



**CITY OF SOUTH PASADENA
CITY COUNCIL CLOSED SESSION
SPECIAL MEETING AGENDA**

**City Manager's Conference Room, Second Floor, City Hall
1414 Mission Street, South Pasadena, CA 91030**

Wednesday, June 7, 2017, at 6:30 p.m.

*The public may comment on Closed Session items prior to the City Council recessing to Closed Session.
In order to address the City Council on Closed Session items, please complete a Public Comment Card.
Time allotted per speaker: 3 minutes. The City Council will convene in Open Session at 7:30 p.m.*

CALL TO ORDER: Mayor Michael A. Cacciotti

ROLL CALL: Councilmembers Robert S. Joe, Marina Khubesrian, M.D.,
Diana Mahmud; Mayor Pro Tem Richard D. Schneider, M.D.;
and Mayor Michael A. Cacciotti

PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS ONLY

(Time limit is three minutes per person)

The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Chief City Clerk prior to the meeting. Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda (Government Code Section 54954.2).

CLOSED SESSION AGENDA ITEMS

A. Initiation of Litigation

CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION, Pursuant to
Government Code Section 54956.9 (d)(4):

Number of Cases: 1

B. Labor Negotiations

CONFERENCE WITH LEGAL COUNSEL – LABOR NEGOTIATIONS, Pursuant to Government Code Section 54957.6:

City Negotiators: City Manager Elaine Aguilar, Human Resources Manager Mariam Lee Ko, City Attorney Teresa L. Highsmith, and Attorney Steve Berliner

Represented Employee Organizations: Firefighters’ Association (FFA)
Police Officers’ Association (POA)
Public Service Employees’ Association (PSEA) Full Time Unit
PSEA– Part Time Unit

Unrepresented Employees: Management Employees

C. Anticipated Litigation


CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, Pursuant to Government Code Section 54956.9(d)(2):

Number of Anticipated Cases: 1

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s website as required by law.

06/06/2017

Date


Desiree Jimenez,
Deputy City Clerk



**CITY OF SOUTH PASADENA
CITY COUNCIL REGULAR MEETING AGENDA**

**Amedee O. “Dick” Richards, Jr. Council Chamber
1424 Mission Street, South Pasadena, CA 91030**

Wednesday, June 7, 2017, at 7:30 p.m.

*In order to address the City Council, please complete a Public Comment Card.
Time allotted per speaker is three minutes.
No agenda item may be taken after 11:00 p.m.*

- CALL TO ORDER:** Mayor Michael A. Cacciotti
- ROLL CALL:** Councilmembers Robert S. Joe, Marina Khubesrian, M.D., Diana Mahmud; Mayor Pro Tem Richard D. Schneider, M.D.; and Mayor Michael A. Cacciotti
- INVOCATION:** Councilmember Mahmud
**In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.*
- PLEDGE OF ALLEGIANCE:** Councilmember Mahmud
- 1. CLOSED SESSION ANNOUNCEMENTS:** A Closed Session Agenda has been posted separately

PRESENTATIONS

- Presentation by the Pasadena Humane Society on Available Animal Adoptions**
- Presentation by BikeSGV Regarding the 2017 626 Golden Streets Festival**

COMMISSION APPOINTMENTS

4. Commission Appointment

Recommendation

Appoint John Lesak to the Cultural Heritage Commission for a full three-year term ending December 31, 2019.

COMMUNICATIONS

5. Councilmembers Communications

Time allotted per Councilmember is three minutes. Additional time will be allotted at the end of the City Council Meeting agenda, if necessary.

6. City Manager Communications

7. Reordering of and Additions to the Agenda

PUBLIC COMMENTS AND SUGGESTIONS
(Time limit is three minutes per person)
The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Chief City Clerk prior to the meeting. At this time, the public may address the City Council on items that are not on the agenda. Pursuant to state law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR
In order to address the City Council, please complete a Public Comment card. Time allotted per speaker is three minutes. Items listed under the consent calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless an audience member or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

CONSENT CALENDAR

8. Prepaid Warrants, General City Warrants, and Payrolls

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 198401 through 198495 in the amount of \$853,052.55; General City Warrants Nos. 198496 through 198684 in the amount of \$1,419,272.21; Payroll dated May 19, 2017 in the amount of \$475,414.62 and Payroll dated June 2, 2017 in the amount of \$439,794.60; Seated as the Successor Agency to the Community Redevelopment Agency, approve the Redevelopment Successor Agency Prepaid Warrants in the amount of \$382.50 (included in the above totals).

9. Second Reading and Adoption of Ordinance to Add Section 5.22-2 To Article I Of Chapter 5, (Animals and Fowl) and Amending Sections 5-22.1 (Mistreating Baby Fowl or Rabbits) of Chapters 5 (Animals and Fowl) Of The South Pasadena Municipal Code To Prohibit The Sale Of Commercially Bred Dogs, Cats, and Rabbits In Pet Stores, Retail Businesses, or Other Commercial Establishments In South Pasadena

Recommendation

Adopt an ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, adding Section 5.22-2 to Article I of Chapter 5 (Animals and Fowl) and amending Section 5-22.1 (Mistreating Baby Fowl or Rabbits) of Chapter 5 (Animals and Fowl) of the South Pasadena Municipal Code to prohibit the sale of commercially bred dogs, cats, and rabbits in pet stores, retail businesses, or other commercial establishments in South Pasadena.”

10. Adoption of a Resolution Approving a Grant Application for the Arroyo Seco Bicycle and Pedestrian Trail from the California Climate Investments’ Urban Greening Grant Program as a Pre-Requisite for the Grant Submittal

Recommendation

1. Adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, approving the application for grant funds for California Climate Investments Urban Greening Grant Program.”
2. Authorize the City Manager or their designee to sign the application and all related grant documents.

11. Adoption of a Resolution Determining and Establishing an Appropriations Limit for Fiscal Year 2017-18 in Accordance with Article XIII B of the California Constitution

Recommendation

1. Choose the Los Angeles County population growth as the population adjustment factor for the Fiscal Year 2017-18 Appropriations Limit.
2. Choose the California per capita income as the price adjustment factor for the FY 2017-18 Appropriations Limit.
3. Adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, determining and establishing an Appropriations Limit for Fiscal Year 2017-18 in accordance with Article XIII B of the California Constitution and Government Code Section 7910.”

12. Acceptance of Project Completion, Authorization to File a Notice of Completion for the Demonstration Garden, and Authorization to Release Retention Payment to Cerco Engineering

Recommendation

1. Accept the Demonstration Garden as complete and authorize the issuance of a Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.
2. Authorize release of retention payment to Cerco Engineering in the amount of \$5,422.

13. Acceptance of Project Completion, Authorization to File a Notice of Completion for the Monterey Road Improvement Project, and Authorization to Release Retention Payment to Vido Samarzich Inc.

Recommendation

1. Accept the Monterey Road Improvement Project as complete and authorize the issuance of a Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.
2. Authorize release of retention payment to Vido Samarzich Inc., in the amount of \$59,102.

14. Acceptance of Project Completion and Authorization to File a Notice of Completion for FY 2016-17 CDBG Sidewalk Replacement and ADA Access Ramp Project and Authorization to Release Retention Payment to CJ Concrete Construction, Inc.

Recommendation

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the Fiscal Year 2016-17 Community Development Block Grant Sidewalk Replacement and ADA Access Ramp Project.
2. Authorize release of retention payment to CJ Concrete Construction Inc., in the amount of \$12,396.15.

15. Adoption of Resolution Authorizing Signatories on City Bank Accounts and Related Banking Documents

Recommendation

Adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, authorizing investment of monies in the Local Agency Investment Fund.”

16. Resolution Approving the Application for Grant Funds for the Environmental Enhancement Mitigation Program Under Section 164.56 of the Streets and Highways Code for the South Pasadena Urban Reforestation Project

Recommendation

1. Adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, approving the application for grant funds for the Environmental Enhancement and Mitigation Program.”
2. Authorize the City Manager or their designee to sign the application and all related grant documents.

17. Award of Contract with Castlerock Environmental, Inc., for the Interior Construction and Rehabilitation of the Eddie Park House

Recommendation

1. Accept price quote dated May 24, 2017, from Castlerock Environmental, Inc., for the interior construction and rehabilitation of the Eddie Park House.
2. Authorize the City Manager to enter into a contract with Contractor for a not-to-exceed amount of \$75,551.
3. Approve an appropriation in the amount of \$47,498 from Account No. 105-8031-8170 for the remaining balance including a 10% contingency.
4. Reject all other bids.

18. Award of Contract to Sully-Miller Contracting Company for the Construction of the Arroyo Seco Pedestrian and Bicycle Trail

Recommendation

1. Accept a bid dated May 16, 2017, from Sully-Miller Contracting Company for the construction of the Arroyo Seco Pedestrian and Bicycle Trail.
2. Authorize the City Manager to execute an agreement with Sully-Miller Contracting Company for the amount of \$2,086,255.49.
3. Appropriate a sum of \$380,000 of the State Transportation Program Local Fund for the Project.
4. Direct staff to initiate value engineering prior to the start of construction optimizing the use of available grant funds and return to the City Council with a request for supplemental funding, if necessary.
5. Reject all other bids.

19. Award of a Professional Services Agreement with GK and Associates for Construction Management and Inspection for the Arroyo Seco Pedestrian and Bicycle Trail

Recommendation

1. Accept a proposal dated May 16, 2017, from GK and Associates for Construction Management and Inspection for the Arroyo Seco Pedestrian and Bicycle Trail.
2. Authorize the City Manager to execute an agreement with GK and Associates for a not-to-exceed amount of \$99,765.
3. Reject all other proposals received.

20. Approval of a Letter to the Los Angeles County Metropolitan Transportation Authority Regarding Vote on the State Route 710 North Extension Project

Recommendation

Approve a letter to the Los Angeles County Metropolitan Transportation Authority regarding their vote on the State Route 710 North Extension Project.

PUBLIC HEARING

21. Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District for Fiscal Year 2017-18

Recommendation

Adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, confirming the Fiscal Year 2017-18 annual levy and collection of assessments certain maintenance in an existing district pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California.”

22. First Reading and Introduction of an Ordinance Amending South Pasadena Municipal Code Prohibiting Marijuana Businesses and Allowing for the Regulation of Cultivation for Personal Use

Recommendation

Read by title only for the first reading, waive further reading, and introduce an ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, prohibiting marijuana businesses, and regulating the cultivation of marijuana for personal use.”

23. Approval of a Resolution Adopting the Fiscal Year 2017-18 Budget

Recommendation

Approve a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, adopting the Fiscal Year 2017-18 Budget.”

ACTION/DISCUSSION

24. Establishment of an Ad Hoc Advisory Committee for the Proposed Water and Sewer Rates

Recommendation

Form an Ad Hoc Advisory Committee to review and recommend the proposed water and sewer rates.

25. Approval of City Memberships to Regional, State, and National Organizations

Recommendation

Approve the City’s membership in various regional, state, and national organizations for the Fiscal Year 2017-18.

REPORTS

26. Update on the Council Ad Hoc Rent Stabilization Committee

Recommendation

Provide direction regarding a recommendation for strengthening the City’s outreach and mediation services available to renters and landlords.

COUNCILMEMBERS COMMUNICATIONS (continued)

ADJOURNMENT

**FUTURE CITY COUNCIL MEETINGS
(OPEN SESSION)**

June 21, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
July 5, 2017	CANCELLED		
July 19, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.
August 2, 2017	CANCELLED		
August 16, 2017	Regular City Council Meeting	Council Chamber	7:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Prior to meetings, City Council Meeting agenda packets are available at the following locations:

- City Clerk’s Division, City Hall, 1414 Mission Street, South Pasadena, CA 91030;
- South Pasadena Public Library, 1100 Oxley Street, South Pasadena, CA 91030; and
- City website: www.southpasadenaca.gov/agendas

Agenda related documents provided to the City Council are available for public inspection in the City Clerk’s Division, and on the City’s website at www.southpasadenaca.gov/agendas. During the meeting, these documents will be available for inspection as part of the “Reference Binder” kept in rear of the City Council Chamber.

Regular meetings are broadcast live on Time-Warner Cable Channel 19 and AT&T Channel 99. Meetings are also streamed live via the internet at www.southpasadenaca.gov/agendas.

AGENDA NOTIFICATION SUBSCRIPTION

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk’s Division at (626) 403-7230.

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

06/01/2017
Date



Desiree Jimenez,
Deputy City Clerk



City of South Pasadena
Office of the Mayor

Memo

Date: June 7, 2017
To: The Honorable City Council
From: Mayor Michael A. Cacciotti *NS for MAC*
Re: Appointment to the Cultural Heritage Commission

With the City Council concurrence at the June 7, 2017 City Council Meeting, I propose to appoint the following to a full three-year term ending December 31, 2019:

- **John Lesak to the Cultural Heritage Commission**

Applications are on file at the City Clerk's Office, at City Hall, 2nd floor, 1414 Mission Street, South Pasadena, CA 91030.

Thank you.

AGENDA ITEM 4

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**City of South Pasadena/
Redevelopment Successor Agency/
Public Financing Authority
Agenda Report**

*Michael A. Cacciotti, Mayor/Agency Chair
Richard D. Schneider, M.D., Mayor Pro Tem/Agency Vice Chair
Robert S. Joe, Council/Agency Member
Marina Khubesrian, M.D., Council/Agency Member
Diana Mahmud, Council/Agency Member

Evelyn G. Zneimer, City Clerk/Agency Secretary
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: June 7, 2017
 TO: Honorable Mayor and City Council
 VIA: Elaine Aguilar, Interim City Manager *EA*
 FROM: David Batt, Finance Director *DB*
 SUBJECT: **Approval of Prepaid Warrants in the Amount of \$853,435.05,
 General City Warrants in the Amount of \$1,419,272.21 and Payroll
 in the Amount of \$915,209.22**

Recommendation

It is recommended that the City Council approve the Warrants as presented.

Fiscal Impact

Prepaid Warrants:		
Warrant # 198401 – 198495		\$ 853,052.55
General City Warrants:		
Warrant # 198496 – 198684		\$ 1,419,272.21
Payroll 05-19-17		\$ 475,414.62
Payroll 06-02-17		\$ 439,794.60
RSA:		
Prepaid Warrants		\$ 382.50
General City Warrants		
Payroll 05-19-17		\$
Payroll 06-02-17		\$
Total		<u>\$ 3,187,916.48</u>

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

AGENDA ITEM 8

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 05-19-17 and Payroll 06-02-17
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

ATTACHMENT 2
Prepaid Warrant List

Voided Checks	
196502	\$344.80
198182	\$7,175.60
198268	\$800.00
198352	\$109.39

Accounts Payable

Check Detail

User: mfestejo
 Printed: 06/01/2017 - 12:59PM



Check Number	Check Date		Amount
ABCO6710 - ABCO Electric Motors Inc. Line Item Account			
198401	05/11/2017		
Inv	4050		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/02/2017	CNG Station Compressor Motor Bearing Replacement	205-8030-8025-8100-000	499.44
Inv 4050 Total			499.44
198401 Total:			499.44
ABCO6710 - ABCO Electric Motors Inc. Total:			499.44
KRAV3010 - Aceves, Karen Line Item Account			
198457	05/23/2017		
Inv	5/4-5/6/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Reimb. SCAG 2017 Regional Conference Hotel & Mileage Expense	101-3010-3011-8090-000	387.60
Inv 5/4-5/6/17 Total			387.60
198457 Total:			387.60
KRAV3010 - Aceves, Karen Total:			387.60
ATGC8530 - Acorn Technology Corp. Line Item Account			
198402	05/11/2017		
Inv	22535		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Managed IT Monitoring	101-3010-3032-8170-000	697.50
Inv 22535 Total			697.50
Inv 22535*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Adjustment	101-3010-3032-8170-000	502.50
Inv 22535* Total			502.50
Inv 22535**			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
04/01/2017	IT Services 3/17 - IT Purchases	101-3010-3032-8530-000	149.97
Inv 22535** Total			149.97
Inv 22535-1597			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Pentamation Project	101-3010-3032-8170-000	140.00
Inv 22535-1597 Total			140.00
Inv 22535-1598			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - IT Users Group	101-3010-3032-8170-000	75.00
Inv 22535-1598 Total			75.00
Inv 22535-1599			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Police Open Ticket Report	101-4010-4011-8170-000	340.00
Inv 22535-1599 Total			340.00
Inv 22535-1601			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Squad Cars	101-4010-4011-8170-000	447.50
Inv 22535-1601 Total			447.50
Inv 22535-1603			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Adobe Software for PD	101-4010-4011-8170-000	187.50
Inv 22535-1603 Total			187.50
Inv 22535-1607			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Two Factors Authentication	101-4010-4011-8170-000	87.50
Inv 22535-1607 Total			87.50
Inv 22535-1608			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - EOC Workstation & KVM	101-4010-4011-8170-000	545.00
Inv 22535-1608 Total			545.00
Inv 22535-1609			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - CENIC Installation	101-8010-8011-8020-000	1,077.50
Inv 22535-1609 Total			1,077.50

Check Number Check Date Amount

Inv 22535-1610

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - Dispatch Upgrade	101-4010-4011-8170-000	997.50

Inv 22535-1610 Total 997.50

Inv 22535-1611

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - General - City	101-3010-3032-8170-000	7,247.50

Inv 22535-1611 Total 7,247.50

Inv 22535-1611*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2017	IT Services 3/17 - General - Police	101-4010-4011-8170-000	1,877.50

Inv 22535-1611* Total 1,877.50

198402 Total: 14,372.47

ATGC8530 - Acorn Technology Corp. Total: 14,372.47

AFLA7010 - AFLAC Line Item Account

198403 05/11/2017

Inv P/R/E 4/2/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/02/2017	Optional Ins. Apr-17	700-0000-0000-2255-000	1,159.79

Inv P/R/E 4/2/17 Total 1,159.79

198403 Total: 1,159.79

AFLA7010 - AFLAC Total: 1,159.79

AHWY2501 - Aleshire & Wynder LLP Line Item Account

198404 05/11/2017

Inv March 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Holy Family Church Specific Plan Svcs 3/17	101-2010-2501-8160-000	375.00

Inv March 2017 Total 375.00

198404 Total: 375.00

AHWY2501 - Aleshire & Wynder LLP Total: 375.00

AME0229 - Ameritas Line Item Account

Check Number	Check Date		Amount
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198485 06/01/2017

Inv P/R/E 5/28/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Vision Ins. Jun-17	700-0000-0000-2268-000	3,176.80

Inv P/R/E 5/28/17 Total 3,176.80

198485 Total: 3,176.80

AME0229 - Ameritas Total: 3,176.80

ARTI6601 - Artic Mechanical Inc. Line Item Account

198467 05/25/2017

Inv 140751-492

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/17/2016	A/C Preventative Maint. Svcs - Camp Med	101-6010-6601-8120-000	100.00

Inv 140751-492 Total 100.00

Inv 140751-495

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2016	A/C Preventative Maint. Svcs - Sr. Center	101-6010-6601-8120-000	200.00

Inv 140751-495 Total 200.00

Inv 140756-946

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/26/2016	A/C Preventative Maint. Svcs - Yard	101-6010-6601-8120-000	535.50

Inv 140756-946 Total 535.50

Inv 140759-270

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/27/2016	A/C Preventative Maint. Svcs - Garfield Scout House	101-6010-6601-8120-000	100.00

Inv 140759-270 Total 100.00

Inv 140759-274

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/31/2016	A/C Preventative Maint. Svcs - PD	101-6010-6601-8120-000	240.00

Inv 140759-274 Total 240.00

Inv 140760-171

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/27/2016	A/C Preventative Maint. Svcs - FD	101-6010-6601-8120-000	416.52

Inv 140760-171 Total 416.52

Check Number	Check Date		Amount
Inv	140768-883		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/30/2016	A/C Preventative Maint. Svcs - Council Chamber	101-6010-6601-8120-000	240.00
Inv 140768-883 Total			240.00
Inv	140768-884		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/30/2016	A/C Preventative Maint. Svcs - FD	101-6010-6601-8120-000	240.00
Inv 140768-884 Total			240.00
Inv	140768-885		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/28/2016	A/C Preventative Maint. Svcs - Garfield Scout House	101-6010-6601-8120-000	100.00
Inv 140768-885 Total			100.00
Inv	140768-888		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/30/2016	A/C Preventative Maint. Svcs - Camp Med	101-6010-6601-8120-000	100.00
Inv 140768-888 Total			100.00
Inv	140768-889		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/28/2016	A/C Preventative Maint. Svcs - PD	101-6010-6601-8120-000	240.00
Inv 140768-889 Total			240.00
Inv	140768-890		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/30/2016	A/C Preventative Maint. Svcs - Library	101-6010-6601-8120-000	200.00
Inv 140768-890 Total			200.00
Inv	140768-891		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/28/2016	A/C Preventative Maint. Svcs - Sr. Center	101-6010-6601-8120-000	200.00
Inv 140768-891 Total			200.00
Inv	140768-894		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/29/2016	A/C Preventative Maint. Svcs - WMB	101-6010-6601-8120-000	100.00
Inv 140768-894 Total			100.00
Inv	140769-757		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/30/2016	A/C Preventative Maint. Svcs - Water	101-6010-6601-8120-000	100.00

Check Number	Check Date	Amount
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Inv 140769-757 Total		100.00
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Inv 140773-126		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/28/2016	A/C Preventative Maint. Svcs - City Hall	101-6010-6601-8120-000	680.00

Inv 140773-126 Total		680.00
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198467 Total:		3,792.02
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ARTI6601 - Artic Mechanical Inc. Total:		3,792.02
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ATCN9011 - AT & T Line Item Account

198458	05/23/2017	
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Inv 000009603550		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	2/27-4/26/17	101-3010-3032-8150-000	284.88

Inv 000009603550 Total		284.88
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Inv 000009603551		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	2/27-4/26/17	101-3010-3032-8150-000	285.32

Inv 000009603551 Total		285.32
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198458 Total:		570.20
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ATCN9011 - AT & T Total:		570.20
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CIN4011 - AT&T --Cingular Wireless Line Item Account

198405	05/11/2017	
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Inv 287258938988x04		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	PW Cell Phones 3/20-4/19/17	500-6010-6710-8020-000	116.35
04/19/2017	PW Cell Phones 3/20-4/19/17	101-3010-3032-8150-000	475.05
04/19/2017	PW Cell Phones 3/20-4/19/17	500-6010-6711-8020-000	192.15
04/19/2017	PW Cell Phones 3/20-4/19/17	210-6010-6501-8020-000	32.45

Inv 287258938988x04 Total		816.00
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198405 Total:		816.00
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198468	05/25/2017	
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Inv 879338213x0523		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	FD Cell Phones 4/16-5/15/17	101-3010-3032-8150-000	91.94

Check Number	Check Date		Amount
Inv 879338213x0523	Total		91.94
198468 Total:			91.94
CIN4011 - AT&T --Cingular Wireless Total:			907.94
ATH0292 - Athens Disposal Company Line Item Account			
198406	05/11/2017		
Inv	April 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Yard Waste Fees April 2017	500-0000-0000-5525-000	9,219.86
Inv April 2017 Total			9,219.86
Inv	April 2017*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Low Income Fees April 2017	101-0000-0000-4210-001	1,391.00
Inv April 2017* Total			1,391.00
Inv	May 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Estimate Recycling Fees May 2017	500-0000-0000-5360-000	9,300.58
Inv May 2017 Total			9,300.58
Inv	May 2017*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Estimate Rubbish Fees May 2017	500-0000-0000-5360-000	274,729.77
Inv May 2017* Total			274,729.77
198406 Total:			294,641.21
ATH0292 - Athens Disposal Company Total:			294,641.21
BCCC2011 - BankCard Center Line Item Account			
198459	05/23/2017		
Inv	0210		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Lunch Mtg w/ Councilmember Joe- Gus's BBQ	101-2010-2011-8090-000	64.19
Inv 0210 Total			64.19
Inv	0210A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Sacramento 710 Advocacy-CM & Councilmember Khubesian-Sout	101-2010-2011-8090-000	825.92
Inv 0210A Total			825.92

○ Inv 0210B

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2017	Taxi Fare from Airport to State Capitol - SITOA	101-2010-2011-8090-000	39.00

Inv 0210B Total 39.00

Inv 0210C

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2017	Taxi Fare from State Capitol to Airport- Kesh Cab Services	101-2010-2011-8090-000	44.40

Inv 0210C Total 44.40

Inv 0210D

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2017	Debrief Mtg CM & Councilmember Khubesrian-Mijares Restaurant	101-2010-2011-8090-000	52.04

Inv 0210D Total 52.04

Inv 0210E

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2017	Parking @ Airport- Bob Hope Airport	101-2010-2011-8090-000	24.00

Inv 0210E Total 24.00

○ Inv 0210F

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2017	Lunch w/ CouncilMember Khubesrian - Mother Restaurant	101-2010-2011-8090-000	47.82

Inv 0210F Total 47.82

Inv 0210G

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2017	Countywide CM Meeting - League of CA Cities	101-2010-2011-8090-000	40.00

Inv 0210G Total 40.00

Inv 0210H

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2017	League Assistant's Meeting - Mike & Anne's	101-2010-2011-8090-000	139.03

Inv 0210H Total 139.03

198459 Total: 1,276.40

198460 05/23/2017

Inv 5680

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	Charrette Explainer Ads - Facebook	101-7010-7011-8020-000	25.05

Inv 5680 Total 25.05

Check Number	Check Date		Amount
Inv 5680A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	General Plan Refreshments - Union Bakery	101-7010-7011-8020-000	49.00
Inv 5680A Total			49.00
Inv 5680B			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	General Plan Refreshments - Winchell's	101-7010-7011-8020-000	8.22
Inv 5680B Total			8.22
Inv 5680C			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	General Plan Refreshments - Bristol Farms	101-7010-7011-8020-000	21.19
Inv 5680C Total			21.19
Inv 5680D			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	General Plan Refreshments - Vons	101-7010-7011-8020-000	33.94
Inv 5680D Total			33.94
Inv 5680E			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	General Plan Refreshments - Starbucks	101-7010-7011-8020-000	15.95
Inv 5680E Total			15.95
Inv 5680F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	General Plan Food - Jersey Mikes	101-7010-7011-8020-000	206.97
Inv 5680F Total			206.97
Inv 5680G			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	General Plan Food - Refreshments	101-7010-7011-8020-000	26.17
Inv 5680G Total			26.17
Inv 5680H			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	SCAGGA Registration - SCAGGA	101-2010-2011-8090-000	350.00
Inv 5680H Total			350.00
Inv 5680I			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
04/24/2017	DropBox Busn. for Assorted City Dept. - DropBox	101-3010-3032-8180-000	90.00
Inv 5680I Total			90.00
Inv 5680J			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	Passport Application Fees - USPS.com	101-0000-0000-5255-000	19.95
Inv 5680J Total			19.95
Inv 6841			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Comm. Svcs Supplies - Oriental Trading Co.	205-8030-8025-8200-000	68.32
Inv 6841 Total			68.32
Inv 6841A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2017	CPCA Legislative Conf. Flight - Chief Miller - Southwest	101-4010-4011-8090-000	517.95
Inv 6841A Total			517.95
Inv 6841B			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	Citywide Flags - American Flags Express	101-6010-6410-8020-000	799.48
Inv 6841B Total			799.48
Inv 6841C			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Comm. Svcs Supplies - Charthouse Learning	205-8030-8025-8200-000	78.72
Inv 6841C Total			78.72
Inv 6841D			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2017	CPCA Legislative Conf. Registration Chief Miller - CPCA	101-4010-4011-8090-000	150.00
Inv 6841D Total			150.00
Inv 6841E			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2017	General Plan Refreshments - Vons	101-7010-7011-8020-000	16.18
Inv 6841E Total			16.18
Inv 6841F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2017	NeoGov Conf. Hotel Deposit - MGM Grand Hotel	101-2010-2013-8090-000	396.83
Inv 6841F Total			396.83

Check Number	Check Date		Amount
Inv 6841G			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Camp Med Spring Field Trip Ticket Balance - Knotts Berry Farm	101-8030-8032-8268-000	465.00
Inv 6841G Total			465.00
Inv 6841H			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2017	NeoGov Conf. Registration - NeoGov	101-2010-2013-8090-000	2,775.00
Inv 6841H Total			2,775.00
Inv 6841I			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2017	General Plan Refreshments - Vons	101-7010-7011-8020-000	22.18
Inv 6841I Total			22.18
Inv 6841J			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Library Interview Panel Lunch- Mike & Anne's	101-2010-2013-8020-000	80.00
Inv 6841J Total			80.00
Inv 6841K			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2017	CCAC Conf. Hotel - Double Tree Hotel	101-1020-1021-8200-000	271.98
Inv 6841K Total			271.98
Inv 6841L			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2017	CCAC Conf. Hotel - Double Tree Hotel	101-1020-1021-8200-000	1,168.50
Inv 6841L Total			1,168.50
Inv 6841M			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2017	Passport Application Fees - USPS.com	101-0000-0000-5255-000	133.00
Inv 6841M Total			133.00
198460 Total:			7,789.58
198461	05/23/2017		
Inv 0236			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Sr. Center Patio Cushions - Walmart	101-0000-0000-2994-001	130.97
Inv 0236 Total			130.97

Inv 0236A

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Planning Interview Panel Lunch - Fiore Cafe	101-2010-2013-8020-000	36.32

Inv 0236A Total 36.32

Inv 0236B

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Sr. Center Field Trip Bus - Fast Deer Bus	205-8030-8024-8180-000	931.46

Inv 0236B Total 931.46

Inv 0236C

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2017	Library East West Concert - EventBrite	101-8010-8011-8020-000	50.00

Inv 0236C Total 50.00

Inv 0236D

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	General Plan Mtg Food & Refreshments - Vons	101-7010-7011-8020-000	85.95

Inv 0236D Total 85.95

Inv 0236E

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	General Plan Mtg Food - Mammias Brick Oven	101-7010-7011-8020-000	133.69

Inv 0236E Total 133.69

Inv 0236F

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	General Plan Mtg Food & Refreshments - Pavilions	101-7010-7011-8020-000	42.09

Inv 0236F Total 42.09

198461 Total: 1,410.48

198462 05/23/2017

Inv 0244

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	PD Det. Joe Johnson Fuel Expenses	101-4010-4011-8020-000	427.52

Inv 0244 Total 427.52

198462 Total: 427.52

CCC4010 - BankCard Center Total: 10,903.98

Check Number	Check Date		Amount
ZAMR7000 - Billingslea, Jr., Thomas H. Line Item Account			
198486	06/01/2017		
Inv	P/R/E 5/28/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Garnishment	700-0000-0000-2264-000	805.40
Inv P/R/E 5/28/17 Total			805.40
198486 Total:			805.40
ZAMR7000 - Billingslea, Jr., Thomas H. Total:			805.40
NTBN5270 - Brown, Natasha Line Item Account			
198469	05/25/2017		
Inv	R81977		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2017	Refund Garfield Park Gazebo Rsvp	101-0000-0000-5270-005	150.00
Inv R81977 Total			150.00
198469 Total:			150.00
NTBN5270 - Brown, Natasha Total:			150.00
CCCR2013 - CA Chamber of Commerce Line Item Account			
198470	05/25/2017		
Inv	SQ85923		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	CA Labor Law Poster - CID467025	101-8010-8011-8020-000	35.94
Inv SQ85923 Total			35.94
198470 Total:			35.94
CCCR2013 - CA Chamber of Commerce Total:			35.94
CAL0628 - CA Franchise Tax Board Line Item Account			
198430	05/18/2017		
Inv	P/R/E 5/14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Garnishment	700-0000-0000-2264-000	100.00
Inv P/R/E 5/14/17 Total			100.00
198430 Total:			100.00
198487	06/01/2017		

Check Number	Check Date		Amount
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Inv P/R/E 5/28/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Garnishment	700-0000-0000-2264-000	100.00

Inv P/R/E 5/28/17 Total 100.00

198487 Total: 100.00

CAL0627 - CA Franchise Tax Board Total: 200.00

CSD3010 - Ca. State Disbursement Unit Line Item Account

198431 05/18/2017

Inv P/R/E 5/14/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Garnishment	700-0000-0000-2264-000	400.50

Inv P/R/E 5/14/17 Total 400.50

198431 Total: 400.50

198488 06/01/2017

Inv P/R/E 5/28/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Garnishment	700-0000-0000-2264-000	400.50

Inv P/R/E 5/28/17 Total 400.50

198488 Total: 400.50

CSD3010 - Ca. State Disbursement Unit Total: 801.00

CGAC5011 - Cagle's Appliance Center Inc. Line Item Account

198444 05/18/2017

Inv 43830

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	FD Kitchen Aid Dishwasher	101-5010-5011-8120-000	915.76

Inv 43830 Total 915.76

198444 Total: 915.76

CGAC5011 - Cagle's Appliance Center Inc. Total: 915.76

STA5680 - CAL PERS 457 PLAN Line Item Account

198432 05/18/2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017			

Check Number	Check Date		Amount
Inv	P/R/E 5/14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Deferred Comp	700-0000-0000-2260-000	4,241.50
Inv P/R/E 5/14/17 Total			4,241.50
198432 Total:			4,241.50
198489	06/01/2017		
Inv	P/R/E 5/28/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Deferred Comp	700-0000-0000-2260-000	4,483.65
Inv P/R/E 5/28/17 Total			4,483.65
198489 Total:			4,483.65
STA5680 - CAL PERS 457 PLAN Total:			8,725.15
CAPR8030 - California Party Rentals Line Item Account			
198407	05/11/2017		
Inv	73871		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Canopy Rental for Health Fair 5/18/17	101-0000-0000-2994-001	1,140.00
Inv 73871 Total			1,140.00
198407 Total:			1,140.00
198471	05/25/2017		
Inv	73871Bal		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	5/18/17 Rentals Balance	101-0000-0000-2994-001	80.00
Inv 73871Bal Total			80.00
198471 Total:			80.00
CAPR8030 - California Party Rentals Total:			1,220.00
CDW5246 - CDW Government Inc Line Item Account			
198445	05/18/2017		
Inv	HJK5067		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2017	MS Office Std 2016	101-3010-3032-8530-000	7,141.42
03/28/2017	MS Office Std 2016	101-0000-0000-2700-000	-574.60
Inv HJK5067 Total			6,566.82

Inv HNW9805

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2017	APC Smart UPS	500-6010-6710-8530-000	2,108.52

Inv HNW9805 Total 2,108.52

Inv HPG8559

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2017	APC Smart UPS	500-6010-6710-8530-000	153.75

Inv HPG8559 Total 153.75

198445 Total: 8,829.09

CDW5246 - CDW Government Inc Total: 8,829.09

CITTF000 - CIT Technology Financial Services, Inc. Line Item Account

198472 05/25/2017

Inv 30266430

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Finance/Planning Copier	101-0000-0000-2990-024	658.82

Inv 30266430 Total 658.82

198472 Total: 658.82

CITTF000 - CIT Technology Financial Services, Inc. Total: 658.82

SOU5402 - City of South Pasadena PD Petty Cash Line Item Account

198473 05/25/2017

Inv 5/24/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Reimb. Petty Cash	101-4010-4011-8090-000	21.75
05/24/2017	Reimb. Petty Cash	101-4010-4011-8020-000	153.77
05/24/2017	Reimb. Petty Cash	101-4010-4011-8000-000	42.40
05/24/2017	Reimb. Petty Cash	101-4010-4011-8105-000	13.75

Inv 5/24/17 Total 231.67

198473 Total: 231.67

SOU5402 - City of South Pasadena PD Petty Cash Total: 231.67

SOU5454 - City of South Pasadena-City Clerk Line Item Account

198446 05/18/2017

Check Number Check Date Amount

Inv 5/17/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Reimb. Petty Cash	101-1010-1011-8090-000	143.78
05/17/2017	Reimb. Petty Cash	101-1020-1022-8020-000	70.07
05/17/2017	Reimb. Petty Cash	101-1020-1021-8020-000	21.43
05/17/2017	Reimb. Petty Cash	101-1020-1021-8090-000	36.00
05/17/2017	Reimb. Petty Cash	101-7010-7011-8000-000	6.83

Inv 5/17/17 Total 278.11

198446 Total: 278.11

SOU5454 - City of South Pasadena-City Clerk Total: 278.11

PCYD6010 - City of South Pasadena-Yard Line Item Account

198474 05/25/2017

Inv 5/15/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Reimb. Petty Cash	101-6010-6410-8020-000	28.68
05/15/2017	Reimb. Petty Cash	101-6010-6601-8020-000	54.36
05/15/2017	Reimb. Petty Cash	230-6010-6116-8020-000	47.47
05/15/2017	Reimb. Petty Cash	500-6010-6710-8070-000	45.38

Inv 5/15/17 Total 175.89

198474 Total: 175.89

PCYD6010 - City of South Pasadena-Yard Total: 175.89

CHWP2010 - Colantuono,Highsmith & Whatley,PC Line Item Account

198447 05/18/2017

Inv 32734

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Tax & Assesment	101-2010-2501-8160-000	352.50

Inv 32734 Total 352.50

Inv 32896

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - General	101-2010-2501-8160-000	9,682.42

Inv 32896 Total 9,682.42

Inv 32897

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Adv. Benzoni	101-2010-2501-8160-000	9,540.69

Inv 32897 Total 9,540.69

Check Number	Check Date		Amount
Inv	32898		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Labor & Employment	101-2010-2013-8160-000	799.00
Inv 32898 Total			799.00
Inv	32899		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Misc. Litigation	101-2010-2501-8160-000	893.00
Inv 32899 Total			893.00
Inv	32900		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Suc. Agency	227-7200-7210-8160-000	382.50
Inv 32900 Total			382.50
Inv	32901		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Special Projects	101-2010-2501-8160-000	3,552.00
Inv 32901 Total			3,552.00
Inv	32902		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Gardena v. RWQCB	101-2010-2501-8160-000	536.50
Inv 32902 Total			536.50
Inv	32903		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Legal Svcs 4/17 - Water & Utilities	101-2010-2501-8160-000	23.50
Inv 32903 Total			23.50
198447 Total:			25,762.11
CHWP2010 - Colantuono,Highsmith & Whatley,PC Total:			25,762.11
CBSL8268 - Color Blaze Supply LLC Line Item Account			
198448	05/18/2017		
Inv	29069		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2017	2017 Summer Camp Med Field Trip Color Run 6/14/17	101-8030-8032-8268-000	411.95
Inv 29069 Total			411.95
198448 Total:			411.95

CBSL8268 - Color Blaze Supply LLC Total: 411.95

CMME4011 - Commline Inc. Line Item Account

198463 05/23/2017

Inv 0036282

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	FD Radios	105-5010-5011-8540-000	109.39

Inv 0036282 Total 109.39

198463 Total: 109.39

CMME4011 - Commline Inc. Total: 109.39

CPR0551 - CPRS District XIII Line Item Account

198449 05/18/2017

Inv 1419

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	2017 Camp Med Rec Leader Training 5/20/17	101-8030-8032-8268-000	330.00

Inv 1419 Total 330.00

198449 Total: 330.00

CPR0551 - CPRS District XIII Total: 330.00

DEL0771 - Delta Dental Line Item Account

198490 06/01/2017

Inv P/R/E 5/28/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Dental Ins. Jun-17	700-0000-0000-2267-000	10,688.76

Inv P/R/E 5/28/17 Total 10,688.76

198490 Total: 10,688.76

DEL0771 - Delta Dental Total: 10,688.76

ELL1017 - Ellen's Silkscreening Line Item Account

198408 05/11/2017

Inv E63428

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Staff Uniforms	205-8030-8025-8132-000	325.71

Inv E63428 Total 325.71

Check Number	Check Date		Amount
198408		Total:	325.71
ELL1017 - Ellen's Silkscreening Total:			325.71
FED1109 - Federal Express Line Item Account			
198450	05/18/2017		
Inv	5-778-05388		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2017	Mgmt Svcs Overnight Shipping	101-2010-2011-8010-000	19.94
Inv 5-778-05388	Total		19.94
198450 Total:			19.94
FED1109 - Federal Express Total:			19.94
COBR7131 - Flex Advantage Line Item Account			
198491	06/01/2017		
Inv	97912		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Adminstration Cost	101-3010-3041-7131-000	102.00
Inv 97912	Total		102.00
Inv	P/R/E 5/28/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Retiree Health Reimbursement 6/17	101-3010-3041-7131-000	1,152.57
Inv P/R/E 5/28/17	Total		1,152.57
198491 Total:			1,254.57
COBR7131 - Flex Advantage Total:			1,254.57
HOM1515 - Home Depot Credit Services Line Item Account			
198409	05/11/2017		
Inv	3011595		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Supplies	101-6010-6601-8020-000	453.39
Inv 3011595	Total		453.39
Inv	3124593		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Supplies	101-5010-5011-8020-000	238.88
Inv 3124593	Total		238.88

Inv 7024138

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Supplies	101-6010-6601-8020-000	496.63

Inv 7024138 Total 496.63

Inv 9012047

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2017	Supplies	215-6010-6115-8020-000	76.94

Inv 9012047 Total 76.94

Inv 9102410

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2017	Supplies	101-8030-8032-8020-000	68.35

Inv 9102410 Total 68.35

Inv 9740170

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2017	Supplies	101-6010-6601-8020-000	29.19

Inv 9740170 Total 29.19

Inv 9970835

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Supplies	500-6010-6711-8020-000	487.40

Inv 9970835 Total 487.40

198409 Total: 1,850.78

HOM1515 - Home Depot Credit Services Total: 1,850.78

ICM1610 - ICMA Line Item Account

198433 05/18/2017

Inv P/R/E 5/14/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Deferred Comp	700-0000-0000-2260-000	4,068.80

Inv P/R/E 5/14/17 Total 4,068.80

198433 Total: 4,068.80

198492 06/01/2017

Inv P/R/E 5/28/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Deferred Comp	700-0000-0000-2260-000	4,364.33

Check Number	Check Date		Amount
		Inv P/R/E 5/28/17 Total	4,364.33
		198492 Total:	4,364.33
		ICM1610 - ICMA Total:	8,433.13
		JJLS9266 - Jackson, Keith Line Item Account	
		198410 05/11/2017	
		Inv 15405KJ	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		03/16/2017 Title Report for Garfield Reservoir 500-9000-9266-9266-000	800.00
		Inv 15405KJ Total	800.00
		198410 Total:	800.00
		JJLS9266 - Jackson, Keith Total:	800.00
		JCGT3032 - JCG Technologies Inc. Line Item Account	
		198411 05/11/2017	
		Inv 5754 Revised	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/25/2017 Library Meeting Recorder Solution 101-0000-0000-2700-000	-222.69
		04/25/2017 Library Meeting Recorder Solution 101-3010-3032-8180-000	3,708.45
		Inv 5754 Revised Total	3,485.76
		198411 Total:	3,485.76
		JCGT3032 - JCG Technologies Inc. Total:	3,485.76
		KAR1897 - Karbelnig, Dr. Alan Line Item Account	
		198451 05/18/2017	
		Inv 4/18/17	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/19/2017 Psychological Exams 101-2010-2013-8170-000	400.00
		Inv 4/18/17 Total	400.00
		Inv 4/27/17	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/19/2017 Psychological Exams 101-2010-2013-8170-000	400.00
		Inv 4/27/17 Total	400.00
		198451 Total:	800.00

KAR1897 - Karbelnig, Dr. Alan Total:

800.00

LTAP5500 - L.A.C. M. T. A. Line Item Account

198475 05/25/2017

Inv 100067

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/15/2016	Metro Passes	205-0000-0000-5500-000	510.00
12/15/2016	Metro Passes	205-2010-2210-8250-000	510.00

Inv 100067 Total 1,020.00

198475 Total: 1,020.00

LTAP5500 - L.A.C. M. T. A. Total:

1,020.00

LOS2230 - L.A.C. Registrar-Recorder Line Item Account

198476 05/25/2017

Inv Proj# 1978HDP

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Negative Declaration - 307 Camino Verde	101-7010-7011-8040-000	75.00

Inv Proj# 1978HDP Total 75.00

198476 Total: 75.00

LOS2230 - L.A.C. Registrar-Recorder Total:

75.00

LAC3032 - L.A.C. Sheriff's Dept. Line Item Account

198434 05/18/2017

Inv P/R/E 5/14/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Garnishment	700-0000-0000-2264-000	100.00

Inv P/R/E 5/14/17 Total 100.00

198434 Total: 100.00

LAC3032 - L.A.C. Sheriff's Dept. Total:

100.00

MARI8090 - Lee Ko, Mariam Line Item Account

198452 05/18/2017

Inv 5/5/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Reimb. Sodas, Water & Supplies for Employee Appreciation Lunch	101-2010-2013-8020-000	173.26

Inv 5/5/17 Total 173.26

98452 Total:			173.26
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MARI8090 - Lee Ko, Mariam Total: 173.26

MBFEC106 - Marx Bros. Fire Extinguisher Co. Line Item Account

198464	05/23/2017		
Inv	918103		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/19/2016	FD Performed Svc of All FD Extinguishers	101-5010-5011-8110-000	344.80
Inv 918103 Total			344.80

198464 Total:			344.80
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MBFEC106 - Marx Bros. Fire Extinguisher Co. Total: 344.80

ATMJ1020 - Mejia, Anthony Line Item Account

198412	05/11/2017		
Inv	5/8/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2017	Reimb. Frame & Framing Svc for S. Gonzalez Proclamation	101-1010-1011-8020-000	54.87
Inv 5/8/17 Total			54.87

198412 Total:			54.87
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198435	05/18/2017		
Inv	P/R/E 5/14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Reverse Excess Deductions	700-0000-0000-2264-000	918.70
Inv P/R/E 5/14/17 Total			918.70

198435 Total:			918.70
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ATMJ1020 - Mejia, Anthony Total: 973.57

MER2145 - Merit Oil Company Line Item Account

198413	05/11/2017		
Inv	398630		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	Fuel for City Vehicles	101-7010-7011-8100-000	109.94
05/02/2017	Fuel for City Vehicles	101-2010-2011-8100-000	109.95
05/02/2017	Fuel for City Vehicles	101-5010-5011-8100-000	439.78
05/02/2017	Fuel for City Vehicles	101-4010-4011-8105-000	4,727.66
05/02/2017	Fuel for City Vehicles	101-6010-6011-8100-000	109.95

Check Number	Check Date	Amount
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Inv 398630 Total		5,497.28
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198413 Total:		5,497.28
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MER2145 - Merit Oil Company Total:		5,497.28
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VRMZ7000 - Munoz, Valerie Line Item Account

198436 05/18/2017

Inv P/R/E 5/14/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Garnishment	700-0000-0000-2264-000	750.00

Inv P/R/E 5/14/17 Total		750.00
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198436 Total:		750.00
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198493 06/01/2017

Inv P/R/E 5/28/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Garnishment	700-0000-0000-2264-000	750.00

Inv P/R/E 5/28/17 Total		750.00
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198493 Total:		750.00
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VRMZ7000 - Munoz, Valerie Total:

1,500.00

NAPN8264 - National Pen Co. Line Item Account

198477 05/25/2017

Inv 109285728

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Community Services Promotional Pens Inv# 109285728	101-8030-8032-8264-000	481.45

Inv 109285728 Total		481.45
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198477 Total:		481.45
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NAPN8264 - National Pen Co. Total:

481.45

PEG4590 - NUFIC Line Item Account

198437 05/18/2017

Inv P/R/E 5/14/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	A.D. & D. Ins	700-0000-0000-2256-000	1,026.50

Inv P/R/E 5/14/17 Total		1,026.50
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198437 Total: 1,026.50

PEG4590 - NUFIC Total: 1,026.50

OSHS6101 - Orchard Business/SYNCB Line Item Account

198414 05/11/2017

Inv 024393

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	Supplies	101-5010-5011-8020-000	61.94

Inv 024393 Total 61.94

Inv 032377

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Supplies	101-6010-6601-8020-000	69.67

Inv 032377 Total 69.67

Inv 032385

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Supplies	101-6010-6601-8020-000	45.77

Inv 032385 Total 45.77

Inv 034255

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Supplies	101-6010-6601-8020-000	75.49

Inv 034255 Total 75.49

Inv 035027

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	Supplies	101-8030-8032-8264-000	59.50

Inv 035027 Total 59.50

Inv 038119

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Supplies	101-4010-4011-8120-000	144.59

Inv 038119 Total 144.59

Inv 038713

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Supplies	101-8030-8021-8020-000	176.05

Inv 038713 Total 176.05

Check Number	Check Date		Amount
Inv 039123			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Supplies	101-4010-4011-8120-000	8.25
Inv 039123 Total			8.25
Inv 045259			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2017	Supplies	215-6010-6201-8020-000	32.25
Inv 045259 Total			32.25
Inv 046320			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2017	Supplies	101-8030-8032-8020-000	43.37
Inv 046320 Total			43.37
Inv 052168			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Supplies	101-4010-4011-8120-000	36.15
Inv 052168 Total			36.15
Inv 053271			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2017	Supplies	101-6010-6601-8100-000	59.12
Inv 053271 Total			59.12
Inv 055463			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Supplies	101-5010-5011-8120-000	66.00
Inv 055463 Total			66.00
Inv 056431			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Supplies	101-8030-8031-8020-000	12.90
Inv 056431 Total			12.90
Inv 159612			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2017	Supplies	101-8030-8031-8110-000	1,651.97
Inv 159612 Total			1,651.97
Inv 159955			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2017	Supplies	101-6010-6601-8020-000	79.53

Check Number	Check Date		Amount
Inv 159955		Total	79.53
Inv 995054			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Supplies CREDIT	101-5010-5011-8020-000	-20.54
Inv 995054		Total	-20.54
198414 Total:			2,602.01
OSHS6101 - Orchard Business/SYNCB Total:			2,602.01
PWP4465 - Pasadena Water & Power Line Item Account			
198415	05/11/2017		
Inv 80176-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Water Use 60 E. State Street 3/13-4/11/17	500-6010-6711-8231-000	2,199.52
Inv 80176-1		Total	2,199.52
Inv 80176-1*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/20/2017	Water Use 60 E. State Street 2/13-3/13/17 CREDIT	500-6010-6711-8231-000	-414.77
Inv 80176-1*		Total	-414.77
198415 Total:			1,784.75
PWP4465 - Pasadena Water & Power Total:			1,784.75
PKMK2010 - Peckham & McKenney Line Item Account			
198478	05/25/2017		
Inv #2			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2017	Consulting Svcs for City Manager Search	101-2010-2011-8272-000	9,000.00
Inv #2		Total	9,000.00
198478 Total:			9,000.00
PKMK2010 - Peckham & McKenney Total:			9,000.00
PER4290 - Pers Health Insurance Line Item Account			
198494	06/01/2017		
Inv P/R/E 5/28/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/30/2017	Health Ins Jun-17	101-3010-3041-7131-000	46,790.81
05/30/2017	Health Ins Jun-17	700-0000-0000-2262-000	113,049.12
Inv P/R/E 5/28/17 Total			159,839.93

198494 Total: 159,839.93

PER4290 - Pers Health Insurance Total: 159,839.93

PER4770 - Pers Retirement Line Item Account

198453	05/18/2017		
Inv P/R/E 5/14/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Retirement Svc Period 5/1-5/14/17	700-0000-0000-2240-000	87,985.11
Inv P/R/E 5/14/17 Total			87,985.11

198453 Total: 87,985.11

PER4770 - Pers Retirement Total: 87,985.11

PIT8031 - Pitney Bowes-Reserve Account Line Item Account

198416	05/11/2017		
Inv 34133033			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2017	Reimb. Postage Meter	101-6010-6011-8010-000	111.78
05/08/2017	Reimb. Postage Meter	101-2010-2021-8010-000	6.82
05/08/2017	Reimb. Postage Meter	101-3010-3011-8010-000	726.89
05/08/2017	Reimb. Postage Meter	101-1010-1011-8010-000	4.52
05/08/2017	Reimb. Postage Meter	500-3010-3012-8010-000	41.86
05/08/2017	Reimb. Postage Meter	101-7010-7011-8010-000	738.30
05/08/2017	Reimb. Postage Meter	101-2010-2011-8010-000	2.01
05/08/2017	Reimb. Postage Meter	101-1020-1021-8010-000	30.20
05/08/2017	Reimb. Postage Meter	101-2010-2013-8010-000	0.92
05/08/2017	Reimb. Postage Meter	101-4010-4011-8010-000	604.68
05/08/2017	Reimb. Postage Meter	101-8030-8031-8010-000	387.32
05/08/2017	Reimb. Postage Meter	101-5010-5011-8010-000	93.50

Inv 34133033 Total 2,748.80

198416 Total: 2,748.80

PIT8031 - Pitney Bowes-Reserve Account Total: 2,748.80

PLU4589 - Plumbing Wholesale Outlet Inc Line Item Account

198479	05/25/2017		
Inv S100164706.002			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/21/2017	Garfield Park Faucet Valve System Replacement	101-6010-6410-8020-000	206.04

Check Number	Check Date		Amount
		Inv S100164706.002 Total	206.04
		Inv S100169002.001	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2017	Orange Grove Park Restroom Plumbing Copper Pipe	101-6010-6410-8020-000	186.07
		Inv S100169002.001 Total	186.07
198479 Total:			392.11
PLU4589 - Plumbing Wholesale Outlet Inc Total:			392.11
PEDS6010 - Prime Electric Distributors Line Item Account			
198417	05/11/2017		
		Inv S1349999.001	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/17/2016	Intermatic Lighting Timers	215-6010-6201-8020-000	412.24
		Inv S1349999.001 Total	412.24
198417 Total:			412.24
PEDS6010 - Prime Electric Distributors Total:			412.24
RRSS4010 - RRS Line Item Account			
198454	05/18/2017		
		Inv 325411	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	PD Tripods, Ballheads & Adapters for Special Enforcement Team	272-4010-4018-8520-000	3,491.29
		Inv 325411 Total	3,491.29
198454 Total:			3,491.29
RRSS4010 - RRS Total:			3,491.29
RBBC4010 - Russ Bassett Corp. Line Item Account			
198418	05/11/2017		
		Inv 84651	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/14/2017	3 PD Workstations for 911 Center	272-4010-4018-8520-000	648.07
		Inv 84651 Total	648.07
		Inv 84652	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
02/14/2017	PD Workstation Furniture	272-4010-4018-8520-000	6,527.53
Inv 84652 Total			6,527.53
198418 Total:			7,175.60
RBBC4010 - Russ Bassett Corp. Total:			7,175.60
CHA3010 - S.P.Chamber of Commerce Line Item Account			
198419	05/11/2017		
Inv 6057			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	FY 2016-2017 4th Quarter BIT Allocation	220-2010-2301-8185-000	29,100.00
Inv 6057 Total			29,100.00
198419 Total:			29,100.00
CHA3010 - S.P.Chamber of Commerce Total:			29,100.00
SOU5230 - S.P.Firefighters L-3657 Line Item Account			
198438	05/18/2017		
Inv P/R/E 5/14/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Assn Dues	700-0000-0000-2250-000	2,450.00
Inv P/R/E 5/14/17 Total			2,450.00
Inv P/R/E 5/14/17*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Ins	700-0000-0000-2252-000	180.74
Inv P/R/E 5/14/17* Total			180.74
198438 Total:			2,630.74
SOU5230 - S.P.Firefighters L-3657 Total:			2,630.74
SOU5435 - S.P.P. O. A. Line Item Account			
198439	05/18/2017		
Inv P/R/E 5/14/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Assn Dues & Ins	700-0000-0000-2246-000	4,029.65
Inv P/R/E 5/14/17 Total			4,029.65
198439 Total:			4,029.65

OU5435 - S.P.P. O. A. Total:	4,029.65
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SOU5451 - S.P.Public Srvc Empl. Ass'n Line Item Account

198440 05/18/2017

Inv P/R/E 5/14/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Assn Dues & Svc Fee	700-0000-0000-2248-000	1,647.00

Inv P/R/E 5/14/17 Total	1,647.00
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198440 Total:	1,647.00
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SOU5451 - S.P.Public Srvc Empl. Ass'n Total:	1,647.00
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SOU5250 - S.P.Review & The Quarterly Magazine Line Item Account

198420 05/11/2017

Inv 5830

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/26/2017	Public Notice Ord # 2310	101-1020-1021-8040-000	252.00

Inv 5830 Total	252.00
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Inv 5831

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/26/2017	Public Notice Ord # 2311	101-1020-1021-8040-000	152.00

Inv 5831 Total	152.00
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Inv 5832

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/26/2017	Public Notice Summary of Annual Report Financial FY 15-16	101-1020-1021-8040-000	80.00

Inv 5832 Total	80.00
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198420 Total:	484.00
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SOU5250 - S.P.Review & The Quarterly Magazine Total:	484.00
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SCF1400 - SC Fuels Line Item Account

198421 05/11/2017

Inv 0865432

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	Yard Unleaded Fuel & Diesel Fuel	101-0000-0000-1400-000	4,663.58

Inv 0865432 Total	4,663.58
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Check Number	Check Date	Amount
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198421 Total:		4,663.58
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SCF1400 - SC Fuels Total:		4,663.58
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SCOT8300 - So Cal Office Technologies Line Item Account

198422 05/11/2017

Inv IN367298

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	City Wide Copier Usage Jan - Apr 2017	210-6010-6501-8020-000	4.17
04/06/2017	City Wide Copier Usage Jan - Apr 2017	500-6010-6710-8020-000	26.02
04/06/2017	City Wide Copier Usage Jan - Apr 2017	500-3010-3012-8032-000	59.16
04/06/2017	City Wide Copier Usage Jan - Apr 2017	101-3010-3032-8300-000	4,426.87
04/06/2017	City Wide Copier Usage Jan - Apr 2017	205-8030-8025-8300-000	21.89

Inv IN367298 Total		4,538.11
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198422 Total:		4,538.11
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SCOT8300 - So Cal Office Technologies Total:

4,538.11

SOU6666 - So. CA Edison Co. Line Item Account

198423 05/11/2017

Inv 3-000-5677-90

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8152-000	1,594.10

Inv 3-000-5677-90 Total		1,594.10
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Inv 3-000-5950-21

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	76.55

Inv 3-000-5950-21 Total		76.55
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Inv 3-000-5950-22

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	457.33

Inv 3-000-5950-22 Total		457.33
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Inv 3-000-7125-63

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6015-8140-000	24.09

Inv 3-000-7125-63 Total		24.09
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Inv 3-000-7125-66

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8140-000	40.00

Check Number	Check Date	Amount
Inv 3-000-7125-66	Total	40.00
Inv 3-000-7152-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000
		22.94
Inv 3-000-7152-57	Total	22.94
Inv 3-000-8455-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000
		60.57
Inv 3-000-8455-69	Total	60.57
Inv 3-000-9969-52		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/20-4/19/17	215-6010-6201-8140-000
		12.53
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000
		12.52
Inv 3-000-9969-52	Total	25.05
Inv 3-001-1810-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/1-30/17	101-6010-6410-8140-000
		38.12
Inv 3-001-1810-93	Total	38.12
Inv 3-001-1810-94		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/20-4/19/17	500-6010-6711-8140-000
		40.28
Inv 3-001-1810-94	Total	40.28
Inv 3-001-1810-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/20-4/19/17	500-6010-6711-8152-000
		32,157.60
Inv 3-001-1810-98	Total	32,157.60
Inv 3-001-1811-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/20-4/19/17	101-6010-6601-8140-000
		5,088.22
Inv 3-001-1811-29	Total	5,088.22
Inv 3-001-1811-44		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
04/22/2017	3/20-4/19/17	215-6010-6201-8140-000
		100.38
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000
		100.38
Inv 3-001-1811-44	Total	200.76

Inv 3-001-1811-45

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	83.10
04/22/2017	3/20-4/19/17	215-6010-6201-8140-000	83.11

Inv 3-001-1811-45 Total 166.21

Inv 3-001-1811-48

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	42.02

Inv 3-001-1811-48 Total 42.02

Inv 3-001-1811-56

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	65.19

Inv 3-001-1811-56 Total 65.19

Inv 3-001-1811-58

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/1-30/17	101-6010-6410-8140-000	33.54

Inv 3-001-1811-58 Total 33.54

Inv 3-001-1811-59

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	37.82

Inv 3-001-1811-59 Total 37.82

Inv 3-001-1811-63

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	25.16

Inv 3-001-1811-63 Total 25.16

Inv 3-001-1811-67

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	34.29

Inv 3-001-1811-67 Total 34.29

Inv 3-001-1811-68

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-8010-8011-8140-000	42.51

Inv 3-001-1811-68 Total 42.51

Check Number	Check Date		Amount
Inv	3-001-1811-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/1-30/17	215-6010-6201-8140-000	23.19
Inv 3-001-1811-69 Total			23.19
Inv	3-001-1811-75		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	89.96
Inv 3-001-1811-75 Total			89.96
Inv	3-001-1811-76		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	57.72
Inv 3-001-1811-76 Total			57.72
Inv	3-001-1811-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	38.09
Inv 3-001-1811-77 Total			38.09
Inv	3-001-1811-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	38.64
Inv 3-001-1811-79 Total			38.64
Inv	3-001-1811-80		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	32.81
Inv 3-001-1811-80 Total			32.81
Inv	3-001-1811-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	22.53
Inv 3-001-1811-86 Total			22.53
Inv	3-001-1811-87		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8140-000	32.74
Inv 3-001-1811-87 Total			32.74
Inv	3-001-1811-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/1-30/17	215-6010-6201-8140-000	16.77

Check Number	Check Date		Amount
04/22/2017	3/1-30/17	101-6010-6410-8140-000	16.77
Inv 3-001-1811-89 Total			33.54
Inv 3-001-1811-90			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	46.49
Inv 3-001-1811-90 Total			46.49
Inv 3-001-1811-91			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	72.10
Inv 3-001-1811-91 Total			72.10
Inv 3-001-1811-92			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	15.21
Inv 3-001-1811-92 Total			15.21
Inv 3-001-1811-93			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	49.60
Inv 3-001-1811-93 Total			49.60
Inv 3-001-1811-95			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	24.17
Inv 3-001-1811-95 Total			24.17
Inv 3-001-1811-98			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	13.98
Inv 3-001-1811-98 Total			13.98
Inv 3-001-1812-06			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	27.68
Inv 3-001-1812-06 Total			27.68
Inv 3-001-1812-07			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8140-000	27.84
Inv 3-001-1812-07 Total			27.84

Check Number	Check Date		Amount
Inv	3-001-1812-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	57.18
Inv 3-001-1812-08 Total			57.18
Inv	3-001-1812-09		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/1-30/17	101-6010-6410-8140-000	300.32
Inv 3-001-1812-09 Total			300.32
Inv	3-001-1812-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	232-6010-6417-8140-000	67.75
Inv 3-001-1812-10 Total			67.75
Inv	3-001-1812-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	30.23
Inv 3-001-1812-11 Total			30.23
Inv	3-001-1812-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	27.95
Inv 3-001-1812-12 Total			27.95
Inv	3-001-1812-25		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	23.35
Inv 3-001-1812-25 Total			23.35
Inv	3-001-1812-26		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	741.79
Inv 3-001-1812-26 Total			741.79
Inv	3-001-1812-27		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	47.56
Inv 3-001-1812-27 Total			47.56
Inv	3-001-1812-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	40.10

Inv 3-001-1812-31 Total 40.10

Inv 3-001-1812-32

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/1-30/17	101-6010-6410-8140-000	13.46

Inv 3-001-1812-32 Total 13.46

Inv 3-001-1812-33

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8140-000	25.13

Inv 3-001-1812-33 Total 25.13

Inv 3-001-1812-34

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8152-000	41.63

Inv 3-001-1812-34 Total 41.63

Inv 3-001-1812-35

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	14.66

Inv 3-001-1812-35 Total 14.66

Inv 3-001-1812-36

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	81.83

Inv 3-001-1812-36 Total 81.83

Inv 3-001-1812-38

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	101-6010-6410-8140-000	23.23

Inv 3-001-1812-38 Total 23.23

Inv 3-001-1812-39

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	49.20

Inv 3-001-1812-39 Total 49.20

Inv 3-001-9413-97

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8152-000	2,094.89

Inv 3-001-9413-97 Total 2,094.89

Check Number	Check Date		Amount
Inv	3-002-4372-43		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	68.74
Inv 3-002-4372-43 Total			68.74
Inv	3-002-4472-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	101-8010-8011-8140-000	2,054.38
Inv 3-002-4472-77 Total			2,054.38
Inv	3-002-4472-78		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	101-8030-8021-8140-000	840.87
Inv 3-002-4472-78 Total			840.87
Inv	3-002-4473-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8140-000	22.53
Inv 3-002-4473-12 Total			22.53
Inv	3-003-6653-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	101-6010-6410-8140-000	744.44
Inv 3-003-6653-57 Total			744.44
Inv	3-003-7341-83		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/1-30/17	101-6010-6410-8140-000	11.56
Inv 3-003-7341-83 Total			11.56
Inv	3-004-3214-58		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	500-6010-6711-8140-000	38.62
Inv 3-004-3214-58 Total			38.62
Inv	3-004-4562-56		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	67.63
Inv 3-004-4562-56 Total			67.63
Inv	3-011-4089-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	215-6010-6115-8140-000	53.33

Check Number	Check Date		Amount
Inv 3-011-4089-57		Total	53.33
Inv 3-016-0678-82			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6201-8140-000	94.69
Inv 3-016-0678-82		Total	94.69
Inv 3-022-6051-15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	77.78
Inv 3-022-6051-15		Total	77.78
Inv 3-022-6897-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	24.44
Inv 3-022-6897-57		Total	24.44
Inv 3-022-6897-72			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	3/27-4/26/17	215-6010-6115-8140-000	25.42
Inv 3-022-6897-72		Total	25.42
Inv 3-022-6897-89			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	24.91
Inv 3-022-6897-89		Total	24.91
Inv 3-022-6897-99			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	23.62
Inv 3-022-6897-99		Total	23.62
Inv 3-022-6898-05			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/20-4/19/17	215-6010-6115-8140-000	24.51
Inv 3-022-6898-05		Total	24.51
Inv 3-022-6898-17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2017	3/1-30/17	215-6010-6115-8140-000	24.30
Inv 3-022-6898-17		Total	24.30

Check Number	Check Date		Amount
Inv	3-023-6580-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	215-6010-6201-8140-000	25.72
Inv 3-023-6580-86 Total			25.72
Inv	3-023-7462-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	3/27-4/26/17	215-6010-6115-8140-000	160.23
Inv 3-023-7462-29 Total			160.23
Inv	3-023-7844-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	215-6010-6115-8140-000	24.40
Inv 3-023-7844-31 Total			24.40
Inv	3-023-8283-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	3/28-4/27/17	215-6010-6115-8140-000	28.77
Inv 3-023-8283-79 Total			28.77
Inv	3-026-3223-65		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	3/28-4/27/17	215-6010-6115-8140-000	33.94
Inv 3-026-3223-65 Total			33.94
Inv	3-028-7013-82		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	101-6010-6410-8140-000	104.94
Inv 3-028-7013-82 Total			104.94
Inv	3-028-7594-32		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	3/27-4/26/17	500-6010-6711-8152-000	2,518.16
Inv 3-028-7594-32 Total			2,518.16
Inv	3-029-2458-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	3/28-4/27/17	101-8030-8031-8140-000	58.97
Inv 3-029-2458-05 Total			58.97
Inv	3-032-0513-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	3/27-4/26/17	215-6010-6115-8140-000	56.80

Check Number	Check Date		Amount
Inv 3-032-0513-93		Total	56.80
Inv 3-032-2521-62			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	3/27-4/26/17	215-6010-6201-8140-000	62.97
Inv 3-032-2521-62		Total	62.97
Inv 3-032-4192-98			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	3/28-4/27/17	215-6010-6201-8140-000	50.86
Inv 3-032-4192-98		Total	50.86
Inv 3-035-3494-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2017	3/27-4/26/17	215-6010-6115-8140-000	48.86
Inv 3-035-3494-19		Total	48.86
Inv 3-035-6502-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	3/27-4/26/17	101-6010-6601-8140-000	219.36
Inv 3-035-6502-21		Total	219.36
Inv 3-037-6075-39			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	3/27-4/26/17	215-6010-6115-8140-000	57.14
Inv 3-037-6075-39		Total	57.14
Inv 3-045-8045-41			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	3/27-4/26/17	232-6010-6417-8140-000	26.72
Inv 3-045-8045-41		Total	26.72
198423 Total:			52,298.51
198465	05/23/2017		
Inv 3-008-8091-11			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/1-5/1/17	215-6010-6201-8140-000	3,945.72
Inv 3-008-8091-11		Total	3,945.72
Inv 3-008-8091-12			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/1-5/1/17	215-6010-6115-8140-000	867.67

Check Number	Check Date		Amount								
		Inv 3-008-8091-12 Total	867.67								
		Inv 3-008-8091-13									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/1-5/1/17	215-6010-6201-8140-000	7,689.81								
		Inv 3-008-8091-13 Total	7,689.81								
		Inv 3-008-8091-14									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/1-5/1/17	215-6010-6201-8140-000	11.56								
		Inv 3-008-8091-14 Total	11.56								
		Inv 3-008-8091-16									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	122.98								
		Inv 3-008-8091-16 Total	122.98								
		Inv 3-008-8091-17									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	51.52								
		Inv 3-008-8091-17 Total	51.52								
		Inv 3-008-8091-18									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	48.50								
		Inv 3-008-8091-18 Total	48.50								
		Inv 3-008-8091-19									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	39.21								
		Inv 3-008-8091-19 Total	39.21								
		Inv 3-008-8091-20									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	66.95								
		Inv 3-008-8091-20 Total	66.95								
		Inv 3-008-8091-21									
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>									
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	73.61								
		Inv 3-008-8091-21 Total	73.61								

Check Number	Check Date		Amount
Inv	3-008-8091-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	40.58
Inv 3-008-8091-22 Total			40.58
Inv	3-008-8091-23		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	66.38
Inv 3-008-8091-23 Total			66.38
Inv	3-008-8091-24		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	66.59
Inv 3-008-8091-24 Total			66.59
Inv	3-008-8436-55		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/5-5/5/17	215-6010-6201-8140-000	116.84
Inv 3-008-8436-55 Total			116.84
Inv	3-025-4910-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/5-5/5/17	215-6010-6115-8140-000	91.98
Inv 3-025-4910-19 Total			91.98
Inv	3-026-6343-40		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/5-5/5/17	215-6010-6115-8140-000	16.60
Inv 3-026-6343-40 Total			16.60
Inv	3-045-0630-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	4/1-5/1/17	215-6010-6201-8140-000	15.82
Inv 3-045-0630-89 Total			15.82
198465 Total:			13,332.32
198480	05/25/2017		
Inv	3-022-6898-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	3/30-5/1/17	215-6010-6115-8140-000	25.56
Inv 3-022-6898-28 Total			25.56

198480 Total:		25.56
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SOU6666 - So. CA Edison Co. Total:		65,656.39
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SOGA6501 - So. Cal. Gas Co. Line Item Account

198424 05/11/2017

Inv 196-493-8529 1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2017	Natural Gas Vehicle Fuel 4/1-5/1/17	230-6010-6116-8020-000	200.00
05/04/2017	Natural Gas Vehicle Fuel 4/1-5/1/17	205-8030-8025-8105-000	175.00
05/04/2017	Natural Gas Vehicle Fuel 4/1-5/1/17	101-6010-6410-8020-000	76.14
05/04/2017	Natural Gas Vehicle Fuel 4/1-5/1/17	500-6010-6711-8020-000	55.00
05/04/2017	Natural Gas Vehicle Fuel 4/1-5/1/17	500-6010-6710-8020-000	182.00

Inv 196-493-8529 1 Total		688.14
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198424 Total:		688.14
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198481 05/25/2017

Inv 196-493-8529 1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/06/2017	Natural Gas Vehicle Fuel 2/1-3/1/17	205-8030-8025-8105-000	170.00
03/06/2017	Natural Gas Vehicle Fuel 2/1-3/1/17	101-6010-6410-8020-000	55.00
03/06/2017	Natural Gas Vehicle Fuel 2/1-3/1/17	230-6010-6116-8020-000	200.00
03/06/2017	Natural Gas Vehicle Fuel 2/1-3/1/17	500-6010-6711-8020-000	56.00
03/06/2017	Natural Gas Vehicle Fuel 2/1-3/1/17	500-6010-6710-8020-000	104.88

Inv 196-493-8529 1 Total		585.88
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Inv 196-493-85291*

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Natural Gas Vehicle Fuel 3/1-4/1/17	500-6010-6711-8020-000	56.00
04/06/2017	Natural Gas Vehicle Fuel 3/1-4/1/17	500-6010-6710-8020-000	104.00
04/06/2017	Natural Gas Vehicle Fuel 3/1-4/1/17	210-6010-6501-8020-000	100.00
04/06/2017	Natural Gas Vehicle Fuel 3/1-4/1/17	205-8030-8025-8105-000	185.00
04/06/2017	Natural Gas Vehicle Fuel 3/1-4/1/17	101-6010-6410-8020-000	55.00
04/06/2017	Natural Gas Vehicle Fuel 3/1-4/1/17	230-6010-6116-8020-000	210.85

Inv 196-493-85291* Total		710.85
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Inv 196-49385291**

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/06/2017	Natural Gas Vehicle Fuel 1/1-2/1/17	205-8030-8025-8105-000	190.11
02/06/2017	Natural Gas Vehicle Fuel 1/1-2/1/17	101-6010-6410-8020-000	83.00
02/06/2017	Natural Gas Vehicle Fuel 1/1-2/1/17	500-6010-6711-8020-000	56.00
02/06/2017	Natural Gas Vehicle Fuel 1/1-2/1/17	500-6010-6710-8020-000	182.00
02/06/2017	Natural Gas Vehicle Fuel 1/1-2/1/17	230-6010-6116-8020-000	220.00

Inv 196-49385291** Total		731.11
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Check Number	Check Date		Amount
198481	Total:		2,027.84
SOGA6501 - So. Cal. Gas Co. Total:			2,715.98
CEAP7000 - South Pasadena Part Time Employees Assn. Line Item Account			
198441	05/18/2017		
Inv	P/R/E 5/14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Assn Dues	700-0000-0000-2249-000	424.00
Inv P/R/E 5/14/17 Total			424.00
198441	Total:		424.00
CEAP7000 - South Pasadena Part Time Employees Assn. Total:			424.00
STA5219 - Staples Business Advantage Line Item Account			
198425	05/11/2017		
Inv	3315555371		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2016	Mgmt Svcs Office Supplies	101-1020-1021-8000-000	86.10
Inv 3315555371 Total			86.10
Inv	3319136112		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2016	Mgmt Svcs Office Supplies	101-1020-1021-8000-000	39.77
Inv 3319136112 Total			39.77
Inv	3330090635		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Mgmt Svcs Office Supplies	101-1020-1021-8110-000	434.99
Inv 3330090635 Total			434.99
Inv	3330625233		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2017	Mgmt Svcs Office Supplies	101-1020-1021-8000-000	77.39
Inv 3330625233 Total			77.39
Inv	3334312113		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/24/2017	Mgmt Svcs Office Supplies	101-2010-2011-8000-000	519.79
03/24/2017	Mgmt Svcs Office Supplies	101-2010-2011-8020-000	108.73
Inv 3334312113 Total			628.52

Inv 3334553803

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/25/2017	Mgmt Svcs Office Supplies	101-2010-2011-8000-000	3.25

Inv 3334553803 Total 3.25

198425 Total: 1,270.02

198455 05/18/2017

Inv 3308911633

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Mgmt Svcs Office Supplies	101-2010-2011-8020-000	7.63

Inv 3308911633 Total 7.63

Inv 3312608395

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/26/2016	Mgmt Svcs Office Supplies	101-2010-2011-8020-000	212.52
08/26/2016	Mgmt Svcs Office Supplies	101-2010-2011-8000-000	0.96

Inv 3312608395 Total 213.48

Inv 3330090636

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/10/2017	Mgmt Svcs Office Supplies	101-1010-1011-8020-000	43.36

Inv 3330090636 Total 43.36

Inv 3330710219

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	Mgmt Svcs Office Supplies	101-2010-2011-8000-000	22.24

Inv 3330710219 Total 22.24

Inv 3331107218

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/21/2017	Mgmt Svcs Office Supplies	101-1010-1011-8020-000	68.15

Inv 3331107218 Total 68.15

Inv 3332404456

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/01/2017	Mgmt Svcs Office Supplies	101-2010-2011-8020-000	44.12
03/01/2017	Mgmt Svcs Office Supplies	101-2010-2011-8000-000	475.03

Inv 3332404456 Total 519.15

Inv 3334236992

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Mgmt Svcs Office Supplies	101-1010-1011-8020-000	206.59

Check Number	Check Date		Amount
Inv 3334236992	Total		206.59
198455	Total:		1,080.60
STA5219 - Staples Business Advantage Total:			2,350.62
STSM1020 - Studio Spectrum Line Item Account			
198426	05/11/2017		
Inv	18629		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	AV Services April 2017	101-1020-1021-8180-000	2,100.00
Inv 18629	Total		2,100.00
198426	Total:		2,100.00
STSM1020 - Studio Spectrum Total:			2,100.00
SWRCB900 - SWRCB Accounting Office Line Item Account			
198482	05/25/2017		
Inv	LW-1009625		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2017	Water System Operating Fees 7/1/16-6/30/17	500-6010-6711-8170-000	22,336.00
Inv LW-1009625	Total		22,336.00
198482	Total:		22,336.00
SWRCB900 - SWRCB Accounting Office Total:			22,336.00
SOU5030 - The Gas Company Line Item Account			
198483	05/25/2017		
Inv	072 519 1300 5		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	4/13-5/12/17	101-6010-6410-8140-000	19.96
Inv 072 519 1300 5	Total		19.96
Inv	080 919 2900 3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	4/13-5/12/17	101-6010-6601-8140-000	319.80
Inv 080 919 2900 3	Total		319.80
Inv	080 919 3600 8		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	4/13-5/12/17	101-8030-8031-8140-000	9.43

Check Number	Check Date		Amount
Inv 080 919 3600 8		Total	9.43
Inv 083 019 3600 4			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	4/13-5/12/17	500-6010-6710-8140-000	36.68
Inv 083 019 3600 4		Total	36.68
Inv 135 519 3700 9			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	4/13-5/12/17	101-8010-8011-8140-000	3.78
Inv 135 519 3700 9		Total	3.78
Inv 137 619 3700 5			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	4/13-5/12/17	101-8030-8021-8140-000	51.09
Inv 137 619 3700 5		Total	51.09
Inv 148 220 0900 8			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	4/13-5/12/17	101-6010-6410-8140-000	78.26
Inv 148 220 0900 8		Total	78.26
198483 Total:			519.00
SOU5030 - The Gas Company Total:			519.00
HRTF3041 - The Hartford Line Item Account			
198442	05/18/2017		
Inv P/R/E 5/14/17			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Life Ins	700-0000-0000-2254-000	850.50
Inv P/R/E 5/14/17		Total	850.50
198442 Total:			850.50
HRTF3041 - The Hartford Total:			850.50
TIM4011 - Time Warner Cable Line Item Account			
198427	05/11/2017		
Inv 008 0224964			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	Internet Upgrade 5/8-6/7/17	101-3010-3032-8150-000	359.42

Check Number	Check Date		Amount
Inv 008 0224964		Total	359.42
Inv 008 0311688			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	1100 Oxley St. Ethernet Fiber 5/11-6/10/17	101-3010-3032-8180-000	1,219.58
Inv 008 0311688		Total	1,219.58
Inv 008 0311704			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Yard Ethernet Fiber 5/11-6/10/17	101-3010-3032-8180-000	1,219.58
Inv 008 0311704		Total	1,219.58
Inv 008 0311712			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	City Hall Ethernet Fiber 5/11-6/10/17	101-3010-3032-8180-000	1,190.00
Inv 008 0311712		Total	1,190.00
198427		Total:	3,988.58
198466	05/23/2017		
Inv 008 0011783			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Camp Med Internet 5/19-6/18/17	101-8030-8032-8268-000	78.15
Inv 008 0011783		Total	78.15
Inv 008 0012179			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2017	PD Cable Svcs 5/16-6/15/17	101-4010-4011-8110-000	197.60
Inv 008 0012179		Total	197.60
Inv 008 0251967			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2017	1102 Oxley St. 5/22-6/21/17	101-8030-8021-8110-000	191.19
Inv 008 0251967		Total	191.19
Inv 008 0269985			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2017	City Hall 2nd Modem Svcs 5/17-6/16/17	101-3010-3032-8150-000	146.79
Inv 008 0269985		Total	146.79
198466		Total:	613.73

Check Number	Check Date		Amount
TIM4011 - Time Warner Cable Total:			4,602.31
POR4707 - United Site Services, Inc. Line Item Account			
198428	05/11/2017		
Inv	114-5247456		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	Port a Potty @ Skate Park 4/25-5/22/17	101-8030-8032-8180-000	302.21
Inv 114-5247456 Total			302.21
198428 Total:			302.21
POR4707 - United Site Services, Inc. Total:			302.21
VERW6711 - Verizon Wireless Line Item Account			
198429	05/11/2017		
Inv	9784261039		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Water Dept. Internet Svc Tablet & Ipad 3/20-4/19/17	500-6010-6711-8150-000	149.14
Inv 9784261039 Total			149.14
198429 Total:			149.14
VERW6711 - Verizon Wireless Total:			149.14
ING1680 - Voya Financial Line Item Account			
198443	05/18/2017		
Inv	P/R/E 5/14/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Deferred Comp	700-0000-0000-2260-000	3,036.01
Inv P/R/E 5/14/17 Total			3,036.01
198443 Total:			3,036.01
198495	06/01/2017		
Inv	P/R/E 5/28/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2017	Deferred Comp	700-0000-0000-2260-000	2,210.59
Inv P/R/E 5/28/17 Total			2,210.59
198495 Total:			2,210.59
ING1680 - Voya Financial Total:			5,246.60

Check Number	Check Date	Amount
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WFGO6712 - Wells Fargo Bank Line Item Account

198456 05/18/2017

Inv 1438262

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/03/2017	PFA 09 Water Revenue Bonds 5/21/17-5/20/18	550-6010-6712-8232-000		2,500.00

Inv 1438262 Total		2,500.00
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198456 Total:		2,500.00
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WFGO6712 - Wells Fargo Bank Total:

2,500.00

XRXF5010 - Xerox Financial Svcs Line Item Account

198484 05/25/2017

Inv 817719

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/11/2017	Citywide Copier Lease 5/17	101-3010-3032-8300-000		1,880.14

Inv 817719 Total		1,880.14
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198484 Total:		1,880.14
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XRXF5010 - Xerox Financial Svcs Total:

1,880.14

Total:		853,435.05
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ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: mfestejo
 Printed: 06/01/2017 - 11:22AM



Check Number	Check Date		Amount
ATGC8530 - Acorn Technology Corp. Line Item Account			
198496	06/07/2017		
Inv	22617		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Managed IT Monitoring	101-3010-3032-8170-000	697.50
Inv 22617 Total			697.50
Inv	22617*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Adjustment	101-3010-3032-8170-000	-142.50
Inv 22617* Total			-142.50
Inv	22617-1612		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Telephone System	101-3010-3032-8170-000	1,125.00
Inv 22617-1612 Total			1,125.00
Inv	22617-1613		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - IT Users Group	101-3010-3032-8170-000	200.00
Inv 22617-1613 Total			200.00
Inv	22617-1614		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Police Open Ticket Report	101-4010-4011-8170-000	340.00
Inv 22617-1614 Total			340.00
Inv	22617-1618		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Police Dispatch Upgrade	101-4010-4011-8170-000	255.00
Inv 22617-1618 Total			255.00
Inv	22617-1619		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Adobe Software for PD	101-4010-4011-8170-000	15.00
Inv 22617-1619 Total			15.00

Inv 22617-1622

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Workstation Replacements	101-3010-3032-8170-000	2,947.50

Inv 22617-1622 Total 2,947.50

Inv 22617-1623

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Garfield Reservoir Offices	500-6010-6711-8020-000	80.00

Inv 22617-1623 Total 80.00

Inv 22617-1624

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - Squad Cars	101-4010-4011-8170-000	180.00

Inv 22617-1624 Total 180.00

Inv 22617-1625

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - CENIC Installation	101-8010-8011-8020-000	212.50

Inv 22617-1625 Total 212.50

Inv 22617-1626

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	IT Services - April 2017 - General - City	101-3010-3032-8170-000	5,492.50
05/01/2017	IT Services - April 2017 - General - Police	101-4010-4011-8170-000	2,022.50

Inv 22617-1626 Total 7,515.00

198496 Total: 13,425.00

ATGC8530 - Acorn Technology Corp. Total: 13,425.00

ADA0143 - Adamson Police Products Line Item Account

198497 06/07/2017

Inv 242016

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	PD Drug Test Kits	101-4010-4011-8020-000	107.06

Inv 242016 Total 107.06

198497 Total: 107.06

DA0143 - Adamson Police Products Total: 107.06

ALH0179 - Alhambra Car Wash Line Item Account

Check Number	Check Date		Amount
198498	06/07/2017		
Inv	April 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	PD Car Washes	101-4010-4011-8100-000	466.00
Inv April 2017 Total			466.00
198498 Total:			466.00
ALH0179 - Alhambra Car Wash Total:			466.00
ASOM8032 - Alhambra School of Music Line Item Account			
198499	06/07/2017		
Inv	Spring 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Music Classes	101-8030-8032-8267-000	512.00
Inv Spring 2017 Total			512.00
198499 Total:			512.00
ASOM8032 - Alhambra School of Music Total:			512.00
ACMT2920 - All City Management Line Item Account			
198500	06/07/2017		
Inv	48352		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2017	PD School Crossing Guard Svcs 3/26-4/8/17	101-4010-4011-8180-000	3,442.01
Inv 48352 Total			3,442.01
Inv	48652		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	PD School Crossing Guard Svcs 4/9-22/17	101-4010-4011-8180-000	6,884.01
Inv 48652 Total			6,884.01
198500 Total:			10,326.02
ACMT2920 - All City Management Total:			10,326.02
AMZN8030 - Amazon/SYNCB Line Item Account			
198501	06/07/2017		
Inv	021978648965		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2017	Supplies	101-8030-8032-8020-000	164.48
04/10/2017	Supplies	101-8030-8031-8020-000	500.00

Check Number	Check Date		Amount
		Inv 021978648965 Total	664.48
		Inv 041661667917	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/29/2017 Supplies 101-8030-8032-8020-000	103.76
		Inv 041661667917 Total	103.76
		Inv 118257908289	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/10/2017 Supplies 101-8030-8032-8020-000	792.92
		04/10/2017 Supplies 101-8030-8031-8110-000	500.00
		Inv 118257908289 Total	1,292.92
		Inv 118817650880	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/21/2017 Supplies 101-8030-8032-8268-000	281.44
		Inv 118817650880 Total	281.44
		Inv 155925767928	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/17/2017 Supplies 101-8030-8031-8120-000	123.47
		Inv 155925767928 Total	123.47
		Inv 157455997539	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/12/2017 Supplies 101-8030-8032-8264-000	35.84
		Inv 157455997539 Total	35.84
		Inv 224163569334	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/25/2017 Supplies 101-8030-8032-8268-000	36.77
		Inv 224163569334 Total	36.77
		Inv 233645207008	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		05/04/2017 Supplies 101-8030-8032-8050-000	56.52
		Inv 233645207008 Total	56.52
		Inv 256726347529	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/06/2017 Supplies 101-8030-8032-8264-000	352.85
		Inv 256726347529 Total	352.85

Check Number	Check Date		Amount
Inv	272451394022		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Supplies	101-3010-3011-8000-000	68.81
Inv 272451394022 Total			68.81
Inv	286336203888		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Supplies	101-8030-8031-8120-000	35.26
Inv 286336203888 Total			35.26
198501 Total:			3,052.12
AMZN8030 - Amazon/SYNCB Total:			3,052.12
HYANS290 - An, Hyunsoo Line Item Account			
198502	06/07/2017		
Inv	6053		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund Paramedic Overpayment/Payment in Error	101-0000-0000-5290-001	393.59
Inv 6053 Total			393.59
198502 Total:			393.59
HYANS290 - An, Hyunsoo Total:			393.59
ANO7777 - Anonymous Content LLC Line Item Account			
198503	06/07/2017		
Inv	F83067		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund Water Deposit for "Nature's Bounty" Job	500-0000-0000-2980-000	989.45
Inv F83067 Total			989.45
198503 Total:			989.45
ANO7777 - Anonymous Content LLC Total:			989.45
ANT0243 - Antrim's Security Co., Inc. Line Item Account			
198504	06/07/2017		
Inv	51347		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2017	Master Lock Replacement/Stock Citywide Pad Locks	101-6010-6410-8020-000	228.38
Inv 51347 Total			228.38

198504 Total:

228.38

ANT0243 - Antrim's Security Co., Inc. Total:

