

CITY OF INDUSTRY

CIVIC CENTER
DESIGN & DEVELOPMENT
ADVISORY COMMITTEE
REGULAR MEETING
AGENDA



Chair Michael Greubel
Vice Chair Mark Radecki
Committee Member Bing Hyun
Committee Member Steve Marcucci
Committee Member Manuel Perez

JULY 12, 2022
9:30 A.M.

Location: City Hall, Large Conference Room, 15625 Mayor Dave Way,
City of Industry, CA 91744

Addressing the Committee:

- **Agenda Items:** Members of the public may address the Civic Center Design & Development Advisory Committee on any matter listed on the Agenda. In order to conduct a timely meeting, there will be a three-minute time limit per person for any matter listed on the Agenda.
- **Public Comments (Non-Agenda Items Only):** Anyone wishing to address the Civic Center Design & Development Advisory Committee on an item not on the Agenda may do so during the "Public Comments" period. In order to conduct a timely meeting, there will be a three-minute time limit per person for the Public Comments portion of the Agenda. State law prohibits the CCDDAC from taking action on a specific item unless it appears on the posted Agenda.

Americans with Disabilities Act:

- **In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Civic Center Design & Development Advisory Committee meeting (including assisted listening devices), please contact the City Clerk's Office at (626) 333-2211 by 2:00 p.m. on Monday, July 11, 2022, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.**

Agendas and other writings:

In compliance with Government Code Section 54957.5(b), staff reports and other public records permissible for disclosure related to open session agenda items are available at City Hall, 15625 Mayor Dave Way, City of Industry, California, at the office of the City Clerk of the City Council during regular business hours, Monday through Thursday, 8:00 a.m. to 5:00 p.m., Fridays 8:00 a.m. to 4:00 pm. City Hall doors are closed between 12:00 p.m. to 1:00 p.m. each day. Any person with a question concerning any agenda item may call the City Clerk's Office at (626) 333-2211.

1. Call to Order
2. Flag Salute
3. Roll Call
4. Public Comments

5. **ACTION ITEMS**

5.1 Consideration of the meeting minutes for the June 7, 2022 regular meeting

RECOMMENDED ACTION: Approve as submitted.

5.2 Consideration of draft scope of work for architectural style and urban design guideline services

RECOMMENDED ACTION: Discuss and provide direction to Staff.

5.3 Discussion of City of Industry Gymnasium and Multi-Purpose Facility architectural design and aesthetics

RECOMMENDED ACTION: Discuss and provide direction to Staff.

6. **CITY MANAGER REPORTS**

7. **COMMITTEE MEMBER COMMUNICATIONS**

8. Adjournment. The next regular Civic Center Design & Development Advisory Committee Meeting is Tuesday, August 9, 2022, at 9:30 a.m.

CIVIC CENTER DESIGN & DEVELOPMENT ADVISORY COMMITTEE

ITEM NO. 5.1

CIVIC CENTER DESIGN & DEVELOPMENT
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CALL TO ORDER

The Regular Meeting of the Civic Center Design & Development Advisory Committee of the City of Industry, California, was called to order by Chair Michael Greubel at 9:36 a.m., in the City Hall Large Conference Room, 15625 Mayor Dave Way, City of Industry, California.

FLAG SALUTE

The flag salute was led by Chair Michael Greubel.

ROLL CALL

PRESENT: Michael Greubel, Chair
Mark Radecki, Vice Chair
Bing Hyun, Committee Member
Steve Marcucci, Committee Member
Manuel Perez, Committee Member

STAFF PRESENT: Josh Nelson, City Manager; Kathy Tai, Development Services Manager; Yamini Pathak, Director of Finance; Elise Calvo, Treasurer; James M. Casso, City Attorney; (remote), and Julie Robles, Secretary.

PUBLIC COMMENTS

There were no public comments.

