



**CITY OF VALLEJO
BEAUTIFICATION ADVISORY
AND
CODE ENFORCEMENT COMMISSION**

SPECIAL MEETING AGENDA

August 22, 2011

7:00 p.m.

**CITY COUNCIL CHAMBERS
City Hall, 555 Santa Clara Street, 2nd Floor**

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Commission will be available for public inspection at the Public Works Department, 555 Santa Clara Street, Vallejo, CA at the same time that the public records are distributed or made available to the Commission. Such documents may also be available on the City of Vallejo website at <http://www.ci.vallejo.ca.us> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-3414, TDD (707) 649-3562.

	Vallejo City Council Chambers is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.
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NOTICE: Members of the public shall have the opportunity to address the Commission concerning any item listed on the agenda before or during consideration of that item. No other items may be discussed at this special meeting.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. ADMINISTRATION OF OATH OF OFFICE TO NEWLY APPOINTED COMMISSIONERS

5. COMMISSION TRAINING

Provided by John Nagel, Assistant City Attorney and Dawn Abrahamson, City Clerk. If desired, the Commission may rearrange the order of the items on the agenda. Pursuant to the Brown Act, the Commission may not add any items for action and may only discuss items that are on the agenda.

6. OPEN DISCUSSION:

- a. Election of Officers (Chairman, Vice-Chairman, Secretary, and Treasurer)
- b. Establish a committee to make recommendations to the Commission concerning the adoption of Commission operating procedures and rules
- c. Establish Regular Meeting schedule
Recommendation: By motion, designate the last Monday of each month as the established regular meeting schedule at 7:00 p.m. as the scheduled time.
- d. Discuss Committee establishment, structure, primary focus, and formation.

7. LIAISON COMMENTS: Stephanie Gomes, Councilmember

8. STAFF COMMENTS: James Nichols, AMS Grounds & LMD

9. ANNOUNCEMENTS

10. ADJOURNMENT