cannabis,” “medical cannabis product,” or “cannabis product” shall have the same meanings as set forth in Business & Professions Code § 19300.5(ag) as the same may be amended from time to time.

“Medical Marijuana Regulation and Safety Act” or “MMRSA” shall mean the following bills signed into law on October 9, 2015 as the same may be amended from time to time: AB 243, AB 246, and SB 643.

“Nursery” shall have the same meaning as set forth in Business & Professions Code § 19300.5(ah) as the same may be amended from time to time.

“Qualifying patient” or “Qualified patient” shall have the same meaning as set forth in Health & Safety Code § 11362.7 as the same may be amended from time to time.

“Testing laboratory” shall have the same meaning as set forth in Business & Professions Code § 19300.5(z) as the same may be amended from time to time.

“Transport” shall have the same meaning as set forth in Business & Professions Code § 19300.5(am) as the same may be amended from time to time.

“Transporter” shall have the same meaning as set forth in Business & Professions Code § 19300.5(aa) as the same may be amended from time to time.

6.36.020. Prohibition.

- A. Commercial cannabis activities of all types are expressly prohibited in all zones and all specific plan areas in the City of Eastvale. No person shall establish, operate, conduct or allow a commercial cannabis activity anywhere within the City. It is the intent of this prohibition to include the delivery of cannabis within the City from a fixed location, from a Mobile Dispensary, the prohibition on

cultivation, and any effort to locate, operate, own, lease, supply, allow to be operated, or aid, abet, or assist in the operation of a commercial cannabis activity.

- B. To the extent not already covered by subsection A above, all deliveries of medical cannabis are expressly prohibited within the City of Eastvale. No person shall conduct any deliveries that either originate or terminate within the City.
- C. This section is meant to prohibit all activities for which a State license is required. Accordingly, the City shall not issue any permit, license or other entitlement for any activity for which a State license is required under the MMRSA.
- D. Cultivation of cannabis for non-commercial purposes, including cultivation by a qualified patient or a primary caregiver, is expressly prohibited in all zones and all specific plan areas in the City of Eastvale. No person, including a qualified patient or primary caregiver, shall cultivate any amount of cannabis in the City, even for medical purposes.

6.36.030. Public Nuisance.

Any use or condition caused, or permitted to exist, in violation of any provision of this Chapter 6.36 shall be, and hereby is declared to be, a public nuisance and may be summarily abated by the City pursuant to Code of Civil Procedure Section 731 or any other remedy available to the City, whether in law or in equity, including but not limited to administrative citations.

6.36.040. Civil Penalties.

In addition to any other enforcement permitted by this Chapter 6.36, the City Attorney may bring a civil action for injunctive relief and civil penalties pursuant to Chapter 1.01 of this code against any person or entity that violates this Chapter. In any civil action brought pursuant to this Chapter, a court of competent jurisdiction may award reasonable attorney's fees and costs to the prevailing party.

SECTION 4. Section 120.03.010 of Chapter 120.03 of the Eastvale Municipal Code is hereby amended to read as follows:

(d) *Unlawful Uses.* Uses that are unlawful under federal or state law, or under the Eastvale Municipal Code shall not be treated as permitted or conditionally permitted uses, and shall not be determined to be similar uses pursuant to this Section.

SECTION 5. Nothing in this Ordinance shall be interpreted to mean that the City's permissive zoning scheme allows any other use not specifically listed therein.

SECTION 6. CEQA. This ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15305, minor alterations in land use limitations in areas with an average slope of less than 20% that do not result in any changes in land use or density and section 15061(b)(3) which

is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. The City's permissive zoning provisions already prohibits all uses that are being expressly prohibited by this ordinance. Therefore, this ordinance has no impact on the physical environment as it will not result in any changes.

SECTION 7. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 8. To the extent the provisions of the Eastvale Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 9. The City Clerk shall certify to the adoption of this ordinance and shall cause the same to be published in accordance with law.

PASSED, APPROVED AND ORDAINED this 10th day of February, 2016.

Ike Bootsma, Mayor

APPROVED AS TO FORM:

ATTEST:

John E. Cavanaugh, City Attorney

Marc Donohue, City Clerk

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) §
CITY OF EASTVALE)

I, Marc Donohue, City Clerk of the City Council of the City of Eastvale, California, do hereby certify that the foregoing Ordinance No. 16-04, was introduced at a regular meeting of the City Council of the City of Eastvale held on the 27th day of January, 2016 and was passed by the City Council of the City of Eastvale at a regular meeting held the 10th day of February, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Marc Donohue, City Clerk



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.1

DATE: FEBRUARY 10, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: TAMRA IRWIN, SENIOR ADMINISTRATIVE ANALYST

SUBJECT: EL NINO EMERGENCY ACTION PLAN

RECOMMENDATION: RECEIVE AND FILE

BACKGROUND

We are currently in the middle of an El Nino weather pattern which is expected to remain strong and continue until late spring. El Nino is characterized by unusually warm sea surface temperatures. Where the ocean is warm, more clouds form, and more rain falls in that part of the world. This can result in unusually heavy rain in the southwest and this has proved devastating to California in past El Nino years. In early 1998, storms brought widespread flooding and mudslides, causing seventeen deaths, and more than half a billion dollars in damage in California.

DISCUSSION

As a result of past damage and in an effort to be proactive, the City of Eastvale has made a significant effort to prepare for all-hazards emergencies and for El Nino in particular. One such action is to draft an El Nino Emergency Action Plan (Plan). This Plan is based on the Emergency Operations Plan adopted by the City Council in January 2014 and outlines the specific steps that have been taken to prepare for this El Nino season. These proactive actions include:

- Cleaned out ditches, channels, and drain inlets/catch basins.
- Purchased twenty (20) traffic cones and six (6) flooded signs for lane closures.
- Established a list of vendors and contractors that may be needed in an emergency.
- Purchased sandbags and sand for residents use; ten bags per resident for pickup at Fire Station 27.
- Prepared an exhibit of areas prone to shallow flooding (Exhibit "A").
- Internal and External preparedness planning meetings held with neighboring cities, Corona Norco Unified School District, Jurupa Community Services District, Riverside County departments including the Emergency Management Department, Office of Emergency Services, Sheriff's Department, Chino Police Department and others.



CITY OF EASTVALE CITY COUNCIL STAFF REPORT

ITEM 8.1

- Notified residents in flood/ponding prone areas in writing of the flooding/ponding potential and recommended preparations and actions they should take Notices were mailed and also noticed through the City's website and social media platforms.
- Created a flow chart of phone numbers and contact information of staff and emergency contacts.
- Utilizing social media and website for public education and outreach.
- Working with developers to prepare properties under construction for potential flooding.
- Staff attended Disaster Recovery Training.
- Held emergency preparedness training with City staff to ensure their preparedness at home so they would be available to come to work.
- Provided self-service sand and sandbag pickup, sandbag filling/stacking flyers, and Turn Around Don't Drown flyers to the public as part of City's information (Attachments 1-3).
- Sandbag filling video (<https://www.youtube.com/watch?v=QejdO18l13s>) and Be WinterWise brochure (Attachment 4) made available to the public.
- Highlighted the City's E-Citizen mobile App and online non-emergency service request system as a means to report flood issues.

This plan also clarifies the roles and responsibilities of staff in an emergency, what will cause the City to open an Emergency Operations Center for El Nino storms, and really explains that the City's goals are to protect lives and property. This is a smaller document than the Emergency Operations Plan and is specific to El Nino storms so that it can be used as a quick reference guide if there are questions by staff members, citizens, organizations or the business community.

FISCAL IMPACT

There is no fiscal impact with this action today.

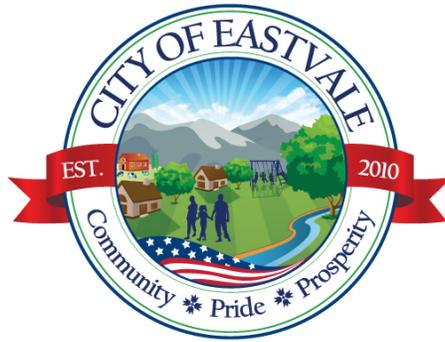
STRATEGIC PLAN IMPACT

Objective 3.5 – Develop enhanced disaster plan

ATTACHMENT

1. El Nino Emergency Action Plan
2. Traffic Control Device List of Inventory
3. Map of Flooding Areas
4. Turn Around Don't Drown Flyer
5. Winter Wise Flyer
6. Sandbag Pickup Flyer
7. Flood Fighting at Home Brochure

Prepared by: Tamra Irwin, Senior Administrative Analyst
Reviewed by: John Cavanaugh, City Attorney
Reviewed by: Michele Nissen, City Manager



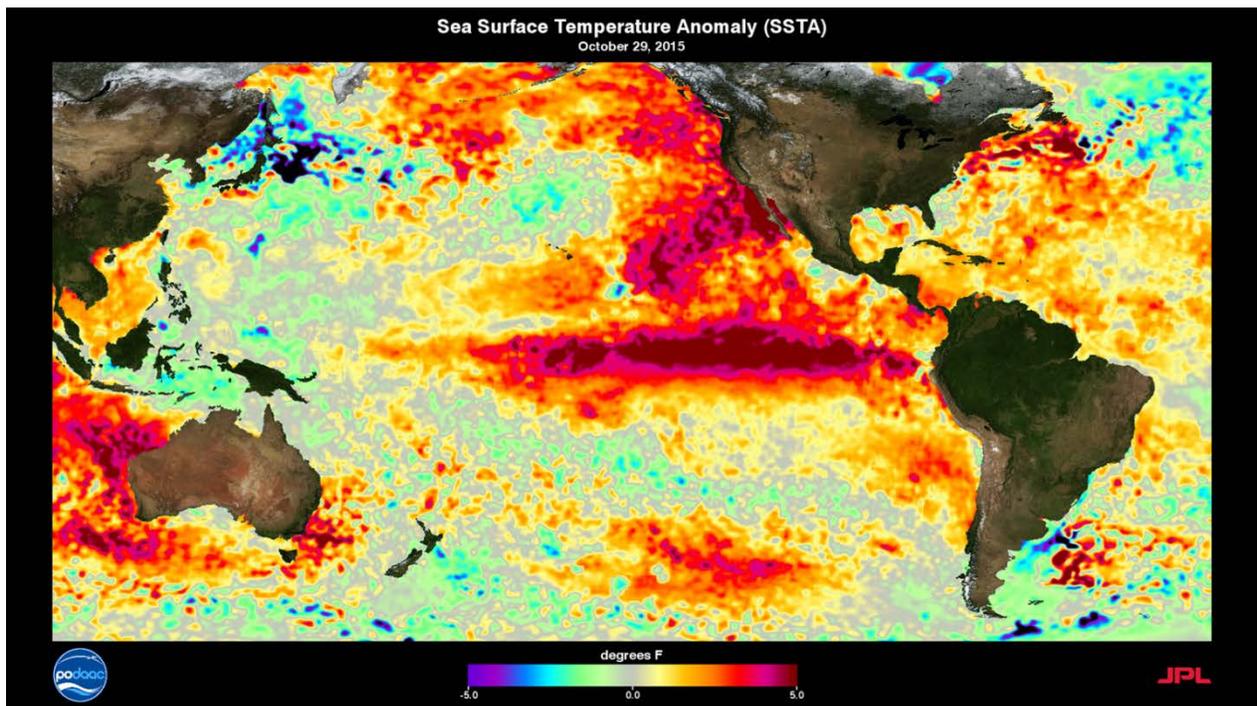
City of Eastvale

El Niño Emergency Action Plan

January 2016

Background

El Niño is a condition that sometimes occurs in the Pacific Ocean and it is so big that it affects weather all over the world. Every few years, winds shift in the Pacific Ocean along the equator, warming the water more than usual. El Niño conditions depend upon ocean temperatures. Where the ocean is warm, more clouds form, and more rain falls in that part of the world. In a typical El Niño season, weather is warmer than average and dryer in the north, and wetter and cooler in the south.



History of El Niño Events

Heavy rain all at once has proved devastating to California in the past. The most powerful El Niño on record developed during the summer of 1997. The winter following the summer of 1997 gave Southern California double its annual rainfall and dumped twice the annual snow pack in the Sierra Nevada Mountains.

In early 1998, storms brought widespread flooding and mudslides, causing 17 deaths and more than half a billion dollars in damage in California. Downtown L.A. got nearly a year's worth of rain in February 1998. In the winter of 1982-83 during the second largest El Niño on record, damage was particularly severe along the coast.

San Francisco's average winter rainfall is 23.64 inches, resulting from an average of 68 rainy days. During the El Niño winter of 1997-98, more than twice that amount — 47.19 inches — fell in a record-setting 119 days of rain. Slightly less rain fell during the 1982-83 El Niño, with 38.17 inches in 100 days of rain. In February 1998, a series of storms caused an estimated \$550 million in damage and killed 17 people in California. A total of 35 counties were declared federal disaster areas. This is an example of a wetter-than-average winter one might typically expect in a moderate or strong El Niño.

Since 1958, there have been seven El Niño systems — three wet; three dry; and one average. All forecasts are projecting that the 2015 event will be a strong El Niño system.

BASE PLAN

This plan has been drafted to clarify the City's purpose, goals and objectives, policies and actions that will be taken in the case of an emergency related to El Niño storm events. The information outlined is based on policies and procedures already in place, as well as, the Emergency Operations Plan that was adopted by the City Council in January 2014.

The El Niño Emergency Action Plan is separated into sections that include: Purpose; Scope; Goals and Objectives; Authority; Policies; Situation and Planning Assumptions; Roles and Responsibilities; Preparedness Activities; Administration and Finance; and Emergency Action Plan. The goals and objectives are for the overall plan while the preventive measures support the goals and objectives. Protective measures and response actions during the emergency are part of the goals and objectives.

PURPOSE

- A. Establish procedures for El Niño preparations and actions prior to, during, and following storm activities related to the 2015/2016 El Niño Event.
- B. Establish procedures to protect lives, safeguard emergency responders, and minimize injuries to personnel and the public.
- C. Give primary consideration to those actions necessary to protect staff, safeguard property, and ensure the readiness to respond to the needs of the citizens of the City of Eastvale.

City of Eastvale - El Niño Emergency Action Plan

- D. Establish procedures to minimize storm-related damage to property and infrastructure within the City of Eastvale and to facilitate speedy recovery activities and cost recovery efforts.
- E. Identify departments, divisions, and individuals responsible for fulfilling actions listed within this Emergency Action Plan.

SCOPE

- A. The Scope of this plan covers the preparatory, protective, response, and recovery activities necessary to respond to the 2015/2016 El Niño Event for the period of January 1, 2015 through May 1, 2016.

GOALS AND OBJECTIVES

- A. Provide for personnel and public safety.
- B. Monitor short-term and mid-range weather forecasts and implement pre-emptive protective actions as appropriate.
- C. Take all appropriate protective and response actions directed at life, safety, and property preservation efforts.
- D. Ensure adequate public information activities to ensure the general public and City personnel are kept informed on protective actions and city storm response activities.
- E. Ensure Continuity of Operations procedures are in place in order to maintain essential City services.

AUTHORITY

- A. City of Eastvale Resolution 14-04, adopting *Emergency Operations Plan*, on January 22, 2014.

City of Eastvale - El Niño Emergency Action Plan

POLICIES

- A. All departments, divisions, and functions will take all actions consistent with this Emergency Action Plan in order to prepare, protect, respond, and recover from El Niño impacts.
- B. During times of city-wide emergencies, departments, and department operation centers will receive direction and mission tasking from the City of Eastvale Emergency Operations Center (EOC).
- C. City personnel are subject to immediate recall during an emergency consistent with City personnel policies and CA Disaster Service Worker Regulations, CA Government Code Sections 3100-3109.
- D. The City's Public Information Officer (PIO) will coordinate all public information activities, including media releases, through the City's Emergency Operations Center under the direction of the EOC Director (City Manager or designee).
- E. In order to maximize any and all State and Federal disaster relief funding and reimbursement, all departments will maintain detailed record keeping of all El Niño and storm related expenses, emergency purchases, labor costs, equipment costs, and other costs.
- F. In order to maximize any and all State and Federal disaster relief funding and reimbursement, all departments will maintain detailed record keeping of all El Niño and storm related damages to city infrastructure, property, equipment, and repairs or replacement of same.

SITUATION AND PLANNING ASSUMPTIONS

- A. A very strong El Niño is forecasted through April 2016.
- B. The 2015/2016 El Niño Event is forecasted to be as strong and impactful as the 1997/1998 and 1982/1983 El Niño's.
- C. The potential for storm related injuries, structural damage, loss of power and water, loss of voice or data systems, and debris-laden streets may burden the resources of the City.
- D. The size, scope, duration, and potential wide-spread impacts of El Niño will cause a regional and national competition for resources with regards to special teams, heavy equipment, and supplies.

ROLES AND RESPONSIBILITIES

A. EMERGENCY MANAGEMENT ROLES

- a. Departments and Divisions are assigned specific emergency management functions within the City of Eastvale Emergency Operations Plan (EOP), adopted January 2014.

B. GENERAL EMERGENCY MANAGEMENT RESPONSIBILITIES

- a. All City Departments, Divisions, and Functions will:
 - Participate in the City's Emergency Management Program in support of El Niño preparation, protection, response, and recovery.
 - Maintain department, division, or function level policies or procedures to support this Emergency Action Plan and execute their emergency management roles and responsibilities.
 - Assign designated personnel with decision-making authority for their department to staff EOC positions during activation.

C. SPECIFIC EL NIÑO AND STORM RESPONSIBILITIES

- a. All City Departments, Divisions, and Functions will:
 - Ensure the building, vehicles, and mobile equipment are kept in good working order.
 - Ensure personnel rosters, contractor lists, and phone lists are maintained and up to date during eminent or actual hazardous weather or storm events.
 - Ensure designated staff are assigned to monitor short-term and mid-range weather forecasts with specific attention made to severe weather watches and warnings.

D. EOC COORDINATION

- a. The EOC will coordinate with special districts, private agencies, non-profit organizations, and volunteer organizations as necessary during an emergency as follows:
 - Special districts generally focus on their normal services or functional area of responsibility.
 - The level of involvement of special districts, private agencies, non-profit organizations, and volunteer organizations will vary considerably depending upon the kind of incident.
 - Types of districts, agencies, and organizations that the EOC may coordinate with could include but are not limited to:
 - o Red Cross
 - o Community Emergency Response Team (CERT)
 - o Radio Amateur Civil Emergency Service (RACES)
 - o Animal Control

City of Eastvale - El Niño Emergency Action Plan

- o Southern California Edison
- o Gas Company
- o Salvation Army
- o Jurupa Community Services District
- o Corona-Norco Unified School District
- o Telephone/Cellular Phone Providers
- o Water and Sanitation Districts
- o Local Churches

PREPAREDNESS ACTIVITIES

The City of Eastvale continually strives to improve its readiness for emergencies. The following are actions that the City has taken in order to help prepare for the upcoming El Niño system:

- Cleaned out ditches, channels, and drain inlets/catch basins.
- Purchased twenty (20) traffic cones and six (6) flooded signs for lane closures.
- Established a list of vendors and contractors that may be needed in an emergency.
- Purchased sandbags and sand for residents use; ten bags per resident for pickup at Fire Station 27.
- Prepared an exhibit of areas prone to shallow flooding (Exhibit "A").
- Internal and External preparedness planning meetings held with neighboring cities, Corona Norco Unified School District, Jurupa Community Services District, Riverside County departments including the Emergency Management Department, Office of Emergency Services, Sheriff's Department, Chino Police Department and others.
- Notified residents in flood/ponding prone areas in writing of the flooding/ponding potential and recommended preparations and actions they should take Notices were mailed and also noticed through the City's website and social media platforms.
- Created a flow chart of phone numbers and contact information of staff and emergency contacts.
- Utilizing social media and website for public education and outreach.
- Working with developers to prepare properties under construction for potential flooding.
- Staff attended Disaster Recovery Training.
- Held emergency preparedness training with City staff to ensure their preparedness at home so they would be available to come to work.
- Provided self-service sand and sandbag pickup, sandbag filling/stacking flyers, and Turn Around Don't Drown flyers to the public as part of City's information (Attachments 1-3).

City of Eastvale - El Niño Emergency Action Plan

- Sandbag filling video (<https://www.youtube.com/watch?v=QejdO18l13s>) and Be WinterWise brochure (Attachment 4) made available to the public.
- Highlighted the City's E-Citizen mobile App and online non-emergency service request system as a means to report flood issues.

ADMINISTRATION AND FINANCE

- A. All departments, divisions, and functions will maintain complete and accurate documentation of their response costs to El Niño and related storms. This includes personnel, equipment, and supplies.
- B. All departments, divisions, and functions will maintain complete and accurate accounting of their damage costs to El Niño and related storms. This includes damages and repairs.
- C. All departments, divisions, and functions will maintain all other documentation related to the execution of their emergency response mission or continuity of operations activities.

EMERGENCY ACTION PLAN

A. GENERAL

- a. All emergency actions will be consistent with the City's Emergency Operations Plan (EOP), El Niño 2015/2016 Emergency Action Plan, and Standard Operating Procedures (SOPs).

B. EMERGENCY OPERATIONS

- a. During times of City-Wide emergencies or significant events, Command and Control is managed by the following facilities:
 1. City Emergency Operations Center (EOC)
 - Overall management of City response strategies, priority setting, and allocation of resources.
 2. Incident Command Post (ICP)
 - Responsible for the on-scene tactical response and the management of all assigned emergency resources to a specific incident.

C. DECISION POINTS FOR MAJOR ACTIONS

- a. EOC activation (as outlined in the EOP)
 - Small incidents involving two or more City departments.
 - Impending or forecasted weather event likely to cause emergency conditions (Severe Weather Advisory).
 - Flood Watch (Activation at Level 1).
 - Flood Warning (Activation at Level 2).
 - At the discretion of the EOC Director or their designee.

City of Eastvale - El Niño Emergency Action Plan

- b. Active advertising of sandbag filling stations
 - Actual, impending or forecasted weather event likely to cause flooding or run off conditions.
- c. Barricading or closing of problem intersections and roads
 - Actual, impending or forecasted weather event likely to cause flooding, run off, or debris flow conditions in an intersection or segment of roadway.
 - Barricading or closing of flooded or debris strewn intersections or roads will occur as soon as possible in order to avoid the entrapment of vehicles.
- d. Curtailment of non-mission critical services
 - When a department's on-duty forces are fully mobilized and assigned to emergency activities warranting a curtailment of non-mission critical or non-essential work activities.
- e. Proclamation of local emergency
 - When an emergency incident has or is likely to exceed the operational capability or resources of the City.
 - When the City will likely have to issue special orders or regulations for the protection of life and property.
 - When the City will likely have to exercise extraordinary police powers.
 - When a proclamation is required to activate special purchasing or spending authorities.
 - When the City will likely pursue state or federal assistance for response or recovery activities.

D. EOC ACTIVATION LEVELS AND STAFFING

There are three levels of EOC activation.

Level One: Limited Staffing

Impending or actual emergencies have prompted an increase in activity at the EOC. Key EOC functions are activated which commensurate to the impending or actual emergency.

Level I staffing includes EOC Director, Planning & Intelligence Chief, Logistics Chief, representatives of corresponding City departments, and representatives of appropriate staff volunteers.

City of Eastvale - El Niño Emergency Action Plan

Level Two: Partial Staffing

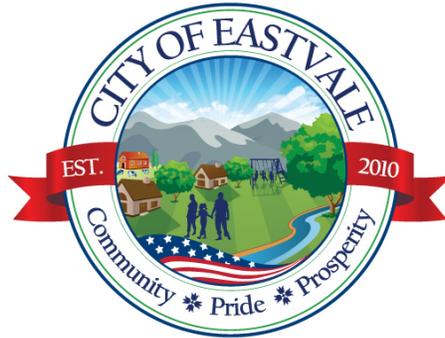
Impending or actual emergencies have prompted an increase in activity at the EOC. Key EOC functions are activated which commensurate to the impending or actual emergency.

Level Two staffing includes all Section Chiefs, Branches and Units as appropriate for the situation and Agency representatives as appropriate.

Level Three: Full Staffing

Impending or actual emergencies have prompted an increase in activity at the EOC. Key EOC functions are activated which commensurate the impending or actual emergency.

Level Three staffing includes all EOC Positions.



City of Eastvale

Traffic Control Device List of Inventory

Traffic Safety Cones	20ea.
Flooded signs on barricades	6ea.



January 2016

“Tom saw some water on the road, but he thought it wasn’t deep. And, after all, he was in a truck, high up off the ground.”