228.38

ARA0260 - Aramark Uniform Services Line Item Account

198505 06/07/2017

Inv 532434054

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Uniform Svcs	500-6010-6711-8132-000	16.14
05/11/2017	Uniform Svcs	101-6010-6601-8132-000	16.84
05/11/2017	Uniform Svcs	500-6010-6710-8132-000	40.97
05/11/2017	Uniform Svcs	210-6010-6501-8132-000	10.09
05/11/2017	Uniform Svcs	230-6010-6116-8132-000	119.34
05/11/2017	Uniform Svcs	215-6010-6201-8132-000	31.69
05/11/2017	Uniform Svcs	215-6010-6310-8132-000	11.91

Inv 532434054 Total

246.98

Inv 532451142

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Uniform Svcs	500-6010-6711-8132-000	14.25
05/18/2017	Uniform Svcs	500-6010-6710-8132-000	32.92
05/18/2017	Uniform Svcs	215-6010-6201-8132-000	8.17
05/18/2017	Uniform Svcs	215-6010-6310-8132-000	8.17
05/18/2017	Uniform Svcs	230-6010-6116-8132-000	36.85
05/18/2017	Uniform Svcs	210-6010-6501-8132-000	8.17
05/18/2017	Uniform Svcs	101-6010-6601-8132-000	13.12

Inv 532451142 Total

121.65

198505 Total:

368.63

ARA0260 - Aramark Uniform Services Total:

368.63

ARM0253 - Armstrong Lock & Safe Co. Line Item Account

198506 06/07/2017

Inv 64352

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/12/2016	PD Duplication of Keys	101-4010-4011-8120-000	48.93

Inv 64352 Total

48.93

198506 Total:

48.93

ARM0253 - Armstrong Lock & Safe Co. Total:

48.93

CIN4011 - AT&T --Cingular Wireless Line Item Account

198507 06/07/2017

Check Number	Check Date		Amount
Inv	287014917916x05		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2017	City Mobile Devices 4/9-5/8/17	101-3010-3032-8150-000	420.00
05/08/2017	City Mobile Devices 4/9-5/8/17	500-6010-6710-8150-000	53.38
Inv 287014917916x05 Total			473.38
198507 Total:			473.38
CIN4011 - AT&T --Cingular Wireless Total:			473.38
AMAW8268 - Autry Museum of the American West Line Item Account			
198508	06/07/2017		
Inv	6/21/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Camp Med Field Trip 6/21/17 Tickets	101-8030-8032-8268-000	260.00
Inv 6/21/17 Total			260.00
198508 Total:			260.00
AMAW8268 - Autry Museum of the American West Total:			260.00
BAK0369 - Baker & Taylor Books Line Item Account			
198509	06/07/2017		
Inv	3021540212		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2017	Books	101-8010-8011-8080-000	48.73
Inv 3021540212 Total			48.73
Inv	3021552080		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2017	Books	101-8010-8011-8080-000	35.29
Inv 3021552080 Total			35.29
Inv	3021563882		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2017	Books	101-8010-8011-8080-000	164.42
Inv 3021563882 Total			164.42
Inv	4011870326		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Books	101-8010-8011-8080-000	60.52
03/30/2017	Books	101-8010-8011-8080-000	1,310.27
Inv 4011870326 Total			1,370.79

Inv 4011872006

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Books	101-8010-8011-8080-000	2,282.56
03/31/2017	Books	101-8010-8011-8080-000	18.61

Inv 4011872006 Total 2,301.17

Inv 4011873329

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Books	101-8010-8011-8080-000	322.81
04/04/2017	Books	101-8010-8011-8080-000	304.32

Inv 4011873329 Total 627.13

Inv 4011875758

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	Books	101-8010-8011-8080-000	160.15
04/05/2017	Books	101-8010-8011-8080-000	518.53
04/05/2017	Books	101-8010-8011-8080-000	110.29

Inv 4011875758 Total 788.97

Inv 4011880190

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2012	Books	101-8010-8011-8080-000	1,470.63

Inv 4011880190 Total 1,470.63

Inv 4011881876

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2012	Books	101-8010-8011-8080-000	829.72

Inv 4011881876 Total 829.72

Inv 4011882144

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2017	Books	101-8010-8011-8080-000	134.96
04/11/2017	Books	101-8010-8011-8080-000	1.60

Inv 4011882144 Total 136.56

Inv 4011885565

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2012	Books	101-8010-8011-8080-000	2,093.24

Inv 4011885565 Total 2,093.24

Inv 4011885566

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2017	Books	101-8010-8011-8080-000	125.23

Check Number	Check Date		Amount
Inv 4011885566		Total	125.23
Inv 4011887972			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2012	Books	101-8010-8011-8080-000	1,184.53
Inv 4011887972		Total	1,184.53
Inv 4011888131			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2017	Books	101-8010-8011-8080-000	528.15
Inv 4011888131		Total	528.15
Inv 4011892782			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2012	Books	101-8010-8011-8080-000	466.60
Inv 4011892782		Total	466.60
Inv 4011892851			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	Books	101-8010-8011-8080-000	101.19
Inv 4011892851		Total	101.19
198509		Total:	12,272.35
BAK0369 - Baker & Taylor Books Total:			12,272.35
BAK0366 - Baker & Taylor Entertainment Line Item Account			
198510	06/07/2017		
Inv B47841720			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	10.45
Inv B47841720		Total	10.45
Inv B48025430			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	61.06
Inv B48025430		Total	61.06
Inv B48025440			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	78.04
Inv B48025440		Total	78.04

Check Number	Check Date		Amount
Inv	B48217900		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	4.83
Inv B48217900 Total			4.83
Inv	B48447360		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	286.93
Inv B48447360 Total			286.93
Inv	B48706110		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	29.36
Inv B48706110 Total			29.36
Inv	B48824020		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	39.42
Inv B48824020 Total			39.42
Inv	B48939110		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	11.26
Inv B48939110 Total			11.26
Inv	B49273690		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	12.07
Inv B49273690 Total			12.07
Inv	T48018840		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	24.13
Inv T48018840 Total			24.13
Inv	T57410280		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	64.07
Inv T57410280 Total			64.07
Inv	T57428970		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/11/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	100.36

Inv T57428970 Total 100.36

Inv T57713070

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	174.07

Inv T57713070 Total 174.07

Inv T57765210

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	15.28

Inv T57765210 Total 15.28

Inv T57834720

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/20/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	48.89

Inv T57834720 Total 48.89

Inv T57996380

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	55.27

Inv T57996380 Total 55.27

Inv T58018850

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	13.67

Inv T58018850 Total 13.67

Inv T58055460

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	12.22

Inv T58055460 Total 12.22

Inv T58122080

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	14.67

Inv T58122080 Total 14.67

Inv T58275580

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	12.21

Inv T58275580 Total 12.21

Check Number	Check Date		Amount
Inv	T58305190		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	Dvds, CDs & Videos	101-8010-8011-8080-000	15.28
Inv T58305190 Total			15.28
198510 Total:			1,083.54
BAK0366 - Baker & Taylor Entertainment Total:			1,083.54
BBSW9399 - Banner Bank Line Item Account			
198511	06/07/2017		
Inv #11			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Southwest Pipeline & Trenchless Corp.-Escrow Acct.# 1171	310-9000-9399-9399-000	8,396.13
Inv #11 Total			8,396.13
Inv #12			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2017	Southwest Pipeline & Trenchless Corp.-Escrow Acct.# 1171	310-9000-9399-9399-000	17,995.20
Inv #12 Total			17,995.20
198511 Total:			26,391.33
BBSW9399 - Banner Bank Total:			26,391.33
BNZL8032 - Banzali, Yvonne Line Item Account			
198512	06/07/2017		
Inv Spring 2017			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Instructor Pet 1st Aid/CPR Classes	101-8030-8032-8267-000	351.00
Inv Spring 2017 Total			351.00
198512 Total:			351.00
BNZL8032 - Banzali, Yvonne Total:			351.00
KSBS2920 - Basal, Kirstie Line Item Account			
198513	06/07/2017		
Inv R79518			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund WMB Deposit Rental 5/13/17	101-0000-0000-2920-000	500.00
Inv R79518 Total			500.00

198513 Total:

500.00

KSBS2920 - Basal, Kirstie Total:

500.00

BFWB4011 - Baxter's Frame Works & Badge Frame Line Item Account

198514 06/07/2017

Inv 836817

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/27/2017	PD Replace Dept Photo on Wall - Crop Photo	101-4010-4011-8020-000	68.85

Inv 836817 Total 68.85

198514 Total:

68.85

BFWB4011 - Baxter's Frame Works & Badge Frame Total:

68.85

DABN8267 - Bohan, Diana Line Item Account

198515 06/07/2017

Inv May 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Instructor Yoga Class	101-8030-8021-8267-000	196.00

Inv May 2017 Total 196.00

198515 Total:

196.00

DABN8267 - Bohan, Diana Total:

196.00

BLPS8032 - Bowlmor Pasadena Line Item Account

198516 06/07/2017

Inv 6/16/17 Balance

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	2017 Sum Middle School Mini Trip 6/16/17 Balance	101-8030-8032-8268-000	256.40

Inv 6/16/17 Balance Total 256.40

198516 Total:

256.40

BLPS8032 - Bowlmor Pasadena Total:

256.40

BRMR8267 - BRIT West Soccer Line Item Account

198517 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Soccer Classes	101-8030-8032-8267-000	6,435.49

()	Inv Spring 2017 Total		6,435.49
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	198517 Total:		6,435.49
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	BRMR8267 - BRIT West Soccer Total:		6,435.49
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BRO4011 - Brownells Line Item Account

198518	06/07/2017		
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Inv	00694800.RT		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	PD Firearms CREDIT	101-4010-4011-8020-000	-376.98

Inv	00694800.RT Total		-376.98
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Inv	13661782.00		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/17/2017	PD Firearms	101-4010-4011-8020-000	391.60

Inv	13661782.00 Total		391.60
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	198518 Total:		14.62
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()	BRO4011 - Brownells Total:		14.62
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CAL5236 - CA Linen Services Line Item Account

198519	06/07/2017		
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Inv	9365		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	FD Dept. Supplies	101-5010-5011-8020-000	126.59

Inv	9365 Total		126.59
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Inv	1400693		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2017	FD Dept Supplies	101-5010-5011-8020-000	126.59

Inv	1400693 Total		126.59
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	198519 Total:		253.18
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	CAL5236 - CA Linen Services Total:		253.18
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CAME2015 - CA Maintenance & Environmental Line Item Account

198520	06/07/2017		
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Inv	25363		
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
04/28/2017	Monthly Underground Tank Inspection 4/17	101-6010-6601-8120-000	100.00
Inv 25363	Total		100.00
Inv 25364			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	Monthly Underground Storage Tank Inspection 4/17	101-5010-5011-8100-000	8.00
04/28/2017	Monthly Underground Storage Tank Inspection 4/17	101-7010-7011-8100-000	2.00
04/28/2017	Monthly Underground Storage Tank Inspection 4/17	101-6010-6011-8100-000	2.00
04/28/2017	Monthly Underground Storage Tank Inspection 4/17	101-4010-4011-8105-000	86.00
04/28/2017	Monthly Underground Storage Tank Inspection 4/17	101-2010-2011-8100-000	2.00
Inv 25364	Total		100.00
Inv 25391			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Monitor Certification @ FD Spill Bucket Test	101-6010-6601-8020-000	493.68
Inv 25391	Total		493.68
Inv 25392			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Monitor Certification Testing @ Yard	101-6010-6601-8020-000	493.68
Inv 25392	Total		493.68
198520	Total:		1,187.36
CAME2015 - CA Maintenance & Environmental Total:			1,187.36
CAL8012 - Califa Group Line Item Account			
198521	06/07/2017		
Inv 8845			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Electronic Reference-BookBrowse 9/1/16-8/31/17	101-8010-8011-8031-000	630.00
Inv 8845	Total		630.00
Inv 8846			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Electronic Reference Subscriptions - Oxford University Press	101-8010-8011-8031-000	462.00
Inv 8846	Total		462.00
Inv 8934			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/25/2016	Electronic Reference - EBSCO Learning Express 9/1/16-8/31/17	101-8010-8011-8031-000	2,989.62
Inv 8934	Total		2,989.62

Check Number	Check Date		Amount
Inv	8935		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/25/2016	Electronic Reference - EBSCO Novelist Plus 9/1/16-8/31/17	101-8010-8011-8031-000	2,174.33
Inv 8935 Total			2,174.33
Inv	9119		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/28/2016	Electronic Reference - PROQUEST LA Times Full Text 1/1/17-12/31/17	101-8010-8011-8031-000	3,219.30
Inv 9119 Total			3,219.30
Inv	9431		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2017	Equipment Maint. - CENIC Broadband Jan-Mar 2017	101-8010-8011-8110-000	3,535.94
Inv 9431 Total			3,535.94
198521 Total:			13,011.19
CAL8012 - Califa Group Total:			13,011.19
CAUB9266 - California United Bank Line Item Account			
198522	06/07/2017		
Inv #25			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Garfield Reservoir Retention - 0138174743	500-9000-9266-9266-000	17,218.92
Inv #25 Total			17,218.92
198522 Total:			17,218.92
CAUB9266 - California United Bank Total:			17,218.92
KUCP4011 - Camp, Kurt J. Line Item Account			
198523	06/07/2017		
Inv SP00042			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	PD Fingerprinting Svcs	101-4010-4011-8170-000	572.50
Inv SP00042 Total			572.50
198523 Total:			572.50
KUCP4011 - Camp, Kurt J. Total:			572.50
CAN0607 - Cantu Graphics Line Item Account			

Check Number	Check Date		Amount
198524	06/07/2017		
Inv 1775			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2017	Mgmt Svcs Business Cards	101-2010-2011-8050-000	59.70
Inv 1775 Total			59.70
198524 Total:			59.70
CAN0607 - Cantu Graphics Total:			59.70
CHPN5290 - Care 1st Health Plan Line Item Account			
198525	06/07/2017		
Inv 1966188			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund Paramedic Overpayment/Payment in Error RE:1966188	101-0000-0000-5290-001	128.08
Inv 1966188 Total			128.08
198525 Total:			128.08
CHPN5290 - Care 1st Health Plan Total:			128.08
ASCA5270 - Catena, Alessia Della Line Item Account			
198526	06/07/2017		
Inv R81882			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Refund Partial Dropped Pet 1st Aid/CPR Class	101-0000-0000-5270-002	45.00
Inv R81882 Total			45.00
198526 Total:			45.00
ASCA5270 - Catena, Alessia Della Total:			45.00
CAT0700 - Catering Systems Inc. Line Item Account			
198527	06/07/2017		
Inv 4316			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2017	Sr. Center Meals w/ 5/1-5/17	101-8030-8021-8180-000	1,274.90
Inv 4316 Total			1,274.90
198527 Total:			1,274.90
CAT0700 - Catering Systems Inc. Total:			1,274.90

Check Number	Check Date	Amount
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CERE9324 - Cerco Engineering Line Item Account

198528 06/07/2017

Inv #3

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Demo Garden Project	500-3010-3012-8032-000	10,013.00

Inv #3 Total 10,013.00

198528 Total: 10,013.00

CERE9324 - Cerco Engineering Total:

10,013.00

CHA7788 - Chan, Benjamin Line Item Account

198529 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Tai Chi Class	101-8030-8032-8267-000	234.00

Inv Spring 2017 Total 234.00

198529 Total: 234.00

CHA7788 - Chan, Benjamin Total:

234.00

CHAG8032 - Chang, Emily Line Item Account

198530 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Kindermusik Class	101-8030-8032-8267-000	315.90

Inv Spring 2017 Total 315.90

198530 Total: 315.90

CHAG8032 - Chang, Emily Total:

315.90

CHUN8032 - Chung, Sam Line Item Account

198531 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Karate Class	101-8030-8032-8267-000	130.00

Inv Spring 2017 Total 130.00

198531 Total: 130.00

Check Number	Check Date		Amount
CHUN8032 - Chung, Sam Total:			130.00
JMCB6710 - Cipres Bravo, Jose Manuel Line Item Account			
198532	06/07/2017		
Inv	2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	Reimb. Water Operator Grade D2 Certification	500-6010-6710-8200-000	125.00
Inv 2017 Total			125.00
198532 Total:			125.00
JMCB6710 - Cipres Bravo, Jose Manuel Total:			125.00
ALH4011 - City of Alhambra Line Item Account			
198533	06/07/2017		
Inv	SP-2/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	PD Inmate Housing 2/17	101-4010-4011-8180-000	2,752.00
Inv SP-2/17 Total			2,752.00
198533 Total:			2,752.00
ALH4011 - City of Alhambra Total:			2,752.00
ALPD4010 - City of Alhambra Police Dept. Line Item Account			
198534	06/07/2017		
Inv	SP-4/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	PD Inmate Housing 4/17	101-4010-4011-8180-000	4,816.00
Inv SP-4/17 Total			4,816.00
198534 Total:			4,816.00
ALPD4010 - City of Alhambra Police Dept. Total:			4,816.00
PAS4012 - City of Pasadena Line Item Account			
198535	06/07/2017		
Inv	3008014		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	PD Services by the Field Identification Unit March/April 2017	101-4010-4011-8180-000	180.40
Inv 3008014 Total			180.40

Check Number	Check Date		Amount
198535 Total:			180.40
PAS4012 - City of Pasadena Total:			180.40
COSG9265 - City of San Gabriel Line Item Account			
198536	06/07/2017		
Inv	12/30/16-3/31/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Fire Command Staff Svcs 12/30/16-3/31/17	101-5010-5011-8183-000	48,702.63
Inv 12/30/16-3/31/17 Total			48,702.63
198536 Total:			48,702.63
COSG9265 - City of San Gabriel Total:			48,702.63
CLBL4010 - Clear Ballistics Line Item Account			
198537	06/07/2017		
Inv	2227		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Ballistic Shooter Block	272-4010-4018-8520-000	801.06
05/10/2017	Ballistic Shooter Block	101-0000-0000-2700-000	-58.45
Inv 2227 Total			742.61
198537 Total:			742.61
CLBL4010 - Clear Ballistics Total:			742.61
CMME4011 - Commline Inc. Line Item Account			
198538	06/07/2017		
Inv	0033992		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2017	PD Troubleshoot Faulty Lobby Camera & Replace Box Camera	101-4010-4011-8110-000	848.25
Inv 0033992 Total			848.25
Inv	0034822		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2017	PD Maint. Svcs Repairs Unit# 0805	101-4010-4011-8110-000	140.00
Inv 0034822 Total			140.00
Inv	0036906		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2017	PD Maint. Svcs Repairs Unit# 9704	101-4010-4011-8110-000	235.00
Inv 0036906 Total			235.00

Check Number Check Date Amount

Inv 0037587

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	PD Units# 1405, 1407, 1404 & 1201 Vehicle Radio Maint.	101-4010-4011-8100-000	660.00

Inv 0037587 Total 660.00

Inv 0037603

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	PD Units# 1405, 1407 & 0416 Vehicle Radio Maint.	101-4010-4011-8100-000	330.00

Inv 0037603 Total 330.00

198538 Total: 2,213.25

CMME4011 - Commline Inc. Total: 2,213.25

COM0699 - Compressed Air Specialties Inc Line Item Account

198539 06/07/2017

Inv 00031462

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2017	FD Maint. Bauer K14- 12BP- E1 Air Compressor	101-5010-5011-8110-000	300.00

Inv 00031462 Total 300.00

198539 Total: 300.00

COM0699 - Compressed Air Specialties Inc Total: 300.00

CONN6711 - Conney Safety Line Item Account

198540 06/07/2017

Inv 05266294

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/13/2016	Water Distribution High Visibility Vests	500-6010-6710-8132-000	34.42

Inv 05266294 Total 34.42

198540 Total: 34.42

CONN6711 - Conney Safety Total: 34.42

COR7788 - Cornforth, Darren Line Item Account

198541 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Tennis Classes	101-8030-8032-8267-000	1,410.50

Check Number	Check Date		Amount
		Inv Spring 2017 Total	1,410.50
		198541 Total:	1,410.50
		COR7788 - Cornforth, Darren Total:	1,410.50
		DSP0755 - D & S Printing Line Item Account	
198542	06/07/2017		
		Inv 8033	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		03/31/2017	Doggy Day Banner Changes
			<u>Line Item Account</u>
			101-8030-8032-8264-000
			48.94
		Inv 8033 Total	48.94
		Inv 8115	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/15/2017	Library Envelopes
			<u>Line Item Account</u>
			101-8010-8011-8050-000
			570.94
		Inv 8115 Total	570.94
		Inv 8126	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/19/2017	Library Posters
			<u>Line Item Account</u>
			101-8010-8011-8050-000
			156.60
		Inv 8126 Total	156.60
		Inv 8127	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/19/2017	PD 2 Self-Inking Rubber Stamps
			<u>Line Item Account</u>
			101-4010-4011-8000-000
			65.25
		Inv 8127 Total	65.25
		198542 Total:	841.73
		DSP0755 - D & S Printing Total:	841.73
		ASHD8267 - Delery, Ashley Line Item Account	
198543	06/07/2017		
		Inv May 2017	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/24/2017	Instructor Pep Up Class
			<u>Line Item Account</u>
			101-8030-8021-8267-000
			188.00
		Inv May 2017 Total	188.00
		198543 Total:	188.00
		ASHD8267 - Delery, Ashley Total:	188.00

Check Number	Check Date		Amount
DEM0777 - Demco Line Item Account			
198544	06/07/2017		
Inv	6124092		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	Technical Svcs Supplies	101-8010-8011-8020-000	272.69
Inv 6124092 Total			272.69
198544 Total:			272.69
DEM0777 - Demco Total:			272.69
DOJ4011 - Dept of Justice Line Item Account			
198545	06/07/2017		
Inv	232380		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	PD Applicant Fingerprinting Svcs April 2017	101-4010-4011-8020-000	768.00
Inv 232380 Total			768.00
198545 Total:			768.00
DOJ4011 - Dept of Justice Total:			768.00
DGSS8020 - Dept. of General Services Line Item Account			
198546	06/07/2017		
Inv	000001047250		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Svcs Relating to Filings for Office of Admin. Hearings-Employee	101-2010-2013-8170-000	100.00
Inv 000001047250 Total			100.00
198546 Total:			100.00
DGSS8020 - Dept. of General Services Total:			100.00
GEMT5550 - Dept. of Health Care Services Line Item Account			
198547	06/07/2017		
Inv	ID: 1073512570		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	GEMT Medi-Cal Cost FY Ended 6/30/12	101-0000-0000-5550-000	4,963.00
Inv ID: 1073512570 Total			4,963.00
Inv ID: 1073512570*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/10/2017	GEMT Medi-Cal Cost FY Ended 6/30/13	101-0000-0000-5550-000	5,394.00
Inv ID: 1073512570*	Total		5,394.00
198547 Total:			10,357.00
GEMT5550 - Dept. of Health Care Services Total:			10,357.00
DPSI7101 - Desktop Publishing Supplies Inc. Line Item Account			
198548	06/07/2017		
Inv	367233		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	Postcard Paper for Public Notices	101-0000-0000-2700-000	-23.91
04/28/2017	Postcard Paper for Public Notices	101-7010-7011-8050-000	346.37
Inv 367233 Total			322.46
198548 Total:			322.46
DPSI7101 - Desktop Publishing Supplies Inc. Total:			322.46
DDL8010 - Dr. Detail Ph.D Line Item Account			
198549	06/07/2017		
Inv	00062		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2017	Community Room Entrance & Walkway Power Wash Svcs	101-8010-8011-8120-000	200.00
Inv 00062 Total			200.00
Inv	00063		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Community Room Carpet Spot Cleaning	101-8010-8011-8120-000	75.00
Inv 00063 Total			75.00
198549 Total:			275.00
DDL8010 - Dr. Detail Ph.D Total:			275.00
DDEK6712 - Dudek Line Item Account			
198550	06/07/2017		
Inv	20172306		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Swr Rehab. & Replacement Project Construction Engineering Svcs4/1'	310-6010-6501-8170-000	3,767.50
Inv 20172306 Total			3,767.50

Check Number	Check Date		Amount
198550 Total:			3,767.50
DDEK6712 - Dudek Total:			3,767.50
DBAR3011 - Dunbar Armored Inc. Line Item Account			
198551	06/07/2017		
Inv	3979921		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Armored Car Svc for 5/17	500-3010-3012-8180-000	795.94
05/01/2017	Armored Car Svc for 5/17	101-3010-3041-8180-000	795.94
Inv 3979921 Total			1,591.88
Inv	3979921*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Armored Car Svc for Excess Svcs 4/17	101-3010-3041-8180-000	615.06
Inv 3979921* Total			615.06
198551 Total:			2,206.94
DBAR3011 - Dunbar Armored Inc. Total:			2,206.94
GLDN3012 - Dunn, Gloria Line Item Account			
198552	06/07/2017		
Inv	5/23/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2017	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 5/23/17 Total			100.00
198552 Total:			100.00
GLDN3012 - Dunn, Gloria Total:			100.00
EAG7777 - Eagle Messenger Services Line Item Account			
198553	06/07/2017		
Inv	42097		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2017	Overnight Shipping	500-3010-3012-8010-000	48.00
Inv 42097 Total			48.00
198553 Total:			48.00
EAG7777 - Eagle Messenger Services Total:			48.00

EURO6710 - Eurofins Eaton Analytical Line Item Account

98554 06/07/2017

Inv L0316286

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	20.00

Inv L0316286 Total 20.00

Inv L0316658

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00

Inv L0316658 Total 127.00

Inv L0318712

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00

Inv L0318712 Total 127.00

Inv L0319428

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00

Inv L0319428 Total 127.00

Inv L0319631

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00

Inv L0319631 Total 85.00

Inv L0319944

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	170.00

Inv L0319944 Total 170.00

Inv L0319951

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00

Inv L0319951 Total 85.00

Inv L0320976

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	140.00

Inv L0320976 Total 140.00

Check Number	Check Date		Amount
Inv	L0320977		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	127.00
Inv L0320977 Total			127.00
Inv	L0321441		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	20.00
Inv L0321441 Total			20.00
Inv	L0322430		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Water Quality Testing Svcs	500-6010-6711-8170-000	85.00
Inv L0322430 Total			85.00
198554 Total:			1,113.00
EURO6710 - Eurofins Eaton Analytical Total:			1,113.00
FDBC8025 - Fast Deer Bus Charter Inc. Line Item Account			
198555	06/07/2017		
Inv	134491		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Camp Med Summer Bus Field Trip-Autry Museum 6/21/17	205-8030-8024-8180-000	1,589.28
Inv 134491 Total			1,589.28
Inv	134492		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Camp Med Summer Bus Field Trip-Hollywood & Highland 6/21/17	205-8030-8024-8180-000	763.06
Inv 134492 Total			763.06
Inv	134493		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Camp Med Summer Bus Field Trip-Medieval Times 6/28/17	205-8030-8024-8180-000	1,973.43
Inv 134493 Total			1,973.43
198555 Total:			4,325.77
FDBC8025 - Fast Deer Bus Charter Inc. Total:			4,325.77
FRAS9195 - Fieldman, Rolapp & Associates Line Item Account			
198556	06/07/2017		

Check Number Check Date Amount

Inv 23153

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Consult. Svcs - Review of City Financial Status for Community Ce	105-9000-9195-9195-000	6,609.60

Inv 23153 Total 6,609.60

198556 Total: 6,609.60

FRAS9195 - Fieldman, Rolapp & Associates Total: 6,609.60

FNRT4011 - Forensic Nurse Response Team Line Item Account

198557 06/07/2017

Inv 04-21-17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	PD SART Exam - DR - 17-0922	101-4010-4011-8170-000	800.00

Inv 04-21-17 Total 800.00

198557 Total: 800.00

FNRT4011 - Forensic Nurse Response Team Total: 800.00

GAL7788 - Gale, Donna Line Item Account

198558 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Dance & Cooking Classes	101-8030-8032-8267-000	2,010.00

Inv Spring 2017 Total 2,010.00

198558 Total: 2,010.00

GAL7788 - Gale, Donna Total: 2,010.00

TEGA2920 - Garcia, Teresa Line Item Account

198559 06/07/2017

Inv R81672

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Refund WMB Deposit Rental 5/6/17	101-0000-0000-2920-000	500.00

Inv R81672 Total 500.00

198559 Total: 500.00

TEGA2920 - Garcia, Teresa Total: 500.00

THR5910 - George L.Throop Co. Line Item Account

198560 06/07/2017 ○
 Inv 01-729396-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Sidewalk Repairs	215-6010-6118-8020-000	385.16

Inv 01-729396-00 Total 385.16

Inv 01-729472-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Sidewalk Repairs	215-6010-6118-8020-000	507.32

Inv 01-729472-00 Total 507.32

Inv 01-729776-00

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Sidewalk Repairs	215-6010-6118-8020-000	161.49

Inv 01-729776-00 Total 161.49

198560 Total: 1,053.97

THR5910 - George L.Throop Co. Total: 1,053.97

AGGO3012 - Go, Angel Line Item Account

198561 06/07/2017 ○
 Inv 5/15/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Refund Rebate	500-3010-3012-8032-000	200.00

Inv 5/15/17 Total 200.00

198561 Total: 200.00

AGGO3012 - Go, Angel Total: 200.00

CSGL2920 - Golding, Cassandra Line Item Account

198562 06/07/2017
 Inv R81742

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund Partial Deposit Fee Rental Youth House 5/13/17	101-0000-0000-2920-000	360.00

Inv R81742 Total 360.00

198562 Total: 360.00

CSGL2920 - Golding, Cassandra Total: 360.00 ○

ECGZ5270 - Gonzalez, Eric Line Item Account

198563 06/07/2017

Inv R81880

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Refund Cancelled Kick & Play Class	101-0000-0000-5270-002	96.00

Inv R81880 Total 96.00

198563 Total: 96.00

ECGZ5270 - Gonzalez, Eric Total: 96.00

ANGY8030 - Grady, Anthony Q. Line Item Account

198564 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Jiu Jitsu Classes	101-8030-8032-8267-000	351.00

Inv Spring 2017 Total 351.00

198564 Total: 351.00

ANGY8030 - Grady, Anthony Q. Total: 351.00

GRE6116 - Great Match Consulting Line Item Account

198565 06/07/2017

Inv 1690003589

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	Temp. for Sidewalk Repairs w/e 4/30/17	104-9000-9287-9287-000	1,481.76

Inv 1690003589 Total 1,481.76

198565 Total: 1,481.76

GRE6116 - Great Match Consulting Total: 1,481.76

GRE1270 - Greg's Automotive Services Line Item Account

198566 06/07/2017

Inv 14229

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Water Unit# 8 Oil Change Maint. Svcs	500-6010-6711-8100-000	122.93

Inv 14229 Total 122.93

198566 Total: 122.93

Check Number	Check Date		Amount
GRE1270 - Greg's Automotive Services Total:			122.93
HATC8025 - Halls Auto Tech Center Line Item Account			
198567	06/07/2017		
Inv	270511005		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Van#75 Muffler Hanger Replacement	205-8030-8025-8100-000	52.43
Inv 270511005 Total			52.43
198567 Total:			52.43
HATC8025 - Halls Auto Tech Center Total:			52.43
LRHR3012 - Harris, Lori Line Item Account			
198568	06/07/2017		
Inv	5/15/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 5/15/17 Total			100.00
198568 Total:			100.00
LRHR3012 - Harris, Lori Total:			100.00
CRHY8067 - Hartney, Corey Line Item Account			
198569	06/07/2017		
Inv	Spring 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Basketball Classes	101-8030-8032-8267-000	715.00
Inv Spring 2017 Total			715.00
198569 Total:			715.00
CRHY8067 - Hartney, Corey Total:			715.00
HYBS8180 - Haynes Building Services LLC Line Item Account			
198570	06/07/2017		
Inv	33307		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Janitorial Cleaning Svcs 5/17	232-6010-6417-8180-000	714.30
05/01/2017	Janitorial Cleaning Svcs 5/17	101-6010-6601-8180-000	10,386.05
Inv 33307 Total			11,100.35

Check Number	Check Date		Amount
198570 Total:			11,100.35
HYBS8180 - Haynes Building Services LLC Total:			11,100.35
CHRZ2920 - Hernandez, Cristina Line Item Account			
198571	06/07/2017		
Inv	R81878		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2017	Refund WMB Deposit Rental 5/20/17	101-0000-0000-2920-000	500.00
Inv R81878 Total			500.00
198571 Total:			500.00
CHRZ2920 - Hernandez, Cristina Total:			500.00
HDLC3010 - Hinderliter deLlamas & Associates Line Item Account			
198572	06/07/2017		
Inv	0027247		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2017	Contract Svcs Sales Tax 2nt Qrt Audit Svcs - Sales Tax	101-3010-3011-8170-000	1,947.50
Inv 0027247 Total			1,947.50
198572 Total:			1,947.50
HDLC3010 - Hinderliter deLlamas & Associates Total:			1,947.50
INDG8031 - Innova Disk Golf Line Item Account			
198573	06/07/2017		
Inv	17-2568		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2017	Rec. Discatcher Traveler Target & GSTar Mako3	101-8030-8031-8020-000	832.22
Inv 17-2568 Total			832.22
198573 Total:			832.22
INDG8031 - Innova Disk Golf Total:			832.22
IABC6601 - Interstate All Battery Center Line Item Account			
198574	06/07/2017		
Inv	1905301007996		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2016	Citywide Batteries	101-6010-6601-8020-000	316.48

Check Number	Check Date		Amount
Inv 1905301007996	Total		316.48
198574	Total:		316.48
IABC6601	Interstate All Battery Center	Total:	316.48
JLAI9258	J Lou Architect Inc.	Line Item Account	
198575	06/07/2017		
Inv 201723			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	WMB Improvement Project	105-9000-9258-9258-000	13,000.00
Inv 201723	Total		13,000.00
198575	Total:		13,000.00
JLAI9258	J Lou Architect Inc.	Total:	13,000.00
JSAR4011	Jack's Auto Repair	Line Item Account	
198576	06/07/2017		
Inv 15271			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	PD Unit# 1406 Oil Change Maint. Svcs	101-4010-4011-8100-000	66.53
Inv 15271	Total		66.53
Inv 15322			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2017	PD Unit# 198 Oil Change Maint. Svcs	101-4010-4011-8100-000	66.44
Inv 15322	Total		66.44
Inv 15323			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2017	PD Unit# 1404 Replace Brake Pads & Hardware Svc	101-4010-4011-8100-000	210.35
Inv 15323	Total		210.35
Inv 15350			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Yard Unit# 327 Ignition Switch Repairs	210-6010-6501-8100-000	297.57
Inv 15350	Total		297.57
Inv 15358			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Transit Van# 74 45 Day Inspection Svcs	205-8030-8025-8100-000	52.50
Inv 15358	Total		52.50



Inv 15363

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2017	PD Unit# 1201 Replace Headlamp Bulb-Driver Side	101-4010-4011-8100-000	65.18

Inv 15363 Total 65.18

198576 Total: 758.57

JSAR4011 - Jack's Auto Repair Total: 758.57

JDFC5200 - JDF Construction Line Item Account

198577 06/07/2017

Inv P039245

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund Permit Fee	101-0000-0000-5200-004	57.20

Inv P039245 Total 57.20

198577 Total: 57.20

JDFC5200 - JDF Construction Total: 57.20



KBBE9203 - Kabbara Engineering Line Item Account

198578 06/07/2017

Inv 1385

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Engineering Design Svcs-Monterey Rd & El Centro St. Improve Prc	104-9000-9203-9203-000	14,399.75
05/01/2017	Engineering Design Svcs-Monterey Rd & El Centro St. Improve Prc	233-9000-9354-9354-000	14,399.75

Inv 1385 Total 28,799.50

198578 Total: 28,799.50

KBBE9203 - Kabbara Engineering Total: 28,799.50

KASR5290 - Kaiser Line Item Account

198579 06/07/2017

Inv RE: 5061721

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund Paramedic Overpayment/Payment in Error RE: 5061721	101-0000-0000-5290-001	493.20

Inv RE: 5061721 Total 493.20



98579 Total: 493.20

Check Number	Check Date		Amount
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KASR5290 - Kaiser Total: 493.20

DNKF5270 - Kaufeldt, Deena Line Item Account

198580	06/07/2017		
Inv	R81576		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	75.00
Inv R81576 Total			75.00

198580 Total: 75.00

DNKF5270 - Kaufeldt, Deena Total: 75.00

KEL8011 - Kelley Blue Book Line Item Account

198581	06/07/2017		
Inv	2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2017	Subscription Renewal	101-8010-8011-8030-000	76.30
Inv 2017 Total			76.30

198581 Total: 76.30

KEL8011 - Kelley Blue Book Total: 76.30

KLSR8032 - Kidz Love Soccer Line Item Account

198582	06/07/2017		
Inv	Spring 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Soccer Classes	101-8030-8032-8267-000	1,564.55
Inv Spring 2017 Total			1,564.55

198582 Total: 1,564.55

KLSR8032 - Kidz Love Soccer Total: 1,564.55

JSEK5270 - Klemm, Josefine Line Item Account

198583	06/07/2017		
Inv	R81881		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Refund Cancelled Kick & Play Class	101-0000-0000-5270-002	96.00
Inv R81881 Total			96.00

Check Number	Check Date		Amount
198583 Total:			96.00
JSFK5270 - Klemm, Josefine Total:			96.00
KOAC6010 - KOA Line Item Account			
198584	06/07/2017		
Inv	JB63126x3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2017	Engineering Design Svcs-Grevelia St. & Garfield Ave. St. Improve	104-9000-9203-9203-000	15,134.07
04/21/2017	Engineering Design Svcs-Grevelia St. & Garfield Ave. St. Improve	500-9000-9300-9300-000	15,134.06
Inv JB63126x3 Total			30,268.13
198584 Total:			30,268.13
KOAC6010 - KOA Total:			30,268.13
PBKB2920 - Kobabe, Phoebe Line Item Account			
198585	06/07/2017		
Inv	R81674		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Refund Sr. Center Deposit Rental 5/6/17	101-0000-0000-2920-000	250.00
Inv R81674 Total			250.00
198585 Total:			250.00
PBKB2920 - Kobabe, Phoebe Total:			250.00
LATS9203 - L.A. Traffic Signal Transportation Inc. Line Item Account			
198586	06/07/2017		
Inv	33-1666r		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/04/2017	Traffic Signal Improvement-Monterey Rd & Via Del Rey	104-9000-9203-9203-000	3,364.55
Inv 33-1666r Total			3,364.55
198586 Total:			3,364.55
LATS9203 - L.A. Traffic Signal Transportation Inc. Total:			3,364.55
LTAP5500 - L.A.C. M. T. A. Line Item Account			
198587	06/07/2017		
Inv	100594		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Metro Passes	205-2010-2210-8250-000	550.00

Check Number	Check Date		Amount
05/10/2017	Metro Passes	205-0000-0000-5500-000	550.00
Inv 100594 Total			1,100.00
198587 Total:			1,100.00
LTAP5500 - L.A.C. M. T. A. Total:			1,100.00
CUR7778 - L.N. Curtis & Sons Line Item Account			
198588	06/07/2017		
Inv INV102325			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	FD Supplies	101-5010-5011-8020-000	469.80
Inv INV102325 Total			469.80
198588 Total:			469.80
CUR7778 - L.N. Curtis & Sons Total:			469.80
WDLI8267 - Lai, Wendy Line Item Account			
198589	06/07/2017		
Inv Spring 2017			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Intro to Ikebana Class	101-8030-8032-8267-000	104.00
Inv Spring 2017 Total			104.00
198589 Total:			104.00
WDLI8267 - Lai, Wendy Total:			104.00
LDCR6410 - LandCare USA LLC Line Item Account			
198590	06/07/2017		
Inv 60042			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2017	Arroyo Drive/Pasadena Ave. Replace Damaged Plants	101-6010-6410-8180-000	1,126.00
Inv 60042 Total			1,126.00
Inv 62903			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	Orange Grove Median Replace Damaged Irrigation Plants	101-6010-6410-8180-000	678.13
Inv 62903 Total			678.13

Check Number	Check Date		Amount
Inv	65435		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Irrigation Tech for Movie Shoot 5/5/17	101-6010-6410-8180-000	412.50
Inv 65435 Total			412.50
198590 Total:			2,216.63
LDCR6410 - LandCare USA LLC Total:			2,216.63
LAN6401 - Landscape Structures Inc Line Item Account			
198591	06/07/2017		
Inv	INV-043585		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Garfield Park Playground Swingset Repair Parts & Labor	101-8030-8031-8120-000	516.83
Inv INV-043585 Total			516.83
198591 Total:			516.83
LAN6401 - Landscape Structures Inc Total:			516.83
AW6711 - Lawn Mower Corner Line Item Account			
198592	06/07/2017		
Inv	5769		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	FD Equipment Maint.	101-5010-5011-8110-000	36.92
Inv 5769 Total			36.92
198592 Total:			36.92
LAW6711 - Lawn Mower Corner Total:			36.92
NLEM8010 - Lem, Nancy Line Item Account			
198593	06/07/2017		
Inv	041417		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/14/2017	Eclectic Music Festival & Art Walk 2017 Poster Design	101-8010-8011-8040-000	100.00
Inv 041417 Total			100.00
198593 Total:			100.00
NLEM8010 - Lem, Nancy Total:			100.00

BRLW3012 - Lew, Barbara Line Item Account

198594 06/07/2017

Inv 5/23/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2017	Refund Rebate	500-3010-3012-8032-000	100.00

Inv 5/23/17 Total 100.00

198594 Total: 100.00

BRLW3012 - Lew, Barbara Total:

100.00

LCW7456 - Liebert Cassidy Whitmore Line Item Account

198595 06/07/2017

Inv 1440044

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	1,043.00

Inv 1440044 Total 1,043.00

Inv 1440045

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	105.00

Inv 1440045 Total 105.00

Inv 1440046

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	5,257.00

Inv 1440046 Total 5,257.00

Inv 1440047

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	868.00

Inv 1440047 Total 868.00

Inv 1440048

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	6,020.00

Inv 1440048 Total 6,020.00

Inv 1440049

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	350.00

Inv 1440049 Total 350.00

Check Number	Check Date		Amount
Inv	1440050		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	245.00
Inv 1440050 Total			245.00
Inv	1440051		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	1,645.00
Inv 1440051 Total			1,645.00
Inv	1440052		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Personnel Matters 4/17	101-2010-2013-8160-000	2,527.00
Inv 1440052 Total			2,527.00
198595 Total:			18,060.00
LCW7456 - Liebert Cassidy Whitmore Total:			18,060.00
ISKL8032 - Lien, Isaak Line Item Account			
198596	06/07/2017		
Inv	Spring 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Anime Class	101-8030-8032-8267-000	280.80
Inv Spring 2017 Total			280.80
198596 Total:			280.80
ISKL8032 - Lien, Isaak Total:			280.80
LIFE822 - Life-Assist Inc. Line Item Account			
198597	06/07/2017		
Inv	796547		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	FD Medical Supplies	101-5010-5011-8025-000	2,188.71
Inv 796547 Total			2,188.71
Inv	798015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	FD Medical Supplies	101-5010-5011-8025-000	22.52
Inv 798015 Total			22.52

Check Number	Check Date		Amount
198597 Total:			2,211.23
LIFE822 - Life-Assist Inc. Total:			2,211.23
DNLP2920 - Lopez, Dianna Line Item Account			
198598	06/07/2017		
Inv R81879			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2017	Refund Youth House Deposit Rental 5/20/17	101-0000-0000-2920-000	250.00
Inv R81879 Total			250.00
198598 Total:			250.00
DNLP2920 - Lopez, Dianna Total:			250.00
MJRI2950 - Magic Jump Rentals Inc. Line Item Account			
198599	06/07/2017		
Inv 174916			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Camp Med Fun Day 6/22/17 Summer In House Activities-Both Carr	101-8030-8032-8268-000	400.50
Inv 174916 Total			400.50
198599 Total:			400.50
MJRI2950 - Magic Jump Rentals Inc. Total:			400.50
AMMZ8032 - Martinez, Alma Line Item Account			
198600	06/07/2017		
Inv Spring 2017			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Zumba Class	101-8030-8032-8267-000	396.50
Inv Spring 2017 Total			396.50
Inv Spring 2017*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2017	Instructor Zumba Classes Additional Participants	101-8030-8032-8267-000	159.25
Inv Spring 2017* Total			159.25
198600 Total:			555.75
AMMZ8032 - Martinez, Alma Total:			555.75

HMCD3012 - McDonald, John Line Item Account

198601 06/07/2017

Inv 050117A

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	DVDs	101-8010-8011-8080-000	128.18

Inv 050117A Total 128.18

Inv 050117B

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Library Honorarium 4/27 Author & Film Night	101-8010-8011-8020-000	100.00

Inv 050117B Total 100.00

198601 Total: 228.18

HMCD3012 - McDonald, John Total:

228.18

MCM2352 - McMaster Carr Supply Co Line Item Account

198602 06/07/2017

Inv 27807568

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Siemens Motor Starter Relay Controller for Irrigation System	101-6010-6410-8020-000	456.20

Inv 27807568 Total 456.20

198602 Total: 456.20

MCM2352 - McMaster Carr Supply Co Total:

456.20

ARML5011 - McNally, April Line Item Account

198603 06/07/2017

Inv 003

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2017	FD Equipment	101-5010-5011-8134-000	508.78

Inv 003 Total 508.78

198603 Total: 508.78

ARML5011 - McNally, April Total:

508.78

ROO4900 - Mike Roos & Company Line Item Account

198604 06/07/2017

Inv 5172N

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2017	Strategic Planning & Consulting Svcs 4/17	101-2010-2021-8170-000	3,000.00

Check Number	Check Date		Amount
		Inv 5172N Total	3,000.00
		198604 Total:	3,000.00
		ROO4900 - Mike Roos & Company Total:	3,000.00
		ARTM4010 - Miller, Arthur Line Item Account	
198605	06/07/2017		
		Inv 5/9-10/17	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/11/2017	Reimb. Legislative Law Day Sacramento Expenses
			<u>Line Item Account</u>
			101-4010-4011-8090-000
			446.82
		Inv 5/9-10/17 Total	446.82
		198605 Total:	446.82
		ARTM4010 - Miller, Arthur Total:	446.82
		MMV9126 - Mission Meridian Village POA Line Item Account	
198606	06/07/2017		
		Inv COM001	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/23/2017	POA Dues Hospital Utility 6/17
			<u>Line Item Account</u>
			226-2010-2029-8060-000
			804.13
		Inv COM001 Total	804.13
		Inv COM002	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/23/2017	POA Dues Parking 6/17
			<u>Line Item Account</u>
			207-2010-2260-8061-000
			1,730.17
		Inv COM002 Total	1,730.17
		198606 Total:	2,534.30
		MMV9126 - Mission Meridian Village POA Total:	2,534.30
		MMSC2011 - MMASC Line Item Account	
198607	06/07/2017		
		Inv 2017	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/15/2017	Membership Renewal - Lucy Demirjian
			<u>Line Item Account</u>
			101-2010-2011-8090-000
			85.00
		Inv 2017 Total	85.00
		198607 Total:	85.00

Check Number	Check Date		Amount
MMSC2011 - MMASC Total:			85.00
MOR2900 - Morrow & Holman Plumbing Inc Line Item Account			
198608	06/07/2017		
Inv	P-05-2832		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Yard Repair - Broken Pipe	101-6010-6601-8020-000	322.44
Inv P-05-2832 Total			322.44
198608 Total:			322.44
MOR2900 - Morrow & Holman Plumbing Inc Total:			322.44
MPLC8021 - Motion Picture Licensing Corp. Line Item Account			
198609	06/07/2017		
Inv	504085241		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	Annual License to Show Films @ Sr. Center	101-8030-8021-8020-000	323.03
Inv 504085241 Total			323.03
198609 Total:			323.03
MPLC8021 - Motion Picture Licensing Corp. Total:			323.03
LDMS2920 - Muhlestein, Ladell Line Item Account			
198610	06/07/2017		
Inv	R81741		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund WMB Deposit Rental 8/26/17 w/Cancellation Penalty	101-0000-0000-2920-000	375.00
Inv R81741 Total			375.00
198610 Total:			375.00
LDMS2920 - Muhlestein, Ladell Total:			375.00
MYRC5011 - Mystery Ranch Line Item Account			
198611	06/07/2017		
Inv	IN93614		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2017	FD Fire Line Medic EMS Bags	101-5010-5011-8020-000	802.79
Inv IN93614 Total			802.79

Check Number	Check Date		Amount
Inv	IN93615		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	FD Fire Line Medic EMS Bags	101-5010-5011-8020-000	21.85
Inv IN93615 Total			21.85
198611 Total:			824.64
MYRC5011 - Mystery Ranch Total:			824.64
NCRS6711 - National Construction Rentals Line Item Account			
198612	06/07/2017		
Inv	4710453		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2017	Temporary Fence for Wilson Well #2 4/20-5/17/17	500-6010-6711-8020-000	29.70
Inv 4710453 Total			29.70
198612 Total:			29.70
NCRS6711 - National Construction Rentals Total:			29.70
NIMO9203 - Ninyo & Moore Line Item Account			
198613	06/07/2017		
Inv	202294		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2016	Geotechnical & Material Testing Svcs 9/16	500-9000-9266-9266-000	662.00
Inv 202294 Total			662.00
198613 Total:			662.00
NIMO9203 - Ninyo & Moore Total:			662.00
OFF4011 - Office Solutions Line Item Account			
198614	06/07/2017		
Inv	I-01151608		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2017	PD Office Supplies	101-4010-4011-8020-000	218.04
Inv I-01151608 Total			218.04
Inv	I-01153007		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	PD Office Supplies	101-4010-4011-8020-000	109.02
Inv I-01153007 Total			109.02

○ Inv I-01153198

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	PD Office Supplies	101-4010-4011-8000-000	136.04
Inv I-01153198 Total			136.04

Inv I-01154702

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	PD Office Supplies	101-4010-4011-8000-000	136.96
Inv I-01154702 Total			136.96

Inv I-01154814

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2017	PD Office Supplies	101-4010-4011-8000-000	14.00
Inv I-01154814 Total			14.00

Inv I-01155503

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2017	PD Office Supplies	101-4010-4011-8000-000	495.64
Inv I-01155503 Total			495.64

○ Inv I-01157183

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	PD Office Supplies	101-4010-4011-8000-000	74.82
Inv I-01157183 Total			74.82

Inv I-01158090

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	PD Office Supplies	101-4010-4011-8000-000	284.24
Inv I-01158090 Total			284.24

Inv I-01159797

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	PD Office Supplies	101-4010-4011-8000-000	537.96
Inv I-01159797 Total			537.96

Inv I-01162115

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	PD Office Supplies	101-4010-4011-8020-000	225.45
Inv I-01162115 Total			225.45

○ Inv I-01162910

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/11/2017	PD Office Supplies	101-4010-4011-8000-000	116.43
Inv I-01162910 Total			116.43
Inv I-01167797			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	PD Office Supplies	101-4010-4011-8000-000	584.86
Inv I-01167797 Total			584.86
198614 Total:			2,933.46
OFF4011 - Office Solutions Total:			2,933.46
PHCP9255 - Pacific Hydrotech Corp. Line Item Account			
198615	06/07/2017		
Inv #25			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Garfield Reservoir Replacement Project 4/17	500-9000-9266-9266-000	327,159.48
Inv #25 Total			327,159.48
198615 Total:			327,159.48
PHCP9255 - Pacific Hydrotech Corp. Total:			327,159.48
PHS4011 - Pasadena Humane Society Line Item Account			
198616	06/07/2017		
Inv May 2017			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2017	PD Animal Control Svcs 5/17	101-4010-4011-8180-000	9,119.50
Inv May 2017 Total			9,119.50
198616 Total:			9,119.50
PHS4011 - Pasadena Humane Society Total:			9,119.50
PAS8032 - Pasadena Ice Skating Center Line Item Account			
198617	06/07/2017		
Inv Spring 2017			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Ice Skating Classes	101-8030-8032-8267-000	300.00
Inv Spring 2017 Total			300.00
198617 Total:			300.00

AS8032 - Pasadena Ice Skating Center Total:			300.00
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PCRI7101 - Personal Court Reporters Inc. Line Item Account

198618 06/07/2017

Inv 92381

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Transcribing Svcs SP CC Mtg 5/3/17	101-7010-7011-8170-000	564.00

Inv 92381 Total			564.00
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198618 Total:			564.00
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PCRI7101 - Personal Court Reporters Inc. Total:			564.00
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HNPR5270 - Phelan, Hunter Line Item Account

198619 06/07/2017

Inv R81574

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Refund Dropped Soccer Class	101-0000-0000-5270-002	96.75

Inv R81574 Total			96.75
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198619 Total:			96.75
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HNPR5270 - Phelan, Hunter Total:			96.75
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PNCR8025 - Phoenix Cars LLC Line Item Account

198620 06/07/2017

Inv 000158

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2017	2016 Plug In Electric Cutaway Passenger Bus	205-8030-8024-8540-000	114,501.00

Inv 000158 Total			114,501.00
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198620 Total:			114,501.00
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PNCR8025 - Phoenix Cars LLC Total:			114,501.00
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PHOE4610 - Phoenix Group Information Systems Line Item Account

198621 06/07/2017

Inv 042017184

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	PD Citation/Permit Processing Svcs for April 2017	101-0000-0000-4460-000	532.10
05/15/2017	PD Citation/Permit Processing Svcs for April 2017	101-0000-0000-4610-000	1,253.74

Inv 042017184 Total			1,785.84
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198621 Total:	1,785.84
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PHOE4610 - Phoenix Group Information Systems Total:	1,785.84
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PBPP8010 - Pitney Bowes Reserve Account Line Item Account

198622	06/07/2017	
Inv	21706007	

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2017	Reimb. Reserve Postage Meter Acct: 21706007	101-8010-8011-8010-000	500.00

Inv 21706007 Total	500.00
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198622 Total:	500.00
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PBPP8010 - Pitney Bowes Reserve Account Total:	500.00
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TNPL8267 - Plasil, Anton Line Item Account

198623	06/07/2017	
Inv	May 2017	

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Instructor Ballroom Dance Class	101-8030-8021-8267-000	150.00

Inv May 2017 Total	150.00
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198623 Total:	150.00
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TNPL8267 - Plasil, Anton Total:	150.00
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PODV8267 - Podvoll, Candace Line Item Account

198624	06/07/2017	
Inv	May 2017	

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Instructor Meditation Class	101-8030-8021-8267-000	96.00

Inv May 2017 Total	96.00
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198624 Total:	96.00
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PODV8267 - Podvoll, Candace Total:	96.00
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POIN8032 - Pointe by Pointe Studio Line Item Account

198625	06/07/2017	
Inv	Spring 2017	

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Hip Hop Class	101-8030-8032-8267-000	44.00

Check Number	Check Date		Amount
		Inv Spring 2017 Total	44.00
		198625 Total:	44.00
		POIN8032 - Pointe by Pointe Studio Total:	44.00
		POSN8120 - Posner, Barbara Line Item Account	
198626	06/07/2017		
Inv	5/11/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Reimb. SirsiDynix Users Group Mtg @ Foothill Ranch Mileage	101-8010-8011-8070-000	68.48
	Inv 5/11/17 Total		68.48
		198626 Total:	68.48
		POSN8120 - Posner, Barbara Total:	68.48
		POSS265 - Post Alarm Systems Line Item Account	
198627	06/07/2017		
Inv	965272		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Monitoring Camp Med 6/1-30/17	101-8030-8032-8180-000	48.77
	Inv 965272 Total		48.77
		Inv 969495	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	WMB Monitoring Fee 6/17	101-8030-8031-8180-000	48.77
	Inv 969495 Total		48.77
		198627 Total:	97.54
		POSS265 - Post Alarm Systems Total:	97.54
		PQLI6010 - PQL Line Item Account	
198628	06/07/2017		
Inv	408213A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/03/2017	Citywide Street Light Bulbs for Orange Grove	215-6010-6201-8020-000	285.53
	Inv 408213A Total		285.53
		198628 Total:	285.53

Check Number	Check Date		Amount
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PQLI6010 - PQL Total:			285.53
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PGXI4011 - Prime Graphix Inc. Line Item Account

198629 06/07/2017

Inv 1725

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/08/2017	Remove PD Old Vinyl from Unit# 1115	101-4010-4011-8100-000	163.50

Inv 1725 Total	163.50
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198629 Total:	163.50
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PGXI4011 - Prime Graphix Inc. Total:

163.50

DRDP8030 - Prothero, Dr. Donald R. Line Item Account

198630 06/07/2017

Inv 6/6/17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Sr. Center Lecture 6/6/17	101-8030-8021-8267-000	100.00

Inv 6/6/17 Total	100.00
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198630 Total:	100.00
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DRDP8030 - Prothero, Dr. Donald R. Total:

100.00

COM0666 - Public Safety Technologies Line Item Account

198631 06/07/2017

Inv 97136

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2017	PD Repairs Pro Laser III	101-4010-4011-8110-000	353.00

Inv 97136 Total	353.00
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198631 Total:	353.00
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COM0666 - Public Safety Technologies Total:

353.00

RFCI8180 - Raftelis Financial Consult.Svcs. Inc. Line Item Account

198632 06/07/2017

Inv SPCA1608-04

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Water Rate Study 2/17	500-6010-6711-8170-000	5,637.50

Inv SPCA1608-04 Total	5,637.50
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Check Number	Check Date		Amount
Inv	SPCA1608-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2017	Water Rate Study 3/17	500-6010-6711-8170-000	6,600.88
Inv SPCA1608-05 Total			6,600.88
198632 Total:			12,238.38
RFCI8180 - Raftelis Financial Consult.Svcs. Inc. Total:			12,238.38
RMSE2925 - Randall B. Montgomery Stone Engraving Line Item Account			
198633	06/07/2017		
Inv	7562		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Onsite Boulder Engraving @ Demo Garden	101-8030-8032-8020-000	275.00
Inv 7562 Total			275.00
198633 Total:			275.00
RMSE2925 - Randall B. Montgomery Stone Engraving Total:			275.00
RCSI2013 - RCS Investigations & Consult. LLC Line Item Account			
198634	06/07/2017		
Inv	3586		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2017	Background Investigation Svcs	101-2010-2013-8170-000	1,050.00
Inv 3586 Total			1,050.00
198634 Total:			1,050.00
RCSI2013 - RCS Investigations & Consult. LLC Total:			1,050.00
RED8995 - Red Wing Shoe Store Line Item Account			
198635	06/07/2017		
Inv	00000017-015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Safety Boots - Victor Magana	500-6010-6711-8134-000	237.65
Inv 00000017-015 Total			237.65
198635 Total:			237.65
RED8995 - Red Wing Shoe Store Total:			237.65

Check Number	Check Date		Amount
REL8011 - Reliance Label Solutions Inc Line Item Account			
198636	06/07/2017		
Inv	2652		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2017	Single Barcode Labels for Library Books	101-8010-8011-8020-000	331.72
Inv 2652 Total			331.72
198636 Total:			331.72
REL8011 - Reliance Label Solutions Inc Total:			331.72
RHAL9158 - RHA Landscape Architects-Planners Line Item Account			
198637	06/07/2017		
Inv	0417037		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2017	SWPPP Update-Arroyo Seco Trail RFP & Bid Process	245-9000-9387-9387-000	6,772.28
Inv 0417037 Total			6,772.28
198637 Total:			6,772.28
RHAL9158 - RHA Landscape Architects-Planners Total:			6,772.28
LRRO5270 - Rurao, Laura Line Item Account			
198638	06/07/2017		
Inv	R81978		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2017	Refund Dropped Jedi Training Class	101-0000-0000-5270-002	149.00
Inv R81978 Total			149.00
198638 Total:			149.00
LRRO5270 - Rurao, Laura Total:			149.00
SOU5250 - S.P.Review & The Quarterly Magazine Line Item Account			
198639	06/07/2017		
Inv	5950		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2017	Ads for Bids for Bolt Advertising	101-6010-6011-8050-000	48.00
Inv 5950 Total			48.00
Inv 5959			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2017	Public Notice - COSP 1249 Kollé Ave.	101-7010-7011-8040-000	64.00

Check Number	Check Date		Amount
		Inv 5959 Total	64.00
		Inv 6092	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/25/2017 Public Notice - COSP Plan South Pasadena Charrette 101-7010-7011-8040-000	604.00
		Inv 6092 Total	604.00
		Inv 6102	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/27/2017 Legal Notice - Arroyo Seco Pedestrian Bicycle Trail 101-9000-9160-9160-000	288.00
		Inv 6102 Total	288.00
		198639 Total:	1,004.00
		SOU5250 - S.P.Review & The Quarterly Magazine Total:	1,004.00
		SMFD5011 - Sacramento Metropolitan Fire District Line Item Account	
		198640 06/07/2017	
		Inv INV011487	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		05/10/2017 SFY 2015 Cost Per Transport 101-0000-0000-5505-000	314.40
		Inv INV011487 Total	314.40
		198640 Total:	314.40
		SMFD5011 - Sacramento Metropolitan Fire District Total:	314.40
		SGVMC111 - San Gabriel Valley Medical Center Line Item Account	
		198641 06/07/2017	
		Inv 554551	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/15/2017 PD Blood Alcohol w/Drawal - Gilber Garcia 101-4010-4011-8170-000	48.00
		Inv 554551 Total	48.00
		Inv 794633	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		04/01/2017 PD Blood Alcohol w/Drawal-Eliu Figueroa Cervantes 101-4010-4011-8170-000	48.00
		Inv 794633 Total	48.00
		198641 Total:	96.00
		SGVMC111 - San Gabriel Valley Medical Center Total:	96.00

Check Number Check Date Amount

SAN8032 - San Pascual Stables Line Item Account

198642 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Instructor Horsemanship Classes	101-8030-8032-8267-000	972.00

Inv Spring 2017 Total 972.00

198642 Total: 972.00

SAN8032 - San Pascual Stables Total:

972.00

SDCF8268 - Sand Crafters Line Item Account

198643 06/07/2017

Inv 17724

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2017	Camp Med Middle School Craft Supplies	101-0000-0000-2700-000	-22.97
05/22/2017	Camp Med Middle School Craft Supplies	101-8030-8032-8268-000	309.42

Inv 17724 Total 286.45

198643 Total: 286.45

SDCF8268 - Sand Crafters Total:

286.45

SVVH2013 - Savvy Health Solutions Line Item Account

198644 06/07/2017

Inv 4777

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	FD Employees Training 5/2017 "Working Out Safely" Classes	101-2010-2013-8200-000	2,103.00

Inv 4777 Total 2,103.00

198644 Total: 2,103.00

SVVH2013 - Savvy Health Solutions Total:

2,103.00

JNSR5265 - Schorr, Jeanette Line Item Account

198645 06/07/2017

Inv R81804

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Refund Membership & Self Defense Class Fee	101-0000-0000-5265-002	25.00
05/19/2017	Refund Membership & Self Defense Class Fee	101-0000-0000-5265-003	18.00

Inv R81804 Total 43.00

Check Number	Check Date	Amount
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198645 Total:		43.00
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JNSR5265 - Schorr, Jeanette Total:		43.00
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SDSI0107 - Security Design Systems, Inc. Line Item Account

198646 06/07/2017

Inv 211075

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	PD Maint. on Cameras 6/17	101-4010-4011-8110-000	130.54

Inv 211075 Total		130.54
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Inv 211076

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	PD Maint. on Cameras 6/17	101-4010-4011-8110-000	30.00

Inv 211076 Total		30.00
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Inv 211077

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	PD Maint. on Cameras 6/17	101-4010-4011-8110-000	145.00

Inv 211077 Total		145.00
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Inv 211078

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	PD Maint. on Cameras 6/17	101-4010-4011-8110-000	113.00

Inv 211078 Total		113.00
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198646 Total:		418.54
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SDSI0107 - Security Design Systems, Inc. Total:		418.54
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RESA2920 - Serrata, Rosalie Line Item Account

198647 06/07/2017

Inv R81673

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Refund WMB Deposit Rental 10/7/17	101-0000-0000-2920-000	500.00

Inv R81673 Total		500.00
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198647 Total:		500.00
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RESA2920 - Serrata, Rosalie Total:		500.00
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SHO6666 - Shono, Jean Line Item Account

Check Number	Check Date		Amount
198648	06/07/2017		
Inv	May 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Instructor Crochet Class	101-8030-8021-8267-000	24.00
Inv May 2017 Total			24.00
198648 Total:			24.00
SHO6666 - Shono, Jean Total:			24.00
WLST8267 - Shuttic, William Line Item Account			
198649	06/07/2017		
Inv	May 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Instructor Functional Fitness Classes	101-8030-8021-8267-000	350.00
Inv May 2017 Total			350.00
198649 Total:			350.00
WLST8267 - Shuttic, William Total:			350.00
SOU5011 - South Coast Line Item Account			
198650	06/07/2017		
Inv	484763		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2017	FD Equipment	101-5010-5011-8134-000	205.60
Inv 484763 Total			205.60
198650 Total:			205.60
SOU5011 - South Coast Total:			205.60
SWTL9399 - Southwest Pipeline & Trenchless Corp. Line Item Account			
198651	06/07/2017		
Inv	#11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Swr Rehab. & Replacement Project Construction Svcs	310-9000-9399-9399-000	159,526.38
Inv #11 Total			159,526.38
Inv	#12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2017	Swr Rehab. & Replacement Project Construction Svcs	310-9000-9399-9399-000	341,908.75
Inv #12 Total			341,908.75

198651 Total:			501,435.13
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SWTL9399 - Southwest Pipeline & Trenchless Corp. Total:			501,435.13
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SPOH8032 - Spohn Ranch, Inc. Line Item Account

198652 06/07/2017

Inv SP011

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2017	Skate Park Repairs & Maint. Svcs	101-8030-8032-8180-000	11,989.67

Inv SP011 Total			11,989.67
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198652 Total:			11,989.67
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SPOH8032 - Spohn Ranch, Inc. Total:			11,989.67
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SGMC2013 - St. George's Medical Clinic Line Item Account

198653 06/07/2017

Inv 109844.0

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2017	Medical Exam Acct# 953970864	101-2010-2013-8170-000	110.00

Inv 109844.0 Total			110.00
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Inv 109896.0

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Medical Exam Acct# 953970864	101-2010-2013-8170-000	110.00

Inv 109896.0 Total			110.00
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Inv 109905.0

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/17/2017	Medical Exam Acct# 953970864	101-2010-2013-8170-000	595.00

Inv 109905.0 Total			595.00
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Inv 110123.0

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	Medical Exam Acct# 953970864	101-2010-2013-8170-000	250.00

Inv 110123.0 Total			250.00
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198653 Total:			1,065.00
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GMC2013 - St. George's Medical Clinic Total:			1,065.00
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STA5219 - Staples Business Advantage Line Item Account

198654 06/07/2017

Inv 3332901213

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/05/2017	PD Office Supplies CREDIT	101-4010-4011-8000-000	-108.74

Inv 3332901213 Total -108.74

Inv 3333050470

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/09/2017	Yard Office Supplies	210-6010-6501-8020-000	31.38
03/09/2017	Yard Office Supplies	230-6010-6116-8000-000	14.83
03/09/2017	Yard Office Supplies	500-6010-6710-8000-000	14.83
03/09/2017	Yard Office Supplies	215-6010-6201-8000-000	14.83
03/09/2017	Yard Office Supplies	101-6010-6601-8000-000	14.83
03/09/2017	Yard Office Supplies	101-6010-6410-8000-000	14.83
03/09/2017	Yard Office Supplies	500-6010-6711-8000-000	14.83

Inv 3333050470 Total 120.36

Inv 3336071158

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2017	PD Office Supplies	101-4010-4011-8000-000	852.60

Inv 3336071158 Total 852.60

Inv 3337028477

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2017	PD Office Supplies CREDIT	101-4010-4011-8000-000	-49.97

Inv 3337028477 Total -49.97

Inv 3337866522

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	Library Office Supplies	101-8010-8011-8000-000	220.25

Inv 3337866522 Total 220.25

Inv 3338951697

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	Yard Office Supplies	101-6010-6410-8000-000	4.67

Inv 3338951697 Total 4.67

Inv 3339004995

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Library Office Supplies	101-8010-8011-8000-000	151.01

Inv 3339004995 Total 151.01

Inv 3339005003

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
05/03/2017	Yard Office Supplies	500-6010-6711-8000-000	1.00
05/03/2017	Yard Office Supplies	500-6010-6710-8000-000	6.99
05/03/2017	Yard Office Supplies	215-6010-6201-8000-000	1.00
05/03/2017	Yard Office Supplies	210-6010-6501-8020-000	6.39
05/03/2017	Yard Office Supplies	101-6010-6011-8000-000	35.29
05/03/2017	Yard Office Supplies	230-6010-6116-8000-000	1.00
05/03/2017	Yard Office Supplies	101-6010-6410-8000-000	17.39
05/03/2017	Yard Office Supplies	101-6010-6601-8000-000	30.07

Inv 3339005003 Total 99.13

Inv 3339005005

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2017	Comm. Svcs Office Supplies	205-8030-8025-8000-000	36.72
05/03/2017	Comm. Svcs Office Supplies	101-8030-8021-8000-000	13.44
05/03/2017	Comm. Svcs Office Supplies	101-8030-8031-8000-000	13.44

Inv 3339005005 Total 63.60

Inv 3339160702

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Finance Office Supplies	101-3010-3011-8000-000	235.96

Inv 3339160702 Total 235.96

Inv 3339160703

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2017	Plan/Bldg Office Supplies	101-7010-7011-8000-000	54.33

Inv 3339160703 Total 54.33

Inv 3339581527

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	PW Office Supplies	101-6010-6601-8000-000	15.44
05/10/2017	PW Office Supplies	500-6010-6711-8000-000	15.44
05/10/2017	PW Office Supplies	230-6010-6116-8000-000	15.45
05/10/2017	PW Office Supplies	210-6010-6501-8020-000	15.44
05/10/2017	PW Office Supplies	101-6010-6410-8000-000	15.44
05/10/2017	PW Office Supplies	215-6010-6201-8000-000	15.44
05/10/2017	PW Office Supplies	500-6010-6710-8000-000	15.45

Inv 3339581527 Total 108.10

Inv 3339581528

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Comm. Svcs Office Supplies	101-8030-8021-8000-000	112.18

Inv 3339581528 Total 112.18

Inv 3339911976

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2017	Recreation Office Supplies	101-8030-8032-8000-000	30.65

Check Number	Check Date		Amount
Inv 3339911976	Total		30.65
Inv 3340062693			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/14/2017	Library Office Supplies	101-8010-8011-8000-000	169.60
Inv 3340062693	Total		169.60
Inv 3340062694			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/14/2017	Recreation Office Supplies	101-8030-8032-8000-000	12.92
Inv 3340062694	Total		12.92
Inv 3340337350			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	FD Office Supplies	101-5010-5011-8020-000	301.12
Inv 3340337350	Total		301.12
198654	Total:		2,377.77
STA5219	- Staples Business Advantage Total:		2,377.77
STSM1020	- Studio Spectrum Line Item Account		
198655	06/07/2017		
Inv 18632			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2017	Vidiographer Svcs-Gen Plan/MSSP	101-7010-7011-8020-000	1,125.00
Inv 18632	Total		1,125.00
198655	Total:		1,125.00
STSM1020	- Studio Spectrum Total:		1,125.00
SSSG6116	- Sundays Silk Screening Line Item Account		
198656	06/07/2017		
Inv 1652			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Orange Safety Shirts	230-6010-6116-8020-000	208.62
Inv 1652	Total		208.62
198656	Total:		208.62
SSSG6116	- Sundays Silk Screening Total:		208.62

SSSS8267 - Super Soccer Stars Line Item Account

198657 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Kick & Play Class	101-8030-8032-8267-000	187.20

Inv Spring 2017 Total 187.20

198657 Total: 187.20

SSSS8267 - Super Soccer Stars Total: 187.20

SUP7777 - Supply & Demand Line Item Account

198658 06/07/2017

Inv R02788

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2017	Refund of Hydrant Meter Deposit	500-0000-0000-2984-000	911.89

Inv R02788 Total 911.89

198658 Total: 911.89

SUP7777 - Supply & Demand Total: 911.89

SPWS8020 - SupplyWorks Line Item Account

198659 06/07/2017

Inv 397719444

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2017	PD Janitorial Supplies	101-4010-4011-8120-000	725.41

Inv 397719444 Total 725.41

Inv 400322822

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Library Janitorial Supplies	101-8010-8011-8120-000	386.05

Inv 400322822 Total 386.05

198659 Total: 1,111.46

SPWS8020 - SupplyWorks Total: 1,111.46

SWOR8032 - Swords Fencing Studio Line Item Account

198660 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
05/11/2017	Instructor Fencing Classes	101-8030-8032-8267-000	739.05
	Inv Spring 2017 Total		739.05
198660 Total:			739.05
SWOR8032 - Swords Fencing Studio Total:			739.05
TAHZ8267 - Tahmizian, Marina Line Item Account			
198661	06/07/2017		
Inv	Spring 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Piano Classes	101-8030-8032-8267-000	1,170.00
	Inv Spring 2017 Total		1,170.00
198661 Total:			1,170.00
TAHZ8267 - Tahmizian, Marina Total:			1,170.00
THWM8268 - The Hollywood Wax Museum Line Item Account			
198662	06/07/2017		
Inv	6/21/17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2017	2017 Sum Camp Med Middle School Field Trip 6/21/17	101-8030-8032-8268-000	359.03
	Inv 6/21/17 Total		359.03
198662 Total:			359.03
THWM8268 - The Hollywood Wax Museum Total:			359.03
TSCS8030 - The Sauce Creative Services Line Item Account			
198663	06/07/2017		
Inv	1572		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2017	Street Banner	101-8030-8032-8020-000	811.25
	Inv 1572 Total		811.25
198663 Total:			811.25
TSCS8030 - The Sauce Creative Services Total:			811.25
TRE9241 - Trench Shoring Line Item Account			
198664	06/07/2017		

Check Number	Check Date		Amount
Inv	1094126-0004		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	K-Rail Rental for Wall on Hanscom Dr.	230-6010-6116-8020-000	126.00
Inv 1094126-0004 Total			126.00
198664 Total:			126.00
TRE9241 - Trench Shoring Total:			126.00
TTDC8267 - Twinkle Toes Dance Company Line Item Account			
198665	06/07/2017		
Inv	Spring 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Ballet Class	101-8030-8032-8267-000	128.00
Inv Spring 2017 Total			128.00
198665 Total:			128.00
TTDC8267 - Twinkle Toes Dance Company Total:			128.00
UCL6115 - UCLA Center for Prehospital Care Line Item Account			
98666	06/07/2017		
Inv	1813		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	FD Paramedic Training 5/17	101-5010-5011-8170-000	1,928.08
Inv 1813 Total			1,928.08
198666 Total:			1,928.08
UCL6115 - UCLA Center for Prehospital Care Total:			1,928.08
UND6710 - Underground Service Alert Line Item Account			
198667	06/07/2017		
Inv	420170687		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2017	Underground Service Alerts 4/17	500-6010-6710-8020-000	177.00
Inv 420170687 Total			177.00
198667 Total:			177.00
UND6710 - Underground Service Alert Total:			177.00

Check Number Check Date Amount

UTHC5290 - United Healthcare Line Item Account

198668 06/07/2017

Inv RE: 069934106



<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Refund Paramedic Overpayment/Payment in Error RE: 069934106	101-0000-0000-5290-001	98.82

Inv RE: 069934106 Total 98.82

198668 Total: 98.82

UTHC5290 - United Healthcare Total:

98.82

POR4707 - United Site Services, Inc. Line Item Account

198669 06/07/2017

Inv 114-5292458

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Portable Toilet Svcs for Nelson Field 5/3-30/17	101-8030-8032-8180-000	217.75

Inv 114-5292458 Total 217.75

198669 Total: 217.75

POR4707 - United Site Services, Inc. Total:

217.75



UPP7789 - Upper S.G.Mun. Water Dist. Line Item Account

198670 06/07/2017

Inv 2/04-17

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Water Supply April 2017- Kollie Ave./Monterey Rd	500-6010-6711-8231-000	66.67

Inv 2/04-17 Total 66.67

198670 Total: 66.67

UPP7789 - Upper S.G.Mun. Water Dist. Total:

66.67

VCMT6010 - Valley Construction Mgmt Line Item Account

198671 06/07/2017

Inv SD0625-13

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2017	Swr Rehab. & Replacement Project Const. Mgmt & Inspection Svcs	310-6010-6501-8170-000	22,890.00

Inv SD0625-13 Total 22,890.00

198671 Total: 22,890.00



VCMT6010 - Valley Construction Mgmt Total: 22,890.00

VABS8010 - Ventura Busn Systems Inc. Line Item Account

198672 06/07/2017

Inv 13875

Line Item Date	Line Item Description	Line Item Account	Amount
05/12/2017	Equipment Maint.	101-8010-8011-8110-000	1,094.80

Inv 13875 Total 1,094.80

198672 Total: 1,094.80

VABS8010 - Ventura Busn Systems Inc. Total: 1,094.80

VERW6711 - Verizon Wireless Line Item Account

198673 06/07/2017

Inv 9784675552

Line Item Date	Line Item Description	Line Item Account	Amount
04/26/2017	Mgmt Svcs, FD & Transit Mobile Data 3/27-4/26/17	205-8030-8025-8180-000	38.01
04/26/2017	Mgmt Svcs, FD & Transit Mobile Data 3/27-4/26/17	101-3010-3032-8150-000	342.09

Inv 9784675552 Total 380.10

Inv 9784675553

Line Item Date	Line Item Description	Line Item Account	Amount
04/26/2017	PD Mobile/Squad Cars 3/27-4/26/17	101-3010-3032-8150-000	987.37
04/26/2017	PD Mobile/Squad Cars 3/27-4/26/17	101-4010-4011-8180-000	38.01

Inv 9784675553 Total 1,025.38

198673 Total: 1,405.48

VERW6711 - Verizon Wireless Total: 1,405.48

VIPI3032 - Vision Technology Solutions Line Item Account

198674 06/07/2017

Inv 34774

Line Item Date	Line Item Description	Line Item Account	Amount
05/11/2017	Web Hosting May 2017	101-3010-3032-8180-000	243.10

Inv 34774 Total 243.10

198674 Total: 243.10

VIPI3032 - Vision Technology Solutions Total: 243.10

VORT6116 - Vortex Industries, Inc Line Item Account

Check Number	Check Date		Amount
198675	06/07/2017		
Inv	03-1136727-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Repairs PD to Sliding Gate	101-4010-4011-8120-000	396.00
Inv 03-1136727-1 Total			396.00
198675 Total:			396.00
VORT6116 - Vortex Industries, Inc Total:			396.00
WES4152 - West Coast Arborists, Inc. Line Item Account			
198676	06/07/2017		
Inv	124758		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2017	WMB Park Svc Prunning & Tree Removal Svcs 3/16-31/17	101-6010-6410-8180-000	400.00
03/31/2017	Emergency Removals & Svc Requests 3/16-31/17	215-6010-6310-9181-000	3,162.50
03/31/2017	Street Trees Maint. Svcs 3/16-31/17	215-6010-6310-8180-000	1,100.00
Inv 124758 Total			4,662.50
Inv	125636		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2017	Plant 58 Trees Throughout the City 4/16-30/17	215-6010-6310-9181-000	7,747.00
04/30/2017	Emergency Removals & Svc Requests 4/16-30/17	215-6010-6310-9181-000	4,180.00
04/30/2017	WMB Park Svc Prunning & Tree Removal Svcs 4/16-30/17	101-6010-6410-8180-000	2,812.00
Inv 125636 Total			14,739.00
Inv	125637		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2017	Arborists Svcs 4/1-15/17	215-6010-6310-8170-000	660.00
Inv 125637 Total			660.00
Inv	125638		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2017	Arborists Svcs 4/16-30/17	215-6010-6310-8170-000	715.00
Inv 125638 Total			715.00
198676 Total:			20,776.50
WES4152 - West Coast Arborists, Inc. Total:			20,776.50
WIT6353 - Wittman Enterprises LLC Line Item Account			
198677	06/07/2017		
Inv	1704059		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/17/2017	Paramedic Payment April 2017	101-0000-0000-5290-001	3,159.28
Inv 1704059 Total			3,159.28
198677 Total:			3,159.28
WIT6353 - Wittman Enterprises LLC Total:			3,159.28
PUFG8267 - Wong, Pauline Line Item Account			
198678	06/07/2017		
Inv	May 2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2017	Instructor Line Dance Class	101-8030-8021-8267-000	112.00
Inv May 2017 Total			112.00
198678 Total:			112.00
PUFG8267 - Wong, Pauline Total:			112.00
WRI5845 - Wright Supply Inc Line Item Account			
198679	06/07/2017		
Inv	207015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2017	Irrigation Motor Repair Parts for Library Park	101-6010-6410-8020-000	26.23
Inv 207015 Total			26.23
198679 Total:			26.23
WRI5845 - Wright Supply Inc Total:			26.23
YTS1003 - Y Tire Sales Line Item Account			
198680	06/07/2017		
Inv	176479		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	Sewer Unit# 360 Repair Flat Tire	210-6010-6501-8100-000	133.48
Inv 176479 Total			133.48
Inv	176481		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2017	Street Unit# 318 Repair Flat Tire	230-6010-6116-8100-000	139.73
Inv 176481 Total			139.73
198680 Total:			273.21

YTS1003 - Y Tire Sales Total: 273.21

RSBY2013 - Yudin, Rosenberg Line Item Account

198681 06/07/2017

Inv 1704-2200001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2017	Payment for Forrey Case 3/17 & 4/17	101-2010-2013-8160-000	48.00

Inv 1704-2200001 Total 48.00

198681 Total: 48.00

RSBY2013 - Yudin, Rosenberg Total: 48.00

CMZK5270 - Zaks, Camilo Line Item Account

198682 06/07/2017

Inv R81883

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2017	Refund Cancelled Sum Camp Med	101-0000-0000-5270-001	135.00

Inv R81883 Total 135.00

198682 Total: 135.00

CMZK5270 - Zaks, Camilo Total: 135.00

MZLN8267 - Zeledon, Maria Line Item Account

198683 06/07/2017

Inv Spring 2017

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2017	Instructor Spanish Classes	101-8030-8032-8267-000	646.75

Inv Spring 2017 Total 646.75

198683 Total: 646.75

MZLN8267 - Zeledon, Maria Total: 646.75

ZUMAR103 - Zumar Industries, Inc. Line Item Account

198684 06/07/2017

Inv 0169963

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2017	Street Name Signs	230-6010-6116-8020-000	413.25

Inv 0169963 Total 413.25

Check Number	Check Date		Amount
Inv	0170200		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Street Name Signs	230-6010-6116-8180-000	206.62
05/17/2017	Street Name Signs	230-6010-6116-8020-000	206.63
Inv 0170200 Total			413.25
Inv	0170201		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2017	Street Name Signs	230-6010-6116-8180-000	1,269.65
05/30/2017	Street Name Signs	230-6010-6116-8020-000	1,269.66
Inv 0170201 Total			2,539.31
198684 Total:			3,365.81
ZUMAR103 - Zumar Industries, Inc. Total:			3,365.81
Total:			1,419,272.21

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ATTACHMENT 4
Payroll 05-19-17
Payroll 06-02-17

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 05.19.17

Account Number	Account Name	06.07.17
101-0000-0000-1010-000	General Fund - Payroll cash	569,697.69
	Other Withholding Payables	\$ 292,246.21
<hr/>		
101-0000-0000-1010-000	Net General Fund - Payroll Cash	277,451.48
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	8,303.16
207-0000-0000-1010-000	Prop C - Payroll Cash	5,489.87
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	12,635.72
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR Ca	4,861.21
218-0000-0000-1010-000	Clean Air Act	-
227-0000-0000-1010-000	CRA - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	13,932.98
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	119.34
500-0000-0000-1010-000	Water Fund - Payroll Cash	57,399.46
700-0000-0000-2210-000	Internal Revenue Service	78,048.80
700-0000-0000-2230-000	Internal Revenue Service	17,172.60
Total Checks & Direct Deposits		475,414.62
Checks		19,738.00
Direct Deposits		360,455.22
I.R.S Payments		95,221.40
		<hr/> 475,414.62
To 700		652,701.43
Other PR Payable		292,246.21
ACH Payable		<hr/> 360,455.22

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 06.02.17

Account Number	Account Name	06.07.17
101-0000-0000-1010-000	General Fund - Payroll cash	631,352.17
	Other Withholding Payables	\$ 385,169.37
<hr/>		
101-0000-0000-1010-000	Net General Fund - Payroll Cash	246,182.80
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	9,158.00
207-0000-0000-1010-000	Prop C - Payroll Cash	6,649.72
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	13,790.48
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR C	5,899.32
218-0000-0000-1010-000	Clean Air Act	-
227-0000-0000-1010-000	CRA - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	16,908.96
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	-
500-0000-0000-1010-000	Water Fund - Payroll Cash	59,281.30
700-0000-0000-2210-000	Internal Revenue Service	65,796.00
700-0000-0000-2230-000	Internal Revenue Service	16,128.02
Total Checks & Direct Deposits		439,794.60
Checks		25,030.15
Direct Deposits		332,840.43
I.R.S Payments		81,924.02
		<hr/> 439,794.60
To 700		718,009.80
Other PR Payable		385,169.37
ACH Payable		<hr/> 332,840.43

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ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total


City of South Pasadena Agenda Report


Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager 

FROM: Arthur Miller, Chief of Police
Mike Neff, Police Captain 

SUBJECT: **Second Reading and Adoption of Ordinance to Add Section 5.22-2 To Article I Of Chapter 5, (Animals and Fowl) and Amending Sections 5-22.1 (Mistreating Baby Fowl or Rabbits) of Chapters 5 (Animals and Fowl) Of The South Pasadena Municipal Code To Prohibit The Sale Of Commercially Bred Dogs, Cats, and Rabbits In Pet Stores, Retail Businesses, or Other Commercial Establishments In South Pasadena**

Recommendation

It is recommended that the City Council adopt an ordinance entitled "An Ordinance of the City Council of the City of South Pasadena, California, adding Section 5.22-2 to article I of Chapter 5, (Animals and Fowl) and amending Sections 5-22.1 (Mistreating Baby Fowl or Rabbits) of Chapters 5 (Animals and Fowl) of the South Pasadena Municipal Code to prohibit the sale of commercially bred dogs, cats, and rabbits in pet stores, retail businesses, or other commercial establishments in South Pasadena.

Fiscal Impact

The enactment of an ordinance prohibiting the retail sales of commercially bred dogs, cats, and rabbits from retail pet stores, retail businesses, or other commercial establishments within South Pasadena would not have any direct financial impact to the City of South Pasadena (City).

Commission Review and Recommendation

On March 6, 2017, the Animal Commission recommended that the City Council approve an ordinance prohibiting the sale of commercially bred dogs, cats, and rabbits from retail pet stores, retail businesses, or other commercial establishments within South Pasadena.

Background

On May 17, 2017, the City Council conducted a first reading and introduced the ordinance. If adopted, the ordinance will become effective in 30 days (July 8, 2017). The City Council also provided direction to staff for the Animal Commission to provide a recommendation to add additional animals to the ordinance.

Analysis

The proposed ordinance would add Section 5.22-2 to article I of Chapter 5, (Animals and Fowl) and amend Sections 5-22.1 (Mistreating Baby Fowl or Rabbits) of Chapters 5 (Animals and Fowl) of the South Pasadena Municipal Code to prohibit the sale of commercially bred dogs, cats, and rabbits in pet stores, retail businesses, or other commercial establishments in South Pasadena.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item is to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Proposed Ordinance

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA ADDING SECTION 5.22-2 TO ARTICLE I OF CHAPTER 5 (ANIMALS AND FOWL) AND AMENDING SECTION 5-22.1 (MISTREATING BABY FOWL OR RABBITS) OF CHAPTER 5 (ANIMALS AND FOWL) OF THE SOUTH PASADENA MUNICIPAL CODE TO PROHIBIT THE SALE OF COMMERCIALY BRED DOGS, CATS, AND RABBITS IN PET STORES, RETAIL BUSINESSES, OR OTHER COMMERCIAL ESTABLISHMENTS IN SOUTH PASADENA

WHEREAS, the City Council has determined that it desires South Pasadena to be a place to be a humane example for others cities and counties to follow; and

WHEREAS, the City Council finds that the backyard breeding and subsequent sales of commercially bred dogs, cats, and rabbits contribute to the proliferation of homeless or unwanted animals that end up in public animal shelters and humane societies; and

WHEREAS, the need exists to regulate pet stores, retail businesses, or other commercial establishment that sell dogs, cats, and rabbits from backyard breeding practices or from other substandard breeding practices, such as inhumane, commercial breeding facilities where the health of dogs, cats, and rabbits is disregarded in order to maintain a low overhead and maximize profits; and

WHEREAS, according to the Humane Society of the United States, hundreds of thousands of dogs and cats in the United States have been housed and bred at these substandard breeding facilities, known as “puppy mills” or “kitten factories,” which mass-produce animals for sale to the public, and many of these animals are sold at retail pet stores, retail businesses, or other commercial establishments; and

WHEREAS, on May 17, 2017, the City Council directed that South Pasadena Municipal Code (SPMC) Section 5.22-2 be added to prohibit the sale of commercially bred dogs, cats, and rabbits in pet stores, retail businesses, or other commercial establishments in South Pasadena; and

WHEREAS, on May 17, 2017, the City Council approved for first reading and introduction an ordinance adding SPMC Section 5.22-2 to prohibit the sale of commercially bred dogs, cats, and rabbits in pet stores, retail businesses, or other commercial establishments in South Pasadena.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. SPMC Section 5.22-2 is added to Article 1 of Chapter 5 of the South Pasadena Municipal Code to read as follows:

5.22-2 Sale of commercially bred dogs, cats, and rabbits in pet stores, retail businesses, or other commercial establishments prohibited.