ACTION ITEMS

5.1 CONSIDERATION OF THE MEETING MINUTES FOR THE MAY 4, 2022 SPECIAL MEETING

RECOMMENDED ACTION:

Approve as submitted.

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MOTION BY CHAIR GREUBEL, AND SECOND BY VICE CHAIR RADECKI TO APPROVE AS SUBMITTED. MOTION CARRIED 5-0, BY THE FOLLOWING VOTE:

AYES:	COMMITTEE MEMBERS:	HYUN, MARCUCCI, PEREZ, VC/RADECKI, C/GREUBEL
NOES:	COMMITTEE MEMBERS:	NONE
ABSENT	COMMITTEE MEMBERS:	NONE
ABSTAIN	COMMITTEE MEMBERS:	NONE

5.2 DISCUSSION AND CONSIDERATION OF A VISION STATEMENT FOR THE CIVIC CENTER

RECOMMENDED ACTION:
Staff.

Discuss and provide direction to

Conversation ensued regarding the scope of work, and it was decided that staff was to provide a draft scope of work for architectural style and urban design guideline services and bring back to the next meeting for discussion. Also, the idea of bringing in an Architect/Consultant to provide direction and ideas to which the team may not have thought of.

CITY MANAGER REPORTS

City Manager Josh Nelson mentioned that Priceless Pets is in Plan Check now and that he would be speaking with the YAL regarding projects currently going on.

COMMITTEE MEMBER COMMUNICATIONS

There were none.

ADJOURNMENT

There being no further business, the City Council adjourned at 10:43 a.m.

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MICHAEL GREUBEL
CHAIR

JULIE ROBLES
SECRETARY

CIVIC CENTER DESIGN & DEVELOPMENT ADVISORY COMMITTEE

ITEM NO. 5.2



CIVIC CENTER DESIGN & DEVELOPMENT ADVISORY COMMITTEE

MEMORANDUM

TO: Honorable Chairman Greubel and Members of the Committee

FROM: Joshua Nelson, City Manager *gn*

STAFF: Kathy Tai, Development Services Manager *KT*

DATE: July 12, 2022

SUBJECT: Consideration of draft scope of work for architectural style and urban design guideline services

Background:

At the June 7, 2022 Civic Center Design & Development Advisory Committee ("CCDDAC") meeting, the Committee directed staff to draft a scope of work for architectural style and urban design of the Civic Center and related services.

Discussion:

Staff drafted a scope of work that can be incorporated into the City's standard Request for Proposal ("RFP"). The scope of work is as follows:

1. Assist with creating a mission statement for the City of Industry Civic Center.
2. Assist the City with the selection of an architectural style and development of urban design guidelines. The proposer must demonstrate knowledge of both architecture and construction costs, and experience in preparing guidelines.
3. With the assistance of the City, preparation of a land use plan, with use categories. The proposer must have experience in similar setting.
4. With the assistance of the City, preparation of a public improvement plan. The proposer must have experience with streets, landscaping/medians, light standards, bus benches, trash cans, street treatment, public art/statues/signs, or similar public improvements.

If the scope is approved by CCDDAC, Staff will present the scope to the City Council and request authorization to issue a RFP to procure said services. CCDDAC will be an integral part of the procurement process, but the City Council has the sole authority to award the

proposed contract, and may also amend the scope of services.

Fiscal Impact:

Approval of the proposed scope of work and issuance of a RFP poses no fiscal impact. However, if a contract is awarded, the contract's not-to-exceed amount may need to be appropriated from the City's General Fund into the appropriate expense account code. Additionally, future costs should be anticipated and will fiscally impact the City's General Fund as the development of the Civic Center is explored.

Recommendation:

- 1.) Staff recommends that the CCDDAC approve the scope of work for architectural style and urban design of the Civic Center.

JN/BH:kt

CIVIC CENTER DESIGN & DEVELOPMENT ADVISORY COMMITTEE

ITEM NO. 5.3

Verbal Discussion – No Back-up Material