Tom and Marilyn (last name withheld by request) during Tropical Storm Allison, June 2001

When tempted, remember
**TURN AROUND
DON'T DROWN®**



For more information about Turn Around, Don't Drown®:
www.srh.weather.gov

For more information about FLASH:
www.flash.org

National Weather Service
Southern Region Headquarters
819 Taylor Street
Fort Worth, Texas 76102



Attachment 3



The Problem

Tom was fortunate. He was rescued and lived to tell his tale. But others did not fare as well. A man in Pennsylvania, who refused to abandon his home during an evacuation, was later swept away as he attempted to leave in his automobile.

Trying to prove a water crossing was safe enough to drive through, an Arlington, Texas man lost his life as he attempted to wade to the other side.

These tragic events happen too often. Ironically, many drivers rescued from flood waters reported they were in a hurry to reach the safety of their home as a reason for attempting to ford a flooded road.

Automobile commercials advertising the ability of their product to tread water can lead to a false sense of security or even to tragic consequences.

The Center for Disease Control (CDC) reports more than half of all flood-related drownings occur when a vehicle is *driven into* hazardous flood waters. The next highest percentage of flood-related deaths are due to *walking into* or near flood waters.

The Reason

Where does this idea that “my heavy vehicle will keep me safe” come from? It comes from the false trust in the weight of the vehicle you are driving.

Many believe their 3,000 to 5,000 pound vehicle will remain in contact with the road surface...that it is too heavy to float. Think about that for a minute. Aircraft carriers float don't they?

Vehicles (and ships) float because of buoyancy. In fact, most cars can be swept away in 18-24 inches of moving water. Trucks and SUVs are not much better with only an additional six to twelve inches of clearance.

In moving water, all that is needed is for a vehicle to become buoyant *enough* allowing the water's force to push it sideways, even while the wheels remain in contact with the pavement.

Once swept downstream, a vehicle will often roll to one side or perhaps flip over entirely. The driver then has only a few seconds to escape. Many drivers panic as soon as the vehicle submerges and are found later with their seat belt intact.

The Solution

The solution is simple. **TURN AROUND, DON'T DROWN®**. Stay out of the flooded roadway. The water may be much deeper than it appears as the road beds may be washed out. Also, respect “road closed” barriers posted to warn you of the danger.

This includes attempts to walk or wade through flowing water. As little as six inches of rapidly moving water can sweep you off your feet and carry you downstream.

If there is a low water crossing between you and your home or your home and your destination, think about your family before attempting to cross it. Let caution, good sense, your personal safety and your family's well being be your guides. **TURN AROUND, DON'T DROWN®**.

Finally, know when you are at risk! Keep abreast of the latest weather watches and warnings from the National Weather Service with the NOAA Weather and All Hazards Radio or through a local news source.

For more information, visit the **TURN AROUND, DON'T DROWN®** website at: www.srh.weather.gov.



Before the Storm



Winter storms in California can be deadly, causing flooding, flash floods, high coastal surf, mudslides, snowstorms and avalanches. Your city, county, and state Offices of Emergency Services have

prepared these brief safety tips to help you prepare for a safe winter.

Wherever you live or travel, you should be aware of the dangers of winter storms and be prepared to cope with one. For more information on the history of flooding in your area, and how you and your family can prepare for winter, call your city or county Office of Emergency Services (in the Government section of the telephone book), or the nearest office of the National Weather Service.

Flood Insurance

Most homeowner's insurance policies do NOT offer protection against flood losses. For information about flood insurance, call your local insurance agent, or call the National Flood Insurance Program at (888) Call-Flood.

Out-Of-Area Emergency Contact Name and Phone

◆ It's advisable to call your contact after a storm so others can learn of your condition and location.

Watches and Warnings: What to do

When a flood WATCH is issued

- ✓ Move valuable household possessions to the upper floors of your home.
- ✓ Fill your car's gas tank in the event an evacuation order is issued.

When a flood WARNING is issued

- ✓ Tune in for information and advice to local radio and TV stations.
- ✓ When told to evacuate, do so as quickly as possible.

When a flash flood WATCH is issued

- ✓ Watch for signs of flash flooding and be ready to evacuate on a moment's notice.

When a flash flood WARNING is issued

- ✓ If you believe flash flooding has begun, evacuate immediately as you may have only seconds to escape.
- ✓ Move to higher ground and away from rivers, streams, creeks and storm drains. Do not drive around barricades. These are placed to keep you out of harm's way.
- ✓ If your car stalls in rapidly rising waters, abandon it immediately and climb to higher ground.

Be Winter Wise!

Winter Weather and Flood Preparedness



Before, During, and After the Storm

Q E S
CALIFORNIA



Governor's Office of
Emergency Services

Before the Storm

- ✓ Keep insurance policies, documents and other valuables in a safe-deposit box.
- ✓ Check your homeowner's or renter's insurance for flood insurance coverage--if none exists, purchase.



✓ Store supplies at work, home and car in handy locations:

- ◆ First aid kit and essential medicines.
- ◆ Food (packaged, dried, canned, or food for special diets.)
- ◆ Non-electric can opener.
- ◆ Keep some

cash on hand. ATM machines may not be working.

- ◆ Portable radio, flashlights and extra batteries (stored in water-tight plastic bag.)
- ◆ Store drinking water in closed, clean containers in case water service is interrupted. Allow one gallon of water per person per day for at least three days.
- ✓ Keep your car fueled. If electric power is cut off, filling stations may not be able to operate.
- ✓ Know safe routes from your home or office to high, safe ground.
- ✓ Keep sandbags, plywood, plastic sheeting, lumber and other emergency building materials handy for waterproofing.

During The Storm

- ✓ Avoid areas that are subject to sudden flooding.
- ✓ Do not try to cross a flowing stream where water is above your knees. Even water as low as 6 inches

deep may cause you to be swept away by strong currents.

- ✓ Do not try to drive over a flooded road. This may cause you to be both stranded and trapped.
- ✓ If your car stalls, abandon it IMMEDIATELY and seek higher ground. Many deaths have resulted from attempts to move stalled vehicles.
- ✓ Do not "sightsee" in flooded areas. Do not try to enter areas blocked off by local authorities.
- ✓ Avoid unnecessary trips. If you must travel during the storm, dress in warm, loose layers of clothing. Advise others of your destination.
- ✓ Use the telephone ONLY for emergency needs or to report dangerous conditions.
- ✓ Tune to local radio or television stations for emergency information and instructions from local authorities.



access is cut off by flood water. Establish an out-of-state "family contact" so that friends and relatives will know who to call to get information about where you are.

- ✓ Before leaving, disconnect all electrical appliances, and if advised by your local utility, shut off electric circuits at the fuse panel and gas service at the meter.

After The Storm

- ✓ DO NOT TURN GAS BACK ON YOURSELF. Rely on utility crews.
- ✓ Do not use fresh foods or canned goods that have come in contact with flood waters.
- ✓ Follow local instructions regarding the safety of drinking water. If in doubt, boil or purify water before drinking. Have wells pumped out and the water tested before drinking.
- ✓ Avoid disaster areas; your presence could hamper rescue and other emergency operations, and you may be in danger.
- ✓ Do not handle live electrical equipment in wet areas. If electrical equipment or appliances have been in contact with water, have them checked before use.
- ✓ Avoid downed power lines and broken gas lines. Report them immediately to the electric or gas company, police or fire department.
- ✓ Use flashlights— NOT lanterns, matches or candles— to examine buildings; flammables may be inside.
- ✓ Stay tuned to radio or television for information and instructions from local authorities.



SANDBAGS DURING FLOOD EVENTS

During this rainy season and the potential of a strong El Niño, sandbags will be available to Eastvale residents for flood control purposes. Residents can protect their homes by using sandbag walls to divert water and mud flows.

Sand and sandbags can be picked up at:

Fire Station #27

7067 Hamner Ave., Eastvale, CA 92880

SANDBAGS WILL BE DISTRIBUTED AS FOLLOWS:

- Residents requesting sandbags must provide proof of Eastvale residency through a current utility bill **and** valid California's Driver License/ Identification Card.
- Sandbags will be distributed in rolls of **10 bags** per household.
- Please bring your own shovel to fill your sandbags. Residents will be responsible to load them into their personal vehicle.
Sandbags are self-service only.
- Available while supplies last.

For more information, please contact Kris Hanson at (661) 857-1362 or khanson@eastvaleca.gov.



PLAN. PREPARE. PREVENT.

HOW TO:

FIGHT FLOODING at Home

EASY

ways to keep water
out of your house

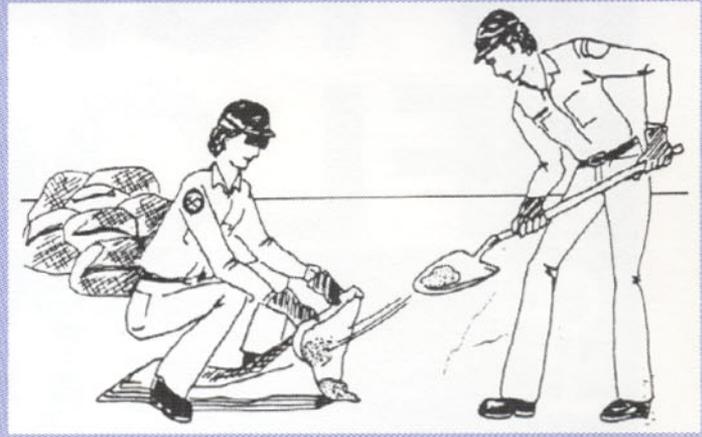
During the times of **heavy** rains, most damage to homes and property comes from flooded streets, particularly those with blocked drains. Be sure your gutters are clear of leaves and debris. Low curbs and sloping driveways also pose a problem.

HOME can be protected by redirecting the water flow. Sandbag walls can be used to divert water or mud. Place the sandbag walls so they channel the water to a clear drain or gutter.

Follow the directions on the back of this flyer for sandbag **filling** and **laying**.

HOW TO: Fill a sandbag build a sandbag barrier

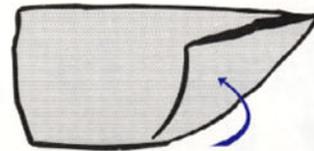
a. Work with another person, with one of you holding the bag while the other shovels sand or other material. The first shovelful is placed on the edge of the bag to keep the bag open. The bag holder should bend at the waist, with elbows resting on knees. The shoveler gets rounded scoops of sand and fills the bag **to just one-third full**. Avoid injury by not twisting while shoveling.



b. Fold over the open end of the bag in a triangle to prevent sand from leaking out. Close-knit burlap bags are recommended.



c. Your finished bags will look like this:

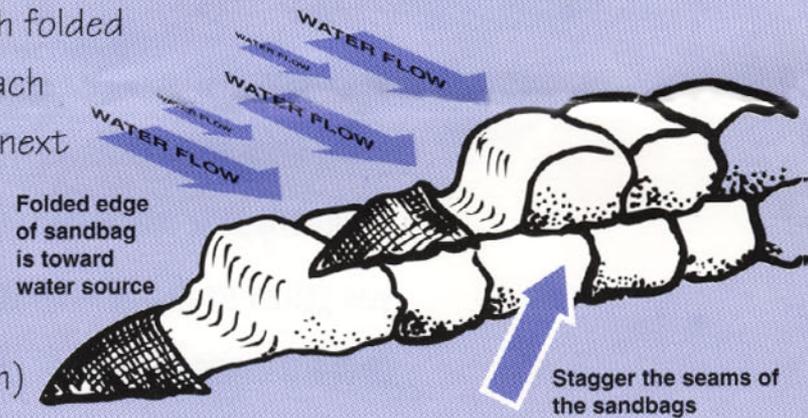


sandbag, 1/3 full, open end folded over - top view



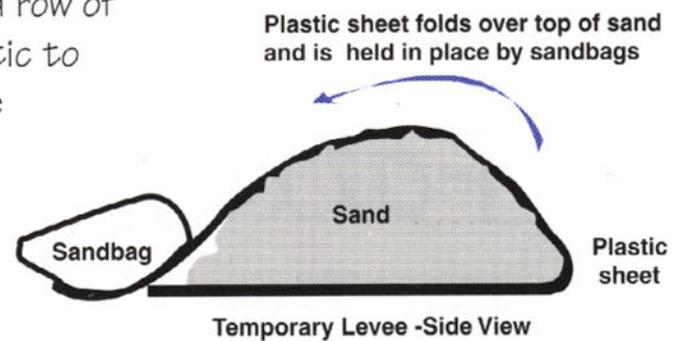
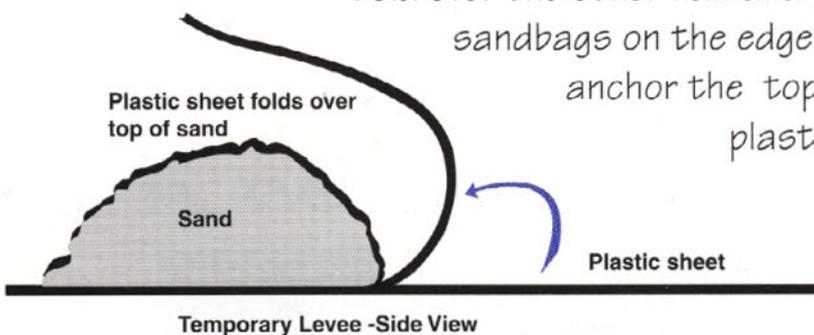
sandbag, open end folded over - side view

d. Place a line of bags with the folded side up, with folded edges facing the direction of water flow. Stomp each bag into place. Like you would with bricks, stagger the next layer of bags over the folded tops of the bags underneath. Stomp each layer of bags. To give the structure stability, the base should be 1.5 times wider than the height. (Example, 6 ft. wide by 4 ft. high)

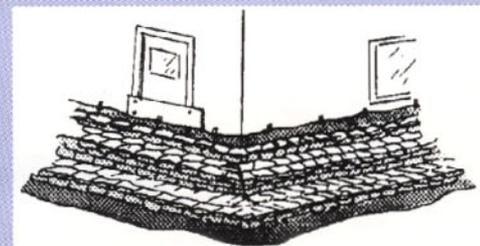


e. When you don't have time to build a sandbag barrier, use a temporary levee to raise low areas. Prepare ahead by buying 20-foot-wide sheets of plastic (6-10 mil thickness). Lay out the length you need and place sand, dirt, or gravel on the half facing your property.

Fold over the other half and place a solid row of sandbags on the edge of the plastic to anchor the top edge of the plastic sheet.



f. In locations where water could rise with no current, such as at lake shores, lay visquine plastic on the ground and up to walls, and form a half pyramid of sandbags. Cover doors and vents with plywood.





CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.2

DATE: FEBRUARY 10, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: CAPTAIN JASON HORTON, EASTVALE POLICE DEPARTMENT

SUBJECT: ELECTRONIC CITATION PROPOSAL

RECOMMENDATION: APPROVE THE PURCHASE OF ELECTRONIC CITATION DEVICES FOR USE BY THE EASTVALE TRAFFIC TEAM.

BACKGROUND

The City of Eastvale currently contracts for three (3) sworn traffic officers (two accident investigators and one motor officer). Throughout the course of any given shift, the sworn officers issue hand-written citations for moving violations.

DISCUSSION

The current procedure for issuing citations is for the traffic officer to fill out a moving violation citation by hand. A copy of the citation is provided to the violator, a copy is mailed to the traffic court, and a copy is retained by the officer to assist with their recollection of the circumstances surrounding the stop. The process can take anywhere from 5-10 minutes, depending on the number of violations and the officers' ability to write legibly in a rapid manner.

Currently, the only details of the traffic citation that are recorded in our database are the location and time; the details of why the citation was issued or who received a citation are not recorded. As a result, we do not currently have the means to compare the primary collision factors (PCF's) of traffic collisions to the types of citations being issued, and we are losing several thousand records of contact with members of the public who committed traffic violations.

Purchasing electronic citation devices (e-cites) will allow the traffic officers to issue citations much more quickly, as the location, date, time, and driver information can be automatically populated by the device. At the end of the officers' shifts, they merely plug the device into a cradle and download the citations to a database. The information from the database is sent electronically to the traffic court, and the statistical information gleaned from the citations can be easily compared to the collision database that is already in use at the Jurupa Valley Station. This gives the traffic supervisors a tool to ensure the officers are issuing citations for the PCF's that result in the most collisions and make adjustments to traffic enforcement schedules and locations more efficiently.



CITY OF EASTVALE CITY COUNCIL STAFF REPORT

ITEM 8.2

Another advantage is that, on average, thousands more contacts with members of the public will be recorded and that information proves to be valuable in solving a plethora of crimes, not necessarily related to traffic enforcement.

It is important to note that these devices are different than the devices that were purchased for Street Sweeping Citations. Street Sweeping citations are processed through DataTicket while traffic violations are processed through the courts and require the use of Crossroads software.

Conclusion:

For a cost of \$14,807, the city will see a noted increase in the number of citations issued, have more reliable statistical data to more effectively deploy traffic enforcement officers, and solve additional crimes due to a significantly larger violator database.

FISCAL IMPACT

The initial start-up costs include licensing of the software.

Option 1 - Purchase 3 devices as follows:

1. **\$5000** licensing fee (one-time fee)
2. \$3269/device x 3 devices= **\$9807**

TOTAL: \$14,807

Option 2 - Purchase 2 devices as follows:

1. **\$5000** licensing fee (one-time fee)
2. \$3269/device x 2 devices= **\$6538**

TOTAL: \$11538

Option 3 - Purchase 1 device as follows:

1. **\$5000** licensing fee (one-time fee)
2. \$3269/device

TOTAL: \$8269

The breakdown for devices, supporting equipment, and the licensing fee summary are attached in two documents. There is another cost savings that was not calculated for this proposal and that is the diminished cost of not having to purchase as many hard-copies of citations, as the devices have their own thermal print paper.

This item was discussed at the January 29, 2015 Public Safety Commission meeting. The Public Safety Commissioners gave a unanimously supportive recommendation to the City Council to proceed with the purchase of three (3) electronic citation devices.



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.2

FISCAL IMPACT

Funding is available through the Measure A Fund: 210-400-6624. There is no General Fund Impact.

STRATEGIC PLAN IMPACT

Objective 3.2 - Maintain status as region's Safest City

- 3.2.1 - Develop budget plan to increase sworn personnel as development occurs.
 - This will increase the efficiency, accuracy, and data collection abilities of staff that are currently in place.

ATTACHMENTS

1. Crossroads Software Cost Proposal
2. MSA Systems, Inc. Equipment Proposal

Prepared By: Lt. Scott Forbes, Eastvale Police Department

Reviewed By: Michele Nissen, City Manager

Reviewed By: John Cavanaugh, City Attorney

Cost Proposal

For:
City of Eastvale

Crossroads Software
210 W. Birch Street, Suite 207
Brea, CA 92821

Number: CP 15-58

<i>Item No</i>	<i>Item Description</i>	<i>Quantity</i>	<i>Price</i>	<i>Taxable</i>	<i>Amount</i>
1	Citation Software for Handheld	1	\$5,000.00	No	\$5,000.00
2	Sync Software and Export Software	1	\$600.00	No	\$600.00
3	Court Transmission Software	1	\$730.00	No	\$730.00
4	Training and Installation (one training sessions - four hours)	1	\$500.00	No	\$500.00
5	Agency Discount	1	(\$1,830.00)	No	(\$1,830.00)

	<i>Sub Total</i>	<u>\$5,000.00</u>
<i>Sales Tax 8.00% on</i>	<i>\$0.00</i>	<u>\$0.00</u>
	<i>Total</i>	<u>\$5,000.00</u>



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.3

DATE: FEBRUARY 10, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: TAMRA IRWIN, SENIOR ADMINISTRATIVE ANALYST
DANIELLA MCCLISTER, PUBLIC INFORMATION OFFICER

SUBJECT: MASS COMMUNICATIONS/EMERGENCY ALERT SYSTEM

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE A CONTRACT WITH BLACKBOARD CONNECT FOR MASS COMMUNICATIONS/EMERGENCY ALERT SERVICES.

BACKGROUND

Mass Communications/Emergency Alert Systems are used by government, businesses and organizations to disseminate information during both minor and major emergencies. The City of Eastvale currently participates in the Riverside County Early Warning Notification System (EWNS) which allows public safety first responders to rapidly alert and warn the public in the event of emergencies. The EWNS system will be used to alert and warn the residents of Riverside County in the event of emergencies such as wildfires, floods, hazardous materials, severe weather, and law enforcement incidents.

The primary phone number of every business and residence in Riverside County who has traditional phone service, whether it is a listed or unlisted phone number, is already included in the EWNS database. However, cell phone numbers or Voice Over IP (VoIP) numbers are not included in the system and would need to be registered. Eastvale residents are able to register for the EWNS notifications by visiting the County's website at: <http://www.countyofriverside.us/Residents/Emergencies/EarlyWarningNotificationSystem.aspx> and entering in their cellular phone numbers or VoIP numbers.

City Council Member Lorimore and Public Safety Commissioners have requested that City staff research tools of enhanced mass communications and Emergency Alert Systems could be used for traffic issues, community outreach/education, emergencies, and emergency preparedness. This type of system would provide critical information to residents that may not reach the level of an emergency but could create significant impacts to the community. A system that focuses on text messages has a very high read rate and can reach a large number of people very quickly. This type of system would also ensure that the City of Eastvale could control the messages being sent and could also be used for non-emergency purposes such as community events. According to data from a GovDelivery white paper, text messages have a 97% read rate within 15 minutes of receipt and cell phone users check their phones on average 150 times a day. Text messaging and mobile communications provide a means to enhance our current communications platforms such as email, website and social media. In the event of an emergency, a text message can provide a more impactful and immediately responsive call to action that other communications platforms may not provide.



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.3

DISCUSSION

Research was done on the multitude of companies that provide emergency alert system services that included text messaging. The services that the City focused on included: text messaging, social media, implementation time, ability to tailor the message for each type of message being sent, ease of use, user friendly for the public, whether they could provide the City of Eastvale with an established database of contact numbers for the public or not, and cost. Those that best fit the services that the City was looking for and that were responsive were selected to provide a demonstration and quote. The companies that provided additional information and quotes are listed in the chart below:

Vendor	Cost	Ability to edit messages for different platforms (SMS, VM, Social Media, etc)	Implementation Time Under Two Weeks	Can Provide Established Database of Contacts	User Friendly for the Public	Unlimited Number of SMS Messages <i>*Based on 140 character count</i>	Additional Information	References
Nixle	\$4,500 (Engage) \$9,000 (360) + \$500 one-time setup fee <i>*Annual cost is based on a 3yr commitment and is a flat fee</i>	Yes.	One Week.	No.	No.	Unlimited	Nixle Engage includes text, email, social media & web. Nixle 360 has voice and landline too.	Corona PD Montclair PD Upland PD City of Norco City of Glendale City of Santa Clarita
Blackboard Connect	\$23,121 <i>*Cost is annual and based on households</i>	Yes.	Yes. 4 weeks typical.	Yes. Landlines only, however.	Yes.	Unlimited	Annual support fee of \$957.13 has been waived for length of anticipated contract.	County of San Diego City of Santa Monica City of Irvine
Omnilert	\$19,300 <i>*Annual cost based on 10,000 subscribers</i> OR \$76,800 <i>**Annual cost based on 60,000 subscribers</i>	Yes.	One day.	No.	Yes.	Unlimited	Customer service in research process has been very good and responsive.	Municipal: City of Tulare Fire Department Bay Area Air Quality Mgmt Dist. Corporate: Mazda North American Ops. Pacific Sunwear of California Directors Guild of America Producer Pension & Health Plans United Technologies Aerospace Higher Education: Thomas Jefferson School of Law Golden Gate University Life Chiropractic College West Cal Poly, San Luis Obispo UCLA
AlertMedia	\$37,050 <i>*Annual cost is based on a 2 yr commitment and 10,000 subscribers</i>	Yes.	Yes.	No.	Yes.	Limited to 50,000 SMS/mo; 5,000 voice min/mo	Would provide an emergency number for Eastvale to be used as a citizen information call in line.	Menlo College Performance Team Carlton Senior Living West Development AltSchool Islandia Homeowners Episcopalian Diocese of El Camino Real GSC Logistics
AtHoc	\$30,396 (Standard) \$45,746 (Premium) <i>*Annual cost is based on a population of approximately 60,000 residents</i>	Yes.	Two Weeks.	No.	Yes.	Unlimited	Can set up other agencies to connect with you under your contract.	San Diego Association of Gov'ts Orange County Transp Authority Orange County Superior Court Superior Court of CA - LA County Benicia City Contra Costa County Police Dispatch for Cities of Antioch, Pinole, Richmond San Joaquin County



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.3

There were no companies that were able to provide an existing database of cellular phone numbers for Eastvale residents. Only Blackboard Connect could provide a database of phone numbers culled from a variety of public databases which would provide the City with landline numbers. This requires that an on-line opt-in system be set-up to allow residents to provide their contact information including their cell phone numbers. Each of the companies that provided quotes included this feature in their proposal. The database of numbers that would be accumulated would be owned by the City of Eastvale if the contract was ended with the vendor at any point. Also, in order to expedite the database set-up, City staff could work with the Corona-Norco Unified School District and request to send flyers home with students informing them of this new system along with instructions on how to sign up. This would hopefully enable the database to be quickly populated.