(a) It shall be unlawful for any person to sell any live dog, cat, or rabbit in any pet store, retail business, or other commercial establishment located in the City of South Pasadena, unless the dog, cat, or rabbit was obtained from an animal shelter, or a non-profit rescue and humane organization.

(b) This Section shall not affect a consumer's ability to obtain a dog or cat of his or her choice directly from a breed-specific or other rescue organization, or directly from a breeder of breed-specific pedigreed dogs or cats where the consumer can see the conditions in which the dogs or cats are bred or can confer with the breeder concerning those conditions.

(c) For purposes of this Section, the following terms shall have the following meanings:

“Animal shelter” means a public animal shelter operated by any city or any county or other public agency, or an entity operating under contract with any city or county, such as a humane society, whose mission and practice is, in whole or significant part, the rescue and placement of animals in permanent homes or rescue organizations.

“Rescue and humane organization” means a California non-profit corporation that is exempt from taxation under Internal Revenue Code Section 501 (c)(3) and which participates in early age spay/neuter of animals; complies with State and local laws regarding the humane treatment of animals; and whose mission and practice is, in whole or in significant part, the rescue and placement of animals in permanent homes.

“Person” means an individual, firm, association, partnership, corporation, joint venture, or combination of individuals.

“Sale” or “sell” means to sell, auction, barter, or otherwise transfer for money or other compensation.

SECTION 2. Section 5-22.1 (Mistreating Baby Fowl or Rabbits) of Article 1 of Chapter 5 (Animals and Fowl) is amended to read as follows:

5.22-1 Mistreating baby fowl or rabbits.

A business licensee shall not:

- (a) Sell, offer for sale, barter or give away, as pets, toys, premiums or novelties any baby chickens, ducklings or other fowl under three months of age, or rabbits under two months of age; or
- (b) Color, dye, stain or otherwise change the natural color of the above described fowl or rabbits; or
- (c) Bring or transport the above described fowl or rabbits into the city for sale or resale.

SECTION 3. SEVERABILITY. If any provision, section, paragraph, sentence or word of this Ordinance, or the application thereof to any person or circumstance, is rendered or declared invalid by any court of competent jurisdiction, the remaining provisions, sections, paragraphs, sentences or words of this ordinance, and their application to other persons or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this ordinance are severable.

PASSED, APPROVED, AND ADOPTED ON this 7th day of June, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk

Teresa L. Highsmith, City Attorney

Date: _____

I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk


City of South Pasadena Agenda Report


Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager 

FROM: Sheila Pautsch, Community Services Director
Karen Aceves, Management Analyst 

SUBJECT: **Adoption of a Resolution Approving a Grant Application for the Arroyo Seco Bicycle and Pedestrian Trail from the California Climate Investments' Urban Greening Grant Program as a Pre-Requisite for the Grant Submittal**

Recommendation

It is recommended that the City Council:

1. Adopt a resolution approving an application in the amount of \$342,052 for the Arroyo Seco Bicycle and Pedestrian (Trail) from the California Climate Investments' Urban Greening Grant Program; and
2. Authorize the City Manager or their designee to sign the application and all related grant documents.

Fiscal Impact

There is no match requirement for this grant. The grant request is in the amount of \$342,052 to complete the final funding for the Trail. The chart below illustrates the current fund sources and amounts:

Proposition C	500,000.00
General Fund (GF) Reserve	347,404.00
General Fund AB2766 match	90,000.00
Mobile Source Air Reduction Committee (MSRC)	142,096.00
AB2766 Subvention Match	52,000.00
Santa Monica Mountains Conservancy (SMMC)	410,000.00
Transit Development Act (TDA)	17,000.00
Los Angeles County Parks (LACP)	250,000.00
General Fund LACP match	62,500.00
STPL Exchange Funds	380,000.00
Total:	<u>2,251,000.00</u>

AGENDA ITEM 10

Resolution Approving a Grant Application for the Arroyo Seco Bicycle and Pedestrian Trail from the California Climate Investments' Urban Greening Grant Program

June 7, 2017

Page 2 of 2

The application, supported by the accompanying resolution, requires that the City of South Pasadena (City) maintain the project in perpetuity. The long term costs for the maintenance and repair of the project are unknown.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

The Urban Greening Program, funded by the Greenhouse Gas Reduction Fund (GGRF), continues the legacy of these programs but with a specific focus of achieving greenhouse gas reductions. Consistent with Assembly Bill (AB) 32, the Urban Greening Program will fund projects that reduce greenhouse gases by sequestering carbon, decreasing energy consumption and reducing vehicle miles traveled, while also transforming the built environment into places that are more sustainable, enjoyable, and effective in creating healthy and vibrant communities. These projects will establish and enhance parks and open space, using natural solutions to improving air and water quality and reducing energy consumption, and creating more walkable and bikeable trails.

Analysis

The City has applied for \$342,052 in grant funds from the Urban Greening Program. If awarded, the Arroyo Seco Bike and Pedestrian Trail would have enough funding to complete the project. Specifically, the grant would fund the construction of the concrete trail, concrete walk, and colored concrete trail. The bikeway is located along the Arroyo Seco at the intersection of Lohman Lane and Stoney Drive to south City limits. The bid submitted for this project totaled \$2,432,381 comprised of \$2,086,255 for construction and \$125,000 for construction management and environmental. This total includes a 10% contingency budget. The bid will be submitted to council on this agenda.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING THE APPLICATION FOR GRANT FUNDS
FOR CALIFORNIA CLIMATE INVESTMENTS URBAN
GREENING GRANT PROGRAM**

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require a resolution certifying the approval of application(s) by the Applicants governing board before submission of said application(s) to the state; and

WHEREAS, the applicant, if selected, will enter into an agreement with the State of California to carry out the Project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Approves the filing of an application for the Arroyo Seco Bicycle and Pedestrian Trail.

SECTION 2. Certifies that the applicant understands the assurances and certification in the application.

SECTION 3. Certifies that the applicant or title holder will have sufficient funds to operate and maintain the project consistent with the land tenure requirements; or will secure the resources to do so.

SECTION 4. Certifies that it will comply with the provisions of Section 1771.5 of the State Labor Code.

SECTION 5. If applicable, certifies that the project will comply with any laws and regulations including, but not limited to, legal requirements for building codes, health

and safety codes, disabled access laws, environmental laws and, that prior to commencement of construction, all applicable permits will have been obtained.

SECTION 6. Certifies that applicant will work towards the Governor's State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1.

SECTION 7. Appoints the City Manager, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

SECTION 8. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 7th day of June, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 7th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:


Evelyn G. Zneimer, City Clerk
(seal)

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City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguilar, Interim City Manager
FROM: David Batt, Finance Director 
SUBJECT: **Adoption of a Resolution Determining and Establishing an Appropriations Limit for Fiscal Year 2017-18 in Accordance with Article XIII B of the California Constitution**

Recommendation

It is recommended that the City Council:

1. Choose Los Angeles County population growth as the population adjustment factor for the Fiscal Year (FY) 2017-18 Appropriations Limit.
2. Choose California per capita income as the price adjustment factor for the FY 2017-18 Appropriations Limit.
3. Adopt a resolution setting the City of South Pasadena's (City) FY 2017-18 Appropriations Limit.

Fiscal Impact

None.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

The "Gann Initiative" (established by 1979's Proposition 4) restricts the amount of tax-generated monies government entities can spend in a given fiscal year. Incorporated into Article XIII B of the State Constitution, the Gann Appropriations Limit specifies that appropriations funded by taxes may be increased annually by the higher of the change in California per capita income or nonresidential assessed valuation due to new construction *and* the change in South Pasadena population or Los Angeles County population.

Analysis

The data used to calculate the City's Fiscal Year 2017-18 limit are the change in California per capita income, 3.69%, and Los Angeles County population growth, 0.57%. The application of these growth factors to the City's FY 2016-17 Appropriations Limit produces the City's FY 2017-18 limit of \$25,120,116.

AGENDA ITEM 11

For FY 2017-18, the appropriations subject to the limit are \$3,374,738 below the legally mandated limit. At this time, it is recommended the City Council adopt the proposed resolution setting the City's Appropriation Limit for FY 2017-18. The City will continue to closely monitor revenues during this fiscal year to determine if the actual revenues will exceed the Limit. Should the revenues from the proceeds of taxes exceed the legal Limit, alternatives for recalculations and/or a return of excess proceeds will need to be considered at that time.

The City's independent auditors perform a limited review of the calculation as part of their annual audit. Per the State Constitution, the independent auditors are only required to review the annual calculation of the limit itself (Attachment 2, Exhibit A, Section I - Appropriation Limit). The City is responsible for the allocation of proceeds of taxes versus non-proceeds of taxes subject to the Limit (Attachment 2, Exhibit B).

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Resolution Establishing an Appropriations Limit for FY 2017-18
2. Gann Appropriations Limit Calculation (Exhibits A, B, C, D)

ATTACHMENT 1
Resolution Establishing an Appropriations Limit
for FY 2017-18

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DETERMINING AND ESTABLISHING AN APPROPRIATIONS
LIMIT FOR FISCAL YEAR 2017-18 IN ACCORDANCE WITH
ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION
AND GOVERNMENT CODE SECTION 7910**

WHEREAS, Article XIII B was added to the Constitution of the State of California at the Special Statewide election held November 6, 1979 (commonly known as Proposition 4); and

WHEREAS, Government Code Section 7910 was added to Chapter 12.05 by Statute at the Regular Session of the California Legislature; and

WHEREAS, Proposition 111, which, among other things, provides new annual adjustment formulas for the Appropriations Limit, was approved by the voters in June, 1990; and

WHEREAS, The League of California Cities and the State of California Department of Finance have published population and per capita income growth indexes, as well as guidelines for the uniform application of Proposition 111; and

WHEREAS, Government Code Section 7910 requires the governing body of each local jurisdiction to adopt, by resolution, its Appropriation Limit; and

WHEREAS, said Appropriations Limit must be adhered to in preparing and adopting the City of South Pasadena's (City) annual Budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. In compliance with Article XIII B of the Constitution of the State of California, and Government Code Section 7910, the City hereby establishes the City's Appropriation Limit for the Fiscal Year (FY) 2017-18 to be \$25,120,116.

SECTION 2. In the computation of such limits, the City selected population factors for Los Angeles County, rather than those for South Pasadena, for use in FY 2017-18.

SECTION 3. In regard to the cost-of-living factors used in the computation of the Appropriations Limit, the City used the change in California per capita income, rather than the change in assessed valuation due to new nonresidential construction.

SECTION 4. Said Appropriation Limit shall be adhered to in the City's FY 2017-18 Budget.

SECTION 5. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 7th day of June, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 7th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
Gann Appropriations Limit Calculation
(Exhibits A, B, C, D)

Exhibit A
South Pasadena
Appropriations (Gann) Limit Calculation
Fiscal Year 2017-18

I Appropriation Limit

Prior Year, 2016-17 Adopted Limit		\$24,088,864
Adjustment Factors:		
Change in California Per Capita Income (Note 1)	1.0369	
Change in L.A. County Population (Note 2)	<u>1.0057</u>	<u>1.04281033</u>
Current Year, 2017-18 Appropriation Limit		\$25,120,116

II Appropriations Subject to Limit

Projected 2017-18 Revenues, All City Funds		\$43,353,335
Less: Non-Proceeds of Taxes (See Exhibit B)		(21,253,269)
Less: Exclusions (See Exhibit C)		<u>(354,688)</u>
Total City Appropriations Subject to Limit		\$21,745,378

III Amount Over/(Under) Limit (I - II) (\$3,374,738)

IV Total City Appropriations as a % of Limit 86.57%

Note 1: Change in California per capita income, 3.69%, exceeds the change in assessed valuation due to nonresidential new construction, 0.43% (provided by HdL).

Note 2: County of Los Angeles population growth, 0.57%, exceeds South Pasadena population growth, 0.00%. Total City population as of January 1, 2017 is 25,992.

Exhibit B

Non-Proceeds of Taxes

Fiscal Year 2017-18

	<u>Proceeds of Taxes</u>	<u>Nonproceeds of Taxes</u>	<u>Total</u>
101 General Fund			
Property Tax	10,956,044		10,956,044
Library Special Tax	312,120		312,120
Sales Tax	2,350,000		2,350,000
PSAF Sales Tax (Exempted by Statute)		275,000	275,000
Business License Tax	400,000		400,000
Utility Users Tax	3,430,000		3,430,000
Property Tax - VLF/Swap	2,708,935		2,708,935
Franchise Fees		840,000	840,000
Real Property Transfer Tax	120,000		120,000
Licenses/Permits		606,440	606,440
Fines/Penalties		367,000	367,000
Rentals		507,671	507,671
State, Federal & Local Reimb/Grants		670,000	670,000
Fees & Charges		2,386,050	2,386,050
Workers' Comp. Reimbursement		20,000	20,000
Liability Reimbursement		20,000	20,000
Reimbursement - Sewer/Water		483,382	483,382
Recycling		87,000	87,000
Other Revenues		70,000	70,000
Total General Fund	<u>20,277,099</u>	<u>6,332,543</u>	<u>26,609,642</u>
Other Funds			
104 Street Improvements Program Fund		150,000	150,000
205 Local Transit (Prop A)	484,086	16,200	500,286
207 Local Transit (Prop C)	401,536	40,000	441,536
210 Sewer (Enterprise Fund)		1,470,000	1,470,000
211 CTC Traffic Improvement		200	200
215 Lighting and Landscape Maintenance		890,000	890,000
217 PEG Fees		24,000	24,000
218 Clean Air (AB2766)		32,000	32,000
220 Parking and Business Improve. Tax	155,000		155,000
226 Mission Meridian Parking Garage		990	990
230 State Gas Tax (Applied to State's Limit)		703,190	703,190
232 County Park Bond		43,500	43,500
233 Measure R	301,158		301,158
236 Measure M	324,241		324,241
238 MSRC Grant Fund		322,000	322,000
245 Bike & Pedestrian (SB821)		79,198	79,198
248 BTA Grants		418,500	418,500
255 Capital Growth		32,000	32,000
260 CDBG		140,835	140,835
270 Asset Forfeiture		0	0
272 State COPS Grants		115,000	115,000
274 Homeland Security Grant		0	0
275 Park Impact Fees		40,000	40,000
277 HSIP Grant		315,900	315,900
295 Arroyo Seco Golf Course (Enterprise)		1,255,314	1,255,314
310 Sewer Capital Projects (Enterprise)			0
327 2000 Tax Allocation Bonds			0
500 Water (Enterprise Fund)		8,478,000	8,478,000
927 Redevelopment Obligations Trust Fund		197,945	197,945
Total Other Funds	<u>1,666,021</u>	<u>14,764,772</u>	<u>16,430,793</u>
Subtotal All Funds	21,943,120	21,097,315	43,040,435
Interest Earnings	156,946	155,954	312,900
Total All Funds	22,100,066	21,253,269	43,353,335

Exhibit C
Excluded Costs
Fiscal Year 2017-18

Category	Amount
Federal Mandates	
Social Security/Medicare	244,688
Non-Incidental Overtime - FLSA	110,000
	<hr/>
	354,688
Qualified Debt Service	
	<hr/>
	0
Total Excluded Costs	354,688

Exhibit D
Interest Earnings
Fiscal Year 2017-18

Category	Amount
Non-Interest Tax Proceeds	21,943,120
Exclusions	<u>(354,688)</u>
	21,588,432
Total Non-Interest Budget	43,040,435
Tax Proceeds as Percent of Budget	50.16%
Interest Earnings	312,900
Amount of Interest Earned from Taxes	156,946
Amount of Interest Earned from Non-Taxes	155,954

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City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesriani, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager *EA*

FROM: Paul Toor, P.E., Public Works Director *PT*
Rafael Casillas P.E., Deputy Public Works Director *RC*
Alex Chou, Associate Civil Engineer *ACE*

SUBJECT: **Acceptance of Project Completion, Authorization to File a Notice of Completion for the Demonstration Garden, and Authorization to Release Retention Payment to Cerco Engineering**

Recommendation

It is recommended that the City Council:

1. Accept the Demonstration Garden (Project) as complete and authorize the issuance of a Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder/County Clerk; and
2. Authorize release of retention payment to Cerco Engineering (Contractor) in the amount of \$ 5,422.

Fiscal Impact

The Project was funded through Water Efficiency Fund Account No. 500-3010-3012-8032 and Park Impact Fee Account No. 275-6010-6410-8170.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15303, Class 3 "new construction of small structures."

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On March 15, 2017, the City Council awarded a construction contract to the Contractor to construct the demonstration garden located at 1028 Magnolia Street adjacent to the Community Garden. The scope of work consists of preparation of surface, debris removal, construction of a concrete walkways, construction of a wooden trellis, fences, installation of landscaping,

AGENDA ITEM 12

NOC for the Demonstration Garden

June 7, 2017

Page 2 of 2

irrigation system, and installation of various outdoor furnishings: such as a drinking fountain, benches, and trash receptacles.

Analysis

The original contract amount for this Project was \$108,446. The Project was completed on time and on budget. The Project was inspected and managed by in-house Public Works staff.

Legal Review

The City Attorney has not been asked to review this item.

Public Notification of Agenda Item

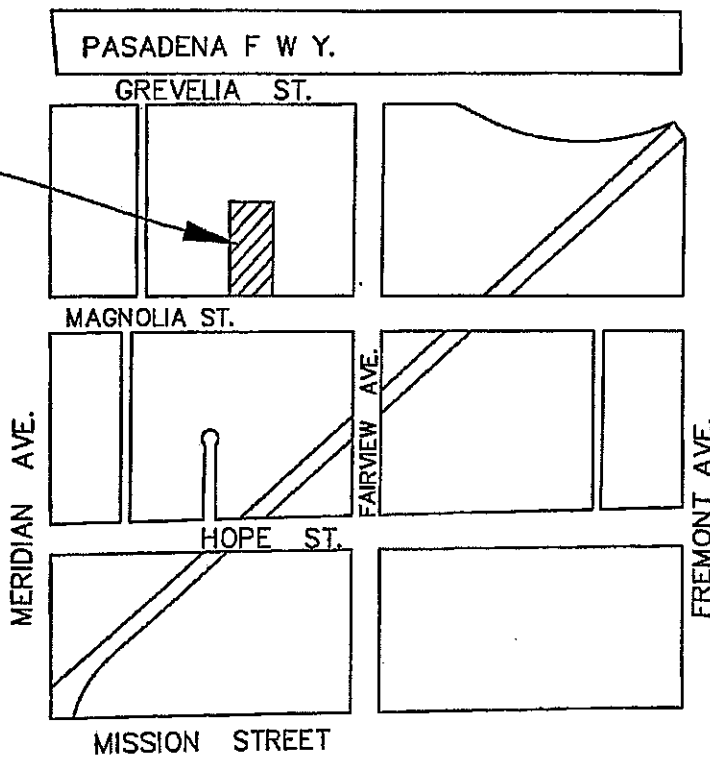
The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments: Project Location Map

**CITY OF SOUTH PASADENA
PROJECT LOCATION MAP**

**CITY OF
SOUTH PASADENA
PROJECT LOCATION MAP**

**PROJECT
LOCATION**



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City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khutbesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager *EA*

FROM: Paul Toor, P.E., Public Works Director *PT*
Rafael Casillas P.E., Deputy Public Works Director *RC*
Alex Chou, Associate Civil Engineer *AC*

SUBJECT: **Acceptance of Project Completion, Authorization to File a Notice of Completion for the Monterey Road Improvement Project, and Authorization to Release Retention Payment to Vido Samarzich Inc.**

Recommendation

It is recommended that the City Council:

1. Accept the Monterey Road Improvement Project (Project) as complete and authorize the issuance of a Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder/County Clerk; and
2. Authorize release of retention payment to Vido Samarzich Inc., (Contractor) in the amount of \$59,102.

Fiscal Impact

This Project was funded from the Fiscal Year (FY) 2016-17 Budget in the Street Improvement Program Account No. 104-9000-9203. Additionally, a portion of street improvements and various concrete repairs were funded from Measure R Account No. 233-9000-9000 and water improvements were funded from Water Department Account No. 500-9000-9300.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class 1 "existing facilities."

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On August 17, 2016, the City Council awarded a construction contract to Vido Samarzich Inc.,

NOC for the Monterey Road Street Improvement Project

June 7, 2017

Page 2 of 2

for the Project. The Project consists of pavement rehabilitation, concrete repairs, signal modifications, streetlight relocations and water main improvements on two segments of Monterey Road from Meridian Avenue to Fair Oaks Avenue, and from Pasadena Avenue to 300 feet east of Pasadena Avenue. The capital improvements included cold milling of existing pavement, reconstruction of localized asphalt pavement failures, placement of a three (3) inch asphalt overlay over Petromat material, removal and reconstruction of damaged Portland Cement Concrete (PCC) pavement, sidewalk, curb ramps, driveway approaches, curb and gutter, utility adjustments, street light relocation, traffic loop replacement, upgrade pedestrian push button and signal head upgrades, thermoplastic striping and pavement markings, and installation of new water meters, services, valves, fire hydrants and its appurtenances.

In addition, this Project included approximately 10,000 square feet of localized sidewalk repairs on Bank Street from Fair Oaks Avenue to Marengo Avenue, Glendon Way from El Centro Street to Monterey Road, and Park Avenue from Mission Street to Oxley Street. Also, the removal and replacement of six curb ramps and four driveways at various locations were completed.

This Project was included in the adopted FY 2015-16 Budget.

Analysis

The original contract amount for this Project was \$1,552,360 and a final project cost is \$1,182,034. The reduction in the final Project cost is primarily due to elimination of certain bid items and value engineering exercised during construction. During the grinding phase, better than expected pavement section and sub-grade conditions were encountered in certain areas, therefore, street sections were revised resulting in cost savings. The native backfill material for all the utility trenching work was found to be suitable alleviating the need for imported slurry backfill. Also, the City's Water Division crews provided assistance during construction reducing costs of water system improvements. In addition, staff was able to address sidewalk accessibility concerns around the streetlight poles by working with property owners to eliminate costly streetlight relocations. Cost saving for this Project will be transferred to the next phase of the Monterey Road improvements. This Project was inspected and managed by KOA Corporation and supplemented by in-house staff.

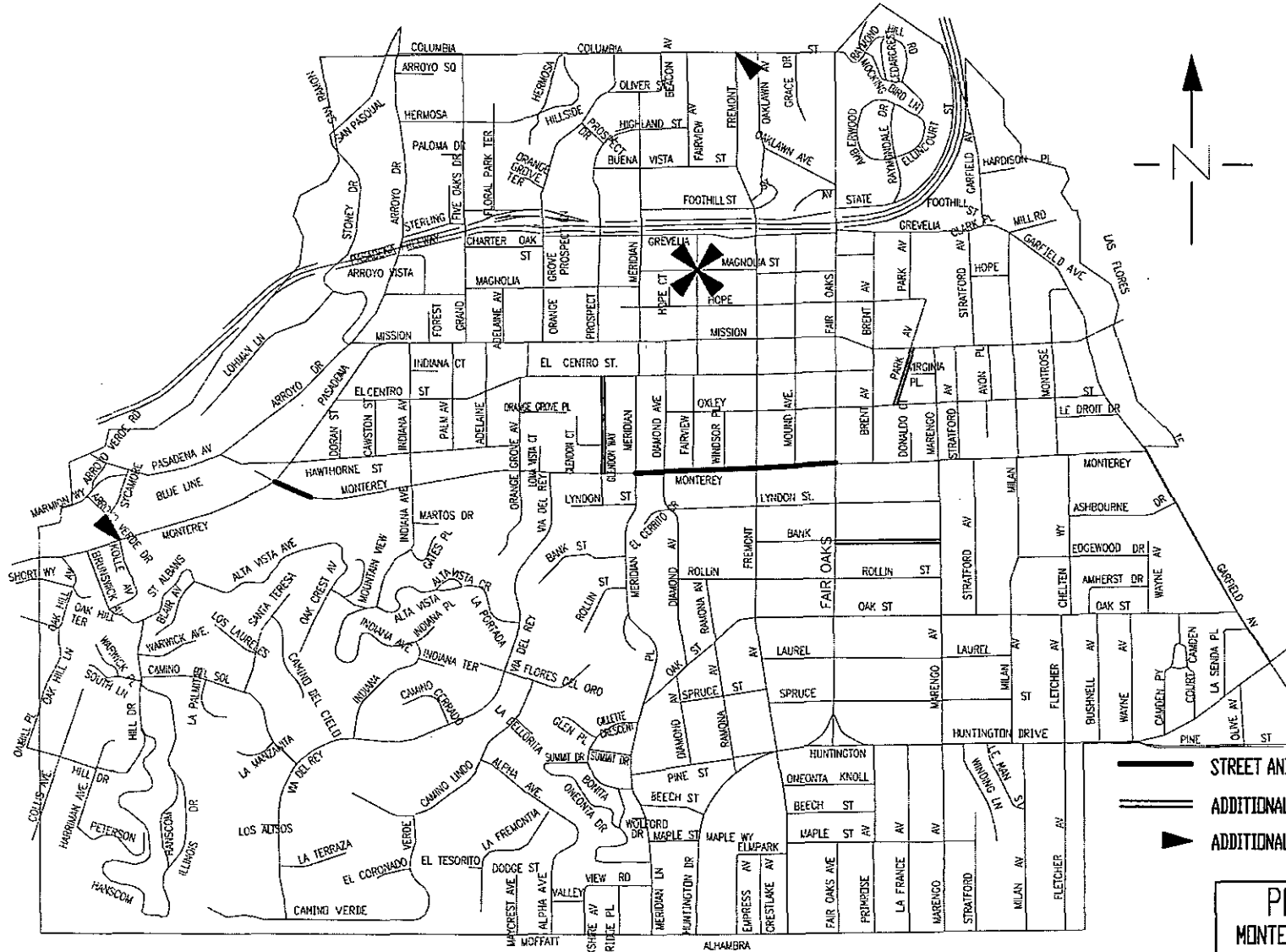
Legal Review

The City Attorney has not been asked to review this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Project Location Map



PROJECT LOCATION MAP
MONTEREY ROAD STREET IMPROVEMENT PROJ.
PROJECT NO. 2015-10

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City of South Pasadena Agenda Report

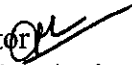

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager 

FROM: Paul Toor, Public Works Director 
Thomas Amare, Civil Engineering Assistant 

SUBJECT: **Acceptance of Project Completion and Authorization to File a Notice of Completion (NOC) for FY 2016-17 CDBG Sidewalk Replacement and ADA Access Ramp Project and Authorization to Release Retention Payment to CJ Concrete Construction, Inc.**

Recommendation

It is recommended that the City Council:

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the Fiscal Year (FY) 2016-17 Community Development Block Grant (CDBG) Sidewalk Replacement and ADA Access Ramp Project (Project); and
2. Authorize release of retention payment to CJ Concrete Construction Inc., in the amount of \$12,396.15.

Fiscal Impact

This project was funded by CDBG Account No. 260-9000-9264 and in the General Fund Account No. 104-9000-9287-9287.

Environmental Analysis

This Project is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class (1) "existing facilities."

Commission Review and Recommendation

This Project has not been reviewed by a Commission.

Background

On January 18, 2017, the City Council authorized the award of a contract in the amount of \$230,100 to CJ Concrete Construction Inc., for construction of the Project. The Project consisted of removing and reconstructing 24,000 square feet of damaged sidewalks and 19 ADA Access Ramp repairs on Brunswick Ave. (Saint Albans to Monterey Rd.), Fremont Ave. (Foothill St. to Columbia St.),

Fairview Ave. (Buena Vista St. to Columbia St.), Glendon Way (Monterey Rd. to Lyndon St.), Hope St. (Mound St. to Meridian Ave.), Montrose Ave. (Monterey Rd. to Garfield Ave.), Palm Ave. (Hawthorne St. to Mission St.), Prospect Ave. (Mission St. to Buena Vista St.), and Windsor Ave. (Monterey Rd to Oxley St.).

Analysis

The original contract amount was \$230,100 and the final contract amount is \$247,923, an increase of 7.7%. Increase in the contract amount is primarily due to adjustment of the scope of work such as adding 1,634 square feet of sidewalk repair within vicinity of the project and construction of two handicap ramps for ADA compliance at Windsor Ave. and Oxley St.

The work was completed on time and within budget except for the adjustment to the scope of work. The Project was managed and inspected in-house. Labor compliance requirements were handled by Diana Cho & Associates.

Legal Review

The City Attorney has not been asked to review this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda on the City's web site and/or notice in the *South Pasadena Review*.

Attachments:

1. Project Location Maps
2. Notice of Completion

ATTACHMENT 1
Project Location Maps

CITY OF SOUTH PASADENA

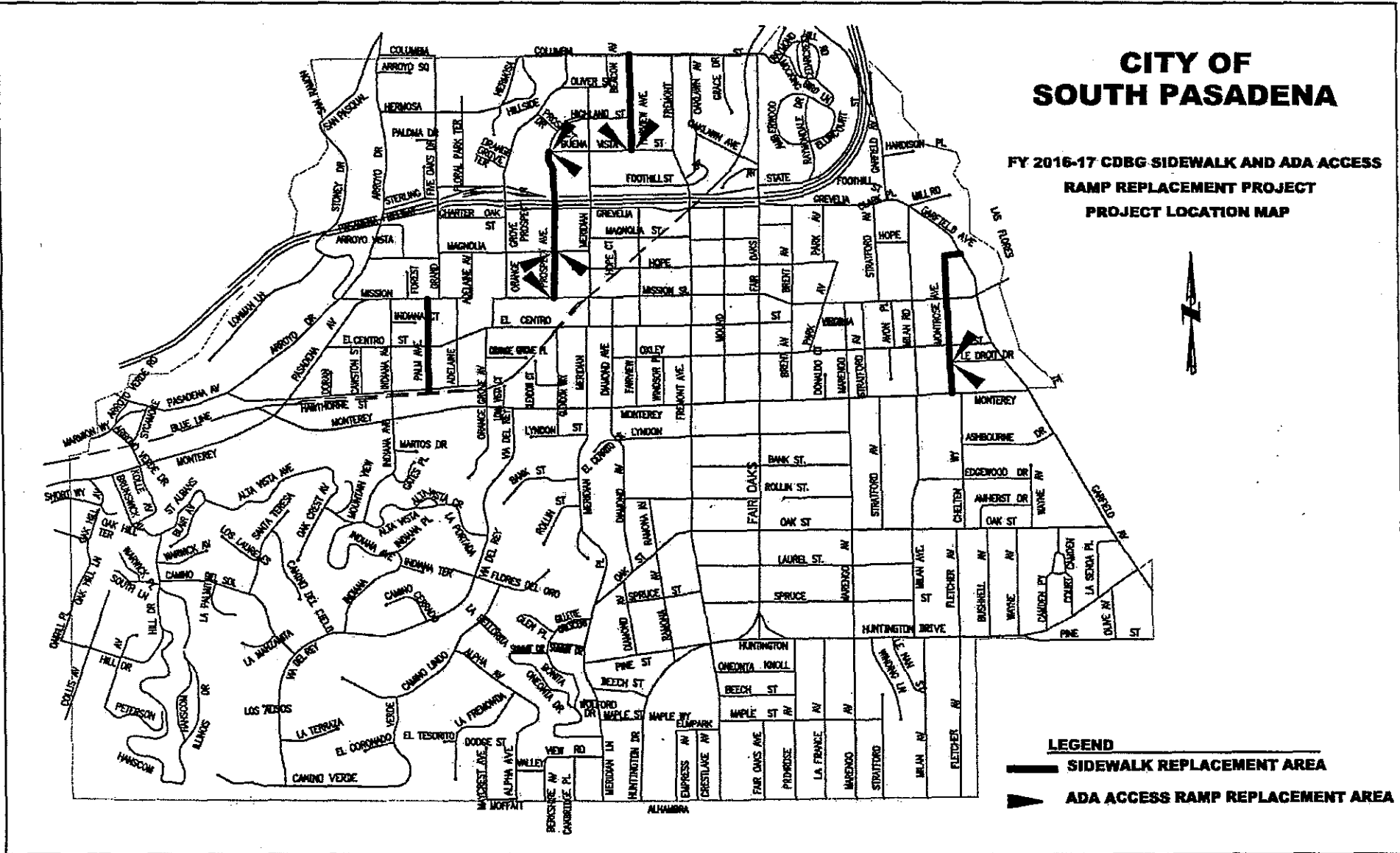
FY 2016-17 CDBG SIDEWALK AND ADA ACCESS RAMP REPLACEMENT PROJECT PROJECT LOCATION MAP



LEGEND

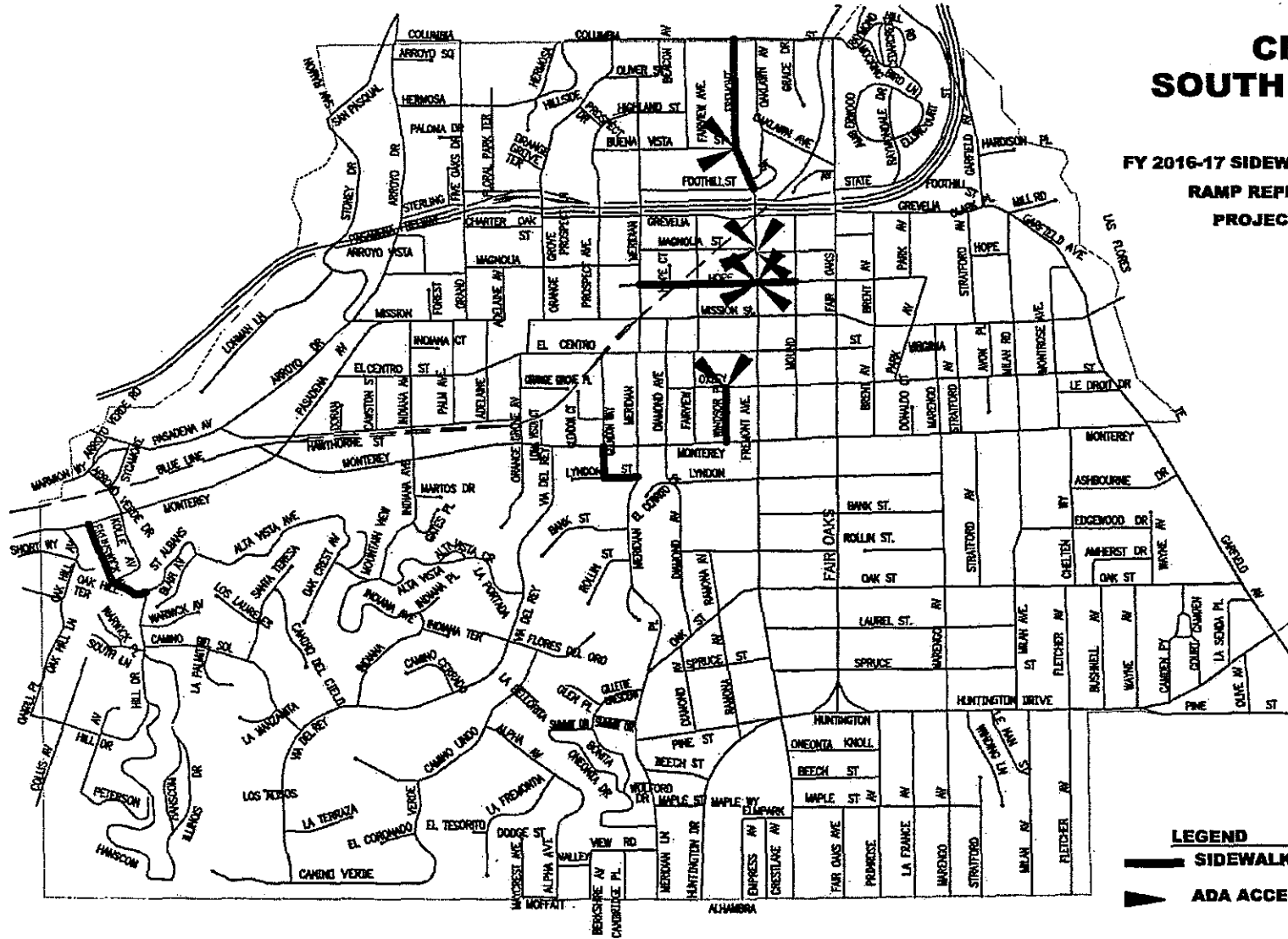
 SIDEWALK REPLACEMENT AREA

 ADA ACCESS RAMP REPLACEMENT AREA



CITY OF SOUTH PASADENA

FY 2016-17 SIDEWALK AND ADA ACCESS RAMP REPLACEMENT PROJECT PROJECT LOCATION MAP



LEGEND

- SIDEWALK REPLACEMENT AREA
- ▲** ADA ACCESS RAMP REPLACEMENT AREA

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ATTACHMENT 2
Notice of Completion

RECORDING REQUESTED BY:

City of South Pasadena

AND WHEN RECORDED MAIL TO:

City of South Pasadena- PW

1414 Mission Street

South Pasadena, CA 91030

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

A.P.N.:

Order No.:

Escrow No.:

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

- 1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
- 2. The FULL NAME of the OWNER is City of South Pasadena
- 3. The FULL ADDRESS of the OWNER is 1414 Mission Street, South Pasadena, CA 91030
- 4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: _____ in fee.

- 5. The FULL NAMES and FULL ADDRESSES of ALL PERSONS, if any, WHO HOLD SUCH INTEREST or ESTATE with the undersigned as JOINT TENANTS or as TENANTS IN COMMON are:

NAMES

ADDRESSES

N/A

- 6. The full names and full addresses of the predecessors in interest of the undersigned if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

NAMES

ADDRESSES

N/A

- 7. A work of improvement on the property hereinafter described was COMPLETED May 3, 2017
- 8. The work of improvement completed is described as follows:

The Project consisted of removing and reconstructing 25,634, square feet of damaged sidewalks and 21 ADA Access Ramp

- 9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is:
CJ Concrete Construction, Inc.
- 10. The street address of said property is City Wide, South Pasadena, CA 91030

11: The property on which said work of improvement was completed is in the City of South Pasadena, County of Los Angeles, State of California, and is described as follows:

Date: June 7, 2017

(Signature of Owner or agent of owner)
Paul Toor, City of South Pasadena

Verification for INDIVIDUAL owner _____:
I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the owner of the aforesaid interest or estate in the property described in the above notice; that I have read said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

Date and Place (Signature of owner named in paragraph 2)

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the agent _____ ("PRESIDENT, PARTNER, MANAGER, AGENT, ETC.") of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

June 7, 2017 South Pasadena
Date and Place



(Signature of person signing on behalf of owner)
Paul Toor, City of South Pasadena

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City of South Pasadena

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zueimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguilar, Interim City Manager 
FROM: David Batt, Finance Director 
SUBJECT: **Adoption of a Resolution Authorizing Signatories on City Bank Accounts and Related Banking Documents**

Recommendation

It is recommended that the City Council adopt the attached resolution providing signatory authorization for the City Treasurer, Interim City Manager, Finance Director, and Assistant Finance Director.

Fiscal Impact

There is no fiscal impact to this action.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

As a result of recent personnel changes, the standard resolution authorizing investment of City of South Pasadena (City) monies in the Local Agency Investment Fund (LAIF) needs to be updated.

Analysis

By adopting the attached resolution, signatory authority will be enabled for Elaine Aguilar, Interim City Manager; Gary E. Pia, City Treasurer; David Batt, Finance Director; and Sonia Cruz, Assistant Finance Director.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Resolution Authorizing Signatories on the City LAIF Account

15

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
AUTHORIZING INVESTMENT OF MONIES IN THE
LOCAL AGENCY INVESTMENT FUND**

WHEREAS, Pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City of South Pasadena does hereby find that the deposit and withdrawal of money of the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of the City of South Pasadena.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. that the City Council does hereby authorize the deposit and withdrawal of the City of South Pasadena monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

SECTION 2. that the following City of South Pasadena Officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Gary E. Pia
City Treasurer

Elaine Aguilar
Interim City
Manager

David Batt
Finance Director

Sonia Cruz
Assistant Finance
Director

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 7th day of June, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 7th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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City of South Pasadena Agenda Report



Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager 

FROM: David Batt, Finance Director 
Karen Aceves, Management Analyst 

SUBJECT: **Resolution Approving the Application for Grant Funds for the Environmental Enhancement Mitigation Program Under Section 164.56 of the Streets and Highways Code for the South Pasadena Urban Reforestation Project**

Recommendation

It is recommended that the City Council:

1. Adopt a resolution approving an application in the amount of \$385,000 for the South Pasadena Community Tree Planting Project (Project) from the California Natural Resources Agency Environmental Enhancement And Mitigation (EEM) program; and
2. Authorize the City Manager or their designee to sign the application and all related grant documents.

Fiscal Impact

If awarded the grant will provide \$385,000 in Fiscal Year (FY) 17/18 to fund the City's tree planting program. There is no match requirement for this grant, however additional points are given to applications which leverage other funding sources i.e. in-kind or cash match.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

The California Natural Resources Agency announced a call for projects for the 17/18 grant cycle of the Environmental Enhancement and Mitigation (EEM) program. This program, as provided by California Streets and Highways Code Section 164.56 (Article XIX, Section 1, of the State Constitution), authorizes the legislature to allocate up to \$7 million each fiscal year from the Highway Users Tax Account (Motor Vehicle Revenues, Section 2100).

Eligible EEM projects must directly or indirectly relate to the environmental impact of the modification of an existing transportation facility or construction of a new transportation facility (any Related Transportation Facilities built after 1990 are considered new).

AGENDA ITEM 10

Analysis

The City of South Pasadena's Public Works department manages over 9,000 street and park trees throughout the City. This comprehensive mature and young tree maintenance program includes the removal of an average of 40 trees annually due to disease, old age, infrastructure conflicts, and storm damage. This results in a loss of canopy coverage and carbon sequestering opportunities for the City. While trees continue to be removed, a nominal number of trees have been replanted in those locations. This grant would provide funding for a viable tree replacement plan to be implemented in medians and pocket parks which surround the Gold Line.

The Public Works department receives requests each year from residents and businesses for new trees to be planted along City streets adjacent to private property. The Public Works department places a priority on replacing removed trees. The city seeks to meet the growing needs to maintain a healthy urban forest while meeting City priorities identified in working groups developing the City's Climate Action Plan.

The proposed FY 2017-18 budget allocates \$150,000 towards tree planting and maintenance. The total project amount for the City of South Pasadena (City) Project is \$385,000 which will fund the costs to plant trees (costs cover City staff, trees, tree stakes, and contractor fees for concrete cuts to create tree wells).

The City of South Pasadena's Urban Reforestation Project application is comprised of two parts which will result in the planting and care of trees over a four year period: (1) Tree planting in recently acquired city pocket parks and (2) Street tree planting to fill vacant tree wells, and street medians along residential and commercial streets. To encourage storm water retention and absorption, priority will be given to planting sites which need concrete surfacing to be removed.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SOUTH PASADENA (CITY), CALIFORNIA,
APPROVING THE APPLICATION FOR GRANT FUNDS FOR
THE ENVIRONMENTAL ENHANCEMENT AND MITIGATION (EEM)
PROGRAM**

WHEREAS, the Legislature and Governor of the State of California have enacted Section 164.56 of the California Streets And Highways Code, which is intended to provide grant funds to local, state and federal agencies and nonprofit entities for projects to enhance and mitigate the environmental impacts of modified or new public transportation facilities; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of this grant program, establishing necessary procedures and criteria, and is required to submit to the California Transportation Commission a list of recommended projects from which the grant recipients will be selected; and

WHEREAS, said procedures established by the California Natural Resources Agency require a resolution certifying the approval of an application by the Applicants governing board before submission of said application to the State; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

1. Approves the filing of an application for the South Pasadena Urban Reforestation Project; and
2. Certifies that Applicant understands the requirements in the Program Guidelines;
3. Certifies that Applicant or title holder will have sufficient funds to operate and maintain the project consistent with the land tenure requirements; or will secure the resources to do so; and
4. Certifies that for acquisition projects, the Applicant will record a document against the real property that defines the State's interest in the property whether the Grantee owns the property or not; and for development projects, the Applicant may be required to record a document against the real property that defines the State's interest in the property whether the Grantee owns the property or not; and

5. Certifies that Applicant will comply with the provisions of Section 1771.5 of the State Labor Code regarding payment of prevailing wages on Projects awarded EEM Program Funds; and

6. If applicable, certifies that the project will comply with any laws and regulations including, but not limited to, legal requirements for building codes, health and safety codes, disabled access laws, environmental laws and, that prior to commencement of construction, all applicable licenses and permits will have been obtained; and

7. Certifies that Applicant will work towards the Governor's State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1; and

8. Appoints the City Manager or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests etc., which may be necessary for the completion of the aforementioned project.

PASSED, APPROVED AND ADOPTED ON this 7th day of June, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 7th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:




Evelyn G. Zneimer, City Clerk
(seal)

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City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguilar, Interim City Manager 
FROM: Sheila Pautsch, Community Services Director 
Lucy Hakobian, Community Services Supervisor 
SUBJECT: **Award of Contract to Castlerock Environmental, Inc., for the Interior Construction and Rehabilitation of the Eddie Park House**

Recommendation

It is recommended that the City Council:

1. Accept price quote dated May 24, 2017, from Castlerock Environmental, Inc. (Contractor) for the interior construction and rehabilitation of the Eddie Park House (Project);
2. Authorize the City Manager to enter into a contract with Contractor for a not-to-exceed amount of \$75,551;
3. Approve an appropriation in the amount of \$47,498 from Account No. 105-8031-8170 for the remaining balance including a 10 percent contingency; and
4. Reject all other bids.

Fiscal Impact

There is approved funding allocated for this Project in the amount of \$28,053 in Account No. 105-9000-9034-9034-000. The remaining balance of \$47,498 will be allocated from Account No. 105-8031-8170 which is remaining funds from the Facility Assessment Project.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

Built in 1910, the Eddie Park House is the only house of cultural significance owned by the City of South Pasadena (City). It is of great historical value to the community as it makes a statement about early beginnings of the craftsman period. Designated as Cultural Heritage Landmark #32 in June 1984, the Eddie Park House serves the community as a public meeting space, as well as a venue for private functions. Due to environmental safety concerns, the facility was closed to all users. These issues were mitigated, but the facility cannot be utilized unless the interior construction and rehabilitation takes place.

AGENDA ITEM 17

Analysis

Staff met with contractors and proposals were received from the following two companies:

- Castlerock Environmental, Inc. \$68,830
- KC Restoration \$133,830

Staff has checked the Contractor's references, and their work was verified to be of good quality. Similar projects were satisfactorily completed from other agencies including the work completed with the Meridian Iron Works Museum. Their Contractor's License has been verified to be currently valid and in good standing.

The scope of work includes the following:

- New kitchen cabinets, including new flooring, ceiling/drywall, and sink on the first floor
- Painting of the restrooms, with new flooring and baseboards
- Painting of the sunroom, restoring the quarry tile floor, restoring the seating bench, with other minor improvements
- Removal of water damaged wallpaper to sustain and restore the oak box beam coffer ceiling in living and dining room
- Drywall/paint as needed in the hallway, kitchen closet, and sunroom closet
- Painting and clean up of the second floor

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Construction Contract Agreement

CONSTRUCTION SERVICES AGREEMENT
Providing Payment of Prevailing Wages

(City of South Pasadena / *Castlerock Environmental, Inc.*)

1. IDENTIFICATION

This CONSTRUCTION SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena, a California municipal corporation (“City”), and Castlerock Environmental, Inc., a Corporation (“Contractor”).

2. RECITALS

- 2.1. City has determined that it requires the following construction services from a contractor: Interior Construction and Rehabilitation at Eddie Park House.
- 2.2. Contractor represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Contractor further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Contractor agree as follows:

3. DEFINITIONS

- 3.1. “Scope of Services”: Such professional services as are set forth in Contractor’s May 24, 2017 proposal to City attached hereto as Exhibit A.
- 3.2. “City Reference Specifications”: The City’s set of Reference Specifications, the Standard Specifications, Special Provisions, and all referenced specifications, details, standard drawings, and appendices, together with two signed copies of the Agreement, two signed copies of required bonds; one copy of the insurance certificates, permits, notices and affidavits; and also including any and all addenda or supplemental agreements clarifying, amending, or extending the work contemplated as may be required to ensure its complete in an acceptable manner. Reference Specifications also include, if applicable, the Notice Inviting Sealed Bids, Instructions to Bidders, Bid Proposal, and Bid Schedule. To the extent any provisions in this Agreement or the Scope of Services are inconsistent with the City Reference Specifications, this Agreement’s terms shall prevail.
- 3.3. “Agreement Administrator”: The Agreement Administrator for this project is Sheila Pautsch. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the

request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. City reserves the right to change this designation upon written notice to Contractor

- 3.4. "Maximum Amount": The highest total compensation and costs payable to Contractor by City under this Agreement. The Maximum Amount under this Agreement is Sixty Eight Thousand Eight Hundred Thirty Dollars (\$68,830).
- 3.5. "Commencement Date": June 8, 2017
- 3.6. "Termination Date": July 30, 2017

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Contractor may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this agreement.

5. CONTRACTOR'S DUTIES

- 5.1. **Services.** Contractor shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.
- 5.2. **Coordination with City.** In performing services under this Agreement, Contractor shall coordinate all contact with City through its Agreement Administrator.
- 5.3. **Budgetary Notification.** Contractor shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Contractor shall concurrently inform the Agreement Administrator, in writing, of Contractor's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.
- 5.4. **Business License.** Contractor shall obtain and maintain in force a City business license for the duration of this Agreement.
- 5.5. **Professional Standards.** Contractor shall perform all work to the highest standards of Contractor's profession and in a manner reasonably satisfactory to City. Contractor

shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).

- 5.6. Appropriate Personnel.** Contractor has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Contractor or under its supervision or by subcontractor(s) of Contractor, and all personnel engaged in the work shall be qualified to perform such services. Ben Cover shall be Contractor's project administrator and shall have direct responsibility for management of Contractor's performance under this Agreement. No change shall be made in Contractor's project administrator without City's prior written consent.
- 5.7. Prevailing Wages.** This Agreement is subject to the prevailing wage law as more fully set forth in Section 8 (Labor Code), for all work performed under this Agreement for which the payment of prevailing wages is required under the California Labor Code. In particular, Contractor acknowledges that prevailing wage determinations are available for work performed under this Agreement.
- 5.8. Unauthorized Delay.** In accordance with Government Code 53069.85, and all other applicable law, the Contractor agrees to forfeit and pay City the amount of Two Hundred Dollars (\$200.00) per day for each and every day of unauthorized delay beyond the Termination Date, which shall be deducted from any monies due to Contractor. This payment shall be considered liquidated damages. Contractor agrees that such liquidated damages are reasonable under the circumstances existing at the time of execution of the contract, that such liquidated damages are to compensate City for losses that are difficult to measure, and that such damages are not a penalty.
- 5.9. Unforeseeable Delay.** Contractor shall not be deemed in breach of this Agreement and no forfeiture due to delay shall be made because of any delays in the completion of the Scope of Services due to unforeseeable causes beyond the control and without the fault or negligence of Contractor provided Contractor requests from the Agreement Administrator an extension of time in writing. Unforeseeable causes of delay beyond the control of Contractor shall include acts of God, acts of a public enemy, acts of the government, acts of City, or acts of another contractor in the performance of a contract with City, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and weather, or delays of subcontractors due to such causes, or delays caused by failure of the owner of a utility to provide for removal or relocation of existing utility facilities. Delays caused by actions or negligence of Contractor or its agents, servants, employees, officers, subcontractors, directors, or of any party contracting to perform part of all of the Scope of Services or to supply any equipment or materials shall not be unforeseeable delays. Unforeseeable delays (those beyond Contractor's control) shall not entitle Contractor to any additional

compensation beyond the Maximum Amount. The sole recourse of Contractor shall be to seek an extension of time from the Agreement Administrator.

- 5.10. Defective Work.** All work which is defective in its construction or deficient in any of the requirements set by City Reference Specifications shall be remedied or replaced by Contractor in an acceptable manner at its own expense. Defective work shall not entitle Contractor to any additional compensation beyond the Maximum Amount.
- 5.11. Permits and Approvals.** Contractor shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Contractor's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.
- 5.12. Notification of Organizational Changes.** Contractor shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Contractor's firm or of any subcontractor. Change of ownership or control of Contractor's firm may require an amendment to this Agreement.
- 5.13. Records.** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Contractor under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING AND ASSIGNMENT

- 6.1. General Prohibition of Assignment.** This Agreement covers construction services of a specific and unique nature. Except as otherwise provided herein, Contractor shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 6.2. Contractor Responsible.** Contractor shall be responsible to City for all services to be performed under this Agreement.
- 6.3. Subcontracting.** Contractor shall not subcontract any portion of the performance contemplated and provided for herein unless (1) such subcontracting is specifically described in the proposal attached hereto or (2) the City provides prior written approval. In any event, Contractor shall supervise all work subcontracted by

Contractor in performing the Services and shall be responsible for all work performed by a subcontractor as if Contractor itself had performed such work. The subcontracting of any work shall not relieve Contractor from any of its obligations under this Agreement with respect to the Services. Contractor is obligated to ensure that any and all subcontractors performing any Services shall be fully insured in all respects and to the same extent as set forth under Section 13, to City's satisfaction.

- 6.4. Compensation for Subcontractors.** Contractor shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

- 7.1. General.** City agrees to compensate Contractor for the services provided under this Agreement, and Contractor agrees to accept payment, of the Maximum Amount in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Contractor shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.
- 7.2. Retention.** City may retain up to 5% of each payment until project completion. Contractor may at its own expense substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code 22300. At the request and expense of Contractor, securities equivalent to the amount withheld shall be deposited with City, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to City. Upon satisfactory completion of this Agreement, the securities shall be returned to Contractor.
- 7.3. Invoices.** Contractor shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. Contractor shall include a copy of each subcontractor invoice, if any, for which reimbursement is sought in the invoice.
- 7.4. Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Contractor except as otherwise required by law. Contractor shall be solely responsible for calculating, withholding, and paying all taxes.
- 7.5. Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Contractor.
- 7.6. Additional Work.** Contractor shall not be reimbursed for any expenses incurred for work performed outside the Scope of Services unless prior written approval is given

by the City on a time-and-materials basis pursuant to a written change order. Contractor shall not undertake any such work without prior written approval of the City. A written change order may be issued without amendment to this Agreement, so long as such written change order does not cause the Maximum Amount to be exceeded. Contractor shall only be compensated for such additional work at the rates and costs for labor and materials included in the bid or proposal.

City-Initiated Changes - City may propose in writing changes to Contractor's work within the Scope of Services described. If Contractor is of the opinion that any proposed change causes an increase or decrease in the cost, or a change in the schedule for performance, of the services, Contractor shall notify City in writing of that fact within five (5) days after receipt of written proposal for changes.

Contractor-Initiated Changes - Contractor may propose in writing changes to the Scope of Services, upon identifying a condition which may change the Scope of Services as agreed at the time of execution of this Agreement. Contractor must notify the City's Agreement Administrator of any changed conditions upon discovery and before they are disturbed. The Public Works Director shall investigate, and if the Public Works Director determines that the conditions will materially affect costs, will issue a Change Order adjusting the compensation for such portion of the Scope of Services. If the Public Works Director determines that conditions are changed conditions and they will materially affect performance time, the Contractor, upon submitting a written request, will be granted an extension of time. If the Public Works Director determines that the conditions do not justify an adjustment in compensation or time, the Contractor will be notified in writing. This notice will also advise the Contractor of its obligation to notify the Public Works Director in writing if the Contractor disagrees.

When and if City and Contractor reach agreement on any such proposed change and its effect on the cost and time for performance, they shall confirm such agreement in writing as an amendment to this Agreement. Contractor may not cease work or delay progress on the original project pending negotiations over changes, and must continue to diligently complete the project.

Should the Contractor disagree with the decision, it may submit a written notice of potential claim to the Public Works Director before commencing the disputed work. In the event of such a dispute, the Contractor shall not be excused from any scheduled completion date provided by the Contract and shall proceed with all work to be performed under the Contract. However, the Contractor shall retain any and all rights provided by either Contract or law which pertain to the resolution of disputes and protests between the contracting parties.

The Contractor's failure to give notice of changed conditions promptly upon their discovery and before they are disturbed shall constitute a waiver of all claims in connection therewith.

8. LABOR CODE

- 8.1. Prevailing Wage Law.** This Agreement is subject to the requirements of the prevailing wage laws, including, but not limited to, Labor Code Section 1720 et seq., and Labor Code Section 1770 et seq., as well as Code of Regulations, Title 8, Section 16000 et seq., which require payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. Contractor shall defend, indemnify, and hold harmless City, and its officers, employees, agents, and volunteers free and harmless from any claim or liability arising out of failure or alleged failure of Contractor to comply with such prevailing wage laws.
- 8.2. Payment of Prevailing Wages.** Contractor shall pay the prevailing wage rates for all work performed under this Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Contractor shall pay the wage rate of the craft or classification most closely related to the omitted classification.
- 8.3. Forfeiture.** Contractor shall forfeit as a penalty to City Two Hundred Dollars (\$200.00), or any greater penalty provided in the Labor Code, for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under this Agreement employed in the performance of the Scope of Services by Contractor or by any subcontractor of Contractor in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by Contractor.
- 8.4. Apprentices.** Contractor shall comply with the provisions of Labor Code 1777.5 concerning the employment of apprentices on public works projects. Contractor shall be responsible for ensuring compliance by its subcontractors with Labor Code 1777.5.
- 8.5. Payroll Records.** Pursuant to Labor Code 1776, Contractor and any subcontractor(s) shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Contractor in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code 1811 and Labor Code 1815 for any work performed by his or her employees on the public works project. The payroll records shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code 1776.

- 8.6. 8-Hour Work Day.** This Agreement is subject to 8-hour work day and wage and hour penalty laws, including, but not limited to, Labor Code 1810 and Labor Code 1813. Contractor and any subcontractor(s) of Contractor shall strictly adhere to the provisions of the Labor Code regarding 8-hour work day and 40-hour work week requirements, and overtime, Saturday, Sunday, and holiday work. Pursuant to the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Contractor's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to City \$25.00, or any greater penalty set forth in the Labor Code, for each worker employed in the execution of the work by Contractor or by any subcontractor(s) of Contractor, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the Labor Code.
- 8.7. Registration with DIR.** Contractor and any subcontractor(s) of Contractor shall comply with the provisions of Labor Code 1771 and Labor Code 1725.5 requiring registration with the Department of Industrial Relations (DIR).

9. PUBLIC CONTRACT CODE.

- 9.1. Prompt Payment.** This Agreement is subject to the provisions of Article 1.7 (commencing at § 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.
- 9.2. Public Works Claims Less Than \$375,000.** To the extent applicable, this Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration if the parties fail to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 9.3. Ineligible Subcontractor(s).** This Agreement is further subject to the provisions of Public Contracts Code 6109 which prohibits Contractor from performing work on this

project with a subcontractor who is ineligible to perform work on the project pursuant to Labor Code 1777.1 or Labor Code 1777.7.

- 9.4. Assignment of Actions.** Contractor and any and all subcontractors shall offer and agree to assign to City all rights, title, and interest in and to all causes of action it/they may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 4) or under the Cartright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to this Agreement. This assignment shall be made and become effective at the time City tenders final payment to Contractor, without further acknowledgment by the parties.

10. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Contractor in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Contractor may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Contractor.

11. RELATIONSHIP OF PARTIES

- 11.1. General.** Contractor is, and shall at all times remain as to City, a wholly independent contractor.
- 11.2. No Agent Authority.** Contractor shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.
- 11.3. Independent Contractor Status.** Under no circumstances shall Contractor or its employees look to the City as an employer. Contractor shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Contractor's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Contractor specifically assumes the responsibility for making such a determination. Contractor shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.
- 11.4. Indemnification of CalPERS Determination.** In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this

Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

12. INDEMNIFICATION

- 12.1. **Definitions.** For purposes of this Section 12, "Contractor" shall include Contractor, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Contractor or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.
- 12.2. **Contractor to Indemnify City.** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Contractor's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Contractor or failure to comply with any provision in this Agreement.
- 12.3. **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Contractor shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.
- 12.4. **Attorneys' Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Contractor shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.
- 12.5. **Defense Deposit.** The City may request a deposit for defense costs from Contractor with respect to a claim. If the City requests a defense deposit, Contractor shall provide it within 15 days of the request.
- 12.6. **Waiver of Statutory Immunity.** The obligations of Contractor under this Section 12 are not limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to City.
- 12.7. **Indemnification by Subcontractors.** Contractor agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 12 from

each and every subcontractor or any other person or entity involved in the performance of this Agreement on Contractor's behalf.

- 12.8. Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Contractor's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

13. INSURANCE

- 13.1. Insurance Required.** Contractor shall maintain insurance as described in this section and shall require all of its subcontractors, Contractors, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Contractor. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

- 13.2. Documentation of Insurance.** City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. Contractor shall file with City:

- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: Interior Construction and Rehabilitation at Eddie Park House.
- Documentation of Best's rating acceptable to the City.
- Original endorsements effecting coverage for all policies required by this Agreement.

The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

- 13.3. Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: \$2,000,000 per occurrence,
\$4,000,000 aggregate
- General Liability:
 - General Aggregate: \$2,000,000
 - Products Comp/Op Aggregate \$2,000,000
 - Personal & Advertising Injury \$1,000,000
 - Each Occurrence \$1,000,000

- Fire Damage (any one fire) \$ 50,000
- Medical Expense (any 1 person) \$ 5,000
- Workers' Compensation:
 - Workers' Compensation Statutory Limits
 - EL Each Accident \$1,000,000
 - EL Disease - Policy Limit \$1,000,000
 - EL Disease - Each Employee \$1,000,000
- Automobile Liability
 - Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

- 13.4. General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.
- 13.5. Worker's Compensation Insurance.** Contractor is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Contractor will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.
- 13.6. Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.
- 13.7. Professional Liability Insurance.** If the Contractor is performing any surveying, engineering, architectural, or other design work for the project, Contractor shall provide proof of Professional Liability insurance in the amounts described above. If such work is not included in the Scope of Services, or required by a change order, Professional Liability Insurance shall not be required.
- 13.8. Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after

completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

13.9. Additional Insured Endorsements. The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, other than for Professional Liability if required, for liability arising out of ongoing and completed operations by or on behalf of the Contractor. Contractor's insurance policies shall be primary as respects any claims related to or as the result of the Contractor's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or Contractors shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.

13.10. Failure to Maintain Coverage. In the event any policy is canceled prior to the completion of the project and the Contractor does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Contractor under this Agreement. Failure of the Contractor to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.

13.11. Notices. Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Contractor shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Contractor shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: City of South Pasadena, Attn: Sheila Pautsch, Community Services Department, South Pasadena, CA 91030.

13.12. Contractor's Insurance Primary. The insurance provided by Contractor, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or

volunteers, shall be in excess of Contractor's insurance and shall not contribute with it.

13.13. Waiver of Subrogation. Contractor hereby waives all rights of subrogation against the City. Contractor shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.

13.14. Report of Claims to City. Contractor shall report to the City, in addition to the Contractor's insurer, any and all insurance claims submitted to Contractor's insurer in connection with the services under this Agreement.

13.15. Premium Payments and Deductibles. Contractor must disclose all deductibles and self-insured retention amounts to the City. The City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Contractor shall be responsible for all premiums and deductibles in all of Contractor's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

13.16. Duty to Defend and Indemnify. Contractor's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

14. MUTUAL COOPERATION

14.1. City Cooperation in Performance. City shall provide Contractor with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Contractor's services under this Agreement.

14.2. Contractor Cooperation in Defense of Claims. If any claim or action is brought against City relating to Contractor's performance in connection with this Agreement, Contractor shall render any reasonable assistance that City may require in the defense of that claim or action.

15. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Contractor's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City:

Elaine Aguilar
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Contractor:

Russell D. Plejdrup
Castlerock Environmental, Inc.
10040 Painter Avenue
Santa Fe Springs, CA 90670
Telephone: (562) 941-9244

With courtesy copy to:

Teresa L. Highsmith, Esq.
South Pasadena City Attorney
Colantuono, Highsmith & Whatley, PC
790 E. Colorado Blvd., Ste. 850
Los Angeles, CA 91101
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

16. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.12 (Records), paragraph 11.4 (Indemnification of CalPERS Determination), Section 12 (Indemnity), paragraph 13.8 (Claims-Made Policies), paragraph 14.2 (Contractor Cooperation in Defense of Claims), and paragraph 19.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

17. TERMINATION

- 17.1. City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Contractor. Contractor agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.
- 17.2. Contractor Termination.** Contractor may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 17.3. Compensation Following Termination.** Upon termination, Contractor shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the services required by this Agreement. The

City shall have the benefit of such work as may have been completed up to the time of such termination.

- 17.4. Remedies.** City retains any and all available legal and equitable remedies for Contractor's breach of this Agreement.

18. INTERPRETATION OF AGREEMENT

- 18.1. Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.2. Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Contractor with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Contractor.
- 18.3. Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.
- 18.4. Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 18.5. Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.6. No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

19. GENERAL PROVISIONS

- 19.1. Confidentiality.** All data, documents, discussion, or other information developed or received by Contractor for performance of this Agreement are deemed confidential and Contractor shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.
- 19.2. Conflicts of Interest.** Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 19.3. Non-assignment.** Contractor shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Contractor.
- 19.4. Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 19.5. No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 19.6. Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 19.7. Non-Discrimination.** Contractor shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

- 19.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Contractor unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Contractor of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.
- 19.9. **Excused Failure to Perform.** Contractor shall not be liable for any failure to perform if Contractor presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Contractor.
- 19.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.
- 19.11. **No Award of Attorneys' Fees.** In the event of a dispute between the parties arising out of the terms of this Agreement, including any action brought to declare the rights granted herein or to enforce any of the terms of this Agreement, the party prevailing in such dispute shall not be entitled to attorneys' fees from the other party. This provision takes precedence over any conflicting provision in any of the documents which are incorporated herein by reference.
- 19.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Contractor hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”
City of South Pasadena

“Contractor”
Russell D. Plejdrup

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

NON-COLLUSION AFFIDAVIT

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].”

Non-Collusion Affidavit

WORKER'S COMPENSATION INSURANCE ACKNOWLEDGEMENT

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.' If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

[Name and Title]

[Date]

Exhibit A
Scope of Services

<p><u>Base Bid #1 - Scope of Work (1st Floor Drywall):</u></p> <p>Provide engineering controls, labor, supervision, supplies and materials to complete the reconstruction / installation of the following materials and items:</p> <ol style="list-style-type: none"> 1. Replace 12'x12' section of drywall ceiling in <u>1st Floor Kitchen</u> (~144 SF) 2. Replace 12'x4'H section of drywall at East Wall of <u>1st Floor Kitchen</u> (~48 SF) 3. Replace 8'x8'H section of drywall at North Wall of <u>1st Floor Kitchen</u> (~64 SF) 4. Install drywall below window sills along the South End of the <u>Laundry Room</u> (~48 SF) 5. Remove & <u>salvage</u> existing ceiling tiles and install drywall ceiling in <u>1st Floor Hallway</u> (~60 SF) 6. Re-install salvaged ceiling tiles inside of <u>Sun Room</u> (~60 SF) 7. Patch / install drywall as needed inside of <u>Sun Room Closet</u> (~48 SF) 8. Patch drywall as needed / install wood base at window sill of <u>Stairwell Transition</u> (~16 SF) 9. Wallboard installation to include taping/mudding at seams. CEI to sand down surfaces to a smooth finish and paint/primer all walls within work areas. <p><u>PROJECT DURATION:</u> Scope to be completed in five (5) shifts over one (1) mobilization.</p>	<p>BASE BID #1</p> <p>LUMP SUM</p> <p><u>PRICE</u></p> <p>\$ 11,750.00</p>
<p><u>Base Bid #2 - Scope of Work (1st Floor Cabinetry):</u></p> <p>Provide engineering controls, labor, supervision, supplies and materials to complete the reconstruction / installation of the following materials and items:</p> <ol style="list-style-type: none"> 1. Install sink and countertop w/ backsplash along East Wall <u>1st Floor Kitchen</u> (~1 EA) 2. Install lower wood sink cabinetry along East Wall <u>1st Floor Kitchen</u> (~12 LF) 3. Install wood bench seat inside of <u>Sun Room</u> (~6 LF) <p><u>PROJECT DURATION:</u> Scope to be completed in three (3) shifts over one (1) mobilization.</p>	<p>BASE BID #2</p> <p>LUMP SUM</p> <p><u>PRICE</u></p> <p>\$ 7,100.00</p>
<p><u>Base Bid #3 - Scope of Work (1st Floor Flooring / Baseboard):</u></p> <p>Provide engineering controls, labor, supervision, supplies and materials to complete the reconstruction / installation of the following materials and items:</p> <ol style="list-style-type: none"> 1. Re-frame damaged subfloor for cabinet installation inside of <u>1st Floor Kitchen</u> (~18 SF) 2. Prep subfloor / install new "wood finish" ceramic floor tiles in <u>1st Floor Kitchen</u> (~144 SF) 3. Install new baseboard in <u>1st Floor Kitchen & Laundry Room</u> (~72 LF) 4. Prep subfloor / install new "wood finish" ceramic floor tiles inside of <u>Laundry Room</u> (~36 SF) 5. Remove existing linoleum flooring and prep subfloor to receive new "wood finish" ceramic floor tiles inside of <u>Men's Restroom</u> (~48 SF) 6. Install new baseboard in <u>Men's Restroom</u> (~28 LF) 7. Remove existing linoleum flooring and prep subfloor to receive new "wood finish" ceramic floor tiles inside of <u>Women's Restroom</u> (~48 SF) 8. Install new baseboard in <u>Women's Restroom</u> (~28 LF) 9. Install new "clear coat" finish on existing red ceramic flooring inside <u>Sun Room</u> (~550 SF) <p><u>PROJECT DURATION:</u> Scope to be completed in seven (7) shifts over one (1) mobilization.</p>	<p>BASE BID #3</p> <p>LUMP SUM</p> <p><u>PRICE</u></p> <p>\$ 17,625.00</p>

Base Bid #4 - Scope of Work (1st Floor Painting):

Provide engineering controls, labor, supervision, supplies and materials to complete the reconstruction / installation of the following materials and items:

1. Primer/paint all exposed walls & surfaces including cabinetry inside 1st Floor Kitchen
2. Primer/paint all exposed walls & surfaces including cabinetry inside Sun Room
3. Primer/paint all exposed walls & surfaces including cabinetry inside 1st Floor Hallway
4. Remove wallpaper, primer & paint all exposed ceiling bays inside of Living Rm / Dining Rm
5. Primer/paint all exposed walls & surfaces inside Women's Restroom
6. Primer/paint all exposed walls & surfaces inside of the Laundry Room
7. Primer/paint all exposed walls & surfaces including cabinetry inside Sun Room Closet
8. Primer/paint all exposed walls & surfaces inside Men's Restroom
9. Primer/paint all exposed walls & surfaces including handrails at Stairwell Transition
10. Paint concrete surfaces along the edges of the Sun Room (~100 SF)

PROJECT DURATION: Scope to be completed in five (5) shifts over one (1) mobilization.

BASE BID #4

LUMP SUM

PRICE

\$ 15,800.00

Base Bid #5 - Scope of Work (2nd Floor Drywall / Painting):

Provide engineering controls, labor, supervision, supplies and materials to complete the reconstruction / installation of the following materials and items:

1. Re-frame damaged subfloor / install plywood throughout 2nd Floor Kitchen
2. Primer/paint all exposed walls & surfaces inside of 2nd Floor Kitchen
3. Patch / install drywall at ceiling area where HVAC duct was inside 2nd Floor B/R #1 (~2 SF)
4. Primer/paint all exposed walls & surfaces inside of 2nd Floor B/R #1
5. Patch / install drywall at ceiling area where HVAC duct was inside 2nd Floor B/R #2 (~2 SF)
6. Primer/paint all exposed walls & surfaces inside of 2nd Floor B/R #2
7. Patch / install drywall at ceiling area where HVAC duct was inside 2nd Floor Living RM (~2 SF)
8. Primer/paint all exposed walls & surfaces inside of 2nd Floor Living Rm
9. Remove wallpaper, primer/paint all exposed walls & surfaces inside of 2nd Hallway
10. Patch / install drywall as needed inside of 2nd Floor Bathroom (~16 SF)
11. Primer/paint all exposed walls & surfaces including cabinetry inside of 2nd Floor Bathroom
12. Wallboard installation to include taping/mudding at seams. CEI to sand down surfaces to a smooth finish and paint/primer all walls within work areas.

PROJECT DURATION: Scope to be completed in ten (10) shifts over one (1) mobilization.

BASE BID #5

LUMP SUM

PRICE

\$ 16,555.00



City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager

FROM: Paul Toor, Public Works Director
Rafael O. Casillas, P.E., Deputy Director of Public Works

SUBJECT: **Award of Contract to Sully-Miller Contracting Company for the Construction of the Arroyo Seco Pedestrian and Bicycle Trail**

Recommendation

It is recommended that the City Council:

1. Accept a bid dated May 16, 2017, from Sully-Miller Contracting Company for the construction of the Arroyo Seco Pedestrian and Bicycle Trail (Project);
2. Authorize the City Manager to execute an agreement with Sully-Miller Contracting Company for the amount of \$2,086,255.49 and reject all other bids;
3. Appropriate a sum of \$380,000 of the State Transportation Program Local Fund for the Project; and
4. Direct staff to initiate value engineering prior to the start of construction optimizing the use of available grant funds and return to the City Council with a request for supplemental funding, if necessary.

Fiscal Impact

The estimated project cost is listed as follows:

Construction	\$2,086,255.49
Environmental Oversight	\$ 25,000.00
Construction Management and Inspection	\$100,000.00
Contingency 10%	<u>\$221,125.55</u>
Total	\$2,432,381.04

The approved funding for the project is listed as follows:

General Fund Reserve	\$347,404.00
General Fund (AB2766 – Match)	\$ 90,000.00
General Fund (LACP – Match)	\$ 62,500.00
Proposition C	\$500,000.00

Transportation Development Act (TDA) Fund	\$ 17,000.00
Mobile Source Air Pollution Reduction Review Committee (MSRC) Grant	\$142,096.00
Assembly Bill 2766 Subvention Match	\$ 52,000.00
Santa Monica Mountains Conservancy	\$410,000.00
Los Angeles County Parks	\$250,000.00
 Additional appropriation requested	
<u>State Transportation Program Local (STPL)</u>	<u>\$380,000.00</u>
 TOTAL AVAILABLE FUNDING	 \$2,251,000.00

As the anticipated cost of the Project is more than the allocated funds, staff intends to initiate value engineering for the Project to optimize the use of available grant funds and will request additional funds, if necessary.

Upon completion of the value engineering, supplemental funding for the Project will be requested if necessary, to optimize the use of grants available for the Project. Potential funding sources for the supplemental funds will be General Fund reserves, potential Urban Greening Grant Program funds, Park Impact Fees, and Arroyo Seco Golf Course reserves.

Commission Review and Recommendation

This Project has been discussed by the Parks and Recreation Commission on several occasions (October 15, 2012, November 5, 2012, and December 17, 2012) and Special Meetings to tour the trail site were held on October 23, 2012 and November 17, 2012. In addition, a Joint Meeting was held with the Natural Resources and Environmental Commission on November 17, 2012.

Background

On August 15, 2012, the City Council entered into an agreement for professional services with RHA Landscape Architects-Planners, Inc. (RHA) to generate construction plans, specifications and estimates for the Project improvements. As part of the RHA professional services; LSA Associates prepared an Initial Study and Mitigated Negative Declaration for the Project.

The scope of the work for the Project is construction of a new bi-directional concrete bicycle and pedestrian Trail approximately 2,900 lineal feet. The Trail improvements will run parallel to Loham Lane from Stoney Drive to the southerly City limits adjacent to the Arroyo Seco riverbed. The trail will feature various pedestrian amenities such as signage, bicycle pavement legends, drought tolerant landscape improvements, modifications to existing parking lots, construction of retaining walls, fencing improvements, golf course driving range fencing relocation, and golf course parking lot improvements.

Analysis

On April 13, 2017, bids were solicited from various qualified contractors. In compliance with the Public Contract Code, standard advertising in a newspaper of general circulation in the South Pasadena Review was conducted. On May 2, 2017, staff conducted a mandatory pre-bid meeting with RHA the landscape architect. Six contractors attended the pre-construction meeting; E.C. Construction, Cerco Engineering Inc., All American Asphalt, Excel Paving, and Sully-Miller Contracting Company.

On May 16, 2017, the City Clerk's Division received and opened two (2) bids for construction. The results are as follows:

Contractor	Bid Amount
Sully-Miller Contracting Company, <i>Brea</i>	\$ 2,086,255.49
PALP Inc. DBA Excel Paving Company, <i>Long Beach</i>	\$ 2,192,127.17
<i>Engineer's Estimate</i>	\$ 1,881,274.33

As the anticipated cost of the Project is more than the allocated construction cost, it is prudent to conduct value engineering for the Project prior to start of construction. Attempt will be made to review each bid item carefully to minimize the project cost optimizing the use of available grant funds. An appropriation request to utilize \$380,000.00, State Transportation Program Local Funds is being requested. In addition, it is proposed to slurry seal the parking lots for the Arroyo Seco Golf Course adjoining the proposed trail as part of the Project. The pavement condition of the parking lots is poor and slurry seal option will also be evaluated as part of the value engineering.

Staff has checked Sully-Miller Contracting Company's references, and their work was verified to be of good quality. Similar projects were satisfactorily completed for many other agencies, including such agencies as the Cities of Duarte, Rosemead, and Santa Fe Springs. Their Contractor's License has been verified to be currently valid and in good standing. Staff's recommendation is to award the Project to Sully-Miller Contracting Company.

If approved, construction is anticipated to start in August 2017, and will be completed by February 2018.

Legal Review

The City Attorney has not reviewed the agreement.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion of the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Award of Construction Contract for Arroyo Seco Pedestrian and Bicycle Trail
June 7, 2017
Page 4 of 4

Attachments:

1. Agreement
2. Project Location Map

ATTACHMENT 1
Agreement

CONSTRUCTION CONTRACT / AGREEMENT

THIS AGREEMENT, made and entered into this 7th day of June, 2017, by and between CITY OF SOUTH PASADENA, a municipal corporation of the State of California, hereinafter referred to as "CITY" and Sully-Miller Contracting Company "CONTRACTOR."

That the CITY and the CONTRACTOR, for the consideration hereinafter named, mutually agree as follows:

1. Contract Documents. The complete contract and agreement ("AGREEMENT") consists of the Contract Documents, which includes all of the following documents incorporated herein by this reference: Approved Plans and Specifications (**Project No.2012-05**), Notice Inviting Bids, Instructions to Bidders, Information for Bidders, Contractor's Bid Proposal, this Contract/Agreement, Standard Specifications, Special Provisions, Reference Specifications, the documents in the Appendix, if any, and all mutually agreed-upon modifications and amendments thereto. In the event of conflict between these documents, precedence shall be determined under section 2-5.2 of the Standard Specifications.

2. Scope of Services. CONTRACTOR shall perform everything required to be performed, shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: [Arroyo Seco Pedestrian and Bicycle Trail] all in accordance with the Contract Documents and Contractor's Proposal dated May 2, 2017.

CONTRACTOR agrees to perform all the work and furnish all the materials at his own cost and expense necessary to construct and complete in a good and workman-like manner and to the satisfaction of the City Engineer of the CITY, the Work of Improvement in accordance with the plans, specifications, and Contract Documents (the "Specifications") therefore prepared by City's Engineering Department and adopted by the City Council.

3. Compensation. CITY agrees to pay and CONTRACTOR agrees to accept in full payment for this Work of Improvement the stipulated sum of \$2,086,255.49

CITY agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications.

4. Time for Completion. CONTRACTOR agrees to commence construction of the Work of Improvement within fifteen (15) days after issuance of a Notice To Proceed, and to continue in a diligent and workman-like manner without interruption, and to complete the construction thereof within [180] calendar days from the date the Notice to Proceed is issued.

5. Time is of the Essence. Time is of essence of this Contract, and it is agreed that it would be impracticable or extremely difficult to ascertain the extent of actual loss or damage which the CITY will sustain by reason of any delay in the performance of this Agreement. It is, therefore, agreed that CONTRACTOR will pay as liquidated damages to the CITY the following sum: Five Hundred Dollars (\$500.00) for each day's delay beyond the time herein prescribed for

finishing work. If liquidated damages are not paid, as designated by the CITY, the CITY may deduct the amount thereof from any money due or that may become due the CONTRACTOR under this Agreement in addition to any other remedy available to CITY. The CONTRACTOR shall not be assessed liquidated damages for any delay caused by the failure of a public utility to relocate or remove an existing utility required for the performance of this Contract.

6. Prevailing Wages Required. The CONTRACTOR will pay, and will require all subcontractors to pay, all employees on the work of improvement a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determinations for this work. Travel and subsistence pay shall be paid in accordance with Labor Code Section 1773.8. The CONTRACTOR shall forfeit to the CITY, as penalty, \$200.00 for each calendar day or portion thereof for each worker paid (either by him or any subcontractors under him) less than the prevailing rate described above on the work provided for in this Agreement, all in accordance with Section 1775 of the Labor Code of the State of California.

7. 8-Hour Day. In the performance of this Contract, not more than eight (8) hours shall constitute a day's work, and the CONTRACTOR shall not require more than eight (8) hours in a day from any person employed by him hereunder, except as provided in the Labor Code of the State of California. The CONTRACTOR shall adhere to Article 3, Chapter 1, Part 7 (Sections 1810, et seq.) of the Labor Code of the State of California, and it is agreed that the CONTRACTOR shall forfeit to the CITY as a penalty the sum of \$200.00 for each worker employed in the execution of this Contract by the CONTRACTOR or any subcontractor for each calendar day during which any worker is required or permitted to labor more than eight (8) hours in violation of that article.

8. Workers Compensation. CONTRACTOR, by executing this Agreement hereby certifies:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract."

9. Bonds. CONTRACTOR shall, prior to the execution of this Contract, furnish two bonds approved by the CITY, one in the amount of One Hundred Percent (100%) of the Contract price, to guarantee the faithful performance of the work, and one in the amount of One Hundred Percent (100%) of the Contract price to guarantee payment of all claims for labor and materials furnished. This Contract shall not become effective until such bonds are supplied to and approved by the CITY. CONTRACTOR shall, prior to the release of the performance and payment bonds or the retention payment, furnish a warranty performance and payment bond equal to at least ten percent of the final contract price or \$1,000, whichever is greater.

10. Arbitration. This AGREEMENT is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by Contractor, for the response to such claims by the Agency, for a mandatory meet and confer conference upon the request of Contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the parties' failure to resolve the dispute through mediation.

This AGREEMENT hereby incorporates the provisions of Article 1.5 as though fully set forth herein.

11. Prompt Payment. This Agreement is subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to Contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with that Article. This AGREEMENT hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

12. Securities for Retentions. At the request and expense of CONTRACTOR, securities equivalent to the amount withheld shall be deposited with AGENCY, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to CONTRACTOR upon Agency's confirmation of CONTRACTOR'S satisfactory completion of this AGREEMENT. At any time during the term of this AGREEMENT CONTRACTOR may, at its own expense, substitute securities for funds otherwise withheld as retention (or the retained percentage) in accordance with Public Contract Code § 22300.

13. Registration with DIR. Pursuant to Labor Code § 1725.5, CONTRACTOR and any subcontractor must be registered with the California Department of Industrial Relations for any bid proposal and prior to performing any work. Further, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

14. Subcontractor Eligibility. This AGREEMENT is subject to Public Contract Code Section 6109: CONTRACTOR shall be prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Sections 1777.1 or 1777.7 of the Labor Code.

15. Apprentices. CONTRACTOR shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

16. Records. CONTRACTOR shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to CITY under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to CONTRACTOR under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of CITY. In addition, pursuant to Government Code Section 8546.7, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of CITY or as part of any audit of CITY, for a period of three (3) years after final payment under the Agreement.

17. Indemnity. To the fullest extent permitted by law, CONTRACTOR shall, at its sole cost and expense, fully defend, indemnify and hold harmless CITY, its authorized

representatives and their respective subsidiaries, affiliates, members, directors, officers, employees and agents (collectively, the "Indemnitees") from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, and expenses, including but not limited to any fees of accountants, attorneys or other professionals (collectively "Liabilities"), arising out of, in connection with, resulting from or related to, any alleged act, omission, fault or negligence of CONTRACTOR, CONTRACTOR's Representative, or any of its officers, agents, employees, Subcontractors or Suppliers, or any person or organization directly or indirectly employed by any of them (Collectively, the "Indemnitors"), in connection with or relating to or claimed to be in connection with or relating to the work performed under this AGREEMENT. CONTRACTOR shall not be entitled to any refund of attorneys' fees, defense costs and expenses in the event that it is s adjudicated to have been non-negligent.

CONTRACTOR shall not be required to defend or indemnify CITY for liabilities caused by the sole active negligence or willful misconduct of CITY.

If CONTRACTOR is a joint venture or partnership, each venturer or partner shall be jointly and severally liable for any and all of the duties and obligations of CONTRACTOR that are assumed under or arise out of this AGREEMENT. Each of such venturers or partners waives notice of the breach or non-performance of any undertaking or obligation of CONTRACTOR contained in, resulting from or assumed under this AGREEMENT, and the failure to give any such notice shall not affect or impair such venturer's or partner's joint and several liability hereunder.

18. Attorneys' Fees Following Disputes. In the event of a dispute between the parties under this AGREEMENT, the prevailing party is not entitled to attorneys' fees from the other party. This provision takes precedence over any conflicting provision in any of the documents which are incorporated herein by reference.

IN WITNESS WHEREOF, the said CONTRACTOR and the CITY MANAGER and CITY CLERK of the CITY have caused the names of said parties to be affixed hereto, each in triplicate, the day and year first above written.

CONTRACTOR

BY _____

(Title)

BY _____

CITY OF SOUTH PASADENA

Elaine Aguilar, CITY MANAGER

ATTEST:

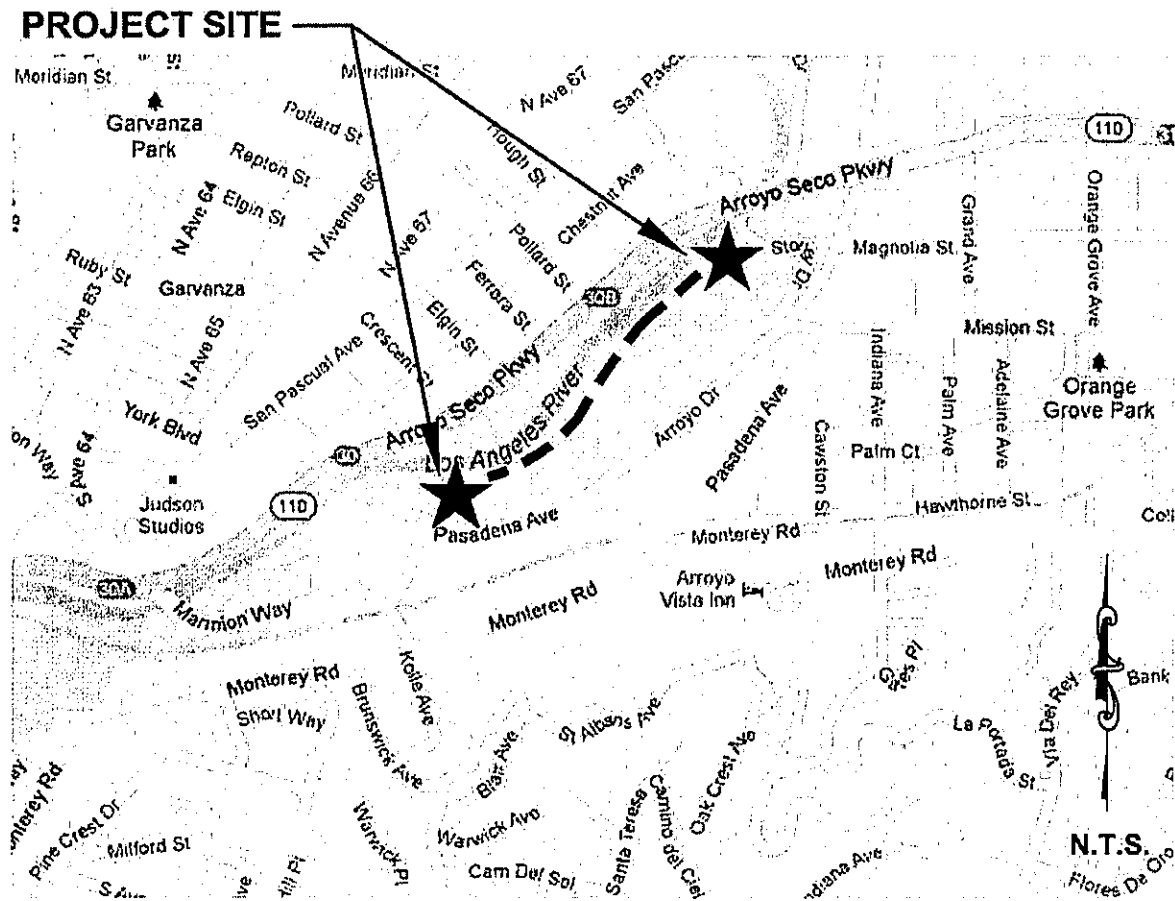
APPROVED AS TO FORM:

Evelyn G. Zneimer, CITY CLERK

Teresa Highsmith, CITY ATTORNEY

ATTACHMENT 2
Project Location Map

LOCATION MAP




City of South Pasadena Agenda Report



Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager 

FROM: Paul Toor, Public Works Director 
Rafael O. Casillas, P.E., Deputy Public Works Director 

SUBJECT: **Award of a Professional Services Agreement with GK and Associates for Construction Management and Inspection for the Arroyo Seco Pedestrian and Bicycle Trail**

Recommendation

It is recommended that the City Council:

1. Accept a proposal dated May 16, 2017, from GK and Associates for Construction Management and Inspection for the Arroyo Seco Pedestrian and Bicycle Trail (Project); and
2. Authorize the City Manager to execute an agreement with GK and Associates (Consultant) for a not-to-exceed amount of \$99,765 and reject all other proposals received.

