

ADMINISTRATIVE EXEMPTION and TRADE, TRAVEL AND TOURISM COMMITTEE REPORT relative to five proposed agreements between the Port of Los Angeles (POLA) and Dorothea Diemer-Kovacevich DBA DDK Communications (Agreement No. 25-10114), Full Vision Productions, LLC (Agreement No. 25-10115), Natalie Shore Peterson (Agreement No. 25-10116), California Reservoir, LLC (Agreement No. 25-10117), Simply Media Now, LLC (Agreement No. 25-10118) for as-needed professional writing, presentation coaching, and video production support services.

Recommendations for Council action:

1. CONCUR with the determination by the Board of Harbor Commissioners (BOHC) that this action is administratively exempt from the California Environmental Quality Act (CEQA) pursuant to Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.
2. APPROVE Port of Los Angeles (POLA) Resolution No. 25-10545 authorizing Agreement 25-10114 with Dorothea Diemer-Kovacevich dba DDK Communications, Agreement 25-10115 with Full Vision Productions, LLC, Agreement 25-10116 with Natalie Shore Peterson, Agreement 25-10117 with California Reservoir LLC, and Agreement 25-10118 with Simply Media Now, LLC.
3. AUTHORIZE the Executive Director, Harbor Department, or designee, to execute the five proposed agreements, already approved as to form by the City Attorney.

Fiscal Impact Statement: The City Administrative Officer reports that approval of the proposed five separate Agreements to provide as-needed services for professional writing, presentation coaching, and video production will result in costs to the Harbor Department in an amount not-to-exceed \$175,000 per year, or \$875,000 over a five-year term, should all renewal options be exercised. The Agreements are for a term of three years with one two-year renewal option each. Fiscal Year 2025-26 funding in the amount of \$175,000 has been requested to be budgeted in Account 544160 (Miscellaneous Professional Services), Division 20300 (Media Relations), Project P60000006. Funding for future years will be requested as part of the annual budget adoption process. If any subsequent fiscal year funds are not appropriated by the Board, the Agreements shall be terminated. The recommendations in this report and proposed actions comply with the Harbor Department's Financial Policies. There is no impact on the City's General Fund.

Community Impact Statement: None submitted

SUMMARY

At the meeting held on August 12, 2025, your Trade, Travel and Tourism Committee considered a BOHC report relative to five proposed agreements between the Port of Los Angeles (POLA) and Dorothea Diemer-Kovacevich DBA DDK Communications (Agreement No. 25-10114), Full Vision Productions, LLC (Agreement No. 25-10115), Natalie Shore Peterson (Agreement No. 25-10116), California Reservoir, LLC (Agreement No. 25-10117), Simply Media Now, LLC (Agreement No. 25-10118) for as-needed professional writing, presentation coaching, and video production support services.

After an opportunity for public comment, the Committee moved to approve the recommendations stated in the BOHC report, as detailed above. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

Trade, Travel and Tourism Committee

<u>Member</u>	<u>VOTE</u>
PARK:	YES
McOSKER:	YES
RODRIGUEZ:	YES