There are a number of companies that can provide the services that the City is seeking, however, costs can vary quite significantly. There was only one vendor, Blackboard Connect, that is able to provide all of these services and they can implement their system within two weeks so that we are able to quickly and efficiently respond to El Nino issues if necessary. Therefore, staff recommends that the City Council approve a contract with Blackboard Connect for Mass Communication/Emergency Alert System Services.

This item was taken to the Public Safety Commission (PSC) for consideration on January 26, 2016. The Commissioners were supportive, with a vote of 5-0, of recommending that the City Council consider a contract for Mass Communication/Emergency Alert System Services. There was additional information requested by the PSC that has been incorporated into this report which included what municipalities use the companies that provided the proposals and additional description regarding the cost of the system.

FISCAL IMPACT

If the City Council considers a contract with Blackboard Connect, this would be an item that was not budgeted for Fiscal year 15/16. The annual cost of this Mass Communication/Emergency Alert System is \$23,121. The funding allocation would have to come from the City's General Fund as a budget adjustment out of the contingency fund.

STRATEGIC PLAN IMPACT

Objective 3.5 – Develop enhanced disaster plan

ATTACHMENTS

1. Nixle Proposal
2. Blackboard Connect Proposal
3. OmniAlert Proposal
4. AlertMedia Proposal
5. AtHoc Proposal

Prepared by: Tamra Irwin, Senior Administrative Analyst
Reviewed by: John Cavanaugh, City Attorney
Reviewed by: Michele Nissen, City Manager



QUOTATION

Quote Number: 00020777

Confidential

1 of 2

Prepared for: Daniella McClister
City of Eastvale, CA
, CA 91752
9517034415
dmclclister@eastvaleca.gov

Quotation Date: February 1, 2016
Quote Expiration Date: March 1, 2016
Rep: Nathan Russell
nathan.russell@everbridge.com

Contract Summary Information

Contract Period: 3 Years

Population Size up to:

ANNUAL SUBSCRIPTION

<u>Service</u>	<u>Fee Type</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Total Price</u>
Nixle Engage	Recurring	1	\$4,500.00	\$4,500.00



Nixle Engage

Nixle Engage enables public safety agencies to engage with their residents in a real-time information exchange allowing residents to take a collaborative role in increasing public safety. With anonymous tipping functionality, residents can directly reply to messages via SMS and web form acting as a force multiplier and playing a critical role in community oriented policing efforts.

Usage

- Unlimited SMS and Email
- Unlimited Web Messages
- Unlimited Facebook & Twitter Notifications
- Includes 5 keywords. Additional keywords may be purchased.

Core Platform Access

- Unlimited Administrators for web-based portal to initiate messages, manage groups and manage users
- Unlimited Users with either private or public group permissions
- Unlimited Contact Uploads
- One (1) Account with unlimited nested static groups

Key Notification Features

Alerts	X
Advisory	X
Community	X
Unlimited SMS	X
Unlimited Email	X
Multiple Email Attachments	X
PDF and Doc uploads	X
Web Publications	X
Social Media (Facebook & Twitter)	X
Location Targeting: Point & Radius	X
Location Targeting: City/Town Name or Zip Code	X
Scheduled Messaging	X
HTML email editor	X
Messaging templates	X
Email templates	X
Spanish Translation Support	X
Optimized Mobile Web Publishing App	X

Google Public Alerts	X
RSS Feed	X
Message Widgets	X
Multiple Admin & User Accounts	X
Import Tool	X
CSV Imports	X
Registration Widgets	X
Registration Reports	X
Social Media Reporting	X
SMS, Email, Dial Delivery Stats	X
Alert Emergency Remote Publishing	X
Provisioning Services including account & user setup	X
One hour remote training session	X
Nixle Wire Group	X
Unlimited Public Group Creation	X
10 mobile keywords	X
Multiple Accounts (alternative to Group Level Permissions)	X
Unlimited Private Group Creation	X
10 passcode protected mobile keywords	X
Multiple Accounts (alternative to Group Level Permissions)	X
Receive Anonymous Tips	X
Anonymous Tip Communication Tool	X
Export Tip data	X
MMS Support for Inbound Media (Ongoing)	X
Tipping Embed Buttons	X
IPAWS Publishing - EAS	X
IPAWS Publishing - WEA	X
Auto Pubs from NWS	X

Set-up, Implementation, and Support

- Easy, self-service registration
- Up to 2 hours of a dedicated implementation specialist during a standard implementation
- 24x7x365 access to the Nixle online Support Portal
- 24x7x365 technical support via Email
- 9am-5pm access to live phone support Monday to Friday
- Dedicated Account Manager



T: 202.463.4860
F: 202.463.4863

1111 19th Street NW
Washington DC 20036 USA
Blackboard.com

February 3, 2016

City of Eastvale
12363 Limonite Ave., Suite 910
Eastvale, CA 91753
RE: BLACKBOARD QUOTE# 10-220599_HC (2/3/2016)
GSA Contract Number GS-35F-0554M

Company Information

Blackboard, Inc.
1111 19th Street NW
9th Floor
Washington DC 20036

DUNS Number: 01-613-1430
Tax ID Number: 52-2081178
CAGE Number: 1QLN4
GSA Contract Number: GS-35F-0554M

PLEASE FAX ALL ORDERS TO 818-450-0425
Prices Valid for 30 days from Date of Quote

*If you have any questions concerning this proposal, please contact Nancy Schott at 919-573-4919.
Please direct all contracting related questions to Hannah Cummings at 202-303-9185.*

To Whom It May Concern:

Service Summary: The Blackboard Connect for Government service allows government leaders to provide notices, direction, and reassurance to reach thousands of constituents in minutes without having to invest in or maintain hardware, software, or additional phone lines. Now, you can reach your entire community—quickly and reliably—with voice, text, and email messages.

Services include:

- An integrated communications suite, including Priority Communication, Community Outreach and Interactive Survey
- Voice and text/SMS delivery to multiple communication devices
- Geo-Calling feature lets you target recipients using a map
- 24/7/365 proactive Client Care support
- Unlimited use for a fixed, annual fee
- Initial set-up, training and refresher training sessions included
- Delivery to up to three phones, two email addresses and one SMS phone per contact
- Superior call routing, throttling, and load balancing expertise
- Fully hosted and managed Software as a Service (SaaS) — no maintenance required
- Message delivery tracking with comprehensive reporting

Please take special note of Blackboard's GSA Contract Number on page one. The PO submitted by your organization should reference this number. If the PO does not reference Blackboard's GSA Contract Number this will delay issuance of your invoice and a new PO will need to be submitted to Blackboard.

If you have any questions or require additional information, please feel free to contact me at 202-303-9190. We look forward to meeting your online teaching and learning needs!

Warmest Regards,

Tess Frazier
Vice President - Contracts
Blackboard Inc.

Quote Summary

All products and services quoted are available through Blackboard's GSA Schedule GS-35F-0554M and pursuant to the Terms of Conditions thereof.

Initial Term: 1 Year from date of signature

SIN #	Product Code	Product Name	Initial Term	GSA Price	Discount	Net Price
132-32	BC-STND/BC-STND-GOV	Blackboard Connect for Government Service up to 15,354 recipients	1 Year	\$1.91 per recipient	(-\$0.40 per recipient)	\$23,121.00
132-32	BC-CARE/BC-CARE-GOV	Blackboard Connect Support	1 Year	\$957.13	(\$957.13)	\$0
TOTAL						\$23,121.00

Please state in the task order/purchase order the following:

- The product description, list prices, reductions, and extended prices
- The term "open market item(s)" next to any above indicated items.
- Reference Blackboard GSA Schedule# **GS-35F-0554M**
- Reference and attach this quote.

****Note:** If you do not remit a PO for payment, this quote will need to be signed by both Parties.

Quote Details

Notes:

1. Net pricing for Blackboard Connect Service and Support applies only for the term specified.
2. Blackboard Connect Service and Support are billed annually in advance.
3. This contractor and all covered subcontractors shall abide by the requirements of 29 CFR Part 741, 41 CFR § 60-1.4(a), Appendix A to Subpart A, 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

Customer: City of Eastvale
Signature
Name (printed)
Title (printed)
Date

Blackboard ("Blackboard")
Signature TESS FRAZIER
Name (printed) VICE PRESIDENT
Title (printed)
Date

Pricing Quote for the City of Eastvale

Omnilert "Customized" Edition

Enter the number of users in order to calculate the annual total

Annual Cost Per User	Number of Users	Platform Fee	Annual Total
\$1.25	60,000	\$1,800.00	\$76,800.00

All fees are included in the Annual Total shown.

There are no additional fees for the number of messages sent, planning & usage tools used, or support provided.

Capabilities included:

Communication Methods

SMS	Send SMS Text messages to any or all or selected groups of users.
Email	Send e-mail alerts to any user or group of users; plus, you can set a custom "Message From Name" too.
Facebook	Send alerts to Facebook for quick updates to your followers and stakeholders.
Twitter	Send alerts to Twitter for quick updates to your followers and stakeholders.
Web Widgets	Dynamically post any message on your organization's web site.
Really Simple Syndication (RSS)	Utilize RSS Feeds to post critical messaging alerts to, for example, digital signs.

Planning & Usage Tools

Scenario Manager	Respond to critical situations faster by initiating pre-planned series of communications with one click.
Message Templates	Compose and save messages, store them within the Service and use them at a later date; you can use templates to pre-fill message text.
Public Groups	Allow users to subscribe/unsubscribe to specific groups during registration and through the user's web portal.
Private Groups	Administrators can add users to private groups (ie: First Responders, Executives, etc...).
Administrators / privileges	Flexible and configurable administrator and privilege definition

Data Management

Mobile Opt-in	Allow users to subscribe to the Service by simply texting a "keyword" to a "short code" private number for the service.
Upload	Use the upload capability to make batch updates to subscriber data
Export	Export both administrator and user information to various common file formats such as CSV (Comma Separated Value).

Expertise & Support

Customer Success Program	Proactive onboarding & ongoing support program focused on implementing the City of Eastvale's procedures and Omnilert's Proven Success Indicators (a set of specific insights, best practices, strategies, and tactics learned from 12 years of hands-on experience)
Assigned Notification Expert	An assigned emergency notification expert that guides you through the Customer Success Program (onboarding & system usage activities) and provides known first line of support
24/7/365 Support	US-based 24x7 support

Pricing Quote for the City of Eastvale

Omnilert "Customized" Edition

Enter the number of users in order to calculate the annual total

Annual Cost Per User	Number of Users	Platform Fee	Annual Total
\$1.75	10,000	\$1,800.00	\$19,300.00

All fees are included in the Annual Total shown.

There are no additional fees for the number of messages sent, planning & usage tools used, or support provided.

Capabilities included:

Communication Methods

SMS	Send SMS Text messages to any or all or selected groups of users.
Email	Send e-mail alerts to any user or group of users; plus, you can set a custom "Message From Name" too.
Facebook	Send alerts to Facebook for quick updates to your followers and stakeholders.
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Web Widgets	Dynamically post any message on your organization's web site.
Really Simple Syndication (RSS)	Utilize RSS Feeds to post critical messaging alerts to, for example, digital signs.

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24/7/365 Support	US-based 24x7 support



AlertMedia

CONFIDENTIAL PROPOSAL FOR City of Eastvale

January 19, 2016

This proposal is valid for 30 days from this date

PROPRIETARY AND CONFIDENTIAL INFORMATION BELONGING TO ALERTMEDIA, Inc

This document and the information contained herein contains trade secrets confidential and proprietary information belonging exclusively to AlertMedia, Inc. ("AlertMedia"). The recipient hereof agrees to maintain the confidentiality of this document and the information contained herein and therefore agrees not to disclose the contents to any third party; within the recipient's organization to only share this information with persons employed by such organization with a need to know; to only use this document and the information contained herein to assess the products and services to be provided by AlertMedia; and to return or destroy all copies of this document upon request by AlertMedia.



The team at AlertMedia is pleased to present you with this proposal and excited to have an opportunity to work with City of Eastvale. The proposal outlines our company, our products, and the price and guidelines for using our mass notification software platform.

When critical messages need to be delivered, some of the biggest organizations in the world rely on AlertMedia's industry-leading software platform to get the job done. AlertMedia automates mass notification and encourages two-way communications to actively engage any-size group of people in real time. Our customers get the word out fast with a simple user interface across any channel: voice, SMS/text, email, app push, social, and unlimited custom channels via our API.

AlertMedia's mission is to reliably deliver the important communications that keep people safe, connected, and more efficient.

YOUR TURNKEY COMMUNICATION PARTNER

Our customers use AlertMedia to solve a variety of communication and business challenges.



BUSINESS CONTINUITY

Coordinate, protect, and align your people with internal communications around critical events like inclement weather, system outages, and local threats.

Customer Highlight:

A leading automobile manufacturer improves emergency response efforts by using AlertMedia to broadcast incident notifications, spin up conference calls, and post updates through resolution.



GENERAL COMMUNICATIONS

Deliver important status updates, breaking news, and event announcements to internal and external audiences at the right time, over the right channel.

Customer Highlight:

A global nonprofit sends schedule updates, class reminders and cancellations, and event notifications to 8k members with the AlertMedia platform to better coordinate and engage their audience.



OPERATIONS & LOGISTICS

Improve operational efficiency by automating manual processes and how your systems communicate with your people and third party partners.

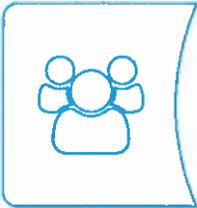
Customer Highlight:

A large internet retailer, which delivers 23 million orders a year, integrates AlertMedia into its internal systems to better synchronize the arrival of delivery trucks to their loading bays.



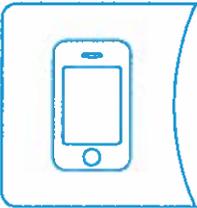
SECURE AND RELIABLE

The AlertMedia software platform is built and delivered with enterprise-grade speed, reliability, and security. Our technology standards, internal security protocols, and commitment to privacy give peace of mind to all of our customers, from Fortune 100 companies to state agencies to mid-market companies across all industries.



AUDIENCE PARTICIPATION

AlertMedia has transformed the mass notification solution landscape by placing a premium on audience engagement. Our customers give their people a voice, as our software engages an audience during the entirety of an important event. People can reply to a survey, confirm message receipt, send incoming SMS/texts or voicemails to your emergency phone number, and more.



ANY DEVICE, ANYWHERE

Whatever device you are using—phone, tablet, PC—AlertMedia provides you with a unified platform to send notifications to your people, to monitor messages, and to update your people as a situation unfolds. Your people can receive notifications, and respond to them, using any browser, tablet, smartphone, feature phone, simple mobile phone, or land line.



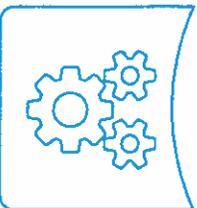
WORLD-CLASS CUSTOMER SERVICE

AlertMedia puts its customer relationships and their satisfaction above all else. You will be assigned a named account manager to help set up your account and ensure that you are successful every step of the way. Adding people to the platform, building group hierarchies, customizing features to your unique use cases - your account manager is available to assist you through it all.



INTUITIVE, EASY INTERFACE

Our customers love how easy it is to use AlertMedia's software to send important messages fast. With no training required for your people and a modern, intuitive set of screens, the largest enterprises are up-and-running quickly, without administrative hassle. And when an emergency strikes, a one-click experience allows for unparalleled responsiveness.



MODERN, ACCESSIBLE PLATFORM (API)

AlertMedia's customers have access to a fully-documented API, allowing them to build custom experiences and system integrations that improve operational efficiency and address a wide range of usages.

4 QUOTE SUMMARY



**Message amounts are flexible, and pricing is easy to adjust based on month-to-month needs and usage.*

ALERTMEDIA – NOTIFICATION CENTER (ENTERPRISE) Includes unlimited Admin users (logins) for Dashboard tool; with ability to send voice, SMS/text, email and other notifications.	\$3,250/month (Discounts available with annual payment)
Included Audience Size	10,000
Message Usage and Fees (Monthly)* * First 50,000 SMS/text messages are free – additional SMS/texts are billed at \$0.015 per SMS/text. First 5,000 Voice minutes are free – additional minutes are billed at \$0.03 per minute. Overages are billed on the month after they occur.	Unlimited SMS/text Messages Unlimited Voice Minutes Unlimited Email Unlimited App
City of Eastvale Emergency Number	Included
AlertMedia – Warning Center <i>Includes access to 2,000+ sources of real-time warnings; delivered via a live feed in Dashboard tool and to mobile users.</i>	Included
User Mobile App – iOS and Android Downloads	Unlimited
Account Setup, Training & Dedicated Account Manager	Included
Application Programming Interface (API) Access	Included
Initial Term	2 years

IMPORTANT NOTES

- Setup and activation of your AlertMedia system usually takes less than 24 hours.
- As an AlertMedia customer, you will be assigned an Account Manager to assist with setup, training, and ongoing assistance.
- One SMS/text consists of 160 characters (or 70 characters if using Non-GSM characters). Your usage of Included Messages will be measured per SMS/text.
- SMS/text and voice minutes are quoted based on USA domestic notifications only. International rates apply to SMS or voice messages sent or received outside the USA.
- This proposal is confidential and we ask that you do not share this information.
- Access to the API is available to all customers. If you need the team at AlertMedia to develop any custom integrations, such work will be subject to a mutually agreeable Statement of Work which outlines the scope and pricing of such development.

5 CUSTOMER ACCEPTANCE



1. Select Pricing and Payment Options
2. Sign
3. Return this page to AlertMedia

E-mail: becky.daniel@alertmedia.com
Fax: (512) 597-3477

CHOOSE PRICING OPTION

- \$3,250/month
 - o Monthly payment includes monthly limits (50,000 SMS/month, 5,000 voice minutes/month)
- \$37,050/year (**5% Discount for Annual Payment**)
 - o Annual payment includes annual limits (600,000 SMS/year, 60,000 voice minutes/year)

CHOOSE PAYMENT METHOD *(check one)*

- Credit Card (We will contact you for credit card information)
- Invoice

ACCEPTANCE

Please sign and date below to indicate your acceptance of this proposal. Your AlertMedia account will be activated within 24 hours. Payment will be due within 30 days of the date of acceptance of this proposal. After the Initial Term, your account subscription will automatically renew for successive one year periods unless and until terminated by either party providing a written termination notice to the other party at least 60 days prior to the expiration of the Initial Term or then current renewal term (as the case may be). By accepting this proposal you also agree to our [Terms of Service](#) and [Privacy Policy](#).

ACCEPTED on the _____ DAY of _____, 2016

BY: **City of Eastvale**

(signature)

(print name)

(title)

6 THANK YOU



Thank you for the opportunity to work with City of Eastvale to make your important and time-sensitive communications more effective and more efficient.

The AlertMedia system represents the cutting edge of mass communication – giving you a critical tool for the safety of your audience and the continuity of your operations.

We look forward to working with you. Please contact me or any member of the AlertMedia team if you have any questions.

Sincerely,



Becky Daniel
325-669-4079 (cell)

Contact Alert Media

AlertMedia
3101 Bee Caves Road
Suite 325
Austin, TX 78746
(800) 826-0777

alertmedia.com



AtHoc Networked Crisis Communication

Customer: City of Eastvale
Address: Eastvale, CA

Date: Jan. 19, 2016
Valid for 15 days from above date

Attn.: Tamra Irwin
Email: tinwin@eastvaleca.gov
Tel: 951-703-4412

AtHoc Contact: Gener Abella
Contact Email: gabella@blackberry.com
Contact Phone: 650-372-5824

1 Networked Crisis Communication Package	QTY	License Cost	Units	Term Cost - 1 yr.
Premium Package - 15 Operators Key features - see product details for complete list Targeted 2-way communication Phone, SMS, email AtHoc mobile app - FREE Anytime anywhere operator mobility User management via .csv import/export User self-registration Compliance and activity logs Communicate with other organizations	1	\$ 10,995	per system	\$ 10,995
Sub-Total				\$ 10,995
2 Application Modules	QTY	License Cost	Units	Term Cost - 1 yr.
Alert / Account: <i>Notify anyone, anywhere, and personnel accountability</i> Connect: <i>Communicate and collaborate with other organizations</i>	100 Included	\$ 5.0	per user	\$ 500
Sub-Total				\$ 500
3 One-way Broadcast to Citizens	QTY	License Cost	Units	Term Cost - 1 yr.
Phone, SMS, Email, Mobile app (no ack. or response)	60,000	\$ 0.40	per user	\$ 24,000
Sub-Total				\$ 24,000
4 Add-on capabilities	QTY	License Cost	Units	Term Cost - 1 yr.
Desktop pop-ups	100	\$ 5	per desktop	\$ 500
Communication pack (Phone/SMS) - Emergency usage	2	\$ 750	per 500 alert users	\$ 1,500
LDAP / Active Directory	1	\$ 5,000	per integration pt.	\$ 5,000
Sub-Total				\$ 7,000
5 Total Term Cost				\$ 42,495
		Discount		10%
		Total Term Cost - Net		\$ 38,246
6 Total Setup / Training / Professional Services Cost	QTY	Cost	Units	One-time Cost
Integration setup / labor / T&E	3	\$ 2,500	per day	\$ 7,500
		Discount		
		Total Setup Cost - Net		\$ 7,500
7		GRAND TOTAL		\$ 45,746

Terms & Conditions

- This Quote is subject to AtHoc's licensing and terms of use ("Terms and Conditions") found at:
 For SaaS/Hosted deployments: www.athoc.com/legal/Hosted-Service-Agreement.pdf
 By this reference, the relevant link above is incorporated herein and made a part of this quote. If you are unable to view this link, please contact AtHoc Sales Support at (650) 685-3000 for a copy of the Terms and Conditions.
- The Period of Performance ("POP") refers to the period in which AtHoc will provide License and related services according to the specifications above. Unless otherwise specified below, the POP will commence based upon order acceptance (as evidenced by authorized signature below or separate Purchase Order referencing this quote) as follows:
 POP will begin in 3 business days following order acceptance, unless otherwise specified.
 POP Start Date: _____ (if other than standard timing above)
- Professional services, if any included above, must be utilized within 12 months of POP start date. Professional services fees not used by this time will be forfeited by Customer. Partial billing for services may be done based on pre-determined milestones if specified. If specified as time & material, billing will occur at the end of each month of performance.

4.) Payment terms: net 30 days from invoice date. Unless otherwise specified, payment for annual contracts is due in full upon invoicing.

5.) Taxes are not included in price and are the responsibility of end-customer or if applicable Reseller. Please indicate your tax status on Purchase Order. If exempt, please attach exemption certificate.

By signing below, I understand the above terms and affirm that I have the authority to bind my organization to the terms and pricing above.