Fiscal Impact

The construction management and inspection services are incorporated as part of the funding for the project.

Environmental Analysis

An Initial Study and Mitigated Negative Declaration are on file for this project. LSA Associates prepared the environmental documents as part of the RHA Landscape Architects-Planners, Inc. (RHA) professional services.

Commission Review and Recommendation

This Project has been discussed by the Parks and Recreation Commission with the Natural Resources and Environmental Commission.

Background

On May 16, 2017, the City of South Pasadena (City) received proposals from three Consultants from professional services to perform Construction Management and Inspection of the Project. The trail improvements will parallel Lohman Lane from Stoney Drive to the southerly City limits adjacent to the Arroyo Seco riverbed. The Project consists of performing clear and grub, grading,

installation of concrete pedestrian and bicycle trails, recycled plastic rail fencing, chain link fencing, driving range fencing, asphalt paving, asphalt slurry, concrete paving, constructing retaining walls, parking and roadway striping, installing signs, site furnishings, monument sign lighting, light pole relocation, demo portion of driving range, landscape electrical, and installing irrigation and planting in landscape areas.

Analysis

The Government Code Section 4526 states that professional services contracts are to be awarded based on qualifications rather than on price:

Notwithstanding any other provision of law, selection by a state or local agency head for professional services of private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.

In addition the South Pasadena Municipal Code Section 2.99-29(12) states that “contracts for services of specially trained and professional persons or businesses shall be exempt from bidding. If possible, quotes from three qualified vendors shall be obtained prior to the award of a contract.”

On April 28, 2017, a request for proposals (RFP) was sent to four consulting engineering firms experienced in construction management and inspection services for the proposed capital improvements. The following proposals were received:

- GK and Associates, Diamond Bar
- KOA Corporation, Orange
- RKA Consulting Group, Walnut

A review committee consisting of Public Works staff reviewed and ranked proposals. GK and Associates was ranked as the best qualified firm to perform the services for this Project, based on a combination of experience, scope of services, and Project understanding.

GK and Associates is an engineering firm based in Diamond Bar, California and specializes in providing construction management, inspection, engineering, transportation planning, and other general civil engineering services to municipal agencies. Recently, GK and Associates has recently completed the construction management and inspection for the City of Colton San Bernardino Bikelane Project.

Staff has checked GK and Associates’ references and has found them to be satisfactory. The fee proposed by the consultant fee is reasonable with respect to the proposed scope of services. Staff recommendation is to award this contract to GK and Associates.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachments:

1. Professional Services Agreement
2. Location Map

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ATTACHMENT 1
Professional Services Agreement

PROFESSIONAL SERVICES AGREEMENT
(City of South Pasadena / *GK and Associates*)

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena, a California municipal corporation (“City”), and GK and Associates a California, corporation (“Consultant”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: Construction Management and Inspection Services for the Arroyo Seco Bicycle and Pedestrian Trail Project.
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s May 16, 2017 proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s May 16, 2017 fee schedule to City attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement.
- 3.3 “Commencement Date”: June 7, 2017.
- 3.4 “Termination Date”: June 30, 2018.

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall terminate at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 18 (“Termination”) below.

5. **CONSULTANT'S SERVICES**

- 5.1 Time is of the essence in Consultant's performance of services under this Agreement.
- 5.2 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of \$99,765.00 unless specifically approved in advance and in writing by City. Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached 80% of the maximum amount payable. Consultant shall concurrently inform the Agreement Administrator of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work would exceed the maximum amount payable.
- 5.3 Consultant shall obtain a City business license prior to commencing, and maintain said license for the duration of, performance under this Agreement.
- 5.4 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of the Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code Section 1090, and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.5 Consultant represents that it has advised City in writing prior to the date of signing of this Agreement of any known relationships with a third party, City Council members, or employees which would (1) present a conflict of interest entering into or rendering of services under this Agreement, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.
- 5.6 Consultant agrees not to accept any employment during the term of this Agreement from any other person, firm or corporation where such employment is a conflict of interest or where such employment is likely to lead to a conflict of interest between City's interest and the interests of such person, firm or corporation or any other third party. Consultant shall immediately inform City, throughout the term of this Agreement, if any employment contemplated may develop into a conflict of interest, or a potential conflict of interest
- 5.7 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such

services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Ghazala Khan shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.

- 5.8 Consultant has represented to the City that key personnel will perform and coordinate the services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. If City and Consultant cannot agree as to the substitution of key personnel, City may terminate this Agreement for cause.
- 5.9 This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 5.10 Consultant shall be responsible to City for all services to be performed under this Agreement. All subconsultants shall be approved by the Agreement Administrator and their billing rates identified in the Approved Fee Schedule, Exhibit B. City shall pay Consultant for work performed by its subconsultants (including labor) only at Consultant's actual cost plus an approved mark-up as set forth in the Approved Fee Schedule, Exhibit B. Consultant shall be liable and accountable for any and all payments or other compensation to all subconsultants performing services under this Agreement. City shall not be liable for any payment or other compensation for any subconsultants.
- 5.11 Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.
- 5.12 This Agreement is subject to prevailing wage law, for all work performed under the Agreement for which the payment of prevailing wages is required under the California Labor Code. In particular, Consultant acknowledges that prevailing wage determinations are available for the performance of inspection and survey work.

6. COMPENSATION

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis for the services

performed pursuant to this Agreement. Each invoice shall identify the maximum amount payable, services rendered during the billing period and the amount due, for this invoice, and total amount previously invoiced. All labor charges shall be itemized by employee name and classification/position with the firm, corresponding hourly rate, hours worked, description of each labor charge, and total amount due for labor charges. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant except as otherwise required by law. Consultant shall include a copy of each subconsultant invoice for which reimbursement is sought.

- 6.3 Payments for any services requested by City and not included in the Scope of Services may be made to Consultant by City on a time-and-materials basis using Consultant's Approved Fee Schedule and without amendment of this Agreement, so long as such payment does not cause the maximum amount payable to be exceeded.
- 6.4 Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.

7. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. In particular, Consultant acknowledges that prevailing wage determinations are available for the performance of inspection and survey work. Consultant shall defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

8. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

9. RELATIONSHIP OF PARTIES

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of

Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

Under no circumstances shall Consultant look to the City as his employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant's previously earned Public Employees Retirement System (PERS) retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation.

10. AGREEMENT ADMINISTRATOR

In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator. For purposes of this Agreement, City designates Paul Toor as the Agreement Administrator. City reserves the right to change this designation upon written notice to Consultant. All services under this Agreement shall be performed at the request of the Agreement Administrator, who will establish the timetable for completion of services and any interim milestones.

11. INDEMNIFICATION

11.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, taxes, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.

11.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and when the City requests with respect to a claim provide a deposit for the defense of, and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, and injury to any property arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement or its failure to comply with any of its obligations contained in this Agreement,

except such loss or damage as is caused by the sole active negligence or willful misconduct of the City. Such costs and expenses shall include reasonable attorneys' fees due to counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

- 11.3 City shall have the right to offset against any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 11 and any amount due City from Consultant arising from Consultant's failure either to (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 11.4 The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 11.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. If Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 11.6 City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 11.7 In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or PERS to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as

well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

- 11.8 Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

12. INSURANCE

- 12.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement.
- 12.2 Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the Additional Insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured.
- 12.3 Insurance required under this Agreement shall be of the types set forth below, with minimum coverage as described:
- 12.3.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.
- 12.3.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.
- 12.3.3 Worker's Compensation insurance as required by the laws of the State of California.
- 12.3.4 Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).
- 12.4 Consultant shall require each of its subconsultants to maintain insurance coverage

that meets all of the requirements of this Agreement provided however, that the Agreement Administrator may waive the provision of Errors and Omissions Insurance by subconsultants.

- 12.5 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 12.6 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay the premium thereon at Consultant's expense.
- 12.7 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and naming the City and its officers, employees, agents and volunteers as additional insureds. Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).
- 12.8 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 12.9 The general liability and automobile policies of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.
- 12.10 The insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 12.11 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 12.12 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall

procure a bond in the amount of the deductible or self-insured retention to guarantee payment of losses and expenses.

12.13 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duties to indemnify, hold harmless and defend under Section 11 of this Agreement.

12.14 Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under the Agreement.

12.15 Consultant may be self-insured under the terms of this Agreement only with express written approval from the City

12.15.1 All self-insured retentions (SIR) must be disclosed to the City for approval and shall not reduce the limits of liability.

12.15.2 Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or the City.

12.16 City reserves the right to obtain a full certified copy of any insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.

13. MUTUAL COOPERATION

13.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.

13.2 If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. CONFIDENTIALITY

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

15. RECORDS AND INSPECTIONS

Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. City shall further have the right to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under the Agreement.

16. PERMITS AND APPROVALS

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.

17. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City:

City of South Pasadena
1414 Mission Street
South Pasadena CA 91030
Telephone: (626) 403-7240 x ____
Facsimile: (626) 403-7241

If to Consultant:

GK and Associates
3333 Brea Canyon Road, 120
Diamond Bar, CA 91765
Telephone: (909) 595-1940
Facsimile: (909) 595-1314

With courtesy copy to:

Teresa L. Highsmith, Esq.
South Pasadena City Attorney
Colantuono, Highsmith & Whatley, P.C.
300 South Grand Avenue, Suite 2700
Los Angeles, CA 90071-3137

Telephone: (213) 542-5700
Facsimile: (213) 542-5710

18. SURVIVING COVENANTS

The parties agree that the covenants contained in Section 11, Section 12, Paragraph 13.2 and Section 14 of this Agreement shall survive the expiration or termination of this Agreement.

19. TERMINATION

19.1 City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant may terminate this Agreement for any reason on thirty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

19.2 If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

20. GENERAL PROVISIONS

20.1 Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

- 20.2 Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 20.3 This Agreement shall be binding on the successors and assigns of the parties.
- 20.4 Except as expressly stated herein, there is no intended third party beneficiary of any right or obligation assumed by the parties.
- 20.5 Time is of the essence for each and every provision of this Agreement.
- 20.6 In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.
- 20.7 The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 20.8 The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver.
- 20.9 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 20.10 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies. If legal action shall be necessary to enforce any term,

covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

- 20.11 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 20.12 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 20.13 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.
- 20.14 Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Consultant shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this

nondiscrimination clause.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”
City of South Pasadena

“Consultant”
GK and Associates

By: _____

By: _____
Ghazala Khan, President

Date: _____

Date: _____

By: _____
Ghazala Khan, President

Date: _____

Attest:

By: _____
Deputy City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

EXHIBIT A
SCOPE OF WORK



Summary of Scope of Professional Services

Project Description

The following is a general description of work anticipated to be included with the proposed projects. The anticipated construction duration is 180 calendar days and a construction estimate of \$1,881,275. The Arroyo Seco Bike and Pedestrian Improvements (project) is a new bi-directional concrete bike and pedestrian trail twenty-one (21) feet wide and approximately 2,900 lineal feet. The trail will feature various pedestrian amenities and signage, bicycle pavement legends, landscape improvements, modifications to existing parking lots, construction of retaining walls, adjustments to chain link fencing, relocation of golf course driving range fencing and coordination with a golf course and tennis facilities.

Scope of Services

Construction Management / Inspection

The Consultant shall provide contract administration as an agent of the City, and shall establish and implement coordination and communication procedures among the Engineer, City, and Contractor. The Consultant shall establish and implement procedures for reviewing and processing requests for information (RFIs) in a timely manner and interpretations of the contract documents, shop drawings, samples and submittals, change order proposals, payment applications, and other construction related communications. The Consultant shall track and monitor the review of product and material submittals to determine compliance with construction plans and specifications including the project schedule.

The Consultant shall record the progress of the project and maintain current records of all necessary contracts, insurance certificates, construction documents, permits, specifications and codes, project photographs, as-built drawings, samples and submittals, operation and maintenance manuals, material tickets, test results and other construction related documents. At the completion of the project, the Consultant shall deliver all documents and records to the City.

The Consultant shall have design capabilities in all related fields and provide design services for field redesigns subject to the availability of the engineer, and perform other tasks as directed by the City.

The Consultant shall provide a maximum 40 hours of Inspection and a maximum of 10 hours of Construction Management (CM) per week. CM shall be familiar with Contract Documents, Standard Specifications for Public Works Construction, State of California Department of Transportation Standard Specifications, Greenbook Specifications, Manual of Uniform Traffic Control Devices, and American Water Works Association to ensure compliance with the construction contract. The Inspector / CM shall have adequate experience performing CM and inspection on projects of similar magnitude and scope.

The Consultant shall provide inspection services for the duration of the project to complete all work on time as specified in the contract documents. Consultant shall coordinate and monitor Contractor's operations with the utility companies, neighboring residents, businesses, and other

affected parties.

The Consultant shall keep accurate, detailed daily inspection logs, which shall include progress of the work, labor and equipment utilized, track usage of the bid quantity items, log of inspector shift hours, problems encountered and direction given to the Contractor. Daily logs are to be submitted on a weekly basis.

The Consultant shall prepare monthly construction reports or more frequently as required by the City that will include progress of work, major tasks accomplished, budget status, schedule overview, summary of change orders, logs of submittals and RFIs, and project photographs. Monthly construction reports shall be submitted with each consultant progress payment request.

The Consultant shall provide professional services per the proposal submitted on May 16, 2016. The project cost is on an not to exceed basis and set hourly rates as submitted. The services are as follows:

- Project Familiarity
- Preconstruction Meeting
- Construction Progress Meetings
- Public Relations
- Change Order Preparation, Negotiation and Processing
- Quality Review
- Progress Payments
- Record Drawings and Documents
- Construction Schedule
- Testing Services
- Safety Program
- Storm Water Pollution Prevention Plan
- Traffic and Pedestrian Control; Public Safety
- Project Close-out

EXHIBIT B
APPROVED FEE SCHEDULE



3333 Brea Canyon Road, 120
 Diamond Bar, CA 91765
www.gkandassociates.com

Project
 Construction Management and Inspection Services
 for Arroyo Seco Bike and Pedestrian Trail Improvements

180 Calendar Days = 126 Working Days

Estimated project dates: 07/03/17 to 12/29/17

Task	Construction Manager	Inspector
PRE CONSTRUCTION ACTIVITIES	8 hours	8 hours
CONSTRUCTION INSPECTION	-	718 hours
CONSTRUCTION MANAGEMENT	232 hours	-
PROJECT CLOSEOUT	5 hours	15 hours
Total hours	245 hours	741 hours

Fee Estimate

Construction Manager	245 hrs. x \$135 = \$33,075.00
Inspector	741 hrs. x \$90 = \$66,690.00
	Grand Total: \$99,765.00



3333 Brea Canyon Road, Ste, 120
Diamond Bar, CA 91765
www.gkandassociates.com

GK & ASSOCIATES
STANDARD HOURLY RATE SCHEDULE
2017

EFFECTIVE FOR ONE YEAR FROM SIGNED CONTRACT DATE

<u>CLASSIFICATION</u>	<u>HOURLY RATES</u>
Public Works Inspector	\$90
Construction Manager	\$135

NON-COLLUSION DECLARATION

TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].”

Signature DATE

Printed Name of Signatory

WORKERS' COMPENSATION INSURANCE
CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

(Contractor)

By: _____
(Signature)

(Title)

Attest:

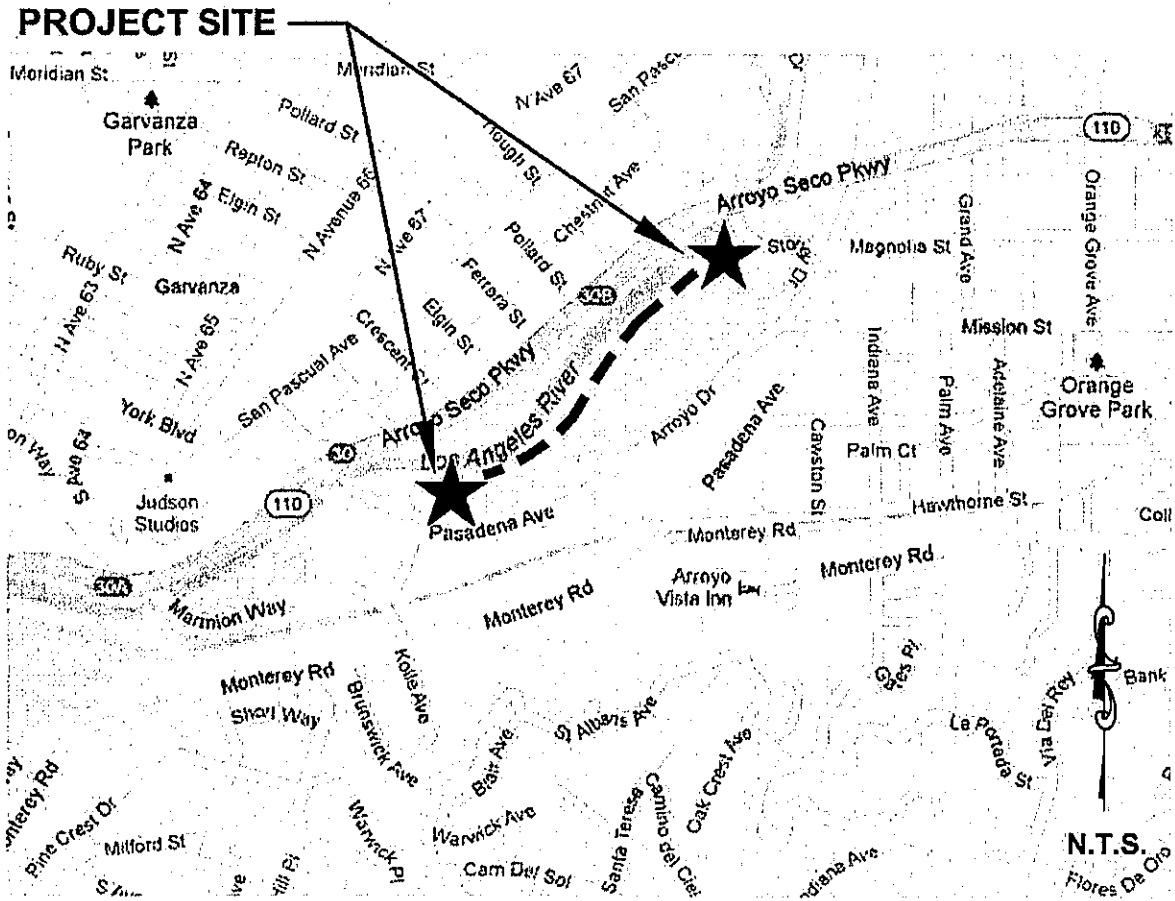
By: _____
(Signature)

(Title)

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ATTACHMENT 2
Project Location Map



LOCATION MAP



City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguilar, Interim City Manager 
FROM: Margaret Lin, Principal Management Analyst 
SUBJECT: **Approval of a Letter to the Los Angeles County Metropolitan
Transportation Authority Regarding Vote on the State Route 710
North Extension Project**

Recommendation

It is recommended that the City Council approve a letter to the Los Angeles County Metropolitan Transportation Authority (Metro) regarding their vote on the State Route 710 (SR-710) North Extension Project.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Background

On March 2, 2015, the California Department of Transportation (Caltrans) released the Draft Environmental Impact Report/Environmental Impact Statement (EIR/EIS), with a 120-day public comment period that closed on July 6, 2015. On May 28, 2015, the City of South Pasadena (City) in collaboration with the Connected Cities and Communities (C3) announced the "Beyond the 710" initiative at a press conference to present an alternative set of solutions for the region. On June 19, 2015, Metro released the Cost Benefit Analysis (CBA) and on June 23, 2015, Caltrans announced that the public comment period would be extended until August, 5, 2015. On August 5, 2015, the City Council submitted a public comment letter to Caltrans outlining a number of the deficiencies in both the Draft EIR/EIS and CBA.

Analysis

On May 17, 2017, the Metro Ad Hoc Congestion, Highway, and Roads Committee approved to receive and file a status update on the SR-710 Draft EIR/EIS. The status update included staff recommendations for the Tunnel Alternative as the Locally Preferred Alternative (LPA). The Metro Ad Hoc Congestion, Highway, and Roads Committee also approved a motion to recommend the adoption of the Transportation System Management/Transportation Demand Management Alternative (TSM/TDM) as the LPA; allocate \$105 million in the remaining Measure R funds to the development and implementation of the projects listed in the TSM/TDM

AGENDA ITEM 20

Letter to Metro Regarding Vote on SR-710 North Extension Project

June 7, 2017

Page 2 of 2

Alternative; and allocate the remaining Measure R funds towards new mobility improvement projects in the San Gabriel Valley sub-region.

On May 25, 2017, the Metro Board unanimously approved the motion with an amendment to ensure that a portion of the remaining Measure R funds would be allocated to the East Los Angeles region for mobility improvement projects.

Passage of the motion has helped remove the Tunnel Alternative from further consideration and will now require Caltrans to make a determination on how or if they would like to continue with the SR-710 North Extension Project. The motion also enables Metro to focus on sustainable and fiscally responsible projects that adhere to recent state legislation to reduce vehicle miles traveled and greenhouse gas emissions.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Approved Motion
2. Draft Letter

ATTACHMENT 1
Approved Motion



Board Report

File #: 2017-0358, Version: 2

**REVISED
REGULAR BOARD MEETING
MAY 25, 2017**

Motion by:

FASANA, BARGER, SOLIS, GARCETTI and NAJARIAN

May 25, 2017

Relating to Item 29; File ID 2017-0097: SR-710 North

The Expenditure Plan for Measure R, approved by voters in 2008, included \$780 million assigned to the San Gabriel Valley sub-region for the SR-710 North project, under the Highway Capital Subfund. The estimated \$3+ billion (in 2014\$) that will be required to pay for design and construction of a single bore freeway tunnel is not available and the BRT and LRT alternatives may not produce the expected traffic impact mitigation.

CONSIDER Revised Motion by Fasana, Barger, Solis, Garcetti and Najarian that to implement mobility improvements that are fundable with existing resources and bring some relief to affected corridor cities, the Metro Board:

- A. **SUPPORT** adoption of the Transportation System Management/Transportation Demand Management Alternative as the Locally Preferred Alternative (LPA) and defer a decision on any other alternative for future consideration by the Board until the community collectively agrees on the value of that investment and funds are identified to implement a project. This decision and the Board's vote will allow for timely implementation of cost-effective transportation improvements that would include the projects that have support by affected jurisdictions on the TSM/TDM list in the EIS/EIR as well as additional improvement projects that can promote capacity enhancements and operational improvements consistent with the Purpose and Need statement of the project in communities along the corridor. The new Measure R and Government Code 54237.7 projects, described in this motion, that are not included in the environmental document will undergo their own environmental process and clearance as necessary.
- B. **ALLOCATE** \$105 million of Measure R funds available for the "Interstate 710 North Gap Closure (tunnel) Project" for development and implementation of TSM/TDM projects listed in the EIS/EIR.
- C. **ALLOCATE** remaining Measure R funds available for the "Interstate 710 North Gap Closure (tunnel) Project" for new mobility improvement projects within the San Gabriel Valley sub-region, if consistent with the purpose and need of the Gap Closure Project to relieve congestion on local

streets along the SR-710 alignment between I-10 and I-210, with highest priority for projects proximate to I-10. Newly proposed projects not included in the environmental document will undergo their own environmental process and clearance as necessary. Other funding dedicated to this project, including Regional Surface Transportation, Congestion Mitigation and Air Quality, and Regional Improvement Program funds, shall be allocated for use in the Central sub-region, including Unincorporated East Los Angeles. Funds shall be prioritized for multi-modal and safety enhancement projects within the SR-710 North Study Area. To ensure equitable cashflow, these funds shall be scheduled proportionally to Measure R funding in the next Long Range Transportation Plan update.

- D. CONSULT WITH affected jurisdictions and Caltrans and report back to the Metro Board within 90 days on a procedure to initiate the identification of projects to be funded through the SR-710 Rehabilitation Account, as prescribed in Government Code 54237.7. Such projects are to be located in Pasadena, South Pasadena, Alhambra, La Cañada Flintridge, and the 90032 postal ZIP Code, and may include, but are not limited to: sound walls; transit and rail capital improvements; bikeways; pedestrian improvements; signal synchronization; left turn signals; and major street resurfacing, rehabilitation, and reconstruction. Metro shall be responsible for submitting the list of projects to the California Transportation Commission (CTC) who will have the final authority to approve those projects.
- E. ENCOURAGE the corridor cities, Caltrans, and Metro to collectively pursue policies and actions that would promote smart and functional land use, reduce automobile dependency, encourage multi-modal trips, improve traffic operations, and maximize the use of the latest available technologies to enhance the performance of the existing transportation system to minimize impacts of the regional traffic on the communities along the SR-710 corridor.
- F. ENCOURAGE Caltrans, working with Metro and affected jurisdictions, to identify corrective measures to contain the regional traffic on the freeway system and minimize impacts on the local street network in the SR-710 corridor.
- G. DIRECT the Metro staff to work with Caltrans, the corridor cities, and other affected jurisdictions to identify and pursue the new Measure R and the Government Code 54237.7 projects referenced in this motion.
- H. REPORT BACK to the Board when Caltrans selects the Preferred Alternative.

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ATTACHMENT 2
Draft Letter



CITY OF SOUTH PASADENA

OFFICE OF THE CITY COUNCIL

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL: (626) 403-7210 • FAX: (626) 403-7211

WWW.SOUTHPASADENACA.GOV

June 7, 2017

Metro Board of Directors
One Gateway Plaza
Los Angeles, CA 90012

Re: State Route 710 North Extension Project

Dear Chair Fasana and Metro Board Members,

On behalf of the City of South Pasadena (City), we would like to congratulate you on the historic and unanimous passage of Chair Fasana's motion to set aside the Tunnel Alternative for the State Route 710 (SR-710) North Extension Project to focus on efficient and financially responsible transportation projects that can be implemented in the corridor now.

We are thrilled to see the Board reach consensus on a sustainable and equitable path forward. Utilizing the remaining Measure R funds to build projects from the Transportation System Management/Transportation Demand Management Alternative will help relieve significant bottlenecks and congestion from the SR-710 corridor. Reallocating the Measure R funds towards projects that will "promote smart and functional land use, reduce automobile dependency, encourage multi-modal trips, improve traffic operations, and maximize the use of the latest available technologies to enhance the performance of the existing transportation system to minimize impacts of the regional traffic on the communities along the SR-710 corridor" is a huge step forward. Furthermore, the motion will help the region accomplish the state's goals to reduce vehicle miles traveled and greenhouse gas emissions.

Your foresight and guidance will propel Metro forward as a leader in sustainable transportation planning and preserve our current infrastructure for generations to come. The motion effectively closes the door on the Tunnel Alternative but there is more work to be done, and we look

forward to continuing to work with you to identify appropriate and effective mobility solutions for the region.

Sincerely,

Michael A. Cacciotti
Mayor

Richard D. Schneider, M.D.
Mayor Pro Tem

Robert S. Joe
Councilmember

Marina Khubesrian, M.D.
Councilmember

Diana Mahmud
Councilmember

cc: Governor Jerry Brown
Secretary Brian P. Kelly, California State Transportation Agency
Will Kempton, Executive Director, California Transportation Commission
The Honorable Anthony Portantino, Senator, 25th District
The Honorable Chris Holden, Assemblymember, 41st District
Phillip Washington, Chief Executive Officer, Metro
Connected Cities and Communities
5-Cities Alliance

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City of South Pasadena Agenda Report


Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager 

FROM: Paul Toor, P.E., Public Works Director 
Leonna DeWitt, Public Works Assistant

SUBJECT: **Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year 2017-18**

Recommendation

It is recommended that the City Council, after receiving public testimony at the Public Hearing, adopt the attached resolution confirming the annual, levy and collection of assessments for the Lighting and Landscaping Maintenance District (District) for Fiscal Year (FY) 2017-18.

Fiscal Impact

Lighting and Landscaping Maintenance District provides estimated revenue of \$891,970 in assessments to exclusively pay for the lighting and landscape within the boundaries of the District.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

The City of South Pasadena (City) adheres to the procedures established in the 1972 Landscaping and Lighting Act, which the City proposes to use again in FY 2017-18. As in previous years, the City must follow the same procedures, including the preparation of an Engineer's Report and holding a public hearing in order to levy assessments.

As a result of Proposition 218, ratified in 1997, new or increased assessments may not be imposed to fund LLMD costs unless the necessary balloting and compliance requirements of the proposition are met. Staff has recommended that the City rely on an exemption contained in the proposition whereby the same assessment rates may be annually levied. Therefore, the City is in full compliance with Proposition 218.

The assessment is composed of a citywide component and a local benefits component. Ongoing increases in cost of operations have created a challenge for staff to maintain the level of service by implementing advanced technology coupled with effective delivery of services.

AGENDA ITEM 21

Analysis

The District methodology and assessment rates are based on the division of the City into four lighting zones, each with its own assessment rate based upon the level of benefits received. Benefits are categorized as local or citywide. Local benefits cover the cost of the type of street lighting in that area. Citywide benefits cover the costs of the traffic signals, tree trimming and sidewalk repair programs and a portion of the major thoroughfare lighting.

- Zone 1 properties are adjacent to major thoroughfares, which are served by higher levels of lighting compared to residential areas.
- Zone 2 properties are primarily residential ones served by streetlights owned and maintained by the City.
- Zone 3 properties are primarily residential ones served by streetlights owned and maintained by the Southern California Edison Company.
- Zone 4 properties are in areas without local street lighting, and which pay no local benefit assessment.

The assessment rates for a single-family property in each of these zones are as follows:

Zone	Citywide	Local Benefits	Total
1	\$71.26	\$25.85	\$97.12
2	\$71.26	\$32.83	\$104.09
3	\$71.26	\$7.66	\$78.92
4	\$71.26	none	\$71.26

Properties owned by the City (parks, municipal facilities, etc.), the South Pasadena Unified School District, the State (Caltrans properties), or the U.S. Government (post office) are exempt from LLMD assessments.

Legal Review

The City Attorney has reviewed this item and has determined that since there will be no increase in the assessment rate over the previous year, the procedure being followed is in compliance with Proposition 218 and the 1972 Landscaping and Lighting Act.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments

1. Resolution
2. LLMD Engineer's Report for FY 2017-18

ATTACHMENT 1
Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
CONFIRMING THE FISCAL YEAR 2017-18 ANNUAL
LEVY AND COLLECTION OF ASSESSMENTS CERTAIN
MAINTENANCE IN AN EXISTING DISTRICT PURSUANT
TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE
STREETS AND HIGHWAYS CODE OF THE STATE OF
CALIFORNIA**

WHEREAS, the City Council of the City of South Pasadena (City Council), California, has previously formed a Street Lighting and Landscaping Maintenance District pursuant to the terms and provision of the "Landscaping and Lighting Act of 1972," in what is known and designated as City of South Pasadena (City), Lighting and Landscaping Maintenance District (District) for Fiscal Year 2017-18; and

WHEREAS, on May 3, 2017, the City Council approved the Engineer's Report and adopted the Resolution of Intention for the annual levy and collection of assessments for Fiscal Year 2017-18 to provide for the costs and expenses necessary for continued maintenance of improvements within said District, and set a time and place for a Public Hearing on June 7, 2017; and

WHEREAS, the proposed assessment rates for Fiscal Year 2017-18 shall not increase over the assessments levied in Fiscal Year 2016-17; and

WHEREAS, the City Clerk did proceed to give notice of the time and place for the Public Hearing on all matters relating to said annual levy of the proposed assessment; and

WHEREAS, at this time, this City Council has heard all testimony and evidence and is desirous of proceeding with said annual levy of assessments.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That upon the conclusion of the Public Hearing, written protest filed, and not withdrawn, are overruled and denied.

SECTION 3. That the estimates of costs, the assessment diagram, the assessments, and all other matters, as set forth in the Engineer's Report, pursuant to said

"Landscaping and Lighting Act of 1972," as submitted, are hereby approved, adopted by this City Council and hereby confirmed.

SECTION 4. That the maintenance work of improvements contemplated by the Resolution of Intention shall be performed pursuant to law and the County Auditor shall enter on the County Assessment Roll the amount of the Assessment and said Assessment shall then be collected at the same time and in the same manner as the County taxes are collected.

SECTION 5. That the City has previously established a special fund known as:

**CITY OF SOUTH PASADENA
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT**

into which the City shall place all monies collected by the Tax Collector pursuant to the provisions of the resolution and the law and said transfer shall be made and accomplished as soon as said monies have been made available to the City.

SECTION 6. That the City Clerk is hereby ordered and directed to file a certified copy of the diagram and assessment roll with the County Auditor, together with a certified copy of this resolution upon its adoption.

SECTION 7. That a certified copy of the assessment and diagram shall be filed in the Office of the City Engineer, with a duplicate copy on file in the Office of the City Clerk and open for public inspection.

SECTION 8. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 7th day of June, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 7th day June, 2017, by the following vote:

AYES:

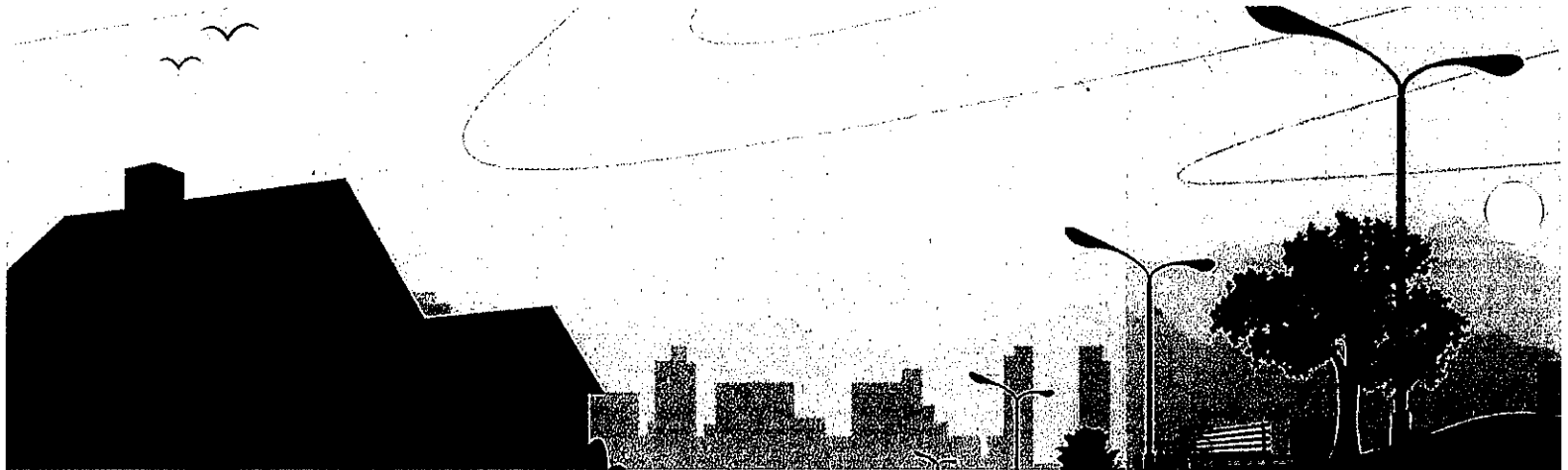
NOES:

ABSENT:

ABSTAINED:

Evelyn Zneimer, City Clerk
(seal)

ATTACHMENT 2
LLMD Engineer's Report for FY 2017-18



ENGINEER'S REPORT

CITY OF SOUTH PASADENA

**STREET LIGHTING AND LANDSCAPING
MAINTENANCE DISTRICT**

Fiscal Year 2017-18

**City of South Pasadena
Los Angeles County, California**

May 3, 2017



Harris & Associates

**ENGINEER'S REPORT
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 Part C – Method of Apportionment of Assessments 6

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Appendices

A Assessment Diagram

B Assessment Roll

ENGINEER'S REPORT

CITY OF SOUTH PASADENA

STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

The undersigned acting on behalf of Harris & Associates, respectfully submits the enclosed Engineer's Report as directed by City Council pursuant to the provisions of Section 4 of Article XIID of the California Constitution, and provisions of the Landscaping and Lighting Act of 1972, Section 22500 et seq. of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

DATED: May 3, 2017



BY: K. Dennis Klingelhofer, P.E.
R.C.E. No. 50255



HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached, was filed with me on the ____ day of _____, 2017.

Evelyn G. Zneimer, City Clerk,
City of South Pasadena
Los Angeles County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of South Pasadena, California, on the ____ day of _____, 2017.

Evelyn G. Zneimer, City Clerk,
City of South Pasadena
Los Angeles County, California

By _____

CITY OF SOUTH PASADENA

FISCAL YEAR 2017-18

**ENGINEER'S REPORT
PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972
SECTION 22500 THROUGH 22679
OF THE CALIFORNIA STREETS AND HIGHWAYS CODE,
ARTICLE XIID OF THE CALIFORNIA CONSTITUTION, AND
THE PROPOSITION 218 OMNIBUS IMPLEMENTATION ACT
(GOVERNMENT CODE SECTION 53750 ET SEQ.)**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, Article XIID of the California Constitution (Proposition 218), and the Proposition 218 Omnibus Implementation Act and in accordance with the Resolution of Initiation, adopted by the City Council of the City of South Pasadena, State of California, in connection with the proceedings for:

CITY OF SOUTH PASADENA

STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

Hereinafter referred to as the "Assessment District" or "District", I, K. Dennis Klingelhofer, P.E., the authorized representative of Harris & Associates, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of five (5) parts as follows:

**PART A
PLANS AND SPECIFICATIONS**

Plans and specifications for the improvements are as set forth on the lists thereof, attached hereto, and are on file in the Office of the City Engineer and are incorporated herein by reference.

**PART B
ESTIMATE OF COST**

An estimate of the costs of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth on the lists thereof, attached hereto, and are on file in the Office of the City Clerk and incorporated herein by reference.

**PART C
METHOD OF APPORTIONMENT OF ASSESSMENTS**

The method of apportionment of assessments, indicating the proposed assessment of the net amount of the costs and expenses of the improvements to be assessed upon the several lots and parcels of land within the District, in proportion to the estimated benefits to be received by such lots and parcels.

**PART D
ASSESSMENT DIAGRAM**

The Diagram of the District Boundaries showing the exterior boundaries of the Assessment District and the lines and dimensions of each lot or parcel of land within the Assessment District. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for the fiscal year to which this Report applies. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

**PART E
ASSESSMENT ROLL**

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the District.

**PART E
METHOD OF APPORTIONMENT**

The method of apportionment of assessments, indicating the proposed assessment of the net amount of the costs and expenses of the improvements to be assessed upon the several lots and parcels of land within the District, in proportion to the estimated benefits to be received by such lots and parcels.

PART A
Plans and Specifications

The facilities, which have been constructed within the City of South Pasadena, and those which may be subsequently constructed, will be operated, serviced and maintained as generally described as follows:

DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF SOUTH PASADENA
STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT
FISCAL YEAR 2017-18

The proposed improvements for Fiscal Year 2017-18 may be generally described as the continued maintenance and operation of streets and sidewalks within the Assessment District, including the construction, operation, servicing and maintenance of landscaping, lighting and appurtenant facilities, including but not limited to, personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows::

Landscaping and Appurtenant Facilities. Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, sidewalk and curb and gutter maintenance adjacent to street trees, and appurtenant facilities, in public street and sidewalk rights-of-way, including parkways, medians and dedicated easements within the boundary of said Assessment District.

Lighting and Appurtenant Facilities. Poles, fixtures, bulbs, conduits, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities as required to provide safety lighting and traffic signals in public street and sidewalk rights-of-way and easements within the boundaries of said Assessment District. Servicing of the Southern California Edison Company-owned lights shall be furnished by Southern California Edison Company or its successors or assignees and shall be adequate for the intended purpose. Rates for power and maintenance shall be authorized by the Public Utilities Commission, State of California.

Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the landscaping, public lighting facilities and appurtenant facilities, including repair, removal or replacement of all or part of any of the landscaping, public lighting facilities or appurtenant facilities providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste; and the cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

Servicing means the furnishing of water for the irrigation of the landscaping and the maintenance of any of the public lighting facilities or appurtenant facilities and the furnishing of electric current or energy, gas or other illuminating agent for the public lighting facilities, or for the lighting or operation of landscaping or appurtenant facilities.

The plans and specifications for the improvements, showing the general nature, location, and the extent of the improvements, are on file in the office of the City Clerk and are incorporated herein by reference

PART B Estimate of Cost

A summary of the estimated cost of the construction, operation, servicing and maintenance of the landscaping and lighting facilities for Fiscal Year 2017-18, as described in Part A, are shown in the following table.

Estimate of Cost

Budget Item	Local	Citywide	District Total
I. Landscape Maintenance			
Street Tree Maintenance	\$0	\$429,400	\$429,400
Street Tree Removal and Replacement	\$0	\$200,000	\$200,000
Tree Related Sidewalk Repairs	\$0	\$50,000	\$50,000
Sidewalk Replacement	\$0	\$10,000	\$10,000
Median Landscape Maintenance	<u>\$0</u>	<u>\$64,000</u>	<u>\$64,000</u>
Total Landscape Maintenance	\$0	\$753,400	\$753,400
II. Street Lighting ^{1,2}			
Major Thoroughfare ²	\$48,795	\$146,386	\$195,181
City Owned System	\$81,326	\$0	\$81,326
Edison Owned System	<u>\$48,795</u>	<u>\$0</u>	<u>\$48,795</u>
Total Street Lighting	\$178,916	\$146,386	\$325,302
III. Other Costs			
Capital Improvements	\$0	\$0	\$0
Damage to City Property	\$0	\$0	\$0
Administrative Costs	<u>\$0</u>	<u>\$20,000</u>	<u>\$20,000</u>
Total Other Costs	\$0	\$20,000	\$20,000
Total Costs	\$178,916	\$919,786	\$1,098,702
Revenue			
Assessment Revenue FY 2017-18	\$160,939	\$731,031	\$891,970
Deficiency of Revenue Under Expenditures	<u>\$17,977</u>	<u>\$188,755</u>	<u>\$206,732</u>
Total Revenue	\$178,916	\$919,786	\$1,098,702

¹ Total street lighting costs for the District are allocated 60% to Major Thoroughfare, 25% to City-Owned and 15% to Edison Owned

² Major thoroughfare street lighting costs are allocated 25% to Zone 1 and 75 % Citywide

The 1972 Act requires that a special fund be set-up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance or deficit remaining on July 1 must be carried over to the next fiscal year. Estimated beginning and ending fund balances for Fiscal Year 2017-18 are shown in the following table.

Fiscal Year 2016-17		Fund Balance
Beginning Balance (July 1, 2016)		\$100,618
FY 2016-17 Budget Surplus/(Deficit)		<u>(\$20,005)</u>
Estimated Ending Balance (June 30, 2017)		\$80,613
Fiscal Year 2017-18		Fund Balance
Estimated Beginning Balance (July 1, 2017)		\$80,613
FY 2017-18 Budget Surplus/(Deficit)		<u>(\$206,732)</u>
Estimated Ending Balance (June 30, 2018)		<u>(\$126,119)</u>

PART C Method of Apportionment of Assessments

General

The 1972 Act permits the establishment of assessment districts by cities for the purpose of providing certain public improvements which include the construction, maintenance and servicing of street lights, traffic signals and landscaping facilities.

Street and Highways Code Section 22573 requires that maintenance assessments be levied according to benefit rather than according to assessed value. This section states:

The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.

The 1972 Act permits the designation of areas of benefit within any individual assessment district if "by reason of variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvements." (Sec. 22574). Thus, the 1972 Act requires the levy of a true "assessment" rather than a "special tax."

In addition, Proposition 218 (Prop. 218), the "Right to Vote on Taxes Act" which was approved on the November 1996 Statewide ballot and added Article XIID to the California Constitution, requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Prop. 218 provides that only special benefits are assessable and the City must separate the general benefits from the special benefits. Prop. 218 also requires that publicly owned property which benefit from the improvements be assessed.

Excepted from the assessment would be the areas of all publicly owned property in use in the performance of a public function. The City has made a determination to also exempt public utilities rights-of-way.

Equivalent Dwelling Units

The Equivalent Dwelling Unit method uses the single family home as the basic unit of assessment. A single family home equals one Equivalent Dwelling Unit (EDU). Every other land-use is converted to EDU's based on an assessment formula appropriate for the City. Multi-family and condominium parcels are converted to EDU's based on the number of dwelling units on each parcel of land; Commercial and Industrial parcels are converted to EDU's based on the lot size of each parcel of land.

Single Family Residential. The single family parcel has been selected as the basic unit for calculation of the benefit assessments. This basic unit shall be called an Equivalent Dwelling Unit (EDU). Parcels designated as single family residential per the Los Angeles County land-use code are assessed 1 EDU.

Multi-Family Residential. Multiple family uses, as well as condominiums, are given a factor of .80 EDU per dwelling unit. Based on data from representative cities in Southern California, the multiple residential factor of 80 percent is determined by the statistical proportion of relative trip generation from various types of residential uses, in combination with population density per unit.

Commercial/Industrial. Commercial/Industrial properties are designated as commercial, industrial, recreational, institutional or miscellaneous uses per the Los Angeles County land-use codes. In converting improved Commercial/Industrial properties to EDUs, the factor used is the City of South Pasadena's average single family residential lot size of 7,500 square feet, or 5.808 dwelling units per acre. The Commercial/Industrial parcels will be assessed 5.808 EDU for the first acre or any portion thereof, and then 25% of 5.808 EDUs (1.4520) for every additional acre or portion thereof, as the utilization of that portion of non-residential property greater than one acre is reduced and will be treated as vacant land. The minimum number of EDUs per parcel will be 1 EDU.

Vacant Property. Vacant property is described as parcels with no improved structures. Property values in a community increase when public infrastructure is in place, improved, operable, safe, clean and maintained, all properties, including vacant parcels, receive benefits as this is the basis of their value. Based upon the opinions of professional appraisers, appraising current market property values for real estate in Southern California, the land value portion of a property typically ranges from 20 to 30 percent; in South Pasadena, we find that the average is about 50 percent. Additionally, the utilization of vacant property is significantly less than improved property and vacant property has a traffic generation rate of 0. Therefore, we recommend that vacant property be assessed at the rate of 25 percent of improved property.

Vacant Residential. Parcels defined as single family residential parcels which do not have structures on the parcels are assessed 25% of a single family dwelling. The parcels will be assessed 0.25 EDU per parcel.

Vacant Non-Residential. Parcels defined as parcels which are not single family residential and which do not have structures on the parcel are assessed based upon the acreage of the parcel. The parcels will be assessed at the rate of 25% of the developed non-residential properties, or 1.4520 EDU per acre or any portion thereof, with a minimum of .25 EDU per parcel.

Landlocked parcels and small parcels vacated by the City are not assessed; nor are public streets, public properties, utility easements, right-of-way, public schools, public parks, and common areas. These are all exempt parcels. The land-use classification for each parcel has been based on the Los Angeles County Assessor's Roll. A summary of EDU Rates by Land Use Category is shown in the following table.

Land Use Category	Basic Unit x EDU Factor	EDU Rates
0 Exempt	1 Dwelling Unit x 1.0	1.00 EDU per Dwelling Unit
1 Single Family Residential (SFR)	1 Dwelling Unit x 1.0	1.00 EDU per Dwelling Unit
2 Multi-Family Residential/Condominiums	1 Dwelling Unit x 0.8	0.80 EDU per Dwelling Unit
3 Commercial/Industrial	1 Acre x 5.808	5.808 EDU per Acre
Based on the average size for SFR lots in the City of 7,500 SF which equals 5.808 Dwelling Units / Acre	1 Acre x 1.452	(first acre, minimum 1.00 EDU per Parcel) 1.452 EDU per Acre (after first acre)
4 Vacant - SFR	1 Parcel x 0.25	0.25 EDU per Parcel
5 Vacant - Non-SFR	1 Acre x 1.452	1.452 EDU per Acre (minimum 0.25 EDU per Parcel)

Inventory of Parcels

Land Use Classification	No. of Parcels	Dwelling Units	Acres	EDUs
0 Exempt	N/A	N/A	N/A	N/A
1 Single Family Residential (SFR)	4,369	4,369	N/A	4,369.00
2 Multi-Family Residential/Condominiums	1,982	6,477	N/A	5,181.60
3 Commercial/Industrial	320	N/A	123.24	652.89
4 Vacant - SFR	194	N/A	N/A	48.50
5 Vacant - Non-SFR	20	N/A	3.51	6.66
CFD Totals	6,885	10,846	126.75	10,258.64

Information from the Los Angeles County Assessor's Roll, Assessor's Parcel Maps, and the City of South Pasadena's Planning Department was utilized to create the inventory of parcels in the District. The total number of parcels; residential units; commercial, industrial and vacant acreage and calculated EDUs for each land use category are shown in the following table.

District Benefits

Parcels within the District receive benefit from the maintenance and operation of District improvements. Benefits received by parcels within the District are described below:

Landscaping. All parcels in the City receive benefit from the landscaping maintenance funded by the District. The City maintains trees and miscellaneous shrubbery throughout the City. The trees and shrubbery are located within the public street and sidewalk rights-of-way, including in medians and parkways.

The trees and shrubbery provide an aesthetically pleasing environment, shade, beautification, air purification and sound attenuation. These positive attributes increase the desirability of, and are special and direct benefits to, all properties throughout the City. Furthermore, Trees and landscaping, if well maintained, provide beautification, shade and enhancement of the desirability of the surroundings, and therefore increases property value.

Lighting. The proper functioning of street lighting is imperative for the welfare and safety of the public and property throughout the City. Proper maintenance and servicing of the street lighting system benefits properties within the District by providing proper illumination for ingress and egress and safe traveling at night. Proper operation of the street light system is imperative to public convenience, orderly traffic flow, enhanced congestion management and safety.

Improved security, fuel conservation, protection of property from crime and vandalism, and reduction of traffic accidents, are special and direct benefits to all properties within the City; lighting benefits are directly related to public safety and property protection and therefore increase desirability and property values.

The City costs to administer the maintenance and operations of the improvements, including administration of the District, also provide benefit to all properties in the District.

Types of Benefit

There are two types of benefits parcels receive from the maintenance and operation of the improvements as described below.

Citywide Benefits. Benefits which are received by all parcels in the City are considered to be Citywide Benefits, and the associated costs of these benefits are spread equally, based on Equivalent Dwelling Units, to all parcels within the District. Citywide Benefits enhance the value of all properties within the District.

The maintenance of street trees and leaf debris removal, sidewalk, curb and gutter repair adjacent to trees throughout the City, medians on Huntington Drive, Monterey Avenue and Fair Oaks are Citywide Benefits. All of the landscaping maintenance budget is attributed to Citywide Benefits and is assessed to all parcels in the District.

Street lighting on the major thoroughfares provide Citywide Benefits, as all property in the City derive benefit from the convenience, safety and protection of people and property they provide. 75% of the Major Thoroughfare Street Lighting budget is attributed to Citywide Benefits and is assessed to all parcels in the District.

Local Benefits. Benefits which are not received by all parcels in the City are considered to be Local Benefits, and the associated costs of these benefits are spread equally, based on Equivalent Dwelling Units, to only those parcels within the District receiving such benefits. Property value is enhanced for those parcels that receive Local Benefits.

Parcels that receive their local street lighting from the Edison owned street lights within the City receive the same amount of Local Benefit and the budget for the Edison street light system is assessed equally, based on Equivalent Dwelling Units, to those parcels only.

Similarly, parcels that receive their local street lighting from the City owned street lights within the City receive the same amount of Local Benefit and the budget for the City street light system is assessed equally, based on Equivalent Dwelling Units, to those parcels only.

Parcels that receive their local street lighting from the major thoroughfare street lights receive the same amount of Local Benefit and 25% of the budget for the major thoroughfare street light system allocated to such benefit, the amount of which is assessed equally, based on Equivalent Dwelling Units, to those parcels only.

Zones of Benefit

There are four types of local lighting benefits within the City associated with the intensity or degree of illumination provided within the various sections of the District. These costs vary with the type of street, spacing of streetlights and owning agency. These zones of benefit are described below:

Zone 1. This zone consists of all property which is adjacent to the major thoroughfares in the District. Local Benefit received from the major thoroughfare street lights, equal to 25% of the major thoroughfare street lighting budget is allocated to Zone 1 parcels.

Zone 2. This zone consists primarily of residential property which is served by the City street lighting system. Local Benefit received from the City street lights, equal to 100% of the City street lighting budget is allocated to Zone 2 parcels.

Zone 3. This zone consists primarily of residential property which is served by the Edison street lighting system. Local Benefit received from the Edison street lights, equal to 100% of the Edison street lighting budget, is allocated to Zone 3 parcels.

Zone 4. This zone consists of parcels which do not have Local Benefits from street lighting and, therefore, receive only the Citywide Benefits.

EDUs per Zone

Citywide Benefits are allocated to all assessable parcels in the City pro rata based on the total number of Citywide EDUs. Local Benefits are allocated to parcels in their respective Zones pro rata based on the total number of Zone EDUs. The distribution of EDUs per Zone is shown below.

Benefit Zone	EDUs
Zone 1	1,856.90
Zone 2	2,050.91
Zone 3	5,951.24
Zone 4	399.60
District Total	10,258.64

Assessments

Citywide Benefits. All parcels within the City receive Citywide Benefits. The total amount of Citywide Benefits is shown below.

Budget Item	Amount
Street Tree Maintenance	\$429,400
Street Tree Removal and Replacement	\$200,000
Tree Related Sidewalk Repairs	\$50,000
Sidewalk Replacement	\$10,000
Median Landscape Maintenance	\$64,000
Major Thoroughfare Street Lighting	\$146,386
Capital Improvements	\$0
Damage to City Property	\$0
Administrative Costs	\$20,000
Total Citywide Benefit	\$919,786

The calculated assessment rate and the maximum assessment rate for Citywide Benefits are shown below.

Total Citywide Benefit	\$919,786
Divided by Total Citywide EDUs	÷ 10,258.64
Calculated Citywide Benefit Per EDU	\$89.66
Maximum Citywide Benefit Per EDU	\$71.26

Local Benefits. Parcels located within each Zone receive Local Benefits for their specific Zone. The total amount of Local Benefits for each Zone are shown below.

Budget Item	Zone 1	Zone 2	Zone 3	Zone 4	Local Total
Major Thoroughfare	\$48,795	\$0	\$0	\$0	\$48,795
City Owned System	\$0	\$81,326	\$0	\$0	\$81,326
Edison Owned System	\$0	\$0	\$48,795	\$0	\$48,795
Total Local Benefit	\$48,795	\$81,326	\$48,795	\$0	\$178,916

The calculated assessment rate and the maximum assessment rate for Local Benefits for each Zone are shown below.

Description	Zone 1	Zone 2	Zone 3	Zone 4
Total Local Benefit	\$48,795	\$81,326	\$48,795	\$0
Divided by Total Zone EDUs	÷ 1,856.90	÷ 2,050.91	÷ 5,951.24	÷ 399.60
Calculated Local Benefit Per EDU	\$26.28	\$39.65	\$8.20	\$0.00
Maximum Local Benefit Per EDU	\$25.85	\$32.83	\$7.66	\$0.00

Assessment Summary

The calculated assessment amount and the maximum assessment amount for each Zone, including both Citywide Benefits and Local Benefits, are shown below.

Description	Zone 1	Zone 2	Zone 3	Zone 4	Total
Calculated Citywide Benefit Assessment	\$166,489	\$183,884	\$533,586	\$35,828	\$919,786
Calculated Local Benefit Assessment	<u>\$48,795</u>	<u>\$81,326</u>	<u>\$48,795</u>	<u>\$0</u>	<u>\$178,916</u>
Calculated Total Benefit Assessment	\$215,284	\$265,209	\$582,381	\$35,828	\$1,098,702
Maximum Citywide Benefit Assessment	\$132,323	\$146,148	\$424,085	\$28,475	\$731,031
Maximum Local Benefit Assessment	<u>\$48,001</u>	<u>\$67,331</u>	<u>\$45,586</u>	<u>\$0</u>	<u>\$160,919</u>
Maximum Total Benefit Assessment	\$180,323	\$213,479	\$469,672	\$28,475	\$891,949
Non-Assessed Benefit Assessment	\$34,961	\$51,730	\$112,709	\$7,352	\$206,753

The calculated assessment rates and the maximum assessment rate for each Zone, including both Citywide Benefits and Local Benefits, are shown below.

Description	Zone 1	Zone 2	Zone 3	Zone 4
Calculated Citywide Benefit Per EDU	\$89.66	\$89.66	\$89.66	\$89.66
Calculated Local Benefit Per EDU	<u>\$26.28</u>	<u>\$39.65</u>	<u>\$8.20</u>	<u>\$0.00</u>
Calculated Total Benefit Per EDU	\$115.94	\$129.31	\$97.86	\$89.66
Maximum Citywide Benefit Per EDU	\$71.26	\$71.26	\$71.26	\$71.26
Maximum Local Benefit Per EDU	<u>\$25.85</u>	<u>\$32.83</u>	<u>\$7.66</u>	<u>\$0.00</u>
Maximum Total Benefit Per EDU	\$97.11	\$104.09	\$78.92	\$71.26
Non-Assessed Benefit Per EDU	\$18.83	\$25.22	\$18.94	\$18.40

PART D

Assessment Diagram

The boundaries of the District are coterminous with the boundaries of the City of South Pasadena. A diagram showing the exterior boundaries of the District and the lines and dimensions of each lot or parcel of land within the District has been submitted to the office of the City Clerk of the City of South Pasadena, and is hereby made a part hereof by reference.

A copy of the assessment diagram for the District is included herein as Appendix A, and is part of this report.







PART E
Assessment Roll

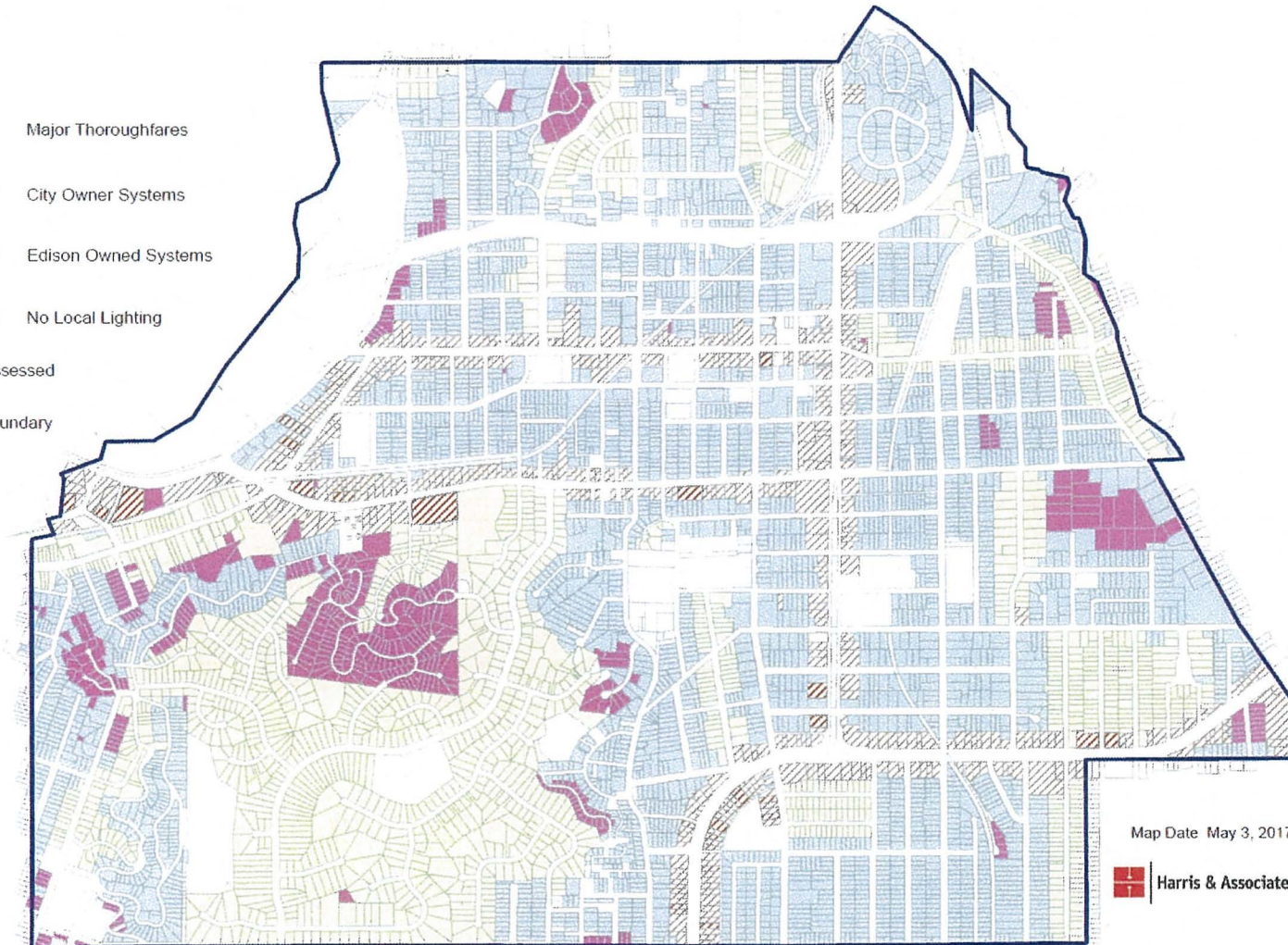
The assessment set forth for each parcel is shown on the Assessment Roll for the District, submitted separately, as "Assessment Roll for City of South Pasadena, Street Lighting & Landscaping Maintenance District, Fiscal Year 2017-18, which exhibit is incorporated by reference herein and is on file in the Office of the City Clerk.

The Assessment Roll lists all parcels within the boundaries of the District as shown on the Assessment Diagram, Part D herein, and on the last equalized roll of the Assessor of the County of Los Angeles, which is by reference made part of this report.


A list of names and addresses of the owners of all parcels within this District is shown on the last equalized Property Tax Roll of the Assessor of the County of Los Angeles, which by reference is hereby made a part of this report. This list is keyed to the Assessor's Parcel Numbers as shown on the Assessment Roll on file in the office of the City Clerk of the City of South Pasadena.

CITY OF SOUTH PASADENA Street Lighting and Landscaping Maintenance District Assessment District Diagram

- Legend**
-  Zone 1 Major Thoroughfares
 -  Zone 2 City Owner Systems
 -  Zone 3 Edison Owned Systems
 -  Zone 4 No Local Lighting
 -  Non-Assessed
 -  City Boundary



Map Date May 3, 2017

 Harris & Associates

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City of South Pasadena Agenda Report



Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pin, City Treasurer

COUNCIL AGENDA: June 7, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager 

FROM: David G. Watkins, Director of Planning & Building Department 
Edwar Sissi, Assistant Planner 

SUBJECT: **First Reading and Introduction of an Ordinance Amending South Pasadena Municipal Code Prohibiting Marijuana Businesses and Allowing for the Regulation of Cultivation for Personal Use**

Recommendation

It is recommended that the City Council read by title only for the first reading, waive further reading, and introduce an ordinance (Attachment 1) that amends South Pasadena Municipal Code (SPMC) Section 36.350.240 (Medical Marijuana Dispensaries and Cultivation), SPMC Section 36.700.020 (Definitions), and Section 4.4 (Land Use) of Chapter 4.0 (Specific Plan Regulations) of Part 2 of the Mission Street Specific Plan.

Fiscal Impact

There is no fiscal impact associated with this Zoning Code Amendment.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15031(b)(3) – General Rule, which provides that CEQA applies only to projects that have the potential for causing a significant effect on the environment.

Commission Review and Recommendation

This matter was reviewed by the Planning Commission through a regularly scheduled Public Hearing held on March 27, 2017. The Planning Commission unanimously voted to recommend initiating the Zoning Code Amendment (Attachment 2) and to recommend that the City Council adopt the subject ordinance (Attachment 3).

Background

On November 16, 2016, the City Council directed staff to amend the Zoning Code to prohibit retail distribution of recreational marijuana in South Pasadena.

AGENDA ITEM 22

The City Council's direction was in response to the new "Control, Regulate, and Tax Adult Use of Marijuana Act" (AUMA), a.k.a. Proposition 64, which was passed by California voters on November 8, 2016. The AUMA permits the adult use of marijuana by persons aged 21 years or older, and provides regulations for personal and commercial activities related to such non-medical use.

The AUMA also authorizes local governments to regulate or completely prohibit the establishment or operation of marijuana businesses within its jurisdiction including commercial cultivation. For personal cultivation, the AUMA authorizes cities to "reasonably regulate," but not "completely prohibit," cultivation of marijuana "inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure." Under the AUMA, each residence may cultivate up to six marijuana plants for personal use without a license.

Commercial cultivation and marijuana affiliated businesses will require licensing by the state through various state departments including local government licensing, unless the local government expressly prohibits any or all commercial activities including commercial cultivation. The state is set to establish its licensing and regulatory processes by the year 2018. The state will not issue licenses to marijuana operators if the local government expressly prohibits the permitting of commercial marijuana operations. If a local government does not expressly prohibit commercial marijuana businesses and cultivation, the state may grant an operator a license which will be valid for one year.

Analysis

Pursuant to SPMC Section 36.350.240, the City of South Pasadena (City) prohibits the establishment and operation of medical marijuana dispensaries anywhere in South Pasadena, recognizing that federal law prohibits the possession, sale, and distribution of marijuana for any purpose.

This section of the SPMC was revised in January 2016 (Ordinance No. 2290) to include the prohibition of the cultivation of medical marijuana in all zoning districts in South Pasadena as a response to the Medical Marijuana Regulation and Safety Act (MMRSA) signed into law by Governor Brown in October 2015.

With the newly passed AUMA, the City now wishes to include the prohibition of commercial cultivation and commercial businesses related to non-medical marijuana. The new ordinance includes more comprehensive definitions and regulations in response to provisions granted by the AUMA and its broadening of marijuana usage to include non-medical marijuana for personal cultivation and use. The allowance of 32 square feet of outdoor cultivation for personal medical marijuana will still be allowed for qualified patients and/or their caregivers under this Zoning Code Amendment.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and notice in the *South Pasadena Review*.

Attachments:

1. Draft Ordinance
2. Planning Commission Resolution Initiating the Zoning Code Amendment
3. Planning Commission Resolution Recommending Adoption on the Zoning Code Amendment
4. Current South Pasadena Municipal Code Section 36.350.240
5. Draft Minutes of the March 27, 2017 Planning Commission Meeting (Item No. 2 Only)
6. Minutes of the November 16, 2016 City Council Meeting (Item No. 18 Only)
7. Control, Regulate, and Tax Adult Use of Marijuana Act (AUMA)

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ATTACHMENT 1
Draft Ordinance

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
PROHIBITING MARIJUANA BUSINESSES, AND
REGULATING THE CULTIVATION OF MARIJUANA
FOR PERSONAL USE**

WHEREAS, the federal Controlled Substances Act prohibits the manufacture, cultivation, distribution, and possession of marijuana; and

WHEREAS, on November 5, 1996, California voters approved Proposition 215, entitled the Compassionate Use Act, and thereby exempted patients and their primary caregivers from criminal prosecution or sanctions for certain uses and cultivation of marijuana for medical purposes (Health & Safety Code, § 11362.5); and

WHEREAS, on October 12, 2003, the California Legislature passed the Medical Marijuana Program, also known as California Senate Bill 420, (Health & Safety Code, § 11362.7 et seq.) which, among other provisions, established a voluntary program for the issuance of medical marijuana identification cards for qualified patients, set limits on the amount of medical marijuana any individual could possess, and provided an exemption from state criminal liability for persons “who associate within the State of California in order collectively or cooperatively to cultivate cannabis for medical purposes”; and

WHEREAS, the Compassionate Use Act and the Medical Marijuana Program did not remove the City of South Pasadena’s authority to regulate, or even completely ban, land uses related to medical marijuana (*City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* (2013) 56 Cal.4th 729); and

WHEREAS, on October 9, 2015, the California Legislature passed the Medical Cannabis Regulation and Safety Act, also known as Senate Bill 643, Assembly Bill 266, and Assembly Bill 243, which, among other provisions, requires all persons or entities engaged in commercial medical marijuana activity to obtain both a state license and local approval through a license, permit, or other entitlement (Bus. & Prof. Code, § 19320; Health & Safety Code, § 11362.777); and

WHEREAS, on November 8, 2016, California voters passed Proposition 64, entitled the Control, Regulate, and Tax Adult Use of Marijuana Act (AUMA); and

WHEREAS, AUMA permits recreational use of marijuana by persons aged 21 years or older, and regulates personal and commercial activities related to such recreational use; and

WHEREAS, AUMA authorizes the City to regulate or completely prohibit the establishment or operation of marijuana businesses within its limits (Bus. & Prof. Code, § 26200); and

WHEREAS, AUMA authorizes the City to completely prohibit outdoor cultivation of marijuana unless the California Attorney General determines nonmedical use of marijuana in California is lawful under federal law, which determination the California Attorney General has not made to date (Health & Safety Code, § 11362.2); and

WHEREAS, AUMA authorizes the City to “reasonably regulate,” but not “completely prohibit,” cultivation of marijuana “inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure” (Health & Safety Code, § 11362.2); and

WHEREAS, the South Pasadena Municipal Code (SPMC) currently prohibits medical marijuana dispensaries, but it permits private cultivation of marijuana for medical uses under specified conditions; and

WHEREAS, the SPMC provisions regarding marijuana were last amended prior to the AUMA’s passage, and thus SPMC is silent on the subject of nonmedical marijuana; and

WHEREAS, the City Council does not wish to inhibit qualified patients’ ability to cultivate marijuana for medical purposes but, at the same time, the City Council wishes to minimize the negative secondary impacts that inevitably accompany the proliferation of outdoor marijuana cultivation, including but not limited to, increased crime at grow sites, neighborhood concerns regarding odors, and related nuisances; and

WHEREAS, in light of the AUMA’s passage, the City Council wishes to update the SPMC to prohibit all commercial marijuana activity, whether for medical or nonmedical purposes; to permit and regulate indoor cultivation of marijuana for medical or nonmedical personal use; and to permit and regulate outdoor cultivation of marijuana for medical use, but to prohibit outdoor cultivation of marijuana for nonmedical purposes.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City Council hereby determines that the foregoing findings are true and correct, and it incorporates them herein by reference.

SECTION 2. The City Council hereby finds that the proposed Code amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines § 15061(b)(3), which states the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It

may be seen with certainty that there is no possibility this Zoning Code Amendment may have a significant effect on the environment.

SECTION 3. Pursuant to South Pasadena Municipal Code § 36.620.070 (Findings and Decision), the City Council hereby finds that the proposed Zoning Code Amendment below is consistent with the City's General Plan, would serve the public interest, health, safety, convenience, and general welfare, and is internally consistent with other applicable provisions of the City's Zoning Code (South Pasadena Muni. Code, Ch. 36).

SECTION 4. SPMC, Chapter 36 (Zoning), Article 3 (Site Planning and General Development Standards), § 36.350.240, is hereby amended to read as follows:

(New words and phrases are underlined; deletions are indicated by being stricken through)

36.350.240 ~~Medical~~ Marijuana ~~Dispensaries~~ Businesses and Cultivation.

- A. Purpose. Federal law prohibits the possession, sale, and distribution of marijuana. In order to serve the public health, safety, and welfare of the residents and businesses within the City, the purpose of this section is to prohibit cultivation of marijuana except as provided below, and the operation or establishment of marijuana businesses within the City.
- B. Definitions. ~~The following terms and phrases, whenever used in this chapter, shall be construed as defined in this section:~~ For purposes of this section, the following definitions shall apply:
 1. ~~“Attending physician” shall have the meaning given that term by Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time.~~ “Commercial marijuana activity” includes the cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, labeling, transportation, delivery, or sale of marijuana, marijuana accessories or marijuana products, whether for profit or not, and whether for medical or nonmedical purposes. “Commercial marijuana activity” does not include any activity by an entity that is otherwise in full compliance with this Code and other applicable law, and that qualifies as any of the following uses:
 - a. A clinic licensed pursuant to Health and Safety Code, Division 2, Chapter 1.
 - b. A health facility licensed pursuant to Health and Safety Code, Division 2, Chapter 2.
 - c. A residential care facility for persons with chronic life-threatening illness licensed pursuant to Health and Safety Code Division 2, Chapter 3.01.

- d. A residential care facility for the elderly licensed pursuant to Health and Safety Code Division 2, Chapter 3.2.
 - e. A hospice or home health agency licensed pursuant to Health and Safety Code Division 2, Chapter 8.
2. “Cultivation of marijuana” means any activity involving the planting, growing, harvesting, drying, processing, or trimming, curing, grading, or trimming of marijuana plants, or any part thereof, including but not limited to cultivation activities specified in Cal. Bus. & Prof. Code § 19332(g).
 3. “Medical marijuana” is marijuana authorized in strict compliance with Cal. Health & Safety Code § 11362.5 et seq., or as such sections may be amended from time to time. “Delivery” means the commercial transfer of marijuana or marijuana products to a customer. “Delivery” also includes the use by a retailer of any technology platform owned and controlled by the retailer, or independently licensed by the State, that enables customers to arrange for or facilitate the commercial transfer by a licensed retailer of marijuana or marijuana products.
 4. “Medical marijuana dispensary” means: “Distribution” means the procurement, sale, and transport of marijuana and marijuana products between entities licensed pursuant to Division 8, Chapter 3.5, or Division 10 of the Business & Professions Code.
 - a. ~~Any facility or location, whether fixed or mobile, where a primary caregiver makes available, sells, transmits, gives or otherwise provides medical marijuana to two or more persons with identification cards or qualified patients; or~~
 - b. ~~Any facility where qualified patients and/or persons with identification cards and/or primary caregivers meet or congregate collectively and cooperatively to cultivate or distribute marijuana for medical purposes under the purported authority of Cal. Health & Safety Code § 11362.775;~~
 - e. “Medical marijuana dispensary” shall not include the following uses, so long as such uses otherwise fully comply with this code, the Cal. Health & Safety Code § 11362.5 et seq., and other applicable law:
 - i. ~~A clinic licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 1,~~
 - ii. ~~A health care facility licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 2,~~
 - iii. ~~A residential care facility for persons with chronic life-threatening illness licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 3.01,~~
 - iv. ~~A residential care facility for the elderly licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 3.2,~~

v. ~~A hospice or a home health agency, licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 8.~~

5. ~~“Person with an identification card” shall have the meaning given that term by the Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time. “Identification card” means a document issued by the State of California that identifies a person authorized to use marijuana for medical purposes and the person’s designated primary caregiver, if any.~~
6. ~~“Primary caregiver” shall have the meaning given that term by Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time. “Manufacture” means to compound, blend, extract, infuse, or otherwise make or prepare a marijuana product.~~
7. ~~“Qualified patient” shall have the meaning given that term by Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time. “Marijuana” means all parts of the plant Cannabis sativa L., whether growing or not; the seeds thereof; the resin extracted from any part thereof; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. “Marijuana” does not include:~~
 - a. Industrial hemp, as defined in Health and Safety Code Section 11018.5; or
 - b. The weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.
8. ~~“Marijuana accessories” means any equipment, products or materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, smoking, vaporizing, or containing marijuana, or for ingesting, inhaling, or otherwise introducing marijuana or marijuana products into the human body.~~
9. ~~“Marijuana products” means marijuana that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing marijuana or concentrated cannabis and other ingredients.~~
10. ~~“Medical purposes” shall have the same meaning it has in Health and Safety Code Section 11362.5, or as that section may be amended from time to time.~~
11. ~~“Person” includes any individual, firm, copartnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit, and the plural as well as the singular.~~
12. ~~“Primary caregiver” shall have the same meaning it has in Health and Safety Code Section 11362.7, or as that section may be amended from time to time.~~

13. “Qualified patient” means a person who is entitled to the protections of Health and Safety Code Section 11362.5.

- C. ~~Prohibition of medical commercial marijuana dispensaries activity. Medical marijuana dispensaries, as defined in this chapter, are prohibited in all zones and specific plans throughout the City of South Pasadena. No person may engage in commercial marijuana activity in any zone or specific plan throughout the City of South Pasadena.~~ No permit or any other applicable license or entitlement for use, including but not limited to the issuance of a business license, shall be approved or issued for the establishment, maintenance or operation of ~~a medical marijuana dispensary~~ any commercial marijuana activity within the City limits of the City of South Pasadena.
- D. Prohibition of the cultivation of marijuana. The cultivation of marijuana ~~as defined in this chapter,~~ is prohibited in all zones and specific plans throughout the City of South Pasadena. No permit or any other applicable license, including but not limited to the issuance of a business license, shall be approved or issued for the cultivation of marijuana within the City limits of the City of South Pasadena. Notwithstanding the foregoing, cultivation of marijuana is permitted under the following conditions:
1. ~~Cultivation of marijuana for personal use is permitted by one person with an identification card or one qualified patient, consistent with a physician’s recommendation, and conducted by the person, patient or his or her caregiver.~~ Outdoor cultivation is permitted as long as it is solely for the personal use of a qualified patient, the volume cultivated is consistent with a physician’s recommendation for that qualified patient, and it is conducted on the grounds of the primary residence of either the qualified patient or his or her primary caregiver.
 - a. Outdoor cultivation must be limited to an area not to exceed 32 square feet, measured by the aggregate area of vegetative growth of live marijuana plants on the premises.
 - b. Outdoor cultivation of marijuana shall not be visible from the public right of way, and it shall occur in an enclosed yard that is not accessible by minors, except any minors residing in the home of the qualified patient for whom the marijuana is being cultivated.
 - c. No qualified patient or his or her primary caregiver shall sell, distribute, donate, or provide marijuana to any other person.
 - d. Upon request by a peace officer or other qualified agent of the City, any person engaged in outdoor cultivation of marijuana shall present an identification card or other evidence that the marijuana being cultivated is for the personal use of a qualified patient.
 2. ~~The area where cultivation by a person with an identification card or qualified patient or his or her caregiver occurs shall not exceed 32 square feet, and shall~~

~~occur in an enclosed yard which is not accessible by minors, except for those minors residing in the home of the person with an identification card or qualified patient. The area used to cultivate marijuana shall be measured by the aggregate area of vegetative growth of live marijuana plants on the premises and shall not be visible from the public right of way. Indoor cultivation. Any person at least 21 years of age may cultivate marijuana inside his or her private residence or inside a fully enclosed and secure accessory structure on the grounds of that private residence.~~

- a. Indoor cultivation shall not displace any required on-site parking, and it shall not be visible or detectible by the olfactory senses from the public right of way or other private property.
- b. No person may utilize lighting that exceeds 1,200 watts, employ an electric generator, or use gas products, including but not limited to carbon dioxide and butane, while cultivating marijuana indoors.
- c. Nothing in this section shall limit the right of an owner of a private residence to restrict the cultivation of marijuana within that residence, or on the grounds thereof, by tenants, licensees, or any other person with lawful access to that private residence.

3. ~~Neither a person with an identification card, a qualified patient nor his or her caregiver shall sell, distribute, donate, or provide marijuana to any other person or entity.~~ Maximum cultivation. At any one time at any given private residence, the total indoor and outdoor cultivation permitted by this section shall not exceed six living marijuana plants. Qualified patients may exceed this maximum if doing so is consistent with their physician's recommendation.

E. ~~Cultivation and establishment, maintenance or operation of medical marijuana dispensaries activity declared a public nuisance. The cultivation of marijuana, except as authorized in the foregoing paragraph this Section, and the establishment, maintenance or operation of a medical any commercial marijuana dispensary activity as defined in this section within the City limits of the City of South Pasadena is declared to be a public nuisance and may be abated by the City either pursuant to Chapter 24 (Nuisances) of the South Pasadena Municipal Code or any available legal remedies, including but not limited to civil injunctions.~~

SECTION 5. Section SPMC 36.700.020 (Definitions of Specialized Terms and Phrases) of Article 7 (Definitions) of Chapter 36 (Zoning) of the South Pasadena Municipal Code is hereby amended as follows:

M. Definitions, "M."

Marijuana. Definitions and terms related to marijuana and marijuana products are in Section 36.350.240.

Media Post production Facilities. Support facilities engaged in completing work on film, video, and sound recording productions. These include facilities for film, video, and sound editing and recording studios, foley stages, etc., optical, computer graphics, and other special effects units, film processing laboratories, etc.

~~**Medical Marijuana Dispensaries.** Definitions of terms related to medical marijuana dispensaries are in Section 36.350.240.~~

Medical Services—Clinics. A facility other than a hospital where medical, dental, mental health, surgical and other personal health care services are provided on an outpatient basis, and that accommodates multiple licensed primary medical practitioners (i.e., doctors) and specialties, or four or more primary practitioners in a single specialty. Counseling services by other than medical doctors or psychiatrists are instead included under “Offices.”

SECTION 6. Section 4.4 (Prohibited Facilities and Uses) of Chapter 4.0 (Land Use) of Part 2 (Specific Plan Regulations) the Mission Street Specific Plan is hereby amended as follows:

4. 4 Prohibited Facilities and Uses

The following facilities and uses are expressly prohibited in the Specific Plan Area:

- A. Drive-In or -Through Facilities, including restaurants, food stores, banks, cleaners and the like. A Drive-In or -Through Facility is any portion of a building or structure from which business is transacted, or is capable of being transacted, directly with a customer located in a motor vehicle during such business transaction.
- B. Walk-up-windows,-i.e.,-openings in walls or display windows of the-front facade through which food; or -other items may be passed. This provision does not apply to automatic teller machines which are permitted.
- C. Billboards
- D. Service stations (as defined in Section 36.162 of the Zoning-Code) in the Core Area.
- E. Car washes of any kind.
- F. Automobile repair uses on parcels that abut Mission Street.
- G. ~~Medical Marijuana Dispensaries~~ Businesses and Cultivation (as defined in Section 36.350.240 of the Zoning Code).

With respect to the termination of nonconforming uses only (and not with respect to other site and building characteristics) as required by Section 36.803.1. of the

Zoning Code, discontinuance of such use for a period of 6 months shall be deemed to constitute abandonment in the Specific Plan Area.

SECTION 7. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared by a court of competent jurisdiction to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council declares it would have adopted this ordinance and each subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more subsections, phrases, or portions is declared invalid or unconstitutional.

SECTION 8. To the extent the provisions of this ordinance are substantially the same as previous provisions of the South Pasadena Municipal Code, these provisions shall be construed as continuations of those provisions and not as new enactments.

SECTION 9. This ordinance shall take effect 30 days after adoption. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published or posted in accordance with law.

PASSED, APPROVED, AND ADOPTED this ___ day of _____, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

Date: _____

I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 21st day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
Planning Commission Resolution Initiating the
Zoning Code Amendment
(PC Reso 17-08)

P.C. RESOLUTION NO. 17-08

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DECLARING ITS INTENTION TO AMEND ZONING CODE SECTION 36.350.240 TO PROHIBIT MARIJUANA BUSINESSES AND ALLOWING FOR THE REGULATION OF THE CULTIVATION OF MARIJUANA FOR PERSONAL USE.

WHEREAS, in 2016, California voters passed Proposition 64, entitled the Control, Regulate and Tax Adult Use of Marijuana Act (the "AUMA"); and

WHEREAS, the AUMA permits recreational use of marijuana by persons aged 21 years or older, and regulates personal and commercial activities related to such recreational use; and

WHEREAS, the AUMA authorizes the City to regulate or completely prohibit the establishment or operation of marijuana businesses within its limits and

WHEREAS, the AUMA authorizes the City to completely prohibit outdoor cultivation of marijuana unless the California Attorney General determines nonmedical use of marijuana in California is lawful under federal law; and

WHEREAS, the AUMA authorizes the City to "reasonably regulate," but not "completely prohibit," cultivation of marijuana "inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure;" and

WHEREAS, the South Pasadena Municipal Code currently prohibits medical marijuana dispensaries, but it permits private cultivation of marijuana for medical uses under specified conditions; and

WHEREAS, the South Pasadena Municipal Code provisions regarding marijuana were last amended prior to the AUMA's passage, and thus the Code is silent on the subject of nonmedical marijuana; and

WHEREAS, the City Council does not wish to inhibit qualified patients' ability to cultivate marijuana for medical purposes but, at the same time, the Council wishes to minimize the negative secondary impacts that inevitably accompany the proliferation of outdoor marijuana cultivation, including but not limited to increased crime at grow sites, neighborhood concerns regarding odors, and related nuisances; and

WHEREAS, in light of the AUMA's passage, the City Council wishes to update the South Pasadena Municipal Code to prohibit all commercial marijuana activity, whether for medical or nonmedical purposes; to permit and regulate indoor cultivation of marijuana for medical or nonmedical personal use; and to permit and regulate outdoor

cultivation of marijuana for medical use, but to prohibit outdoor cultivation of marijuana for nonmedical purposes.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

SECTION 1: That the above recitals are true and correct.

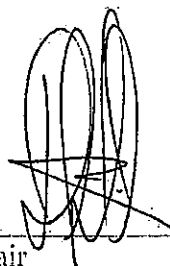
SECTION 2: That the public interest and convenience requires, and it is the intention of the Planning Commission, to undertake proceedings to amend the Zoning Code to revise the regulation pertaining to marijuana businesses and the cultivation of marijuana for personal medical and non-medical use.

SECTION 3: In furtherance of the findings requirements in the Zoning Code Section 36.620.070, and as per Zoning Code Section 36.620.030 and 36.620.050, the Planning Commission intends to make a written recommendation to the City Council regarding whether and/or how the Zoning Code should be amended to prohibit the cultivation of marijuana for medical use in all zoning districts.

SECTION 4: The Secretary shall certify that the foregoing Resolution was adopted by the Planning Commission of the City of South Pasadena at a duly noticed regular meeting held on the 27th day of March, 2017.

PASSED APPROVED, AND ADOPTED this 27th day of March, 2017 by the following vote:

- AYES: BRAUN, DAHL, KOLDUS, MORRISH & TOM
- NOES: NONE
- ABSENT: NONE
- ABSTAIN: NONE



Steven Dahl, Chair

ATTEST:

Kelly Koldus

Kelly Koldus, Vice-Chair

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ATTACHMENT 3

Planning Commission Resolution Recommending
Adoption on the Zoning Code Amendment
(PC Reso 17-07)

P.C. RESOLUTION NO. 17-07

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING SECTION 36.350.240 OF ARTICLE III (SITE PLANNING AND GENERAL DEVELOPMENT STANDARDS) OF CHAPTER 36 (ZONING) BY PROHIBITING MARIJUANA BUSINESSES AND ALLOWING FOR THE REGULATION OF THE CULTIVATION OF MARIJUANA FOR PERSONAL USE.

WHEREAS, on March 27, 2017 the Planning Commission initiated a Zoning Code Amendment 0060-ZCA to prohibit the cultivation of marijuana; and

WHEREAS, a code amendment has been developed for the City Council's consideration that would prohibit the establishment of marijuana businesses and allow for the regulated cultivation of marijuana for personal medical and non-medical use; and

WHEREAS, on March 27, 2017, the Planning Commission held a duly noticed public hearing on this matter, at which all interested parties were given the opportunity to be heard and present evidence.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

SECTION 1: The Planning Commission finds that the proposed amendments would not have a significant impact on the environment and so is exempt from the California Environmental Quality Act (CEQA) review under Section 15061(b)(3)-General Rule, which provides that CEQA applies only to projects that have the potential for causing a significant effect on the environment.