Signature of authorized customer representative

Date

Name & Title



AtHoc Networked Crisis Communication

Customer: City of Eastvale
 Address: Eastvale, CA

Date: Jan. 19, 2016
 Valid for 15 days from above date

Attn.: Tamra Irwin
 Email: tirwin@eastvaleca.gov
 Tel: 951-703-4412

AtHoc Contact: Gener Abella
 Contact Email: gabella@blackberry.com
 Contact Phone: 650-372-5824

1 Networked Crisis Communication Package	QTY	License Cost	Units	Term Cost - 1 yr.
Standard Package - 10 Operators Key features - see product details for complete list Targeted 2-way communication Phone, SMS, email AtHoc mobile app - FREE Anytime anywhere operator mobility User management via .csv import/export User self-registration Compliance and activity logs Communicate with other organizations	1	\$ 4,995	per system	\$ 4,995
Sub-Total				\$ 4,995

2 Application Modules	QTY	License Cost	Units	Term Cost - 1 yr.
Alert / Account: Notify anyone, anywhere, and personnel accountability Connect: Communicate and collaborate with other organizations	100 Included	\$ 5.0	per user	\$ 500
Sub-Total				\$ 500

3 One-way Broadcast to Citizens	QTY	License Cost	Units	Term Cost - 1 yr.
Phone, SMS, Email, Mobile app (no ack. or response)	60,000	\$ 0.40	per user	\$ 24,000
Sub-Total				\$ 24,000

4 Add-on capabilities	QTY	License Cost	Units	Term Cost - 1 yr.
Communication pack (Phone/SMS) - Emergency usage	2	\$ 750	per 500 alert users	\$ 1,500
Sub-Total				\$ 1,500

5 Total Term Cost				\$ 30,995
	Discount			10%
	Total Term Cost - Net			\$ 27,896

6 Total Setup / Training / Professional Services Cost	QTY	Cost	Units	One-time Cost
Integration setup / labor / T&E	1	\$ 2,500	per day	\$ 2,500
	Discount			
	Total Setup Cost - Net			\$ 2,500

7	GRAND TOTAL			\$ 30,396
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Terms & Conditions

- This Quote is subject to AtHoc's licensing and terms of use ("Terms and Conditions") found at:
 For SaaS/Hosted deployments: www.athoc.com/legal/Hosted-Service-Agreement.pdf
 By this reference, the relevant link above is incorporated herein and made a part of this quote. If you are unable to view this link, please contact AtHoc Sales Support at (650) 685-3000 for a copy of the Terms and Conditions.
- The Period of Performance ("POP") refers to the period in which AtHoc will provide License and related services according to the specifications above. Unless otherwise specified below, the POP will commence based upon order acceptance (as evidenced by authorized signature below or separate Purchase Order referencing this quote) as follows:
 POP will begin 3 business days following order acceptance, unless otherwise specified.
 POP Start Date: _____ (if other than standard timing above)
- Professional services, if any included above, must be utilized within 12 months of POP start date. Professional services fees not used by this time will be forfeited by Customer. Partial billing for services may be done based on pre-determined milestones if specified. If specified as time & material, billing will occur at the end of each month of performance.

4.) Payment terms: net 30 days from invoice date. Unless otherwise specified, payment for annual contracts is due in full upon invoicing.

5.) Taxes are not included in price and are the responsibility of end-customer or if applicable Reseller. Please indicate your tax status on Purchase Order. If exempt, please attach exemption certificate.

By signing below, I understand the above terms and affirm that I have the authority to bind my organization to the terms and pricing above.

Signature of authorized customer representative

Date

Name & Title



**CITY OF EASTVALE
CITY COUNCIL STAFF REPORT**

ITEM 8.4

DATE: FEBRUARY 10, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: CATHY PERRING, ASSISTANT PLANNING DIRECTOR

SUBJECT: BELLEGRAVE AVENUE STREET FRONTAGE LANDSCAPE REVITALIZATION/REPLACEMENT BETWEEN HAMNER AND JAMESTOWN BY JURUPA COMMUNITY SERVICES DISTRICT

RECOMMENDATIONS: ON JANUARY 20, 2016, THE PLANNING COMMISSION RECOMMENDED THAT THE CITY COUNCIL APPROVE THE PROPOSED LANDSCAPE DESIGN AND INSTALLATION BY TAKING THE FOLLOWING ACTIONS:

- 1. APPROVE THE USE OF A DROUGHT TOLERANT LANDSCAPE CONCEPT FOR THE PORTION OF THE BELLEGRAVE AVENUE FRONTAGE BETWEEN HAMNER AVENUE AND JAMESTOWN AVENUE; AND**
 - 2. DIRECT JURUPA COMMUNITY SERVICES DISTRICT (JCSD) TO SUBMIT LANDSCAPE PLANS TO CITY STAFF TO VERIFY COMPLIANCE WITH THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS (APPROVED BY THE CITY COUNCIL ON DECEMBER 9); AND**
 - 3. DIRECT JCSD TO POST SIGNAGE IN PARKWAYS AND MEDIANS FOR FUTURE LANDSCAPE IMPROVEMENTS AND POST INFORMATION FOR THE IMPROVEMENTS ON THE JCSD WEBSITE; AND**
 - 4. TRANSMIT TO JCSD THE CITY'S SPECIFIC UNDERSTANDING THAT THE IMPROVEMENTS WILL BE PAID FOR BY JCSD FROM THAT AGENCY'S FUNDS.**
-

BACKGROUND

According to the JCSD, as much as 22 percent of existing parkways in Eastvale need some level of new landscaping. With this need in mind, JCSD and City staff began meeting last year to discuss how to approach the re-landscaping of these areas, and how areas in need of various levels of new landscaping should be handled.

While the process, designs and procedures for addressing all of these areas in a comprehensive fashion are still being developed by staff and will be brought to Council for action in the coming months, JCSD is ready to move forward to replace the frontage landscaping along one portion of



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.4

Bellegrave Avenue, between Hamner and Jamestown Avenues, which was judged to have the most pressing need.

DISCUSSION

As the Council is aware, the landscaping on the portion of Bellegrave Avenue between Hamner Avenue and Jamestown Avenue is in very poor condition. The location of this area and photographs of the existing conditions are provided in the Planning Commission staff report, attached.

PLANNING COMMISSION RECOMMENDATION

The proposed project was presented to the Planning Commission on January 20, 2016 for review and recommendation to the City Council. The Commission reviewed the three types of landscaping which had been developed by City and JCSD staff¹ (and presented to the public at an earlier neighborhood meeting) and recommended that the City Council direct the JCSD to use the “drought tolerant” landscape concept.

The Commission also recommended that the City Council provide the following specific direction to the JCSD:

1. Direct Jurupa Community Services District (JCSD) to submit landscape plans to City staff to verify compliance with the City’s Water Efficient Landscape Regulations (approved by the City Council on December 9); and
2. Direct JCSD to post signage in parkways and medians for future landscape improvements and post information for the improvements on the JCSD website; and
3. Transmit to JCSD the City’s specific understanding that the improvements will be paid for by JCSD from that agency’s funds.

FISCAL IMPACT

Funding for the improvements along Bellegrave Avenue west of Hamner Avenue will be provided by JCSD. Therefore, there will be no fiscal impact to the City.

STRATEGIC PLAN IMPACT

The proposed project supports Goals and Objectives of the Eastvale Strategic Plan. The project contributes to Eastvale’s image of having high quality public facilities, as expressed in Goal 4:

GOAL 4: Provide High Quality Public Facilities, Infrastructure and Amenities

The water conserving landscape design is consistent with the intent of Objective 2.2.5:

¹ Details on the various landscape concepts are included in the attached Planning Commission staff report.



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.4

2.2.5 *Encourage "green" development projects by providing incentives for buildings that meet LEED certification standards*

ATTACHMENT

1. Planning Commission Staff Report

Prepared by: Cathy Perring, Assistant Planning Director
Reviewed by: Eric Norris, Planning Director
Reviewed by: John Cavanaugh, City Attorney
Reviewed by: Michele Nissen, City Manager

ATTACHMENT 1

Planning Commission Staff Report



PLANNING COMMISSION STAFF REPORT

ITEM 8.1

DATE: JANUARY 20, 2016

TO: HONORABLE CHAIR AND COMMISSIONERS

FROM: CATHY PERRING, ASSISTANT PLANNING DIRECTOR

SUBJECT: BELLEGRAVE AVENUE STREET FRONTAGE LANDSCAPE REVITALIZATION/REPLACEMENT BETWEEN HAMNER AND JAMESTOWN BY JURUPA COMMUNITY SERVICES DISTRICT

RECOMMENDATION

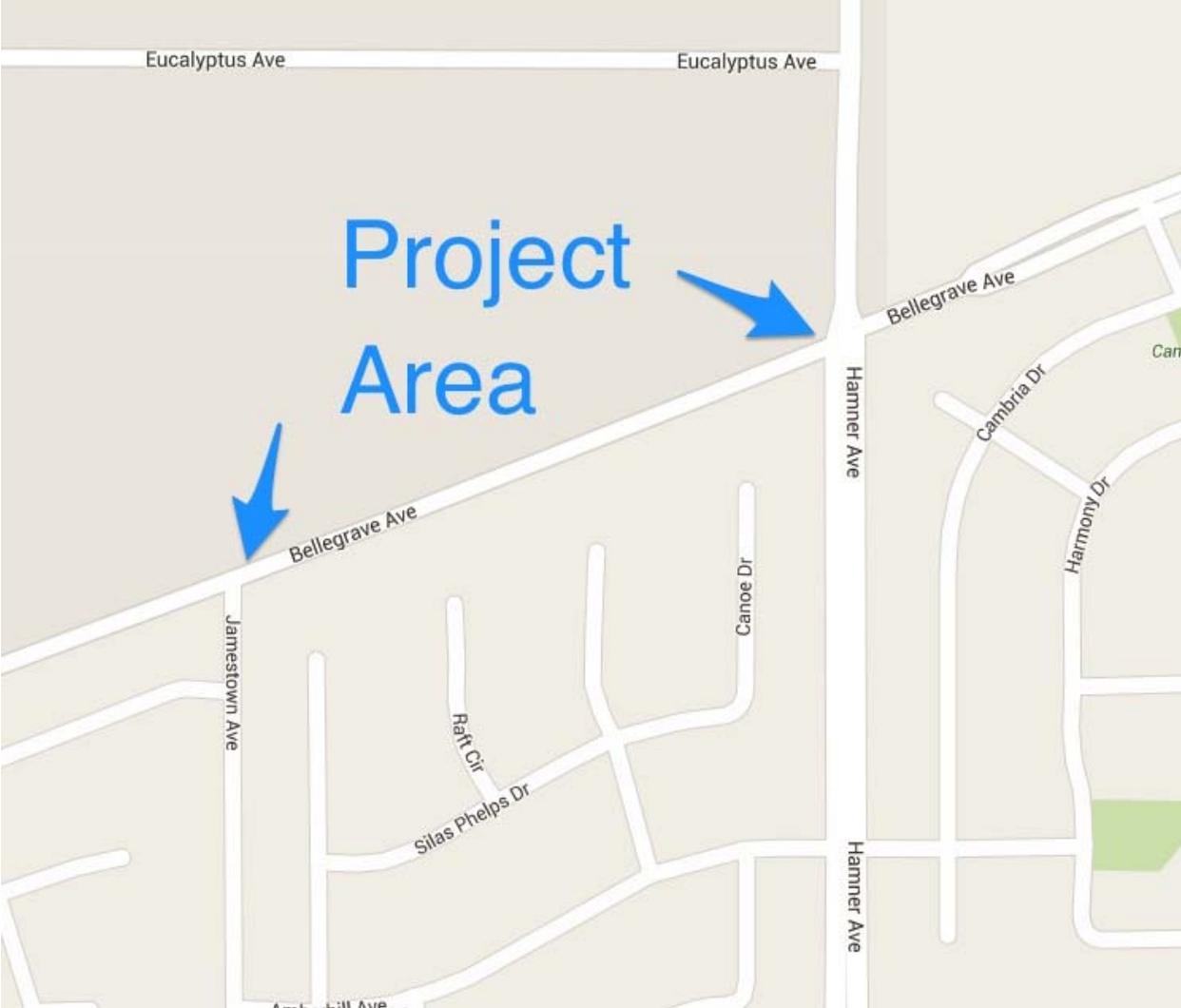
Staff recommends that the Planning Commission recommend to the City Council:

1. The use of a Drought Tolerant landscape concept for the portion of the Bellegrave Avenue frontage between Hamner Avenue and Jamestown Avenue.
2. Direct Jurupa Community Services District (JCSD) to submit landscape plans to City staff to verify compliance with the City's Water Efficient Landscape Regulations (approved by the City Council on December 9); and
3. Direct JCSD to post signage in parkways and medians for future landscape improvements and post information for the improvements on the JCSD website; and
4. Transmit to JCSD the City's specific understanding that the improvements will be paid for by JCSD from that agency's funds.

BACKGROUND

As the Council is aware, the landscaping on the portion of Bellegrave Avenue between Hamner Avenue and Jamestown Avenue is in poor condition. The location of this area is shown below.

FIGURE 1: PROJECT AREA



With the exception of the trees and some shrubs, most of the landscaping has died, and only dirt remains. The photos below show the current condition of the landscaping on this portion of Bellegrave Avenue between Hamner and Jamestown Avenues.

FIGURE 2: EXISTING CONDITION OF LANDSCAPING BETWEEN HAMNER AND JAMESTOWN



FIGURE 3: EXISTING CONDITION OF LANDSCAPING BETWEEN HAMNER AND JAMESTOWN



JCSD is ready to move forward to replace the frontage landscaping along this portion of Bellegrave Avenue between Hamner and Jamestown Avenues. Based on a conversation with JCSD staff, this would most likely occur in Spring of 2016.

JCSD and City staff met in July to discuss this issue. At the City Manager's direction, a community workshop was held with residents in the vicinity of the Bellegrave frontage on September 21, 2015. Residents in the area were mailed a meeting notice directly, and the workshop was advertised to the city as a whole via social media.

Three design concepts were discussed at the meeting (described and illustrated later in this report).

Three residents living in the vicinity of the Bellegrave frontage attended the meeting and expressed support for the landscaping efforts along Bellegrave Avenue between Hamner and Jamestown Avenues adjacent to their neighborhood.

- One resident raised concerns about spending money to landscape now because this Bellegrave location receives significant wind and the lack of development in Ontario creates very harsh conditions for plants.
- The second resident wanted to be sure that "nice trees" were a part of whatever design approach was taken.
- The third resident was supportive of the use of drought-resistant plantings and water-collecting/saving measures in whatever design was used.

Staff informed the residents that the public's input would be taken and considered in the design process, but that the City and JCSD would move forward even if public consensus was not reached.

DISCUSSION

The following three landscape concepts were discussed at the September 2015 workshop:

- Drought Tolerant
- Desert
- Succulent

Each concept would adhere to the City's new water conservation ordinance and include only low-water-use plants. All three options include a split rail fence and a decomposed granite trail in addition to the existing sidewalk. The fence and trail are being suggested by JCSD for this location. All options include color, either through blooming plants and trees or in the color of the plants themselves.

The residents who attended the September workshop did not have a preference. Staff recommends the use of the Drought Tolerant option, as described below.

Option 1: Drought Tolerant

The Drought Tolerant option includes holly oak as the primary street tree, with existing palms to remain at the neighborhood entrance. Shrubs will include Baja fairy duster, orchid rockrose, 'Brakelights' red yucca, and rosemary. Intact vines on the wall will remain and be enhanced. A conceptual illustration of this option is shown below.

Staff recommends that this option be used for the portion of Bellegrave Avenue to be re-landscaped at this time (between Hamner and Jamestown Avenues). The plants in this option are better suited to the harsh, windy conditions on this portion of Bellegrave than the Succulent Option. The Drought Tolerant option is also more in keeping with the landscaping that will remain west of Jamestown Avenue than the Desert Option.

FIGURE 4: DROUGHT TOLERANT OPTION

Option 2: Desert

For the Desert option, the street tree would be the desert willow. Shrubs include compact Texas ranger, desert ruellia, white salvia, and lavender cotton with trailing indigo bush as a ground cover. The existing palms and the vines on the wall will remain. A conceptual illustration of the Desert option is shown below.

FIGURE 5: DESERT OPTION



Option 3: Succulent

The Succulent design concept focuses on the use of succulents and includes ‘Desert Museum’ palo verde as the street tree, with shrubs including coral aloes, blue glow agave, octopus agave, and large purple aeonium. Ground cover is echeveria. While the succulents are colorful and low water users, they are less hardy in wind and blowing sand than the other two options. A conceptual illustration of the Succulent option is shown below.

FIGURE 6: SUCCULENT OPTION



ADDITIONAL ITEMS

Landscape Plan Review by the City

The new landscape will be installed to comply with the City’s recently adopted Water Efficient Landscape Ordinance. To ensure compliance, staff recommends that the landscape plans for the proposed improvements be reviewed by the City.

Therefore, staff recommends that the Planning Commission recommend that the City Council direct JCSD to submit landscape plans for the proposed improvements to City staff for review and approval prior to installation.

Information for the Community

City staff has received several complaints from the community about unmaintained parkways and medians. The following suggestions are proactive actions that JCSD can take to keep the community informed.

1. Signage: Post signs in the parkway or median informing the community that these specific areas will be undergoing revitalization and that existing landscapes are not being maintained. The sign should also contain information about where community members can obtain more information.
2. Website: Post design options for the landscape improvements on the JCSD website for the community to review and to offer comments.

Staff recommends that the Planning Commission recommend that the City Council direct JCSD to take proactive actions as suggested above for future landscape improvements.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission recommend to the City Council:

1. The use of a Drought Tolerant landscape concept for the portion of the Bellegrave Avenue frontage between Hamner Avenue and Jamestown Avenue.
2. Direct JCSD to submit landscape plans to City staff to verify compliance with the City's Water Efficient Landscape Regulations (approved by the City Council on December 9); and
3. Direct JCSD to post signage in parkways and medians for future landscape improvements and post information for the improvements on the JCSD website; and
4. Transmit to JCSD the City's specific understanding that the improvements will be paid for by JCSD from that agency's funds.

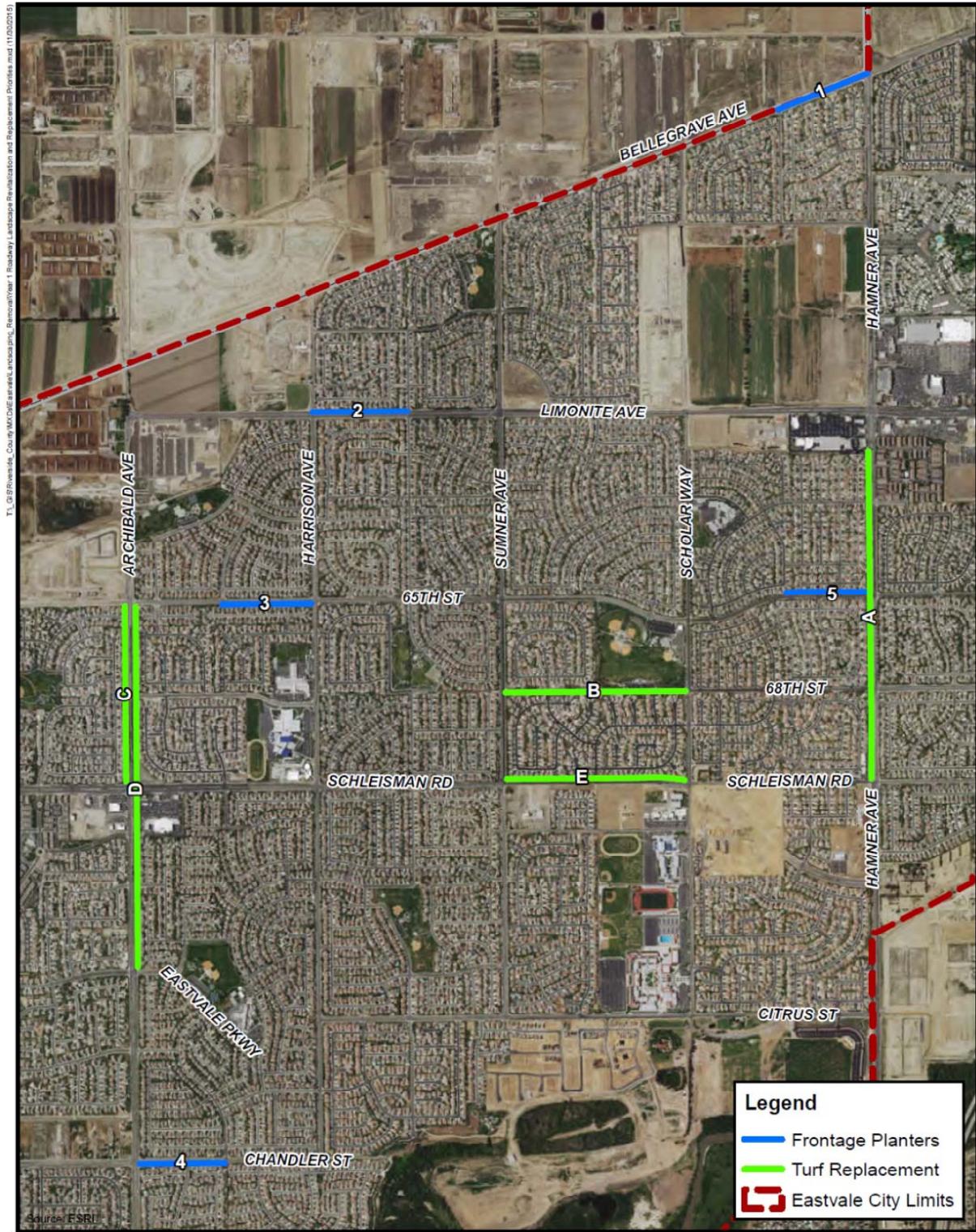
FISCAL IMPACT

Funding for the improvements along Bellegrave Avenue west of Hamner Avenue will be provided by JCSD. Therefore, there will be no fiscal impact to the City.

FUTURE DISCUSSION ITEMS

Since as much as 22 percent of existing parkways in Eastvale need some level of new landscaping, a number of related items need to be addressed in a comprehensive fashion. A map of these areas, prepared by JCSD, is included below.

FIGURE 7: AREAS NEEDING LANDSCAPE REPLACEMENT



JCSD has asked for the City's input on how these areas should be prioritized for re-landscaping in the future.

Staff is also reviewing how such efforts relate to the agreements the City has with JCSD for maintenance, how this relates to the newly adopted water conservation ordinance, and whether there will be one or several design options for the style of parkway and median landscaping in the future.

In addition to prioritization, staff will bring back recommendations regarding definitions and process requirements that will help clarify the contractual agreement between the City and JCSD for right-of-way maintenance.

Prepared by: Cathy Perring, Assistant Planning Director
Reviewed by: Eric Norris, Planning Director
Reviewed by: John Cavanaugh, City Attorney
Reviewed by: Michele Nissen, City Manager



**CITY OF EASTVALE
CITY COUNCIL STAFF REPORT**

ITEM 8.5

DATE: FEBRUARY 10, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MICHELE NISSEN, CITY MANAGER

**SUBJECT: PUBLIC SAFETY JOINT POWERS AUTHORITY FEASIBILITY
STUDY WITH CONTRACT CITIES**

RECOMMENDATION:

THAT THE CITY COUNCIL PROVIDE DIRECTION TO STAFF REGARDING THE CITY OF EASTVALE'S PARTICIPATION IN A FEASIBILITY STUDY RELATING TO A PROPOSED JOINT POWERS AUTHORITY (JPA) FOR PUBLIC SAFETY SERVICES.

1. DO NOT APPROVE THE CITY'S PARTICIPATION IN THE FEASIBILITY STUDY REGARDING THE JPA FOR PUBLIC SAFETY SERVICES

OR

2. APPROVE THE CITY'S PARTICIPATION IN THE FEASIBILITY STUDY REGARDING THE JPA FOR PUBLIC SAFETY SERVICES AND AUTHORIZE AN APPROPRIATION FROM THE GENERAL FUND NOT-TO-EXCEED \$32,500.

BACKGROUND

The City of Eastvale has contracted with the Riverside County Sheriff's Department for law enforcement services since incorporation. The Sheriff Department continues to provide high quality services to our City.

However, over the past several years, contract costs have increased significantly. Since 2010-11, costs have increased about 25% and are projected to go up another 8% in the next fiscal year. At the Mayor's Summit on Public Safety hosted by the City of Temecula in May 2015, participating cities discussed the concept of a Joint Powers Authority (JPA) as an alternative to the current contract as a means of achieving cost savings. The City of Moreno Valley agreed to take the lead on drafting a Request For Proposal (RFP) to explore the feasibility of a JPA with interested contract cities. There are currently seventeen (17) contract cities with Riverside County Sheriff and ten (10) participated in the RFP process.

On June 24, 2015, the City of Eastvale adopted Resolution No. 15-25 to support continued dialogue pertaining to law enforcement contract rates with the Riverside County Sheriff's Department. The Resolution further stated that the City of Eastvale wished to be more engaged



CITY OF EASTVALE CITY COUNCIL STAFF REPORT

ITEM 8.5

in the process of negotiating contract rates for law enforcement services, the City Council supported a continued partnership with the Riverside County Sheriff's Department, and sought to be more involved in the formation of the City's contract for law enforcement services.

DISCUSSION

The ten cities participating in the RFP process rated the seven proposals received. Subsequently, a panel of City Managers and Finance Directors from the participating cities interviewed the top proposers and selected Matrix Consulting, at a cost of \$195,000, to prepare the study. The cost of proposals ranged from \$123,000 to \$580,000. If all ten participants remain in the study, the cost will be \$19,500 per participant. The cost contained in alternative 2 above conservatively assumes as few as six cities will opt to participate.