SECTION 2: Pursuant to SPMC Section 36.620.070 (Findings and Decision), the Planning Commission recommends that the City Council approve the proposed amendments based on a finding of benefit to the public interest, health, safety, convenience, and general welfare of the City by prohibiting a specific land use category that is incompatible with the City's neighborhoods and business districts and which is contrary to the City's General Plan and also a finding that the proposed amendments are internally consistent with other applicable provisions of the Zoning Code.

SECTION 3: For the foregoing reasons and based on the information and findings including in the Resolution, Staff Report, Minutes and testimony received during the public hearing, the Planning Commission of the City of South Pasadena hereby recommends that the City Council adopt the attached ordinance amending SPMC Section 36.350.240 (Medical Marijuana Dispensaries).

SECTION 4: The Secretary shall certify that the foregoing Resolution was adopted by the Planning Commission of the City of South Pasadena at a duly noticed regular meeting held on the 27th day of March, 2017.

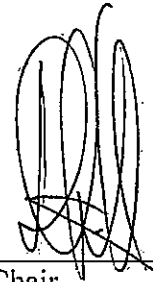
PASSED, APPROVED, AND ADOPTED this 27th day of March, 2017 by the following vote:

AYES: BRAUN, DAHL, KOLDUS, MORRISH & TOM

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE



Steven Dahl, Chair

ATTEST:



Kelly Koldus, Vice-Chair

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ATTACHMENT 4
Current South Pasadena Municipal Code Section
36.350.240

36.350.240 Medical Marijuana Dispensaries and Cultivation.

A. Purpose. Federal law prohibits the possession, sale, and distribution of marijuana. In order to serve the public health, safety, and welfare of the residents and businesses within the City, the purpose of this section is to prohibit cultivation of marijuana except as provided below, and the operation or establishment of medical marijuana dispensaries within the City.

B. Definitions. The following terms and phrases, whenever used in this chapter, shall be construed as defined in this section:

1. "Attending physician" shall have the meaning given that term by Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time.
2. "Cultivation of marijuana" means the planting, growing, harvesting, drying, processing, or trimming of marijuana plants, or any part thereof, including but not limited to cultivation activities specified in Cal. Bus. & Prof. Code § 19332(g).
3. "Medical marijuana" is marijuana authorized in strict compliance with Cal. Health & Safety Code § 11362.5 et seq., or as such sections may be amended from time to time.
4. "Medical marijuana dispensary" means:
 - a. Any facility or location, whether fixed or mobile, where a primary caregiver makes available, sells, transmits, gives or otherwise provides medical marijuana to two or more persons with identification cards or qualified patients; or
 - b. Any facility where qualified patients and/or persons with identification cards and/or primary caregivers meet or congregate collectively and cooperatively to cultivate or distribute marijuana for medical purposes under the purported authority of Cal. Health & Safety Code § 11362.775;
 - c. "Medical marijuana dispensary" shall not include the following uses, so long as such uses otherwise fully comply with this code, the Cal. Health & Safety Code § 11362.5 et seq., and other applicable law:
 - i. A clinic licensed pursuant to Cal. Health & Safety Code Division 2,

Chapter 1,

ii. A health care facility licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 2,

iii. A residential care facility for persons with chronic life-threatening illness licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 3.01,

iv. A residential care facility for the elderly licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 3.2,

v. A hospice or a home health agency, licensed pursuant to Cal. Health & Safety Code Division 2, Chapter 8.

5. "Person with an identification card" shall have the meaning given that term by the Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time.

6. "Primary caregiver" shall have the meaning given that term by Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time.

7. "Qualified patient" shall have the meaning given that term by Cal. Health & Safety Code § 11362.7 or as such section may be amended from time to time.

C. Prohibition of medical marijuana dispensaries. Medical marijuana dispensaries, as defined in this chapter, are prohibited in all zones and specific plans throughout the City of South Pasadena. No permit or any other applicable license or entitlement for use, including but not limited to the issuance of a business license, shall be approved or issued for the establishment, maintenance or operation of a medical marijuana dispensary within the City limits of the City of South Pasadena.

D. Prohibition of the cultivation of marijuana. The cultivation of marijuana, as defined in this chapter, is prohibited in all zones and specific plans throughout the City of South Pasadena. No permit or any other applicable license, including but not limited to the issuance of a business license, shall be approved or issued for the cultivation of marijuana within the City limits of the City of South Pasadena. Notwithstanding the foregoing, cultivation of marijuana is permitted under the following conditions:

1. Cultivation of marijuana for personal use is permitted by one person with an identification card or one qualified patient, consistent with a physician's recommendation, and conducted by the person, patient or his or her caregiver.

2. The area where cultivation by a person with an identification card or qualified patient or his or her caregiver occurs shall not exceed 32 square feet, and shall occur in an enclosed yard which is not accessible by minors, except for those minors residing in the home of the person with an identification card or qualified patient. The area used to cultivate marijuana shall be measured by the aggregate area of vegetative growth of live marijuana plants on the premises and shall not be visible from the public right-of-way.

3. Neither a person with an identification card, a qualified patient nor his or her caregiver shall sell, distribute, donate, or provide marijuana to any other person or entity.

E. Cultivation, establishment, maintenance or operation of medical marijuana dispensaries declared a public nuisance. The cultivation of marijuana except as authorized in the foregoing paragraph, and the establishment, maintenance or operation of a medical marijuana dispensary as defined in this section within the City limits of the City of South Pasadena is declared to be a public nuisance and may be abated by the City either pursuant to Chapter 24 SPMC (Nuisances) or any available legal remedies, including, but not limited to, civil injunctions.

(Ord. No. 2200 § 2, 2010; Ord. No. 2290 § 3, 2016.)

ATTACHMENT 5
Minutes of the March 27, 2017
Planning Commission Meeting

		<p>deterrent to coyotes; 2) school traffic will not be significant; 3) there are viable alternatives to the proposed; 4) the parking pad between the garage and sidewalk was an interesting idea.</p> <p>Mr. Mayer discussed the intent of the Code regarding this item at the request of Comm. Braun, regarding the different wall options presented.</p> <p>Chair Dahl noted that visibility issues can arise with a 6 foot wall, which may result in accidents.</p> <p>A motion was made by Comm. Morrish, to continue this item to the special meeting scheduled on April 17, 2017 to provide the applicant with additional time to work with staff to agree on a reasonable alternative.</p> <p>Chair Dahl amended the motion to include the wording that he was willing to review the item with staff and the applicant.</p> <p>Mr. Watkins pointed out that the next meeting will be a special meeting on April 17, 2017.</p> <p>The applicant will have to submit information to staff by April 10, 2017 for the April 17, 2017 meeting.</p> <p>The applicant was amenable to a continuance.</p> <p>Vice-Chair Koldus seconded Comm. Morrish's motion and Chair Dahl's amendment to the motion.</p> <p>The motion carried 5-0.</p>
	2	<p>Zoning Code Amendment – Prohibition of Marijuana Dispensaries</p> <p>Mr. David Watkins introduced the new Assistant Planner, Edwar Sissi to the Commission.</p> <p>Mr. Sissi presented his staff report, regarding the approval of two resolutions for the purpose of initiating a Zoning Code amendment pertaining to marijuana and marijuana businesses and to initiate a recommendation by the Planning Commission to the City Council to adopt the revised ordinance pertaining to marijuana. Mr. Sissi reviewed the history and the details of the project. Mr. Sissi noted that the City chose to prohibit marijuana related businesses and the cultivation for medical and non-medical purposes in all zoning districts, which is reflected in the revised Zoning Code amendment. At the conclusion of his presentation, the Commission did not have questions for Mr. Sissi.</p> <p>Chair Dahl declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this item, Chair Dahl declared the</p>

		<p>public hearing closed.</p> <p>Vice-Chair Koldus suggested reviewing this item at a future date after the adoption of the General Plan to see if policy direction emerges on this issue.</p> <p>At the inquiry of Chair Dahl, Deputy City Attorney, Holly Whatley noted that it is possible for the City to view this item at a future date.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Morrish, seconded by Comm. Tom to initiate Zoning Code 0060 and approve the resolution recommending that the City Council adopt the Zoning Code amendment.</p> <p>The motion carried 5-0. Resolutions 17-07 & 17-08</p>
	3	<p>Minutes of the Planning Commission January 23, 2017 and February 27, 2017 meetings</p> <p>The January 23, 2017 minutes were approved with corrections. The February 27, 2017 minutes were approved with minor corrections.</p>
	4	<p>Comments from City Council Liaison</p> <p>None – The Council Liaison was absent</p>
	5	<p>Comments from Planning Commissioners</p> <p>Chair Dahl noted that two city council members called up the decision of the Planning Commission, regarding 1950 and 1946 Hanscom Drive. This item will be presented at the April 19, 2017 meeting.</p> <p>Comm. Braun noted that she will not be able to attend the April 17, 2017 meeting.</p>
	6	<p>Comments from Staff</p> <p>David Watkins, the Director of Planning and Building, pointed out the following: 1) it will be important to have Planning Commission representation at the City Council meeting on April, 19, 2017; 2) The Visioning Charrette is scheduled for the last week in April but the meeting will not be taped; 3) Dr. Rick Willson is scheduled to speak on parking supply and management issues on March 29, 2017; 4) staff received 323 survey responses to date; and 5) April 1, 2017 is the deadline for the surveys. Mr. Watkins reminded the public that the next meeting will be a special meeting and it is scheduled on April 17, 2017.</p>
ADJOURNMENT	7	<p>The meeting adjourned at 7:47 p.m. to the special Planning Commission meeting scheduled on April 17, 2017.</p>

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ATTACHMENT 6
Minutes of the November 16, 2016 City Council
Meeting

In response to City Council inquiry, Planning and Building Director Watkins advised that he will meet with the consultant on a monthly basis regarding contract administration, including reviewing invoices, progress towards a completed task, and upcoming tasks.

Mayor Mahmud suggested that monthly invoices include details such as the estimated amount of compensation per task and cumulative amount billed in relation to said task. Mr. Rangwala agreed to provide the requested detail within the monthly invoices.

Mayor Mahmud opened the Public Comment period.

Linda Krausen, South Pasadena resident, questioned what criteria will be utilized to select members of the General Plan Advisory Committee; questioned whether the consultant's experience preparing general plans for the Cities of Covina and San Dimas are applicable, noting that South Pasadena has a unique character.

There being no others desiring to speak on this item, Mayor Mahmud closed the Public Comment period.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Approve a contract, subject to approval by the City Attorney, with Rangwala Associates.
2. Authorize the City Manager to execute the contract.

Following discussion, MOTION BY MAYOR MAHMUD, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to appoint Councilmember Khubesrian and Mayor Mahmud to serve as the City Council representatives on the General Plan Advisory Committee.

18. Adoption of an Interim Urgency Ordinance Prohibiting the Processing, Manufacturing, Laboratory Testing, Labeling, Storing, Wholesale and Retail Distribution, and Outdoor Cultivation of Cannabis

City Manager Gonzalez presented the staff report.

In response to City Council inquiry, Police Chief Miller advised that the Police Department has not received any complaints or calls for service related to outdoor cultivation of cannabis.

During the course of discussion, the City Council noted that the retail distribution of cannabis is not anticipated to begin until after January 2018, as the State will need to develop a licensing process.

City Attorney Highsmith advised that Proposition 64 will allow citizens to cultivate up to six cannabis plants either indoors or outdoors and that a local jurisdiction is only permitted to restrict outdoor cultivation; noted that cultivation is only allowed on private property.

Mayor Mahmud noted that several neighboring jurisdictions have recently taken action to enact similar urgency ordinances; stated that based on the family-oriented nature of the community, she felt the City Council should consider this matter.

Mayor Mahmud opened the Public Comment period.

Bianca Richards, South Pasadena resident, questioned and received clarification that the City prohibits smoking within 25 feet of building entrances and at all parks. City Attorney Highsmith noted that smoking of cannabis is not permitted in any public space.

Ross Glazier, South Pasadena resident, voiced opposition to the proposed urgency ordinance; asserted that attempts such as Prohibition were failed attempts to regulate morality; stated that such regulation will cause residents to incur fines and criminal charges.

Ron Rosen, South Pasadena resident, voiced opposition to prohibiting outdoor cultivation of cannabis, noting that indoor cultivation requires a significant amount of electricity.

There being no others desiring to speak on this item, Mayor Mahmud closed the Public Comment period.

In response to City Council inquiries, City Manager Gonzalez and Police Chief Miller advised that the City's Code Enforcement staff would administer the proposed ordinance on a compliant basis; advised that the Police Department would not proactively search for violations, noting that if a violation were identified while responding to a service call, it would be addressed.

During the course of discussion, Councilmembers Khubesrian and Schneider agreed that there is not an immediate threat of retail distribution stores appearing in South Pasadena, noting that the State does not yet have a licensing process.

By consensus, the City Council directed staff to process a Zoning Code amendment to prohibit retail distribution of recreational marijuana in South Pasadena.

City Attorney Highsmith noted that as a Zoning Amendment this matter will need to be considered by the Planning Commission before the City Council takes action.

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ATTACHMENT 7
Control, Regulate, and Tax Adult Use of Marijuana
Act (AUMA)

SECTION 1. TITLE.

This measure shall be known as the Control, Regulate and Tax Adult Use of Marijuana Act (“the Adult Use of Marijuana Act”).

SECTION 2. FINDINGS AND DECLARATIONS.

A. Currently in California, nonmedical marijuana use is unregulated, untaxed, and occurs without any consumer or environmental protections. The Control, Regulate and Tax Adult Use of Marijuana Act will legalize marijuana for those over 21 years old, protect children, and establish laws to regulate marijuana cultivation, distribution, sale and use, and will protect Californians and the environment from potential dangers. It establishes the Bureau of Marijuana Control within the Department of Consumer Affairs to regulate and license the marijuana industry.

B. Marijuana is currently legal in our state for medical use and illegal for nonmedical use. Abuse of the medical marijuana system in California has long been widespread, but recent bipartisan legislation signed by Governor Jerry Brown is establishing a comprehensive regulatory scheme for medical marijuana. The Control, Regulate and Tax Adult Use of Marijuana Act (hereafter called the Adult Use of Marijuana Act) will consolidate and streamline regulation and taxation for both nonmedical and medical marijuana.

C. Currently, marijuana growth and sale is not being taxed by the State of California, which means our state is missing out on hundreds of millions of dollars in potential tax revenue every year. The Adult Use of Marijuana Act will tax both the growth and sale of marijuana to generate hundreds of millions of dollars annually. The revenues will cover the cost of administering the new law and will provide funds to: invest in public health programs that educate youth to prevent and treat serious substance abuse; train local law enforcement to enforce the new law with a focus on DUI enforcement; invest in communities to reduce the illicit market and create job opportunities; and provide for environmental cleanup and restoration of public lands damaged by illegal marijuana cultivation.

D. Currently, children under the age of 18 can just as easily purchase marijuana on the black market as adults can. By legalizing marijuana, the Adult Use of Marijuana Act will incapacitate the black market, and move marijuana purchases into a legal structure with strict safeguards against children accessing it. The Adult Use of Marijuana Act prohibits the sale of nonmedical marijuana to those under 21 years old, and provides new resources to educate youth against drug abuse and train local law enforcement to enforce the new law. It bars marijuana businesses from being located within 600 feet of schools and other areas where children congregate. It establishes mandatory and strict packaging and labeling requirements for marijuana and marijuana products. And it mandates that marijuana and marijuana products cannot be advertised or marketed towards children.

E. There are currently no laws governing adult use marijuana businesses to ensure that they operate in accordance with existing California laws. Adult use of marijuana may only be

accessed from the unregulated illicit market. The Adult Use of Marijuana Act sets up a comprehensive system governing marijuana businesses at the state level and safeguards local control, allowing local governments to regulate marijuana-related activities, to subject marijuana businesses to zoning and permitting requirements, and to ban marijuana businesses by a vote of the people within a locality.

F. Currently, illegal marijuana growers steal or divert millions of gallons of water without any accountability. The Adult Use of Marijuana Act will create strict environmental regulations to ensure that the marijuana is grown efficiently and legally, to regulate the use of pesticides, to prevent wasting water, and to minimize water usage. The Adult Use of Marijuana Act will crack down on the illegal use of water and punish bad actors, while providing funds to restore lands that have been damaged by illegal marijuana grows. If a business does not demonstrate they are in full compliance with the applicable water usage and environmental laws, they will have their license revoked.

G. Currently, the courts are clogged with cases of non-violent drug offenses. By legalizing marijuana, the Adult Use of Marijuana Act will alleviate pressure on the courts, but continue to allow prosecutors to charge the most serious marijuana-related offenses as felonies, while reducing the penalties for minor marijuana-related offenses as set forth in the Act.

H. By bringing marijuana into a regulated and legitimate market, the Adult Use of Marijuana Act creates a transparent and accountable system. This will help police crackdown on the underground black market that currently benefits violent drug cartels and transnational gangs, which are making billions from marijuana trafficking and jeopardizing public safety.

I. The Adult Use of Marijuana Act creates a comprehensive regulatory structure in which every marijuana business is overseen by a specialized agency with relevant expertise. The Bureau of Marijuana Control, housed in the Department of Consumer Affairs, will oversee the whole system and ensure a smooth transition to the legal market, with licenses issued beginning in 2018. The Department of Consumer Affairs will also license and oversee marijuana retailers, distributors, and microbusinesses. The Department of Food and Agriculture will license and oversee marijuana cultivation, ensuring it is environmentally safe. The Department of Public Health will license and oversee manufacturing and testing, ensuring consumers receive a safe product. The State Board of Equalization will collect the special marijuana taxes, and the Controller will allocate the revenue to administer the new law and provide the funds to critical investments.

J. The Adult Use of Marijuana Act ensures the nonmedical marijuana industry in California will be built around small and medium sized businesses by prohibiting large-scale cultivation licenses for the first five years. The Adult Use of Marijuana Act also protects consumers and small businesses by imposing strict anti-monopoly restrictions for businesses that participate in the nonmedical marijuana industry.

SECTION 3. PURPOSE AND INTENT.

The purpose of the Adult Use of Marijuana Act is to establish a comprehensive system to legalize, control and regulate the cultivation, processing, manufacture, distribution, testing, and sale of nonmedical marijuana, including marijuana products, for use by adults 21 years and older, and to tax the commercial growth and retail sale of marijuana. It is the intent of the People in enacting this Act to accomplish the following:

- (a) Take nonmedical marijuana production and sales out of the hands of the illegal market and bring them under a regulatory structure that prevents access by minors and protects public safety, public health, and the environment.
- (b) Strictly control the cultivation, processing, manufacture, distribution, testing and sale of nonmedical marijuana through a system of state licensing, regulation, and enforcement.
- (c) Allow local governments to enforce state laws and regulations for nonmedical marijuana businesses and enact additional local requirements for nonmedical marijuana businesses, but not require that they do so for a nonmedical marijuana business to be issued a state license and be legal under state law.
- (d) Allow local governments to ban nonmedical marijuana businesses as set forth in this Act.
- (e) Require track and trace management procedures to track nonmedical marijuana from cultivation to sale.
- (f) Require nonmedical marijuana to be comprehensively tested by independent testing services for the presence of contaminants, including mold and pesticides, before it can be sold by licensed businesses.
- (g) Require nonmedical marijuana sold by licensed businesses to be packaged in child-resistant containers and be labeled so that consumers are fully informed about potency and the effects of ingesting nonmedical marijuana.
- (h) Require licensed nonmedical marijuana businesses to follow strict environmental and product safety standards as a condition of maintaining their license.
- (i) Prohibit the sale of nonmedical marijuana by businesses that also sell alcohol or tobacco.
- (j) Prohibit the marketing and advertising of nonmedical marijuana to persons younger than 21 years old or near schools or other places where children are present.
- (k) Strengthen the state's existing medical marijuana system by requiring patients to obtain by January 1, 2018, a new recommendation from their physician that meets the strict standards signed into law by the Governor in 2015, and by providing new privacy protections for patients who obtain medical marijuana identification cards as set forth in this Act.

(l) Permit adults 21 years and older to use, possess, purchase and grow nonmedical marijuana within defined limits for use by adults 21 years and older as set forth in this Act.

(m) Allow local governments to reasonably regulate the cultivation of nonmedical marijuana for personal use by adults 21 years and older through zoning and other local laws, and only to ban outdoor cultivation as set forth in this Act.

(n) Deny access to marijuana by persons younger than 21 years old who are not medical marijuana patients.

(o) Prohibit the consumption of marijuana in a public place unlicensed for such use, including near K-12 schools and other areas where children are present.

(p) Maintain existing laws making it unlawful to operate a car or other vehicle used for transportation while impaired by marijuana.

(q) Prohibit the cultivation of marijuana on public lands or while trespassing on private lands.

(r) Allow public and private employers to enact and enforce workplace policies pertaining to marijuana.

(s) Tax the growth and sale of marijuana in a way that drives out the illicit market for marijuana and discourages use by minors, and abuse by adults.

(t) Generate hundreds of millions of dollars in new state revenue annually for restoring and repairing the environment, youth treatment and prevention, community investment, and law enforcement.

(u) Prevent illegal production or distribution of marijuana.

(v) Prevent the illegal diversion of marijuana from California to other states or countries or to the illegal market.

(w) Preserve scarce law enforcement resources to prevent and prosecute violent crime.

(x) Reduce barriers to entry into the legal, regulated market.

(y) Require minors who commit marijuana-related offenses to complete drug prevention education or counseling and community service.

(z) Authorize courts to resentence persons who are currently serving a sentence for offenses for which the penalty is reduced by the Act, so long as the person does not pose a risk to public safety, and to redesignate or dismiss such offenses from the criminal records of persons who have completed their sentences as set forth in this Act.

(aa) Allow industrial hemp to be grown as an agricultural product, and for agricultural or academic research, and regulated separately from the strains of cannabis with higher delta-9 tetrahydrocannabinol concentrations.

SECTION 4. PERSONAL USE.

Sections 11018 of the Health and Safety Code is hereby amended, and Sections 11018.1 and 11018.2 of the Health and Safety Code are hereby added to read:

11018. Marijuana

"Marijuana" means all parts of the plant *Cannabis sativa* L., whether growing or not; the seeds thereof; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. It does not include ~~the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination:~~

(a) industrial hemp, as defined in Section 11018.5; or

(b) the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other product.

11018.1. Marijuana Products

"*Marijuana products*" means marijuana that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing marijuana or concentrated cannabis and other ingredients.

11018.2. Marijuana Accessories

"*Marijuana accessories*" means any equipment, products or materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, smoking, vaporizing, or containing marijuana, or for ingesting, inhaling, or otherwise introducing marijuana or marijuana products into the human body.

Sections 11362.1 through 11362.45 are added to the Health and Safety Code, to read:

11362.1.

(a) Subject to Sections 11362.2, 11362.3, 11362.4, and 11362.45, but notwithstanding any other provision of law, it shall be lawful under state and local law, and shall not be a violation of state or local law, for persons 21 years of age or older to:

(1) Possess, process, transport, purchase, obtain, or give away to persons 21 years of age or older without any compensation whatsoever, not more than 28.5 grams of marijuana not in the form of concentrated cannabis;

(2) Possess, process, transport, purchase, obtain, or give away to persons 21 years of age or older without any compensation whatsoever, not more than eight grams of marijuana in the form of concentrated cannabis, including as contained in marijuana products;

(3) Possess, plant, cultivate, harvest, dry, or process not more than six living marijuana plants and possess the marijuana produced by the plants;

(4) Smoke or ingest marijuana or marijuana products; and

(5) Possess, transport, purchase, obtain, use, manufacture, or give away marijuana accessories to persons 21 years of age or older without any compensation whatsoever.

(b) Paragraph (5) of subdivision (a) is intended to meet the requirements of subdivision (f) of Section 863 of Title 21 of the United States Code (21 U.S.C. § 863(f)) by authorizing, under state law, any person in compliance with this section to manufacture, possess, or distribute marijuana accessories.

(c) Marijuana and marijuana products involved in any way with conduct deemed lawful by this section are not contraband nor subject to seizure, and no conduct deemed lawful by this section shall constitute the basis for detention, search, or arrest.

11362.2.

(a) Personal cultivation of marijuana under paragraph (3) of subdivision (a) of Section 11362.1 is subject to the following restrictions:

(1) A person shall plant, cultivate, harvest, dry, or process plants in accordance with local ordinances, if any, adopted in accordance with subdivision (b) of this section.

(2) The living plants and any marijuana produced by the plants in excess of 28.5 grams are kept within the person's private residence, or upon the grounds of that private residence (e.g., in an outdoor garden area), are in a locked space, and are not visible by normal unaided vision from a public place.

(3) Not more than six living plants may be planted, cultivated, harvested, dried, or processed within a single private residence, or upon the grounds of that private residence, at one time.

(b)(1) A city, county, or city and county may enact and enforce reasonable regulations to reasonably regulate the actions and conduct in paragraph (3) of subdivision (a) of Section 11362.1.

(2) Notwithstanding paragraph (1), no city, county, or city and county may completely prohibit persons engaging in the actions and conduct under paragraph (3) of subdivision (a) of Section 11362.1 inside a private residence, or inside an accessory structure to a private residence located upon the grounds of a private residence that is fully enclosed and secure.

(3) Notwithstanding paragraph (3) of subdivision (a) of Section 11362.1, a city, county, or city and county may completely prohibit persons from engaging in actions and conduct under paragraph (3) of subdivision (a) of Section 11362.1 outdoors upon the grounds of a private residence.

(4) Paragraph (3) of this subdivision shall become inoperable upon a determination by the California Attorney General that nonmedical use of marijuana is lawful in the State of California under federal law, and an act taken by a city, county, or city and county under paragraph (3) shall be deemed repealed upon the date of such determination by the California Attorney General.

(5) For purposes of this section, "private residence" means a house, an apartment unit, a mobile home, or other similar dwelling.

11362.3.

(a) Nothing in Section 11362.1 shall be construed to permit any person to:

(1) Smoke or ingest marijuana or marijuana products in any public place, except in accordance with Section 26200 of the Business and Professions Code.

(2) Smoke marijuana or marijuana products in a location where smoking tobacco is prohibited.

(3) Smoke marijuana or marijuana products within 1,000 feet of a school, day care center, or youth center while children are present at such a school, day care center, or youth center, except in or upon the grounds of a private residence or in accordance with Section 26200 of the Business and Professions Code or Chapter 3.5 of Division 8 of the Business and Professions Code and only if such smoking is not detectable by others on the grounds of such a school, day care center, or youth center while children are present.

(4) Possess an open container or open package of marijuana or marijuana products while driving, operating, or riding in the passenger seat or compartment of a motor vehicle, boat, vessel, aircraft, or other vehicle used for transportation.

(5) Possess, smoke or ingest marijuana or marijuana products in or upon the grounds of a school, day care center, or youth center while children are present.

(6) Manufacture concentrated cannabis using a volatile solvent, unless done in accordance with a license under Chapter 3.5 of Division 8 or Division 10 of the Business and Professions Code.

(7) Smoke or ingest marijuana or marijuana products while driving, operating a motor vehicle, boat, vessel, aircraft, or other vehicle used for transportation.

(8) Smoke or ingest marijuana or marijuana products while riding in the passenger seat or compartment of a motor vehicle, boat, vessel, aircraft, or other vehicle used for transportation except as permitted on a motor vehicle, boat, vessel, aircraft, or other vehicle used for transportation that is operated in accordance with Section 26200 of the Business and Professions Code and while no persons under the age of 21 years are present.

(b) For purposes of this section, "day care center" has the same meaning as in Section 1596.76.

(c) For purposes of this section, "smoke" means to inhale, exhale, burn, or carry any lighted or heated device or pipe, or any other lighted or heated marijuana or marijuana product intended for inhalation, whether natural or synthetic, in any manner or in any form. "Smoke" includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in a place.

(d) For purposes of this section, "volatile solvent" means volatile organic compounds, including: (1) explosive gases, such as Butane, Propane, Xylene, Styrene, Gasoline, Kerosene, O₂ or H₂; and (2) dangerous poisons, toxins, or carcinogens, such as Methanol, Iso-propyl Alcohol, Methylene Chloride, Acetone, Benzene, Toluene, and Tri-chloro-ethylene.

(e) For purposes of this section, "youth center" has the same meaning as in Section 11353.1.

(f) Nothing in this section shall be construed or interpreted to amend, repeal, affect, restrict, or preempt laws pertaining to the Compassionate Use Act of 1996.

11362.4.

(a) A person who engages in the conduct described in paragraph (1) of subdivision (a) of Section 11362.3 is guilty of an infraction punishable by no more than a one hundred dollar (\$100) fine; provided, however, that persons under the age of 18 shall instead be required to complete four hours of a drug education program or counseling, and up to 10 hours of community service, over

a period not to exceed 60 days once the drug education program or counseling and community service opportunity are made available to the person.

(b) A person who engages in the conduct described in paragraphs (2) through (4) of subdivision (a) of Section 11362.3 shall be guilty of an infraction punishable by no more than a two hundred and fifty dollar (\$250) fine, unless such activity is otherwise permitted by state and local law; provided, however, that persons under the age of 18 shall instead be required to complete four hours of drug education or counseling, and up to 20 hours of community service, over a period not to exceed 90 days once the drug education program or counseling and community service opportunity are made available to the person.

(c) A person who engages in the conduct described in paragraph (5) of subdivision (a) of Section 11362.3 shall be subject to the same punishment as provided under subdivisions (c) or (d) of Section 11357.

(d) A person who engages in the conduct described in paragraph (6) of subdivision (a) of Section 11362.3 shall be subject to punishment under Section 11379.6.

(e) A person who violates the restrictions in subdivision (a) of Section 11362.2 is guilty of an infraction punishable by no more than a two hundred and fifty dollar (\$250) fine.

(f) Notwithstanding subdivision (e), a person under the age of 18 who violates the restrictions in subdivision (a) of Section 11362.2 shall be punished under subdivision (a) of Section 11358.

(g)(1) The drug education program or counseling hours required by this section shall be mandatory unless the court makes a finding that such a program or counseling is unnecessary for the person or that a drug education program or counseling is unavailable.

(2) The drug education program required by this section for persons under the age of 18 must be free to participants and provide at least four hours of group discussion or instruction based on science and evidence-based principles and practices specific to the use and abuse of marijuana and other controlled substances.

(h) Upon a finding of good cause, the court may extend the time for a person to complete the drug education or counseling, and community service required under this section.

11362.45.

Nothing in section 11362.1 shall be construed or interpreted to amend, repeal, affect, restrict, or preempt:

(a) Laws making it unlawful to drive or operate a vehicle, boat, vessel, or aircraft, while smoking, ingesting, or impaired by, marijuana or marijuana products, including, but not limited to, subdivision (e) of Section 23152 of the Vehicle Code, or the penalties prescribed for violating those laws.

(b) Laws prohibiting the sale, administering, furnishing, or giving away of marijuana, marijuana products, or marijuana accessories, or the offering to sell, administer, furnish, or give away marijuana, marijuana products, or marijuana accessories to a person younger than 21 years of age.

(c) Laws prohibiting a person younger than 21 years of age from engaging in any of the actions or conduct otherwise permitted under Section 11362.1.

(d) Laws pertaining to smoking or ingesting marijuana or marijuana products on the grounds of, or within, any facility or institution under the jurisdiction of the Department of Corrections and Rehabilitation or the Division of Juvenile Justice, or on the grounds of, or within, any other facility or institution referenced in Section 4573 of the Penal Code.

- (e) *Laws providing that it would constitute negligence or professional malpractice to undertake any task while impaired from smoking or ingesting marijuana or marijuana products.*
- (f) *The rights and obligations of public and private employers to maintain a drug and alcohol free workplace or require an employer to permit or accommodate the use, consumption, possession, transfer, display, transportation, sale, or growth of marijuana in the workplace, or affect the ability of employers to have policies prohibiting the use of marijuana by employees and prospective employees, or prevent employers from complying with state or federal law.*
- (g) *The ability of a state or local government agency to prohibit or restrict any of the actions or conduct otherwise permitted under Section 11362.1 within a building owned, leased, or occupied by the state or local government agency.*
- (h) *The ability of an individual or private entity to prohibit or restrict any of the actions or conduct otherwise permitted under Section 11362.1 on the individual's or entity's privately owned property.*
- (i) *Laws pertaining to the Compassionate Use Act of 1996.*

SECTION 5. USE OF MARIJUANA FOR MEDICAL PURPOSES.

Sections 11362.712, 11362.713, 11362.84 and 11362.85 are added to the Health and Safety Code, and 11362.755 of the Health and Safety Code is amended to read:

11362.712.

(a) Commencing on January 1, 2018, a qualified patient must possess a physician's recommendation that complies with Article 25 (commencing with Section 2525) of Chapter 5 of Division 2 of the Business and Professions Code. Failure to comply with this requirement shall not, however, affect any of the protections provided to patients or their primary caregivers by Section 11362.5.

(b) A county health department or the county's designee shall develop protocols to ensure that, commencing upon January 1, 2018, all identification cards issued pursuant to Section 11362.71 are supported by a physician's recommendation that complies with Article 25 (commencing with Section 2525) of Chapter 5 of Division 2 of the Business and Professions Code.

11362.713.

(a) Information identifying the names, addresses, or social security numbers of patients, their medical conditions, or the names of their primary caregivers, received and contained in the records of the Department of Public Health and by any county public health department are hereby deemed "medical information" within the meaning of the Confidentiality of Medical Information Act (Civil Code § 56, et seq.) and shall not be disclosed by the Department or by any county public health department except in accordance with the restrictions on disclosure of individually identifiable information under the Confidentiality of Medical Information Act.

(b) Within 24 hours of receiving any request to disclose the name, address, or social security number of a patient, their medical condition, or the name of their primary caregiver, the Department of Public Health or any county public health agency shall contact the patient and inform the patient of the request and if the request was made in writing, a copy of the request.

(c) Notwithstanding Section 56.10 of the Civil Code, neither the Department of Public Health, nor any county public health agency, shall disclose, nor shall they be ordered by agency or court to disclose, the names, addresses, or social security numbers of patients, their medical

conditions, or the names of their primary caregivers, sooner than the 10th day after which the patient whose records are sought to be disclosed has been contacted.

(d) No identification card application system or database used or maintained by the Department of Public Health or by any county department of public health or the county's designee as provided in Section 11362.71 shall contain any personal information of any qualified patient, including but not limited to, the patient's name, address, social security number, medical conditions, or the names of their primary caregivers. Such an application system or database may only contain a unique user identification number, and when that number is entered, the only information that may be provided is whether the card is valid or invalid.

11362.755.

(a) ~~The department shall establish application and renewal fees for persons seeking to obtain or renew identification cards that are sufficient to cover the expenses incurred by the department, including the startup cost, the cost of reduced fees for Medi-Cal beneficiaries in accordance with subdivision (b), the cost of identifying and developing a cost-effective Internet Web-based system, and the cost of maintaining the 24-hour toll-free telephone number.~~ Each county health department or the county's designee may charge an additional fee for all costs incurred by the county or the county's designee for administering the program pursuant to this article.

(b) *In no event shall the amount of the fee charged by a county health department exceed \$100 per application or renewal.*

(c) Upon satisfactory proof of participation and eligibility in the Medi-Cal program, a Medi-Cal beneficiary shall receive a 50 percent reduction in the fees established pursuant to this section.

(d) *Upon satisfactory proof that a qualified patient, or the legal guardian of a qualified patient under the age of 18, is a medically indigent adult who is eligible for and participates in the County Medical Services Program, the fee established pursuant to this section shall be waived.*

(e) *In the event the fees charged and collected by a county health department are not sufficient to pay for the administrative costs incurred in discharging the county health department's duties with respect to the mandatory identification card system, the Legislature, upon request by the county health department, shall reimburse the county health department for those reasonable administrative costs in excess of the fees charged and collected by the county health department.*

11362.84.

The status and conduct of a qualified patient who acts in accordance with the Compassionate Use Act shall not, by itself, be used to restrict or abridge custodial or parental rights to minor children in any action or proceeding under the jurisdiction of family or juvenile court.

11362.85.

Upon a determination by the California Attorney General that the federal schedule of controlled substances has been amended to reclassify or declassify marijuana, the Legislature may amend or repeal the provisions of the Health and Safety Code, as necessary, to conform state law to such changes in federal law.

SECTION 6. MARIJUANA REGULATION AND SAFETY.

Division 10 is hereby added to the Business and Professions Code to read as follows:

Division 10. Marijuana

Chapter 1. General Provisions and Definitions

26000.

(a) The purpose and intent of this division is to establish a comprehensive system to control and regulate the cultivation, distribution, transport, storage, manufacturing, processing, and sale of nonmedical marijuana and marijuana products for adults 21 years of age and over.

(b) In the furtherance of subdivision (a), this division expands the power and duties of the existing state agencies responsible for controlling and regulating the medical cannabis industry under Chapter 3.5 of Division 8 to include the power and duty to control and regulate the commercial nonmedical marijuana industry.

(c) The Legislature may, by majority vote, enact laws to implement this division, provided such laws are consistent with the purposes and intent of the Control, Regulate and Tax Adult Use of Marijuana Act.

26001.

For purposes of this division, the following definitions shall apply:

(a) "Applicant" means the following:

(1) The owner or owners of a proposed licensee. "Owner" means all persons having (A) an aggregate ownership interest (other than a security interest, lien, or encumbrance) of 20 percent or more in the licensee and (B) the power to direct or cause to be directed, the management or control of the licensee.

(2) If the applicant is a publicly traded company, "owner" includes the chief executive officer and any member of the board of directors and any person or entity with an aggregate ownership interest in the company of 20 percent or more. If the applicant is a nonprofit entity, "owner" means both the chief executive officer and any member of the board of directors.

(b) "Bureau" means the Bureau of Marijuana Control within the Department of Consumer Affairs.

(c) "Child resistant" means designed or constructed to be significantly difficult for children under five years of age to open, and not difficult for normal adults to use properly.

(d) "Commercial marijuana activity" includes the cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, labeling, transportation, distribution, delivery or sale of marijuana and marijuana products as provided for in this division.

(e) "Cultivation" means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of marijuana.

(f) "Customer" means a natural person 21 years of age or over.

(g) "Day care center" shall have the same meaning as in Section 1596.76 of the Health and Safety Code.

(h) "Delivery" means the commercial transfer of marijuana or marijuana products to a customer. "Delivery" also includes the use by a retailer of any technology platform owned and controlled by the retailer, or independently licensed under this division, that enables customers to arrange for or facilitate the commercial transfer by a licensed retailer of marijuana or marijuana products.

(i) "Director" means the Director of the Department of Consumer Affairs.

- (j) "Distribution" means the procurement, sale, and transport of marijuana and marijuana products between entities licensed pursuant to this division.
- (k) "Fund" means the Marijuana Control Fund established pursuant to Section 26210.
- (l) "Kind" means applicable type or designation regarding a particular marijuana variant or marijuana product type, including, but not limited to, strain name or other grower trademark, or growing area designation.
- (m) "License" means a state license issued under this division.
- (n) "Licensee" means any person or entity holding a license under this division.
- (o) "Licensing authority" means the state agency responsible for the issuance, renewal, or reinstatement of the license, or the state agency authorized to take disciplinary action against the licensee.
- (p) "Local jurisdiction" means a city, county, or city and county.
- (q) "Manufacture" means to compound, blend, extract, infuse, or otherwise make or prepare a marijuana product.
- (r) "Manufacturer" means a person that conducts the production, preparation, propagation, or compounding of marijuana or marijuana products either directly or indirectly or by extraction methods, or independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis at a fixed location that packages or repackages marijuana or marijuana products or labels or re-labels its container, that holds a state license pursuant to this division.
- (s) "Marijuana" has the same meaning as in Section 11018 of the Health and Safety Code, except that it does not include marijuana that is cultivated, processed, transported, distributed, or sold for medical purposes under Chapter 3.5 of Division 8.
- (t) "Marijuana accessories" has the same meaning as in Section 11018.2 of the Health and Safety Code.
- (u) "Marijuana products" has the same meaning as in Section 11018.1 of the Health and Safety Code, except that it does not include marijuana products manufactured, processed, transported, distributed, or sold for medical purposes under Chapter 3.5 of Division 8.
- (v) "Nursery" means a licensee that produces only clones, immature plants, seeds, and other agricultural products used specifically for the planting, propagation, and cultivation of marijuana.
- (w) "Operation" means any act for which licensure is required under the provisions of this division, or any commercial transfer of marijuana or marijuana products.
- (x) "Package" means any container or receptacle used for holding marijuana or marijuana products.
- (y) "Person" includes any individual, firm, co-partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit, and the plural as well as the singular.
- (z) "Purchaser" means the customer who is engaged in a transaction with a licensee for purposes of obtaining marijuana or marijuana products.
- (aa) "Sell," "sale," and "to sell" include any transaction whereby, for any consideration, title to marijuana is transferred from one person to another, and includes the delivery of marijuana or marijuana products pursuant to an order placed for the purchase of the same and soliciting or receiving an order for the same, but does not include the return of marijuana or marijuana products by a licensee to the licensee from whom such marijuana or marijuana product was purchased.

(bb) "Testing service" means a laboratory, facility, or entity in the state, that offers or performs tests of marijuana or marijuana products, including the equipment provided by such laboratory, facility, or entity, and that is both of the following:

(1) Accredited by an accrediting body that is independent from all other persons involved in commercial marijuana activity in the state.

(2) Registered with the Department of Public Health.

(cc) "Unique identifier" means an alphanumeric code or designation used for reference to a specific plant on a licensed premises.

(dd) "Unreasonably impracticable" means that the measures necessary to comply with the regulations require such a high investment of risk, money, time, or any other resource or asset, that the operation of a marijuana establishment is not worthy of being carried out in practice by a reasonably prudent business person.

(ee) "Youth center" shall have the same meaning as in Section 11353.1 of the Health and Safety Code.

Chapter 2. Administration

26010.

(a) The Bureau of Medical Marijuana Regulation established in Section 19302 in Chapter 3.5 of Division 8 is hereby renamed the Bureau of Marijuana Control. The director shall administer and enforce the provisions of this division in addition to the provisions of Chapter 3.5 of Division 8. The director shall have the same power and authority as provided by subdivisions (b) and (c) of Section 19302.1 for purposes of this division.

(b) The bureau and the director shall succeed to and are vested with all the duties, powers, purposes, responsibilities, and jurisdiction vested in the Bureau of Medical Marijuana Regulation under Chapter 3.5 of Division 8.

(c) In addition to the powers, duties, purposes, responsibilities, and jurisdiction referenced in subdivision (b), the bureau shall heretofore have the power, duty, purpose, responsibility, and jurisdiction to regulate commercial marijuana activity as provided in this division.

(d) Upon the effective date of this section, whenever "Bureau of Medical Marijuana Regulation" appears in any statute, regulation, or contract, or in any other code, it shall be construed to refer to the bureau.

26011.

Neither the chief of the bureau nor any member of the Marijuana Control Appeals Panel established under Section 26040 shall have nor do any of the following:

(a) Receive any commission or profit whatsoever, directly or indirectly, from any person applying for or receiving any license or permit under this division or Chapter 3.5 of Division 8.

(b) Engage or have any interest in the sale or any insurance covering a licensee's business or premises.

(c) Engage or have any interest in the sale of equipment for use upon the premises of a licensee engaged in commercial marijuana activity.

(d) Knowingly solicit any licensee for the purchase of tickets for benefits or contributions for benefits.

(e) Knowingly request any licensee to donate or receive money, or any other thing of value, for the benefit of any person whatsoever.

26012.

(a) It being a matter of statewide concern, except as otherwise authorized in this division:

(1) The Department of Consumer Affairs shall have the exclusive authority to create, issue, renew, discipline, suspend, or revoke licenses for the transportation, storage unrelated to manufacturing activities, distribution, and sale of marijuana within the state.

(2) The Department of Food and Agriculture shall administer the provisions of this division related to and associated with the cultivation of marijuana. The Department of Food and Agriculture shall have the authority to create, issue, and suspend or revoke cultivation licenses for violations of this division.

(3) The Department of Public Health shall administer the provisions of this division related to and associated with the manufacturing and testing of marijuana. The Department of Public Health shall have the authority to create, issue, and suspend or revoke manufacturing and testing licenses for violations of this division.

(b) The licensing authorities and the bureau shall have the authority to collect fees in connection with activities they regulate concerning marijuana. The bureau may create licenses in addition to those identified in this division that the bureau deems necessary to effectuate its duties under this division.

(c) Licensing authorities shall begin issuing licenses under this division by January 1, 2018.

26013.

(a) Licensing authorities shall make and prescribe reasonable rules and regulations as may be necessary to implement, administer and enforce their respective duties under this division in accordance with Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code. Such rules and regulations shall be consistent with the purposes and intent of the Control, Regulate and Tax Adult Use of Marijuana Act.

(b) Licensing authorities may prescribe, adopt, and enforce any emergency regulations as necessary to implement, administer and enforce their respective duties under this division. Any emergency regulation prescribed, adopted or enforced pursuant to this section shall be adopted in accordance with Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code, and, for purposes of that chapter, including Section 11349.6 of the Government Code, the adoption of the regulation is an emergency and shall be considered by the Office of Administrative Law as necessary for the immediate preservation of the public peace, health and safety, and general welfare.

(c) Regulations issued under this division shall be necessary to achieve the purposes of this division, based on best available evidence, and shall mandate only commercially feasible procedures, technology, or other requirements, and shall not unreasonably restrain or inhibit the development of alternative procedures or technology to achieve the same substantive requirements, nor shall such regulations make compliance unreasonably impracticable.

26014.

(a) The bureau shall convene an advisory committee to advise the bureau and licensing authorities on the development of standards and regulations pursuant to this division, including best practices and guidelines that protect public health and safety while ensuring a regulated environment for commercial marijuana activity that does not impose such unreasonably

impracticable barriers so as to perpetuate, rather than reduce and eliminate, the illicit market for marijuana.

(b) The advisory committee members shall include, but not be limited to, representatives of the marijuana industry, representatives of labor organizations, appropriate state and local agencies, public health experts, and other subject matter experts, including representatives from the Department of Alcoholic Beverage Control, with expertise in regulating commercial activity for adult-use intoxicating substances. The advisory committee members shall be determined by the director.

(c) Commencing on January 1, 2019, the advisory committee shall publish an annual public report describing its activities including, but not limited to, the recommendations the advisory committee made to the bureau and licensing authorities during the immediately preceding calendar year and whether those recommendations were implemented by the bureau or licensing authorities.

26015.

A licensing authority may make or cause to be made such investigation as it deems necessary to carry out its duties under this division.

26016.

For any hearing held pursuant to this division, except a hearing held under Chapter 4, a licensing authority may delegate the power to hear and decide to an administrative law judge. Any hearing before an administrative law judge shall be pursuant to the procedures, rules, and limitations prescribed in Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

26017.

In any hearing before a licensing authority pursuant to this division, the licensing authority may pay any person appearing as a witness at the hearing at the request of the licensing authority pursuant to a subpoena, his or her actual, necessary, and reasonable travel, food, and lodging expenses, not to exceed the amount authorized for state employees.

26018.

A licensing authority may on its own motion at any time before a penalty assessment is placed into effect, and without any further proceedings, review the penalty, but such review shall be limited to its reduction.

Chapter 3. Enforcement

26030.

Grounds for disciplinary action include:

(a) Failure to comply with the provisions of this division or any rule or regulation adopted pursuant to this division.

(b) Conduct that constitutes grounds for denial of licensure pursuant to Chapter 3 (commencing with Section 490) of Division 1.5.

(c) Any other grounds contained in regulations adopted by a licensing authority pursuant to this division.

(d) Failure to comply with any state law including, but not limited to, the payment of taxes as required under the Revenue and Taxation Code, except as provided for in this division or other California law.

(e) Knowing violations of any state or local law, ordinance, or regulation conferring worker protections or legal rights on the employees of a licensee.

(f) Failure to comply with the requirement of a local ordinance regulating commercial marijuana activity.

(g) The intentional and knowing sale of marijuana or marijuana products by a licensee to a person under the legal age to purchase or possess.

26031.

Each licensing authority may suspend or revoke licenses, after proper notice and hearing to the licensee, if the licensee is found to have committed any of the acts or omissions constituting grounds for disciplinary action. The disciplinary proceedings under this chapter shall be conducted in accordance with Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code, and the director of each licensing authority shall have all the powers granted therein.

26032.

Each licensing authority may take disciplinary action against a licensee for any violation of this division when the violation was committed by the licensee's agent or employee while acting on behalf of the licensee or engaged in commercial marijuana activity.

26033.

Upon suspension or revocation of a license, the licensing authority shall inform the bureau. The bureau shall then inform all other licensing authorities.

26034.

Accusations against licensees under this division shall be filed within the same time limits as specified in Section 19314 or as otherwise provided by law.

26035.

(a) The director shall designate the persons employed by the Department of Consumer Affairs for purposes of the administration and enforcement of this division. The director shall ensure that a sufficient number of employees are qualified peace officers for purposes of enforcing this division.

26036.

Nothing in this division shall be interpreted to supersede or limit state agencies from exercising their existing enforcement authority, including, but not limited to, under the Fish and Game Code, the Food and Agricultural Code, the Government Code, the Health and Safety Code, the Public Resources Code, the Water Code, or the application of those laws.

26037.

(a) The actions of a licensee, its employees, and its agents that are: (1) permitted under a license issued under this division and any applicable local ordinances; and (2) conducted in accordance

with the requirements of this division and regulations adopted pursuant to this division, are not unlawful under state law and shall not be an offense subject to arrest, prosecution, or other sanction under state law, or be subject to a civil fine or be a basis for seizure or forfeiture of assets under state law.

(b) The actions of a person who, in good faith, allows his or her property to be used by a licensee, its employees, and its agents, as permitted pursuant to a state license and any applicable local ordinances, are not unlawful under state law and shall not be an offense subject to arrest, prosecution, or other sanction under state law, or be subject to a civil fine or be a basis for seizure or forfeiture of assets under state law.

26038.

(a) A person engaging in commercial marijuana activity without a license required by this division shall be subject to civil penalties of up to three times the amount of the license fee for each violation, and the court may order the destruction of marijuana associated with that violation in accordance with Section 11479 of the Health and Safety Code. Each day of operation shall constitute a separate violation of this section. All civil penalties imposed and collected pursuant to this section by a licensing authority shall be deposited into the General Fund except as provided in subdivision (b).

(b) If an action for civil penalties is brought against a licensee pursuant to this division by the Attorney General on behalf of the people, the penalty collected shall be deposited into the General Fund. If the action is brought by a district attorney or county counsel, the penalty shall first be used to reimburse the district attorney or county counsel for the costs of bringing the action for civil penalties, with the remainder, if any, to be deposited into the General Fund. If the action is brought by a city attorney or city prosecutor, the penalty collected shall first be used to reimburse the city attorney or city prosecutor for the costs of bringing the action for civil penalties, with the remainder, if any, to be deposited into the General Fund.

(c) Notwithstanding subdivision (a), criminal penalties shall continue to apply to an unlicensed person engaging in commercial marijuana activity in violation of this division.

Chapter 4. Appeals

26040.

(a) There is established in state government a Marijuana Control Appeals Panel which shall consist of three members appointed by the Governor and subject to confirmation by a majority vote of all of the members elected to the Senate. Each member, at the time of his or her initial appointment, shall be a resident of a different county from the one in which either of the other members resides. Members of the panel shall receive an annual salary as provided for by Chapter 6 (commencing with Section 11550) of Part 1 of Division 3 of Title 2 of the Government Code.

(b) The members of the panel may be removed from office by the Governor, and the Legislature shall have the power, by a majority vote of all members elected to each house, to remove any member from office for dereliction of duty, corruption or incompetency.

(c) A concurrent resolution for the removal of any member of the panel may be introduced in the Legislature only if five Members of the Senate, or ten Members of the Assembly, join as authors.

26041.

All personnel of the panel shall be appointed, employed, directed, and controlled by the panel consistent with state civil service requirements. The director shall furnish the equipment, supplies, and housing necessary for the authorized activities of the panel and shall perform such other mechanics of administration as the panel and the director may agree upon.

26042.

The panel shall adopt procedures for appeals similar to the procedures used in Articles 3 and 4 in Chapter 1.5 in Division 9 of the Business and Professions Code. Such procedures shall be adopted in accordance with the Administrative Procedure Act (Government Code, Title 2, Division 3, section 11340 et seq.).

26043.

(a) When any person aggrieved thereby appeals from a decision of the bureau or any licensing authority ordering any penalty assessment, issuing, denying, transferring, conditioning, suspending or revoking any license provided for under this division, the panel shall review the decision subject to such limitations as may be imposed by the Legislature. In such cases, the panel shall not receive evidence in addition to that considered by the bureau or the licensing authority.

(b) Review by the panel of a decision of the bureau or a licensing authority shall be limited to the following questions:

(1) Whether the bureau or any licensing authority has proceeded without or in excess of its jurisdiction.

(2) Whether the bureau or any licensing authority has proceeded in the manner required by law.

(3) Whether the decision is supported by the findings.

(4) Whether the findings are supported by substantial evidence in the light of the whole record.

26044.

(a) In appeals where the panel finds that there is relevant evidence which, in the exercise of reasonable diligence, could not have been produced or which was improperly excluded at the hearing before the bureau or licensing authority, it may enter an order remanding the matter to the bureau or licensing authority for reconsideration in the light of such evidence.

(b) Except as provided in subdivision (a), in all appeals, the panel shall enter an order either affirming or reversing the decision of the bureau or licensing authority. When the order reverses the decision of the bureau or licensing authority, the board may direct the reconsideration of the matter in the light of its order and may direct the bureau or licensing authority to take such further action as is specially enjoined upon it by law, but the order shall not limit or control in any way the discretion vested by law in the bureau or licensing authority.

26045.

Orders of the panel shall be subject to judicial review under Section 1094.5 of the Code of Civil Procedure upon petition by the bureau or licensing authority or any party aggrieved by such order.

Chapter 5. Licensing

26050.

(a) *The license classification pursuant to this division shall, at a minimum, be as follows:*

- (1) *Type 1 = Cultivation; Specialty outdoor; Small.*
- (2) *Type 1A = Cultivation; Specialty indoor; Small.*
- (3) *Type 1B = Cultivation; Specialty mixed-light; Small.*
- (4) *Type 2 = Cultivation; Outdoor; Small.*
- (5) *Type 2A = Cultivation; Indoor; Small.*
- (6) *Type 2B = Cultivation; Mixed-light; Small.*
- (7) *Type 3 = Cultivation; Outdoor; Medium.*
- (8) *Type 3A = Cultivation; Indoor; Medium.*
- (9) *Type 3B = Cultivation; Mixed-light; Medium.*
- (10) *Type 4 = Cultivation; Nursery.*
- (11) *Type 5 = Cultivation; Outdoor; Large.*
- (12) *Type 5A = Cultivation; Indoor; Large.*
- (13) *Type 5B = Cultivation; Mixed-light; Large.*
- (14) *Type 6 = Manufacturer 1.*
- (15) *Type 7 = Manufacturer 2.*
- (16) *Type 8 = Testing.*
- (17) *Type 10 = Retailer.*
- (18) *Type 11 = Distributor.*
- (19) *Type 12 = Microbusiness.*

(b) *All licenses issued under this division shall bear a clear designation indicating that the license is for commercial marijuana activity as distinct from commercial medical cannabis activity licensed under Chapter 3.5 of Division 8. Examples of such a designation include, but are not limited to, "Type 1 – Nonmedical," or "Type 1NM."*

(c) *A license issued pursuant to this division shall be valid for 12 months from the date of issuance. The license may be renewed annually.*

(d) *Each licensing authority shall establish procedures for the issuance and renewal of licenses.*

(e) *Notwithstanding subdivision (c), a licensing authority may issue a temporary license for a period of less than 12 months. This subdivision shall cease to be operable on January 1, 2019.*

26051.

(a) *In determining whether to grant, deny, or renew a license authorized under this division, a licensing authority shall consider factors reasonably related to the determination, including, but not limited to, whether it is reasonably foreseeable that issuance, denial, or renewal of the license could:*

- (1) *allow unreasonable restraints on competition by creation or maintenance of unlawful monopoly power;*
- (2) *perpetuate the presence of an illegal market for marijuana or marijuana products in the state or out of the state;*
- (3) *encourage underage use or adult abuse of marijuana or marijuana products, or illegal diversion of marijuana or marijuana products out of the state;*
- (4) *result in an excessive concentration of licensees in a given city, county, or both;*

(5) present an unreasonable risk of minors being exposed to marijuana or marijuana products;
or

(6) result in violations of any environmental protection laws.

(b) A licensing authority may deny a license or renewal of a license based upon the considerations in subdivision (a).

(c) For purposes of this section, "excessive concentration" means when the premises for a retail license, microbusiness license, or a license issued under Section 26070.5 is located in an area where either of the following conditions exist:

(1) The ratio of a licensee to population in the census tract or census division in which the applicant premises are located exceeds the ratio of licensees to population in the county in which the applicant premises are located, unless denial of the application would unduly limit the development of the legal market so as to perpetuate the illegal market for marijuana or marijuana products.

(2) The ratio of retail licenses, microbusiness licenses, or licenses under Section 26070.5 to population in the census tract, division or jurisdiction exceeds that allowable by local ordinance adopted under Section 26200.

26052.

(a) No licensee shall perform any of the following acts, or permit any such acts to be performed by any employee, agent, or contractor of such licensee:

(1) Make any contract in restraint of trade in violation of Section 16600;

(2) Form a trust or other prohibited organization in restraint of trade in violation of Section 16720;

(3) Make a sale or contract for the sale of marijuana or marijuana products, or to fix a price charged therefor, or discount from, or rebate upon, such price, on the condition, agreement or understanding that the consumer or purchaser thereof shall not use or deal in the goods, merchandise, machinery, supplies, commodities, or services of a competitor or competitors of such seller, where the effect of such sale, contract, condition, agreement or understanding may be to substantially lessen competition or tend to create a monopoly in any line of trade or commerce;

(4) Sell any marijuana or marijuana products at less than cost for the purpose of injuring competitors, destroying competition, or misleading or deceiving purchasers or prospective purchasers;

(5) Discriminate between different sections, communities, or cities or portions thereof, or between different locations in such sections, communities, cities or portions thereof in this state, by selling or furnishing marijuana or marijuana products at a lower price in one section, community, or city or any portion thereof, or in one location in such section, community, or city or any portion thereof, than in another, for the purpose of injuring competitors or destroying competition; or

(6) Sell any marijuana or marijuana products at less than the cost thereof to such vendor, or to give away any article or product for the purpose of injuring competitors or destroying competition.

(b) Any person who, either as director, officer or agent of any firm or corporation, or as agent of any person, violates the provisions of this chapter, assists or aids, directly or indirectly, in such violation is responsible therefor equally with the person, firm or corporation for which such person acts.

- (c) A licensing authority may enforce this section by appropriate regulation.
- (d) Any person or trade association may bring an action to enjoin and restrain any violation of this section for the recovery of damages.

26053.

- (a) The bureau and licensing authorities may issue licenses under this division to persons or entities that hold licenses under Chapter 3.5 of Division 8.
- (b) Notwithstanding subdivision (a), a person or entity that holds a state testing license under this division or Chapter 3.5 of Division 8 is prohibited from licensure for any other activity, except testing, as authorized under this division.
- (c) Except as provided in subdivision (b), a person or entity may apply for and be issued more than one license under this division.

26054.

- (a) A licensee shall not also be licensed as a retailer of alcoholic beverages under Division 9 or of tobacco products.
- (b) No licensee under this division shall be located within a 600-foot radius of a school providing instruction in kindergarten or any grades 1 through 12, day care center, or youth center that is in existence at the time the license is issued, unless a licensing authority or a local jurisdiction specifies a different radius. The distance specified in this section shall be measured in the same manner as provided in paragraph (c) of Section 11362.768 of the Health and Safety Code unless otherwise provided by law.
- (c) It shall be lawful under state and local law, and shall not be a violation of state or local law, for a business engaged in the manufacture of marijuana accessories to possess, transport, purchase or otherwise obtain small amounts of marijuana or marijuana products as necessary to conduct research and development related to such marijuana accessories, provided such marijuana and marijuana products are obtained from a person or entity licensed under this division or Chapter 3.5 of Division 8 permitted to provide or deliver such marijuana or marijuana products.

26054.1

- (a) No licensing authority shall issue or renew a license to any person that cannot demonstrate continuous California residency from or before January 1, 2015. In the case of an applicant or licensee that is an entity, the entity shall not be considered a resident if any person controlling the entity cannot demonstrate continuous California residency from and before January 1, 2015.
- (b) Subdivision (a) shall cease to be operable on December 31, 2019 unless reenacted prior thereto by the Legislature.

26054.2

- (a) A licensing authority shall give priority in issuing licenses under this division to applicants that can demonstrate to the authority's satisfaction that the applicant operated in compliance with the Compassionate Use Act and its implementing laws before September 1, 2016, or currently operates in compliance with Chapter 3.5 of Division 8.
- (b) The bureau shall request that local jurisdictions identify for the bureau potential applicants for licensure based on the applicants' prior operation in the local jurisdiction in compliance with state law, including the Compassionate Use Act and its implementing laws, and any

applicable local laws. The bureau shall make the requested information available to licensing authorities.

(c) In addition to or in lieu of the information described in subdivision (b), an applicant may furnish other evidence to demonstrate operation in compliance with the Compassionate Use Act or Chapter 3.5 of Division 8. The bureau and licensing authorities may accept such evidence to demonstrate eligibility for the priority provided for in subdivision (a).

(d) This section shall cease to be operable on December 31, 2019 unless otherwise provided by law.

26055.

(a) Licensing authorities may issue state licenses only to qualified applicants.

(b) Revocation of a state license issued under this division shall terminate the ability of the licensee to operate within California until the licensing authority reinstates or reissues the state license.

(c) Separate licenses shall be issued for each of the premises of any licensee having more than one location, except as otherwise authorized by law or regulation.

(d) After issuance or transfer of a license, no licensee shall change or alter the premises in a manner which materially or substantially alters the premises, the usage of the premises, or the mode or character of business operation conducted from the premises, from the plan contained in the diagram on file with the application, unless and until prior written assent of the licensing authority or bureau has been obtained. For purposes of this section, material or substantial physical changes of the premises, or in the usage of the premises, shall include, but not be limited to, a substantial increase or decrease in the total area of the licensed premises previously diagrammed, or any other physical modification resulting in substantial change in the mode or character of business operation.

(e) Licensing authorities shall not approve an application for a state license under this division if approval of the state license will violate the provisions of any local ordinance or regulation adopted in accordance with Section 26200.

26056.

An applicant for any type of state license issued pursuant to this division shall comply with the same requirements as set forth in Section 19322 of Chapter 3.5 of Division 8 unless otherwise provided by law, including electronic submission of fingerprint images, and any other requirements imposed by law or a licensing authority, except as follows:

(a) notwithstanding paragraph (2) of subdivision (a) of Section 19322 of Chapter 3.5 of Division 8, an applicant need not provide documentation that the applicant has obtained a license, permit or other authorization to operate from the local jurisdiction in which the applicant seeks to operate;

(b) an application for a license under this division shall include evidence that the proposed location meets the restriction in subdivision (b) of Section 26054; and

(c) for applicants seeking licensure to cultivate, distribute, or manufacture nonmedical marijuana or marijuana products, the application shall also include a detailed description of the applicant's operating procedures for all of the following, as required by the licensing authority:

(1) Cultivation.

(2) Extraction and infusion methods.

(3) The transportation process.

(4) The inventory process.

(5) Quality control procedures.

(6) The source or sources of water the applicant will use for the licensed activities, including a certification that the applicant may use that water legally under state law.

(d) The applicant shall provide a complete detailed diagram of the proposed premises wherein the license privileges will be exercised, with sufficient particularity to enable ready determination of the bounds of the premises, showing all boundaries, dimensions, entrances and exits, interior partitions, walls, rooms, and common or shared entryways, and include a brief statement or description of the principal activity to be conducted therein, and, for licenses permitting cultivation, measurements of the planned canopy including aggregate square footage and individual square footage of separate cultivation areas, if any.

26056.5.

The bureau shall devise protocols that each licensing authority shall implement to ensure compliance with state laws and regulations related to environmental impacts, natural resource protection, water quality, water supply, hazardous materials, and pesticide use in accordance with regulations, including but not limited to, the California Environmental Quality Act (Public Resources Code, Section 21000, et seq.), the California Endangered Species Act (Fish and Game Code, Section 2800 et. seq.), lake or streambed alteration agreements (Fish and Game Code, Section 1600 et. seq.), the Clean Water Act, the Porter-Cologne Water Quality Control Act, timber production zones, wastewater discharge requirements, and any permit or right necessary to divert water.

26057.

(a) The licensing authority shall deny an application if either the applicant, or the premises for which a state license is applied, do not qualify for licensure under this division.

(b) The licensing authority may deny the application for licensure or renewal of a state license if any of the following conditions apply:

(1) Failure to comply with the provisions of this division, any rule or regulation adopted pursuant to this division, or any requirement imposed to protect natural resources, including, but not limited to, protections for instream flow and water quality.

(2) Conduct that constitutes grounds for denial of licensure under Chapter 2 of Division 1.5, except as otherwise specified in this section and Section 26059.

(3) Failure to provide information required by the licensing authority.

(4) The applicant or licensee has been convicted of an offense that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made, except that if the licensing authority determines that the applicant or licensee is otherwise suitable to be issued a license, and granting the license would not compromise public safety, the licensing authority shall conduct a thorough review of the nature of the crime, conviction, circumstances, and evidence of rehabilitation of the applicant, and shall evaluate the suitability of the applicant or licensee to be issued a license based on the evidence found through the review. In determining which offenses are substantially related to the qualifications, functions, or duties of the business or profession for which the application is made, the licensing authority shall include, but not be limited to, the following:

(A) A violent felony conviction, as specified in subdivision (c) of Section 667.5 of the Penal Code.

(B) *A serious felony conviction, as specified in subdivision (c) of Section 1192.7 of the Penal Code.*

(C) *A felony conviction involving fraud, deceit, or embezzlement.*

(D) *A felony conviction for hiring, employing, or using a minor in transporting, carrying, selling, giving away, preparing for sale, or peddling, any controlled substance to a minor; or selling, offering to sell, furnishing, offering to furnish, administering, or giving any controlled substance to a minor.*

(E) *A felony conviction for drug trafficking with enhancements pursuant to Sections 11370.4 or 11379.8.*

(5) *Except as provided in subparagraphs (D) and (E) of paragraph (4) and notwithstanding Chapter 2 of Division 1.5, a prior conviction, where the sentence, including any term of probation, incarceration, or supervised release, is completed, for possession of, possession for sale, sale, manufacture, transportation, or cultivation of a controlled substance is not considered substantially related, and shall not be the sole ground for denial of a license. Conviction for any controlled substance felony subsequent to licensure shall be grounds for revocation of a license or denial of the renewal of a license.*

(6) *The applicant, or any of its officers, directors, or owners, has been subject to fines or penalties for cultivation or production of a controlled substance on public or private lands pursuant to Sections 12025 or 12025.1 of the Fish and Game Code.*

(7) *The applicant, or any of its officers, directors, or owners, has been sanctioned by a licensing authority or a city, county, or city and county for unauthorized commercial marijuana activities or commercial medical cannabis activities, has had a license revoked under this division or Chapter 3.5 of Division 8 in the three years immediately preceding the date the application is filed with the licensing authority, or has been sanctioned under Sections 12025 or 12025.1 of the Fish and Game Code.*

(8) *Failure to obtain and maintain a valid seller's permit required pursuant to Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code.*

(9) *Any other condition specified in law.*

26058.

Upon the denial of any application for a license, the licensing authority shall notify the applicant in writing.

26059.

An applicant shall not be denied a state license if the denial is based solely on any of the following:

(a) *A conviction or act that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made for which the applicant or licensee has obtained a certificate of rehabilitation pursuant to Chapter 3.5 (commencing with Section 4852.01) of Title 6 of Part 3 of the Penal Code.*

(b) *A conviction that was subsequently dismissed pursuant to Sections 1203.4, 1203.4a, or 1203.41 of the Penal Code or any other provision allowing for dismissal of a conviction.*

Chapter 6. Licensed Cultivation Sites

26060.

(a) Regulations issued by the Department of Food and Agriculture governing the licensing of indoor, outdoor, and mixed-light cultivation sites shall apply to licensed cultivators under this division.

(b) Standards developed by the Department of Pesticide Regulation, in consultation with the Department of Food and Agriculture, for the use of pesticides in cultivation, and maximum tolerances for pesticides and other foreign object residue in harvested cannabis shall apply to licensed cultivators under this division.

(c) The Department of Food and Agriculture shall include conditions in each license requested by the Department of Fish and Wildlife and the State Water Resources Control Board to ensure that individual and cumulative effects of water diversion and discharge associated with cultivation do not affect the instream flows needed for fish spawning, migration, and rearing, and the flows needed to maintain natural flow variability, and to otherwise protect fish, wildlife, fish and wildlife habitat, and water quality.

(d) The regulations promulgated by the Department of Food and Agriculture under this division shall, at a minimum, address in relation to commercial marijuana activity, the same matters described in subdivision (e) of Section 19332 of Chapter 3.5 of Division 8.

(e) The Department of Pesticide Regulation, in consultation with the State Water Resources Control Board, shall promulgate regulations that require that the application of pesticides or other pest control in connection with the indoor, outdoor, or mixed light cultivation of marijuana meets standards equivalent to Division 6 (commencing with Section 11401) of the Food and Agricultural Code and its implementing regulations.

26061.

(a) The state cultivator license types to be issued by the Department of Food and Agriculture under this division shall include Type 1, Type 1A, Type 1B, Type 2, Type 2A, Type 2B, Type 3, Type 3A, Type 3B, Type 4, and Type 5, Type 5A, and Type 5B unless otherwise provided by law.

(b) Except as otherwise provided by law, Type 1, Type 1A, Type 1B, Type 2, Type 2A, Type 2B, Type 3, Type 3A, Type 3B and Type 4 licenses shall provide for the cultivation of marijuana in the same amount as the equivalent license type for cultivation of medical cannabis as specified in subdivision (g) of Section 19332 of Chapter 3.5 of Division 8.

(c) Except as otherwise provided by law:

(1) Type 5, or "outdoor," means for outdoor cultivation using no artificial lighting greater than one acre, inclusive, of total canopy size on one premises.

(2) Type 5A, or "indoor," means for indoor cultivation using exclusively artificial lighting greater than 22,000 square feet, inclusive, of total canopy size on one premises.

(3) Type 5B, or "mixed-light," means for cultivation using a combination of natural and supplemental artificial lighting at a maximum threshold to be determined by the licensing authority, greater than 22,000 square feet, inclusive, of total canopy size on one premises.

(d) No Type 5, Type 5A, or Type 5B cultivation licenses may be issued before January 1, 2023.

(e) Commencing on January 1, 2023, A Type 5, Type 5A, or Type 5B licensee may apply for and hold a Type 6 or Type 7 license and apply for and hold Type 10 license. A Type 5, Type 5A, or Type 5B licensee shall not eligible to apply for or hold a Type 8, Type 11, or Type 12 license.

26062.

The Department of Food and Agriculture, in conjunction with the bureau, shall establish a certified organic designation and organic certification program for marijuana and marijuana products in the same manner as provided in Section 19332.5 of Chapter 3.5 of Division 8.

26063.

(a) The bureau shall establish standards for recognition of a particular appellation of origin applicable to marijuana grown or cultivated in a certain geographical area in California.

(b) Marijuana shall not be marketed, labeled, or sold as grown in a California county when the marijuana was not grown in that county.

(c) The name of a California county shall not be used in the labeling, marketing, or packaging of marijuana products unless the marijuana contained in the product was grown in that county.

26064.

Each licensed cultivator shall ensure that the licensed premises do not pose an unreasonable risk of fire or combustion. Each cultivator shall ensure that all lighting, wiring, electrical and mechanical devices, or other relevant property is carefully maintained to avoid unreasonable or dangerous risk to the property or others.

26065.

An employee engaged in the cultivation of marijuana under this division shall be subject to Wage Order No. 4-2001 of the Industrial Welfare Commission.

26066.

Indoor and outdoor marijuana cultivation by persons and entities licensed under this division shall be conducted in accordance with state and local laws related to land conversion, grading, electricity usage, water usage, water quality, woodland and riparian habitat protection, agricultural discharges, and similar matters. State agencies, including, but not limited to, the Board of Forestry and Fire Protection, the Department of Fish and Wildlife, the State Water Resources Control Board, the California regional water quality control boards, and traditional state law enforcement agencies, shall address environmental impacts of marijuana cultivation and shall coordinate when appropriate with cities and counties and their law enforcement agencies in enforcement efforts.

26067.

(a) The Department of Food and Agriculture shall establish a Marijuana Cultivation Program to be administered by the secretary. The secretary shall administer this section as it pertains to the cultivation of marijuana. For purposes of this division, marijuana is an agricultural product.

(b) A person or entity shall not cultivate marijuana without first obtaining a state license issued by the department pursuant to this section.

(c)(1) The department, in consultation with, but not limited to, the bureau, the State Water Resources Control Board, and the Department of Fish and Wildlife, shall implement a unique identification program for marijuana. In implementing the program, the department shall consider issues including, but not limited to, water use and environmental impacts. In implementing the program, the department shall ensure that:

- (A) Individual and cumulative effects of water diversion and discharge associated with cultivation do not affect the instream flows needed for fish spawning, migration, and rearing, and the flows needed to maintain natural flow variability. If a watershed cannot support additional cultivation, no new plant identifiers will be issued for that watershed.
- (B) Cultivation will not negatively impact springs, riparian wetlands and aquatic habitats.
- (2) The department shall establish a program for the identification of permitted marijuana plants at a cultivation site during the cultivation period. A unique identifier shall be issued for each marijuana plant. The department shall ensure that unique identifiers are issued as quickly as possible to ensure the implementation of this division. The unique identifier shall be attached at the base of each plant or as otherwise required by law or regulation.
- (A) Unique identifiers will only be issued to those persons appropriately licensed by this section.
- (B) Information associated with the assigned unique identifier and licensee shall be included in the trace and track program specified in Section 26170.
- (C) The department may charge a fee to cover the reasonable costs of issuing the unique identifier and monitoring, tracking, and inspecting each marijuana plant.
- (D) The department may promulgate regulations to implement this section.
- (3) The department shall take adequate steps to establish protections against fraudulent unique identifiers and limit illegal diversion of unique identifiers to unlicensed persons.
- (d) Unique identifiers and associated identifying information administered by local jurisdictions shall adhere to the requirements set by the department and be the equivalent to those administered by the department.
- (e) (1) This section does not apply to the cultivation of marijuana in accordance with Section 11362.1 of the Health and Safety Code or the Compassionate Use Act.
- (2) Subdivision (b) of this section does not apply to persons or entities licensed under either paragraph (3) of subdivision (a) of Section 26070 or subdivision (b) of Section 26070.5.
- (f) "Department" for purposes of this section means the Department of Food and Agriculture.

Chapter 7. Retailers and Distributors

26070. Retailers and Distributors

- (a) State licenses to be issued by the Department of Consumer Affairs are as follows:
- (1) "Retailer," for the retail sale and delivery of marijuana or marijuana products to customers.
- (2) "Distributor," for the distribution of marijuana and marijuana products. A distributor licensee shall be bonded and insured at a minimum level established by the licensing authority.
- (3) "Microbusiness," for the cultivation of marijuana on an area less than 10,000 square feet and to act as a licensed distributor, Level 1 manufacturer, and retailer under this division, provided such licensee complies with all requirements imposed by this division on licensed cultivators, distributors, Level 1 manufacturers, and retailers to the extent the licensee engages in such activities. Microbusiness licenses that authorize cultivation of marijuana shall include conditions requested by the Department of Fish and Wildlife and the State Water Resources Control Board to ensure that individual and cumulative effects of water diversion and discharge associated with cultivation do not affect the instream flows needed for fish spawning, migration, and rearing, and the flow needed to maintain flow variability, and otherwise protect fish, wildlife, fish and wildlife habitat, and water quality.
- (b) The bureau shall establish minimum security and transportation safety requirements for the commercial distribution and delivery of marijuana and marijuana products. The transportation

safety standards established by the bureau shall include, but not be limited to, minimum standards governing the types of vehicles in which marijuana and marijuana products may be distributed and delivered and minimum qualifications for persons eligible to operate such vehicles.

(c) Licensed retailers and microbusinesses, and licensed nonprofits under Section 26070.5, shall implement security measures reasonably designed to prevent unauthorized entrance into areas containing marijuana or marijuana products and theft of marijuana or marijuana products from the premises. These security measures shall include, but not be limited to, all of the following:

(1) Prohibiting individuals from remaining on the licensee's premises if they are not engaging in activity expressly related to the operations of the dispensary.

(2) Establishing limited access areas accessible only to authorized personnel.

(3) Other than limited amounts of marijuana used for display purposes, samples, or immediate sale, storing all finished marijuana and marijuana products in a secured and locked room, safe, or vault, and in a manner reasonably designed to prevent diversion, theft, and loss.

26070.5

(a) The bureau shall, by January 1, 2018, investigate the feasibility of creating one or more classifications of nonprofit licenses under this section. The feasibility determination shall be made in consultation with the relevant licensing agencies and representatives of local jurisdictions which issue temporary licenses pursuant to subdivision (b).

The bureau shall consider factors including, but not limited to, the following:

(1) Should nonprofit licensees be exempted from any or all state taxes, licensing fees and regulatory provisions applicable to other licenses in this division?

(2) Should funding incentives be created to encourage others licensed under this division to provide professional services at reduced or no cost to nonprofit licensees?

(3) Should nonprofit licenses be limited to, or prioritize those, entities previously operating on a not-for-profit basis primarily providing whole-plant marijuana and marijuana products and a diversity of marijuana strains and seed stock to low income persons?

(b) Any local jurisdiction may issue temporary local licenses to nonprofit entities primarily providing whole-plant marijuana and marijuana products and a diversity of marijuana strains and seed stock to low income persons so long as the local jurisdiction:

(1) confirms the license applicant's status as a nonprofit entity registered with the California Attorney General's Registry of Charitable Trusts and that the applicant is in good standing with all state requirements governing nonprofit entities;

(2) licenses and regulates any such entity to protect public health and safety, and so as to require compliance with all environmental requirements in this division;

(3) provides notice to the bureau of any such local licenses issued, including the name and location of any such licensed entity and all local regulations governing the licensed entity's operation, and;

(4) certifies to the bureau that any such licensed entity will not generate annual gross revenues in excess of two million dollars (\$2,000,000).

(c) Temporary local licenses authorized under subdivision (b) shall expire after twelve months unless renewed by the local jurisdiction.

(d) The bureau may impose reasonable additional requirements on the local licenses authorized under subdivision (b).

(e) (1) No new temporary local licenses shall be issued pursuant to this section after the date the bureau determines that creation of nonprofit licenses under this division is not feasible, or if the bureau determines such licenses are feasible, after the date a licensing agency commences issuing state nonprofit licenses.

(2) If the bureau determines such licenses are feasible, no temporary license issued under subdivision (b) shall be renewed or extended after the date on which a licensing agency commences issuing state nonprofit licenses.

(3) If the bureau determines that creation of nonprofit licenses under this division is not feasible, the bureau shall provide notice of this determination to all local jurisdictions that have issued temporary licenses under subdivision (b). The bureau may, in its discretion, permit any such local jurisdiction to renew or extend on an annual basis any temporary license previously issued under subdivision (b).

Chapter 8. Distribution and Transport

26080.

(a) This division shall not be construed to authorize or permit a licensee to transport or distribute, or cause to be transported or distributed, marijuana or marijuana products outside the state, unless authorized by federal law.

(b) A local jurisdiction shall not prevent transportation of marijuana or marijuana products on public roads by a licensee transporting marijuana or marijuana products in compliance with this division.

Chapter 9. Delivery

26090.

(a) Deliveries, as defined in this division, may only be made by a licensed retailer or microbusiness, or a licensed nonprofit under Section 26070.5.

(b) A customer requesting delivery shall maintain a physical or electronic copy of the delivery request and shall make it available upon request by the licensing authority and law enforcement officers.

(c) A local jurisdiction shall not prevent delivery of marijuana or marijuana products on public roads by a licensee acting in compliance with this division and local law as adopted under Section 26200.

Chapter 10. Manufacturers and Testing Laboratories

26100.

The Department of Public Health shall promulgate regulations governing the licensing of marijuana manufacturers and testing laboratories. Licenses to be issued are as follows:

(a) "Manufacturing Level 1," for sites that manufacture marijuana products using nonvolatile solvents, or no solvents.

(b) "Manufacturing Level 2," for sites that manufacture marijuana products using volatile solvents.

(c) "Testing," for testing of marijuana and marijuana products. Testing licensees shall have their facilities or devices licensed according to regulations set forth by the Department. A testing

licensee shall not hold a license in another license category of this division and shall not own or have ownership interest in a non-testing facility licensed pursuant to this division.

(d) For purposes of this section, "volatile solvents" shall have the same meaning as in subdivision (d) of Section 11362.2 of the Health and Safety Code unless otherwise provided by law or regulation.

26101.

(a) Except as otherwise provided by law, no marijuana or marijuana products may be sold pursuant to a license provided for under this division unless a representative sample of such marijuana or marijuana product has been tested by a certified testing service to determine:

(1) Whether the chemical profile of the sample conforms to the labeled content of compounds, including, but not limited to, all of the following:

(A) Tetrahydrocannabinol (THC).

(B) Tetrahydrocannabinolic Acid (THCA).

(C) Cannabidiol (CBD).

(D) Cannabidiolic Acid (CBDA).

(E) The terpenes described in the most current version of the cannabis inflorescence monograph published by the American Herbal Pharmacopoeia.

(F) Cannabigerol (CBG).

(G) Cannabinol (CBN).

(2) That the presence of contaminants does not exceed the levels in the most current version of the American Herbal Pharmacopoeia monograph. For purposes of this paragraph, contaminants includes, but is not limited to, all of the following:

(A) Residual solvent or processing chemicals, including explosive gases, such as Butane, propane, O₂ or H₂, and poisons, toxins, or carcinogens, such as Methanol, Iso-propyl Alcohol, Methylene Chloride, Acetone, Benzene, Toluene, and Tri-chloro-ethylene.

(B) Foreign material, including, but not limited to, hair, insects, or similar or related adulterant.

(C) Microbiological impurity, including total aerobic microbial count, total yeast mold count, *P. aeruginosa*, *aspergillus spp.*, *s. aureus*, aflatoxin B1, B2, G1, or G2, or ochratoxin A.

(b) Residual levels of volatile organic compounds shall satisfy standards of the cannabis inflorescence monograph set by the United States Pharmacopeia (U.S.P. Chapter 467).

(c) The testing required by paragraph (a) shall be performed in a manner consistent with general requirements for the competence of testing and calibrations activities, including sampling, using standard methods established by the International Organization for Standardization, specifically ISO/IEC 17020 and ISO/IEC 17025 to test marijuana and marijuana products that are approved by an accrediting body that is a signatory to the International Laboratory Accreditation Cooperation Mutual Recognition Agreement.

(d) Any pre-sale inspection, testing transfer, or transportation of marijuana products pursuant to this section shall conform to a specified chain of custody protocol and any other requirements imposed under this division.

26102.

A licensed testing service shall not handle, test, or analyze marijuana or marijuana products unless the licensed testing laboratory meets the requirements of Section 19343 in Chapter 3.5 of Division 8 or unless otherwise provided by law.

26103.

A licensed testing service shall issue a certificate of analysis for each lot, with supporting data, to report the same information required in Section 19344 in Chapter 3.5 of Division 8 or unless otherwise provided by law.

26104.

(a) A licensed testing service shall, in performing activities concerning marijuana and marijuana products, comply with the requirements and restrictions set forth in applicable law and regulations.

(b) The Department of Public Health shall develop procedures to:

(1) ensure that testing of marijuana and marijuana products occurs prior to distribution to retailers, microbusinesses, or nonprofits licensed under Section 26070.5;

(2) specify how often licensees shall test marijuana and marijuana products, and that the cost of testing marijuana shall be borne by the licensed cultivators and the cost of testing marijuana products shall be borne by the licensed manufacturer, and that the costs of testing marijuana and marijuana products shall be borne a nonprofit licensed under Section 26070.5; and

(3) require destruction of harvested batches whose testing samples indicate noncompliance with health and safety standards promulgated by the Department of Public Health, unless remedial measures can bring the marijuana or marijuana products into compliance with quality assurance standards as promulgated by the Department of Public Health.

26105.

Manufacturing Level 2 licensees shall enact sufficient methods or procedures to capture or otherwise limit risk of explosion, combustion, or any other unreasonably dangerous risk to public safety created by volatile solvents. The Department of Public Health shall establish minimum standards concerning such methods and procedures for Level 2 licensees.

26106.

Standards for the production and labeling of all marijuana products developed by the Department of Public Health shall apply to licensed manufacturers and microbusinesses, and nonprofits licensed under Section 26070.5 unless otherwise specified by the Department of Public Health.

Chapter 11. Quality Assurance, Inspection, and Testing

26110.

(a) All marijuana and marijuana products shall be subject to quality assurance, inspection, and testing.

(b) All marijuana and marijuana products shall undergo quality assurance, inspection, and testing in the same manner as provided in Section 19326 in Chapter 3.5 of Division 8 except as otherwise provided in this division or by law.

Chapter 12. Packaging and Labeling

26120.

(a) Prior to delivery or sale at a retailer, marijuana and marijuana products shall be labeled and placed in a resealable, child resistant package.

(b) Packages and labels shall not be made to be attractive to children.

(c) All marijuana and marijuana product labels and inserts shall include the following information prominently displayed in a clear and legible fashion in accordance with the requirements, including font size, prescribed by the bureau or the Department of Public Health: ~~not less than 8 point font:~~

(1) Manufacture date and source.

(2) The following statements, in bold print:

(A) For marijuana: "**GOVERNMENT WARNING: THIS PACKAGE CONTAINS MARIJUANA, A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. MARIJUANA MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. MARIJUANA USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF MARIJUANA IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION.**"

(B) For marijuana products: "**GOVERNMENT WARNING: THIS PRODUCT CONTAINS MARIJUANA, A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. MARIJUANA PRODUCTS MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. THE INTOXICATING EFFECTS OF MARIJUANA PRODUCTS MAY BE DELAYED UP TO TWO HOURS. MARIJUANA USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF MARIJUANA PRODUCTS IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION.**"

(3) For packages containing only dried flower, the net weight of marijuana in the package.

(4) Identification of the source and date of cultivation, the type of marijuana or marijuana product and the date of manufacturing and packaging.

(5) The appellation of origin, if any.

(6) List of pharmacologically active ingredients, including, but not limited to, tetrahydrocannabinol (THC), cannabidiol (CBD), and other cannabinoid content, the THC and other cannabinoid amount in milligrams per serving, servings per package, and the THC and other cannabinoid amount in milligrams for the package total, and the potency of the marijuana or marijuana product by reference to the amount of tetrahydrocannabinol and cannabidiol in each serving.

(7) For marijuana products, a list of all ingredients and disclosure of nutritional information in the same manner as the federal nutritional labeling requirements in 21 C.F.R. section 101.9.

(8) A list of any solvents, nonorganic pesticides, herbicides, and fertilizers that were used in the cultivation, production, and manufacture of such marijuana or marijuana product.

(9) A warning if nuts or other known allergens are used.

(10) Information associated with the unique identifier issued by the Department of Food and Agriculture.

(11) Any other requirement set by the bureau or the Department of Public Health.

(d) Only generic food names may be used to describe the ingredients in edible marijuana products.

(e) In the event the bureau determines that marijuana is no longer a schedule I controlled substance under federal law, the label prescribed in subdivision (c) shall no longer require a statement that marijuana is a schedule I controlled substance.

Chapter 13. Marijuana Products

26130.

(a) Marijuana products shall be:

(1) Not designed to be appealing to children or easily confused with commercially sold candy or foods that do not contain marijuana.

(2) Produced and sold with a standardized dosage of cannabinoids not to exceed ten (10) milligrams tetrahydrocannabinol per serving.

(3) Delineated or scored into standardized serving sizes if the marijuana product contains more than one serving and is an edible marijuana product in solid form.

(4) Homogenized to ensure uniform disbursement of cannabinoids throughout the product.

(5) Manufactured and sold under sanitation standards established by the Department of Public Health, in consultation with the bureau, for preparation, storage, handling and sale of food products.

(6) Provided to customers with sufficient information to enable the informed consumption of such product, including the potential effects of the marijuana product and directions as to how to consume the marijuana product, as necessary.

(b) Marijuana, including concentrated cannabis, included in a marijuana product manufactured in compliance with law is not considered an adulterant under state law.