A summary of the scope of work is as follows:

- Determining the potential for a JPA that provides, at a minimum, consistent service levels with that currently provided by the Riverside County Sheriff's Department
- Identifying the advantages and disadvantages of creating a JPA as compared to the current services
- A detailed review of existing police management and operations
- Recommending an organizational structure for the JPA as compared to the existing organization and staffing levels of each participating cities
- Defining the services and method of service delivery under the JPA model
- Defining and determining cost factors for administration, capital purchases and start-up costs of the JPA
- Determining how the JPA would have access to necessary Riverside County Sheriff's Department regional law enforcement services
- A comprehensive salary and benefit study with recommended compensation and benefits for each classification
- Identifying potential cost savings in the immediate and long-term compared to the current costs borne by cities
- A proposed implementation schedule for Phase 2 and Phase 3, both related to implementation. (Costs associated with actual implementation consulting are not part of this study)

Based on the proposal from Matrix Consulting, the feasibility study will take approximately 5 months to complete.

Additional considerations for the City of Eastvale include:

- Being one of the smallest cities to participate (based upon population)
- Being one of the smallest cities to patrol (based upon square miles)
- Being one of the cities with the lowest per capita crime rate



CITY OF EASTVALE CITY COUNCIL STAFF REPORT

ITEM 8.5

The above considerations could play a significant role in determining Eastvale's ultimate start-up costs, as well as ongoing operational costs. It is staff's understanding that the study will address many, and possibly all, of these issues.

If the Council should approve participation in the feasibility study, a multi-agency cost-sharing agreement will come before the Council at a subsequent Council meeting for approval. The City of San Jacinto will enter into an agreement with Matrix Consulting and then every other participating city will agree to reimburse for their pro-rata share based upon the number of participants.

FISCAL IMPACT

If the City Council should choose to move forward with participation in the study, staff will include the General Fund budget appropriation as part of an upcoming 2015-16 Mid-Year budget review.

STRATEGIC PLAN IMPACT - None

ATTACHMENT

1. Proposal from Matrix Consulting

Prepared by: Michele Nissen, City Manager
Reviewed by: John Cavanaugh, City Attorney

**Proposal to Conduct a Police Services JPA
Feasibility Study**

RFP 2015-019

CITY OF SAN JACINTO, CALIFORNIA



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1. COVER LETTER



October 20, 2015

Tim Hults, City Manager
 City Manager's Department
 City of San Jacinto
 595 S. San Jacinto Avenue
 San Jacinto, CA 92583

Dear Mr. Hults:

The Matrix Consulting Group is pleased to submit our proposal to the City of San Jacinto to conduct a Police Services JPA Feasibility Study (RFP 2015-019). The Matrix Consulting Group is comprised of highly experienced management consultants who specialize in the analysis of law enforcement systems and operations. We have conducted law enforcement assessments for more than 300 communities in California, elsewhere in the West and across the United States, including many feasibility studies.

The firm **and** project team assigned to this study have significant experience analyzing law enforcement service alternatives for communities wishing to evaluate other approaches to providing these services. The table, below, summarizes this experience, which includes many service delivery alternative studies in California such as our just-completed studies for La Quinta and Laguna Hills:

Contract Service Evaluation	Feasibility Studies	Consolidation Analysis
Kenmore, WA Laguna Hills, CA La Quinta, CA Lynwood, CA Palmdale, CA Patterson, CA Pinellas County, FL San Bernardino County, CA	Broome County, NY Citrus Heights, CA College Park, MD Cupertino, CA Danville/Lafayette/Orinda, CA Goleta, CA Hilton Head Island, SC Lauderdale Lakes, FL	Augusta / Richmond County, GA Bergen County, NJ Boston Area Agencies, MA Broome County, NY Carthage/West Carthage, NY Endicott/Vestal, NY Hall County / Gainesville, GA High Desert Cities, CA

This breadth of experience will allow us to quickly identify and understand the law enforcement issues facing the Riverside County contract cities. Our approach to conducting studies is based on thorough research, detailed analysis and interaction with our clients as the project proceeds, as characterized by the following points:

- **The President of the firm will be directly involved in the project.** I have personally worked on and directed over 250 police studies during my 30+ year career, including all of the feasibility analyses listed in the table above. I am based in our California Headquarters office.
- **We staff our projects with functional specialists, not generalists.** In addition to myself, our experienced law enforcement analytical team includes:

- Byron Pipkin, a Senior Manager, who has been a law enforcement consultant for 10 years. He was a Deputy Chief in the Sunnyvale (CA) DPS. He has played a lead role in several of our recent police feasibility studies, including the La Quinta and Laguna Hills projects.
- Greg Mathews, Senior Manager, who has 25+ years of experience, having started his career at the Pasadena Police Department. He is a specialist in evaluating smaller public safety agencies, with recent experience at Kenmore (WA); Montville (NJ); Goleta (CA); and Eastpointe (MI).
- **We believe in high levels of client participation and input.** We will conduct interviews with a broad range of municipal, County and regional officials; we will also conduct focus group meetings of residents on the subject of police services.
- **We work closely with our clients through interim reports and meetings.** We anticipate three or four meetings with the project steering committee. We commit to bi-weekly briefings during the duration of the project.
- **We provide detailed analysis for each recommendation.** Our reports are fact-based, not founded on generalities or simplistic notions such as officers per thousand.

The Matrix Consulting Group is a California corporation with its headquarters in the San Francisco Bay Area (Mountain View, California), as well as offices in Massachusetts, Texas, Washington and Illinois. We were formed in 2003. Official communications can be made through the letterhead contacts or to me at rbrady@matrixcg.net.

We have thoroughly reviewed the Request for Proposals and understand the requirements for this project. Our attendance at the project Bidders' Conference on October 8th confirmed that understanding. We are highly qualified to conduct this work given of the depth of our experience generally in police services analysis and feasibility studies specifically. We have no exceptions to the terms and conditions proposed.

As President of the firm, I am authorized to sign this proposal, negotiate on its behalf and bind it contractually. There is no proprietary information in this proposal document.

We appreciate the opportunity to submit this proposal. If you have any questions, please do not hesitate to contact me.



Matrix Consulting Group

Richard P. Brady
President

matrix #
consulting group

2. EXECUTIVE SUMMARY

2. EXECUTIVE SUMMARY

This section provides a brief, but comprehensive overview of our proposal to conduct this JPA Feasibility Study.

1. SCOPE OF WORK

This study is designed to evaluate the feasibility of creating a Police Services Joint Powers Authority (JPA) to manage the services of 11 cities – Canyon Lake, Calimesa, Coachella, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Perris, San Jacinto, and Temecula. The initial analysis, the first of three phases, is designed to be a comprehensive feasibility study of the police services needs and costs of a JPA and will include:

- Determining the potential of a JPA to manage police services consistent with the level currently provided by the Riverside County Sheriff's Office.
- Identifying the advantages and disadvantages of creating a JPA as compared to the current services.
- A detailed review of existing police management and operations.
- Establishing a recommended organizational structure for the JPA as compared to the existing organization and staffing levels of each participating agency.
- Defining the services and method of service delivery under the JPA for all necessary functions of the police organization.
- Defining and determining cost factors for the administration, capital purchases, and start-up of the JPA structure.
- Determining how the JPA would have access and use of necessary Riverside County Sheriff's Office regional law enforcement services.
- A comprehensive salary and benefit survey with recommended compensation ranges for each job classification, including pension options.
- Potential areas of financial savings in the immediate and long term compared to current costs.
- A proposed implementation schedule, considering that Phase 2 (how to execute implementation) and Phase 3 (full implementation) will follow subsequently.

While most communities are satisfied with the Sheriff's Office's handling of and

response to crime and service needs, examining joint service alternatives is ‘due diligence’ on these contract services. These issues underscore the cities’ interest in this study. For this study, however, there is an important test that is the focus of much of the analysis – is the JPA cost effective yet still provides proper police services for all entities involved as compared to current levels of service.

The overall structure of this evaluation is envisioned to be comprise three phases – this feasibility evaluation and subsequent implementation phases (2). The next section of the proposal describes in detail how the Matrix Consulting Group would evaluate the feasibility in Phase 1.

2. WORK APPROACH

This study to be defensible and usable needs to be based on a number of principles:

- Extensive input from local managers and elected officials.
- Reaching out to citizens on law enforcement services and alternatives.
- Be extensively and thoroughly fact based.
- Be subject to extensive reviews with a project committee.
- The final report needs not only to recap this but to start implementation.

The table, below, graphically displays the steps and tentative schedule to conduct the Police Services JPA Feasibility Study. As can be seen from the chart, we are proposing that the study be completed in 20 weeks (five months).

Project Task/Week	1	2	3	4	5
1. Project Initiation					
2. Law Enforcement Profiles					
3. Community Input					
4. Assumptions for Alternatives					
5. Salary Survey					
5. Alternative Resource Needs					
6. Alternative Organizations					
7. Alternative Costs					
8. Start-up Costs					
9. Final Report					

As extensively described in the task plan later in this proposal there would be a deliverable associated with each project task.

3. THE PROPOSED PROJECT TEAM

The Matrix Consulting Group proposes to utilize a senior project team, including our President and other experienced personnel with direct law enforcement experience. The most senior members of the team have between 10 and 30 years of professional experience as consultants and/or law enforcement professionals. Our team includes no subcontractors. All of our experienced team members are Matrix Consulting Group staff who have worked together regularly on law enforcement projects.

RICHARD BRADY is the President of the Matrix Consulting Group. He is the leader of our management studies and law enforcement analytical practices. He has been a consultant to local governments for over thirty years. During that period, he has specialized in the analysis of police services, having conducted studies involving over 250 law enforcement agencies. Mr. Brady has managed and/or significantly participated in every law enforcement study cited as experience in this proposal. Mr. Brady has conducted over 200 policing studies in California and in 38 other states across the country. Mr. Brady has a BA from California State University, Hayward; and a doctorate from Oxford University, U.K. ***Mr. Brady would function as project manager.***

BYRON PIPKIN is a Senior Manager with the Matrix Consulting Group. He has over 32 years of experience as a public safety officer through the rank of Deputy Chief in the Sunnyvale Department of Public Safety. Byron Pipkin has extensive consulting experience which includes analysis of law enforcement operations for Sunnyvale's Department of Public Safety as a client project coordinator. Byron Pipkin is a graduate of the FBI National Academy; received California POST Management, Supervisory and Advanced certificates; and he received his BA from San Jose State University in their Justice Administration program.

JERRY HOOVER is a Senior Manager with the Matrix Consulting Group. He has a strong background in law enforcement, including having previously served as the Chief of Police in Reno, Nevada and in the City of St Joseph, Missouri. Mr. Hoover has also served as interim Police Commissioner to the United Nations in Sudan, and was recently Contingent Commander in support of police training in Afghanistan.

GREG MATHEWS – Mr. Mathews, a Senior Manager, has over 27 years of private sector and government experience, performing as both a senior management consultant and executive manager. He concluded his public sector career in 2005 as Deputy Director of Auditing for the Los Angeles City Controller's Office where he managed the day-to-day functions of the Performance Auditing, Follow-up, and Management Assessment sections in the Performance Audit Division for a city-wide elected official. He began his formal career with the Pasadena Police Department, supervising the Crime Analysis Unit and became a POST-certified Level 1 Reserve Police Officer. He holds a B.A. degree from UC Davis and M.P.A. from the University of Southern California.

IAN BRADY is a Consultant with the Matrix Consulting Group as part of our Management Services Division, and is based in our Mountain View office. Recently, before joining the Matrix Consulting Group as a full-time consultant, Mr. Brady previously served as an intern for two years. He received his BA in Political Science from Willamette University in Salem, Oregon.

4. EXPERIENCE

The Matrix Consulting Group has extensive experience conducting police services analyses of all types. We have worked extensively with law enforcement agencies of all sizes and diverse operating environments and communities – in all, over 300 departments. A partial list of our police management, staffing and operations study experience in the past 10 years is provided below (with projects in California **bolded**):

Albuquerque, New Mexico Arlington, Texas Arlington, Washington Asheville, North Carolina Aurora, Colorado Bayonne, New Jersey Berkeley, California Beverly Hills, California Birmingham, Alabama Brattleboro, Vermont Chula Vista, California Clearwater, Florida Coral Gables, Florida Corvallis, Oregon Cotati, California Des Moines, Washington Des Peres, Missouri Elko, Nevada Galt, California Gilroy, California	Goodyear, Arizona Greenfield, California Gresham, Oregon Hanford, California Hayward, California Jacksonville, Florida Kenmore, Washington Lawrence Twp., New Jersey Las Vegas Metro, Nevada Lowell, Massachusetts Milwaukee, Wisconsin Monrovia, California Montville, New Jersey Mt. Lebanon, Pennsylvania Napa, California Newburgh, New York Onondaga County, New York Omaha, Nebraska Ontario, California Pacifica, California	Phoenix, Arizona Pittsburg, California Portland, Oregon Richmond, Virginia Rohnert Park, California Roseville, California San Antonio, Texas Seaside, California Southlake, Texas Spokane, Washington St. Petersburg, Florida Suffolk, Virginia Suisun, California Sunnyvale, California Tacoma, Washington Vancouver, Washington Venice, Florida Vernon, California Watertown, Massachusetts Winnipeg, Manitoba (Canada)
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The firm and this proposed project team has extensive prior experience conducting new agency feasibility studies and evaluations of contracting for law enforcement services. The following table provides a summary of the feasibility and related studies conducted by the firm.

Contract Service Evaluation	Feasibility Studies	Consolidation Analysis
Kenmore, WA La Quinta, CA Lynwood, CA Laguna Hills, CA Palmdale, CA Patterson, CA Pinellas County, FL San Bernardino County, CA	Broome County, NY Citrus Heights, CA College Park, MD Cupertino, CA Danville/Lafayette/Orinda, CA Goleta, CA Hilton Head Island, SC Lauderdale Lakes, FL	Augusta / Richmond County, GA Bergen County, NJ Boston Area Agencies, MA Broome County, NY Carthage/West Carthage, NY Endicott/Vestal, NY Hall County / Gainesville, GA High Desert Cities, CA

3. APPROACH TO THE SCOPE OF WORK

3. APPROACH TO SCOPE OF WORK

The section, which follows, presents a detailed description of the analytical tasks we will complete to achieve the study objectives of this Police Services JPA Feasibility Study. This study would be conducted in three phases – the first phase encompassing fact finding, issues identification, analysis and recommendations; then implementation assistance. The task plan, which follows, describes how this study would be conducted in Phase 1 only.

1. PROJECT UNDERSTANDING.

This study is designed to evaluate the feasibility of creating a Police Services Joint Powers Authority (JPA) to manage the services of 11 cities – Canyon Lake, Calimesa, Coachella, Jurupa Valley, Lake Elsinore, Menifee, Moreno Valley, Perris, San Jacinto, and Temecula. The initial analysis, the first of three phases, is designed to be a comprehensive feasibility study of the police services needs and costs of a JPA and will include:

- Determining the potential of a JPA to manage police services consistent with the level currently provided by the Riverside County Sheriff's Office.
- Identifying the advantages and disadvantages of creating a JPA as compared to the current services.
- A detailed review of existing police management and operations.
- Establishing a recommended organizational structure for the JPA as compared to the existing organization and staffing levels of each participating agency.
- Defining the services and method of service delivery under the JPA for all necessary functions of the police organization.
- Defining and determining cost factors for the administration, capital purchases, and start-up of the JPA structure.
- Determining how the JPA would have access and use of necessary Riverside County Sheriff's Office regional law enforcement services.
- A comprehensive salary and benefit survey with recommended compensation ranges for each job classification, including pension options.
- Potential areas of financial savings in the immediate and long term compared to current costs.

- A proposed implementation schedule, considering that Phase 2 (how to execute implementation) and Phase 3 (full implementation) will follow subsequently.

This is expected to be an empirical study – based on data reflecting the needs and uses of law enforcement services by all governmental entities participating, but also predicated on intensive input from staff within the these agencies.

(1) Current Contract Services

The Riverside County Sheriff's Office currently provides police services for seventeen (17) cities and one (1) Indian Reservation through individual contracts. Those cities include:

- Calimesa **
- Canyon Lake**
- Coachella**
- Eastvale
- Indian Wells
- Jurupa Valley**
- Lake Elsinore **
- La Quinta
- Menifee**
- Moreno Valley**
- Morongo Indian Reservation
- Norco
- Palm Desert
- Perris**
- Rancho Mirage
- San Jacinto **
- Temecula**
- Wildomar

** Cities interested in a feasibility study for a JPA as of release of this proposal

(2) Contract Costs:

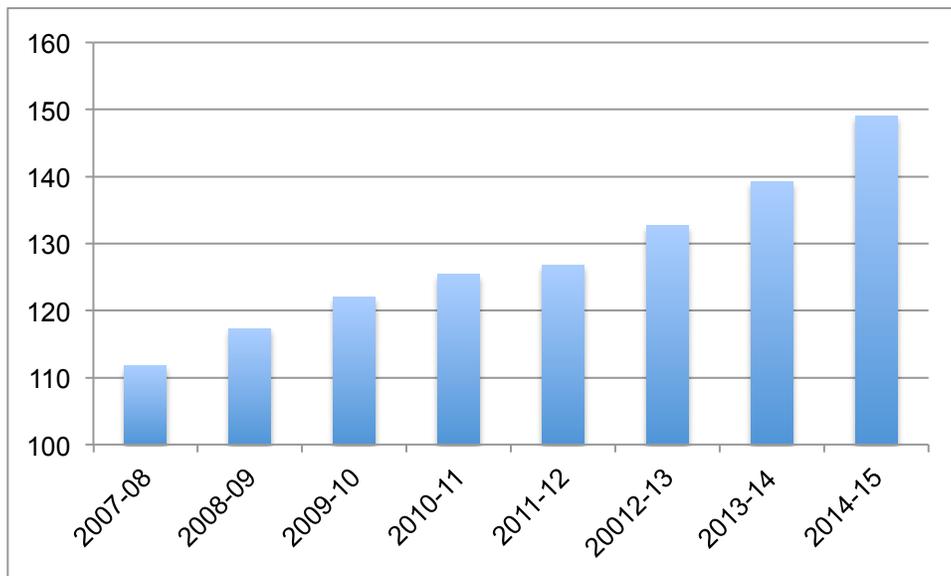
The principal motivation for this study are increases in contract costs. Cities pay a set rate for the number of patrol hours they need to provide adequate police coverage, plus more for additional services. The cost per hour is adjusted annually and, while the Great Recession slowed the rate of increase, they are increasing again and cumulatively have been great over time. The rates for the past eight fiscal years, along with the increase over the previous year, are as follows:

2007-08:	\$111.80 (up 5.03%)
2008-09:	\$117.30 (up 4.84%)
2009-10:	\$121.97 (up 3.98%)
2010-11:	\$125.37 (up 2.79%)
2011-12:	\$126.74 (up 1.09%)
2012-13:	\$132.69 (up 4.69%)
2013-14:	\$139.29 (up 4.97%)
2014-15:	\$149.09 (up 7.04%)

Cumulative Change: 33.4%

Source: Riverside County Sheriff's Office

Trends in these contract cost per hour changes are shown graphically below:



The cities participating in this study together paid almost \$120 million for contract law enforcement services to Riverside County in 2015 (not including the Morongo Indian Reservation). Contract costs for participating cities in this study are shown in the following table along with the range of costs per capita for each city.

Contract City	Contract Cost	Cost / Capita
Calimesa	\$1.4 m	\$166
Canyon Lake	\$1.5 m	\$136
Coachella	\$7.5 m	\$170
Jurupa Valley	\$12.6 m	\$127
Lake Elsinore	\$11 m	\$183
Menifee	\$10.4 m	\$122
Moreno Valley	\$33.4 m	\$165
Perris	\$13.5 m	\$183
San Jacinto	\$8.2 m	\$176
Temecula	\$22.3 m	\$203

- Depending on size and services contracted for the costs per community range from \$1.4 million for Calimesa (and \$1.5 million for Canyon Lake) to \$33.4 million for Moreno Valley.
- On a cost per capita, the costs range greatly – from \$122 for Menifee to \$203 for Temecula, a variation of 65%.

In conclusion, due to the increase in cost annually averaging more than 4% for the first seven years and more than 7% over the previous year, cities are looking at having to make choices between current service levels and the ability to pay the

predicted costs for police services. The Sheriff's Office is expecting to increase costs by 7% for the next several years due to its own projected budget shortfall. This is a primary reason for the commissioning of this study.

(3) Crime

As demonstrated in the following tables, the number of violent crimes and property crimes for the cities (and not including the Reservation) covered in this study vary considerably.

Violent Crimes					
	2010	2011	2012	2013	2014
Calimesa	18	10	13	14	17
Canyon Lake	10	21	11	3	13
Coachella	193	276	265	118	166
Jurupa Valley	0	150	312	267	287
Lake Elsinore	108	122	130	103	128
Menifee	64	53	87	99	107
Moreno Valley	724	732	706	638	584
Perris	160	167	240	241	180
San Jacinto	108	118	137	124	101
Temecula	74	95	97	91	100
Property Crimes					
	2010	2011	2012	2013	2014
Calimesa	166	159	202	165	259
Canyon Lake	223	225	209	157	128
Coachella	1623	1697	1547	1372	1152
Jurupa Valley	0	1414	3174	3065	2586
Lake Elsinore	1571	1611	1932	1494	1662
Menifee	1339	1611	1942	1680	1501
Moreno Valley	5222	5762	6371	5872	6410
Perris	1735	2124	2081	2038	1905
San Jacinto	1371	1462	1479	1805	1875
Temecula	2351	2406	2440	2848	2535

As with costs, it is valuable to adjust for community size and examine crime rates. These figures are shown in the following table.

Crime Rates 2015		
	Violent Crimes/1,000 pop	Property Crimes/1,000 pop
Calimesa	1.60	24.83
Canyon Lake	1.01	19.17
Coachella	6.30	36.80
Jurupa Valley	3.20	32.53
Lake Elsinore	2.41	35.84
Menifee	1.09	24.26
Moreno Valley	3.54	31.91
Perris	3.40	29.47
San Jacinto	3.00	32.41
Temecula	0.94	23.59

While most communities are satisfied with the Sheriff's Office's handling of and response to crime and service needs, examining joint service alternatives is 'due diligence' on these contract services. These issues underscore the cities' interest in this study. For this study, however, there is an important test that is the focus of much of the analysis – is the JPA cost effective yet still provides proper police services for all entities involved as compared to current levels of service.

The overall structure of this evaluation is envisioned to be comprise three phases – this feasibility evaluation and subsequent implementation phases (2). The next section of the proposal describes in detail how the Matrix Consulting Group would evaluate the feasibility in Phase 1.

2. TASK PLAN

The task plan, which follows, provides a detailed description of the steps that the project team would take to conduct and complete this study for the agencies participating in this study ('agency', including the participating cities and the Morongo Indian Reservation).

Task 1 Initiate the Project and Document Law Enforcement Trends and Issues Which Led to This Study.

The purpose of this first task is to develop a thorough understanding of issues and expectations of all parties to the study. Completion of this task will include:

- Interview the City Managers and, if desired, representative elected officials from each of the participating agencies. During the course of these interviews, the project team will explore the following:
 - Attitudes toward current service levels and service responsiveness of the Riverside County Sheriff's Office.
 - Views toward any unmet law enforcement related needs.
 - An understanding of cost of service trends and issues.
 - Identification and views toward any viable alternatives.
 - Identification of issues regarding regional service delivery issues.
- Interview key representatives of the Riverside County Sheriff's Office (RCSO), including each local contract police chief. These interviews would review and discuss such issues as the following:
 - How the RCSO currently serves each agency and surrounding areas.

- Methods by which the RCSO communicates with officials and citizens.
- Trends and issues that have arisen over the past few years.
- Budget and resource allocation issues facing the RCSO that could further impact contract service operations.

The project team would also collect budgets, recent service and performance reports provided and demographic information / projections for each agency.

Task Result: The result of this task would be a final project work plan reflecting the project team's improved understanding of the interest of each agency in participating in this project. We would present this project plan to the project committee.

Task 2 Document and Compare Law Enforcement Services, Staffing, Workloads and Service Levels in Each Jurisdiction.