Chapter 14. Protection of Minors

26140.

(a) No licensee shall:

(1) Sell marijuana or marijuana products to persons under 21 years of age.

(2) Allow any person under 21 years of age on its premises.

(3) Employ or retain persons under 21 years of age.

(4) Sell or transfer marijuana or marijuana products unless the person to whom the marijuana or marijuana product is to be sold first presents documentation which reasonably appears to be a valid government-issued identification card showing that the person is 21 years of age or older.

(b) Persons under 21 years of age may be used by peace officers in the enforcement of this division and to apprehend licensees, or employees or agents of licensees, or other persons who sell or furnish marijuana to minors. Notwithstanding any provision of law, any person under 21 years of age who purchases or attempts to purchase any marijuana while under the direction of a peace officer is immune from prosecution for that purchase or attempt to purchase marijuana. Guidelines with respect to the use of persons under 21 years of age as decoys shall be adopted and published by the bureau in accordance with the rulemaking portion of the Administrative Procedure Act (Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code).

(c) Notwithstanding subdivision (a), a licensee that is also a dispensary licensed under Chapter 3.5 of Division 8 may:

(1) Allow on the premises any person 18 years of age or older who possesses a valid identification card under Section 11362.71 of the Health and Safety Code and a valid government-issued identification card;

(2) Sell marijuana, marijuana products, and marijuana accessories to a person 18 years of age or older who possesses a valid identification card under Section 11362.71 of the Health and Safety Code and a valid government-issued identification card.

Chapter 15. Advertising and Marketing Restrictions

26150.

For purposes of this chapter:

(a) "Advertise" means the publication or dissemination of an advertisement.

(b) "Advertisement" includes any written or verbal statement, illustration, or depiction which is calculated to induce sales of marijuana or marijuana products, including any written, printed, graphic, or other material, billboard, sign, or other outdoor display, public transit card, other periodical literature, publication, or in a radio or television broadcast, or in any other media; except that such term shall not include:

(1) Any label affixed to any marijuana or marijuana products, or any individual covering, carton, or other wrapper of such container that constitutes a part of the labeling under provisions of this division.

(2) Any editorial or other reading material (e.g., news release) in any periodical or publication or newspaper for the publication of which no money or valuable consideration is paid or promised, directly or indirectly, by any licensee, and which is not written by or at the direction of the licensee.

(c) "Advertising sign" is any sign, poster, display, billboard, or any other stationary or permanently-affixed advertisement promoting the sale of marijuana or marijuana products which are not cultivated, manufactured, distributed, or sold on the same lot.

(d) "Health-related statement" means any statement related to health, and includes statements of a curative or therapeutic nature that, expressly or by implication, suggest a relationship between the consumption of marijuana or marijuana products and health benefits, or effects on health.

(e) "Market" or "Marketing" means any act or process of promoting or selling marijuana or marijuana products, including but not limited to, sponsorship of sporting events, point of sale advertising, development of products specifically designed to appeal to certain demographics, etc.

26151.

(a) All advertisements and marketing shall accurately and legibly identify the licensee responsible for its content.

(b) Any advertising or marketing placed in broadcast, cable, radio, print and digital communications shall only be displayed where at least 71.6 percent of the audience is reasonably expected to be 21 years of age or older, as determined by reliable, up-to-date audience composition data.

(c) Any advertising or marketing involving direct, individualized communication or dialogue controlled by the licensee shall utilize a method of age affirmation to verify that the recipient is 21 years of age or older prior to engaging in such communication or dialogue controlled by the licensee. For purposes of this section, such method of age affirmation may include user confirmation, birth date disclosure, or other similar registration method.

(d) All advertising shall be truthful and appropriately substantiated.

26152.

No licensee shall:

(a) Advertise or market in a manner that is false or untrue in any material particular, or that, irrespective of falsity, directly, or by ambiguity, omission, or inference, or by the addition of irrelevant, scientific or technical matter tends to create a misleading impression;

(b) Publish or disseminate advertising or marketing containing any statement concerning a brand or product that is inconsistent with any statement on the labeling thereof;

(c) Publish or disseminate advertising or marketing containing any statement, design, device, or representation which tends to create the impression that the marijuana originated in a particular place or region, unless the label of the advertised product bears an appellation of origin, and such appellation of origin appears in the advertisement;

(d) Advertise or market on a billboard or similar advertising device located on an Interstate Highway or State Highway which crosses the border of any other state;

(e) Advertise or market marijuana or marijuana products in a manner intended to encourage persons under the age of 21 years to consume marijuana or marijuana products;

(f) Publish or disseminate advertising or marketing containing symbols, language, music, gestures, cartoon characters or other content elements known to appeal primarily to persons below the legal age of consumption; or

(g) Advertise or market marijuana or marijuana products on an advertising sign within 1,000 feet of a day care center, school providing instruction in kindergarten or any grades 1 through 12, playground, or youth center.

26153.

No licensee shall give away any amount of marijuana or marijuana products, or any marijuana accessories, as part of a business promotion or other commercial activity.

26154.

No licensee shall publish or disseminate advertising or marketing containing any health-related statement that is untrue in any particular manner or tends to create a misleading impression as to the effects on health of marijuana consumption.

26155.

(a) The provisions of subsection (g) of section 26152 shall not apply to the placement of advertising signs inside a licensed premises and which are not visible by normal unaided vision from a public place, provided that such advertising signs do not advertise marijuana or marijuana products in a manner intended to encourage persons under the age of 21 years to consume marijuana or marijuana products.

(b) This chapter does not apply to any noncommercial speech.

Chapter 16. Records

26160.

- (a) *A licensee shall keep accurate records of commercial marijuana activity.*
- (b) *All records related to commercial marijuana activity as defined by the licensing authorities shall be maintained for a minimum of seven years.*
- (c) *The bureau may examine the books and records of a licensee and inspect the premises of a licensee as the licensing authority, or a state or local agency, deems necessary to perform its duties under this division. All inspections shall be conducted during standard business hours of the licensed facility or at any other reasonable time.*
- (d) *Licensees shall keep records identified by the licensing authorities on the premises of the location licensed. The licensing authorities may make any examination of the records of any licensee. Licensees shall also provide and deliver copies of documents to the licensing agency upon request.*
- (e) *A licensee, or its agent or employee, that refuses, impedes, obstructs, or interferes with an inspection of the premises or records of the licensee pursuant to this section, has engaged in a violation of this division.*
- (f) *If a licensee, or an agent or employee of a licensee, fails to maintain or provide the records required pursuant to this section, the licensee shall be subject to a citation and fine of up to thirty thousand dollars (\$30,000) per individual violation.*

26161.

- (a) *Every sale or transport of marijuana or marijuana products from one licensee to another licensee must be recorded on a sales invoice or receipt. Sales invoices and receipts may be maintained electronically and must be filed in such manner as to be readily accessible for examination by employees of the bureau or Board of Equalization and shall not be commingled with invoices covering other commodities.*
- (b) *Each sales invoice required by subdivision (a) shall include the name and address of the seller and shall include the following information:*
 - (1) *Name and address of the purchaser.*
 - (2) *Date of sale and invoice number.*
 - (3) *Kind, quantity, size, and capacity of packages of marijuana or marijuana products sold.*
 - (4) *The cost to the purchaser, together with any discount applied to the price as shown on the invoice.*
 - (5) *The place from which transport of the marijuana or marijuana product was made unless transport was made from the premises of the licensee.*
 - (6) *Any other information specified by the bureau or the licensing authority.*

Chapter 17. Track and Trace System

26170.

- (a) *The Department of Food and Agriculture, in consultation with the bureau and the State Board of Equalization, shall expand the track and trace program provided for under Article 7.5 to include the reporting of the movement of marijuana and marijuana products throughout the distribution chain and provide, at a minimum, the same level of information for marijuana and marijuana products as required to be reported for medical cannabis and medical cannabis*

products, and in addition, the amount of the cultivation tax due pursuant to Part 14.5 of the Revenue and Taxation Code. The expanded track and trace program shall include an electronic seed to sale software tracking system with data points for the different stages of commercial activity including, but not limited to, cultivation, harvest, processing, distribution, inventory, and sale.

(b) The Department, in consultation with the bureau, shall ensure that licensees under this division are allowed to use third-party applications, programs and information technology systems to comply with the requirements of the expanded track and trace program described in subdivision (a) to report the movement of marijuana and marijuana products throughout the distribution chain and communicate such information to licensing agencies as required by law.

(c) Any software, database or other information technology system utilized by the Department to implement the expanded track and trace program shall support interoperability with third-party cannabis business software applications and allow all licensee-facing system activities to be performed through a secure application programming interface (API) or comparable technology which is well documented, bi-directional, and accessible to any third-party application that has been validated and has appropriate credentials. The API or comparable technology shall have version control and provide adequate notice of updates to third-party applications. The system should provide a test environment for third-party applications to access that mirrors the production environment.

Chapter 18. License Fees

26180.

Each licensing authority shall establish a scale of application, licensing, and renewal fees, based upon the cost of enforcing this division, as follows:

(a) Each licensing authority shall charge each licensee a licensure and renewal fee, as applicable. The licensure and renewal fee shall be calculated to cover the costs of administering this division. The licensure fee may vary depending upon the varying costs associated with administering the various regulatory requirements of this division as they relate to the nature and scope of the different licensure activities, including, but not limited to, the track and trace program required pursuant to Section 26170, but shall not exceed the reasonable regulatory costs to the licensing authority.

(b) The total fees assessed pursuant to this division shall be set at an amount that will fairly and proportionately generate sufficient total revenue to fully cover the total costs of administering this division.

(c) All license fees shall be set on a scaled basis by the licensing authority, dependent on the size of the business.

(d) The licensing authority shall deposit all fees collected in a fee account specific to that licensing authority, to be established in the Marijuana Control Fund. Moneys in the licensing authority fee accounts shall be used, upon appropriation by the Legislature, by the designated licensing authority for the administration of this division.

26181.

The State Water Resources Control Board, the Department of Fish and Wildlife, and other agencies may establish fees to cover the costs of their marijuana regulatory programs.

Chapter 19. Annual Reports; Performance Audit

26190.

Beginning on March 1, 2020, and on or before March 1 of each year thereafter, each licensing authority shall prepare and submit to the Legislature an annual report on the authority's activities concerning commercial marijuana activities and post the report on the authority's website. The report shall include, but not be limited to, the same type of information specified in Section 19353, and a detailed list of the petitions for regulatory relief or rulemaking changes received by the office from licensees requesting modifications of the enforcement of rules under this division.

26191.

(a) Commencing January 1, 2019, and by January 1 of each year thereafter, the Bureau of State Audits shall conduct a performance audit of the bureau's activities under this division, and shall report its findings to the bureau and the Legislature by July 1 of that same year. The report shall include, but not be limited to, the following:

(1) The actual costs of the program.

(2) The overall effectiveness of enforcement programs.

(3) Any report submitted pursuant to this section shall be submitted in compliance with Section 9795 of the Government Code.

(b) The Legislature shall provide sufficient funds to the Bureau of State Audits to conduct the annual audit required by this section.

Chapter 20. Local Control

26200.

(a) Nothing in this division shall be interpreted to supersede or limit the authority of a local jurisdiction to adopt and enforce local ordinances to regulate businesses licensed under this division, including, but not limited to, local zoning and land use requirements, business license requirements, and requirements related to reducing exposure to second hand smoke, or to completely prohibit the establishment or operation of one or more types of businesses licensed under this division within the local jurisdiction.

(b) Nothing in this division shall be interpreted to require a licensing authority to undertake local law enforcement responsibilities, enforce local zoning requirements, or enforce local licensing requirements.

(c) A local jurisdiction shall notify the bureau upon revocation of any local license, permit, or authorization for a licensee to engage in commercial marijuana activity within the local jurisdiction. Within ten (10) days of notification, the bureau shall inform the relevant licensing authorities. Within ten (10) days of being so informed by the bureau, the relevant licensing authorities shall commence proceedings under Chapter 3 of this Division to determine whether a license issued to the licensee should be suspended or revoked.

(d) Notwithstanding paragraph (1) of subdivision (a) of Section 11362.3 of the Health and Safety Code, a local jurisdiction may allow for the smoking, vaporizing, and ingesting of marijuana or marijuana products on the premises of a retailer or microbusiness licensed under this division if:

(1) Access to the area where marijuana consumption is allowed is restricted to persons 21 years of age and older;

- (2) Marijuana consumption is not visible from any public place or non-age restricted area; and
- (3) Sale or consumption of alcohol or tobacco is not allowed on the premises.

26201.

Any standards, requirements, and regulations regarding health and safety, environmental protection, testing, security, food safety, and worker protections established by the state shall be the minimum standards for all licensees under this division statewide. A local jurisdiction may establish additional standards, requirements, and regulations.

26202.

- (a) *A local jurisdiction may enforce this division and the regulations promulgated by the bureau or any licensing authority if delegated the power to do so by the bureau or a licensing authority.*
- (b) *The bureau or any licensing authority shall implement the delegation of enforcement authority in subdivision (a) through a memorandum of understanding between the bureau or licensing authority and the local jurisdiction to which enforcement authority is to be delegated.*

Chapter 21. Funding

26210.

- (a) *The Medical Marijuana Regulation and Safety Act Fund established in Section 19351 of Chapter 3.5 of Division 8 is hereby renamed the Marijuana Control Fund.*
- (b) *Upon the effective date of this section, whenever "Medical Marijuana Regulation and Safety Act Fund" appears in any statute, regulation, or contract, or in any other code, it shall be construed to refer to the Marijuana Control Fund.*

26211.

- (a) *Funds for the initial establishment and support of the regulatory activities under this division, including the public information program described in subdivision (c), and for the activities of the Board of Equalization under Part 14.5 of Division 2 of the Revenue and Taxation Code until July 1, 2017, or until the 2017 Budget Act is enacted, whichever occurs later, shall be advanced from the General Fund and shall be repaid by the initial proceeds from fees collected pursuant to this division, any rule or regulation adopted pursuant to this division, or revenues collected from the tax imposed by Sections 34011 and 34012 of the Revenue and Taxation Code, by January 1, 2025.*
 - (1) *Funds advanced pursuant to this subdivision shall be appropriated to the bureau, which shall distribute the moneys to the appropriate licensing authorities, as necessary to implement the provisions of this division, and to the Board of Equalization, as necessary, to implement the provisions of Part 14.5 of Division 2 of the Revenue and Taxation Code.*
 - (2) *Within 45 days of this section becoming operative:*
 - (A) *The Director of Finance shall determine an amount of the initial advance from the General Fund to the Marijuana Control Fund that does not exceed thirty million dollars (\$30,000,000); and*
 - (B) *There shall be advanced a sum of five million dollars (\$5,000,000) from the General Fund to the Department of Health Care Services to provide for the public information program described in subdivision (c).*

(b) Notwithstanding subdivision (a), the Legislature shall provide sufficient funds to the Marijuana Control Fund to support the activities of the bureau, state licensing authorities under this division, and the Board of Equalization to support its activities under Part 14.5 of Division 2 of the Revenue and Taxation Code. It is anticipated that this funding will be provided annually beginning on July 1, 2017.

(c) The Department of Health Care Services shall establish and implement a public information program no later than September 1, 2017. This public information program shall, at a minimum, describe the provisions of the Control, Regulate, and Tax Adult Use of Marijuana Act of 2016, the scientific basis for restricting access of marijuana and marijuana products to persons under the age of 21 years, describe the penalties for providing access to marijuana and marijuana products to persons under the age of 21 years, provide information regarding the dangers of driving a motor vehicle, boat, vessel, aircraft, or other vehicle used for transportation while impaired from marijuana use, the potential harms of using marijuana while pregnant or breastfeeding, and the potential harms of overusing marijuana or marijuana products.

Section 147.6 of the Labor Code is hereby added as follows:

147.6.

(a) By March 1, 2018, the Division of Occupational Safety and Health shall convene an advisory committee to evaluate whether there is a need to develop industry-specific regulations related to the activities of licensees under Division 10 of the Business and Professions Code, including but not limited to, whether specific requirements are needed to address exposure to second-hand marijuana smoke by employees at facilities where on-site consumption of marijuana is permitted under subdivision (d) of Section 26200 of the Business and Professions Code, and whether specific requirements are needed to address the potential risks of combustion, inhalation, armed robberies or repetitive strain injuries.

(b) By October 1, 2018, the advisory committee shall present to the board its findings and recommendations for consideration by the board. By October 1, 2018, the board shall render a decision regarding the adoption of industry-specific regulations pursuant to this section.

Section 13276 of the Water Code is amended to read:

13276.

(a) The multiagency task force, the Department of Fish and Wildlife and State Water Resources Control Board pilot project to address the Environmental Impacts of Cannabis Cultivation, assigned to respond to the damages caused by marijuana cultivation on public and private lands in California, shall continue its enforcement efforts on a permanent basis and expand them to a statewide level to ensure the reduction of adverse impacts of marijuana cultivation on water quality and on fish and wildlife throughout the state.

(b) Each regional board shall, and the State Water Resources Control Board may, address discharges of waste resulting from medical marijuana cultivation *and commercial marijuana cultivation under Division 10 of the Business and Profession Code* and associated activities, including by adopting a general permit, establishing waste discharge requirements, or taking action pursuant to Section 13269. In addressing these discharges, each regional board shall include conditions to address items that include, but are not limited to, all of the following:

(1) Site development and maintenance, erosion control, and drainage features.

- (2) Stream crossing installation and maintenance.
- (3) Riparian and wetland protection and management.
- (4) Soil disposal.
- (5) Water storage and use.
- (6) Irrigation runoff.
- (7) Fertilizers and soil.
- (8) Pesticides and herbicides.
- (9) Petroleum products and other chemicals.
- (10) Cultivation-related waste.
- (11) Refuse and human waste.
- (12) Cleanup, restoration, and mitigation.

SECTION 7. MARIJUANA TAX.

Part 14.5 (commencing with Section 34010) is added to Division 2 of the Revenue and Taxation Code, to read:

Part 14.5. Marijuana Tax

34010.

For purposes of this part:

- (a) "Board" shall mean the Board of Equalization or its successor agency.*
- (b) "Bureau" shall mean the Bureau of Marijuana Control within the Department of Consumer Affairs.*
- (c) "Tax Fund" means the California Marijuana Tax Fund created by Section 34018.*
- (d) "Marijuana" shall have the same meaning as set forth in Section 11018 of the Health and Safety Code and shall also mean medical cannabis.*
- (e) "Marijuana products" shall have the same meaning as set forth in Section 11018.1 of the Health and Safety Code and shall also mean medical concentrates and medical cannabis products.*
- (f) "Marijuana flowers" shall mean the dried flowers of the marijuana plant as defined by the Board.*
- (g) "Marijuana leaves" shall mean all parts of the marijuana plant other than marijuana flowers that are sold or consumed.*
- (h) "Gross receipts" shall have the same meaning as set forth in Section 6012.*
- (i) "Retail sale" shall have the same meaning as set forth in Section 6007.*
- (j) "Person" shall have the same meaning as set for in section 6005.*
- (k) "Microbusiness" shall have the same meaning as set for in Section 26070(a)(3) of the Business and Professions Code.*
- (l) "Nonprofit" shall have the same meaning as set for in Section 26070.5 of the Business and Professions Code.*

34011.

(a) Effective January 1, 2018, a marijuana excise tax shall be imposed upon purchasers of marijuana or marijuana products sold in this state at the rate of fifteen percent (15%) of the gross receipts of any retail sale by a dispensary or other person required to be licensed pursuant to Chapter 3.5 of Division 8 of the Business and Professions Code or a retailer, microbusiness,

nonprofit, or other person required to be licensed pursuant to Division 10 of the Business and Professions Code to sell marijuana and marijuana products directly to a purchaser.

(b) Except as otherwise provided by regulation, the tax levied under this section shall apply to the full price, if non-itemized, of any transaction involving both marijuana or marijuana products and any other otherwise distinct and identifiable goods or services, and the price of any goods or services, if a reduction in the price of marijuana or marijuana products is contingent on purchase of those goods or services.

(c) A dispensary or other person required to be licensed pursuant to Chapter 3.5 of Division 8 of the Business and Professions Code or a retailer, microbusiness, nonprofit, or other person required to be licensed pursuant to Division 10 of the Business and Professions Code shall be responsible for collecting this tax and remitting it to the board in accordance with rules and procedures established under law and any regulations adopted by the board.

(d) The excise tax imposed by this section shall be in addition to the sales and use tax imposed by the state and local governments.

(e) Gross receipts from the sale of marijuana or marijuana products for purposes of assessing the sales and use tax under Part 1 of this division shall include the tax levied pursuant to this section.

(f) No marijuana or marijuana products may be sold to a purchaser unless the excise tax required by law has been paid by the purchaser at the time of sale.

(g) The sales and use tax imposed by Part 1 of this division shall not apply to retail sales of medical cannabis, medical cannabis concentrate, edible medical cannabis products or topical cannabis as those terms are defined in Chapter 3.5 of Division 8 of the Business and Professions Code when a qualified patient (or primary caregiver for a qualified patient) provides his or her card issued under Section 11362.71 of the Health and Safety Code and a valid government-issued identification card.

34012.

(a) Effective January 1, 2018, there is hereby imposed a cultivation tax on all harvested marijuana that enters the commercial market upon all persons required to be licensed to cultivate marijuana pursuant to Chapter 3.5 of Division 8 of the Business and Professions Code or Division 10 of the Business and Professions Code. The tax shall be due after the marijuana is harvested.

(1) The tax for marijuana flowers shall be nine dollars and twenty five cents (\$9.25) per dry-weight ounce.

(2) The tax for marijuana leaves shall be set at two dollars and seventy five cents (\$2.75) per dry-weight ounce.

(b) The board may adjust the tax rate for marijuana leaves annually to reflect fluctuations in the relative price of marijuana flowers to marijuana leaves.

(c) The board may from time to time establish other categories of harvested marijuana, categories for unprocessed or frozen marijuana or immature plants, or marijuana that is shipped directly to manufacturers. These categories shall be taxed at their relative value compared with marijuana flowers.

(d) The board may prescribe by regulation a method and manner for payment of the cultivation tax that utilizes tax stamps or state-issued product bags that indicate that all required tax has been paid on the product to which the tax stamp is affixed or in which the marijuana is packaged.

(e) *The tax stamps and product bags shall be of the designs, specifications and denominations as may be prescribed by the board and may be purchased by any licensee under Chapter 3.5 of Division 8 of the Business and Professions Code or under Division 10 of the Business and Professions Code.*

(f) *Subsequent to the establishment of a tax stamp program, the board may by regulation provide that no marijuana may be removed from a licensed cultivation facility or transported on a public highway unless in a state-issued product bag bearing a tax stamp in the proper denomination.*

(g) *The tax stamps and product bags shall be capable of being read by a scanning or similar device and must be traceable utilizing the track and trace system pursuant to Section 26170 of the Business and Professions Code.*

(h) *Persons required to be licensed to cultivate marijuana pursuant to Chapter 3.5 of Division 8 of the Business and Professions Code or Division 10 of the Business and Professions Code shall be responsible for payment of the tax pursuant to regulations adopted by the board. No marijuana may be sold unless the tax has been paid as provided in this part.*

(i) *All marijuana removed from a cultivator's premises, except for plant waste, shall be presumed to be sold and thereby taxable under this section.*

(j) *The tax imposed by this section shall be imposed on all marijuana cultivated in the state pursuant to rules and regulations promulgated by the board, but shall not apply to marijuana cultivated for personal use under Section 11362.1 of the Health and Safety Code or cultivated by a qualified patient or primary caregiver in accordance with the Compassionate Use Act.*

(k) *Beginning January 1, 2020, the rates set forth in subdivisions (a), (b), and (c) shall be adjusted by the board annually thereafter for inflation.*

34013.

(a) *The board shall administer and collect the taxes imposed by this part pursuant to the Fee Collection Procedures Law (Part 30 (commencing with Section 55001) of Division 2 of the Revenue and Taxation Code). For purposes of this part, the references in the Fee Collection Procedures Law to "fee" shall include the tax imposed by this part, and references to "feepayer" shall include a person required to pay or collect the tax imposed by this part.*

(b) *The board may prescribe, adopt, and enforce regulations relating to the administration and enforcement of this part, including, but not limited to, collections, reporting, refunds, and appeals.*

(c) *The board shall adopt necessary rules and regulations to administer the taxes in this part. Such rules and regulations may include methods or procedures to tag marijuana or marijuana products, or the packages thereof, to designate prior tax payment.*

(d) *The board may prescribe, adopt, and enforce any emergency regulations as necessary to implement, administer and enforce its duties under this division. Any emergency regulation prescribed, adopted, or enforced pursuant to this section shall be adopted in accordance with Chapter 3.5 (commencing with section 11340) of Part 1 of Division 3 of Title 2 of the Government Code, and, for purposes of that chapter, including Section 11349.6 of the Government Code, the adoption of the regulation is an emergency and shall be considered by the Office of Administrative Law as necessary for the immediate preservation of the public peace, health and safety, and general welfare. Notwithstanding any other provision of law, the emergency regulations adopted by the board may remain in effect for two years from adoption.*

(e) *Any person who fails to pay the taxes imposed under this part shall, in addition to owing the taxes not paid, be subject to a penalty of at least one-half the amount of the taxes not paid, and*

shall be subject to having its license revoked pursuant to Section 26031 of the Business and Professions Code or pursuant to Chapter 3.5 of Division 8 of the Business and Professions Code. (f) The board may bring such legal actions as are necessary to collect any deficiency in the tax required to be paid, and, upon the board's request, the Attorney General shall bring the actions.

34014.

(a) All persons required to be licensed involved in the cultivation and retail sale of marijuana or marijuana products must obtain a separate permit from the board pursuant to regulations adopted by the board. No fee shall be charged to any person for issuance of the permit. Any person required to obtain a permit who engages in business as a cultivator, dispensary, retailer, microbusiness or nonprofit pursuant to Chapter 3.5 of Division 8 of the Business and Professions Code or Division 10 of the Business and Professions Code without a permit or after a permit has been canceled, suspended, or revoked, and each officer of any corporation which so engages in business, is guilty of a misdemeanor.

(b) The board may require every licensed dispensary, cultivator, microbusiness, nonprofit, or other person required to be licensed, to provide security to cover the liability for taxes imposed by state law on marijuana produced or received by the cultivator, microbusiness, nonprofit, or other person required to be licensed in accordance with procedures to be established by the board. Notwithstanding anything herein to the contrary, the board may waive any security requirement it imposes for good cause, as determined by the board. "Good cause" includes, but is not limited to, the inability of a cultivator, microbusiness, nonprofit, or other person required to be licensed to obtain security due to a lack of service providers or the policies of service providers that prohibit service to a marijuana business. A person may not commence or continue any business or operation relating to marijuana cultivation until any surety required by the board with respect to the business or operation have been properly prepared, executed and submitted under this part.

(c) In fixing the amount of any security required by the board, the board shall give consideration to the financial hardship that may be imposed on licensees as a result of any shortage of available surety providers.

34015.

(a) The marijuana excise tax and cultivation tax imposed by this part is due and payable to the board quarterly on or before the last day of the month following each quarterly period of three months. On or before the last day of the month following each quarterly period, a return for the preceding quarterly period shall be filed with the board by each person required to be licensed for cultivation or retail sale under Divisions 8 or 10 of the Business and Professions Code using electronic media. Returns shall be authenticated in a form or pursuant to methods as may be prescribed by the board. If the cultivation tax is paid by stamp pursuant to section 34012(d) the board may by regulation determine when and how the tax shall be paid.

(b) The board may require every person engaged in the cultivation, distribution or retail sale of marijuana and marijuana products required to be licensed pursuant to Chapter 3.5 of Division 8 of the Business or Professions Code or Division 10 of the Business and Professions Code to file, on or before the 25th day of each month, a report using electronic media respecting the person's inventory, purchases, and sales during the preceding month and any other information as the board may require to carry out the purposes of this part. Reports shall be authenticated in a form or pursuant to methods as may be prescribed by the board.

34016.

(a) Any peace officer, or board employee granted limited peace officer status pursuant to paragraph (6) of subdivision (a) of Section 830.11 of the Penal Code, upon presenting appropriate credentials, is authorized to enter any place as described in paragraph (3) and to conduct inspections in accordance with the following paragraphs, inclusive.

(1) Inspections shall be performed in a reasonable manner and at times that are reasonable under the circumstances, taking into consideration the normal business hours of the place to be entered.

(2) Inspections may be at any place at which marijuana or marijuana products are sold to purchasers, cultivated, or stored, or at any site where evidence of activities involving evasion of tax may be discovered.

(3) Inspections shall be requested or conducted no more than once in a 24-hour period.

(b) Any person who fails or refuses to allow an inspection shall be subject to a misdemeanor. Each offense shall be punished by a fine not to exceed five thousand dollars (\$5,000), or imprisonment not exceeding one year in a county jail, or both the fine and imprisonment. The court shall order any fines assessed be deposited in the California Marijuana Tax Fund.

(c) Upon discovery by the board or a law enforcement agency that a licensee or any other person possesses, stores, owns, or has made a retail sale of marijuana or marijuana products, without evidence of tax payment or not contained in secure packaging, the board or the law enforcement agency shall be authorized to seize the marijuana or marijuana products. Any marijuana or marijuana products seized by a law enforcement agency or the board shall within seven days be deemed forfeited and the board shall comply with the procedures set forth in Sections 30436 through 30449, inclusive.

(d) Any person who renders a false or fraudulent report is guilty of a misdemeanor and subject to a fine not to exceed one thousand dollars (\$1,000) for each offense.

(e) Any violation of any provisions of this part, except as otherwise provided, is a misdemeanor and is punishable as such.

(f) All moneys remitted to the board under this part shall be credited to the California Marijuana Tax Fund.

34017.

The Legislative Analyst's Office shall submit a report to the Legislature by January 1, 2020, with recommendations to the Legislature for adjustments to the tax rate to achieve the goals of undercutting illicit market prices and discouraging use by persons younger than 21 years of age while ensuring sufficient revenues are generated for the programs identified in Section 34019.

34018.

(a) The California Marijuana Tax Fund is hereby created in the State Treasury. The Tax Fund shall consist of all taxes, interest, penalties, and other amounts collected and paid to the board pursuant to this part, less payment of refunds.

(b) Notwithstanding any other law, the California Marijuana Tax Fund is a special trust fund established solely to carry out the purposes of the Control, Regulate and Tax Adult Use of Marijuana Act and all revenues deposited into the Tax Fund, together with interest or dividends earned by the fund, are hereby continuously appropriated for the purposes of the Control,

Regulate and Tax Adult Use of Marijuana Act without regard to fiscal year and shall be expended only in accordance with the provisions of this part and its purposes.

(c) Notwithstanding any other law, the taxes imposed by this part and the revenue derived therefrom, including investment interest, shall not be considered to be part of the General Fund, as that term is used in Chapter 1 (commencing with section 16300) of Part 2 of Division 4 of the Government Code, shall not be considered General Fund revenue for purposes of Section 8 of Article XVI of the California Constitution and its implementing statutes, and shall not be considered "moneys" for purposes of subdivisions (a) and (b) of Section 8 of Article XVI of the California Constitution and its implementing statutes.

34019.

(a) Beginning with fiscal year 2017-2018 the Department of Finance shall estimate revenues to be received pursuant to sections 34011 and 34012 and provide those estimates to the Controller no later than June 15 of each year. The Controller shall use these estimates when disbursing funds pursuant to this section. Before any funds are disbursed pursuant to subdivisions (b), (c), (d), and (e) of this section the Controller shall disburse from the Tax Fund to the appropriate account, without regard to fiscal year, the following:

(1) Reasonable costs incurred by the board for administering and collecting the taxes imposed by this part; provided, however, such costs shall not exceed four percent (4%) of tax revenues received.

(2) Reasonable costs incurred by the Bureau, the Department of Consumer Affairs, the Department of Food and Agriculture, and the Department of Public Health for implementing, administering, and enforcing Chapter 3.5 of Division 8 of the Business and Professions Code and Division 10 of the Business and Professions Code to the extent those costs are not reimbursed pursuant to Section 26180 of the Business and Professions Code or pursuant to Chapter 3.5 of Division 8 of the Business and Professions Code. This paragraph shall remain operative through fiscal year 2022-2023.

(3) Reasonable costs incurred by the Department of Fish and Wildlife, the State Water Resources Control Board, and the Department of Pesticide Regulation for carrying out their respective duties under Chapter 3.5 of Division 8 of the Business and Professions Code or Division 10 of the Business and Professions Code to the extent those costs are not otherwise reimbursed.

(4) Reasonable costs incurred by the Controller for performing duties imposed by the Control, Regulate and Tax Adult Use of Marijuana Act, including the audit required by Section 34020.

(5) Reasonable costs incurred by the State Auditor for conducting the performance audit pursuant to Section 26191 of the Business and Professions Code.

(6) Reasonable costs incurred by the Legislative Analyst's Office for performing duties imposed by Section 34017.

(7) Sufficient funds to reimburse the Division of Labor Standards Enforcement and Occupational Safety and Health within the Department of Industrial Relations and the Employment Development Department for the costs of applying and enforcing state labor laws to licensees under Chapter 3.5 of Division 8 of the Business and Professions Code and Division 10 of the Business and Professions Code.

(b) The Controller shall next disburse the sum of ten million dollars (\$10,000,000) to a public university or universities in California annually beginning with fiscal year 2018-2019 until fiscal year 2028-2029 to research and evaluate the implementation and effect of the Control, Regulate and Tax Adult Use of Marijuana Act, and shall, if appropriate, make recommendations to the

Legislature and Governor regarding possible amendments to the Control, Regulate and Tax Adult Use of Marijuana Act. The recipients of these funds shall publish reports on their findings at a minimum of every two years and shall make the reports available to the public. The Bureau shall select the universities to be funded. The research funded pursuant to this subdivision shall include but not necessarily be limited to:

(1) Impacts on public health, including health costs associated with marijuana use, as well as whether marijuana use is associated with an increase or decrease in use of alcohol or other drugs.

(2) The impact of treatment for maladaptive marijuana use and the effectiveness of different treatment programs.

(3) Public safety issues related to marijuana use, including studying the effectiveness of the packaging and labeling requirements and advertising and marketing restrictions contained in the Act at preventing underage access to and use of marijuana and marijuana products, and studying the health-related effects among users of varying potency levels of marijuana and marijuana products.

(4) Marijuana use rates, maladaptive use rates for adults and youth, and diagnosis rates of marijuana-related substance use disorders.

(5) Marijuana market prices, illicit market prices, tax structures and rates, including an evaluation of how to best tax marijuana based on potency, and the structure and function of licensed marijuana businesses.

(6) Whether additional protections are needed to prevent unlawful monopolies or anti-competitive behavior from occurring in the nonmedical marijuana industry and, if so, recommendations as to the most effective measures for preventing such behavior.

(7) The economic impacts in the private and public sectors, including but not necessarily limited to, job creation, workplace safety, revenues, taxes generated for state and local budgets, and criminal justice impacts, including, but not necessarily limited to, impacts on law enforcement and public resources, short and long term consequences of involvement in the criminal justice system, and state and local government agency administrative costs and revenue.

(8) Whether the regulatory agencies tasked with implementing and enforcing the Control, Regulate and Tax Adult Use of Marijuana Act are doing so consistent with the purposes of the Act, and whether different agencies might do so more effectively. (9) Environmental issues related to marijuana production and the criminal prohibition of marijuana production.

(10) The geographic location, structure, and function of licensed marijuana businesses, and demographic data, including race, ethnicity, and gender, of license holders.

(11) The outcomes achieved by the changes in criminal penalties made under the Control, Regulate, and Tax Adult Use of Marijuana Act for marijuana-related offenses, and the outcomes of the juvenile justice system, in particular, probation-based treatments and the frequency of up-charging illegal possession of marijuana or marijuana products to a more serious offense.

(c) The Controller shall next disburse the sum of three million dollars (\$3,000,000) annually to the Department of the California Highway Patrol beginning fiscal year 2018-2019 until fiscal year 2022-2023 to establish and adopt protocols to determine whether a driver is operating a vehicle while impaired, including impairment by the use of marijuana or marijuana products, and to establish and adopt protocols setting forth best practices to assist law enforcement agencies. The department may hire personnel to establish the protocols specified in this subdivision. In addition, the department may make grants to public and private research

institutions for the purpose of developing technology for determining when a driver is operating a vehicle while impaired, including impairment by the use of marijuana or marijuana products.

(d) The Controller shall next disburse the sum of ten million dollars (\$10,000,000) beginning fiscal year 2018-2019 and increasing ten million dollars (\$10,000,000) each fiscal year thereafter until fiscal year 2022-2023, at which time the disbursement shall be fifty million dollars (\$50,000,000) each year thereafter, to the Governor's Office of Business and Economic Development, in consultation with the Labor and Workforce Development Agency and the Department of Social Services, to administer a Community Reinvestments grants program to local health departments and at least fifty-percent to qualified community-based nonprofit organizations to support job placement, mental health treatment, substance use disorder treatment, system navigation services, legal services to address barriers to reentry, and linkages to medical care for communities disproportionately affected by past federal and state drug policies. The Office shall solicit input from community-based job skills, job placement, and legal service providers with relevant expertise as to the administration of the grants program. In addition, the Office shall periodically evaluate the programs it is funding to determine the effectiveness of the programs, shall not spend more than four percent (4%) for administrative costs related to implementation, evaluation and oversight of the programs, and shall award grants annually, beginning no later than January 1, 2020.

(e) The Controller shall next disburse the sum of two million dollars (\$2,000,000) annually to the University of California San Diego Center for Medicinal Cannabis Research to further the objectives of the Center including the enhanced understanding of the efficacy and adverse effects of marijuana as a pharmacological agent.

(f) By July 15 of each fiscal year beginning in fiscal year 2018-2019, the Controller shall, after disbursing funds pursuant to subdivisions (a), (b), (c), (d), and (e), disburse funds deposited in the Tax Fund during the prior fiscal year into sub-trust accounts, which are hereby created, as follows:

(1) Sixty percent (60%) shall be deposited in the Youth Education, Prevention, Early Intervention and Treatment Account, and disbursed by the Controller to the Department of Health Care Services for programs for youth that are designed to educate about and to prevent substance use disorders and to prevent harm from substance use. The Department of Health Care services shall enter into inter-agency agreements with the Department of Public Health and the Department of Education to implement and administer these programs. The programs shall emphasize accurate education, effective prevention, early intervention, school retention, and timely treatment services for youth, their families and caregivers. The programs may include, but are not limited to, the following components:

(A) Prevention and early intervention services including outreach, risk survey and education to youth, families, caregivers, schools, primary care health providers, behavioral health and substance use disorder service providers, community and faith-based organizations, foster care providers, juvenile and family courts, and others to recognize and reduce risks related to substance use, and the early signs of problematic use and of substance use disorders.

(B) Grants to schools to develop and support Student Assistance Programs, or other similar programs, designed to prevent and reduce substance use, and improve school retention and performance, by supporting students who are at risk of dropping out of school and promoting alternatives to suspension or expulsion that focus on school retention, remediation, and professional care. Schools with higher than average dropout rates should be prioritized for grants.

(C) Grants to programs for outreach, education and treatment for homeless youth and out-of-school youth with substance use disorders.

(D) Access and linkage to care provided by county behavioral health programs for youth, and their families and caregivers, who have a substance use disorder or who are at risk for developing a substance use disorder.

(E) Youth-focused substance use disorder treatment programs that are culturally and gender competent, trauma-informed, evidence-based and provide a continuum of care that includes screening and assessment (substance use disorder as well as mental health), early intervention, active treatment, family involvement, case management, overdose prevention, prevention of communicable diseases related to substance use, relapse management for substance use and other co-occurring behavioral health disorders, vocational services, literacy services, parenting classes, family therapy and counseling services, medication-assisted treatments, psychiatric medication and psychotherapy. When indicated, referrals must be made to other providers.

(F) To the extent permitted by law and where indicated, interventions shall utilize a two-generation approach to addressing substance use disorders with the capacity to treat youth and adults together. This would include supporting the development of family-based interventions that address substance use disorders and related problems within the context of families, including parents, foster parents, caregivers and all their children.

(G) Programs to assist individuals, as well as families and friends of drug using young people, to reduce the stigma associated with substance use including being diagnosed with a substance use disorder or seeking substance use disorder services. This includes peer-run outreach and education to reduce stigma, anti-stigma campaigns, and community recovery networks.

(H) Workforce training and wage structures that increase the hiring pool of behavioral health staff with substance use disorder prevention and treatment expertise. Provide ongoing education and coaching that increases substance use treatment providers' core competencies and trains providers on promising and evidenced-based practices.

(I) Construction of community-based youth treatment facilities.

(J) The departments may contract with each county behavioral health program for the provision of services.

(K) Funds shall be allocated to counties based on demonstrated need, including the number of youth in the county, the prevalence of substance use disorders among adults, and confirmed through statistical data, validated assessments or submitted reports prepared by the applicable county to demonstrate and validate need.

(L) The departments shall periodically evaluate the programs they are funding to determine the effectiveness of the programs.

(M) The departments may use up to four percent (4%) of the moneys allocated to the Youth Education, Prevention, Early Intervention and Treatment Account for administrative costs related to implementation, evaluation and oversight of the programs.

(N) If the Department of Finance ever determines that funding pursuant to marijuana taxation exceeds demand for youth prevention and treatment services in the state, the departments shall provide a plan to the Department of Finance to provide treatment services to adults as well as youth using these funds.

(O) The departments shall solicit input from volunteer health organizations, physicians who treat addiction, treatment researchers, family therapy and counseling providers, and professional education associations with relevant expertise as to the administration of any grants made pursuant to this paragraph.

(2) Twenty percent (20%) shall be deposited in the Environmental Restoration and Protection Account, and disbursed by the Controller as follows:

(A) To the Department of Fish and Wildlife and the Department of Parks and Recreation for the cleanup, remediation, and restoration of environmental damage in watersheds affected by marijuana cultivation and related activities including, but not limited to, damage that occurred prior to enactment of this part, and to support local partnerships for this purpose. The Department of Fish and Wildlife and the Department of Parks and Recreation may distribute a portion of the funds they receive from the Environmental Restoration and Protection Account through grants for purposes specified in this paragraph.

(B) To the Department of Fish and Wildlife and the Department of Parks and Recreation for the stewardship and operation of state-owned wildlife habitat areas and state park units in a manner that discourages and prevents the illegal cultivation, production, sale and use of marijuana and marijuana products on public lands, and to facilitate the investigation, enforcement and prosecution of illegal cultivation, production, sale, and use of marijuana or marijuana products on public lands.

(C) To the Department of Fish and Wildlife to assist in funding the watershed enforcement program and multiagency task force established pursuant to subdivisions (b) and (c) of Section 12029 of the Fish and Game Code to facilitate the investigation, enforcement, and prosecution of these offenses and to ensure the reduction of adverse impacts of marijuana cultivation, production, sale, and use on fish and wildlife habitats throughout the state.

(D) For purposes of this paragraph, the Secretary of the Natural Resources Agency shall determine the allocation of revenues between the departments. During the first five years of implementation, first consideration should be given to funding purposes specified in subparagraph (A).

(E) Funds allocated pursuant to this paragraph shall be used to increase and enhance activities described in subparagraphs (A), (B), and (C), and not replace allocation of other funding for these purposes. Accordingly, annual General Fund appropriations to the Department of Fish and Wildlife and the Department of Parks and Recreation shall not be reduced below the levels provided in the Budget Act of 2014 (Chapter 25 of Statutes of 2014).

(3) Twenty percent (20%) shall be deposited into the State and Local Government Law Enforcement Account and disbursed by the Controller as follows:

(A) To the Department of the California Highway Patrol for conducting training programs for detecting, testing and enforcing laws against driving under the influence of alcohol and other drugs, including driving under the influence of marijuana. The Department may hire personnel to conduct the training programs specified in this subparagraph.

(B) To the Department of the California Highway Patrol to fund internal California Highway Patrol programs and grants to qualified nonprofit organizations and local governments for education, prevention and enforcement of laws related to driving under the influence of alcohol and other drugs, including marijuana; programs that help enforce traffic laws, educate the public in traffic safety, provide varied and effective means of reducing fatalities, injuries and economic losses from collisions; and for the purchase of equipment related to enforcement of laws related to driving under the influence of alcohol and other drugs, including marijuana.

(C) To the Board of State and Community Corrections for making grants to local governments to assist with law enforcement, fire protection, or other local programs addressing public health and safety associated with the implementation of the Control, Regulate and Tax Adult Use of Marijuana Act. The Board shall not make any grants to local governments which have banned

the cultivation, including personal cultivation under Section 11362.2(b)(3) of the Health and Safety Code, or retail sale of marijuana or marijuana products pursuant to Section 26200 of the Business and Professions Code or as otherwise provided by law.

(D) For purposes of this paragraph the Department of Finance shall determine the allocation of revenues between the agencies; provided, however, beginning in fiscal year 2022-2023 the amount allocated pursuant to subparagraph (A) shall not be less than ten million dollars (\$10,000,000) annually and the amount allocated pursuant to subparagraph (B) shall not be less than forty million dollars (\$40,000,000) annually. In determining the amount to be allocated before fiscal year 2022-2023 pursuant to this paragraph, the Department of Finance shall give initial priority to subparagraph (A).

(g) Funds allocated pursuant to subdivision (f) shall be used to increase the funding of programs and purposes identified and shall not be used to replace allocation of other funding for these purposes.

(h) Effective July 1, 2028, the Legislature may amend this section by majority vote to further the purposes of the Control, Regulate and Tax Adult Use of Marijuana Act, including allocating funds to programs other than those specified in subdivisions (d) and (f) of this section. Any revisions pursuant to this subdivision shall not result in a reduction of funds to accounts established pursuant to subdivisions (d) and (f) in any subsequent year from the amount allocated to each account in fiscal year 2027-2028. Prior to July 1, 2028, the Legislature may not change the allocations to programs specified in subdivisions (d) and (f) of this section.

34020.

The Controller shall periodically audit the Tax Fund to ensure that those funds are used and accounted for in a manner consistent with this part and as otherwise required by law.

34021.

(a) The taxes imposed by this Part shall be in addition to any other tax imposed by a city, county, or city and county.

34021.5

(a) (1) A county may impose a tax on the privilege of cultivating, manufacturing, producing, processing, preparing, storing, providing, donating, selling, or distributing marijuana or marijuana products by a licensee operating under Chapter 3.5 of Division 8 of the Business and Professions Code or Division 10 of the Business and Professions Code.

(2) The board of supervisors shall specify in the ordinance proposing the tax the activities subject to the tax, the applicable rate or rates, the method of apportionment, if necessary, and the manner of collection of the tax. The tax may be imposed for general governmental purposes or for purposes specified in the ordinance by the board of supervisors.

(3) In addition to any other method of collection authorized by law, the board of supervisors may provide for the collection of the tax imposed pursuant to this section in the same manner, and subject to the same penalties and priority of lien, as other charges and taxes fixed and collected by the county. A tax imposed pursuant to this section is a tax and not a fee or special assessment. The board of supervisors shall specify whether the tax applies throughout the entire county or within the unincorporated area of the county.

(4) The tax authorized by this section may be imposed upon any or all of the activities set forth in paragraph (1), as specified in the ordinance, regardless of whether the activity is undertaken

individually, collectively, or cooperatively, and regardless of whether the activity is for compensation or gratuitous, as determined by the board of supervisors.

(b) A tax imposed pursuant to this section shall be subject to applicable voter approval requirements imposed by law.

(c) This section is declaratory of existing law and does not limit or prohibit the levy or collection of any other fee, charge, or tax, or a license or service fee or charge upon, or related to, the activities set forth in subdivision (a) as otherwise provided by law. This section shall not be construed as a limitation upon the taxing authority of a county as provided by law.

(d) This section shall not be construed to authorize a county to impose a sales or use tax in addition to the sales and use tax imposed under an ordinance conforming to the provisions of Sections 7202 and 7203 of the Revenue and Taxation Code.

SECTION 8. CRIMINAL OFFENSES, RECORDS, AND RESENTENCING.

Sections 11357, 11358, 11359, 11360 and 11361.5 of the Health and Safety Code are amended, and Sections 11361.1 and 11361.8 are added to read as follows:

11357. Possession

~~(a) Except as authorized by law, every person who possesses any concentrated cannabis shall be punished by imprisonment in the county jail for a period of not more than one year or by a fine of not more than five hundred dollars (\$500), or by both such fine and imprisonment, except that such person may instead be punished pursuant to subdivision (h) of Section 1170 of the Penal Code if that person has one or more prior convictions for an offense specified in clause (iv) of subparagraph (C) of paragraph (2) of subdivision (e) of Section 667 of the Penal Code or for an offense requiring registration pursuant to subdivision (e) of Section 290 of the Penal Code.~~

~~(ba) Except as authorized by law, every person who possesses of not more than 28.5 grams of marijuana, other than or not more than four grams of concentrated cannabis, is guilty of an infraction punishable by a fine of not more than one hundred dollars (\$100). or both, shall be punished or adjudicated as follows:~~

~~(1) Persons under the age of 18 shall be guilty of an infraction and shall be required to:~~

~~(A) Upon a finding that a first offense has been committed, complete four hours of drug education or counseling and up to 10 hours of community service over a period not to exceed 60 days.~~

~~(B) Upon a finding that a second offense or subsequent offense has been committed, complete six hours of drug education or counseling and up to 20 hours of community service over a period not to exceed 90 days.~~

~~(2) Persons at least 18 years of age but less than 21 years of age shall be guilty of an infraction and punishable by a fine of not more than one hundred dollars (\$100).~~

~~(eb) Except as authorized by law, every person who possesses of more than 28.5 grams of marijuana, or more than four grams of other than concentrated cannabis, shall be punished as follows:~~

~~(1) Persons under the age of 18 who possess more than 28.5 grams of marijuana or more than four grams of concentrated cannabis, or both, shall be guilty of an infraction and shall be required to:~~

(A) Upon a finding that a first offense has been committed, complete eight hours of drug education or counseling and up to 40 hours of community service over a period not to exceed 90 days.

(B) Upon a finding that a second or subsequent offense has been committed, complete 10 hours of drug education or counseling and up to 60 hours of community service over a period not to exceed 120 days.

(2) Persons 18 years of age or over who possess more than 28.5 grams of marijuana, or more than four grams of concentrated cannabis, or both, shall be punished by imprisonment in a county jail for a period of not more than six months or by a fine of not more than five hundred dollars (\$500), or by both such fine and imprisonment.

(dc) Except as authorized by law, every person 18 years of age or over who possesses not more than 28.5 grams of marijuana, or not more than four grams of other than concentrated cannabis, upon the grounds of, or within, any school providing instruction in kindergarten or any of grades 1 through 12 during hours the school is open for classes or school-related programs is guilty of a misdemeanor and shall be punished by a as follows:

(1) A fine of not more than two hundred fifty dollars (\$250), upon a finding that a first offense has been committed.

(2) A fine of not more than five hundred dollars (\$500), or by imprisonment in a county jail for a period of not more than 10 days, or both, upon a finding that a second or subsequent offense has been committed.

(ed) Except as authorized by law, every person under the age of 18 who possesses not more than 28.5 grams of marijuana, or not more than four grams of other than concentrated cannabis, upon the grounds of, or within, any school providing instruction in kindergarten or any of grades 1 through 12 during hours the school is open for classes or school-related programs is guilty of a ~~misdemeanor~~ *infraction* and shall be punished in the same manner provided in paragraph (1) of subdivision (b) of this section. ~~subject to the following dispositions:~~

(1) ~~A fine of not more than two hundred fifty dollars (\$250), upon a finding that a first offense has been committed.~~

(2) ~~A fine of not more than five hundred dollars (\$500), or commitment to a juvenile hall, ranch, camp, forestry camp, or secure juvenile home for a period of not more than 10 days, or both, upon a finding that a second or subsequent offense has been committed.~~

11358. Planting, harvesting, or processing

Every person who plants, cultivates, harvests, dries, or processes ~~any~~ marijuana plants, or any part thereof, except as otherwise provided by law, shall be punished as follows:

(a) Every person under the age of 18 who plants, cultivates, harvests, dries, or processes any marijuana plants shall be punished in the same manner provided in paragraph (1) of subdivision (b) of section 11357.

(b) Every person at least 18 years of age but less than 21 years of age who plants, cultivates, harvests, dries, or processes not more than six living marijuana plants shall be guilty of an infraction and a fine of not more than one hundred dollars (\$100).

(c) Every person 18 years of age or over who plants, cultivates, harvests, dries, or processes more than six living marijuana plants shall be punished by imprisonment in a county jail for a period of not more than six months or by a fine of not more than five hundred dollars (\$500), or by both such fine and imprisonment.

(d) Notwithstanding subdivision (c), a person 18 years of age or over who plants, cultivates, harvests, dries, or processes more than six living marijuana plants, or any part thereof, except as otherwise provided by law, shall may be punished by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code if:

(1) the person has one or more prior convictions for an offense specified in clause (iv) of subparagraph (C) of paragraph (2) of subdivision (e) of Section 667 of the Penal Code or for an offense requiring registration pursuant to subdivision (c) of Section 290 of the Penal Code;

(2) the person has two or more prior convictions under subdivision (c); or

(3) the offense resulted in any of the following:

(A) violation of Section 1052 of the Water Code relating to illegal diversion of water;

(B) violation of Section 13260, 13264, 13272, or 13387 of the Water Code relating to discharge of waste;

(C) violation of Fish and Game Code Section 5650 or Section 5652 of the Fish and Game Code relating to waters of the state;

(D) violation of Section 1602 of the Fish and Game Code relating to rivers, streams and lakes;

(E) violation of Section 374.8 of the Penal Code relating to hazardous substances or Sections 25189.5, 25189.6, or 25189.7 of the Health and Safety Code relating to hazardous waste;

(F) violation of Section 2080 of the Fish and Game Code relating to endangered and threatened species or Section 3513 of the Fish and Game Code relating to the Migratory Bird Treaty Act; or

(G) intentionally or with gross negligence causing substantial environmental harm to public lands or other public resources.

11359. Possession for sale

Every person who possesses for sale any marijuana, except as otherwise provided by law, shall be punished as follows:

(a) Every person under the age of 18 who possesses marijuana for sale shall be punished in the same manner provided in paragraph (1) of subdivision (b) of section 11357.

(b) Every person 18 years of age or over who possesses marijuana for sale shall be punished by imprisonment in a county jail for a period of not more than six months or by a fine of not more than five hundred dollars (\$500), or by both such fine and imprisonment.

(c) Notwithstanding subdivision (b), a person 18 years of age or over who possesses marijuana for sale may be punished by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code if:

(1) the person has one or more prior convictions for an offense specified in clause (iv) of subparagraph (C) of paragraph (2) of subdivision (e) of Section 667 of the Penal Code or for an offense requiring registration pursuant to subdivision (c) of Section 290 of the Penal Code;

(2) the person has two or more prior convictions under subdivision (b); or

(3) the offense occurred in connection with the knowing sale or attempted sale of marijuana to a person under the age of 18 years.

(d) Notwithstanding subdivision (b), a person 21 years of age or over who possesses marijuana for sale may be punished by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code if the offense involves knowingly hiring, employing, or using a person 20 years of age or younger in unlawfully cultivating, transporting, carrying, selling, offering to sell, giving away, preparing for sale, or peddling any marijuana.

11360. Unlawful transportation, importation, sale, or gift

(a) Except as otherwise provided by this section or as authorized by law, every person who transports, imports into this state, sells, furnishes, administers, or gives away, or offers to transport, import into this state, sell, furnish, administer, or give away, or attempts to import into this state or transport any marijuana shall be punished *as follows*:

(1) Persons under the age of 18 years shall be punished in the same manner as provided in paragraph (1) of subdivision (b) of section 11357.

(2) Persons 18 years of age or over shall be punished by imprisonment in a county jail for a period of not more than six months or by a fine of not more than five hundred dollars (\$500), or by both such fine and imprisonment.

(3) Notwithstanding paragraph (2), a person 18 years of age or over may be punished by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for a period two, three, or four years if:

(A) the person has one or more prior convictions for an offense specified in clause (iv) of subparagraph (C) of paragraph (2) of subdivision (e) of Section 667 of the Penal Code or for an offense requiring registration pursuant to subdivision (c) of Section 290 of the Penal Code;

(B) the person has two or more prior convictions under paragraph (2);

(C) the offense involved the knowing sale, attempted sale, or the knowing offer to sell, furnish, administer or give away marijuana to a person under the age of 18 years; or

(D) the offense involved the import, offer to import, or attempted import into this state, or the transport for sale, offer to transport for sale, or attempted transport for sale out of this state, of more than 28.5 grams of marijuana or more than four grams of concentrated cannabis.

(b) Except as authorized by law, every person who gives away, offers to give away, transports, offers to transport, or attempts to transport not more than 28.5 grams of marijuana, other than concentrated cannabis, is guilty of an ~~infraction-misdemeanor~~ and shall be punished by a fine of not more than one hundred dollars (\$100). In any case in which a person is arrested for a violation of this subdivision and does not demand to be taken before a magistrate, such person shall be released by the arresting officer upon presentation of satisfactory evidence of identity and giving his or her written promise to appear in court, as provided in Section 853.6 of the Penal Code, and shall not be subjected to booking.

(c) For purposes of this section, "transport" means to transport for sale.

(d) This section does not preclude or limit prosecution for any aiding and abetting or conspiracy offenses.

11361.1.

(a) The drug education and counseling requirements under sections 11357, 11358, 11359, and 11360 shall be:

(1) mandatory, unless the court finds that such drug education or counseling is unnecessary for the person, or that a drug education or counseling program is unavailable;

(2) free to participants, and the drug education provide at least four hours of group discussion or instruction based on science and evidence-based principles and practices specific to the use and abuse of marijuana and other controlled substances.

(b) For good cause, the court may grant an extension of time not to exceed 30 days for a person to complete the drug education and counseling required under sections 11357, 11358, 11359, and 11360.

Subdivision (a) of Section 11361.5 of the Health and Safety Code is amended to read:

11361.5. Destruction of arrest and conviction records; Procedure; Exceptions

(a) Records of any court of this state, any public or private agency that provides services upon referral under Section 1000.2 of the Penal Code, or of any state agency pertaining to the arrest or conviction of any person for a violation of ~~subdivision (b), (c), (d), or (e)~~ of Section 11357 or subdivision (b) of Section 11360, *or pertaining to the arrest or conviction of any person under the age of 18 for a violation of any provision of this article except Section 11357.5*, shall not be kept beyond two years from the date of the conviction, or from the date of the arrest if there was no conviction, except with respect to a violation of ~~(ed)~~ of Section 11357, *or any other violation by a person under the age of 18 occurring upon the grounds of, or within, any school providing instruction in kindergarten or any of grades 1 through 12 during hours the school is open for classes or school-related programs*, the records shall be retained until the offender attains the age of 18 years at which time the records shall be destroyed as provided in this section. Any court or agency having custody of the records, *including the statewide criminal databases*, shall provide for the timely destruction of the records in accordance with subdivision (c), *and such records must also be purged from the statewide criminal databases. As used in this subdivision, "records pertaining to the arrest or conviction" shall include records of arrests resulting in the criminal proceeding and records relating to other offenses charged in the accusatory pleading, whether defendant was acquitted or charges were dismissed. The two-year period beyond which records shall not be kept pursuant to this subdivision shall not apply to any person who is, at the time at which this subdivision would otherwise require record destruction, incarcerated for an offense subject to this subdivision. For such persons, the two-year period shall begin to run from the date the person is released from custody.* The requirements of this subdivision do not apply to records of any conviction occurring prior to January 1, 1976, or records of any arrest not followed by a conviction occurring prior to that date, *or records of any arrest for an offense specified in subdivision (c) of Section 1192.7, or subdivision (c) of Section 667.5 of the Penal Code.*

Section 11361.8 is added to the Health and Safety Code to read:

11361.8

(a) *A person currently serving a sentence for a conviction, whether by trial or by open or negotiated plea, who would not have been guilty of an offense or who would have been guilty of a lesser offense under the Control, Regulate and Tax Adult Use of Marijuana Act had that Act been in effect at the time of the offense may petition for a recall or dismissal of sentence before the trial court that entered the judgment of conviction in his or her case to request resentencing or dismissal in accordance with Sections 11357, 11358, 11359, 11360, 11362.1, 11362.2, 11362.3, and 11362.4 as those sections have been amended or added by this Act.*

(b) *Upon receiving a petition under subdivision (a), the court shall presume the petitioner satisfies the criteria in subdivision (a) unless the party opposing the petition proves by clear and convincing evidence that the petitioner does not satisfy the criteria. If the petitioner satisfies the criteria in subdivision (a), the court shall grant the petition to recall the sentence or dismiss the sentence because it is legally invalid unless the court determines that granting the petition would pose an unreasonable risk of danger to public safety.*

- (1) *In exercising its discretion, the court may consider, but shall not be limited to evidence provided for in subdivision (b) of Section 1170.18 of the Penal Code.*
- (2) *As used in this section, "unreasonable risk of danger to public safety" has the same meaning as provided in subdivision (c) of Section 1170.18 of the Penal Code.*
- (c) *A person who is serving a sentence and resentenced pursuant to subdivision (b) shall be given credit for any time already served and shall be subject to supervision for one year following completion of his or her time in custody or shall be subject to whatever supervision time he or she would have otherwise been subject to after release, whichever is shorter, unless the court, in its discretion, as part of its resentencing order, releases the person from supervision. Such person is subject to parole supervision under Penal Code Section 3000.08 or post-release community supervision under subdivision (a) of Section 3451 of the Penal Code by the designated agency and the jurisdiction of the court in the county in which the offender is released or resides, or in which an alleged violation of supervision has occurred, for the purpose of hearing petitions to revoke supervision and impose a term of custody.*
- (d) *Under no circumstances may resentencing under this section result in the imposition of a term longer than the original sentence, or the reinstatement of charges dismissed pursuant to a negotiated plea agreement.*
- (e) *A person who has completed his or her sentence for a conviction under Sections 11357, 11358, 11359, and 11360, whether by trial or open or negotiated plea, who would not have been guilty of an offense or who would have been guilty of a lesser offense under the Control, Regulate and Tax Adult Use of Marijuana Act had that Act been in effect at the time of the offense, may file an application before the trial court that entered the judgment of conviction in his or her case to have the conviction dismissed and sealed because the prior conviction is now legally invalid or redesignated as a misdemeanor or infraction in accordance with Sections 11357, 11358, 11359, 11360, 11362.1, 11362.2, 11362.3, and 11362.4 as those sections have been amended or added by this Act.*
- (f) *The court shall presume the petitioner satisfies the criteria in subdivision (e) unless the party opposing the application proves by clear and convincing evidence that the petitioner does not satisfy the criteria in subdivision (e). Once the applicant satisfies the criteria in subdivision (e), the court shall redesignate the conviction as a misdemeanor or infraction or dismiss and seal the conviction as legally invalid as now established under the Control, Regulate and Tax Adult Use of Marijuana Act.*
- (g) *Unless requested by the applicant, no hearing is necessary to grant or deny an application filed under subdivision (e).*
- (h) *Any felony conviction that is recalled and resentenced under subdivision (b) or designated as a misdemeanor or infraction under subdivision (f) shall be considered a misdemeanor or infraction for all purposes. Any misdemeanor conviction that is recalled and resentenced under subdivision (b) or designated as an infraction under subdivision (f) shall be considered an infraction for all purposes.*
- (i) *If the court that originally sentenced the petitioner is not available, the presiding judge shall designate another judge to rule on the petition or application.*
- (j) *Nothing in this section is intended to diminish or abrogate any rights or remedies otherwise available to the petitioner or applicant.*
- (k) *Nothing in this and related sections is intended to diminish or abrogate the finality of judgments in any case not falling within the purview of the Control, Regulate and Tax Adult Use of Marijuana Act.*

(l) A resentencing hearing ordered under this act shall constitute a "post-conviction release proceeding" under paragraph (7) of subdivision (b) of Section 28 of Article I of the California Constitution (Marsy's Law).

(m) The provisions of this section shall apply equally to juvenile delinquency adjudications and dispositions under Section 602 of the Welfare and Institutions Code if the juvenile would not have been guilty of an offense or would have been guilty of a lesser offense under the Control, Regulate and Tax Adult Use of Marijuana Act.

(l) The Judicial Council shall promulgate and make available all necessary forms to enable the filing of the petitions and applications provided in this section.

SECTION 9. INDUSTRIAL HEMP.

Section 11018.5 of the Health and Safety Code is amended to read as follows:

11018.5. Industrial hemp

(a) "Industrial hemp" means a fiber or oilseed crop, or both, that is limited to ~~nonpsychoactive~~ types of the plant *Cannabis sativa L.* and the seed produced therefrom, having no more than three-tenths of 1 percent tetrahydrocannabinol (THC) contained in the dried flowering tops, *whether growing or not; and that is cultivated and processed exclusively for the purpose of producing the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, the resin extracted from any part of the plant; and or any other every* compound, manufacture, salt, derivative, mixture, or preparation of the *plant, its seeds or mature stalks, except the resin or flowering tops extracted produced therefrom, fiber, oil, or cake, or the sterilized seed, or any component of the seed, of the plant that is incapable of germination.*

(b) *The possession, use, purchase, sale, cultivation, processing, manufacture, packaging, labeling, transporting, storage, distribution, use and transfer of industrial hemp shall not be subject to the provisions of this Division or of Division 10 of the Business and Professions Code, but instead shall be regulated by the Department of Food and Agriculture in accordance with the provisions of Division 24 of the Food and Agricultural Code, inclusive.*

Sections 81000, 81006, 81008, and 81010 of the Food and Agricultural Code are amended to read, and Section 81007 of the Food and Agricultural Code is repealed as follows:

81000. Definitions

For purposes of this division, the following terms have the following meanings:

(a) "Board" means the Industrial Hemp Advisory Board.

(b) "Commissioner" means the county agricultural commissioner.

(c) "Established agricultural research institution" means ~~a public or private institution or organization that maintains land for agricultural research, including colleges, universities, agricultural research centers, and conservation research centers.~~
any institution that is either:

(1) a public or private institution or organization that maintains land or facilities for agricultural research, including colleges, universities, agricultural research centers, and conservation research centers; or

(2) an institution of higher education (as defined in Section 1001 of the Higher Education Act of 1965 (20 U.S.C. 1001)) that grows, cultivates or manufactures industrial hemp for

purposes of research conducted under an agricultural pilot program or other agricultural or academic research.

(d) "Industrial hemp" has the same meaning as that term is defined in Section 11018.5 of the Health and Safety Code.

(e) "Secretary" means the Secretary of Food and Agriculture.

(f) "Seed breeder" means an individual or public or private institution or organization that is registered with the commissioner to develop seed cultivars intended for sale or research.

(g) "Seed cultivar" means a variety of industrial hemp.

(h) "Seed development plan" means a strategy devised by a seed breeder, or applicant seed breeder, detailing his or her planned approach to growing and developing a new seed cultivar for industrial hemp.

81006. Industrial hemp growth limitations; Prohibitions; Imports; Laboratory testing

(a)(1) Except when grown by an established agricultural research institution or a registered seed breeder, industrial hemp shall be grown only as a densely planted fiber or oilseed crop, or both, in acreages of not less than ~~five acres~~ *one-tenth of an acre* at the same time, and ~~no portion of an acreage of industrial hemp shall include plots of less than one contiguous acre.~~

(2) Registered seed breeders, for purposes of seed production, shall only grow industrial hemp as a densely planted crop in acreages of not less than *one-tenth of an acre* at the same time, and ~~no portion of the acreage of industrial hemp shall include plots of less than one contiguous acre.~~

(3) Registered seed breeders, for purposes of developing a new California seed cultivar, shall grow industrial hemp as densely as possible in dedicated acreage of not less than *one-tenth of an acre* and in accordance with the seed development plan. The entire area of the dedicated acreage is not required to be used for the cultivation of the particular seed cultivar.

(b) Ornamental and clandestine cultivation of industrial hemp is prohibited. All plots shall have adequate signage indicating they are industrial hemp.

(c) Pruning and tending of individual industrial hemp plants is prohibited, except when grown by an established agricultural research institution or when the action is necessary to perform the tetrahydrocannabinol (THC) testing described in this section.

(d) Culling of industrial hemp is prohibited, except when grown by an established agricultural research institution, when the action is necessary to perform the THC testing described in this section, or for purposes of seed production and development by a registered seed breeder.

(e) Industrial hemp shall include products imported under the Harmonized Tariff Schedule of the United States (2013) of the United States International Trade Commission, including, but not limited to, hemp seed, per subheading 1207.99.03, hemp oil, per subheading 1515.90.80, oilcake, per subheading 2306.90.01, true hemp, per heading 5302, true hemp yarn, per subheading 5308.20.00, and woven fabrics of true hemp fibers, per subheading 5311.00.40.

(f) Except when industrial hemp is grown by an established agricultural research institution, a registrant that grows industrial hemp under this section shall, before the harvest of each crop and as provided below, obtain a laboratory test report indicating the THC levels of a random sampling of the dried flowering tops of the industrial hemp grown.

(1) Sampling shall occur as soon as practicable when the THC content of the leaves surrounding the seeds is at its peak and shall commence as the seeds begin to mature, when the first seeds of approximately 50 percent of the plants are resistant to compression.

(2) The entire fruit-bearing part of the plant including the seeds shall be used as a sample. The sample cut shall be made directly underneath the inflorescence found in the top one-third of the plant.

(3) The sample collected for THC testing shall be accompanied by the following documentation:

(A) The registrant's proof of registration.

(B) Seed certification documentation for the seed cultivar used.

(C) The THC testing report for each certified seed cultivar used.

(4) The laboratory test report shall be issued by a laboratory registered with the federal Drug Enforcement Administration, shall state the percentage content of THC, shall indicate the date and location of samples taken, and shall state the Global Positioning System coordinates and total acreage of the crop. If the laboratory test report indicates a percentage content of THC that is equal to or less than three-tenths of 1 percent, the words "PASSED AS CALIFORNIA INDUSTRIAL HEMP" shall appear at or near the top of the laboratory test report. If the laboratory test report indicates a percentage content of THC that is greater than three-tenths of 1 percent, the words "FAILED AS CALIFORNIA INDUSTRIAL HEMP" shall appear at or near the top of the laboratory test report.

(5) If the laboratory test report indicates a percentage content of THC that is equal to or less than three-tenths of 1 percent, the laboratory shall provide the person who requested the testing not less than 10 original copies signed by an employee authorized by the laboratory and shall retain one or more original copies of the laboratory test report for a minimum of two years from its date of sampling.

(6) If the laboratory test report indicates a percentage content of THC that is greater than three-tenths of 1 percent and does not exceed 1 percent, the registrant that grows industrial hemp shall submit additional samples for testing of the industrial hemp grown.

(7) A registrant that grows industrial hemp shall destroy the industrial hemp grown upon receipt of a first laboratory test report indicating a percentage content of THC that exceeds 1 percent or a second laboratory test report pursuant to paragraph (6) indicating a percentage content of THC that exceeds three-tenths of 1 percent but is less than 1 percent. If the percentage content of THC exceeds 1 percent, the destruction shall take place within 48 hours after receipt of the laboratory test report. If the percentage content of THC in the second laboratory test report exceeds three-tenths of 1 percent but is less than 1 percent, the destruction shall take place as soon as practicable, but no later than 45 days after receipt of the second test report.

(8) A registrant that intends to grow industrial hemp and who complies with this section shall not be prosecuted for the cultivation or possession of marijuana as a result of a laboratory test report that indicates a percentage content of THC that is greater than three-tenths of 1 percent but does not exceed 1 percent.

(9) Established agricultural research institutions shall be permitted to cultivate or possess industrial hemp with a laboratory test report that indicates a percentage content of THC that is greater than three-tenths of 1 percent if that cultivation or possession contributes to the development of types of industrial hemp that will comply with the three-tenths of 1 percent THC limit established in this division.

(10) Except for an established agricultural research institution, a registrant that grows industrial hemp shall retain an original signed copy of the laboratory test report for two years from its date of sampling, make an original signed copy of the laboratory test report available to the department, the commissioner, or law enforcement officials or their designees upon request, and shall provide an original copy of the laboratory test report to each person purchasing,

transporting, or otherwise obtaining from the registrant that grows industrial hemp the fiber, oil, cake, or seed, or any component of the seed, of the plant.

(g) If, in the Attorney General's opinion issued pursuant to Section 8 of the act that added this division, it is determined that the provisions of this section are not sufficient to comply with federal law, the department, in consultation with the board, shall establish procedures for this section that meet the requirements of federal law.

81007. Prohibitions; De minimis considerations

~~(a) Except as provided in subdivision (b) or as necessary to perform testing pursuant to subdivision (f) of Section 81006, the possession, outside of a field of lawful cultivation, of resin, flowering tops, or leaves that have been removed from the hemp plant is prohibited.~~

~~(b) The presence of a de minimis amount, or insignificant number, of hemp leaves or flowering tops in hemp bales that result from the normal and appropriate processing of industrial hemp shall not constitute possession of marijuana.~~

81008. Attorney General reports; Requirements

~~(a) Not later than January 1, 2019, or five years after the provisions of this division are authorized under federal law, whichever is later, the Attorney General shall report to the Assembly and Senate Committees on Agriculture and the Assembly and Senate Committees on Public Safety the reported incidents, if any, of the following:~~

~~(1) A field of industrial hemp being used to disguise marijuana cultivation.~~

~~(2) Claims in a court hearing by persons other than those exempted in subdivision (f) of Section 81006 that marijuana is industrial hemp.~~

~~(b) A report submitted pursuant to subdivision (a) shall be submitted in compliance with Section 9795 of the Government Code.~~

~~(c) Pursuant to Section 10231.5 of the Government Code, this section is repealed on January 1, 2023, or four years after the date that the report is due, whichever is later.~~

81010. Operation of division

~~(a) This division, and Section 221 of the Food and Agricultural Code, shall not become operative unless authorized under federal law on January 1, 2017.~~

~~(b) The possession, use, purchase, sale, production, manufacture, packaging, labeling, transporting, storage, distribution, use, and transfer of industrial hemp shall be regulated in accordance with this division. The Bureau of Marijuana Control has authority to regulate and control plants and products that fit within the definition of industrial hemp but that are produced, processed, manufactured, tested, delivered, or otherwise handled pursuant to a license issued under Division 10 of the Business and Professions Code.~~

SECTION 10. AMENDMENT.

This Act shall be broadly construed to accomplish its purposes and intent as stated in Section 3. The Legislature may by majority vote amend the provisions of this Act contained in Sections 5 and 6 to implement the substantive provisions of those sections, provided that such amendments are consistent with and further the purposes and intent of this Act as stated in Section 3. Amendments to this Act that enact protections for employees and other workers of licensees under Section 6 of this Act that are in addition to the protections provided for in this Act or that

otherwise expand the legal rights of such employees or workers of licensees under Section 6 of this Act shall be deemed to be consistent with and further the purposes and intent of this Act. The Legislature may by majority vote amend, add, or repeal any provisions to further reduce the penalties for any of the offenses addressed by this Act. Except as otherwise provided, the provisions of the Act may be amended by a two-thirds vote of the Legislature to further the purposes and intent of the Act.

SECTION 11. CONSTRUCTION AND INTEPRETATION.

The provisions of this Act shall be liberally construed to effectuate the purposes and intent of the Control, Regulate and Tax the Adult Use of Marijuana Act; provided, however, no provision or provisions of this Act shall be interpreted or construed in a manner to create a positive conflict with federal law, including the federal Controlled Substances Act, such that the provision or provisions of this Act and federal law cannot consistently stand together.

SECTION 12. SEVERABILITY.

If any provision in this Act, or part thereof, or the application of any provision or part to any person or circumstance is held for any reason to be invalid or unconstitutional, the remaining provisions and parts shall not be affected, but shall remain in full force and effect, and to this end the provisions of this Act are severable.

SECTION 13. CONFLICTING INITIATIVES.

In the event that this measure and another measure or measures concerning the control, regulation, and taxation of marijuana, medical marijuana, or industrial hemp appear on the same statewide election ballot, the provisions of the other measure or measures shall be deemed to be in conflict with this measure. In the event that this measure receives a greater number of affirmative votes, the provisions of this measure shall prevail in their entirety, and the provisions of the other measure shall be null and void.



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City of South Pasadena/ Redevelopment Successor Agency/ Public Financing Authority Agenda Report

Michael A. Cacciotti, Mayor/Agency Chair/Authority Chair
Richard D. Schneider, M.D., Mayor Pro Tem/Agency Vice Chair/Authority Vice Chair

Robert S. Joe, Council/Agency/Authority Member
Marina Khubesrian, M.D., Council/Agency/Authority Member
Diana Mahmud, Council/Agency/Authority Member

Evelyn G. Zneimer, City Clerk/Agency/Authority Secretary
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguilar, Interim City Manager 
FROM: David Batt, Finance Director 
SUBJECT: **Approval of a Resolution Adopting the Fiscal Year 2017-18 Budget**

Recommendation

It is recommended that the City Council approve the attached resolution adopting the City of South Pasadena's (City) Proposed Fiscal Year 2017-18 Budget.

Fiscal Impact

The proposed Budget for the Fiscal Year commencing on July 1, 2017, contains revenues and transfers in from other funds totaling \$52.6 million, and expenditures and transfers out to other funds totaling \$59.0 million. Included in this total are the Public Financing Authority (PFA) proposed revenues and transfers in of \$562 thousand and expenditures and transfers out of \$564 thousand. Out of the total proposed appropriations, \$38.1 million is for operating expenses, \$15.5 million is for capital improvement projects, and \$5.4 million is for interfund transfers.

Commission Review and Recommendation

On March 8, 2017, the Public Works Commission reviewed the proposed Capital Improvement Program (CIP). The Finance Commission reviewed budget issues on April 27, 2017 and May 24, 2017. At the May 24, 2017 meeting, the Finance Commission recommended not purchasing any CalTrans Vacant Lots citing the projected deficits that are expected to result from upcoming increases in PERS costs.

Background

The Fiscal Year (FY) 2017-18 budget process began with the Community Forum on Budget and Priorities on March 11, 2017, followed by numerous meetings between the Department Heads and the City Manager. On March 21, 2017, the City Council held a Budget Study Session which included presentations on department supplemental requests, the CIP, and reserve levels. At the City Council Meeting on May 3, 2017, further direction on budget requests was provided. The draft Budget was presented at the May 17, 2017 City Council Meeting and staff was directed to prepare a proposed Budget for adoption at the June 7, 2017 City Council Meeting.

Analysis

For FY 2017-18, General Fund revenues are projected to be \$26.7 million and General Fund expenditures are proposed to be \$27.4 million. The deficit of \$0.7 million is due to transfers out of \$1.3 million from reserves to fund capital projects. These transfers include \$500,000 from the

Arroyo Seco Golf Course/Bike Trail Designated Reserve for the Arroyo Pedestrian Trail, \$400,000 from the CalTrans Vacant Lot Purchases Designated Reserve for the purchase of two lots, \$50,000 from the Tree Replacement/Management Designated Reserve for the Tree Removal Replacement Program in the Lighting and Landscape Maintenance District Fund, \$260,000 from Undesignated Reserves to the Facilities & Equipment Replacement Fund, and \$125,000 from the Library Park Drainage Designated Reserve to the Facilities & Equipment Replacement Fund. Operational transfers include \$1,300,000 to the Street Improvements Program Fund (SIPF), and \$165,000 to the Insurance Fund. The Undesignated Fund balance at the end of FY 2017-18 is projected to be \$6.7 million, which represents 25% of revenues.

FY 2017-18 General Fund – Proposed Revenues, Expenditures, and Reserves

Description	06/30/17 Fund Balance	Year End Revenues	Year End Expenditures	Revenues Minus Expenses	06/30/18 Year End Fund Balance
General Fund					
Revenues & Expenditures					
Operating		26,734,642	23,900,307	2,834,335	
Capital		-	1,620,000	(1,620,000)	
Interfund Transfers		-	1,900,000	(1,900,000)	
Reserves					
Undesignated/Unreserved	6,994,773				6,709,198
Arroyo Golf Course / Bike Trail	1,100,000				600,000
Legal Reserve	500,000				500,000
Maint. Yard/Comm. Center	600,000				442,720
Renewable Energy Sources Reserve	350,000				350,000
Retiree Pension Reserve	500,000				500,000
Retiree Medical Reserve	500,000				500,000
Emergency Operations Center	300,000				400,000
Library Expansion	150,000				200,000
Tree Replacement / Management	50,000				-
Sidewalk Improvements	-				-
CalTrans Vacant Lot Purchases	750,000				300,000
Monterey Rd. Improvements	-				-
General Plan / MSSP Reserve	205,000				205,000
Storm Water	300,000				300,000
Library Park Drainage	125,000				-
General Fund Total	13,962,059	26,734,642	27,420,307	(685,665)	12,638,387

Street Capital Improvement Projects (CIP)

For FY 2017-18, the proposed Budget commits \$2,145,000 for the CIP. This total includes \$1,300,000 towards street improvements from the SIPF, and \$800,000 from the Measure R, Measure M, and Gas Tax Funds. Additional funds available in FY 2017-18 include \$380,000 from the Transportation Enhancement/Metro Fund, \$40,380 from the Gold Line Mediation Fund, \$100,000 for sidewalk improvements from the SIPF balance, and \$150,000 from a Rubberized Asphalt Grant.

General Fund Balance Policy

The Government Accounting Standards Board has issued Statement No. 54 (“GASB 54”) which clarifies the existing governmental fund types, and provides a hierarchy of components of fund balance based primarily on the extent to which a government is bound to observe constraints

Resolution Adopting the FY 2017-18 Budget

June 7, 2017

Page 3 of 4

imposed upon the use of the resources reported in governmental funds. The three former components - reserved, designated, and undesignated, have been replaced with the following five categories:

1) Nonspendable Fund Balance - That portion of fund balance that includes amounts that cannot be spent because they are either not in a spendable form, e.g., inventories, or legally or contractually required to be maintained intact, e.g., endowment principal.

2) Restricted Fund Balance - That portion of fund balance that reflects constraints placed on the use of resources that are either a) externally imposed by creditors (e.g., debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

3) Committed Fund Balance - That portion of fund balance that includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority, e.g., by ordinance or resolution, and remain binding unless removed in the same manner.

4) Assigned Fund Balance - That portion of fund balance that includes amounts that are constrained by the government's intent to be used for specific purposes, but that are neither restricted nor committed. Such intent may be expressed by the City Council or by an official authorized by the City Council, e.g., the City Manager or Finance Director, to assign amounts for specific purposes.

5) Unassigned Fund Balance. That portion of fund balance that includes amounts that do not fall into one of the above four categories.

In accordance with GASB 54, the following reservations of General Fund Balance are designated as Committed:

Arroyo Seco Golf Course / Bike Trail	\$600,000
Legal Reserve	\$500,000
Maintenance Yard / Community Ctr.	\$442,720
Renewable Energy Sources	\$350,000
Retiree Pension Benefits	\$500,000
Retiree Health Benefits	\$500,000
Emergency Operations Center	\$400,000
Library Expansion	\$200,000
CalTrans Vacant Lot Purchases	\$350,000
General Plan / MSSP	\$205,000
Storm Water	\$300,000

Water Fund Balance Policy

In November, 2016, the City issued \$37.8 million in Water Revenue Bonds. During that process, the City's underwriters and the Standard & Poor's credit rating agency strongly recommended that the City adopt a reserve policy for the Water Enterprise Fund. Staff is recommending that an

amount equal to 30% of operational revenues be maintained in a reserve account; this would amount to approximately \$2.6 million.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Resolution Adopting the FY 2017-18 Budget
2. Proposed FY 2017-18 Operating and Capital Budget

ATTACHMENT 1
Resolution Adopting the FY 2017-18 Budget

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTING THE FISCAL YEAR 2017-18 BUDGET**

WHEREAS, the City Manager has submitted to the City Council a proposed Budget for the Fiscal Year 2017-18 and said Budget has been considered in public sessions on March 21, 2017, May 3, 2017, and May 17, 2017.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the Budget proposed by the City Manager, by reference, for the Fiscal Year commencing on July 1, 2017, with proposed revenues and transfers in from other funds totaling \$52,565,338, and expenditures and transfers out to other funds totaling \$58,986,606, is hereby approved, adopted, and appropriated.

SECTION 2. The fund appropriations set forth shall be the maximum expenditures authorized for those funds.

SECTION 3. The City Council does hereby authorize and approve the commitment of General Fund Balance for the following specific purposes: Arroyo Seco Bicycle and Pedestrian Trail, Legal Services, Maintenance Yard/Community Center, Renewable Energy Sources, Retiree Pension Benefits, Retiree Health Benefits, Emergency Operations Center, Public Library Expansion, CalTrans Vacant Lot Purchases, General Plan/Mission Street Specific Plan, and Storm Water, and that committed amounts cannot be used for any other purpose unless the City Council removes or changes the specific use through the same formal action to establish the commitment.

SECTION 4. The City Council does hereby authorize and approve the number and classification of employees in the respective functions, departments and/or activities as set forth in the Fiscal Year 2017-18 Budget.

SECTION 5. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 7th day of June, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 7th day of June, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
Proposed FY 2017-18 Operating and Capital
Budget

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City of South Pasadena California



Proposed Budget For the 2017/18 Fiscal Year

Mayor

Michael A. Cacciotti

Mayor Pro Tempore

Richard D. Schneider, M.D.

Councilmember

Robert S. Joe

Councilmember

Marina Khubesrian, M.D.

Councilmember

Diana Mahmud

City Clerk

Evelyn G. Zneimer

City Treasurer

Gary Pia

Interim City Manager

Elaine Aguilar

Population 25,992



MISSION STATEMENT

The City of South Pasadena is committed to providing effective and efficient municipal services for the community while preserving our quality of life and small-town character in a 21st Century environment.

CORE VALUES

not in priority order

The City of South Pasadena values. . .