To establish a basis for structuring and comprehensively evaluating the law enforcement organization alternatives, we will develop a portrait of staffing, workloads and service levels. We will gather and analyze detailed information about staffing, deployment, crime and service workloads, and service levels from the RCSO. In order to understand the system of law enforcement service delivery and the basis for organizational alternatives, we will document the following:

- Contract service requirements.
- Community-generated calls for service (CFS) workloads by time of day and day of week; similarly, document deputy-initiated workloads. Develop long term trend data on calls for service and deputy-initiated activities.
- Part I and Part II crime rates and arrests in each jurisdiction (by type) over 10 years.
- Field deployment levels by the RCSO in each jurisdiction and surrounding areas.
- Response times by priority or urgency of call.
- Document the types of deputy-initiated activities currently accomplished by field patrol personnel. Develop an understanding of the ways in which these activities are planned and staff help accountable.
- Other workloads of patrol (as well as other personnel) such as court appearances, public education, etc.

- Number of cases forwarded to investigative staff for follow-up as well as the results of these cases.
- Traffic enforcement workloads and traffic enforcement activities.
- Nature and scope of crime prevention programs currently provided.
- Document how the contract ‘works’ from the perspective of generating base and supplemental costs to each of the participating agencies.

In developing this database of information the project team would document workloads and service levels in each jurisdiction and across jurisdictions, deployments of staff in the jurisdiction and in surrounding areas, and costs.

Task Result: A summary of the contract and how it compares to actual service delivery would also be developed. The project team would summarize this information in a narrative and statistical descriptive profile. This document would be reviewed with the project committee as well as with the Riverside Sheriff's Office.

Task 3 Understand Community Views About Law Enforcement Services.

It is critical for the project team to attempt to develop some input regarding current law enforcement services as well as viable alternatives from the communities served. To provide a major avenue for input at the outset of the project, we plan to conduct a citizen online survey to gauge views toward current services and regional alternatives.

We would conduct an electronic survey that could be completed by any member of the public in all of the jurisdictions to provide additional feedback and input to the project team regarding law enforcement services. Information regarding the perceptions of the law enforcement services provided and the current satisfaction with these services will provide unique insight. Attitudes toward some of the following questions would be sought:

Document attitudes toward the types, levels and quality of law enforcement services provided.
Document attitudes toward responsiveness of RCSO personnel.
Document perceptions regarding key management issues.
Identify service gaps and new programmatic and service needs.

Questionnaires would be confidential and completed via an online survey instrument (SurveyMonkey). This is a cost effective method to obtain community input into the study. We would work with each jurisdiction to develop mechanisms to inform and promote this survey to their citizens.

Task Result: Summaries of the findings from the survey identifying major themes, comments received and suggestions for change by agency.

Task 4 Develop Assumptions for Use in the Analysis of Alternatives.

The project team will evaluate the feasibility of consolidation of law enforcement among contract agencies in Riverside County. The feasibility of these alternatives will be compared, in terms of service and cost effectiveness, with the existing approaches of independent police agencies.

The project team will review the results of the first three tasks and develop an issues list and a set of service level objectives that can be employed as a basis for structuring and costing JPA and other shared service alternative approaches to providing law enforcement services. Issue areas could include:

- Field deployment levels.
- Use of civilian personnel.
- Response time targets.
- Scope of prevention and community programming.
- Level of investigative services in each jurisdiction and shared.
- How support services should be handled and the degree to which communities could cooperatively provide some or all of these services.
- Which services best lend themselves to functional consolidation or increased shared services?
- Which services make sense to continue to be provided through the County (e.g., communications or detention system facilities and systems).
- How shared service alternatives would be organized, governed and costs allocated.

Task Result: Once these issues have been formulated, we will review them with the project committee at a progress meeting. Based on the guidance provided by the committee, these objectives would be adjusted as appropriate, and will provide the basis for structuring consolidation alternatives.

Task 5 Conduct a Comparative Compensation Survey.

The project team would develop a comprehensive salary and benefit survey for the participating agencies as a way to gauge comparative costs within the current contract and to set the stage for the analysis of JPA alternatives.

Working with the project committee, as well as with human resource representatives in the cities, we would develop a preliminary list of surveyed cities, develop a comparative assessment tool and decide which agencies to include. We would contact each of the agencies and obtain information on:

- Salary levels and ranges for relevant law enforcement positions.
- Fringe benefit descriptions and costs for all benefits and each fringe benefit.
- Explore the extent to which alternative benefit programs have been established or are being evaluated (e.g., defined contribution retirement plans, ACA, etc.).

The project team would develop a comprehensive comparative document which documents the results of the survey and implications for the JPA feasibility assessment.

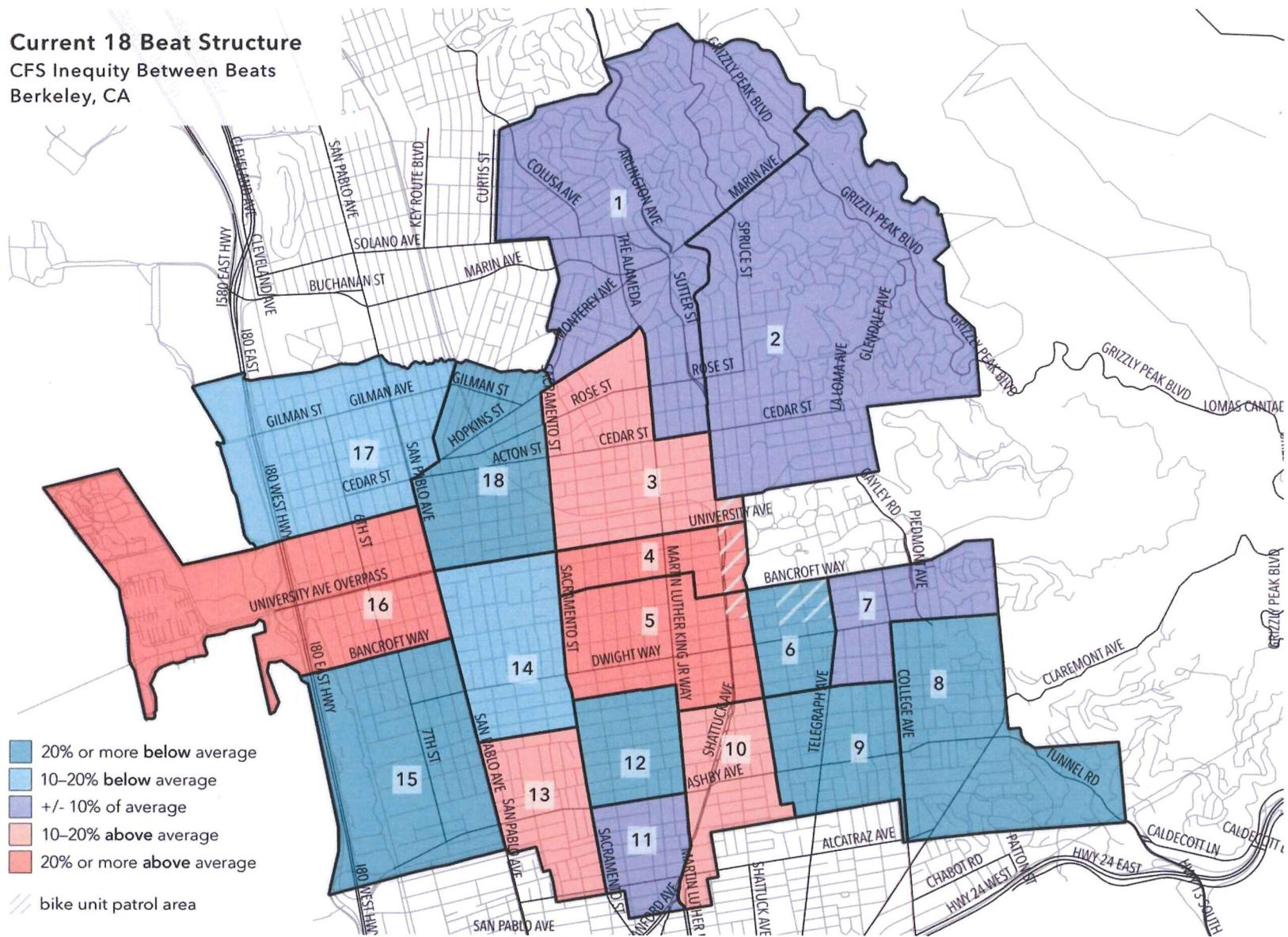
Task Result: The results of the compensation survey would be reviewed with the project committee, together an assessment of the impacts of this data on the development of assumptions relating to the feasibility analysis.

Task 6 Identify the Resources Needed for JPA or Other Alternatives.

In this task, the project team will evaluate the feasibility of consolidating law enforcement services or increasingly sharing services involving the participating agencies. In developing the analysis in this task, we will explore:

- The number of full time and part time sworn staff required to handle each function based on workloads, service level targets and geography.
 - Patrol
 - Investigations
 - Administrative services
 - Support services
 - Command staffing
- The project team would analyze deployments for the participating agencies. This is critical for contiguous agencies because of the potential to share resources in a regional effort rather than assuming that each agency stands alone in field services. The Matrix Consulting Group has an innovative approach to evaluating deployments as evidenced by the sample map on the next page. Additional information can be found on our web site at www.matrixcg.net/beats

Current 18 Beat Structure
CFS Inequity Between Beats
Berkeley, CA



- What is the best use of civilians in the agency, including in core service areas currently provided by sworn personnel (for example in the response to low priority / risk crime and service calls).
- Opportunities to share staff and/or programs among groups of agencies. These could include:
 - Management
 - Administrative services
 - Emergency communications
 - Investigations of major crimes
 - Crime prevention
 - Special services (such as SWAT, K9, accident investigations, forensics)
 - Support services (such as fleet and facility maintenance)
- Opportunities to share certain infrastructure (e.g., administrative facilities, detention facilities and/or equipment) among groups of agencies.

Alternatives explored would include organizational as well as functional consolidation alternatives (i.e., by function).

Task Result: The product of this work task will be a detailed analysis of the staffing and organizational needs for public safety in consolidated service delivery alternative(s). This analysis will be reviewed with the project steering committee.

Task 7 Identify Approaches for Organizing Law Enforcement Services to Participating Agencies in a Joint Powers Agreement.

Once staff requirements have been determined, the project team will structure an organizational approach for delivering police services, including both organizational and functional consolidation. The organizational approaches would be analyzed in terms of the following:

- How each would be structured legally – inter-local agreement or separate authority or, if there are fewer participants, contracts for service.
- How each would be governed.
- How each would be impacted by any current or potential labor agreements.
- How each would impact other municipal services.
- The advantages and disadvantages each alternative approach.

Task Result: The project team will develop analyses of the organizational alternative and review these with the project committee.

Task 8 Develop Analyses of the Operating Costs for the Consolidated Police Service Alternative.

We feel it is important to develop and evaluate the consolidated police agency alternatives at a level of detail sufficient for the communities to pursue the choice(s) with a level of confidence. As a result, we will structure and estimate the cost of consolidation as follows:

- Summarize the number of line staff required, by position type; evaluate part time staff availability and use options.
- Develop plans of administrative, command, and support staffing necessary to support operations.
- Once the consolidated organizational structures have been defined, estimate the competitive labor costs associated with the staffing plan. Base the analysis on the following:
 - Prepare a likely compensation schedule, by position, for the staffing plan based on existing compensation in the three communities or in the region.
 - Convert the staffing plans to estimated salary costs.
 - Estimate fringe benefit costs based on competitive local benefit packages.
- Then, develop detailed operating expense budgets by cost component for the service delivery alternative.
- Identify the ‘indirect’ costs associated with assuming a large new service such as law enforcement. This will include such costs as vehicles, technologies, facilities, and the provision of support services (e.g., HR, IT, etc.).
- Alternative cost allocation approaches would be identified, costed and evaluated.
- Project costs for ten (10) years and compare these costs to potential increases in contract services.

Task Result: The results of the above would be pro-forma operating budgets for consolidated organizational approach. The results of these analyses of operating costs would be reviewed with the project committee.

Task 9 Identify Start-Up and Capital Requirements.

This work task will involve developing capital budget and transition strategies for police consolidation or shared service. This would include:

- Determining the types and numbers of equipment needed.
- Identifying facility issues for addressing facility needs – centralized or centralized with satellite facilities.
- Identifying short, medium and longer term alternatives associated with such major functions as emergency communications and short term holding facilities.
- How to transition service responsibility from independent agencies to new service agencies to ensure services are maintained, yet duplication minimized.
- What interim operational steps could be taken to move from current approaches to any new service delivery model adopted.
- The cost impacts of alternative shared facilities and equipment among sub-regional groups of agencies.
- A detailed schedule for implementation.

Task Result: The results of this task will be capital budget and transition plan for implementing public safety alternatives.

Task 10 Provide the Results of the Consolidation Feasibility Analysis.

With the completion of the previous tasks the project team will develop draft and final reports for the project committee and the communities to review. The final report will be comprised of the following:

- A summary and comparison of current law enforcement services provided by the RCSO.
- A summary of the community surveys.
- A summary of the analysis of the feasibility of shared law enforcement services in a JPA or other shared services environment, including:
 - Organizational and service needs
 - Operating, capital and start up costs
 - Transition strategies

- Governance
- Cost allocation
- The advantages and disadvantages of each approach
- Implementation strategies and timetables, including approaches for subsequent phases for this feasibility effort.

We are prepared to present the final report to the public in an information work session to collective city councils and other officials. We would accommodate any interest in additional meetings for minor costs described in the cost section of this proposal.

Task Result: The results of this task will be the final report and presentation(s) to the public.

4. PROJECT MILESTONES AND SCHEDULES

4. PROJECT MILESTONES AND SCHEDULE

The table, below, graphically displays the tentative schedule to conduct the Police Services JPA Feasibility Study. The chart shows the sequencing of each proposed work task, the elapsed time it would take to complete each task. As can be seen from the chart, we are proposing that the study be completed in 20 weeks (five months).

Project Task/Week	1	2	3	4	5
1. Project Initiation	■				
2. Law Enforcement Profiles		■			
3. Community Input			■		
4. Assumptions for Alternatives				■	
5. Salary Survey					■
5. Alternative Resource Needs				■	
6. Alternative Organizations				■	
7. Alternative Costs				■	
8. Start-up Costs				■	
9. Final Report					■

As described in the task plan earlier in this proposal there would be a deliverable associated with each project task.

5. CONSULTING TEAM

5. CONSULTANT TEAM

This section of the proposal provides a comprehensive portrait of both the firm's and the project team's qualifications and experience.

1. INTRODUCTION TO THE MATRIX CONSULTING GROUP

The Matrix Consulting Group was formed by senior consultants who created it in order to pursue a service in which the senior people actually do the work in a low overhead environment. Our only business focus is the provision of organization and management analytical services to local government. Our firm's history and composition are summarized below:

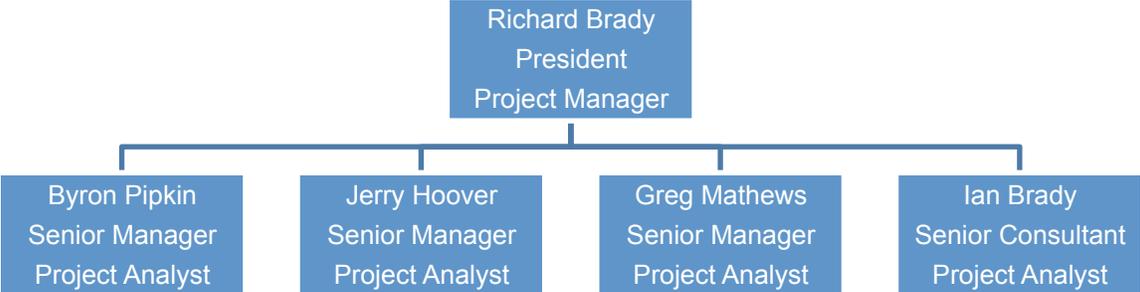
- We were founded in 2002. However, the principals and senior staff of our firm have worked together in this and other consulting organizations *as one team* for between 10 and 30 years.
- Our *only* market and service focus is management, staffing and operations analysis of local government.
- While we provide a variety of services to local government our most significant service area is public safety. The Matrix Consulting Group project team has conducted studies of more than 300 police and sheriff's departments in California and throughout the United States. This experience includes both operational studies and alternative service delivery studies.
- Our firm maintains offices in California (where we are incorporated domestically), Massachusetts, Illinois, Washington and Texas. We currently have 15 full-time and 5 part-time staff.
- Our proposed project team would be led and largely staffed from our California Headquarters office.

We are proud of our track record in providing analytical assistance to local governments in general, and to police departments specifically. This track record is bolstered by our rate of successful implementation, which exceeds 80% of recommendations made.

2. PERSONNEL

The Matrix Consulting Group proposes to utilize a senior project team, including our President and other experienced personnel with direct law enforcement experience. The most senior members of the team have between 10 and 30 years of professional

experience as consultants and/or law enforcement professionals. The organization chart, which follows, depicts the project team:



It should be reiterated that our team includes no subcontractors. All of our experienced team members are Matrix Consulting Group staff who have worked together regularly on law enforcement projects.

Summary descriptions of each team member are provided below beginning with our proposed project manager, with more detailed resumes following these biographies:

- **RICHARD BRADY** is the President of the Matrix Consulting Group. He is the leader of our management studies and law enforcement analytical practices. He has been a consultant to local governments for over thirty years. During that period, he has specialized in the analysis of police services, having conducted studies involving over 250 law enforcement agencies. Mr. Brady has managed and/or significantly participated in every law enforcement study cited as experience in this proposal. Mr. Brady has conducted over 200 policing studies in California and in 38 other states across the country (a listing since 1990 can be found in the more detailed resume which follows this section of the proposal). His recent police contracting and feasibility studies include La Quinta and Laguna Hills as well as Patterson (CA) and Park Ridge, Montvale and Woodcliff Lake (NJ). Mr. Brady has a BA from California State University, Hayward; and a doctorate from Oxford University, U.K. ***Mr. Brady would function as project manager and primary contact for the City on this project but would include participation in every phase of the project.***
- **BYRON PIPKIN** is a Senior Manager with the Matrix Consulting Group. He has over 32 years of experience as a public safety officer through the rank of Deputy Chief in the Sunnyvale Department of Public Safety. Byron Pipkin has extensive

consulting experience which includes analysis of law enforcement operations for Sunnyvale's Department of Public Safety as a client project coordinator. His consulting experience also includes analysis of the police departments in Spokane (WA), Goodyear (AZ), Galt (CA), Gilroy (CA) and Omaha (NE), Onondaga County Sheriff's Office (NY) as well as Newburgh (NY) and Park Ridge, Montvale and Woodcliff Lake (NJ). He also worked on our police feasibility studies for Laguna Hills (CA) and three Boroughs in Bergen County (NJ). He also completed a study of the Winnipeg Police Service (Manitoba, Canada). Byron Pipkin is a graduate of the FBI National Academy; received California POST Management, Supervisory and Advanced certificates; and he received his BA from San Jose State University in their Justice Administration program. **Byron would be the lead analyst in charge of evaluating the service feasibility.**

- **JERRY HOOVER** is a Senior Manager with the Matrix Consulting Group. He has a strong background in law enforcement, including having previously served as the Chief of Police in Reno, Nevada and in the City of St Joseph, Missouri. A demonstrated leader and nationally recognized expert in his field, with broad expertise in police training and operations consulting, Mr. Hoover is regularly chosen to lecture at Universities and conferences throughout the country and is an Assistant Professor, coordinating the Criminal Justice Program for Feather River College. He has also served as the Senior Police Advisor to the U.S. Department of State, and as a consultant to the Royal New Zealand Police. Among his many distinguished roles, Mr. Hoover has served as interim Police Commissioner to the United Nations in Sudan, and was recently Contingent Commander in support of police training in Afghanistan. He has worked with Matrix Consulting Group on recent police assignments in Portland (OR), Elko (NV) and Pacifica (CA). **Jerry would be the lead analyst in charge of evaluating management and citizen service issues.**
- **GREG MATHEWS** – Mr. Mathews, a Senior Manager, has over 27 years of private sector and government experience, performing as both a senior management consultant and executive manager. He concluded his public sector career in 2005 as Deputy Director of Auditing for the Los Angeles City Controller's Office where he managed the day-to-day functions of the Performance Auditing, Follow-up, and Management Assessment sections in the Performance Audit Division for a city-wide elected official. He began his formal career with the Pasadena Police Department, supervising the Crime Analysis Unit and became a POST-certified Level 1 Reserve Police Officer. For fourteen years he has provided government consulting services to states, cities, counties, and special districts throughout the U.S., emphasizing public safety, public utilities and public works engagements that include, most recently, Goleta and Chula Vista (CA), Grand Rapids (MI), Springfield (MO) and Albuquerque (NM). He holds a B.A. degree from UC Davis and M.P.A. from the University of Southern California. **Greg would be the lead analyst in charge of evaluating the financial feasibility.**

- **IAN BRADY** is a Consultant with the Matrix Consulting Group as part of our Management Services Division, and is based in our Mountain View office. Recently, Mr. Brady has worked on police management studies for Winnipeg (Canada), Hanford (CA), Berkeley (CA), Laguna Hills (CA), Huntington Beach (CA) and Arlington (WA). His experience also includes studies of the Rockingham County (NH) Department of Corrections and the Orange County (FL) Pretrial Release Program. Ian Brady was the lead analyst on our just completed beat redesign project for the Berkeley Police Department, including development of our firm's GIS and statistical analytical approaches for evaluating existing and alternative beat structures. Before joining the Matrix Consulting Group as a full-time consultant, Mr. Brady previously served as an intern for two years. He received his BA in Political Science from Willamette University in Salem, Oregon. ***Ian would assist with data analysis and would be responsible for the comparative and GIS analysis as well as general data support.***

More extensive resumes for the proposed project team are provided in the following pages.

RICHARD P. BRADY
President, Matrix Consulting Group
Project Manager

BACKGROUND

Richard Brady is the Matrix Consulting Group's President. Mr. Brady has been a management consultant to local government for more than thirty years. Prior to joining the Matrix Consulting Group, he was the MAXIMUS national Vice President in charge of its local government consulting practice, and before that the managing partner of the California-based management consulting firm of Hughes, Heiss & Associates. Mr. Brady has conducted numerous studies of every local government function. However, the vast majority of his work is in the law enforcement, criminal justice and public safety areas.

PROJECT EXPERIENCE

The following points summarize Mr. Brady's project experience.

State	Illustrative Law Enforcement Management and Staffing Studies
Alabama	Birmingham
Alaska	Anchorage
Arizona	Goodyear, Phoenix, Prescott Valley
California	Alameda County, Anaheim, Butte County, Chula Vista, Citrus Heights, Contra Costa County, Galt, Gilroy, Goleta, Glendale, Hayward, Kern County, Los Angeles, Los Angeles County, Los Gatos, Lynwood, Monrovia, Napa, Ontario, Orange County, Palmdale, Palo Alto, Pittsburg, Poway, Roseville, San Jose, Pasadena, San Bernardino, San Bernardino County, San Mateo County, San Rafael, Santa Ana, Santa Barbara County, Santa Monica, Sonoma County, Sunnyvale
Colorado	Aurora
Connecticut	Stamford
Florida	Alachua County, Coral Gables, Jacksonville, Jupiter, North Miami Beach, Orange County, Pasco County, Pinellas County, Port Richey and Venice
Georgia	Americus, Augusta-Richmond County, DeKalb County, Fulton County, Gainesville, Hall County, Chatham County.
Illinois	Lansing
Louisiana	Alexandria
Massachusetts	Beverly, Boston, Lawrence, Milford, Mansfield, Burlington, Pelham, Watertown, Wayland, Westwood, Whitman

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State	Illustrative Law Enforcement Management and Staffing Studies
Michigan	Alpena and Detroit
Minnesota	Anoka County
Missouri	Des Peres and Raymore
Nebraska	Omaha
Nevada	Las Vegas Metropolitan Police Department, Elko, Sparks and Reno
New Hampshire	Portsmouth and Rockingham County
New York	Albany, Carthage, Endicott, Newburgh, Vestal and Briarcliff Manor
North Carolina	Burke County and Durham
Ohio	Fairborn
Oregon	Portland, Clackamas County and Grants Pass
Pennsylvania	Mount Lebanon and York
South Carolina	Beaufort County, Charleston County, Hilton Head Island, Spartanburg County
Tennessee	Nashville-Davidson County and Knox County
Texas	Arlington, San Antonio, Terrell, El Paso, Grand Prairie and Southlake
Utah	Salt Lake City
Vermont	Brattleboro and Montpelier
Virginia	Richmond, Leesburg, Suffolk and Loudoun County
Washington	Arlington, Spokane, Kirkland and Snohomish County
Wisconsin	Sun Prairie, Milwaukee, Dane County
Canada	Winnipeg

He is currently working to complete police studies in Hennepin County (MN), Redding (CA), Carlisle (PA), Cooper City (FL) and Columbia (MO).

Law Enforcement Program Studies: Mr. Brady has performed a wide variety of studies of law enforcement programs and services. Selected studies have included the following:

- **Emergency Communications** – over 75 studies of existing communications centers (e.g., Monterey County, CA) as well as consolidation alternatives (e.g., San Mateo County, CA).

- **Personnel policies and procedures** studies for Escondido (CA), Danville (VA) and Fluvanna County (VA). Secondary employment policy development for all San Mateo County (CA) police agencies and the Sheriff's Office.
- **Support staffing needs** for Beverly Hills and Santa Ana (CA).
- **Regional Law Enforcement Feasibility Studies:** Mr. Brady has been involved or managed several law enforcement regionalization studies. These have included the following:
 - **Police Services Feasibility Study for Laguna Hills and La Quinta** – Mr. Brady developed a police services plan for these contracts with the Orange County and Riverside County Sheriff's Offices.
 - **Regionalization Opportunities in Training and Communications for the Boston Metropolitan Area.** The Regionalization Commission chose members of this project team to work with over 110 agencies on public safety regional issues.
 - **Law Enforcement Consolidation Feasibility Study for Broome County, New York:** all police Services have begun to consolidate all support functions (communications, records, information systems, training) as well as shift supervision as a first step to consolidation.
 - **Regional Law Enforcement Feasibility Study for San Bernardino County, California Contract Cities:** Nine cities receive contracted law enforcement services from the San Bernardino County Sheriff's Office. Because the County changed its philosophy of contracting, costs increased dramatically.
 - **Three Community Police Consolidation Feasibility Study** – for Montvale, Woodcliff Lake and Park Ridge (NJ).

EDUCATION

BA, California State University, Hayward
Ph.D., Oxford University, United Kingdom

BYRON K. PIPKIN
Senior Manager, Matrix Consulting Group
Project Analyst

BACKGROUND

Byron Pipkin brings a public safety manager's perspective to the project team. He has thirty-two years of experience in law enforcement and fire service, including fourteen years in management positions in the Sunnyvale Department of Public Safety (CA) – a fully integrated police and fire agency. During his career he managed every major law enforcement and administrative function, including patrol operations, investigations, narcotics/vice operations, internal affairs, records, recruiting and hiring, training, administration, school resource officers, traffic operations, crime prevention, emergency preparedness, the mobile field force, and the SWAT team. He is also currently an instructor for the California Peace Officer Standards and Training Executive Development Course, teaching a course on effective management of law enforcement organizations. Mr. Pipkin is a Senior Manager with the Matrix Consulting Group.

PROJECT EXPERIENCE

Mr. Pipkin has experience as a lead with the following public safety agencies.

- Arlington, TX
- Aurora, CO
- Beverly Hills, CA
- Birmingham, AL
- Cotati, CA
- DeKalb County, GA
- Galt, CA
- Gilroy, CA
- Goodyear, AZ
- Grants Pass, OR
- Gresham, OR
- Newburgh, NY
- Omaha, NE
- Onondaga County, NY
- Pacifica, CA
- Phoenix, AZ
- Portland, OR
- San Antonio, TX
- Spokane, WA
- Springdale, AR
- University of Missouri, Kansas City, MO
- Vancouver, WA
- Winnipeg, Manitoba (Canada)

He just completed a study of Internal Affairs in the Phoenix (AZ) Police Department.

He completed a police consolidation studies for Laguna Hills (CA), La Quinta (CA) and the Boroughs of Park Ridge, Montvale and Woodcliff Lake (NJ).

He is currently working with us to complete a police study in Carlisle (PA).

MANAGEMENT ASSIGNMENTS

Command of Sunnyvale DPS Special Operations Bureau, 2001-2005

Liaison with the FBI and the Joint Terrorism Task Force 2004-2005

Command of Police Field Operations Bureau, 2000-2001

Special Assistant to the Chief, 1999-2000

Fire Marshal, managed the Fire Prevention Bureau, 1997-1999

Command of Police Field Operations Bureau, 1994-1997

Community Services Bureau, Recruitment and Hiring, Training and Records, 1991-1994

EDUCATION

Graduate of the FBI National Academy, Quantico, Virginia

B.S. in Administration of Justice, California State University, San Jose

PROFESSIONAL CERTIFICATES

P.O.S.T. Management Certificate, 1993

P.O.S.T. Supervisory Certificate, 1986

California Community College Lifetime Teaching Credential, 1983

P.O.S.T. Advanced Certificate, 1980

JERRY L. HOOVER
Senior Manager, Matrix Consulting Group

BACKGROUND

Jerry Hoover is a Senior Manager with the Matrix Consulting Group. He has a strong background in law enforcement including having previously served as the Chief of Police in Reno, Nevada and in the City of St Joseph, Missouri. A demonstrated leader and national recognized expert in his field with broad expertise in police training and operations consulting, Mr. Hoover is regularly chosen to lecture at Universities and conferences throughout the country and is an Assistant Professor, coordinating the Criminal Justice Program for Feather River College. He has also served as the Senior Police Advisor to the U.S. Service of State, and as a consultant to the Royal New Zealand Police. Among his many distinguished roles, Mr. Hoover has served as interim Police Commissioner to the United Nations in Sudan, and was recently selected by Dyncorp International as the Principal Deputy Training Manager and Contingent Commander in support of police training in Afghanistan.

EXPERIENCE IN POLICE SERVICES AND TRAINING

Mr. Hoover has spent more than 35 years in police service and advisory roles, including the following selected capacities:

- Coordinator, Administrative Justice Program, Feather River College, California
- Principal Deputy Program Manager/Contingent Commander, Afghanistan
- Senior Police Advisor, U.S. Service of State (D.C.)
- International Police Transition Team Leader, U.S. Dept. of State, Iraq
- Interim Police Commissioner, United Nations, Sudan
- Police Reform and Restructuring Coordinator, United Nations, Sudan
- Chief of Police, Reno Police Service, Nevada
- Chief of Police, St. Joseph Police Service, Missouri
- Commander, City of Boulder Police Department, Colorado
- Lieutenant, City of Boulder Police Department, Colorado

Mr. Hoover has taught more than 200 national seminars to law enforcement agencies in police training, ethics, community policing and problem solving. Areas of interest include Forensic anthropology, terrorism, government response to terrorist activities, new religious movements, adult-learning methodology, and policing in conflict-torn nations.

Additionally, Mr. Hoover has authored a range of publications and training manuals and has received national recognition for his services, including such awards as the Champions of Industry Award, for Innovation in Government and the Community Oriented Policing Services (COPS) Award from the Service of Justice, for most innovative COPS funded project.

ADDITIONAL RELATED EXPERIENCE AND ACCOMPLISHMENTS

- Consultant to Royal New Zealand Police, Wellington, N.Z.
- Police Advisor to U.S. State Service, Kathmandu, Nepal.
- Consultant to Sacramento Fusion Center – Training course for terrorism analysts
- International Law Enforcement Academy in Botswana, Africa. Taught counter-terrorism class for FBI/FLETC.
- National consultant to police and presenter at national conferences on topics of Community and Problem-Oriented Policing and Leadership.
- Committee on Terrorism (2003-2006), International Association of Chiefs of Police (IACP).
- Commission on Substance Abuse and Treatment (1997-99), Governor's appointee.
- Chair, Committee on Community Policing (1996-97), Missouri Police Chief's Association.
- University of Nevada: Adjunct lecturer, teaching courses in leadership and terrorism.
- Nevada State College: Adjunct lecturer, teaching courses in public administration.
- Pennsylvania State University: Instructor for national seminar program on leadership.
- Sam Houston State University: Instructor for seminar on Community Policing.
- Illinois Law Enforcement Training and Standards Board: Instructor for seminar in Executive Institute.

ASSOCIATION AFFILIATIONS

Mr. Hoover maintains memberships in the following associations:

- Police Executive Research Forum
- American Anthropological Association
- International Association of Chiefs of Police
- Society for Applied Anthropology

EDUCATION AND TRAINING

Mr. Hoover has a Master of Public Administration from Harvard University, John F. Kennedy School of Government. He received his Associates degree in Law Enforcement from Southwestern College, his BA in Anthropology from San Diego State University, and an MA in Anthropology from Colorado State University. Mr. Hoover also trained at the FBI Academy and the Law Enforcement Executive Training School.

GREG MATHEWS
Senior Manager, Matrix Consulting Group

BACKGROUND: Greg Mathews has over 27 years of private and public sector experience, performing as both a senior management consultant and executive manager. As Deputy Director of Auditing for the Los Angeles City Controller’s Office, he managed the day-to-day functions of the Performance Auditing, Follow-up, and Management Assessment sections in the Performance Audit Division for this elected official. This work was preceded by seven years at the Orange County Sanitation District—the third largest wastewater organization west of the Mississippi— as Administrative Services Manager and part of the Executive Leadership Team. He began his public sector career at the Pasadena Police Department later moving to the Public Works’ Parks Division. For nearly fourteen years he has provided public sector consulting services to states, cities, counties, and special districts throughout the U.S., and has completed comprehensive management studies encompassing over 120 operating departments. He has participated as project manager or lead consultant in over 80 consulting engagements, with emphasis in various public safety, public works, parks/recreation, public utilities and administrative fields.

Agency-Wide Studies: Conducted studies of entire city and county organizations. Scopes of work included organizational structure and allocation of functions, management spans of control, service and staffing levels, operational requirements, information technology assessment, as well as policies and procedures review.

Albuquerque (NM)	Matanuska-Susitna Borough (AK)
Barstow (CA)	Monroe County (MI)
Carlsbad (CA)	Rancho Mirage (CA)
Douglas (AZ)	Roseville (CA)
Goodyear (AZ)	San Rafael (CA)
Hanford (CA)	Spokane (WA)

Public Safety Studies: Conducted studies of dispatch, law enforcement, fire, and emergency medical response throughout the country to include feasibility studies, organizational and operational reviews, policy and procedure audit, staffing/scheduling practices, implementation of key performance metrics and use of information technology.

Alameda County (CA)	Milwaukee (WI)
Aurora (CO)	Mission Viejo (CA)
Beverly Hills (CA)	Monterey County (CA)
Burbank (CA)	Montville (NJ)
Corvallis (OR)	Omaha (NE)
Chula Vista (CA)	Orange County (CA)
Dane County (WI)	Orange County (FL)
Eastpointe (MI)	Placer County (CA)

Glendale (CA)	Reno, Sparks and Washoe Co. (NV)
Goleta (CA)	Republic (MO)
Glenn County (CA)	San Clemente (CA)
Greene County (MO)	San Juan Capistrano (CA)
Inglewood (CA)	San Mateo County (CA)
Jackson County (OR)	San Rafael (CA)
Kenmore (WA)	Santa Monica (CA)
Laguna Beach (CA)	Simi Valley (CA)
Laguna Niguel (CA)	South Pasadena (CA)
Lake Forest (CA)	Stamford (CT)
Long Beach (CA)	Tacoma (WA)
Los Angeles (CA)	
Medford (OR)	

He is currently working with us to complete police studies in Hennepin County (MN), Sherwood (OR) and Redding (CA).

EDUCATION:

Mr. Mathews received his B.A. from UC Davis and M.P.A. degree from the University of Southern California.

IAN BRADY
Senior Consultant, Matrix Consulting Group

BACKGROUND

Ian Brady is a Senior Consultant with the Matrix Consulting Group as part of our Management Services Division, and is based in our Mountain View (CA) office. He began with the firm as an intern, but now has 4 years of consulting experience. He specializes in public safety and is dedicated to providing analytical support for all of our police, fire, emergency communications and criminal justice system studies. Mr. Brady also developed the firm's GIS analytical tools for analyzing field service workloads and service levels, beat design and efficiency, and alternatives to deployment and scheduling of resources.

EXPERIENCE IN POLICE STUDIES

Mr. Brady has experience conducting law enforcement management, staffing and operations studies, including recently for the following clients:

- Arlington, Washington
- Berkeley, California
- Birmingham, Alabama
- DeKalb County, Georgia
- Hanford, California
- Hayward, California
- Laguna Hills, California
- Orange County, Florida
- Patterson, California
- Portland, Oregon
- Raleigh, North Carolina
- Suffolk, Virginia
- Winnipeg (Manitoba)

He is currently working with us to complete police studies in Hennepin County (MN), Cooper City (FL), Columbia (MO) and Redding (CA).

EDUCATION

Mr. Brady received his BA in Political Science from Willamette University in Oregon.

6. CONSULTING REFERENCES

6. CONSULTANT REFERENCES

In this section of the proposal is provided a summary of the police study experience of the firm together with reference information.

1. POLICE STUDIES CONDUCTED

The Matrix Consulting Group has extensive experience conducting police services analyses of all types. These assignments have included management studies, staffing studies, feasibility studies and master plan studies such as this one. We have worked extensively with law enforcement agencies of all sizes and diverse operating environments and communities – in all, over 300 departments. A list of our police management, staffing and operations study experience in the past 10 years is provided below (with projects in California **bolded**):

Albany, New York	Goodyear, Arizona	Perrysburg, Ohio
Albuquerque, New Mexico	Greenfield, California	Phoenix, Arizona
Americus, Georgia	Gresham, Oregon	Pittsburg, California
Arlington, Texas	Hanford, California	Portland, Oregon
Arlington, Washington	Hayward, California	Richmond, Virginia
Asheville, North Carolina	Jacksonville, Florida	Ridgewood, New Jersey
Aurora, Colorado	Kenmore, Washington	Rio Rancho, New Mexico
Bayonne, New Jersey	Lansing, Illinois	Rohnert Park, California
Berkeley, California	Lawrence Twp., New Jersey	Roseville, California
Beverly Hills, California	Las Vegas Metro, Nevada	San Antonio, Texas
Birmingham, Alabama	Lowell, Massachusetts	Seaside, California
Brattleboro, Vermont	Manchester, New Hampshire	Southlake, Texas
Chula Vista, California	Mansfield Massachusetts	Spokane, Washington
Clearwater, Florida	Milford Massachusetts	Springdale, Arkansas
Coral Gables, Florida	Milwaukee, Wisconsin	St. Petersburg, Florida
Corvallis, Oregon	Monrovia, California	Suffolk, Virginia
Cotati, California	Montville, New Jersey	Suisun, California
Des Moines, Washington	Mt. Lebanon, Pennsylvania	Sunnyvale, California
Des Peres, Missouri	Napa, California	Tacoma, Washington
Elko, Nevada	Newburgh, New York	Vancouver, Washington
Englewood Cliffs, New Jersey	Onondaga County, New York	Venice, Florida
Fort Morgan, Colorado	Omaha, Nebraska	Vernon, California
Franklin Twp., New Jersey	Ontario, California	Watertown, Massachusetts
Galt, California	Pacifica, California	Winnipeg, Manitoba (Canada)
Gilroy, California	Peachtree City, Georgia	York, Pennsylvania

In addition, we are presently completing other police department studies throughout the U.S. including Redding (CA), Carlisle (PA) and Columbia (MO).

The firm and this proposed project team has extensive prior experience conducting new agency feasibility studies and evaluations of contracting for law enforcement services. The following table provides a summary of the feasibility and related studies conducted by the firm.

Contract Service Evaluation	Feasibility Studies	Consolidation Analysis
Kenmore, WA La Quinta, CA Lynwood, CA Laguna Hills, CA Palmdale, CA Patterson, CA Pinellas County, FL San Bernardino County, CA	Broome County, NY Citrus Heights, CA College Park, MD Cupertino, CA Danville/Lafayette/Orinda, CA Goleta, CA Hilton Head Island, SC Lauderdale Lakes, FL	Augusta / Richmond County, GA Bergen County, NJ Boston Area Agencies, MA Broome County, NY Carthage/West Carthage, NY Endicott/Vestal, NY Hall County / Gainesville, GA High Desert Cities, CA

We also are completing a police and fire contract service evaluation for Cooper City, Florida.

2. REFERENCES

We are providing in this section of the proposal, references for selected analytical projects that have been performed by the firm in the past 10 years. The RFP asks for comprehensive reference information for all project conducted for California agencies in the past 10 years. However, as the previous section demonstrates this is a list too long for purposes of a proposal in addition to the fact that many referees move on to other jobs or retire. The references provided projects include law enforcement feasibility studies as well as police management studies.

Client	Project Description	Contact Information
Laguna Hills, California Police Services Study 2013 \$50,000	Laguna Hills had received law enforcement services from the Orange County Sheriff's Department since incorporation in the early 1990's. In spite of demonstrated high service levels and support from the community problems surfaced – costs had escalated during the last recession as personnel costs, especially pension costs, rose faster than inflation; assigned deputies were out of the City a large amount of time, often on lower priority responses; and the service lost a level of proactivity that is critical. Key recommendations included changing policies to restrict out of City responses, additional compensation from neighboring Laguna Woods for the provision of all late night services, and sharing the cost of the Administrative Sergeant with another contract city (savings of \$122,000).	Don White Assistant City Manager 949-707-2610

CITY OF SAN JACINTO, CALIFORNIA
Proposal to Conduct a Police Services JPA Feasibility Study (RFP 2015-019)

Client	Project Description	Contact Information
<p>La Quinta, California Police Services Study 2014 \$50,000</p>	<p>Based in extensive public input and support to the process this project evaluated the contract for service from the Riverside County Sheriff's Office. Principal recommendations included – modify the contract to allow the Chief the discretion to allow patrol staffing levels to fall below the contracted level up to 15%; the City should work with the Sheriff's Office and management from gated communities to evaluate the options available to facilitate quick entry of police officers; Expand the regular duty hours of the Traffic Unit to provide coverage from 0600 – 1900 or 2000 hours on weekdays but increase their productivity; reduce the number of daily Patrol Officer hours from 150 daily to 140 hours daily; this results in an annual savings – estimated at \$581,965 in FY 2015-16.</p>	<p>Chris Escobedo Assistant to the City Manager 760-777-7010</p>
<p>Danville, Lafayette and Orinda, California Law Enforcement Services Alternative Study 2008 \$50,000</p>	<p>This study provided analysis of a wide range of alternatives for these three Contra Costa County communities, including improvements in the exist sheriff's office contract, contracting with a different external service provider – Walnut Creek or San Ramon, consolidation and contracting opportunities in various grouping of these three communities and a fourth in one alternative (Moraga). The project team's financial analysis supported one of the consolidation alternatives. The communities, however, have elected to pursue improvements in the existing sheriff's office contracts.</p>	<p>Joseph Calabrigo Town Manager Town of Danville 925-314-3302</p>
<p>Chula Vista, California Management and Staffing Study of the Police Department 2010-13 \$90,000</p>	<p>In this two-phased study the project team recommended a redeployment of patrol resources to better match field workloads and proactive enforcement objectives, a beat redesign, implementation of a differential police response system, and ultimately an increase to the size of the patrol force because of its inability to come close to appropriate response time and proactivity targets. We have just completed the Phase 2 study which examined non-field functions. In this portion of the project we recommended re-funding several key internal support functions which were eliminated during the last recession relating to training and administrative support; we also recommended conversion of report transcriptionists to quality control and completely implement field reporting.</p>	<p>Ed Chew (now) Information Technology Services Director 619-691-5031</p>

CITY OF SAN JACINTO, CALIFORNIA
Proposal to Conduct a Police Services JPA Feasibility Study (RFP 2015-019)

Client	Project Description	Contact Information
<p>Berkeley, California Beat Structure Project 2014 \$44,000</p>	<p>In this study the Matrix Consulting Group developed a patrol redistricting plan for the Berkeley Department. While the study developed extensive analytics which evaluated calls for service, major crime, total workloads and other beat design issues, the project would not have successfully transitioned the Department from a 30 year old 18 beat structure to a more workable 14 beat one which allows for the deployment of a flex team without the active involvement of line patrol personnel, management and the community (including a citizen survey and 7 'town hall' meetings). The team created detailed maps of beat alternatives.</p>	<p>Lt. David Frankel Project Coordinator 510-981-5792</p>
<p>Raleigh, North Carolina Beat Redesign Project 2015 \$55,000</p>	<p>In this just completed study the Matrix Consulting Group developed a plan to redesign an old beat structure now for this 450,000+ city and plan for a growing city to be 800,000 within the next 20 years. The beat inequities were great in this old beat structure, some beats had workloads 75% over and under the average. Suggestions to reassemble beats within Districts were also made. The project team also made several recommendations regarding shift management – clarifying the roles of watch commanders, district captains, shift lieutenants and sergeants. The structure and roles of community policing units was also addressed. These recommendations are being implemented by the Department.</p>	<p>Sergeant Goodwin Research and Planning 919-996-1062</p>
<p>Portland, Oregon Police Department Staffing Study 2014 \$145,000</p>	<p>In this project Matrix worked with the outgoing and new Chief of Police and command staff to develop a plan for the Police Department which addressed the needs of an effective community policing organization in an environment in which organizational culture transformation needed to be supported. The study resulted in redeployment of patrol staff, additional school resources officers, the reorganization of organized crime investigations and the development of a performance management system which supported managers while better informing the Mayor and Commission as well as the public.</p>	<p>Captain John Scruggs Portland Police Department 503-793-8995</p>

While it occurred a number of years ago, two members of our proposed team worked with 9 contract cities in San Bernardino County to evaluate individual and collective alternatives to the Sheriff's Office.

7. ADDENDA

7. ADDENDA

In spite of the fact that a bidders' conference was held, which a representative of our firm attended, no addenda were issued.

8. SAMPLE WORK PRODUCTS

8. SAMPLE WORK PRODUCT

We are proud to provide, under separate cover, our recently completed contract evaluation study conducted for La Quinta, California (in Riverside County). This project is also provided as a project reference.

9. FEE PROPOSAL

9. FEE PROPOSAL

The Matrix Consulting Group proposes to conduct the Crime Trend and Service Study project for a fixed price of **\$195,000**. The detailed calculations of our pricing structure are provided below.

Project Task	Partner	Managers	Additional Staff	Total	Professional Cost by Task
1. Project Initiation	40	40	0	80	\$15,000
2. Service Profiles	40	80	40	160	\$27,000
3. Community Input	8	0	16	24	\$3,600
4. Assumptions	40	40	0	80	\$15,000
5. Compensation Survey	8	8	40	56	\$8,000
6. Resource Needs	40	120	40	200	\$34,000
7. Organizations	40	40	0	80	\$15,000
8. Alternative Costs	40	40	40	120	\$20,000
9. Start-up Costs	40	40	40	120	\$20,000
10. Report	40	80	40	160	\$27,000
Total Staff Hours	336	488	256	1080	
Hourly Billing Rates	\$200	\$175	\$125		
Professional Staff Time Cost	\$67,200	\$85,400	\$32,000	\$184,600	
Travel-Related Cost				\$10,400	
TOTAL COST				\$195,000	

We typically contract on a fixed price basis with monthly billings representing our progress on the project. We are, however, open to other approaches for payment.

RFP 2015-019 - Police Services JPA Feasibility Study
 CITY OF SAN JACINTO
 POLICE SERVICES STUDY

The fee information is relevant to a determination of whether the fee is fair and reasonable in light of the services to be provided. This fee proposal shall include the proposed costs to provide the services desired.

FEASIBILITY STUDY OF POLICE SERVICES							
TASK	DESCRIPTION	PARTNER(S)	MANAGER(S)	SUPERVISORY STAFF	ADDITIONAL STAFF	OTHER	TOTAL
	HOURLY RATE	\$	\$	\$	\$	\$	N/A
I. Meetings	No. of Hours						
	Cost by Area	\$	\$	\$	\$	\$	\$
II. Review of Existing Operations and Management Including Field Tours	No. of Hours						
	Cost by Area	\$	\$	\$	\$	\$	\$
III. Establish Organization Structure	No. of Hours						
	Cost by Area	\$	\$	\$	\$	\$	\$
IV. Salaries and Benefits Survey	No. of Hours						
	Cost by Area	\$	\$	\$	\$	\$	\$
V. Develop infrastructure/equipment cost estimate and financing plan	No. of Hours						
	Cost by Area	\$	\$	\$	\$	\$	\$
VI. Prepare Final Draft JPA	No. of Hours						
	Cost by Area	\$	\$	\$	\$	\$	\$
VII. Prepare Final JPA	No. of Hours						
	Cost by Area	\$	\$	\$	\$	\$	\$
TOTAL	No. of Hours						
	Total Cost	\$	\$	\$	\$	\$	\$

All inclusive lump sum fee for performing the entire feasibility study described within the Scope of Work, to include travel, per diem, and any other associated costs:

\$ _____

Please include the cost for additional on-site meetings (if necessary), inclusive of travel costs and assume a two (2) hour meeting:

\$ _____ per meeting



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.6

DATE: FEBRUARY 10, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ANNA MONTOYA, DEPUTY FINANCE DIRECTOR

SUBJECT: BUDGET CALENDAR

RECOMMENDATION: APPROVE THE BUDGET CALENDAR FOR FISCAL YEAR 2016-2017 ANNUAL OPERATIONS AND CAPITAL IMPROVEMENT BUDGET.