- ♦ *Honesty and Integrity*
 - ♦ *Teamwork*
- ♦ *Outstanding customer-friendly service*
 - ♦ *Responsiveness*
- ♦ *Open and accessible government*
 - ♦ *Community participation*
 - ♦ *Fiscal responsibility*

FY 2016/17 Fund Balance

Fund	Description	07/01/16 Fund Balance	Year End Revenues	Year End Expenditures	Revenues Minus Expenses	06/30/17 Year End Fund Balance
101	General Fund					
	Revenues & Expenditures					
	Operating		25,812,490	23,462,540	2,349,950	
	Capital			505,395	(505,395)	
	Transfers/Interfund Loans		-	3,436,651	(3,436,651)	
	Reserves					
	Undesignated	7,977,059			-	6,414,773
	Arroyo Golf Course / Bike Trail	1,100,000			-	1,100,000
	Legal Reserve	500,000				500,000
	Maint. Yard / Comm. Ctr	600,000		282,470	(282,470)	442,720
	Renewable Energy Sources Reser	300,000				350,000
	Retiree Pension Reserve	500,000				500,000
	Retiree Medical Reserve	500,000				500,000
	Emergency Operations Center	200,000				300,000
	Library Expansion	150,000				200,000
	Tree Replacement / Management	150,000				50,000
	Sidewalk Improvements	180,000				-
	CalTrans Vacant Lot Purchases	750,000				750,000
	Monterey Rd. Improvements	500,000				-
	General Plan / MSSP Reserve	205,000				205,000
	Storm Water					300,000
	Library Park Drainage					125,000
101	General Fund Total	13,612,059	25,812,490	27,687,056	(1,874,566)	11,737,493
103	Insurance Fund	290,000	60,000	60,000	-	290,000
104	Street Improvements Program	-	1,739,000	1,980,000	(241,000)	(241,000)
105	Facilities & Equip. Replacement	696,953	1,661,591	1,457,571	204,020	900,973
201	MTA Pedestrian Improvement	(29,951)	-	-	-	(29,951)
205	Prop "A"	698,404	503,613	633,689	(130,076)	568,329
207	Prop "C"	468,471	442,247	188,443	253,804	722,275
208	TEA/Metro	379,391	4,126	-	4,126	383,517
210	Sewer	2,367,792	1,502,641	1,027,227	475,414	2,843,206
211	CTC Traffic Improvement	(35)	200	-	200	165
215	Street Light & Landscape	100,618	941,695	1,086,210	(144,515)	(43,897)
217	Public, Educ. & Gov't. Fund	103,773	24,000	-	24,000	127,773
218	Clean Air Act	149,022	33,658	41,058	(7,400)	141,622
220	Business Improvement Tax	147,030	155,000	185,000	(30,000)	117,030
223	Gold Line Mitigation Fund	60,381	-	20,000	(20,000)	40,381
226	Mission Meridian Public Garage	(304,893)	990	18,000	(17,010)	(321,903)
228	Housing Authority	26,845	15,058	-	15,058	41,903
230	State Gas Tax	1,004,498	532,360	776,269	(243,909)	760,589
232	County Park Bond	(64,307)	395,866	346,990	48,876	(15,431)
233	Measure R	968,277	309,345	885,244	(575,899)	392,378
236	Measure M	-	-	-	-	-
238	MSRC Grant	-	-	-	-	-
245	Bike & Pedestrian Paths	-	11,205	11,205	-	-
248	BTA Grants	(187)	-	20	(20)	(207)
249	Golden Streets Grant	(351,194)	593,600	593,471	129	(351,065)
255	Capital Growth	226,484	43,576	-	43,576	270,060
260	CDBG	-	135,413	139,013	(3,600)	(3,600)
270	Asset Forfeiture	16,980	50	17,030	(16,980)	-
272	Police Grants - State (COPS)	99,707	130,638	95,822	34,816	134,523
273	Police Subventions - CLEEP	5,246	25	5,271	(5,246)	-
274	Homeland Security Grant	(16,230)	16,230	9,167	7,063	(9,167)
275	Park Impact Fees	439,695	75,000	159,109	(84,109)	355,586
276	Historic Preservation Grant	-	-	-	-	-
277	HSIP Grant	(4,489)	4,489	927	3,562	(927)
280	Public Library Funds Grant	-	-	-	-	-
295	Arroyo Seco Golf Course	514,716	1,082,947	1,111,505	(28,558)	486,158
310	Sewer Capital Projects	-	4,051,412	4,051,412	-	-
327	2000 Tax Allocation Bonds	-	911,333	-	911,333	911,333
500	Water	5,768,193	18,760,983	14,968,415	3,792,568	9,560,761
505	2016 Water Revenue Bonds	-	7,858,379	7,858,379	-	-
550	Public Financing Authority	13,326,858	2,737,291	16,057,996	(13,320,705)	6,153
927	Redev. Obligations Trust Fund	-	199,605	199,605	-	-
	City Total	40,700,107	70,746,056	81,671,104	(10,925,048)	29,775,060
227	Successor Agency to CRA	1,163,814	199,605	1,101,041	(901,436)	262,378
	Successor Agency Total	1,163,814	199,605	1,101,041	(901,436)	262,378
	TOTAL CITY & CRA	41,863,921	70,945,661	82,772,145	(11,826,484)	30,037,439

FY 2017/18 Fund Balance

Fund	Description	06/30/17 Fund Balance	Year End Revenues	Year End Expenditures	Revenues Minus Expenses	06/30/18 Year End Fund Balance
101	General Fund					
	Revenues & Expenditures					
	Operating		26,734,642	23,900,307	2,834,335	
	Capital			1,620,000	(1,620,000)	
	Transfers/Interfund Loans		-	1,900,000	(1,900,000)	
	Reserves					
	Undesignated	6,414,773			-	6,704,108
	Arroyo Golf Course / Bike Trail	1,100,000				600,000
	Legal Reserve	500,000				500,000
	Maint. Yard / Comm. Ctr	442,720				442,720
	Renewable Energy Sources Reserve	350,000				350,000
	Retiree Pension Reserve	500,000				500,000
	Retiree Medical Reserve	500,000				500,000
	Emergency Operations Center	300,000				400,000
	Library Expansion	200,000				200,000
	Tree Replacement / Management	50,000				-
	Sidewalk Improvements	-				-
	CalTrans Vacant Lot Purchases	750,000				350,000
	Monterey Rd. Improvements	-				-
	General Plan / MSSP Reserve	205,000				205,000
	Storm Water	300,000				300,000
	Library Park Drainage	125,000				-
101	General Fund Total	11,737,493	26,734,642	27,420,307	(685,665)	11,051,828
103	Insurance Fund	290,000	275,000	65,000	210,000	500,000
104	Street Improvements Program	(241,000)	1,450,000	1,550,000	(100,000)	(341,000)
105	Facilities & Equip. Replacement	900,973	385,000	859,280	(474,280)	426,693
201	MTA Pedestrian Improvement	(29,951)	-	-	-	(29,951)
205	Prop "A"	568,329	508,086	469,144	38,942	607,272
207	Prop "C"	722,275	446,036	926,190	(480,154)	242,121
208	TEA/Metro	383,517	2,000	380,000	(378,000)	5,517
210	Sewer	2,843,206	1,498,000	869,599	628,401	3,471,607
211	CTC Traffic Improvement	165	200	-	200	365
215	Street Light & Landscape	(43,897)	890,000	1,105,126	(215,126)	(259,023)
217	Public, Educ. & Gov't. Fund	127,773	24,000	-	24,000	151,773
218	Clean Air Act	141,622	33,700	52,000	(18,300)	123,322
220	Business Improvement Tax	117,030	155,000	138,000	17,000	134,030
223	Gold Line Mitigation Fund	40,381	-	40,381	(40,381)	-
226	Mission Meridian Public Garage	(321,903)	990	26,000	(25,010)	(346,913)
228	Housing Authority	41,903	21,098	-	21,098	63,001
230	State Gas Tax	760,589	716,190	636,608	79,582	840,171
232	County Park Bond	(15,431)	43,500	43,500	-	(15,431)
233	Measure R	392,378	303,158	686,760	(383,602)	8,776
236	Measure M	-	325,741	300,000	25,741	25,741
238	MSRC Grant	-	322,000	322,000	-	-
245	Bike & Pedestrian Paths	-	79,298	79,198	100	100
248	BTA Grants	(207)	418,500	462,500	(44,000)	(44,207)
249	Golden Streets Grant	(351,065)	-	-	-	(351,065)
255	Capital Growth	270,060	33,000	-	33,000	303,060
260	CDBG	(3,600)	140,835	140,835	-	(3,600)
270	Asset Forfeiture	-	-	-	-	-
272	Police Grants - State (COPS)	134,523	116,500	75,000	41,500	176,023
273	Police Subventions - CLEEP	-	-	-	-	-
274	Homeland Security Grant	(9,167)	-	-	-	(9,167)
275	Park Impact Fees	355,586	40,000	-	40,000	395,586
276	Historic Preservation Grant	-	-	-	-	-
277	HSIP Grant	-	315,900	455,900	-	-
280	Public Library Funds Grant	-	-	-	-	-
295	Arroyo Seco Golf Course	486,158	1,258,114	1,045,495	212,619	698,777
310	Sewer Capital Projects	-	808,884	808,884	-	-
327	2000 Tax Allocation Bonds	911,333	7,000	901,436	(894,436)	16,897
500	Water	9,560,761	11,593,000	15,554,997	(3,961,997)	5,598,764
505	2016 Water Revenue Bonds	-	2,611,838	2,611,838	-	-
550	Public Financing Authority	6,153	562,238	564,738	(2,500)	3,653
927	Redev. Obligations Trust Fund	-	197,945	197,945	-	-
	City Total	29,775,987	52,317,393	58,788,661	(6,331,268)	23,444,720
227	Successor Agency to CRA	262,378	197,945	197,945	-	262,378
	Successor Agency Total	262,378	197,945	197,945	-	262,378
	TOTAL CITY & CRA	30,038,365	52,515,338	58,986,606	(6,331,268)	23,707,099

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
4000-000	Property Tax - Current Secured	8,389,757	8,791,225	9,281,790	9,817,264	9,800,000	10,185,044
4010-000	Property Tax - Unsecured	347,536	360,840	367,703	345,000	360,000	345,000
4020-000	Property Tax - Prior Years	(16,427)	(16,958)	(19,676)	-	(25,000)	-
4030-000	Property Tax - Int & Pen	57,410	44,325	37,557	40,000	33,000	33,000
4040-000	Highway Rental	126,027	129,862	131,986	132,000	126,237	127,000
4050-000	Homeowners Exemption	63,955	65,423	64,301	66,000	66,000	66,000
4060-000	Supplemental - Sec/Unsec	229,649	246,382	270,736	185,000	200,000	200,000
5002-000	Motor Vehicle In Lieu Adj.	2,264,678	2,368,975	2,498,587	2,611,723	2,624,200	2,708,935
Property Tax		11,462,586	11,990,074	12,632,984	13,196,987	13,184,437	13,664,979
4150-000	Library Special Tax	231,667	232,388	231,645	306,000	306,000	312,120
Assessments & Special Taxes		231,667	232,388	231,645	306,000	306,000	312,120
4200-000	Sales & Use Tax	1,578,206	1,597,717	1,916,945	2,276,667	2,277,000	2,350,000
4200-001	Sales Tax "In Lieu"	510,445	541,455	443,497	-	-	-
4201-000	PSAF - Prop 172 Sales Tax	262,130	275,325	275,525	249,000	275,000	275,000
Sales Tax		2,350,781	2,414,498	2,635,968	2,525,667	2,552,000	2,625,000
4230-001	Utility Tax - Water	626,249	615,133	576,531	620,000	620,000	620,000
4230-002	Utility Tax - Electric	1,213,785	1,312,071	1,295,323	1,400,000	1,300,000	1,300,000
4230-003	Utility Tax - Gas	358,715	347,058	370,356	360,000	360,000	360,000
4230-004	Utility Tax - Telephone	1,059,754	744,390	769,388	750,000	750,000	750,000
4230-006	Utility Tax - Cable	228,272	404,565	403,230	370,000	400,000	400,000
Utility Users Tax		3,486,776	3,423,217	3,414,827	3,500,000	3,430,000	3,430,000
4210-001	Franchise - Refuse	361,673	415,079	424,775	420,000	420,000	420,000
4210-002	Franchise - Cable TV	282,382	298,666	294,533	300,000	280,000	280,000
4210-003	Franchise - Electric	94,654	98,131	99,680	98,000	90,840	90,000
4210-004	Franchise - Gas	66,286	66,456	56,316	66,000	47,477	50,000
4220-000	Real Property Transfer	127,745	146,567	125,360	120,000	135,000	120,000
Other Taxes		932,740	1,024,898	1,000,664	1,004,000	973,317	960,000
4400-000	Business License	361,074	372,130	383,950	400,000	400,000	400,000
4420-000	Bus Lic Penalties & Trans	12,861	13,561	13,812	12,000	13,500	12,000
4440-000	Tobacco Retail Permit	1,200	1,440	1,440	1,440	1,440	1,440
4445-000	Filming Permits	116,464	116,290	116,960	116,000	100,000	100,000
4460-000	Parking Permits	405,140	464,379	459,405	440,000	450,000	450,000
4465-001	Fire Permits	3,005	3,025	4,033	2,500	2,500	2,500
4470-002	Street / Curb Permits	16,058	25,975	35,849	20,000	35,000	30,000
4470-004	Street Closure Permits	4,753	2,457	6,197	4,500	2,500	2,500
4470-005	Newsrack Permits	220	820	800	460	-	-
4480-000	FOG Wastewater Permit	13,043	10,703	6,138	8,000	8,000	8,000
Licenses & Permits		933,816	1,010,779	1,028,583	1,004,900	1,012,940	1,006,440
4600-000	Vehicle Code Fines	90,338	73,383	61,912	65,000	57,000	57,000
4610-000	Parking Citations	312,652	267,840	366,096	296,000	300,000	300,000
4620-000	Other Court Fines	9,758	6,362	16,549	5,000	13,000	10,000
Fines & Forfeitures		412,748	347,585	444,556	366,000	370,000	367,000
4800-000	Interest Income	26,886	48,309	136,294	125,000	125,000	125,000
4802-000	Gain / Loss on Investments	-	3,360	9,461	-	3,905	-
4805-000	Unrealized Gain / Loss	(744)	(6,459)	29,897	-	-	-
4815-000	Chamber Farmers Mkt Cap Impr	3,246	3,683	3,879	3,500	3,800	3,800
4820-000	Rental - Stables	52,037	52,511	53,214	55,000	54,897	55,650
4825-000	Rental - Tennis	39,000	39,000	39,430	39,120	61,560	84,000
4830-002	Rental - Cell Phone Site	37,891	39,028	40,198	39,702	40,893	42,120
4830-003	Rental - Cell Site - AT&T	29,418	30,301	30,748	30,748	30,748	31,693
4830-004	Cell Phone - CW/Bilicke	32,985	33,974	34,993	35,277	36,338	42,120
4830-005	Cell Phone - Verizon - San Pascual	24,687	25,427	26,190	25,804	27,374	28,195
4830-006	Cell Phone - Cingular OG	28,591	29,448	29,860	29,860	29,856	30,755
4830-009	Cell Phone - Metro PCS	34,022	35,723	36,979	37,268	37,826	38,961
4830-010	Cell Phone - Verizon - MH	-	-	30,266	21,564	22,206	22,877

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
4835-000	Rental - TWC	6,000	1,516	-	-	-	-
4840-000	Rental - War Memorial Building	72,209	86,882	71,328	45,992	49,175	40,000
4850-000	Rental - Eddie Park	6,375	3,633	3,745	3,000	4,647	1,500
4860-000	Rental - Library Comm Room	24,310	27,290	24,430	20,000	13,000	15,000
4885-000	Rental - Sr Citizen Ctr	3,150	2,648	2,160	2,000	1,455	2,000
4890-000	Rental - Farmer's Market	4,870	5,892	9,697	8,500	8,500	8,500
4891-000	Rental - Orange Grove	1,950	1,400	3,266	5,000	5,768	5,500
4892-000	Rental - Misc	42,150	38,550	49,663	40,000	40,000	40,000
4893-000	Rental - Batting Cages	11,900	16,056	12,637	10,000	13,000	10,000
4894-000	Rental - Youth House	2,908	2,705	2,739	3,250	5,069	5,000
Use of Money & Property		483,839	520,879	681,073	580,585	615,017	632,671
5000-000	Motor Vehicle In Lieu	-	16,845	10,561	-	11,660	-
5020-000	State Reimb - Police Training	9,572	12,471	1,104	10,000	5,000	5,000
5030-000	State Mandated Cost	5,594	356,398	24,055	5,000	80	5,000
5071-003	Miscellaneous Grants	117,095	35,153	71,307	-	1,500	-
5071-005	Non-Federal Grants - Pub. Works	142,040	-	29,302	-	-	660,000
5073-001	Grants-Police	7,869	12,912	-	-	-	-
5073-002	Grants-Fire	8,426	5,954	-	-	-	-
Revenue From Other Agencies		290,596	439,733	136,328	15,000	18,240	670,000
5150-001	Business License App Fee	15,032	14,057	15,091	15,000	15,000	15,000
4405-000	Business License SB1186 Fee	1,811	1,845	1,913	2,000	2,000	2,000
5150-002	Non Sufficient Fund Chg	189	243	135	200	300	200
Current Services-Finance		17,032	16,145	17,139	17,200	17,300	17,200
5200-001	Community Development Misc Fee	-	870	175	250	100	150
5200-002	Planning Fees	115,392	134,395	108,808	135,000	105,000	105,000
5200-003	Plan Check	294,594	234,024	234,716	180,000	250,000	225,000
5200-004	Building Permits	309,544	539,993	393,792	320,000	375,000	370,000
5200-007	Administrative Citations	300	1,100	1,300	1,000	500	1,000
Current Services-Planning & Building		719,829	910,382	738,791	636,250	730,600	701,150
5220-001	Engineering Fees - Misc	54,877	53,982	87,444	30,000	65,000	50,000
5220-002	Engineering Plan Check	32,623	4,075	1,600	9,000	3,000	3,000
5221-000	Public Works Plan Check Fees	-	1,200	-	-	-	-
5223-000	NPDES	132,570	123,988	136,354	124,000	128,000	124,000
Current Services-Public Works		220,070	183,244	225,398	163,000	196,000	177,000
5230-001	Police Special Svcs	4,755	3,081	5,070	5,000	1,600	2,000
5230-004	Vehicle Impound Fees	26,961	22,725	19,855	20,000	22,000	20,000
5230-005	Police Svcs - Filming	234,990	196,858	214,645	200,000	200,000	200,000
5280-001	Animal Control Fees	1,713	1,253	1,367	1,000	1,000	1,000
Current Services-Police		268,419	223,916	240,937	226,000	224,600	223,000
5255-000	Passport Services	-	-	-	-	10,000	15,000
Current Services-Clerk		-	-	-	-	10,000	15,000
5260-002	Library Fines	78,264	67,666	63,131	62,000	62,000	62,000
5260-003	Library Replacements	9,194	5,339	5,183	5,000	5,000	5,000
Current Services-Library		87,458	73,004	68,315	67,000	67,000	67,000
5265-002	Sr. Citizens Classes	13,959	14,143	17,816	17,000	20,000	28,000
5265-003	Sr. Citizens Membership	9,907	10,026	9,888	10,000	9,000	9,500
5265-004	Sr. Citizens Bus Trips	2,700	3,733	5,617	8,200	8,200	10,700
5265-005	Snr. Citizens Center Programs	1,373	1,860	910	1,800	1,800	3,300
5265-006	Bingo - Coffee - Med. I.D.	1,874	1,425	1,535	1,800	1,500	1,500
5270-001	Camp Med Fees	316,524	312,582	304,615	305,000	316,000	320,000
5270-002	Recreation Classes	199,345	204,294	196,207	185,000	17,000	190,000
5270-003	Special Events	4,890	5,082	10,181	9,250	9,400	9,500
5270-004	MTA Bus Pass - General	-	(1,190)	-	-	-	-
5270-005	Park/Field Reservations	42,154	38,648	48,374	38,000	40,000	40,000
5270-007	Adult Sports	1,244	855	366	-	-	-
5270-008	Concerts in the Park	10,749	12,949	9,734	13,000	11,000	13,000
5270-009	War Memorial Kitchen	-	-	-	-	1,050	1,200
Current Services-Community Services		604,718	604,407	605,243	589,050	434,950	626,700

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
5289-001	Fire Dept - Filming	148,305	164,863	178,955	120,000	140,000	140,000
5289-002	Fire Dept - Plan Check	44,825	19,491	16,389	18,000	18,000	18,000
5290-001	Paramedic Fees	495,671	525,660	522,738	380,000	380,000	380,000
5300-000	Paramedic Subscriptions	22,905	22,745	16,629	22,000	21,000	21,000
5302-000	Tri-City Reimbursements	-	230,267	174,647	175,000	188,000	-
5305-001	Fire Miscellaneous	(3)	-	300	-	-	-
Current-Services-Fire		711,703	963,026	909,658	715,000	747,000	559,000
Current-Services-ALL		2,629,229	2,974,124	2,805,481	2,413,500	2,427,450	2,386,050
5400-000	Sale of Property	7,027	1,177	6,371	7,000	6,000	6,000
5420-000	Workers Comp Reimb	208,049	122,953	25,638	20,000	20,000	20,000
5425-000	Gen. Liability Insurance Reimb	7,070	2,646	129,199	20,000	280,000	20,000
5430-000	Damage to City Property	-	1,973	-	-	2,280	-
5440-000	Candidate Filing Fee	1,927	200	684	-	-	-
5450-000	Commissions	54	-	-	-	-	-
5460-000	Recycling Revenue	118,815	67,252	63,038	80,000	80,000	80,000
5460-001	Recycling Container	-	7,067	14,469	-	7,000	7,000
5490-000	Cash Over/Short Fin.	(25)	(5)	113	-	-	-
5490-001	Over/Short - Library	(8)	-	(1)	-	-	-
5490-002	Over/Short - Police	(22)	(10)	65	-	-	-
5490-003	Over/Short - Sr. Ctr & Rec	(4)	(2)	1	-	-	-
5490-004	Over Short - Senior Center	(98)	7	15	-	-	-
5490-005	Cash Over/Short - Clerk	-	-	-	-	-	-
5490-006	Cash Over/Short - Pub. Works	(0)	-	-	-	-	-
5501-001	Donations - Misc	101	666	21	-	-	-
5501-003	Donations - Senior Meals	19,041	10,223	10,727	25,000	6,000	10,000
5501-005	Donations - Library	-	(44)	125	-	-	-
5505-000	Miscellaneous	276,409	135,786	809,034	70,000	50,000	50,000
5505-001	Duplication Fees	4,654	3,877	4,300	4,000	4,000	4,000
5550-000	Prior Year Adjustment	2,132	(1,792)	(69,238)	-	(15,573)	-
Other Revenue		645,121	351,974	994,561	226,000	439,707	197,000
5610-000	Reimbursement-Sewer Fund	69,022	69,022	69,022	69,022	69,022	69,022
5630-000	Reimbursement-CRA Fund	27,484	-	-	-	-	-
5640-000	Reimbursement-Water Fund	389,361	389,361	414,362	414,360	414,360	414,360
Reimbursements From Other Funds		485,867	458,383	483,384	483,382	483,382	483,382
101 - GENERAL FUND TOTAL		24,345,766	25,188,530	26,490,054	25,622,021	25,812,490	26,734,642
9911-000	Transfers from Other Fund	-	303,640	46,397	60,000	60,000	275,000
Transfers In		-	303,640	46,397	60,000	60,000	275,000
103 - INSURANCE FUND TOTAL		-	303,640	46,397	60,000	60,000	275,000
5071-005	Non-Federal Grants - Pub. Works	-	-	-	-	-	150,000
Revenue From Other Agencies		-	-	-	-	-	150,000
9911-000	Transfers from Other Fund	-	-	-	1,739,000	1,739,000	1,300,000
Transfers In		-	-	-	1,739,000	1,739,000	1,300,000
104 - STREET IMPROVEMENTS PROGRAM		-	-	-	1,739,000	1,739,000	1,450,000
9911-000	Transfers from Other Fund	32,000	146,000	500,000	1,536,061	1,661,591	385,000
Transfers In		32,000	146,000	500,000	1,536,061	1,661,591	385,000
105 - FACILITIES & EQUIP REPLACEMENT		32,000	146,000	500,000	1,536,061	1,661,591	385,000
5077-004	MTA Grant - Pedestrian Imp	30,000	-	-	-	-	-
9911-000	Transfers from Other Fund	168,371	172,497	-	-	-	-
Revenue From Other Agencies		198,371	172,497	-	-	-	-
201 - MTA PEDESTRIAN IMPROVEMENT		198,371	172,497	-	-	-	-

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
4200-000	Sales & Use Tax	438,840	457,288	469,505	479,568	479,568	484,086
Sales Tax		438,840	457,288	469,505	479,568	479,568	484,086
4800-000	Interest Income	883	1,913	6,651	6,000	7,500	7,800
4802-000	Gain / Loss on Investments	-	139	516	-	228	-
4805-000	Unrealized Gain / Loss	(61)	(257)	1,234	-	-	-
Use of Money & Property		822	1,794	8,401	6,000	7,728	7,800
5266-000	Dial - A - Ride Charges	3,722	4,922	4,984	5,000	4,615	5,000
Charges for Current Services		3,722	4,922	4,984	5,000	4,615	5,000
5500-000	MTA Bus Pass - Senior	(49)	852	(50)	1,000	1,250	1,200
5504-000	Prop A - NTD Disc. Incentive	18,092	16,967	15,135	15,000	10,452	10,000
5505-000	Miscellaneous	-	3,720	-	-	-	-
5550-000	Prior Year Adjustment	-	48	-	-	-	-
Other Revenue		18,043	21,586	15,085	16,000	11,702	11,200
205 - LOCAL TRANSIT RETURN "A" TOTAL		461,426	485,591	497,975	506,568	503,613	508,086
4200-000	Sales & Use Tax	363,409	378,782	388,693	397,789	397,789	401,536
Sales Tax		363,409	378,782	388,693	397,789	397,789	401,536
4800-000	Interest Income	537	1,226	4,234	4,000	4,300	4,500
4802-000	Gain / Loss on Investments	-	87	335	-	158	-
4805-000	Unrealized Gain / Loss	(45)	(61)	889	-	-	-
Use of Money & Property		492	1,253	5,458	4,000	4,458	4,500
4460-001	Parking Revenue	-	34,915	38,526	35,000	40,000	40,000
Charges for Current Services		-	34,915	38,526	35,000	40,000	40,000
5550-000	Prior Year Adjustment	-	-	-	-	-	-
Other Revenue		-	-	-	-	-	-
207 - LOCAL TRANSIT RETURN "C" TOTAL		363,901	414,949	432,677	436,789	442,247	446,036
4800-000	Interest Income	-	1,198	4,305	2,000	4,000	2,000
4802-000	Gain / Loss on Investments	-	84	275	-	126	-
4805-000	Unrealized Gain / Loss	-	(430)	656	-	-	-
Use of Money & Property		-	853	5,236	2,000	4,126	2,000
5077-041	MTA Grant - Ped. Improv. - LTF	-	373,302	-	-	-	-
Revenue From Other Agencies		-	373,302	-	-	-	-
208 - TEA/METRO TOTAL		-	374,155	5,236	2,000	4,126	2,000
4800-000	Interest Income	2,754	5,541	19,685	18,000	26,000	28,000
4802-000	Gain / Loss on Investments	-	422	1,729	-	675	-
4805-000	Unrealized Gain / Loss	(177)	(124)	5,087	-	-	-
Use of Money & Property		2,576	5,839	26,501	18,000	26,675	28,000
5310-000	Sewer Service Charges	1,250,871	1,347,965	1,534,401	1,400,000	1,465,000	1,465,000
5315-000	Penalty - Sewer	5,811	5,267	5,335	5,000	4,600	5,000
5335-000	Capacity Charges	-	-	4,188	-	6,366	-
Charges for Current Services		1,256,682	1,353,231	1,543,924	1,405,000	1,475,966	1,470,000
5550-000	Prior Year Adjustment	-	60	-	-	-	-
Other Revenue		-	60	-	-	-	-
210 - SEWER TOTAL		1,259,258	1,359,131	1,570,425	1,423,000	1,502,641	1,498,000
5071-006	Federal Grant - Rogan HR 5394	103	61	54	-	200	200
Revenue From Other Agencies		103	61	54	-	200	200
211 - CTC TRAFFIC IMPROVEMENT TOTAL		103	61	54	-	200	200

Revenue Detail

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
4100-000	Street Light Assessments	896,465	895,798	891,305	890,000	890,000	890,000
Assessments & Special Taxes		896,465	895,798	891,305	890,000	890,000	890,000
5425-000	Gen. Liability Insurance Reimb	-	1,495	2,213	-	-	-
5430-000	Damage to City Property	8,575	10,870	7,478	5,000	4,310	-
5501-012	Donations - Tree Dedications	12,455	1,735	1,410	-	47,385	-
5550-000	Prior Year Adjustment	-	208	(15,743)	-	-	-
Other Revenue		21,030	14,308	(4,642)	5,000	51,695	-
9911-000	Transfers from Other Fund	-	-	-	-	-	50,000
Transfers In		-	-	-	-	-	50,000
215 - STREET LIGHT & LANDSCAPE TOTAL		917,496	910,105	886,664	895,000	941,695	940,000
5250-000	PEG Fees	20,991	25,173	23,472	24,000	24,000	24,000
Revenue From Other Agencies		20,991	25,173	23,472	24,000	24,000	24,000
217 - PUBLIC, EDUC., & GOV'T. TOTAL		20,991	25,173	23,472	24,000	24,000	24,000
4800-000	Interest Income	455	362	1,189	1,200	1,600	1,700
4802-000	Gain / Loss on Investments	-	27	451	-	58	-
4805-000	Unrealized Gain / Loss	(27)	(27)	(84)	-	-	-
Use of Money & Property		428	363	1,556	1,200	1,658	1,700
5082-000	AB 2766 (SCAQMD) Fees	31,929	32,272	33,213	32,000	32,000	32,000
Revenue From Other Agencies		31,929	32,272	33,213	32,000	32,000	32,000
218 - CLEAN AIR ACT TOTAL		32,357	32,635	34,769	33,200	33,658	33,700
5412-000	Business Improvment Tax	114,870	119,454	125,405	115,000	115,000	115,000
5412-001	BIT - Filming Permits	43,689	43,591	43,645	40,000	40,000	40,000
Other Revenue		158,559	163,045	169,050	155,000	155,000	155,000
220 - BUSINESS IMPROVEMENT TAX TOTAL		158,559	163,045	169,050	155,000	155,000	155,000
9911-000	Transfers from Other Fund	120,749	-	-	-	-	-
Transfers In		120,749	-	-	-	-	-
223 - GOLD LINE MITIGATION FUND TOTAL		120,749	-	-	-	-	-
4875-000	Rental - MMV Parking	-	-	1,155	3,960	990	990
Use of Money & Property		-	-	1,155	3,960	990	990
226 - MISSION MERIDIAN PUBLIC GARAGE'		-	-	1,155	3,960	990	990
4800-000	Interest Income	2,211	2,399	4,047	1,600	3,368	-
4880-000	Rental - Nursery Property	18,300	12,075	12,000	12,000	6,000	-
Use of Money & Property		20,511	14,474	16,047	13,600	9,368	-
5550-000	Prior Year Adjustment	-	-	10,239	-	-	-
Other Revenue		-	-	10,239	-	-	-
9911-000	Transfers from Other Fund	254,227	642,838	308,736	221,102	190,237	197,945
Transfers In		254,227	642,838	308,736	221,102	190,237	197,945
227 - SA-CRA TOTAL		274,739	657,312	335,022	234,702	199,605	197,945

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
4800-000	Interest Income	15	64	227	250	300	350
4802-000	Gain / Loss on Investments	-	5	19	-	10	-
4805-000	Unrealized Gain / Loss	(1)	(10)	53	-	-	-
4810-000	Rental - Arroyo House	8,019	9,477	8,748	8,748	8,748	8,748
4880-000	Rental - Nursery Property	-	-	-	-	6,000	12,000
Use of Money & Property		8,033	9,536	9,047	8,998	15,058	21,098
228 - HOUSING AUTHORITY TOTAL		8,033	9,536	9,047	8,998	15,058	21,098
4800-000	Interest Income	2,388	3,240	9,491	8,000	12,000	13,000
4802-000	Gain / Loss on Investments	-	240	727	-	338	-
4805-000	Unrealized Gain / Loss	(142)	260	1,943	-	-	-
Use of Money & Property		2,246	3,740	12,161	8,000	12,338	13,000
5038-000	State Gas Tax - 2103	357,482	275,225	134,455	61,734	63,231	104,211
5039-000	State Gas Tax - 2105	174,496	154,187	146,954	163,474	154,021	151,281
5040-000	State Gas Tax - 2106	84,565	95,698	90,981	84,593	97,818	96,169
5050-000	State Gas Tax - 2107	186,685	198,554	191,354	227,010	198,952	195,433
5060-000	State Gas Tax - 2107.5	6,000	12,000	6,000	6,000	6,000	6,000
5070-000	State Gas Tax - RMRA	-	-	-	-	-	150,096
Revenue From Other Agencies		809,228	735,663	569,743	542,811	520,022	703,190
5550-000	Prior Year Adjustment	-	(79,956)	-	-	-	-
Other Revenue		-	(79,956)	-	-	-	-
9911-000	Transfers from Other Fund	-	-	58,083	-	-	-
Transfers In		-	-	58,083	-	-	-
230 - STATE GAS TAX TOTAL		811,474	659,447	639,987	550,811	532,360	716,190
5084-006	County Park Bond - (Prop A)	-	-	-	-	309,028	-
5084-008	County Park Bond - Maint	-	-	125,882	-	86,838	43,500
Revenue From Other Agencies		-	-	125,882	-	395,866	43,500
232 - COUNTY PARK BOND TOTAL		-	-	125,882	-	395,866	43,500
4200-000	Sales & Use Tax	271,655	284,546	292,258	298,320	298,320	301,158
Sales Tax		271,655	284,546	292,258	298,320	298,320	301,158
4800-000	Interest Income	1,825	2,639	8,266	5,000	10,700	2,000
4802-000	Gain / Loss on Investments	-	174	665	-	325	-
4805-000	Unrealized Gain / Loss	(122)	(272)	1,868	-	-	-
Use of Money & Property		1,703	2,541	10,799	5,000	11,025	2,000
233 - MEASURER TOTAL		273,358	287,087	303,057	303,320	309,345	303,158
4200-000	Sales & Use Tax	-	-	-	-	-	324,241
Sales Tax		-	-	-	-	-	324,241
4800-000	Interest Income	-	-	-	-	-	1,500
4802-000	Gain / Loss on Investments	-	-	-	-	-	-
4805-000	Unrealized Gain / Loss	-	-	-	-	-	-
Use of Money & Property		-	-	-	-	-	1,500
236 - MEASUREM TOTAL		-	-	-	-	-	325,741
5071-014	MSRC Grant	125,930	-	-	-	-	322,000
Revenue From Other Agencies		125,930	-	-	-	-	322,000
9911-000	Transfers from Other Fund	100,000	90,000	90,539	-	-	-
Transfers In		100,000	90,000	90,539	-	-	-
238 - MSRC GRANT TOTAL		225,930	90,000	90,539	-	-	322,000
4800-000	Interest Income	-	-	-	-	-	100
4802-000	Gain / Loss on Investments	-	-	-	-	-	-
4805-000	Unrealized Gain / Loss	-	-	-	-	-	-
Use of Money & Property		-	-	-	-	-	100
5035-000	SB 821 State Grants	14,818	89,519	-	17,053	11,205	79,198
Revenue From Other Agencies		14,818	89,519	-	17,053	11,205	79,198
245 - BIKE & PEDESTRIAN PATHS TOTAL		14,818	89,519	-	17,053	11,205	79,298

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
9911-000	Transfers from Other Fund	391	-	-	-	-	-
Transfers In		391	-	-	-	-	-
247 - SGVCOG GRANT TOTAL		391	-	-	-	-	-
5071-017	Mission St. Bikeway-BTA Grant	-	-	-	224,000	-	234,000
5071-018	Bicycle Parking-BTA Grant	-	-	-	-	-	184,500
Revenue From Other Agencies		-	-	-	224,000	-	418,500
248 - BTA GRANTS TOTAL		-	-	-	224,000	-	418,500
5071-045	MSRC Grant - Golden Streets	-	-	-	-	-	-
5077-045	Metro Grant - Golden Streets	-	-	-	-	593,600	-
Revenue From Other Agencies		-	-	-	-	593,600	-
249 - GOLDEN STREETS GRANT TOTAL		-	-	-	-	593,600	-
4800-000	Interest Income	250	667	2,122	1,500	2,500	1,000
4802-000	Gain / Loss on Investments	-	55	162	-	76	-
4805-000	Unrealized Gain / Loss	(17)	(39)	408	-	-	-
Use of Money & Property		233	684	2,692	1,500	2,576	1,000
5215-000	Growth Requirement - Residen	27,353	39,856	49,331	30,000	40,000	30,000
5216-000	Growth Requirement - Comm/Indus	2,588	97,127	-	2,000	1,000	2,000
Charges for Current Services		29,941	136,983	49,331	32,000	41,000	32,000
255 - CAPITAL GROWTH TOTAL		30,174	137,667	52,023	33,500	43,576	33,000
5075-032	Sr. Program - D99575	18,446	18,503	18,222	10,500	10,500	18,000
5075-049	ADA Sidewalk Repairs	116,431	106,324	64,528	103,913	103,913	101,835
Revenue From Other Agencies		134,877	124,827	82,750	114,413	114,413	119,835
5501-003	Donations - Senior Meals	12,421	21,613	19,117	21,000	21,000	21,000
5550-000	Prior Year Adjustment	(0)	-	(362)	-	-	-
Other Revenue		12,421	21,613	18,755	21,000	21,000	21,000
260 - CDBG TOTAL		147,298	146,440	101,505	135,413	135,413	140,835
4800-000	Interest Income	68	73	166	-	50	-
4802-000	Gain / Loss on Investments	-	5	12	-	-	-
4805-000	Unrealized Gain / Loss	(4)	7	29	-	-	-
Use of Money & Property		64	85	207	-	50	-
5075-001	Asset Forfeiture - DOJ	-	-	-	-	-	-
Revenue From Other Agencies		-	-	-	-	-	-
270 - ASSET FORFEITURE TOTAL		64	85	207	-	50	-
4800-000	Interest Income	370	408	1,421	1,500	1,300	1,500
4802-000	Gain / Loss on Investments	-	29	120	-	14	-
4805-000	Unrealized Gain / Loss	(24)	12	370	-	-	-
Use of Money & Property		347	448	1,910	1,500	1,314	1,500
5005-000	State Grant - COPS (AB3229)	100,000	106,230	114,618	100,000	129,324	115,000
Revenue From Other Agencies		100,000	106,230	114,618	100,000	129,324	115,000
272 - POLICE GRANTS - STATE TOTAL		100,347	106,678	116,529	101,500	130,638	116,500
4800-000	Interest Income	16	20	51	-	22	-
4802-000	Gain / Loss on Investments	-	1	4	-	3	-
4805-000	Unrealized Gain / Loss	(1)	(1)	9	-	-	-
Use of Money & Property		15	20	64	-	25	-
273 - POLICE SUBVENTIONS - CLEP TOTAL		15	20	64	-	25	-
5036-000	Homeland Security Grant	189,747	47,500	-	-	16,230	-
Revenue From Other Agencies		189,747	47,500	-	-	16,230	-
274 - HOMELAND SECURITY GRANT TOTAL		189,747	47,500	-	-	16,230	-

Revenue Detail

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
5200-008	Park Impact Fees	49,557	307,786	97,901	30,000	75,000	40,000
Charges for Current Services		49,557	307,786	97,901	30,000	75,000	40,000
275 - PARK IMPACT FEE		49,557	307,786	97,901	30,000	75,000	40,000
5071-015	Historic Preservation Grant	-	15,000	-	-	-	-
Revenue From Other Agencies		-	15,000	-	-	-	-
276 - HISTORIC PRESERVATION GRANT TOTAL		-	15,000	-	-	-	-
5071-016	HSIP Grant	-	-	18,336	-	4,489	315,900
Revenue From Other Agencies		-	-	18,336	-	4,489	315,900
277 - HSIP GRANT TOTAL		-	-	18,336	-	4,489	315,900
4800-000	Interest Income	-	711	3,923	4,000	2,500	2,800
4802-000	Gain / Loss on Investments	-	95	243	-	84	-
4805-000	Unrealized Gain / Loss	-	(876)	590	-	-	-
Use of Money & Property		-	(69)	4,756	4,000	2,584	2,800
5275-001	Green Fees / Mini Golf	685,346	597,539	596,524	619,970	582,864	626,965
5275-002	Range	357,635	335,826	284,421	333,125	275,147	329,365
5275-003	Golf Shop	48,273	51,143	50,097	58,990	53,250	62,709
5275-004	Food	59,587	88,711	107,926	166,858	96,352	170,225
5275-005	Filming	46,206	60,343	90,959	53,000	72,750	66,050
Charges for Current Services		1,197,047	1,133,562	1,129,927	1,231,943	1,080,363	1,255,314
295-ARROYO SECO GOLF COURSE		1,197,047	1,133,493	1,134,683	1,235,943	1,082,947	1,258,114
4800-000	Interest Income	83	103	99	-	-	-
4802-000	Gain / Loss on Investments	-	2	0	-	-	-
4805-000	Unrealized Gain / Loss	1	307	(224)	-	-	-
Use of Money & Property		83	413	(125)	-	-	-
5586-000	Loan Proceeds	527,283	-	-	4,000,000	4,051,412	808,884
Revenue From Other Agencies		527,283	-	-	4,000,000	4,051,412	808,884
9911-000	Transfers from Other Fund	250,000	250,000	180,000	3,000	-	-
Transfers In		250,000	250,000	180,000	3,000	-	-
310 - SEWER CAPITAL PROJECTS TOTAL		777,366	250,413	179,875	4,003,000	4,051,412	808,884
4800-000	Interest Income	-	-	-	-	9,600	7,000
4802-000	Gain / Loss on Investments	-	-	-	-	297	-
4805-000	Unrealized Gain / Loss	-	-	-	-	-	-
Use of Money & Property		-	-	-	-	9,897	7,000
9911-000	Transfers from Other Fund	-	-	-	-	901,436	-
Transfers In		-	-	-	-	901,436	-
327 - 2000 TAX ALLOCATION BONDS TOTAL		-	-	-	-	911,333	7,000

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
4800-000	Interest Income	27,054	34,880	86,515	80,000	112,000	115,000
4802-000	Gain / Loss on Investments	-	2,269	5,867	-	4,764	-
4805-000	Unrealized Gain / Loss	(1,337)	849	14,010	-	-	-
Use of Money & Property		25,718	37,999	106,391	80,000	116,764	115,000
5320-000	Water Sales	8,582,618	8,437,693	7,833,943	8,925,000	8,000,000	8,000,000
5325-000	Standby Service Charge	-	-	-	14,000	14,000	14,000
5327-000	Efficiency Fee	248,596	221,584	184,134	220,000	190,000	190,000
5330-000	Private Fire Service	32,027	35,598	32,736	35,000	32,000	32,000
5335-000	Capacity Charges	-	-	43,537	-	244,908	-
Charges for Current Services		8,863,241	8,694,876	8,094,351	9,194,000	8,480,908	8,236,000
5360-000	Rubbish Clearing	-	(11,430)	-	-	-	-
5370-000	Penalty - Water/Rubbish	79,857	62,000	55,266	60,000	60,000	60,000
5430-000	Damage to City Property	7,029	4,695	10,500	-	763	-
5505-000	Miscellaneous	150	30	-	-	210	-
5510-000	Misc Service Revenue	2,964	3,375	3,240	3,000	3,000	3,000
5525-000	Yard Waste	-	-	-	-	-	-
5530-000	Rubbish Billing Fees	162,274	105,867	117,597	112,000	112,000	112,000
5540-000	Service Fees	66,923	25,693	20,451	20,000	20,000	20,000
5550-000	Prior Year Adjustment	(66,363)	(47,194)	4,176,047	-	-	-
5560-000	Sewer Billing Fees	38,687	41,690	47,456	47,000	47,000	47,000
Other Revenue		291,520	184,725	4,430,557	242,000	242,973	242,000
5586-000	Loan Proceeds	-	-	-	-	-	3,000,000
Revenue From Other Agencies		-	-	-	-	-	3,000,000
9911-000	Transfers from Other Fund	7,312,524	6,360,379	10,782,388	8,600,000	9,920,338	-
Transfers In		7,312,524	6,360,379	10,782,388	8,600,000	9,920,338	-
500 - WATER TOTAL		16,493,002	15,277,978	23,413,686	18,116,000	18,760,983	11,593,000
4800-000	Interest Income	-	-	-	-	(69,000)	-
4802-000	Gain / Loss on Investments	-	-	-	-	-	-
4805-000	Unrealized Gain / Loss	-	-	-	-	-	-
Use of Money & Property		-	-	-	-	(69,000)	-
9911-000	Transfers from Other Fund	-	-	-	-	10,917,550	2,611,838
Transfers In		-	-	-	-	10,917,550	2,611,838
505 - 2016 WATER REVENUE BONDS TOTAL		-	-	-	-	10,848,550	2,611,838
4800-000	Interest Income	-	-	-	45,000	36,215	-
4802-000	Gain / Loss on Investments	-	(11,974)	-	-	-	-
Use of Money & Property		-	(11,974)	-	45,000	36,215	-
9911-000	Transfers from Other Fund	2,870,788	2,832,561	2,633,392	2,760,013	2,143,739	-
9912-000	Transfers from Other Fund	518,558	536,819	554,531	553,587	557,337	562,238
Transfers In		3,389,346	3,369,381	3,187,923	3,313,600	2,701,076	562,238
550 - PUBLIC FINANCING TOTAL		3,389,346	3,357,407	3,187,923	3,358,600	2,737,291	562,238
4000-000	Property Tax - Current Secured	425,493	350,398	315,886	234,702	199,605	197,945
Property Tax		425,493	350,398	315,886	234,702	199,605	197,945
927 - REDEV. OBLIGATIONS TOTAL		425,493	350,398	315,886	234,702	199,605	197,945
CITYWIDE TOTAL		52,319,176	52,499,276	60,780,079	61,024,141	73,935,832	52,565,338

Expenditure Summary by Fund

Category/Fund	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
101 Wages & Benefits	14,176,094	15,193,994	15,672,149	17,543,464	17,227,039	17,960,310
101 Operations & Maintenance	5,155,136	5,632,485	5,564,847	5,924,567	5,545,136	5,751,997
101 Capital Outlay	188,551	50,422	101,252	166,600	184,970	188,000
101 Transfer Out	406,598	596,137	676,460	3,311,061	3,436,651	1,900,000
101 Capital Projects	2,841,547	2,473,270	2,728,182	-	505,395	1,620,000
101 - General Fund Total	22,767,927	23,946,308	24,742,890	26,945,692	26,899,191	27,420,307
103 Operations & Maintenance	-	14,207	45,830	60,000	60,000	65,000
103 - Insurance Fund Total	-	14,207	45,830	60,000	60,000	65,000
104 Capital Projects	-	-	-	1,739,000	1,980,000	1,550,000
104 - Street Improvements Program Total	-	-	-	1,739,000	1,980,000	1,550,000
105 Operations & Maintenance	-	-	-	210,000	-	210,000
105 Capital Outlay	-	158,022	260,418	795,000	1,046,391	200,000
105 Capital Projects	-	137,954	4,100	582,000	411,180	449,280
105 - Facilities & Equip. Replacement Total	-	295,976	264,518	1,587,000	1,457,571	859,280
205 Wages & Benefits	190,905	150,442	157,310	271,020	237,124	341,843
205 Operations & Maintenance	78,964	78,181	89,395	215,725	181,531	127,301
205 Capital Outlay	9,158	59,100	116,957	90,000	125,034	-
205 Capital Projects	-	-	-	90,000	90,000	-
205 - Prop "A" Total	279,027	287,723	363,662	666,745	633,689	469,144
207 Wages & Benefits	139,193	185,652	227,556	249,770	164,454	162,305
207 Operations & Maintenance	31,701	27,287	35,152	-	23,989	98,885
207 Capital Outlay	-	-	33,985	-	-	-
207 Capital Projects	95,356	81,089	8,842	500,000	-	665,000
207 - Prop "C" Total	266,250	294,028	305,535	749,770	188,443	926,190
208 Transfer Out	-	-	-	-	-	-
208 Capital Projects	-	-	-	380,000	-	380,000
208 - TEA/Metro Total	-	-	-	380,000	-	380,000
209 Transfer Out	14,913	-	-	-	-	-
209 - MTA Gold Line Betterments Grant	14,913	-	-	-	-	-
210 Wages & Benefits	333,046	312,642	402,233	453,415	433,258	455,477
210 Operations & Maintenance	201,080	148,805	133,413	265,822	164,969	266,622
210 Capital Outlay	3,563	128	-	420,000	426,000	120,000
210 Other Expenses	89,036	103,420	107,013	-	-	-
210 Transfer Out	250,000	264,500	182,320	3,000	3,000	27,500
210 Capital Projects	8,345	2,107	-	-	-	-
210 - Sewer Total	885,070	831,602	824,979	1,142,237	1,027,227	869,599

Expenditure Summary by Fund

Category/Fund	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
211 Wages & Benefits	103	266	-	-	274	-
211 Transfer Out	-	-	-	-	-	-
211 - CTC Traffic Improvement Total	103	266	-	-	274	-
215 Wages & Benefits	150,254	275,926	289,278	176,135	179,042	167,676
215 Operations & Maintenance	621,925	601,732	662,203	811,550	787,168	767,450
215 Capital Outlay	18,329	18,490	11,309	170,000	120,000	170,000
215 Transfer Out	-	29,000	4,640	6,000	-	-
215 - Street Light & Landscape Total	790,508	925,148	967,430	1,163,685	1,086,210	1,105,126
218 Wages & Benefits	300	510	-	-	827	-
218 Operations & Maintenance	-	-	-	-	-	-
218 Capital Outlay	96,598	(81)	-	40,000	40,231	-
218 Capital Projects	-	-	-	-	-	52,000
218 - Clean Air Act Total	96,899	429	-	40,000	41,058	52,000
220 Operations & Maintenance	131,842	163,500	138,000	138,000	185,000	138,000
220 - Business Improvement Tax Total	131,842	163,500	138,000	138,000	185,000	138,000
223 Capital Projects	244,791	-	-	60,381	20,000	40,381
223 - Gold Line Mitigation Fund Total	244,791	-	-	60,381	20,000	40,381
226 Operations & Maintenance	28,668	30,382	18,938	26,000	18,000	26,000
226 - Mission Meridian Public Garage	28,668	30,382	18,938	26,000	18,000	26,000
227 Wages & Benefits	164,873	212,470	151,487	-	-	-
227 Operations & Maintenance	188,268	104,510	92,408	234,702	199,605	197,945
227 - Successor Agency to CRA Total	353,141	316,980	243,895	234,702	1,101,041	197,945
228 Operations & Maintenance	-	-	500	-	-	-
228 Transfer Out	-	27,381	-	-	-	-
228 - Housing Authority Total	-	27,381	500	-	-	-
229 Transfer Out	-	-	-	-	-	-
229 - Successor Agency to CRA Hsng	-	-	-	-	-	-
230 Wages & Benefits	378,804	445,441	360,367	450,375	420,919	438,758
230 Operations & Maintenance	147,657	172,267	189,362	197,850	195,350	197,850
230 Capital Outlay	29,661	95,741	-	160,000	160,000	-
230 - State Gas Tax Total	556,122	713,449	549,729	808,225	776,269	636,608
232 Operations & Maintenance	19,090	23,977	39,518	3,900	99,725	43,500
232 Capital Projects	-	-	1,660	-	247,265	-
232 - County Park Bond Total	19,090	23,977	41,178	3,900	346,990	43,500
233 Capital Projects	27,318	295,968	28,989	746,000	885,244	686,760
233 - Measure R Total	27,318	295,968	28,989	746,000	885,244	686,760

Expenditure Summary by Fund

Category/Fund	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
236 Operations & Maintenance	-	-	-	-	-	-
236 Capital Outlay	-	-	-	-	-	-
236 Capital Projects	-	-	-	-	-	300,000
236 - Measure M Total	-	-	-	-	-	300,000
238 Capital Projects	125,930	-	-	-	-	322,000
238 - MSRC Grant Total	125,930	-	-	-	-	322,000
245 Capital Projects	14,818	89,519	-	17,053	11,205	79,198
245 - Bike & Pedestrian Paths Total	14,818	89,519	-	17,053	11,205	79,198
248 Operations & Maintenance	-	-	187	44,000	20	44,000
248 Capital Projects	-	-	-	180,000	-	418,500
248 - BTA Grants Total	-	-	187	224,000	20	462,500
249 Operations & Maintenance	-	-	351,193	-	593,471	-
249 - Golden Streets Grant Total	-	-	351,193	-	593,471	-
255 Capital Projects	-	31,931	28,297	-	-	-
255 - Capital Growth Total	-	31,931	28,297	-	-	-
260 Operations & Maintenance	30,866	39,314	37,339	31,500	31,500	39,000
260 Capital Projects	116,432	106,764	64,528	103,913	107,513	101,835
260 - CDBG Total	147,298	146,078	101,867	135,413	139,013	140,835
270 Capital Outlay	-	4,639	-	-	16,968	-
270 - Asset Forfeiture Total	-	4,639	-	-	16,968	-
272 Operations & Maintenance	22,896	19,045	-	-	17,822	-
272 Capital Outlay	75,653	89,333	112,700	75,000	78,000	75,000
272 - Police Grants - State (COPS)	98,549	108,378	112,700	75,000	95,822	75,000
273 Capital Outlay	-	-	-	-	5,271	-
273 - Police Subventions - CLEEP	-	-	-	-	5,271	-
274 Wages & Benefits	-	4,202	-	-	-	-
274 Operations & Maintenance	957	-	307	-	-	-
274 Capital Outlay	166,328	47,500	-	-	9,167	-
274 - Homeland Security Grant	167,285	51,702	307	-	9,167	-
275 Operations & Maintenance	13,007	67,178	45,478	20,000	8,000	-
275 Capital Outlay	-	-	-	-	6,109	-
275 Capital Projects	-	-	6,005	200,000	145,000	-
275 - Park Impact Fees Total	13,007	67,178	51,483	220,000	159,109	-
276 Operations & Maintenance	15,000	-	-	-	-	-
276 - Historic Preservation Grant	15,000	-	-	-	-	-
277 Operations & Maintenance	-	-	22,824	-	927	-
277 - HSIP Grant Total	-	-	22,824	-	927	455,900

Expenditure Summary by Fund

Category/Fund	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
280 Operations & Maintenance	-	-	6,446	-	-	-
280 - Public Library Funds Grant Total	-	-	6,446	-	-	-
295 Wages & Benefits	524,297	549,605	-	-	-	-
295 Operations & Maintenance	405,958	369,156	948,824	1,006,578	967,300	1,045,495
295 Other Expenses	-	4,896	6,075	-	-	-
295 Transfer Out	-	-	-	-	-	-
295 Capital Projects	-	-	-	-	25,167	-
295 - Arroyo Seco Golf Course Total	930,255	923,657	954,899	1,006,578	1,111,505	1,045,495
310 Wages & Benefits	-	6,061	9,836	-	2,642	3,384
310 Operations & Maintenance	305,982	386,833	310,126	3,000	529,870	5,500
310 Capital Projects	57,550	-	-	-	3,518,900	800,000
310 - Sewer Capital Projects Total	363,532	392,894	319,962	3,000	4,051,412	808,884
327 Capital Projects	-	-	-	-	-	901,436
327 - 2000 Tax Allocation Bonds Total	-	-	-	-	-	901,436
500 Wages & Benefits	1,348,284	1,365,980	1,543,753	1,605,931	1,680,954	1,643,751
500 Operations & Maintenance	4,072,147	2,973,237	2,874,533	3,634,360	3,300,992	3,791,670
500 Capital Outlay	1,275	21,381	136,480	197,000	34,000	163,000
500 Other Expenses	129,420	336,785	1,076,794	-	-	-
500 Transfer Out	3,389,346	3,441,881	3,199,523	3,328,600	3,332,469	3,256,576
500 Capital Projects	178,974	5,296	-	9,100,000	6,620,000	6,700,000
500 - Water Total	9,119,446	8,144,560	8,831,083	17,865,891	14,968,415	15,554,997
505 Operations & Maintenance	-	-	-	-	1,019,911	2,611,838
505 Transfer Out	-	-	-	-	6,838,468	-
505 - 2016 Water Revenue Bonds Total	-	-	-	-	7,858,379	2,611,838
550 Operations & Maintenance	8,050	(8,317)	254,747	3,313,600	2,703,576	564,738
550 Transfer Out	7,312,524	6,360,379	10,782,388	8,600,000	13,354,420	-
550 - Public Financing Authority Total	7,320,574	6,352,062	11,037,135	11,913,600	16,057,996	564,738
927 Transfer Out	254,227	615,456	308,736	234,702	199,605	197,945
927 - Redev. Oblig. Retirement Total	254,227	615,456	308,736	234,702	199,605	197,945
Wages & Benefits	17,406,152	18,703,191	18,813,969	20,750,110	20,346,533	21,173,504
Operations & Maintenance	11,479,194	10,843,779	11,861,570	16,141,154	16,633,862	15,992,791
Capital Outlay	589,117	544,675	773,101	2,113,600	2,371,179	916,000
Other Expenses	218,455	445,101	1,189,882	-	-	-
Transfer Out	11,627,609	11,334,734	15,154,067	15,483,363	28,066,049	5,382,021
Capital Projects	3,711,061	3,223,898	2,870,603	13,698,347	14,566,869	15,522,290
CITYWIDE TOTAL	45,031,588	45,095,378	50,663,192	68,186,574	81,984,492	58,986,606

General Fund Expenditures

General Fund Analysis

Revenue Category	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Property Taxes	11,462,586	11,990,074	12,632,984	13,196,987	13,184,437	13,664,979
Sales Taxes	2,350,781	2,414,498	2,635,968	2,525,667	2,552,000	2,625,000
Utility Users Taxes	3,486,776	3,423,217	3,414,827	3,500,000	3,430,000	3,430,000
Franchise Fees	804,995	878,331	875,303	884,000	838,317	840,000
License & Permits	933,816	1,010,779	1,028,583	1,004,900	1,012,940	1,006,440
Fines & Forfeitures	412,748	347,585	444,556	366,000	370,000	367,000
Use of Money & Property	483,839	520,879	681,073	580,585	615,017	632,671
Other Agencies	290,596	439,733	136,328	15,000	18,240	670,000
Current Services	2,629,229	2,974,124	2,805,481	2,413,500	2,427,450	2,386,050
All Other Revenues	1,490,400	1,189,312	1,834,950	1,135,382	1,364,089	1,112,502
Total GF Revenues	24,345,766	25,188,530	26,490,054	25,622,021	25,812,490	26,734,642

Department/Program Exp	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
City Council	48,059	51,726	53,999	65,775	64,796	66,388
Management Services						
City Manager	851,169	830,416	743,916	955,009	902,600	971,844
City Clerk	337,626	366,552	393,222	443,823	466,597	463,822
Elections	49,214	1,287	64,149	3,600	13,600	8,600
Human Resources	289,468	247,364	113,228	171,300	171,750	219,400
Transportation Planning	71,322	222,373	205,599	187,000	120,700	187,000
Legal Services	421,647	255,007	261,455	265,000	265,000	265,000
Information Systems	215,122	302,807	407,339	490,990	441,700	490,045
Finance						
Finance	519,086	653,960	619,109	724,891	615,529	708,802
City Treasurer	9,229	9,291	9,295	9,452	9,452	9,249
Non-Dept./Overhead	1,214,766	852,559	886,536	833,460	890,680	918,378
Police	6,891,989	7,198,511	7,529,818	8,295,100	8,322,603	8,620,012
Fire						
Fire	3,694,504	4,467,061	4,626,740	4,996,470	4,927,558	4,592,889
Emergency Services	-	-	36,516	25,000	22,600	35,000
Public Works						
Administration & Engineering	275,720	423,981	485,049	515,878	409,600	499,453
Environmental Services	121,010	148,512	176,958	307,658	234,330	304,166
Park Maintenance	416,123	367,340	409,997	513,704	456,035	532,230
Facilities Maintenance	675,147	660,346	654,372	695,155	693,485	739,674
Planning & Building	911,870	1,093,878	1,002,540	1,101,334	1,058,490	1,099,492
Library	1,498,617	1,533,840	1,473,447	1,706,156	1,530,166	1,716,477
Community Services						
Senior Services	282,651	297,272	244,462	346,296	343,419	349,487
Community Services	213,437	279,225	280,051	301,925	281,236	246,836
Recreation and Youth Services	512,005	613,593	660,451	679,655	715,219	856,063
Capital Projects	2,841,547	2,473,270	2,728,182	-	505,395	720,000
Misc/Transfers Out	406,598	596,137	676,460	3,311,061	3,436,651	1,465,000
Total GF Expenditures	22,767,927	23,946,308	24,742,890	26,945,692	26,899,191	26,085,307

* Additional Transfer from Arroyo Seco Golf Course/Bike Trail Reserve to Capital Projects	500,000
* Additional Transfer from CalTrans Vacant Lot Purchases Reserve to Capital Projects	400,000
** Additional Transfer from Tree Maintenance Reserve to LLMD Fund	50,000
** Additional Transfer from Undesignated Reserve to Facilities and Equipment Replacement Fund	260,000
** Additional Transfer from Library Drainage Project Reserve to Facilities and Equipment Replacement Fund	125,000
Total Transfers from Reserves	1,335,000

Capital Improvement Projects

CIP	CIP Description	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
9000	CIP for Budgeting	179,237	68,703	-	-	-	-
9039	Heritage Park Drainage/Improve.	-	-	-	-	-	60,000
9158	Arroyo Pedestrian Paths	75	-	-	-	-	-
9160	Arroyo Seco Bike & Pedestrian Trail	-	-	-	-	-	1,160,000
9181	Removal/Replacement Tree Program	-	191,011	-	-	-	-
9185	Community Garden	-	35,443	14,000	-	-	-
9190	Dog Park	-	-	-	100,000	-	-
9203	Street Repairs	6,195	150,087	2,073,816	-	-	-
9226	FD Locker Room Improvements	-	6,148	-	-	-	-
9227	FD Restroom Improvements	-	15,136	-	-	-	-
9229	PD Locker/Restroom Improvements	-	2,276	31,858	-	-	-
9238	City Hall HVAC	-	11,363	-	-	-	-
9258	War Memorial Waterproofing/Rehab	-	37,429	35,870	-	-	-
9264	Sidewalk Repairs	-	-	-	-	-	-
9269	War Memorial Bldg. HVAC	-	-	15,810	-	20,190	-
9270	OG Park Bleachers	-	-	7,484	-	-	-
9272	OG Rec Center Capital Improv.	-	14,482	-	-	-	-
9284	Traffic Signal Battery Backups	-	18,328	-	-	-	-
9287	Sidewalk, Curb & Gutter Imprvm	127,864	153,643	34,698	-	-	-
9304	Library Repair Storm Drain	-	-	-	-	-	-
9307	CNG Fueling Station (MSRC)	126,749	-	-	-	-	-
9313	Library Comm. Room AV System	-	-	4,400	-	7,650	-
9314	Library Electrical Repairs	-	10,142	-	-	-	-
9316	Library Stair Carpeting	-	368	44,650	-	-	-
9319	Library Maintenance - Painting	-	96	34,035	-	-	-
9323	Library Elevator Replacement	39,414	-	-	-	-	-
9324	Library Flood Repairs	-	-	421,024	-	324,511	-
9325	Merrell Gage Art Restoration	764	-	-	-	-	-
9326	Iron Works Museum Ext. Painting	-	-	8,847	-	91,709	-
9333	Senior Center Kitchen Fixtures	-	10,608	-	-	-	-
9335	Garfield Park Tennis Lights	-	23,966	-	-	-	-
9337	Garfield Park Electrical Panel	-	6,000	-	-	-	-
9340	Foothill St. Improvements	5,129	313,318	-	-	-	-
9341	San Pasqual Ave. Improvements	4,055	324,022	-	-	-	-
9354	Monterey Road Improvements	1,253	-	-	-	-	-
9358	Hawthorne St. Improvements	43,805	405,059	-	-	-	-
9365	Gino's Abatement/Demolition	-	156	-	-	-	-
9374	Park Ave Improvements	222,717	1,497	-	-	-	-
9383	Orange Grove Street Improvement	5,654	347,293	1,690	-	-	-
9386	Hanscom Dr Street Improvement	1,191,858	-	-	-	-	-
9390	Mission St. Improvements	41,856	320,004	-	-	-	-
9391	Moffat St Improvements	144,140	2,724	-	-	-	-
9392	Mound Ave Improvements	183,876	-	-	-	-	-
9393	Oxley St Improvements	219,860	1,641	-	-	-	-
9394	Rollin St Improvements	297,046	2,327	-	-	-	-
9500	Purchase of Land	-	-	-	-	17,920	400,000
<CAPITAL PROJECTS>		2,841,547	2,473,270	2,728,182	100,000	461,980	1,620,000
101 - GENERAL FUND TOTAL		2,841,547	2,473,270	2,728,182	100,000	461,980	1,620,000

Capital Improvement Projects

CIP	CIP Description	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
9203	Street Repairs	-	-	-	1,559,000	1,800,000	1,450,000
9287	Sidewalk, Curb & Gutter Imprvm	-	-	-	180,000	-	100,000
	<CAPITAL PROJECTS>	-	-	-	1,739,000	1,800,000	1,550,000
104	- STREET IMPROVEMENTS PROGRAM	-	-	-	1,739,000	1,800,000	1,550,000
9034	Eddie Park House	-	-	-	75,000	75,000	-
9041	Skate Park Fence & Painting	-	-	-	10,000	9,000	-
9195	Comm. Center Feasibility Study	-	-	-	-	125,590	157,280
9223	Civic Center Roof Project	-	-	-	92,000	-	92,000
9224	City Hall Elevator Upgrade	-	-	-	55,000	20,000	-
9229	PD Locker/Restroom Improvements	-	-	-	60,000	60,000	-
9230	FD Improvements	-	-	-	35,000	35,000	-
9257	War Mem. Bldg. Capital Replace	-	-	-	-	-	-
9258	War Memorial Waterproofing/Rehab	-	-	-	200,000	40,000	200,000
9262	Arroyo Park Imprv. - Const.	-	123,271	-	15,000	15,005	-
9321	Library Comm. Room Repainting	-	-	-	20,000	20,000	-
9327	Iron Works Museum Roof	-	-	-	20,000	21,585	-
9331	War Memorial Furniture	-	-	-	-	-	-
9332	War Memorial Doors	-	-	-	-	-	-
9333	Senior Center Kitchen Fixtures	-	-	-	-	-	-
9334	Senior Center Doors	-	-	-	-	-	-
9336	Orange Grove Security System	-	-	-	-	-	-
9383	Orange Grove Street Improvement	-	14,683	4,100	-	-	-
	<CAPITAL PROJECTS>	-	137,954	4,100	582,000	421,180	449,280
105	- FACILITIES & EQUIP. REPLACEMENT	-	137,954	4,100	582,000	421,180	449,280
9220	Bus Stop Improvement Program	-	-	-	90,000	90,000	-
	<CAPITAL PROJECTS>	-	-	-	90,000	90,000	-
205	- PROP "A" TOTAL	-	-	-	90,000	90,000	-
9160	Arroyo Seco Bike & Pedestrian Trail	-	-	-	500,000	-	500,000
9205	Fair Oaks/Mission Ped. Improv.	-	-	-	-	-	165,000
9220	Bus Stop Improvement Program	-	-	8,842	-	-	-
9377	Pasadena Ave Improvements	-	-	-	-	-	-
9390	Mission St. Improvements	95,356	81,089	-	-	-	-
	<CAPITAL PROJECTS>	95,356	81,089	8,842	500,000	-	665,000
207	- PROP "C" TOTAL	95,356	81,089	8,842	500,000	-	665,000
9000	CIP for Budgeting	-	-	-	380,000	-	-
9191	Orange Grove Signal	-	-	-	-	-	380,000
	<CAPITAL PROJECTS>	-	-	-	380,000	-	380,000
208	- TEA/METRO TOTAL	-	-	-	380,000	-	380,000
9254	Asset Management Software	8,945	2,107	-	-	-	-
9375	Citywide Sewer Video Phase III	-	-	-	-	-	-
9392	Mound Ave Improvements	(600)	-	-	-	-	-
	<CAPITAL PROJECTS>	8,345	2,107	-	-	-	-
210	- SEWER TOTAL	8,345	2,107	-	-	-	-
9160	Arroyo Seco Bike & Pedestrian Trail	-	-	-	-	-	52,000
	<CAPITAL PROJECTS>	-	-	-	-	-	52,000
218	- CLEAN AIR ACT TOTAL	-	-	-	-	-	52,000
9288	Gold Line Mitigations	244,791	-	-	60,381	20,000	40,381
	<CAPITAL PROJECTS>	244,791	-	-	60,381	20,000	40,381
223	- GOLD LINE MITIGATION FUND	244,791	-	-	60,381	20,000	40,381

Capital Improvement Projects

CIP	CIP Description	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
9190	Dog Park	-	-	1,660	-	247,265	-
	<CAPITAL PROJECTS>	-	-	1,660	-	247,265	-
232	- COUNTY PARK BOND TOTAL	-	-	1,660	-	247,265	-
9000	CIP for Budgeting	-	-	-	-	-	686,760
9354	Monterey Road Improvements	-	-	28,989	746,000	885,244	-
9358	Hawthorne St. Improvements	-	295,968	-	-	-	-
9390	Mission St. Improvements	27,318	-	-	-	-	-
	<CAPITAL PROJECTS>	27,318	295,968	28,989	746,000	885,244	686,760
233	- MEASURE R TOTAL	27,318	295,968	28,989	746,000	885,244	686,760
9000	CIP for Budgeting	-	-	-	-	-	300,000
	<CAPITAL PROJECTS>	-	-	-	-	-	300,000
236	- MEASURE M TOTAL	-	-	-	-	-	300,000
9160	Arroyo Seco Bike & Pedestrian Trail	-	-	-	-	-	142,000
9307	CNG Fueling Station (MSRC)	125,930	-	-	-	-	180,000
	<CAPITAL PROJECTS>	125,930	-	-	-	-	322,000
238	- MSRC GRANT TOTAL	125,930	-	-	-	-	322,000
9220	Bus Stop Improvement Program	-	-	-	-	-	-
9264	Sidewalk Repairs	14,818	89,519	-	-	-	79,198
9387	Bikeway Improvement	-	-	-	17,053	11,205	-
	<CAPITAL PROJECTS>	14,818	89,519	-	17,053	11,205	79,198
245	- BIKE & PEDESTRIAN PATHS	14,818	89,519	-	17,053	11,205	79,198
9387	Bikeway Improvement	-	-	-	180,000	-	234,000
9388	Bicycle Parking	-	-	-	-	-	184,500
	<CAPITAL PROJECTS>	-	-	-	180,000	-	418,500
248	- BTA GRANTS TOTAL	-	-	-	180,000	-	418,500
9222	City Council Chambers Design	-	31,931	28,297	-	-	-
	<CAPITAL PROJECTS>	-	31,931	28,297	-	-	-
255	- CAPITAL GROWTH TOTAL	-	31,931	28,297	-	-	-
9253	ADA Sidewalk Access Ramps	-	-	-	-	-	-
9264	Sidewalk Repairs	116,431	106,764	64,528	103,913	107,513	101,835
	<TRANSFER OUT>	116,431	106,764	64,528	103,913	107,513	101,835
260	- CDBG TOTAL	116,431	106,764	64,528	103,913	107,513	101,835
9190	Dog Park	-	-	6,005	200,000	145,000	-
	<CAPITAL PROJECTS>	-	-	6,005	200,000	145,000	-
275	- PARK IMPACT FEES TOTAL	-	-	6,005	200,000	145,000	-
9192	Signal Software Improvements	-	-	-	-	-	315,900
9351	Flashing Cross walks	-	-	-	-	-	140,000
	<CAPITAL PROJECTS>	-	-	-	-	-	455,900
277	- HSIP GRANT TOTAL	-	-	-	-	-	455,900
9395	Arroyo Seco Sewer Lift Station	-	-	-	-	25,167	-
	<CAPITAL PROJECTS>	-	-	-	-	25,167	-
295	- ARROYO SECO GOLF COURSE	-	-	-	-	25,167	-

Capital Improvement Projects

CIP	CIP Description	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
9379	Citywide Sewer Video	57,550	-	-	-	-	-
9399	Citywide Sewer Rehab	-	-	-	-	3,518,900	800,000
	<CAPITAL PROJECTS>	57,550	-	-	-	3,518,900	800,000
310	- SEWER CAPITAL PROJECTS	57,550	-	-	-	3,518,900	800,000
9410	Downtown Revitalization - Capital	-	-	-	-	-	438,333
9420	Downtown Revitalization - Low-Mod	-	-	-	-	-	463,103
	<CAPITAL PROJECTS>	-	-	-	-	-	901,436
327	- 2000 TAX ALLOCATION BONDS TC	-	-	-	-	-	901,436
9241	Wilson Well #2 / #4 Rehab	-	-	-	-	20,000	-
9265	Wilson Reservoir Construction	178,974	-	-	-	-	-
9266	Garfield Reservoir	-	-	-	8,600,000	5,750,000	3,200,000
9289	Graves Well Rehabilitation	-	-	-	-	500,000	3,000,000
9298	Water System Hydraulic Model	-	-	-	-	-	-
9300	Annual Water Main Repairs	-	-	-	500,000	350,000	500,000
9396	Emergency Water Line Repairs	-	5,296	-	-	-	-
	<CAPITAL PROJECTS>	178,974	5,296	-	9,100,000	6,620,000	6,700,000
500	- WATER TOTAL	178,974	5,296	-	9,100,000	6,620,000	6,700,000
GRAND TOTAL		3,711,061	3,223,898	2,870,603	13,798,347	14,353,454	15,522,290

CITY COUNCIL
Department Summary

EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	22,908	23,336	23,362	24,025	23,196	23,479
Operations & Maintenance	25,152	28,390	30,637	41,750	41,600	42,909
Capital Outlay	-	-	-	-	-	-
Total Expenses by Category	48,059	51,726	53,999	65,775	64,796	66,388
[101-1011] City Council	48,059	51,726	53,999	65,775	64,796	66,388
Total Expenses by Program	48,059	51,726	53,999	65,775	64,796	66,388

CITY COUNCIL
Department Description and Authorized Positions

Michael A Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud., Councilmember

The City Council is the elected legislative body of the City. The City Council consists of a Mayor and four Councilmembers, each elected at large for four overlapping terms. The City Council represents the City's citizens, analyzes and approves all laws and policies, authorizes all expenditures through the budget, and directs the administration of the City government through the City Manager.

CITY COUNCIL

Budget Detail

101-1011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7010	Salaries - Temp / Part	21,840	21,949	21,731	22,800	21,840	22,800
7110	Workers Compensation	751	1,092	1,292	894	1,040	349
7170	FICA - Medicare	317	295	339	331	316	330
	<WAGES & BENEFITS>	22,908	23,336	23,362	24,025	23,196	23,479
8000	Office Supplies	-	-	49	-	-	-
8010	Postage	42	84	204	250	100	250
8020	Special Department Expense	2,234	3,251	958	4,000	4,000	4,000
8021	Discretionary Fund Program	5,171	7,599	12,233	20,000	20,000	20,000
8040	Advertising	-	1,075	-	-	-	-
8060	Dues & Memberships	1,795	16,381	7,631	4,500	4,500	8,659
8090	Conference & Meeting Expense	14,158	-	9,562	13,000	13,000	10,000
8150	Telephone	1,751	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	25,152	28,390	30,637	41,750	41,600	42,909
[101-1011] City Council Total		48,059	51,726	53,999	65,775	64,796	66,388

CITY COUNCIL

Budget Detail

101-1011

PERSONNEL SERVICES

7000 Regular Salaries

Provides funds for monthly stipend for members of the City Council. Elected South Pasadena officials are paid a \$300 monthly stipend. Includes cell phone allowance. City Council members are subject to Medicare withholding and Workers Compensation coverage provided by the City.

OPERATIONS & MAINTENANCE

8010 Postage

Provides funds for postage meter charges and postage for mailing City Council mail (\$250).

8020 Special Department Expense

Provides funds (\$500) for annual Image Awards and associated costs. Provides funds for City Council business cards, promotional items, badges, plaques, nameplates, supplies, calendars, photography (\$2,000). Provides funds for proclamation and certificate supplies (\$500). Provides funds for special requests for City Council meetings and unanticipated department expenses incurred to fulfill requests by City Councilmembers (\$1,000).

8021 Discretionary Fund Program

Provides \$4,000 in discretionary funds for each Councilmember per City Council action (\$20,000 total).

8060 Dues/Memberships/Subscriptions

Provides funds for individual councilmember memberships in organizations (\$500), includes membership dues for the Arroyo Verdugo Communities Joint Powers Authority (\$3,775), Independent Cities Association (\$1,075) and California Contract Cities Association (\$3,309).

8090 Conference and Meeting Expense

Provides funds for City Council to attend conferences and meetings, including parking and mileage (\$2,500). Provides funds for meals for regular and special City Council meetings, receptions, and budget sessions (\$3,200). Provides funds for strategic planning sessions: logistics, refreshments, supplies, recording and all other expenses except cost of professional consultant (\$2,000). Provides funds for travel and business meals for meetings with key officials, strategists, special counsel, and others (\$2,000). Provides funds for purchase of meeting-related presentation materials, accessories, and supplies for tablets and related devices (\$300).

MANAGEMENT SERVICES

Department Summary

EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	1,048,371	1,071,503	1,366,435	1,256,482	1,785,492	1,296,816
Operations & Maintenance	1,340,795	1,362,579	1,373,981	1,470,640	1,396,447	1,513,895
Capital Outlay	103,914	52,713	205,672	97,600	97,831	68,000
Total Expenses by Category	2,493,080	2,486,795	2,946,088	2,824,722	3,279,770	2,878,711
[101-2011] City Manager	851,169	830,416	743,916	955,009	902,600	971,844
[101-1021] City Clerk	337,626	366,552	393,222	443,823	466,597	463,822
[101-1022] Elections	49,214	1,287	64,149	3,600	13,600	8,600
[101-2013] Human Resources	289,468	247,364	113,228	171,300	171,750	219,400
[101-2021] Transportation Planning	71,322	222,373	205,599	187,000	120,700	187,000
[101-2032] Information Services	-	-	-	-	-	490,045
[101-3032] Information Services	215,122	302,807	407,339	490,990	441,700	-
[101-2501] Legal Services	421,647	255,007	261,455	265,000	265,000	265,000
[103-2501] Insurance Fund	-	14,207	45,830	60,000	60,000	65,000
[105-3032] Facilities & Equipment Replacement	-	52,205	203,032	-	-	-
[211-2011] CTC Traffic Improvement	103	266	-	-	274	-
[218-2270] Clean Air Act	96,899	429	-	40,000	41,058	-
[220-2301] Community Promotion	131,842	163,500	138,000	138,000	185,000	138,000
[226-2029] Mission Meridian Public Garage	28,669	30,382	18,938	26,000	18,000	26,000
[248-2011] BTA	-	-	187	44,000	20	44,000
[249-2011] Golden Street	-	-	351,193	-	593,471	-
Total Expenses by Program	2,493,080	2,486,795	2,946,088	2,824,722	3,279,770	2,878,711

City Manager	1
Assistant to the City Manager	1
Chief City Clerk	1
Human Resources Manager	1
Principal Management Analyst	1
Senior Management Analyst	1
Management Analyst	2
Deputy City Clerk	1
Management Assistant	2
Total	11

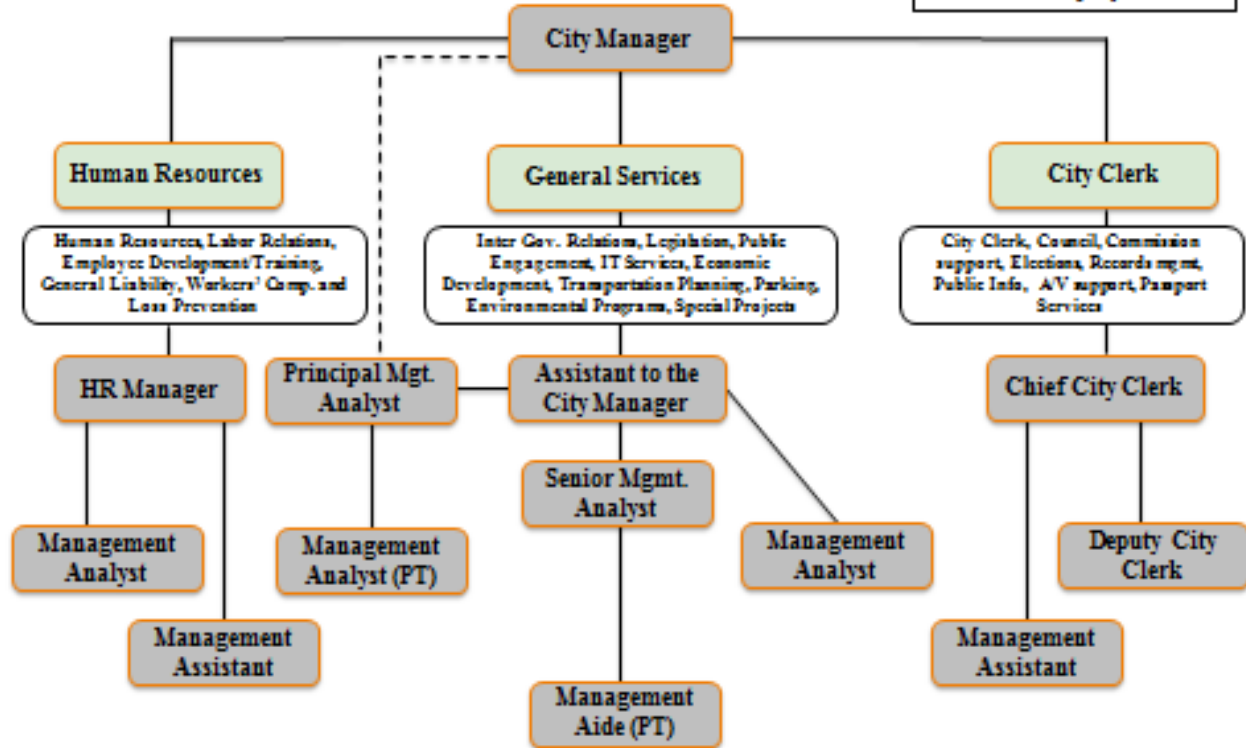
MANAGEMENT SERVICES

Department Description and Authorized Positions

Management Services Department

FY 2017-18

Full Time Employees: 11
Part Time Employees: 2



The City Manager is appointed by the City Council and serves as the Chief Administrative Officer, ensuring that the policies of the Mayor and City Council are executed effectively and efficiently. Specific areas of responsibility include oversight of seven operating departments, public information and public engagement, following up on citizen concerns, providing recommendations to promote organizational efficiency and overseeing the development and presentation of the annual budget. Functional areas within the Management Services Department are:

General Services:	Transportation, Parking, Legislative Affairs, Public Engagement, Environmental Services, Economic Development, Information Technology and Special Projects
Human Resources:	Human Resources Management, Recruitment, Employee Training, Risk Management and Labor Relations
City Clerk:	Records Management, Elections, Public Information, Boards, Commissions, and City Council Support, Audio Visual Support, Passport Services

The General Services Division coordinates intergovernmental relations with local, regional, State, and Federal public agencies on issues facing the City. This Office also serves as the prime liaison between City administration, community groups, and citizens. Other duties include researching policy options and making recommendations to the City Council regarding proposed policy and operational matters, including legislation, information technology, transportation planning, and economic development. The Senior Management Analyst implements water conservation and environmental programs throughout the community.

The Human Resources Division is responsible for employee recruitment and retention programs, including policies and procedures, hiring, training, employee help desk and compliance issues. In addition, this Division is responsible for labor relations and coordination of the City's risk management program, including overseeing general liabilities claims and monitoring claims for settlement.

The City Clerk's Division performs duties of the City Clerk's Office as stipulated in the California Government Code and the South Pasadena Municipal Code (SPMC), and focuses primarily on the proceedings and activities of the City Council. This includes production and retention of City Council Meeting minutes, ordinances, resolutions. The Division coordinates the Mayor's schedule, organizes special meetings and events, and provides administrative support to the City Council. The Division oversees records management and document imaging, codification, and commission functions, and ensures the continuity of such audiovisual operations as broadcasting and web streaming of public meetings. The Division oversees City elections and serves as the Filing Official for political campaign, Statements of Economic Interest, and other legally required filings. The Division is responsible for public engagement and the distribution of public documents under the California Public Records Act.

MANAGEMENT SERVICES

Budget Detail

101-2011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	539,385	577,304	486,533	587,564	575,850	602,886
7010	Salaries - Temp / Part	36,022	25,685	41,844	60,000	60,000	70,000
7015	Salaries - Golden Streets	-	-	31	-	-	-
7020	Overtime	1,696	4,613	3,884	2,500	2,500	2,500
7070	Leave Buyback	23,883	6,207	2,477	6,000	5,000	6,000
7100	Retirement	82,370	88,354	90,114	115,568	104,460	133,524
7108	Deferred Compensation	3,597	4,094	3,407	8,592	4,040	8,830
7110	Workers Compensation	12,109	17,876	14,833	24,114	26,400	9,295
7120	Disability Insurance	4,688	-	-	-	-	-
7122	Unemployment Insurance	11,929	-	-	-	-	-
7130	Group Health Insurance	41,769	42,789	43,915	41,594	42,460	42,868
7140	Vision Insurance	1,237	1,320	1,329	1,385	1,320	1,384
7150	Dental Insurance	3,624	3,862	4,721	5,193	4,880	5,193
7160	Life Insurance	541	606	573	1,073	570	571
7170	FICA - Medicare	8,658	8,702	7,866	9,426	9,120	9,793
7180	Car/Uniform Allowance	4,800	4,400	6,600	6,000	6,000	6,000
	<WAGES & BENEFITS>	776,308	785,812	708,127	869,009	842,600	898,844
8000	Office Supplies	6,213	2,875	5,725	5,000	3,000	4,000
8010	Postage	1,489	291	336	1,500	1,000	1,500
8020	Special Department Expense	2,315	2,422	3,002	4,500	4,500	4,500
8050	Printing/Duplicating	208	1,170	541	1,000	1,000	1,000
8060	Dues & Memberships	4,297	7,508	2,622	2,000	2,000	2,000
8090	Conference & Meeting Expense	10,539	7,242	6,487	12,000	10,500	12,000
8100	Vehicle Maintenance	1,828	1,693	2,199	3,000	2,000	2,000
8110	Equipment Maintenance	1,415	375	1,169	1,000	1,000	1,000
8150	Telephone	812	76	-	-	-	-
8170	Professional Services	34,123	15,465	11,166	40,000	10,000	30,000
8180	Contract Services	1,237	546	906	4,000	14,000	4,000
8200	Training Expense	49	245	-	2,000	1,000	1,000
8272	CM Emergency	5,825	1,461	1,636	10,000	10,000	10,000
8300	Lease Payment	2,753	3,235	-	-	-	-
	<OPERATIONS & MAINTENANCE>	73,102	44,604	35,789	86,000	60,000	73,000
8530	Computer Equipment	1,759	-	-	-	-	-
	<CAPITAL OUTLAY>	1,759	-	-	-	-	-
[101-2011] Management Services Total		851,169	830,416	743,916	955,009	902,600	971,844

MANAGEMENT SERVICES

Budget Detail

101-2011

HUMAN RESOURCES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the City Manager, Assistant to the City Manager, Human Resources Manager, Principal Management Analyst, Management Analysts, Management Assistant and a portion of the Senior Management Analyst. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time
Provides compensation for non-salaried part-time employees.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of copy paper (\$1,000) and ordinary office supplies for the Management Services and Public Works (admin) Departments (\$3,000).
- 8010 Postage
Provides funds for postal expenses for City mailings, including public notice mailings, and legal printing of notices (\$1,500).
- 8020 Special Department Expense
Provides funds for miscellaneous department supplies and services not considered office supplies (\$2,500), including beverage and kitchen equipment and supplies (\$2,000).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials, including City information brochures (\$500), stationery and business cards (\$500).
- 8060 Dues, Memberships, and Subscriptions
Provides funds for San Gabriel Valley City Manager's Association dues, International City Manager's Association dues, California City Management Foundation dues, Municipal Management Association of Southern California, and subscriptions to newspapers and professional publications (\$2,000).
- 8090 Conference and Meeting Expense
Provides funds to attend professional and training meetings, conference registrations including the League of California Cities Annual Conference, League of California Cities City Manager's Department Meeting, Municipal Management Association of Southern California Annual Conference (\$12,000).
- 8100 Vehicle Maintenance and Operations
Provides funds for fuel, repair and maintenance of City-owned vehicles (\$2,000).

- 8110 Equipment Maintenance
Provides funds for repair, maintenance, unexpected replacement and upgrade of equipment including postage machine, fax machine and other equipment (\$1,000). (Workstation hardware/software upgrades now in IS budget).
- 8170 Professional Services
Provides funds for consultant services, such as Strategic Planning Consultant for team building, operational studies and other professional services (\$20,000). Funds for professional services related to City Manager's Office and citywide operations (\$10,000),
- 8180 Contract Services
Provides funds for contract service Constant Contact citywide email marketing tool (\$1,000), maintenance of the City's portion of the Mission District Loft parking and Property Owners' Association dues (\$3,000).
- 8200 Training
Provides funds for employee training program (\$1,000).
- 8272 City Manager Emergency Fund
Permits the City Manager to respond swiftly to emergency and unanticipated needs in any operational area of the City (\$10,000).

CITY CLERK

Budget Detail

101-1021

Acct	Account Title	Actual	Actual	Actual	Budget	Mid-Year	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2016/17	2017/18
7000	Salaries - Permanent	195,557	196,644	201,440	249,217	127,233	253,500	259,061
7010	Salaries - Temp / Part	5,102	21,316	35,553	5,000	2,280	5,000	5,000
7020	Overtime	2,899	3,775	2,914	2,000	1,903	3,300	2,000
7070	Leave Buyback	14,430	6,797	702	3,000	1,156	3,000	3,000
7100	Retirement	26,463	26,190	34,575	41,490	31,497	42,765	48,163
7108	Deferred Compensation	1,138	842	787	1,172	590	1,180	1,243
7110	Workers Compensation	2,775	4,503	5,187	9,936	5,329	10,515	4,024
7130	Group Health Insurance	18,451	18,822	19,588	23,580	10,876	22,050	23,580
7140	Vision Insurance	389	417	537	720	285	570	720
7150	Dental Insurance	1,041	1,793	1,546	2,700	1,060	2,120	2,700
7160	Life Insurance	169	314	234	558	151	300	297
7170	FICA - Medicare	3,245	3,502	3,865	4,100	2,062	4,000	4,184
	<WAGES & BENEFITS>	271,660	284,915	306,928	343,473	184,422	348,300	353,972
8000	Office Supplies	386	1,057	792	1,750	25	1,750	1,750
8010	Postage	296	306	508	500	34	500	3,500
8020	Special Department Expense	2,574	1,685	2,469	3,500	398	3,500	3,500
8040	Advertising	2,985	3,374	2,396	4,000	1,200	4,000	4,000
8050	Printing/Duplicating	-	-	44	200	370	400	2,000
8060	Dues & Memberships	7,717	390	735	1,500	1,218	1,500	1,500
8070	Mileage/Auto Allowance	178	208	877	300	604	650	500
8090	Conference & Meeting Expense	2,100	3,695	3,601	4,000	3,780	4,000	4,000
8110	Equipment Maintenance	3,402	233	1,932	2,000	59	2,000	2,000
8150	Telephone	1,143	-	-	-	-	-	-
8170	Professional Services	35,503	66,643	62,259	-	12,427	17,000	-
8180	Contract Services	-	-	-	74,000	20,023	74,000	78,500
8200	Training Expense	1,961	595	5,167	5,000	1,041	5,000	5,000
8300	Lease Payment	2,753	3,234	3,104	-	397	397	-
	<OPERATIONS & MAINTENANC	60,996	81,420	83,884	96,750	41,576	114,697	106,250
8520	Machinery & Equipment	209	217	2,410	3,600	-	3,600	3,600
8530	Computer Equipment	4,761	-	-	-	-	-	-
	<CAPITAL OUTLAY>	4,970	217	2,410	3,600	-	3,600	3,600
[101-1021] City Clerk Total		337,626	366,552	393,222	443,823	225,998	466,597	463,822

CITY CLERK

Budget Detail

101-1021

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides compensation for full-time Chief City Clerk, Deputy City Clerk, and Management Assistant.
- 7010 Temp/Part Time Salaries
Provides funding for stipend for elected City Clerk (\$3,600) and compensation for part-time staff to perform required duties (\$1,400).
- 7020 Overtime
Provides compensation for staff when required to work overtime, primarily to provide City Council packet and meeting support (\$2,000).