BACKGROUND

The City's budget is a plan that allocates available resources to meet the direction of the City's mission, vision and values and the community's priorities. The budget balances the planned expenditures with the projected revenues. The budget process begins in February and culminates with the adoption of the Annual Budget in June.

DISCUSSION

In an effort to communicate the budget process and to promote public participation, the proposed budget calendar sets target dates for major milestones in the development of the budget. The City proposes two public workshops – March 9 to discuss public priorities and March 23 to discuss public safety staffing levels and related costs. All City Council dates are designed to correlate with regularly scheduled Council meetings and will be advertised to the public through the City's website e-notification system. In addition, the budget calendar will be published on the City's website in the budget section of the Finance page.

FISCAL IMPACT - None

STRATEGIC PLAN IMPACT

The number one goal in the Strategic Plan is to “Establish a solid fiscal foundation for the City.”

ATTACHMENTS

1. Fiscal Year 2016-2017 Budget Calendar

Prepared by: Anna Montoya, Deputy Finance Director
Reviewed by: Michele Nissen, City Manager
John Cavanaugh, City Attorney

City of Eastvale

12363 Limonite Avenue, Suite #910
Eastvale, CA 91752
www.eastvaleca.gov
(951) 361-0900



MEMORANDUM

DATE: February 10, 2016
TO: Michele Nissen, City Manager
FROM: Anna Montoya, Deputy Finance Director
SUBJECT: Fiscal Year 2016-2017 Budget Calendar

Below is a proposed budget calendar. All dates, once approved may be subject to change with prior City Manager approval.

- February 24 Finance department commences building budget targets and key revenue projections based on January month-end close
- March 2 Revenue estimates due from Finance for City Manager review
- March 9 City Council Meeting – City Council Goal Setting Session
Public Workshop #1 - obtain input for public priorities
- March 16 Staff Meeting - City Manager and Department Heads review City Council Goals and public input and set tone and priorities for the new budget
- March 23 City Council Meeting – City Council Goal Setting Session
Public Workshop #2 – review public safety staffing levels and related cost
Budget instructions/targets issued to departments
Budget preparation training commences
All departments review their goals and prepare the new budget
- March 30 Operating and CIP Budgets due from departments
Finance department schedules departmental budget reviews
- April 27 Finance reviews and reconciles all department budgets
Preliminary budget reviewed by City Manager
- May 18 Deliver proposed budget workbook (Draft) to City Council
- May 25 City Council Meeting - budget study session and first hearing
- June 22 City Council Meeting - second hearing and adoption of Annual Operations and Capital Improvement Budget Fiscal Year 2016-17



CITY OF EASTVALE

CITY COUNCIL STAFF REPORT

ITEM 8.7

DATE: FEBRUARY 10, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ANNA MONTOYA, DEPUTY FINANCE DIRECTOR

SUBJECT: REQUEST FOR PROPOSALS FOR PROFESSIONAL AUDITING SERVICES

RECOMMENDATION: AUTHORIZE THE ISSUANCE OF REQUEST FOR PROPOSALS FOR PROFESSIONAL AUDITING SERVICES.

BACKGROUND

The City is required to be audited by an independent certified public accounting firm. The City's current five year audit contract expired with the fiscal year ending June 20, 2015. The issuance of the Request for Proposal is the first step in the selection of an audit firm.

DISCUSSION

The Request for Proposal will be sent to all interested firms with a due date of March 2, 2016. The Finance staff with the Finance Committee will review the proposals and interview the top three firms selected. It is anticipated that the selection process will be completed by March 24, 2016 with a recommendation to the Council for approval at the April 13, 2016 Council meeting.

FISCAL IMPACT

The estimated cost of an annual audit is approximately \$20,000 per fiscal year.

STRATEGIC PLAN IMPACT

The number one goal in the Strategic Plan is to "Establish a solid fiscal foundation for the City."

ATTACHMENTS

1. Request for Proposals for Professional Auditing Services
2. Contact List

Prepared by: Anna Montoya, Deputy Finance Director
Reviewed by: Michele Nissen, City Manager
John Cavanaugh, City Attorney

CITY OF EASTVALE

REQUEST FOR PROPOSALS for PROFESSIONAL AUDITING SERVICES



James R. Riley
Interim Finance Director
City of Eastvale
12363 Limonite Ave., Suite 910
Eastvale, CA 97961
(951) 361-0900



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

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CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

I. INTRODUCTION

A. General Information

The City of Eastvale (City) is requesting proposals from qualified certified public accountant firms to audit its financial statements for the three fiscal years beginning with the fiscal year ending June 30, 2016, with the option of auditing its financial statements for each of the two (2) subsequent fiscal years, in addition to performing other financial audits and reviews as specified below. These audits are to be performed in accordance with generally accepted auditing standards, the standards set forth for financial audits in the General Accounting Office's (GAO) Government Audit Standards (1994), the provisions of the federal Single Audit Act Amendments of 1996 and U.S. Office of Management and Budget (OMB) Circular A-133, Audits of State and Local Governments, as well as other or new pronouncements or regulations in place now or in the future.

There is no expressed or implied obligation for the City to reimburse responding firms for any expenses incurred in preparing proposals in response to this request. Materials submitted by respondents are subject to public inspection under the California Public Records Act (Government Code Sec. 6250 et seq.), unless exempt.

To be considered, five (5) copies of the proposal must be received by James R. Riley, Interim Finance Director, at 12363 Limonite Ave., Suite 910, Eastvale, CA 91752, by **5:00 P.M. on March 2, 2016**. The City will also accept electronic proposals at jriley@eastvaleca.gov. The City reserves the right to reject any or all proposals submitted.

During the evaluation process, the City reserves the right, where it may serve the City's best interest, to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

The City reserves the right to retain all proposals submitted and to use any concept(s) in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in the request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City of Eastvale and the firm selected.

It is anticipated the selection of a recommended firm will be completed by March 24, 2016. Following the notification of the selected firm, a recommendation and proposed contract will be prepared for review and approval by the City Council at its April 13, 2016 meeting. The City reserves the right to waive any non-material irregularities or information in any proposal, and to accept or reject any items or combination of items.

At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation process. Such oral presentations, if held, are tentatively scheduled for the week of March 21-24, 2016.



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

B. Term of Engagement

It is the intent of the City to contract for the services presented herein for a term of three (3) years. The City Eastvale reserves the right to extend the term of this contract for two (2) additional one-year terms subject to the satisfactory negotiation of terms, including a price acceptable to both the City and the selected firm.

The proposal package shall present all inclusive audit fees for each year of the contract term.

II. NATURE OF SERVICES REQUIRED

A. Scope of the Work to be Performed

The City desires an audit of the City's financial statements, and a Comprehensive Annual Financial Report (CAFR) to be prepared by audit staff, fully compliant for GASB 34, for the fiscal year ended June 30, 2016 and each of the subsequent fiscal years, ending June 30, 2017 and June 30, 2018. The City will be submitting the CAFR to the Government Finance Officers Association (GFOA) for review in their Certificate of Achievement for Excellence in Financial Reporting program.

The selected independent auditor will be required to perform the following tasks.

1. The audit firm will perform an audit of all funds and financial statements of the City. The audit will be conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, issued by the Comptroller of the United States. Preparation of the financial statements, schedules, and accompanying notes to the financial statements will be prepared by the audit firm for inclusion in the City's CAFR. An electronic copy and fifteen (15) printed copies shall be delivered to the City. The CAFR will be in full compliance with GASB 34. The audit firm will render their auditors' report on the basic financial statements which will include both Government-Wide Financial Statements and Fund Financial Statements. The audit firm will also apply limited audit procedures to Management's Discussion and Analysis (MD&A) and required supplementary information pertaining to the General Fund and each major fund of the City.
2. The audit firm will perform a single audit on the expenditures of federal grants in accordance with OMB Circular A-133 (if applicable) and render the appropriate audit reports on Internal

Control over Financial Reporting based upon the audit of the City's financial statements in accordance with *Government Auditing Standards* and the appropriate reports on compliance with Requirements Applicable to each Major Program, Internal Control over Compliance and on the Schedule of Expenditures of Federal Awards in Accordance with OMB Circular A-133. The single audit report will include appropriate schedule of expenditures of federal awards, footnotes, findings and questioned costs, including reportable conditions and material weaknesses, and follow up on prior audit findings where required.



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

3. The audit firm shall perform agreed-upon auditing procedures pertaining to the City's GANN Limit (Appropriations Limit) and render a letter annually to the City regarding compliance.
4. The audit firm shall issue a separate "management letter" that includes recommendations for improvements in internal control, accounting procedures and other significant observations that are considered to be non-reportable conditions. Management letters shall be addressed to the City Manager.

The City is not aware of any unusual circumstances warranting an extended scope beyond that called for above. However, if in due course of the examination, evidence of such circumstances appear, the audit firm shall agree to provide the City with all ascertainable facts relative to such circumstances together with an estimate of additional services required and the additional cost thereof in order that proper contract modifications may be completed before you commence with such extended examination.

It is expected that the auditor selected will be available throughout the year for general consultation regarding matters of accounting.

B. Auditing Standards to Be Followed

To meet the requirements of this Request for Proposals, the audit shall be performed in accordance with:

1. Generally accepted auditing standards as set forth by the American Institute of Certified Public Accounts;
2. The standards applicable to financial audits contained in *Government Auditing Standards* (1994 Revision), issued by the Comptroller General of the United States;
3. If applicable, the provisions of the Single Audit Act as amended in 1996; and
4. The provisions of U. S. Office of Management and Budget (OMB) Circular A-133, *Audits of State and Local Governments and Nonprofit Organizations*.

C. Reports to be Submitted

Audit reports are required for the general-purpose financial statements of the City, a Single Audit (if required) and a report on your review of the City's Gann Limit. Preparation of the financial statements, schedules, and accompanying notes to the financial statements will be prepared by the audit firm for inclusion in the City's CAFR. The City also requires a management letter containing comments and recommendations regarding the auditor's review and evaluation of the systems of internal control and accounting procedures.

If applicable the schedule of federal financial assistance and related auditor's report, as well as the reports on the internal controls and compliance are not to be included in the annual financial report, but are to be issued separately should a Single Audit be required.



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

D. Working Paper Retention

All working papers and reports must be retained at the auditor's expense for a minimum of three (3) years, unless the firm is notified in writing by the City of Eastvale of the need to extend the retention period. The auditor will be required to make working papers available to the City of Eastvale or any government agencies included in the audit of federal grants. In addition, the firm shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

E. Irregularities and Illegal Acts

Auditors shall be required to make an immediate, written report of all irregularities and illegal acts or indications of illegal acts of which they become aware to the following parties: City Manager; City Attorney, and the Director of Finance.

III. DESCRIPTION OF THE GOVERNMENT

A. Background Information

The City of Eastvale is located in Riverside County, approximately 18 miles west of the City of Riverside along the Interstate 15 freeway. Bordering cities consist of Ontario to the north, Chino to the southwest and Norco to the south. The City is approximately 13.1 square miles with a population of approximately 47,635. The City's fiscal year begins on July 1 and ends on June 30.

The City of Eastvale was incorporated on October 1, 2010 as a general law city which operates under the council/manager form of government. The city government is divided into eleven departments: City Council, City Manager, City Attorney, City Clerk, Finance, Planning, Building and Safety, Public Works and Engineering, Code Enforcement, Law Enforcement, and Fire. The City of Eastvale contracts services from the County of Riverside such as police, fire, and animal control.

The City of Eastvale's operating budget in for fiscal year 2015-2016 is \$17.4 million for all funds combined, with a capital improvement budget of \$10.6 million.

B. Fund Structure

The City uses or intends to use the following fund types/account groups in its financial reporting:

Number of Individual Funds	
Fund Type/Account Group	City
General Fund	2
Special Revenue Fund	8
Debt Service Fund	0
Capital Projects Fund	2
Fiduciary Fund	1
General Fixed Assets Account Group	1
General Long-Term Debt Account Group	1



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

C. Finance Operations

The Finance Department consists of the Interim Finance Director, Deputy Finance Director and three (3) staff members responsible for accounting and financial reporting, budgeting, payroll, accounts payable, accounts receivable, revenue collection, banking and treasury functions, investments, grant administration, and the administration of several special tax and assessment districts.

D. Pension Plans

All qualified permanent and probationary employees are eligible to participate in the City's Miscellaneous Employee Pension Plan (Miscellaneous Plan) which is a cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS).

E. Computer Systems

The accounting functions are computerized using Accela (formerly Springbrook) software. The applications operating on this system are general ledger, accounts payable, and cash receipts, budgeting, purchase orders, and accounts receivable. Payroll is outsourced to an outside payroll service provider.

F. Investments

The City adopts an annual statement of investment policy in accordance with the State Government Code and issues quarterly Treasurer's Reports.

IV. TIME REQUIREMENTS

A. Proposal Calendar

The following is a list of key dates up to, and including, the date proposals are to be submitted:

<u>Date</u>	<u>Activity</u>
February 10, 2016	Request for Proposal approved and issued
March 2, 2016	Due date for proposals (due by 5:00 p.m.)
March 21-24, 2016	Oral Interviews (conducted at City's discretion)
April 13, 2016	Contract awarded by City Council

B. Date Audit May Commence

Audit planning, including all necessary planning for the implementation of GASB 34, documentation of systems of internal control, and compliance and transaction testing should be completed during interim stage. It is expected the City will close its books and be ready for the FY 2015-2016 final audit by September 30, 2016. Audit planning, interim work may commence as soon as practicable after award of contract. ***A detailed Audit Plan and a list of all schedules to be prepared by the City shall be provided to the City no later than June 30, 2016.***



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

C. Entrance Conferences, Progress Reporting and Exit Conferences

An entrance conference or planning meeting shall be conducted prior to the start of fieldwork to discuss the interim work to be performed. This meeting will also be used to establish overall liaison for the audit and to make arrangements for work space and other needs of the auditor. At the conclusion of interim fieldwork, a progress conference shall be scheduled with the Interim Finance Director to summarize the results of the interim audit work, including the preliminary review of key internal controls or other matters that were tested and to discuss year-end work to be performed. An exit conference shall be scheduled with the Interim Finance Director to summarize the results of final field work and to review significant findings.

D. Date Reports Are Due

It is anticipated that field work should be completed by October 27, 2016 with a draft financial report due by November 30. The auditor should be available for any meetings that may be necessary to discuss the draft audit reports. Once all issues of discussion are resolved, the completed CAFR, Single Audit report (if applicable) and other reports shall be delivered to the Interim Finance Director. It is anticipated that this process will be completed and ***the final products to be delivered by December 15, 2016.***

V. PROPOSAL REQUIREMENTS

A. General Requirements

1. Inquiries concerning the Request for Proposals and the subject of the Request for Proposals must be made to:

City of Eastvale
James R. Riley, Interim Finance Director, jriley@eastvaleca.gov or
Anna Montoya, Deputy Finance Director, amontoya@eastvaleca.gov
12363 Limonite Ave., Suite 910
Eastvale, CA 91752
(951) 361-0900

CONTACT WITH PERSONNEL OF THE CITY OTHER THAN THE ABOVE REGARDING THIS REQUEST FOR PROPOSALS MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.

2. Submission of Proposal. Five (5) copies of the Proposal shall be received at the City Hall office of the City of Eastvale by 5:00 p.m. on March 2, 2016 for the Proposal to be considered. The City will also accept electronic proposals at amontoya@eastvaleca.gov by 5:00 p.m. March 2, 2016.

The Proposal shall be addressed as follows:

City of Eastvale
James R. Riley, Interim Finance Director
12363 Limonite Ave., Suite 910
Eastvale, CA 91752



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
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3. Insurance Certificates denoting current General Liability, Worker's Compensation, Automobile Liability and Professional Liability coverage shall be submitted as an attachment to the Proposal. The selected firm will be required to obtain appropriate Additional Insured endorsements for applicable policies.

B. Format for Technical Proposal

1. Title Page showing the request for proposals subject; the firm's name; the name, address and telephone number of the contact person; and the date of the proposal.
2. Table of Contents identifying the materials submitted by section and page number. Cross referencing to section and page number in the RFP would be helpful.
3. Signed Transmittal Letter briefly stating the Proposer's understanding of the work to be done; the commitment to perform the work within the time period; and the name(s) of the person(s) authorized to represent the Proposer, title, address, and telephone number. The letter shall also confirm the maximum term of time from submittal that the proposed cost elements are irrevocable.
4. Detailed Proposal following the order set forth in Section C below.

C. Contents of Technical Proposal

Proposals should be brief, specific, and not to exceed twenty (20) pages.

1. Firm Qualification and Experience
The proposal should state the size of the firm, the size of the firm's governmental audit staff, and the location of the office from which the work on this engagement is to be performed. The firm is also required to submit a copy of the report on its most recent external quality control review, with a statement whether that quality control review included a review of specific government engagements. The firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations.
2. Partner, Supervisory and Staff Qualifications and Experience for this Engagement
The firm should identify the specific partner who will oversee this engagement; the responsibility levels of specific staff members assigned to the engagement, and indicate whether each such person is licensed to practice as a certified public accountant in California. The firm also should provide information on the governmental auditing experience of each person.
3. Similar Engagements With Other Government Entities
List the most significant engagements performed in the last two (2) years that are most similar to the engagement described in this request for proposal. Indicate the



CITY OF EASTVALE
Request For Proposals
Professional Auditing Services
February 10, 2016

names and telephone numbers of principal client contacts as professional references using Attachment A of this RFP.

4. Standard check list / provided by clients (PBC) lists for interim and final audits
These lists should be provided as attachments to the proposal.
5. Proposer's Approach to the Examination
Proposer should submit a general approach to the audit. The approach should include major areas to be reviewed, philosophy or approach to conducting the audit, as well as proposer's ideas for maintaining open communications with the client.
6. Time Line
Submit a work plan to accomplish the scope of the audit. The work plan should include time estimates for each significant segment of the work and the level of staff to be assigned. Where possible, individuals should be named and their titles provided. As the proposals are to be responsive to the requirements for a single audit, the audit work plan should cover what audit work will be accomplished to allow the auditor to render:
 - a. An unmodified opinion report on the financial statements.
 - b. A report on the study and evaluations of internal controls.
 - c. Reporting on the organization's control system to assure compliance and whether the organization has complied with laws and regulations that may have an effect on the City.

Unless otherwise agreed to in advance, the following **key dates** will be targeted by auditor firm:

Preliminary/Interim Audit	End of May
Start Final Audit	Early October
Completion of audit field work	Mid October
Submit to Finance Director draft report	End of November
Final printed copies of all reports delivered to City	Mid-December
Reports on the City Council agenda/consent calendar	First meeting in January

NO DOLLAR AMOUNTS SHOULD BE INCLUDED IN THE TECHNICAL PROPOSAL.

D. Contents of Cost Proposal

1. Total All-Inclusive Maximum Price
The cost proposal shall contain all pricing information relative to performing the audit engagement as described in this request for proposals. The total all-inclusive maximum price to be proposed is to contain all direct and indirect costs including all out-of-pocket expenses.



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The City will not be responsible for expenses incurred in preparing and submitting the technical proposal or the sealed dollar cost bid. Such costs should not be included in the proposal.

The cost proposal shall be submitted in the format provided in Attachment A, "AUDIT WORK COST PROPOSAL FORM" and Attachment B, "ESTIMATE OF COST."

2. Manner of Payment

Progress payment will be made on the basis of hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's proposal. Interim billings shall cover a period of not less than a calendar month.

VII. EVALUATION PROCEDURES

Proposals will be evaluated using three (3) sets of criteria. Firms meeting the mandatory criteria will have their proposals evaluated and scored for both technical qualifications and price. The following represent the principal selection criteria, which will be considered during the evaluation process.

A. Mandatory Elements

1. The audit firm is independent and licensed to practice in California.
2. The firm has no conflict of interest with regard to any of the work performed by the firm for the City.
3. The firm adheres to the instructions in this request for proposals on preparing and submitting the proposal.
4. The firm submits a copy of its last external quality control review report and the firm has a record of quality audit work.
5. The firm's past experience and performance on comparable government engagements.
6. The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation.
7. Adequacy of proposed staffing plan for various segments of the engagement.
8. Thoroughness of approach to conducting the audit of the City and demonstration of the understanding of the objectives and scope of the audit.
9. Commitment to timeliness in the conduct of the audit.
10. Maximum fees to conduct the audit.

B. Technical Qualifications

1. Expertise and Experience and knowledge of GASB Pronouncements and activities.



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- a. The firm's past experience and performance on comparable government engagements, including Single Audit, and special audits/financial reviews.
 - b. The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation.
2. Audit Approach
- a. Adequacy of proposed staffing plan for various segments of the engagement.
 - b. Adequacy of sampling techniques.
 - c. Adequacy of analytical procedures.
 - d. Types of assistance expected from City staff.
 - e. Anticipated completion date of field work, financial statements, audit reports, and recommendations to management.
3. Cost – Cost will not be the primary factor in the selection of an audit firm.

C. Right to Reject Proposal

The City reserves the right without prejudice to reject any or all proposals submitted.

Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposal unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City and the firm selected.

There is no expressed or implied obligation for the City to reimburse responding firms for any expenses incurred in preparing proposals in response to this request. The City reserves the right to retain all proposals submitted and use any concept in a proposal regardless of whether that proposal is selected.

During the evaluation process, the City reserves the right, where it may serve the City's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions.



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Attachment A
AUDIT WORK COST PROPOSAL FORM

Service	2015-2016	2016-2017	2017-2018
City Audit and Related Reports	\$	\$	\$
GANN Limit Review Reports	\$	\$	\$
Total for Fiscal Year (not-to exceed)	\$	\$	\$



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Attachment B
ESTIMATE OF COST

Name of Firm: _____

Address: _____

Contact Name: _____

Contact Phone #: _____ Fax #: _____

Contact Email: _____

Auditors Standard Hourly Billing Rates			
POSITION	2015-2016	2016-2017	2017-2018
Partner	\$	\$	\$
Manager	\$	\$	\$
Senior Accountant	\$	\$	\$
Staff Accountant	\$	\$	\$
Clerical	\$	\$	\$

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[Eadie & Payne LLP, CPAs](#)

Auditors, Accounting Services

Eden Casareno, Partner

ecasareno@eadiepaynellp.com

1839 W. Redlands Blvd.
Redlands, CA 92373
(909) 793-2406

[Kevin W. Harper CPA & Associates](#)

Accounting Services, Auditors, Miscellaneous
Financial Services, Assessment & Special Dist.
Consulting

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(510) 593-5037

[Lance, Soll & Lunghard, CPA's LLP](#)

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[Macias, Gini & O'Connell LLP](#)

Assessment & Special Dist. Consulting,
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Consulting

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(530) 219-5480

[Mann, Urrutia, Nelson, CPAs](#)

Auditors, Accounting Services, GASB 34

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(916) 929-0540

[Maze & Associates](#)

Auditors, Accounting Services, GASB 34,
Technology: Consulting

David Alvey, Vice President

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(925) 930-0902

[McGladrey](#)

Auditors

Noah Daniels, Assurance Manager

noah.daniels@mcgladrey.com

18401 Von Karman, 5th Floor
Irvine, CA 92612
(949) 255-6534

[Municipal Auditing Services, LLC](#)

Revenue Management, Miscellaneous
Financial Services, Auditors, Revenue
Enhancement

Kevin Weigant, COO

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[Price, Paige & Company](#)

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(559) 299-9540

[Rogers, Anderson, Malody & Scott, LLP](#)

Auditors, Accounting Services

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smanno@ramscpa.net

Brad Welebir, Director

bwelebir@ramscpa.net

735 E. Carnegie Dr., Ste 100
San Bernardino, CA 92408
(909) 889-0871

[Teaman, Ramirez & Smith, Inc.](#)

Accounting Services, Auditors

Richard Teaman, Partner

rteaman@trscpas.com

4201 Brockton Avenue, Suite 100
Riverside, CA 92501
(951) 274-9500

[Van Lant & Fankhanel, LLP](#)

Auditors, Accounting Services

Greg Fankhanel, Partner

gfankhanel@vlfcpa.com

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(909) 856-6879

[Vavrinek Trine Day & Co., LLP](#)

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