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of City Clerk's Office specific office supplies (\$1,750).
- 8010 Postage
Provides funds for postal expenses for postage meter charges; and mailings to respond to public records requests, mail related to Fair Political Practices Commission filings, and other correspondence (\$500), and passport services (3,000).
- 8020 Special Department Expense
Provides funds for special department supplies and services to include special office supplies, printer cartridges and supplies, City pins, training materials, stationery, business cards, special events and receptions, City Council reorganization, advisory body training materials, and unanticipated department expenses incurred to fulfill requests by management/elected officials (\$3,500).
- 8040 Advertising
Provides funds for advisory body recruitment (\$1,800), publication of ordinances, ordinance summaries, and miscellaneous notices or display advertising not included in budgets of other departments (\$2,200).
- 8050 Printing and Duplication
Provides funds for printing and duplication of documents by a duplication service company for offsite agenda packet printing or for special projects (\$200) and purchase of printing supplies for passport photos (\$1,800).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees in city clerk organizations, subscriptions, books and publications, and funds for notary public-related membership, insurance, and expenses (\$1,500).

- 8070 Mileage Reimbursement
Provides for mileage reimbursement when private vehicle is used to conduct City business (\$500).
- 8090 Conference and Meeting Expense
Provides funds for conference registration and meeting expenses for three staff members and City Clerk to attend City Clerk meetings, conferences, and pertinent seminars (\$4,000).
- 8110 Equipment Maintenance
Provides funds for repair, upgrades, and maintenance of equipment, e.g., color printer, postage meter, and teleconference equipment. Includes funds for audiovisual supplies and equipment for maintenance, refurbishing, and repair (\$2,000).
- 8180 Contract Service
Provides funds for audiovisual technical services for broadcasting and web streaming City Council and Planning Commission meetings, and for managing two cable channels' programming (\$40,500); additional funding for service calls, special cable channel programming, and enhancements to audiovisual services (\$2,000). Provides funds for document scanning services (\$15,000) and City-wide records management services (\$7,500). Provides funds for municipal codification services in print and on website with contingency funding if more than one code update is necessary or if new ordinances are extremely lengthy (\$6,000); additional funding for out-of-the-ordinary changes to municipal code such as adopting new building and related codes (\$1,000). Provides funds for professional minute preparation as needed (\$3,000). Provides funds for automated Form 700 filing software system (\$3,500).
- 8200 Training Expense
Provides funds for training and workshops, including mandatory training for commissioners (\$500) and City Clerk's division staff, including City Clerk training, Notary Public, Brown Act, or related seminars (\$4,500).

CAPITAL OUTLAY

- 8520 Machinery and Equipment
Includes funds for replacement and/or purchase of audiovisual and computer equipment in the event of unanticipated failure, including audio recording device and software, pc tablets, overhead projection equipment, and broadcasting equipment (\$3,600).

ELECTIONS

Budget Detail

101-1022

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8010	Postage	-	-	7	-	-	-
8020	Special Department Expense	152	470	880	1,000	1,000	5,000
8040	Advertising	1,213	865	3,027	1,600	1,600	1,600
8070	Mileage/Auto Allowance	-	-	-	-	-	-
8090	Conference & Meeting Expense	-	-	200	-	-	-
8170	Professional Services	47,849	(48)	60,235	1,000	11,000	2,000
	<OPERATIONS & MAINTENANCE>	49,214	1,287	64,349	3,600	13,600	8,600
[101-1022] Elections Total		49,214	1,287	64,349	3,600	13,600	8,600

ELECTIONS

Budget Detail

101-1022

OPERATIONS & MAINTENANCE

8020 Special Department Expense

Provides funds for special department supplies and materials related to the election and voter outreach program (\$5,000).

8040 Advertising

Provides for funding for the voter outreach program (\$1,600).

8170 Professional Services

Provides funding for translation of election notices and election consulting services from the firm Martin & Chapman (\$2,000).

HUMAN RESOURCES

Budget Detail

101-2013

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8010	Postage	167	323	467	300	750	350
8020	Special Department Expense	10,069	10,638	11,857	12,000	12,000	12,000
8040	Advertising	5,761	6,226	4,906	6,000	6,000	4,000
8050	Printing/Duplicating	821	275	227	1,100	1,100	1,100
8060	Dues & Memberships	2,957	3,557	2,940	3,900	3,900	3,550
8090	Conference & Meeting Expense	3,714	10,918	6,100	11,300	11,300	9,125
8110	Equipment Maintenance	233	304	151	200	200	200
8160	Legal Service	215,591	185,136	49,826	100,000	100,000	150,000
8170	Professional Services	49,541	28,197	32,965	30,500	30,500	33,075
8200	Training Expense	614	1,790	3,719	6,000	6,000	6,000
	<OPERATIONS & MAINTENANCE>	289,468	247,364	113,228	171,300	171,750	219,400
[101-2013] Human Resources Total		289,468	247,364	113,228	171,300	171,750	219,400

HUMAN RESOURCES

Budget Detail

101-2013

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for postal expenses related to personnel activities (\$350).
- 8020 Special Department Expense
Provides funds for special department expenses including holiday celebration (\$6,000) and employee appreciation luncheon (\$1,500), city employee identification cards, recruitment expenses, flu shots and employee wellness program (\$4,500).
- 8040 Advertising
Provides funds for employment advertisement in various print and online resources other advertisement outlets (\$4,000).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of new employee handbooks and purchase of annual Employment Law update posters (\$1,100).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership in the Liebert, Cassidy & Whitmore San Gabriel Valley Employee Relations Consortium, Southern California Public Management Association – Human Resources (SCPMA-HR), California Public Employers Labor Relations Association (CALPELRA), Public Agency Risk Managers Association (PARMA), Municipal Management Association of Southern California (MMASC) and subscriptions, books and publications of professional organizations (\$3,550).
- 8090 Conference and Meeting Expense
Provides funds for Liebert, Cassidy & Whitmore Annual Employment Law Update Conference, Risk Management Conference and Human Resources Academy, CALPELRA Annual Conference, CalPERS Educational Forum, PARMA Annual Conference, NeoGov Annual Training & Conference and the SCPMA-HR Annual Conference (\$9,125).
- 8110 Equipment Maintenance
Provides funds for repair and maintenance of postage machine (\$200).
- 8160 Legal Services
Provides funds for labor attorney services including services for labor contract negotiations, employee grievances, application of Personnel Rules and Regulations and administrative policies and other legal requirements governing employee relations, and litigation of personnel claims and cases (\$150,000).
- 8170 Professional Services
Provides funds for pre-employment medical and psychological examinations and background checks/investigations (\$7,000), Fitness for Duty medical examinations (\$3,000), Personnel investigations (\$10,000), Employee Assistance Program services (\$4,200), NeoGov License Renewal for Insight and Performance Evaluation Modules (\$7,000), Supplemental Insurance Plan (TASC) administration fee (\$375); and testing

materials for recruitments (\$1,500).

8200 Employee Training

Provides funds for skills enhancement and safety and educational workshops as well as mandatory training for all City staff, including materials to host such training sessions, duplication of handouts and other related expenses (\$6,000).

TRANSPORTATION PLANNING

Budget Detail

101-2021

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8010	Postage	178	2,162	304	1,500	200	1,500
8020	Special Department Expense	-	-	27	-	-	-
8050	Printing/Duplicating	241	4,437	65	2,000	200	2,000
8060	Dues & Memberships	200	-	170	1,000	200	1,000
8090	Conference & Meeting Expense	146	1,835	2,566	2,500	100	2,500
8150	Telephone	209	-	-	-	-	-
8160	Legal Service	34,348	81,946	85,856	80,000	20,000	80,000
8170	Professional Services	36,000	131,993	116,611	100,000	100,000	100,000
	<OPERATIONS & MAINTENANCE>	71,322	222,373	205,599	187,000	120,700	187,000
[101-2021] Transportation Planning Total		71,322	222,373	205,599	187,000	120,700	187,000

TRANSPORTATION PLANNING

Budget Detail

101-2021

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for postal expenses related to transportation projects and public noticing of transportation projects (\$1,500).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials related to transportation planning (\$2,000).
- 8060 Dues and Membership
Provides funds for membership in professional transportation and land use organizations, such as American Planning Association, Urban Land Institute, Urban Forum and others. (\$1,000).
- 8090 Conference and Meeting Expense
Provides funds for staff and City Council to attend meetings to advocate the City's anti-710 Freeway extension position, as well as other transportation related conferences and meetings (\$2,500).
- 8160 Legal Services
Provides for special legal counsel related to the 710 Freeway (\$60,000). Also provides for other transportation-related legal services (\$20,000).
- 8170 Professional Services
Provides funds for consultant services and other services related to transportation on behalf of the City, 5-Cities Alliance, Connected Communities Coalition, and other partners (\$100,000).

LEGAL SERVICES

Budget Detail

101-2501

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8160	Legal Service	421,647	255,007	261,455	265,000	265,000	265,000
8161	Settlements	-	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	421,647	255,007	261,455	265,000	265,000	265,000
	[101-2501] Legal Services Total	421,647	255,007	261,455	265,000	265,000	265,000

LEGAL SERVICES

Budget Detail

101-2501

OPERATIONS & MAINTENANCE

8160 Legal Services

Provides funds for contract City Attorney for a variety of services: attend meetings, including the City Council meetings and sessions, and to provide legal advice to City Council, City Manager, and staff (\$255,000). City mediation services (\$10,000).

INFORMATION SERVICES

Budget Detail

101-2032

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8020	Special Department Expense	-	-	-	-	-	1,000
8060	Dues & Memberships	-	-	-	-	-	200
8110	Equipment Maintenance	-	-	-	-	-	2,000
8150	Telephone	-	-	-	-	-	199,400
8170	Professional Services	-	-	-	-	-	120,200
8180	Contract Services	-	-	-	-	-	67,545
8300	Lease Payment	-	-	-	-	-	22,600
8301	Copier Usage Charges	-	-	-	-	-	12,700
	<OPERATIONS & MAINTENANCE>	-	-	-	-	-	425,645
8530	Computer Equipment	-	-	-	-	-	64,400
	<CAPITAL OUTLAY>	-	-	-	-	-	64,400
[101-2032] Information Services Total		-	-	-	-	-	490,045

INFORMATION SERVICES

Budget Detail

101-2032

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides funds for miscellaneous computer equipment and peripherals (\$1,000).
- 8060 Dues & Memberships
Provides funds for membership in the Municipal Information Systems Association of California (MISAC) and other relevant memberships or subscriptions (\$200).
- 8110 Equipment Maintenance
Provides funds for printer repair and replacement (\$2,000).
- 8150 Telephone
Provides funds for City-wide land lines, Point-to-Point network services with Spectrum throughout City facilities, mobile device/cellular accounts, and cable television service at City Hall (\$199,400). Includes funds for upgrade to PD/LASD network connection and upgrade for Senior Center public internet connection.
- 8170 Professional Services
Provides funds for Citywide network system consulting services provided by Acorn Technology Corporation for all departments. Assumes renewed contract with Acorn for a flat monthly rate for helpdesk services. Includes funds for special projects outside the scope of the service contract (\$120,200).
- 8180 Contract Services
Citywide notification system Blackboard Connect (\$15,000), Laserfiche (\$3,200), GFI Spam Filter (\$5,000), Anti-Virus (\$7,800) Springbrook (\$27,000), NearMaps Aerial Photography License (\$5,000), Vision Internet website hosting services (\$3,045) and miscellaneous contract services (\$1,500).
- 8300 Lease Payment
Monthly lease payments, maintenance and related costs for citywide copier fleet (\$22,600).
- 8301 Copier Usage Charges
Provides fund for copies per lease agreement for citywide copiers, except those paid from special funds (\$12,700).

CAPITAL OUTLAY

- 8530 Computer Equipment
Citywide personal computer/work station replacements (\$44,000), mobile device replacements (\$7,200), and Network equipment upgrades (\$13,200).

INSURANCE FUND

Budget Detail

103-2501

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8020	Special Department Expense	-	1,291	15,667	10,000	15,000	15,000
8161	Settlements	-	12,916	30,163	50,000	45,000	50,000
	<OPERATIONS & MAINTENANCE>	-	14,207	45,830	60,000	60,000	65,000
103 - INSURANCE FUND TOTAL		-	14,207	45,830	60,000	60,000	65,000

INSURANCE FUND

Budget Detail

103-2501

OPERATIONS & MAINTENANCE

8020 Special Department Expense

Provides funds for special department expenses (\$15,000).

8161 Settlements

General liability settlements based upon actuarial data as part of the City's insurance coverage through the California State Association of Counties Excess Insurance Authority (CSAC-EIA) (\$50,000).

FACILITIES & EQUIPMENT REPLACEMENT FUND
Budget Detail 105-3032

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8530	Computer Equipment	-	52,205	203,032	-	-	-
105 - FACILITIES & EQUIP. REPLACEMENT TOTAL		-	52,205	203,032	-	-	-

CTC TRAFFIC IMPROVEMENT

Budget Detail

211-2270

Acct	Tsk	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
			2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	000	Salaries - Permanent	103	237	-	-	233	-
7100	000	Retirement	-	11	-	-	23	-
7108	000	Deferred Compensation	-	-	-	-	3	-
7110	000	Workers Compensation	-	1	-	-	11	-
7130	000	Group Health Insurance	-	15	-	-	-	-
7140	000	Vision Insurance	-	-	-	-	-	-
7150	000	Dental Insurance	-	1	-	-	-	-
7170	000	FICA - Medicare	-	1	-	-	4	-
<WAGES & BENEFITS>			103	266	-	-	274	-
[211-2011] City Manager Total			103	266	-	-	274	-
211 - CTC TRAFFIC IMPROVEMENT TOTAL			103	266	-	-	274	-

CLEAN AIR ACT - AB 2766

Budget Detail

218-2270

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7080	Rideshare	289	466	-	-	714	-
7108	Deferred Compensation	-	1	-	-	1	-
7110	Workers Compensation	7	24	-	-	38	-
7130	Group Health Insurance	-	7	-	-	49	-
7150	Dental Insurance	-	1	-	-	11	-
7160	Life Insurance	1	1	-	-	1	-
7170	FICA - Medicare	4	10	-	-	10	-
	<WAGES & BENEFITS>	300	510	-	-	824	-
8540	Automotive Equipment	96,598	(81)	-	40,000	40,231	-
	<CAPITAL OUTLAY>	96,598	(81)	-	40,000	40,231	-
[218-2270] Clean Air Act Total		96,899	429	-	40,000	41,055	-
218 - CLEAN AIR ACT TOTAL		96,899	429	-	40,000	41,055	-

CLEAN AIR ACT - AB 2766

Budget Detail

218-2270

CAPITAL OUTLAY

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COMMUNITY PROMOTION

Budget Detail

220-2301

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8020	Special Department Expense	1,673	-		-	-	-
8185	Chamber of Commerce	120,500	148,500	135,500	135,500	135,500	135,500
8254	Rose Parade Float	2,500	-	-	-	-	-
8255	Public Events Promotion	7,169	15,000	2,500	2,500	49,500	2,500
	<OPERATIONS & MAINTENANCE>	131,842	163,500	138,000	138,000	185,000	138,000
[220-2301] Community Promotion Total		131,842	163,500	138,000	138,000	185,000	138,000
220 - BUSINESS IMPROVEMENT TAX TOTAL		131,842	163,500	138,000	138,000	185,000	138,000

COMMUNITY PROMOTION

Budget Detail

220-2301

OPERATIONS & MAINTENANCE

8185 Chamber of Commerce

Funds are allocated by contract with the South Pasadena Chamber of Commerce. These funds include an allocation to the South Pasadena Tournament of Roses (\$135,500).

8255 Public Events Promotion

Provides funds to support the Public Safety Open House in conjunction with South Pasadena Tournament of Roses' Cruz'n for Roses Classic Car Show (\$2,500).

MISSION MERIDIAN PUBLIC GARAGE

Budget Detail

226-2029

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8020	Special Department Expense	1,371	643	1,776	500	500	500
8060	Dues & Memberships	27,298	25,023	15,276	10,000	10,000	10,000
8120	Building Maintenance	-	4,716	-	-	-	-
8140	Utilities	-	-	-	5,500	5,500	5,500
8170	Professional Services	-	-	1,886	10,000	2,000	10,000
	<OPERATIONS & MAINTENANCE>	28,669	30,382	18,938	26,000	18,000	26,000
	[226-2029] Mission Meridian Public Garage Total	28,669	30,382	18,938	26,000	18,000	26,000
	226 - MISSION MERIDIAN PUBLIC GARAGE TOTAL	28,669	30,382	18,938	26,000	18,000	26,000

MISSION MERIDIAN PUBLIC GARAGE

Budget Detail

226-2029

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides additional funds for supplies and maintenance of the Mission Meridian Parking Garage (\$500).

- 8060 Property Owners' Association (POA) Dues
Provides funds for a portion of the Mission Meridian Parking Garage's POA dues (\$10,000).

- 8140 Utilities
Provides funds for a portion of the Mission Meridian Parking Garage's payment of Utilities (\$5,500).

- 8170 Professional Services
Provides funds for consultant services and other services related to parking (\$10,000).

BTA GRANT

Budget Detail

248-2011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8170	Professional Services	-	-	-	44,000	-	44,000
	<OPERATIONS & MAINTENANCE>	-	-	187	44,000	20	44,000
248 - BTA GRANTS TOTAL		-	-	187	44,000	20	44,000

BTA GRANT

Budget Detail

248-2011

OPERATIONS & MAINTENANCE

8170 Professional Services

Provides funds from Caltrans' Bicycle Transportation Account program for additional bicycle parking throughout the City and a sharrow on Mission Street (\$44,000).

FINANCE

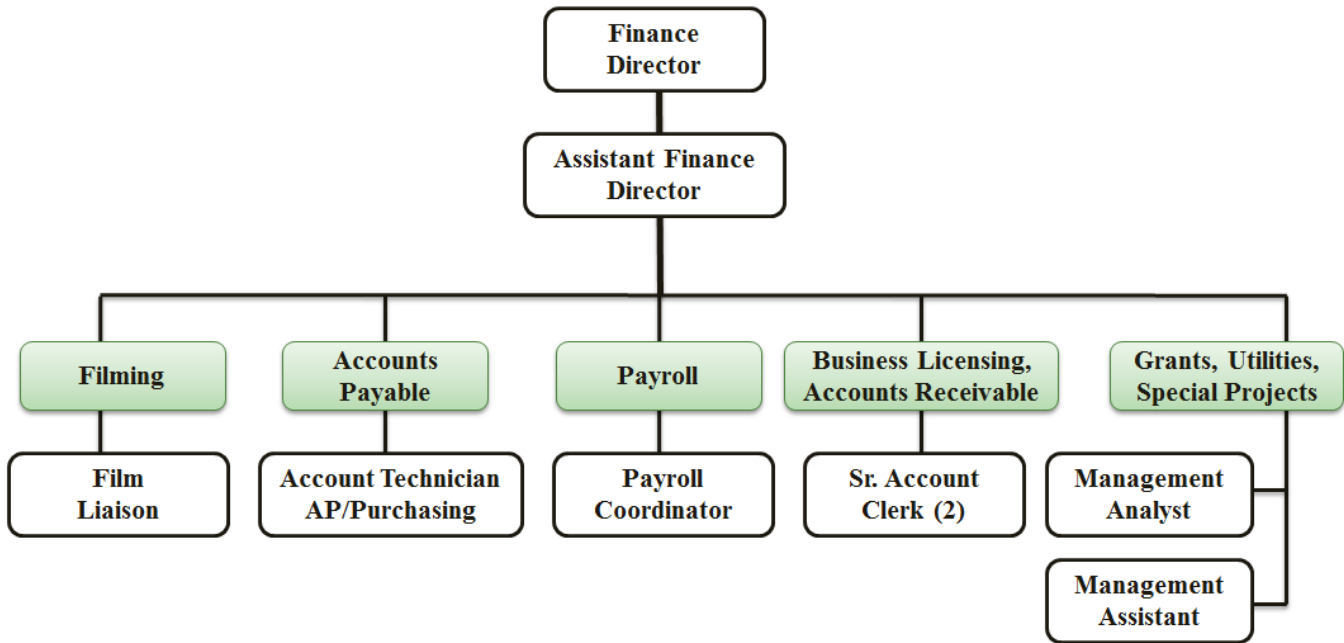
Department Summary

EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	890,274	1,255,938	1,307,829	1,479,985	1,400,301	1,510,265
Operations & Maintenance	1,568,028	1,154,337	1,139,864	1,101,395	1,105,826	1,245,923
Capital Outlay	1,673	-	-	-	-	-
Total Expenses by Category	2,459,975	2,410,275	2,447,693	2,581,380	2,506,127	2,756,188
[101-3011] Finance	519,086	653,960	619,109	724,891	615,529	708,802
[101-3041] Non-Dept/Overhead	1,214,766	852,559	886,536	833,460	890,680	918,378
[500-3012] Utility Billing	726,122	903,756	942,048	1,023,029	999,918	1,129,008
Total Expenses by Program	2,459,975	2,410,275	2,447,693	2,581,380	2,506,127	2,756,188

Finance Director	1
Assistant Finance Director	1
Management Analyst	1
Payroll Coordinator	1
Filing Liaison	1
Accounting Technician	1
Management Assistant	1
Senior Account Clerk	2
Total	9

FINANCE
Department Description and Authorized Positions

Finance Department
FY 2017-18



Full Time Employees: 9

The Finance Department accounts for all City and Agency expenditures, administers business licensing, manages several competitive grants in collaboration with other departments, prepares the biweekly payroll, prepares payment of all obligations for review and approval by the City Council, and sends out approved check warrants. In conjunction with, and subject to the independent certification of the City/Agency independent audit firm, the Department prepares the City’s Comprehensive Annual Financial Report (CAFR). The Department also prepares annual reports for the State Controller and other State and Federal agencies. Under the direction of the City Manager, the Department prepares the City’s annual budget.

The Finance Department oversees the utility billing function for the City’s approximately 7,000 accounts for all water, refuse and sewer fees. The Department works with the City Treasurer and the Finance Committee with respect to the various financial issues the City needs to consider. As required by the Government Code, monthly investment reports are provided to the City Council summarizing investment holdings and rates of return on investments. The Department also manages the film permitting process.

FINANCE

Budget Detail

101-3011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	269,232	418,413	383,963	486,233	406,000	478,469
7020	Overtime	942	6,889	1,386	1,000	1,300	1,000
7040	Holiday	-	43	176	-	-	-
7070	Leave Buyback	4,664	13,967	6,043	5,500	10,760	7,500
7100	Retirement	39,079	56,853	67,271	82,841	76,700	80,066
7108	Deferred Compensation	194	667	739	1,216	1,030	1,133
7110	Workers Compensation	3,464	8,648	8,520	19,069	16,642	7,330
7120	Disability Insurance	-	1,685	-	-	-	-
7130	Group Health Insurance	35,877	43,657	45,288	40,123	43,060	48,085
7140	Vision Insurance	1,061	1,163	1,446	1,630	1,330	1,629
7150	Dental Insurance	3,927	4,394	4,986	6,111	4,295	6,111
7160	Life Insurance	485	633	590	1,263	524	672
7170	FICA - Medicare	3,373	5,797	5,394	7,050	5,538	6,952
	<WAGES & BENEFITS>	362,297	562,809	525,802	652,036	567,179	638,947
8000	Office Supplies	4,977	5,781	3,890	3,000	4,000	4,000
8010	Postage	5,527	5,759	6,201	5,500	3,500	5,000
8020	Special Department Expense	17,968	41,895	40,965	22,730		20,430
8050	Printing/Duplicating	1,797	3,761	2,849	2,300	2,900	2,300
8060	Dues & Memberships	745	1,055	1,045	745	745	745
8070	Mileage/Auto Allowance	111	104	59	100	70	100
8090	Conference & Meeting Expense	2,764	3,387	1,622	2,480	1,750	2,480
8110	Equipment Maintenance	4,148	3,872	1,798	1,600	900	1,300
8150	Telephone	228	38	-	-	-	-
8170	Professional Services	116,796	24,909	34,860	27,400	27,400	26,000
8180	Contract Services	-	-	-	6,500	7,085	7,000
8200	Training Expense	55	590	18	500	-	500
	<OPERATIONS & MAINTENANCE>	155,116	91,151	93,307	72,855	48,350	69,855
8530	Computer Equipment	1,673	-	-	-	-	-
	<CAPITAL OUTLAY>	1,673	-	-	-	-	-
[101-3011] Finance Total		519,086	653,960	619,109	724,891	615,529	708,802

FINANCE

Budget Detail

101-3011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides the partial compensation for the Finance Director, Assistant Finance Director, Management Analyst, Payroll Coordinator, Film Liaison, Management Assistant, Accounting Technician, and Senior Account Clerks. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of miscellaneous supplies (\$4,000).
- 8010 Postage
Provides funds for postal expenses for mailing information, purchase orders, checks, business licenses, and miscellaneous Department mailings (\$5,000).
- 8020 Special Department Expense
Departmental forms including W-2s and 1099s, business license reminder notices, business stickers, department cash receipts, envelopes, warrants, and purchase orders (\$6,000). Allocation of credit card charges and bank analysis fees (\$10,000), funding for compilation of the CAFR statistical section, and application costs for the GFOA CAFR award program (\$1,180). Annual PERS accounting actuarials (\$3,250).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of draft and final budget (\$1,800) and other miscellaneous information intended for public distribution from the Finance Department (\$500).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership in the California Society of Municipal Finance Officers Association (CSMFO, \$220), the Government Finance Officers Association (GFOA, \$225), and Film Liaisons in California (FLICS, \$300).
- 8070 Mileage Reimbursement
Provides funds for mileage reimbursement for Film Liaison's use of private vehicle to conduct City business. Reimbursement is at current IRS reimbursement rate (\$100).
- 8090 Conference and Meeting Expense
Provides funds for attendance at luncheon meetings of the San Gabriel Valley Chapter of the California Society of Municipal Finance Officers (CSMFO) for Director and

Assistant Director (\$480), 50% share of the annual CSMFO conference for the Finance Director (\$1,000), and annual Diehl Evans tax seminar for the Director, Assistant Director and Payroll Coordinator (\$1,000). Actual attendance costs will be determined by location and date.

8110 Equipment Maintenance

Provides funds for postage machine lease/maintenance allocation (\$550), credit card processor (\$200), postage meter (\$200), typewriters, currency counter, and calculators (\$350).

8170 Professional Services

Provides funds for share of annual GASB 34 infrastructure asset valuation (\$3,000). Sales tax and property tax audits (\$15,000), and other financial services (\$8,000).

8180 Contract Services

Provides funds for OpenGov contract (\$7,000).

8200 Employee Training

Provides funds for department training opportunities (\$500).

UTILITY BILLING

Budget Detail

500-3012

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	53,266	197,289	232,497	250,236	211,330	244,770
7010	Salaries - Temp / Part	-	5,458	21,667	21,000	27,310	29,640
7020	Overtime	97	195	2,645	195	75	100
7070	Leave Buyback	1,651	325	9,588	-	3,844	3,000
7100	Retirement	8,657	23,839	992	37,705	38,600	42,842
7108	Deferred Compensation	177	774	1,249	1,716	1,190	1,657
7110	Workers Compensation	800	3,881	6,060	10,435	9,920	3,785
7120	Disability Insurance	-	198	-	-	-	-
7130	Group Health Insurance	5,534	15,748	20,737	19,133	15,260	18,187
7140	Vision Insurance	175	436	619	650	500	650
7150	Dental Insurance	461	1,201	2,006	2,439	1,384	2,439
7160	Life Insurance	79	202	275	504	169	268
7170	FICA - Medicare	825	3,090	5,074	3,935	3,540	3,980
	<WAGES & BENEFITS>	71,723	252,636	303,409	347,948	313,122	351,318
8010	Postage	6	110	299	300	27	1,750
8020	Special Department Expense	143,266	147,334	160,912	120,500	160,000	160,000
8032	Water Efficiency Fee Projects	4,392	94,219	43,028	100,000	70,000	150,000
8060	Dues & Memberships	-	55	255	-	-	700
8070	Mileage/Auto Allowance	-	-	-	-	189	200
8090	Conference & Meeting Expense	-	2,222	485	1,500	2,200	3,000
8110	Equipment Maintenance	15,510	15,341	12,831	13,900	16,000	18,150
8170	Professional Services	424,245	324,149	328,800	337,400	337,400	342,410
8180	Contract Services	-	-	-	9,000	9,000	9,000
8200	Training Expense	-	710	-	500	-	500
8400	Overhead Allocation	66,980	66,980	91,981	91,980	91,980	91,980
	<OPERATIONS & MAINTENANCE>	654,400	651,120	638,639	675,080	686,796	777,690
8520	Machinery & Equipment	-	-	-	-	-	-
	<CAPITAL OUTLAY>	-	-	-	-	-	-
[500-3012] Utility Billing Total		726,122	903,756	942,048	1,023,029	999,918	1,129,008

UTILITY BILLING

Budget Detail

500-3012

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides the partial compensation for the Finance Director, Assistant Finance Director, Payroll Coordinator, Management Assistant, Accounting Technician, Senior Account Clerk, and Senior Management Analyst. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Temp/Part-time
Provides for compensation for the Management Intern.

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for postal expenses related to water billing services and inserts, as well as bi-annual environmental newsletters (\$1,750).
- 8020 Special Department Expense
Provides funds for payment of allocation of credit card charges and bank analysis fees (\$160,000).
- 8032 Water Efficiency Fee Projects
Provides funds for water conservation and efficiency programs such as residential water audits, efficiency rebates, etc. (\$150,000).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership in the American Water Works Association, as well as other various water related associations (\$700).
- 8070 Mileage Reimbursement
Provides funds for mileage reimbursement for Senior Management Analyst's use of private vehicle to conduct City business. Reimbursement is at current IRS reimbursement rate (\$200).
- 8090 Conference and Meeting Expense
Share of annual CSMFO conference for the Finance Director (\$1,000) and meeting expenses for the Senior Management Analyst (\$1,500).
- 8110 Equipment Maintenance
Provides funds for postage machine and copier lease/maintenance allocation (\$2,000), the RemitPlus remote deposit hardware and software (\$1,300) and maintenance costs for Springbrook Software (Finance/Utility Billing systems \$14,850).
- 8170 Professional Services
Provides (\$312,000) toward contractual support service with Global Water, the company that provides the Finance Department's utility billing processing. Also provides forty-percent share of annual city audit services, (\$15,410), a share of the GASB 34

infrastructure assets valuation with Community Economic Solutions (\$1,200), and a share of Morgan Stanley/Western Asset investment management services (\$13,800).

8180 Contract Services

Provides funds for share of bank armored courier services (\$9,000).

8200 Training

Provides funds for training seminars for Finance Department staff (\$500).

8400 Overhead Allocation

Charges for administrative services provided by the General Fund (\$91,980).

NON-DEPARTMENTAL/OVERHEAD**Budget Detail****101-3041**

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7131	Retiree Health Insurance	456,254	440,493	478,618	480,000	520,000	520,000
	<WAGES & BENEFITS>	456,254	440,493	478,618	480,000	520,000	520,000
8020	Special Department Expense	7,897	208	-	-	-	-
8060	Dues & Memberships	23,868	22,738	22,602	23,080	24,311	24,338
8150	Telephone	24,851	14,921	9,512	-	-	-
8170	Professional Services	23,900	37,315	64,005	53,380	56,800	84,040
8180	Contract Services	-	-	-	11,000	11,000	11,000
8191	Liability & Surety Bonds	491,428	151,805	122,426	136,000	145,383	145,000
8300	Lease Payment	61,308	61,308	61,309	-	-	-
8335	Property Tax Admin. Fee	125,260	123,771	128,064	130,000	133,186	134,000
	<OPERATIONS & MAINTENANCE>	758,512	412,066	407,918	353,460	370,680	398,378
[101-3041] Non-Dept/Overhead Total		1,214,766	852,559	886,536	833,460	890,680	918,378

NON-DEPARTMENTAL/OVERHEAD

Budget Detail

101-3041

PERSONNEL SERVICES

7131 Retirees Health Insurance

It is the City's obligation to fund retiree health benefits, as called for in each of the respective employee memorandums of understanding (\$520,000).

OPERATIONS & MAINTENANCE

8060 Dues, Memberships, Subscriptions, and Books

Provides funds for City memberships in League of California Cities (\$9,919), League of California Cities-LA County (\$1,181), LAFCO (\$1,200), the San Gabriel Valley Council of Governments (\$9,240/*partially paid by other funds*), and the Southern CA Association of Governments (\$2,810).

8170 Professional Services

Provides funds for independent accounting services, including interim audits and preparation of annual Financial Report (CAFR) (\$23,040), retiree health actuarial (\$23,000), a share of Morgan Stanley/Western Asset investment management services (\$28,000), and deferred compensation consulting/compliance services (\$10,000).

8180 Contract Services

Provides funds for share of bank armored courier services (\$11,000).

8191 Liability & Surety Bonds

General fund share of commercial liability insurance, automobile liability insurance for City vehicles, environmental liability insurance, and property insurance on City-owned facilities and buildings/contents, and surety and commercial crime bonds provide for City insurance protection for employees and officials. Total is \$240,000. (Portions are allocated 30% to the Water Fund, and 10% to the Sewer Fund).

8335 Property Tax Admin Fee

LA County Fee for property tax calculation and administration (\$134,000).

PUBLIC FINANCING AUTHORITY BOND DEBT SERVICE
Budget Detail
550-6712

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8232	Debt Service - Fees	5,000	5,000	5,000	2,500	5,000	5,000
8320	Issuance Cost Expense	-	(18,617)	-	-	-	-
8330	Debt Service - Principal - 2009	-	-	-	790,000	790,000	-
8331	Debt Service - Interest - 2009	-	-	-	1,966,263	1,353,739	-
8333	Debt Service-Professional Svc	3,050	5,300	3,050	3,050	3,050	3,050
8340	Debt Service - Principal - 2013	-	-	-	340,000	340,000	350,000
8341	Debt Service - Interest - 2013	-	-	246,697	211,787	211,787	206,688
	<OPERATIONS & MAINTENANCE>	8,050	(8,317)	254,747	3,313,600	2,703,576	564,738
	[550-6712] Bond Debt Service Total	8,050	(8,317)	254,747	3,313,600	2,703,576	564,738
	550 - PUBLIC FINANCING AUTHORITY TOTAL	7,320,574	(8,317)	254,747	313,600	2,703,576	564,738

CITY TREASURER

Department Summary

EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	9,229	9,291	9,295	9,452	9,452	9,249
Operations & Maintenance	-	-	-	-	-	-
Total Expenses by Category	9,229	9,291	9,295	9,452	9,452	9,249
[101-3021] City Treasurer	9,229	9,291	9,295	9,452	9,452	9,249
Total Expenses by Program	9,229	9,291	9,295	9,452	9,452	9,249

CITY TREASURER

Department Description and Authorized Positions

City Treasurer	1
Total	1

The City Treasurer is an elected position and is responsible for the management and oversight of the City's idle cash and its investments upon order of the City Council. The Treasurer receives and safely keeps City funds, provides overall investment management and strategy, administers the City's banking relationships, reports periodically to the City Council and the City's Finance Committee, and submits an annual investment policy to the City Council.

CITY TREASURER

Budget Detail

101-3021

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7010	Salaries - Temp / Part	8,472	8,541	8,403	8,472	8,472	8,472
7110	Workers Compensation	109	156	190	332	332	129
7170	FICA - Medicare	648	594	702	648	648	648
	<WAGES & BENEFITS>	9,229	9,291	9,295	9,452	9,452	9,249
[101-3021]	City Treasurer Total	9,229	9,291	9,295	9,452	9,452	9,249

CITY TREASURER

Budget Detail

101-3021

PERSONNEL SERVICES

7010 Salaries – Temp/Part Time

Provides funds for monthly stipend of elected City Treasurer. The Treasurer's stipend is authorized by Government Code and City Resolution.

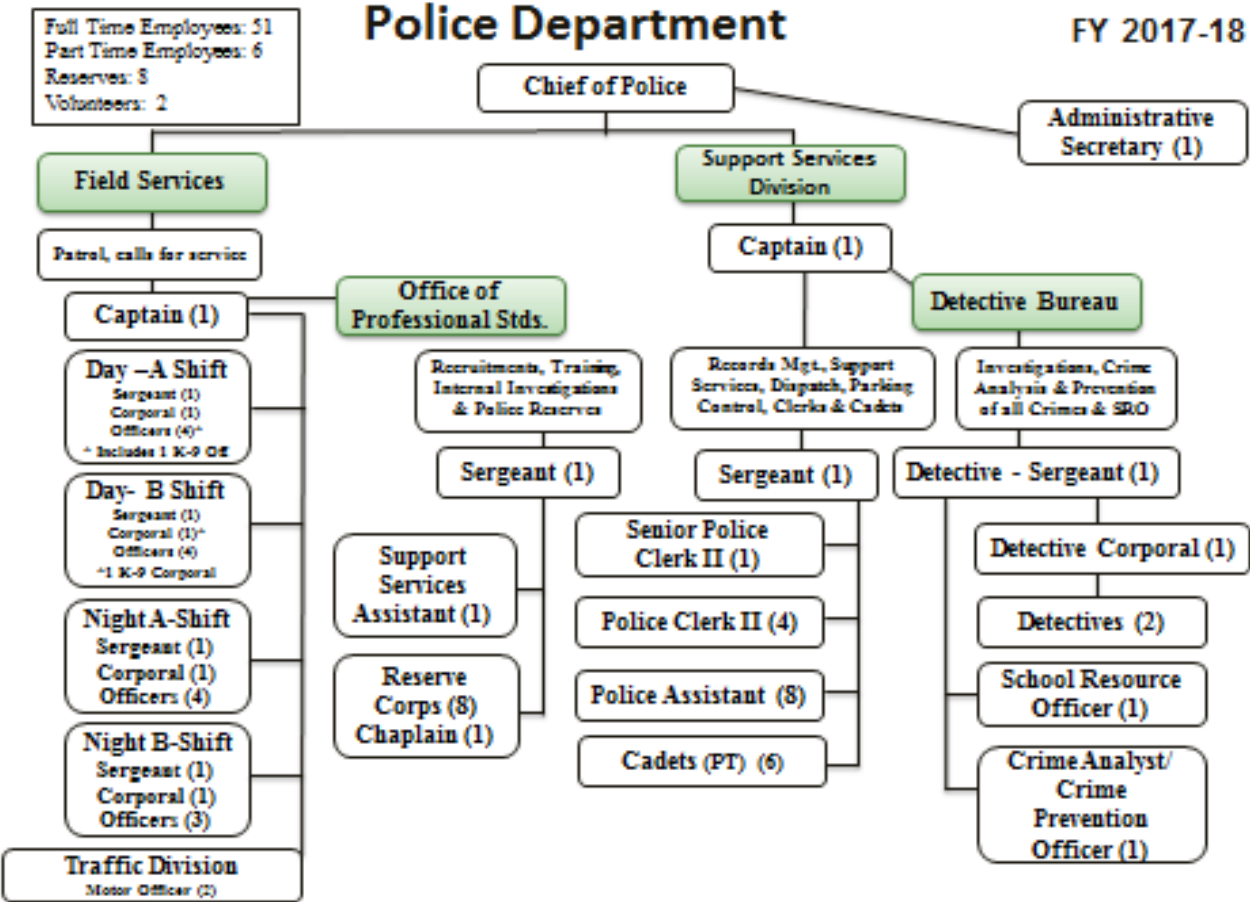
POLICE Department Summary

EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	5,948,160	6,358,858	6,571,263	7,299,161	7,323,913	7,507,792
Operations & Maintenance	873,562	857,981	949,021	995,941	1,016,484	1,112,220
Capital Outlay	336,101	248,006	179,620	170,000	209,514	225,000
Total Expenses by Category	7,157,823	7,464,845	7,699,904	8,465,102	8,549,911	8,845,012
[101-4011] Police	6,891,989	7,198,511	7,529,818	8,295,102	8,322,603	8,620,012
[105-4011] Facilities & Equipment Replacement	-	105,817	57,386	95,000	100,080	150,000
[270-4015] Police Asset Forfeiture	-	4,639	-	-	16,968	-
[272-4018] Police State Grant - AB 3229	98,549	108,378	112,700	75,000	95,822	75,000
[273-4019] Police Grant	-	-	-	-	5,271	-
[274-4019] Police Grant	167,285	47,500	-	-	9,167	-
Total Expenses by Program	7,157,823	7,464,845	7,699,904	8,465,102	8,549,911	8,845,012

Police Chief	1
Police Captain	2
Police Sergeant	7
Corporal	5
Police Officer	21
Support Services Assistant	1
Senior Police Clerk	1
Police Clerk II	4
Police Assistant	8
Administrative Secretary	1
Total	51

POLICE

Department Description and Authorized Positions



The South Pasadena Police Department is comprised of 36 sworn officers, including captains, sergeants, corporals and chief of police, 15 full-time non-sworn personnel and additional part-time non-sworn personnel including police cadets and crossing guards. The department is augmented with an additional 8 reserve officers and a volunteer chaplain.

The Police Department provides a full range of law enforcement and crime deterrence services. Services include street patrol, traffic patrol, crime investigation and analysis, parking enforcement, and a community crime prevention program. Support services for sworn officers include training, records, property evidence, dispatch center, and administrative support.

Field Services	Detective Bureau	Administrative Support Unit
Internal Affairs Reserve Program Recruitment Backgrounds Projects Emergency Operations Area C Mutual Aid	Investigations Case filings with District Attorney Warrant Service Crime Analysis Crime Prevention School Programs Parolee/Probation Compliance Checks Sex/Arson/Narcotic/Gang Registrations Arson Investigations	Dispatch Center Records Parking Enforcement Contract Crossing Guard Contract Fleet Management Facilities Management Information Technology Projects Property/Evidence Court Liaison

POLICE

Budget Detail

101-4011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	3,456,965	3,668,850	3,519,131	4,247,815	3,932,000	4,320,382
7010	Salaries - Temp / Part	128,224	117,399	173,552	112,200	139,000	140,000
7020	Overtime	444,519	608,357	665,799	400,000	615,016	500,000
7040	Holiday	124,641	136,015	133,843	120,000	165,902	145,000
7045	Overtime - Special Detail	226,463	206,028	218,155	210,000	194,320	210,000
7050	Overtime - DUI Checkpoint	15,400	8,761	-	-	-	-
7055	IOD - Non Safety	-	-	128	-	-	-
7060	IOD - Safety	163,075	118,621	1,025	-	16,000	-
7070	Leave Buyback	57,987	80,405	63,530	61,000	61,000	61,000
7100	Retirement	748,777	773,185	1,034,607	1,251,636	1,230,950	1,431,380
7108	Deferred Compensation	2,899	3,279	4,615	4,485	4,600	4,529
7110	Workers Compensation	120,480	200,874	215,699	360,168	467,400	160,679
7120	Disability Insurance	-	6,220	59,386	-	7,305	-
7122	Unemployment Insurance	13,778	4,308	1,978	-	-	-
7130	Group Health Insurance	289,333	268,804	315,198	345,760	318,450	349,560
7140	Vision Insurance	9,743	8,925	10,647	12,240	13,990	12,240
7150	Dental Insurance	32,622	29,458	32,876	45,000	33,800	45,900
7160	Life Insurance	4,887	4,977	4,572	10,050	4,600	5,049
7170	FICA - Medicare	64,744	70,334	75,730	73,805	74,580	77,073
7180	Car/Uniform Allowance	43,621	44,058	40,792	45,000	45,000	45,000
	<WAGES & BENEFITS>	5,948,160	6,358,858	6,571,263	7,299,159	7,323,913	7,507,792
8000	Office Supplies	29,267	33,687	41,504	25,000	48,000	35,000
8010	Postage	4,759	6,148	5,601	4,000	2,807	4,000
8020	Special Department Expense	82,871	117,570	90,387	72,500	80,000	72,500
8034	K9 Expenses	73	5,922	2,040	6,500	5,700	6,500
8035	Narco K9 Expenses	3,829	4,731	2,997	12,000	7,566	12,000
8040	Advertising	-	96	-	-	-	-
8050	Printing/Duplicating	2,861	4,831	6,795	6,000	4,019	11,000
8060	Dues & Memberships	3,442	3,931	4,972	2,000	2,000	2,000
8090	Conference & Meeting Expense	12,443	5,762	8,720	9,000	5,142	9,000
8100	Vehicle Maintenance	157,335	83,918	92,373	95,000	98,000	98,662
8105	Fuel	-	66,499	42,296	55,000	55,000	55,000
8110	Equipment Maintenance	20,689	49,613	29,069	18,000	10,593	18,000
8120	Building Maintenance	8,893	14,065	21,554	-	-	-
8134	Safety Clothing/Equipment	24,498	20,268	30,682	33,500	24,024	33,500
8150	Telephone	34,448	5,892	126	-	-	-
8155	Rental/Lease	-	-	-	-	-	-
8170	Professional Services	128,853	105,140	190,028	94,000	137,499	122,516
8180	Contract Services	292,425	255,961	339,984	523,441	474,441	583,327
8200	Training Expense	26,190	38,654	18,159	20,000	18,871	27,215
8210	Training Expense - POST Reimb.	17,792	16,248	21,734	20,000	25,000	22,000
	<OPERATIONS & MAINTENANCE>	850,667	838,936	949,021	995,941	998,662	1,112,220
8510	Buildings & Structures	-	-	-	-	-	-
8520	Machinery & Equipment	-	717	123	-	-	-
8522	DUI Checkpoint Equipment	-	-	-	-	-	-
8530	Computer Equipment	9,744	-	-	-	-	-
8540	Automotive Equipment	83,418	-	9,411	-	28	-
	<CAPITAL OUTLAY>	93,163	717	9,534	-	28	-
	[101-4011] Police Total	6,891,989	7,198,511	7,529,818	8,295,100	8,322,603	8,620,012

POLICE

Budget Detail

101-4011

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides salaries for all full-time, permanent sworn, and civilian employees.
- 7010 Salaries – Temporary/Seasonal/Part-Time
Provides compensation for seasonal, temporary, and other non-salaried part-time employees. Part-time employees include Police Cadets.
- 7020 Overtime
Covers the cost of overtime for non-management personnel. Overtime is used for duties that cause an employee to work beyond their scheduled end-of-shift, court appearances and court on-call status during off-duty hours, and overtime required to fill minimal staffing requirements. Efforts will be made through negotiated agreements with the police officers' association to reduce nonessential overtime costs, however, overtime due to burglary suppression efforts will continue. The use of reserve officers whenever possible has kept these costs down.
- 7040 Holiday
Covers overtime compensation for employees required to work on Holidays.
- 7045 Overtime – Filming Detail
Covers the cost of overtime for providing security at filming locations. The City is reimbursed fully by the film companies for this overtime.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of Police report forms; Detective and Records case file folders; office stationery; miscellaneous office supplies (\$35,000).
- 8010 Postage
Provides funds for Police Department postal expenses (\$4,000).
- 8020 Special Department Expense
Provides for department supplies and services to include: Fingerprint supplies, emergency flares, and handheld radio batteries (\$5,000); expenses for Police Reserve Officers such as uniform maintenance and reimbursement, court reimbursement, and training for Reserves (\$7,500); Festival of Balloons expenses including radio, repeater, and message board rentals (\$1,000); lethal and less lethal weapons, training supplies including ammunition and range maintenance and repairs (\$25,000); Department of Justice Fingerprint checks (\$4,000); Live-Scan (\$3,500); community education programs (Teen Academy, Coffee with a Cop, Women's Self Defense, Citizen's Academy, Crime

- Prevention Materials and miscellaneous supplies, equipment, and reimbursements (\$26,500).
- 8034 K-9
Provides for training, equipment, maintenance and veterinarian costs (\$6,500).
- 8035 Narco K9 Expenses
Provides for training, equipment, maintenance and veterinarian costs (\$12,000). This is a contract with the South Pasadena Unified School District, which provides for reimbursement of expenses.
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials such as crime prevention brochures (\$3,000); and parking and traffic citations, and parking permits (\$8,000).
- 8060 Dues, Memberships, Subscriptions and Books
Fund provides for both memberships and training material. Includes memberships for the Los Angeles County Police Chiefs Association (\$350); the California Police Chiefs Association (\$600); the San Gabriel Valley Police Chiefs Association (\$180); the International Association of Chiefs of Police Chiefs (\$120); California Association of Property and Evidence (\$45); International Association for Property and Evidence Investigators (\$50); California Background Investigators Association (\$45); and the California Public Parking Association (\$250); subscription to the Pasadena Star News (\$240); and subscription service for various legal codes including Penal Code and Vehicle Code (\$120).
- 8090 Conference and Meeting Expenses
Provides funds for management training, conferences, transportation, and meeting expenses. This includes providing refreshments for local community and professional meetings of organizations such as the San Gabriel Valley Intelligence meetings and staff meetings (\$2,500). Funds are allocated for the Chief of Police to attend certain annual professional meetings and conferences, including the annual conferences for the California Police Chiefs Association (\$1,900); the Los Angeles County Police Chiefs Association (\$600); and for other personnel to attend miscellaneous meetings and conferences (\$4,000).
- 8100 Vehicle Maintenance and Operations
Provides funds for the maintenance, repairs, and operational costs for the Police vehicle fleet, routine maintenance and repairs (\$60,000); collision repairs (\$5,000); tires (\$6,000); vehicle washes (\$4,000); and maintenance and repairs of emergency equipment and vehicle computers (\$20,000).
- 8105 Fuel
Provides funds for fueling of patrol vehicles (\$55,000).
- 8110 Equipment Maintenance
Provides funds for the repair and maintenance of City-owned equipment, excluding police vehicles. This includes maintenance, calibration and repair of radar units; and maintenance and repair of office machines, police radios, video cameras, and other equipment (\$18,000).

- 8134 Safety Equipment and Supplies
Provides for the purchase of safety equipment and supplies for both sworn and civilian personnel, including uniforms for new employees (\$4,800); ballistic body armor (\$20,000); flashlights (\$500); and other safety equipment and supplies (\$8,200).
- 8170 Professional Services
Provides for outside services/retainers for specific needs such as: Arrestee blood alcohol tests (\$1,500); sexual assault and victim exams (\$1,500); arrestee medical treatment (\$13,500); office computer and server maintenance (\$45,000); medical, psychological, and background exams for employee candidates (\$10,000); Pasadena Police Department crime scene evidence technician (\$14,500); fingerprint tracing service (\$8,000); computer program yearly maintenance (\$28,516).
- 8180 Contract Services
Funds contracts that are provided for services such as: Pasadena Humane Society (\$125,139); Inter-Con Security parking enforcement (\$186,877); All City Management Crossing Guards (\$144,622); inmate housing fees for Alhambra and Pasadena Police Departments (\$28,000); ICS Glendale (\$31,164); CAD/RMS technical support (\$9,785); Foothill Air Support Team (\$27,889); predictive policing (\$29,851).
- 8200 Training Expense
Provides funds for training courses and training materials for Police Department employees that is not reimbursable by P.O.S.T. and the duty manual (\$27,215).
- 8210 P.O.S.T. Training Expense
Provides for training courses and training materials required of police officers to retain or obtain P.O.S.T. certification. A portion of the training is P.O.S.T. reimbursable and goes back into the general fund (\$22,000)

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-4011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8540	Automotive Equipment	-	105,817	57,386	95,000	100,080	150,000
	<CAPITAL OUTLAY>	-	105,817	57,386	95,000	100,080	150,000
105 - FACILITIES & EQUIP. REPLACEMENT TOTAL		-	105,817	80,000	95,000	100,080	150,000

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-4011

OPERATIONS & MAINTENANCE

8540 Automotive Equipment

Provide funds for the purchase of four police vehicles (\$150,000).

ASSET FORFEITURE

Budget Detail

270-4015

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8520	Machinery & Equipment	-	4,639	-	-	16,968	-
	<CAPITAL OUTLAY>	-	4,639	-	-	16,968	-
[270-4015] Police Asset Forfeiture Total		-	4,639	-	-	16,968	-
270 - ASSET FORFEITURE TOTAL		-	4,639	-	-	16,968	-

POLICE GRANTS – STATE COPS

Budget Detail

272-4018

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8180	Contract Services	12,496	14,560	-	-	-	-
8200	Training Expense	10,400	4,485	-	-	17,822	-
	<OPERATIONS & MAINTENANCE>	22,896	19,045	-	-	17,822	-
8520	Machinery & Equipment	75,653	81,632	112,700	75,000	78,000	75,000
8540	Automotive Equipment	-	7,701	-	-	-	-
	<CAPITAL OUTLAY>	75,653	89,333	112,700	75,000	78,000	75,000
[272-4018] Police State Grant - AB 3229 Total		98,549	108,378	112,700	75,000	95,822	75,000
272 - POLICE GRANTS - STATE (COPS) TOTAL		98,549	108,378	112,700	75,000	95,822	75,000

POLICE GRANTS – STATE COPS

Budget Detail

272-4018

OPERATIONS & MAINTENANCE

8520 Machinery & Equipment

Provides funds for police equipment. This includes safety/tactical/medical equipment for frontline police officers, and technology solutions which includes, but not limited to, related software and hardware (\$75,000).

POLICE SUBVENTIONS - CLEEP

Budget Detail

273-4019

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8520	Machinery & Equipment	-	-	-	-	5,271	-
	<CAPITAL OUTLAY>	-	-	-	-	5,271	-
	[273-4019] Police Grant Total	-	-	-	-	5,271	-
	273 - POLICE SUBVENTIONS - CLEEP TOTAL	-	-	-	-	5,271	-

HOMELAND SECURITY GRANT

Budget Detail

274-4019

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8090	Conference & Meeting Expense	957	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	957	-	-	-	-	-
8520	Machinery & Equipment	166,328	47,500	-	-	9,167	-
	<CAPITAL OUTLAY>	166,328	47,500	-	-	9,167	-
[274-4019] Police Grant Total		167,285	47,500	-	-	9,167	-
274 - HOMELAND SECURITY GRANT TOTAL		167,285	47,500	-	-	9,167	-

FIRE Department Summary

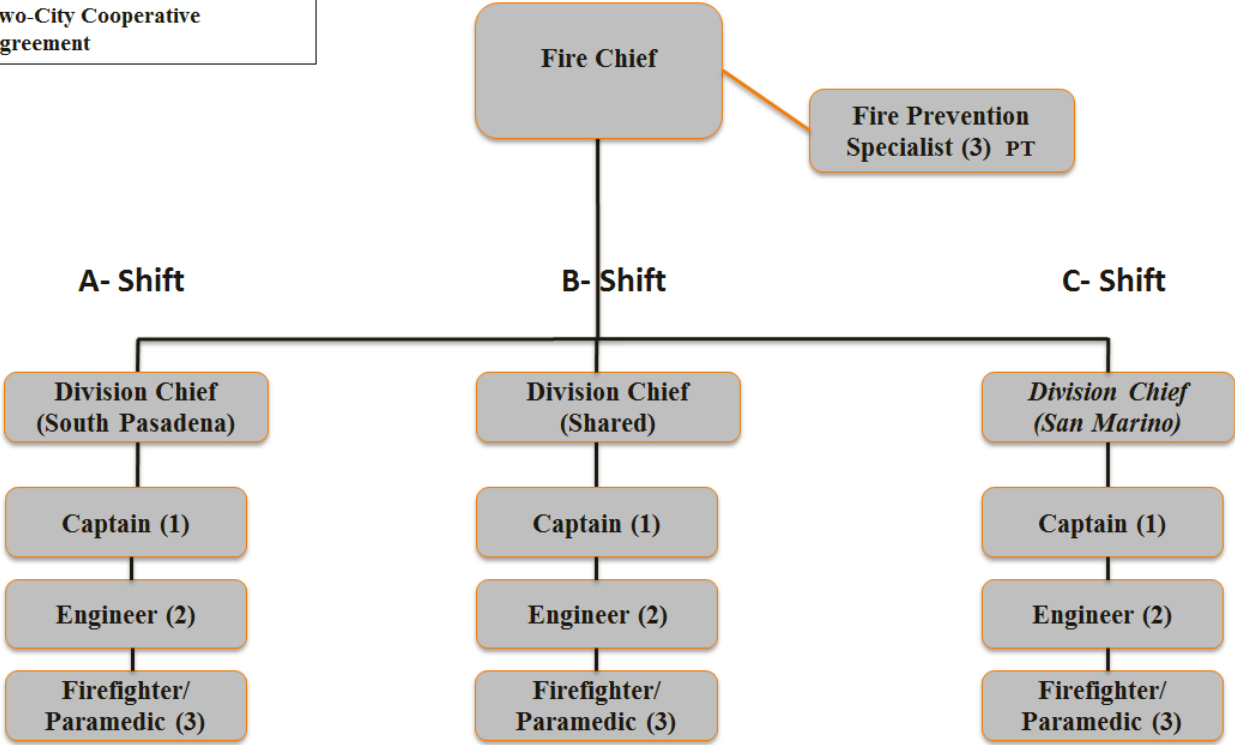
EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	3,356,308	3,455,487	3,703,997	4,051,970	4,083,055	4,108,289
Operations & Maintenance	325,160	979,294	875,182	930,500	830,533	509,600
Capital Outlay	13,036	36,482	84,384	739,000	1,101,919	10,000
Total Expenses by Category	3,694,504	4,471,263	4,663,563	5,721,470	6,015,507	4,627,889
[101-5011] Fire	3,694,504	4,467,061	4,626,740	4,996,470	4,927,558	4,592,889
[101-5012] Emergency Preparedness	-	-	36,516	25,000	22,600	35,000
[105-5011] Facilities & Equipment Replacement	-	-	-	700,000	946,311	-
[274-5019] Fire Grant	-	4,202	307	-	-	-
Total Expenses by Program	3,694,504	4,471,263	4,663,563	5,721,470	5,896,469	4,627,889

Fire Chief	1
Division Chief	2
Fire Captain	3
Fire Engineer	6
Firefighter/Paramedic	9
Total	21

FIRE
Department Description and Authorized Positions

Fire Department
Proposed FY 2017-18 Organizational Chart

Full Time Employees: 21
 Part Time Employees: 3
 Two-City Cooperative Agreement



The Fire Department provides for the protection of life, property, and the environment from the adverse effects of fires, medical emergencies, and hazardous conditions through progressive resource deployment. The Department offers Fire prevention programs and community education activities. The Fire Department provides emergency fire and life safety response services around the clock every day of the year.

FIRE

Budget Detail

101-5011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	1,502,919	1,485,211	1,601,238	1,859,847	1,670,375	1,988,689
7010	Salaries - Temp / Part	41,729	48,858	48,663	60,000	42,697	60,000
7020	Overtime	547,203	570,949	525,404	490,000	580,000	530,000
7030	Overtime - FLSA	97,926	91,996	101,920	110,000	94,899	110,000
7040	Holiday	62,528	58,494	63,820	64,000	62,079	65,000
7045	Overtime - Special Detail	140,685	171,703	179,725	140,000	138,625	140,000
7060	IOD - Safety	100,354	109,616	46,890	-	5,000	-
7065	Fitness	6,000	6,200	7,500	9,000	5,700	9,000
7070	Leave Buyback	106,016	77,507	71,048	75,000	80,398	77,000
7100	Retirement	381,879	376,647	540,400	607,432	594,160	727,624
7108	Deferred Compensation	356	1,443	1,596	1,570	1,615	2,775
7110	Workers Compensation	178,300	274,358	304,017	414,931	617,610	170,203
7122	Unemployment Insurance	(137)	-	-	-	-	-
7130	Group Health Insurance	129,276	114,925	141,838	142,500	121,350	148,260
7140	Vision Insurance	3,767	3,463	4,346	4,560	3,796	4,800
7150	Dental Insurance	13,131	12,410	14,657	17,100	12,635	18,000
7160	Life Insurance	1,800	1,872	1,827	3,534	1,637	1,980
7170	FICA - Medicare	29,568	32,989	36,971	39,496	37,780	41,958
7180	Car/Uniform Allowance	13,008	12,644	12,137	13,000	12,699	13,000
<WAGES & BENEFITS>		3,356,308	3,451,285	3,703,997	4,051,970	4,083,055	4,108,289
8000	Office Supplies	3,846	4,153	4,074	3,700	3,550	3,700
8010	Postage	708	820	892	1,000	850	1,000
8020	Special Department Expense	42,029	44,022	40,330	43,000	42,500	43,000
8025	Medical Supplies	21,863	25,464	21,801	24,000	23,900	25,000
8026	Hazardous Materials	-	1,973	2,018	2,000	1,327	1,500
8040	Advertising	40	-	-	-	-	-
8050	Printing/Duplicating	909	1,119	952	1,000	1,685	1,000
8060	Dues & Memberships	65	665	818	800	200	800
8080	Books & Periodicals	1,886	1,996	807	2,000	1,900	2,000
8090	Conference & Meeting Expense	277	527	-	500	75	500
8100	Vehicle Maintenance	48,329	45,820	47,867	50,000	49,800	37,500
8105	Fuel	-	-	-	-	-	12,500
8110	Equipment Maintenance	7,440	12,313	7,908	11,000	10,700	11,000
8120	Building Maintenance	3,797	11,844	10,889	10,000	9,800	10,000
8132	Uniform Expense/Cleaning	-	500	-	500	-	-
8134	Safety Clothing/Equipment	14,967	15,653	26,159	27,000	26,480	27,000
8150	Telephone	8,025	329	633	-	-	-
8170	Professional Services	61,006	24,584	22,819	32,000	31,700	33,600
8180	Contract Services	107,066	106,143	121,232	123,000	127,116	128,000
8183	Contract Services - Command Sharing	-	671,695	529,159	580,000	480,000	137,500
8200	Training Expense	2,905	9,674	11,354	9,000	8,950	9,000
<OPERATIONS & MAINTENANCE>		325,160	979,294	849,712	920,500	820,533	484,600
8520	Machinery & Equipment	9,552	36,232	73,031	24,000	23,970	-
8530	Computer Equipment	3,484	250	-	-	-	-
<CAPITAL OUTLAY>		13,036	36,482	73,031	24,000	23,970	-
[101-5011] Fire Total		3,694,504	4,467,061	4,626,740	4,996,470	4,927,558	4,592,889

FIRE

Budget Detail

101-5011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides funds for fire administration, command/suppression personnel, and support staff.
- 7010 Part-Time Salaries
Provides funds for three part-time employees to perform fire prevention services and secretarial duties.
- 7020 Overtime
Covers the cost of overtime for non-management personnel. Overtime is used for duties that cause an employee to work beyond their scheduled end-of-shift, and overtime required to fill minimal staffing requirements.
- 7040 Holiday
Covers overtime compensation for employees required to work on Holidays.
- 7045 Overtime – Filming Detail
Covers the cost of overtime for providing security at filming locations. The City is reimbursed fully by the film companies for this overtime.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of departmental office supplies, stationary, and miscellaneous equipment (\$2,300); toner (\$800) and copy paper (\$600).
- 8010 Postage
Provides funds for department and Public Safety Commission bulk mailing and postal expense (\$1,000).
- 8020 Special Department Supplies
Provides funds for extraordinary department supplies and services including damaged or unanticipated operating supplies, materials (\$11,000); or non-safety orientated equipment (\$3,200); cleaning supplies (\$4,000); linen services (\$7,000); department identification cards (\$300); Emergency Preparedness (\$4,000); expenses for the Public Safety Fair (\$1,000); and miscellaneous supplies, equipment, and reimbursement that does not fall within one of the other accounts (\$8,500). Replacement and upgrades to department PCs, printers, and computer software; Firehouse Software (\$4,000).

- 8025 Paramedic and Emergency Medical Services and Supplies
Provides funds for purchasing expendable medical supplies and equipment utilized during the delivery of paramedic and emergency medical services (\$15,000). Expendable medical supplies include oxygen, intravenous fluids, and non-reusable medical devices, defibrillator pads, and required pharmaceuticals (\$8,000); and other medical supplies (\$2,000).
- 8026 Hazardous Materials
Provides funding for the purchase of hazardous materials inspection and compliance materials (\$1,200) to maintain the department's Participating Agency inspections status. Notices (\$300).
- 8050 Printing and Duplicating
Provides for printing and duplication of fire prevention and brush abatement literature, public education materials, and disaster preparedness documentation, printing Inspection Notices, Brush Violation Notices (\$600), and business cards (\$400).
- 8060 Dues and Membership
Provides funds for membership in the California and International Fire Chiefs Associations, Foothill Fire Chiefs and Training Officers Association, Regional Arson Strike Team, L.A. Area Fire Marshalls Association, National Fire Protection Association (\$800).
- 8080 Books and Training Materials
Provides funds to purchase fire codes, training manuals, educational videos/software, and professional development literature (\$2,000).
- 8090 Meeting and Conference Expense
Provides funds for conference attendance, meeting expenses, and transportation. Includes funding local meeting expenses, California Fire Chiefs annual meeting, and the Fire Chief Conference (\$500).
- 8100 Vehicle Maintenance
Provides funding to cover the operating expenses, repairs, and preventive maintenance of all department vehicles. Repairs include emergency/unscheduled repairs to front line apparatus (\$37,500).
- 8105 Fuel
Provides fuel for fire apparatus (\$6,250 Diesel fuel) and (\$6,250 unleaded gasoline).
- 8110 Equipment Maintenance
Provides funds for the maintenance, repair, or replacement of department rescue saws, hydraulic extrication equipment, lighting equipment, technical rescue tools, and related emergency response equipment (\$9,600); and annual ladder testing (\$1,400).
- 8120 Building Maintenance
Provides funds for cleaning supplies, maintenance, and minor repair of the fire station facility and repair to apparatus doors (\$5,000). Includes routine repair and maintenance costs related to the HVAC (\$4,000), and gasoline and diesel fuel distribution system (\$1,000).

- 8134 Safety Clothing and Equipment
Provides funds to purchase and maintain Cal OSHA mandated personal protective equipment, self-contained breathing apparatus, and chemical protective suits (\$15,000). Provides funds to purchase safety turn out gear (\$12,000).
- 8170 Professional Services
Provides funds for contract services that provide mandated medical continuing education for paramedics and firefighters, emergency medical services program quality assurance, employee medical monitoring including bi-annual physicals, new employee physicals, communicable disease prevention training, Cal OSHA mandated respiratory protection annual testing. (\$33,600).
- 8180 Contract Services
Provides funds for comprehensive fire dispatching and emergency radio communications services from the Verdugo Dispatch Center (\$128,000).
- 8183 Contract Services – San Marino
Provides funds for comprehensive shared Fire Command Staff with the cities of San Marino and San Gabriel (\$137,500).
- 8200 Training Expense
Provides funds for mandated and specialized training necessary for the maintenance of technical firefighting, rescue skills, and paramedic recertification. Includes training for Department managers and supervisors in leadership and safety compliance issues. (\$4,000). Includes use of multi-agency Training Tower (\$5,000).

EMERGENCY PREPAREDNESS

Budget Detail

101-5012

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8020	Special Department Expense	-	-	25,470	10,000	10,000	25,000
	<OPERATIONS & MAINTENANCE>	-	-	25,470	10,000	10,000	25,000
8520	Machinery & Equipment	-	-	11,046	15,000	12,600	10,000
	<CAPITAL OUTLAY>	-	-	11,046	15,000	12,600	10,000
[101-5012] Emergency Preparedness Total		-	-	36,516	25,000	22,600	35,000

EMERGENCY PREPAREDNESS

Budget Detail

101-5012

OPERATIONS & MAINTENANCE

8020 Special Department Expense

Provides funds for operational items such as the Emergency Operations Plan (EOP), Disaster Mitigation Plan (DMP), Multi City deployment study, EOC supplies and operations and disaster preparedness supplies (\$25,000).

8520 Machinery and Equipment

Provide funds for CERT training, operations and equipment (\$10,000).

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-5011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8540	Automotive Equipment	-	-	-	700,000	946,311	-
105 - FACILITIES & EQUIP. REPLACEMENT TOTAL		-	-	-	700,000	946,311	-

FACILITIES & EQUIPMENT REPLACEMENT
Budget Detail
105-5011

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HOMELAND SECURITY GRANT

Budget Detail

274-5019

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7050	Overtime - DUI Checkpoint	-	3,563	-	-	-	-
7110	Workers Compensation	-	383	-	-	-	-
7130	Group Health Insurance	-	175	-	-	-	-
7140	Vision Insurance	-	5	-	-	-	-
7150	Dental Insurance	-	25	-	-	-	-
7170	FICA - Medicare	-	51	-	-	-	-
	<WAGES & BENEFITS>	-	4,202	-	-	-	-
	<CAPITAL OUTLAY>	-	-	-	-	-	-
[274-5019] Fire Grant Total		-	4,202	-	-	-	-

PUBLIC WORKS

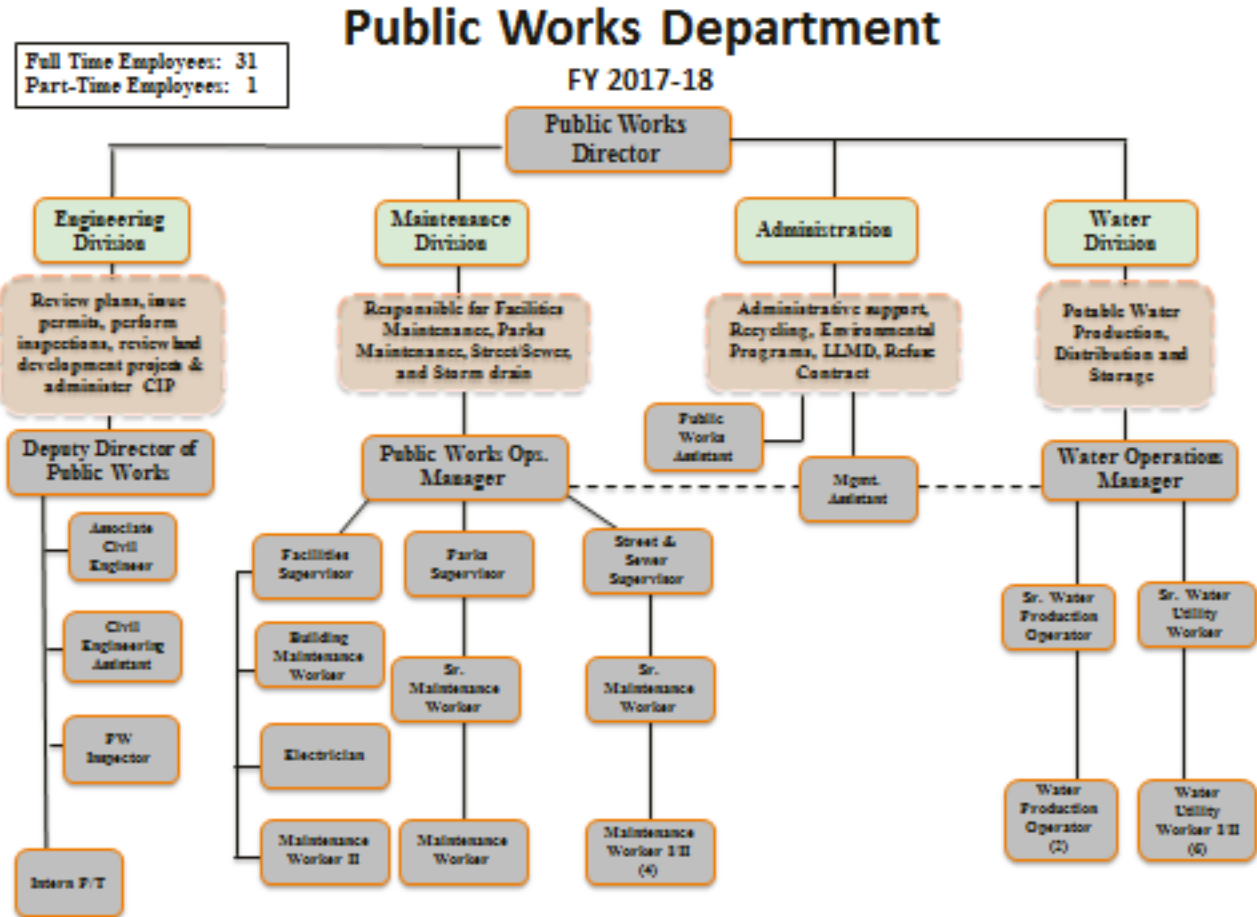
Department Summary

EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	2,813,637	2,949,227	3,162,216	3,331,670	3,287,241	3,333,156
Operations & Maintenance	5,154,864	4,442,393	4,453,849	5,247,032	5,269,890	5,815,397
Capital Outlay	117,593	148,213	152,790	977,000	767,000	533,000
Other Expenses	-	15,395	33,512	-	-	-
Total Expenses by Category	8,086,094	7,555,228	7,802,367	9,555,702	9,324,131	9,681,553
[101-6015] Environmental Services	121,010	148,512	176,958	307,658	234,330	304,166
[101-6011] PW Admin & Engineering	275,720	423,981	485,049	515,878	409,600	499,453
[101-6410] Park Maintenance	416,123	367,340	409,997	513,703	456,035	532,230
[101-6601] Facilities Maintenance	675,147	660,346	654,372	695,155	693,485	739,674
[105-6116] Street Maintenance	-	-	-	-	-	50,000
[207-6011] PW Admin & Engineering	-	-	2,536	-	103	-
[210-6501] Sewer Operations	537,690	461,575	535,646	1,139,237	1,024,227	842,099
[215-6115] Traffic Signals	107,855	119,406	123,759	180,900	140,900	180,900
[215-6118] Sidewalk Maintenance	-	-	11,232	10,000	10,000	10,000
[215-6201] Street Lighting	280,868	204,541	260,207	309,800	298,918	235,700
[215-6310] Street Trees	338,137	508,678	535,130	592,985	572,392	614,526
[215-6416] Median Strips	63,647	63,523	32,462	64,000	64,000	64,000
[230-6116] Street Maintenance	556,122	713,449	549,729	808,225	776,269	636,608
[232-6301] Street Trees	-	8,390	177	-	-	-
[232-6417] Prop "A" Park Maintenance	19,090	15,587	39,341	3,900	99,725	43,500
[277-6011] PW Admin & Engineering	-	-	22,824	-	927	-
[310-6501] Sewer Operations	-	387,663	316,718	-	527,192	3,384
[500-6710] Water Distribution	1,277,956	975,179	1,018,512	1,295,271	1,083,958	1,325,859
[500-6711] Water Production	3,416,728	2,481,663	2,594,206	3,118,991	2,932,070	3,143,554
[500-9990] Unfunded Liabilities	-	-	3,913	-	-	-
Total Expenses by Program	8,086,094	7,555,228	7,802,367	9,555,702	9,324,131	9,225,653

Public Works Director	1
Deputy Public Works Director	1
PW Operations Manager	1
Associate Civil Engineer	1
Civil Engineering Assistant	1
Public Works Assistant	1
Management Assistant	1
Public Works Inspector	1
Facilities Supervisor	1
Electrician	1
Building Maintenance Worker	1
Parks Supervisor	1
Streets/Sewers Supervisor	1
Water Operations Manager	1
Senior Maintenance Worker	2
Water Production Operator	2
Maintenance Worker I/II	6
Senior Water Utility Worker	1
Senior Water Production Operator	1
Water Utility Worker I/II	5
Total	31

PUBLIC WORKS

Department Description and Authorized Positions



Public Works Administration coordinates all activities of the Public Works Department. The Division also administers the citywide Lighting and Landscape Maintenance District, solid waste and street sweeping contract and the graffiti abatement contract. The Engineering Division reviews plans, issues permits, and provides inspections for private construction projects involving grading or public right-of-way work. In addition, it is responsible for development and implementation of the City’s Capital Improvement Projects.

The Parks Maintenance Division of the Public Works Department maintains the City’s parks, playgrounds and medians in a safe and aesthetically pleasing manner. It also maintains the urban forestry in the public right-of-way.

The Facilities Maintenance Division is responsible for providing routine maintenance, repairs, and minor modifications of all City buildings. Facilities Maintenance Division also maintains City owned street lights and traffic signals.

The Streets and Sewers Division is responsible for overseeing, maintaining and repairing streets, storm drains, sidewalks and sewers.

The Water Division is responsible for the production, treatment and distribution of potable water to the residents and businesses of the City. In addition, the Water Division also plans for long term water resources and implements Water Conservation programs.

ENVIRONMENTAL SERVICES

Budget Detail

101-6015

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	49,660	53,786	58,219	79,495	64,355	77,948
7010	Salaries - Temp / Part	-	-	-	-	-	-
7020	Overtime	-	-	9	-	-	-
7070	Leave Buyback	196	89	4,048	-	115	-
7100	Retirement	7,065	7,994	10,163	15,515	11,670	17,166
7108	Deferred Compensation	288	305	338	334	-	305
7110	Workers Compensation	1,269	2,146	2,815	3,589	2,818	1,219
7130	Group Health Insurance	4,077	3,898	5,249	6,645	2,832	4,695
7140	Vision Insurance	104	97	135	204	136	204
7150	Dental Insurance	423	379	488	765	292	765
7160	Life Insurance	55	58	65	158	51	84
7170	FICA - Medicare	674	746	912	1,153	846	1,130
	<WAGES & BENEFITS>	63,812	69,498	82,441	107,858	83,115	103,516
8010	Postage	-	-	-	1,000	500	500
8020	Special Department Expense	16,732	35,509	46,044	120,800	70,000	123,300
8040	Advertising	-	192	-	2,500	1,000	2,500
8050	Printing/Duplicating	-	-	-	1,000	500	150
8060	Dues & Memberships	-	-	-	-	-	200
8090	Conference & Meeting Expense	1,192	7	5	500	500	2,000
8140	Utilities	499	488	494	-	215	-
8170	Professional Services	35,711	38,716	34,836	45,000	45,000	45,000
8172	Professional Svcs. - Oil Recycling	840	2,770	1,690	2,000	1,500	2,000
8173	Professional Svcs. - Bottles & Cans	1,248	1,112	9,535	2,000	-	-
8180	Contract Services	977	220	1,913	25,000	15,000	25,000
	<OPERATIONS & MAINTENANCE>	57,198	79,014	94,517	199,800	134,215	200,650
8500	Building & Improvements	-	-	-	-	17,000	-
	<CAPITAL OUTLAY>	-	-	-	-	17,000	-
[101-6015] Environmental Services Total		121,010	148,512	176,958	307,658	234,330	304,166

ENVIRONMENTAL SERVICES

Budget Detail

101-6015

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides partial compensation for Deputy Public Works Director, Public Works Inspector and Public Works Assistant. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff attending evening meetings and weekend events related to City sponsored events and community outreach and participation in support of environmental projects and programs.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for citywide mass mailings concerning environmental programs (\$500).
- 8020 Special Department Expense
Provides funds for annual NPDES storm drain permit (\$9,000); State Water Resources Control Board Waste Discharge Fee (\$600); supplies for the Natural Resources and Environmental Commission (\$500); Adopt-a-Park signage (\$300). Catch basin inserts (\$12,000) for compliance with the LA River Trash Total Maximum Daily Load (TMDL). Annual AQMD Generator permit fee (\$600). Participatory cost share in LA River Metals TMDL Coordinated Monitoring Plan (\$2,300). LA River Bacteria TMDL Coordinated Integrated Monitoring Plan implementation (\$15,000). Upper LA River Enhanced Watershed Management Program Development (\$50,000) for MS4 Permit compliance. Arroyo Seco Army Corps Study, Year 2 (\$30,500 carryover). As well as for promotional items related to environmental programs (\$2,500).
- 8040 Advertising
Provides funds for promoting environmental programs and related City activities through advertising and program announcements in the local newspaper. Five events are anticipated including the annual dumpster day, annual household hazardous waste disposal day, mulch and compost giveaway, lamp exchange, and lawnmower exchange (\$2,500).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials promoting activities and practices that protect water quality in rivers and the ocean associated with pollution and waste material entering the storm drain system, hazardous waste collection event information (\$1,500).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees, dues, subscriptions, and publications of professional organizations related to advancing environmental protection and concerns (\$200).

- 8090 Conference and Meeting Expense
Provides funds for conference registration and meeting expenses related to advancing environmental protection and concerns (\$2,000).
- 8170 Professional Services
Provides for the cost of professional services to achieve full compliance with the NPDES permit and other environmental programs. NPDES consultant services (\$45,000).
- 8172 Professional Services – Oil Recycling
Provides funds to help promote oil recycling (\$2,000).
- 8180 Contract Services
Annual underground service tank (UST) inspections and cleaning (\$15,000). Annual citywide catch basin cleaning services (\$10,000) required for MS4 Permit compliance.

PUBLIC WORKS ADMINISTRATION

Budget Detail

101-6011

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	150,503	239,918	248,637	268,872	238,240	266,396
7010	Salaries - Temp / Part	-	2,197	-	7,500	6,600	20,000
7020	Overtime	20	160	206	-	200	-
7070	Leave Buyback	3,439	1,584	9,382	3,500	2,787	3,500
7100	Retirement	21,771	35,127	43,523	53,376	43,970	58,668
7108	Deferred Compensation	885	1,083	1,099	1,017	348	969
7110	Workers Compensation	5,609	12,521	15,083	18,129	18,515	6,513
7130	Group Health Insurance	11,155	17,876	23,264	22,935	17,777	22,155
7140	Vision Insurance	335	450	626	708	550	708
7150	Dental Insurance	1,100	1,748	2,259	2,655	1,924	2,655
7160	Life Insurance	177	266	290	549	244	292
7170	FICA - Medicare	2,153	3,445	3,785	4,007	4,158	4,152
	<WAGES & BENEFITS>	197,147	316,375	348,154	383,248	335,313	386,008
8000	Office Supplies	-	27	697	1,000	1,000	1,000
8010	Postage	1,591	1,810	2,160	1,500	1,500	1,500
8020	Special Department Expense	6,850	9,215	9,031	9,940	9,900	9,940
8040	Advertising	1,508	4,539	3,092	1,800	1,000	1,800
8050	Printing/Duplicating	5,508	13,908	4,105	8,000	6,000	6,000
8060	Dues & Memberships	1,182	1,182	794	1,900	1,000	1,715
8090	Conference & Meeting Expense	-	-	-	1,700	1,700	1,700
8100	Vehicle Maintenance	2,082	2,653	1,749	1,500	1,500	1,500
8110	Equipment Maintenance	233	383	839	290	290	290
8150	Telephone	1,441	-	-	-	-	-
8170	Professional Services	51,479	70,058	111,384	105,000	50,000	88,000
8180	Contract Services	1,835	595	-	-	-	-
8300	Lease Payment	3,604	3,236	3,044	-	397	-
	<OPERATIONS & MAINTENANCE>	77,312	107,606	136,895	132,630	74,287	113,445
8530	Computer Equipment	1,261	-	-	-	-	-
	<CAPITAL OUTLAY>	1,261	-	-	-	-	-
[101-6011] PW Admin & Engineering Total		275,720	423,981	485,049	515,878	409,600	499,453

PUBLIC WORKS ADMINISTRATION

Budget Detail

101-6011

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the Public Works Director, Deputy PW Director, Public Works Operations Mgr., Public Works Assistant, Associate Engineer, PW Inspector, Civil Engineering Assistant and Management Assistant. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time
Provides compensation for seasonal, Engineering Intern, and other non-salaried part-time employees.
- 7020 Overtime
Covers the cost of overtime for non-management staff attending commission meetings and, as authorized, official City events outside of regular office hours.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$1,000).
- 8010 Postage
Provides funds for City mailings and overnight deliveries (\$1,500).
- 8020 Department Expense
Provides funds for department supplies and services including computer supplies, county assessor maps, and data updates. Annual Realquest Assessor Parcel Map software subscription (\$3,000). Annual Autocad Map software subscription renewal (\$1,090). ESRI ArcMap GIS software subscription renewal (\$2,000). County Recorder recording fees (\$750). Comcate software subscription (\$2,100). Cell phone service (\$1,000).
- 8040 Advertising
Provides funds for advertising of legal notices, recruitment postings, and notices of various City activities (\$1,800).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials. Utility bill insert (\$600). Business cards (\$150). Reprographic costs for oversized maps and plans (\$1,150). Costs for duplications of plans and specifications for bidding purposes (\$4,100). Note that expenses for duplication are charged to this account, but are reimbursed to revenue account 101-5220-01 by the Contractors who purchase the bid documents.

- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees, dues, subscriptions, and publications of professional organizations such as the American Society of Civil Engineers (ASCE) and the American Public Works Association (APWA). Memberships are limited to the Public Works Director and Deputy Public Works Director. Similar membership fees for the American Water Works Association is detailed in Fund 500. APWA membership dues (\$660); National Arbor Foundation Membership (\$25). Books (\$400) and seminars (\$400). Professional Engineer's license renewals (\$230).
- 8090 Conference and Meeting Expense
Provides funds for conference registration and meeting expenses for APWA meeting (\$600); San Gabriel Valley Council of Governments Technical Advisory Committee meetings (\$300); City & County Engineers Association (\$300) and other seminars (\$500).
- 8100 Vehicle Maintenance and Operations
Provides funds for operating the Toyota Prius staff car (Unit 101) including gas, routine maintenance services and repairs (\$1,500).
- 8110 Equipment Maintenance
Public Works share of postage machine rental (\$290).
- 8170 Professional Services
Professional on-call traffic engineering services and studies (\$30,000). Consultant services for annual DBE certification required by Caltrans (\$3,000). Also funds plan checking and general on-call engineering services (\$50,000). GIS system maintenance services (\$5,000). Capital project specific design, inspection and management services are charged to the appropriate capital project accounts.

PARK MAINTENANCE

Budget Detail

101-6410

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	84,560	88,740	92,835	100,199	70,240	98,041
7020	Overtime	2,765	1,895	3,180	2,000	2,000	2,000
7040	Holiday	344	-	132	-	108	-
7070	Leave Buyback	2,041	291	2,098	1,500	4,618	1,500
7100	Retirement	12,336	13,268	15,084	19,556	16,300	21,591
7108	Deferred Compensation	307	308	226	269	200	275
7110	Workers Compensation	4,330	6,871	8,341	9,713	8,620	3,506
7130	Group Health Insurance	8,062	6,818	9,378	10,395	6,730	10,395
7140	Vision Insurance	288	260	350	324	230	324
7150	Dental Insurance	1,010	775	1,006	1,215	800	1,215
7160	Life Insurance	130	131	120	251	92	133
7170	FICA - Medicare	1,257	1,277	1,487	1,482	1,103	1,450
	<WAGES & BENEFITS>	117,430	120,634	134,237	146,903	111,235	140,430
8000	Office Supplies	919	523	391	800	800	800
8020	Special Department Expense	19,306	23,637	21,552	25,500	25,500	25,500
8100	Vehicle Maintenance	687	1,762	2,522	1,500	1,500	1,500
8110	Equipment Maintenance	375	772	915	2,500	1,500	2,500
8140	Utilities	39,072	38,927	37,096	40,000	40,000	40,000
8170	Professional Services	18,212	19,874	-	15,000	15,000	15,000
8180	Contract Services	207,866	148,351	202,583	250,000	250,000	275,000
8200	Training Expense	98	120	122	1,500	500	1,500
8262	Graffiti Removal	11,172	12,740	10,579	10,000	10,000	10,000
	<OPERATIONS & MAINTENANCE>	297,707	246,706	275,760	346,800	344,800	371,800
8520	Machinery & Equipment	-	-	-	20,000	-	20,000
8530	Computer Equipment	986	-	-	-	-	-
	<CAPITAL OUTLAY>	986	-	-	20,000	-	20,000
[101-6410] Park Maintenance Total		416,123	367,340	409,997	513,703	456,035	532,230

PARK MAINTENANCE

Budget Detail

101-6410

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides partial compensation for a Sr. Maintenance Worker, Parks Supervisor, Management Assistant, Public Works Operations Manager and Deputy PW Director. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff performing emergency call outs and attending commission meetings.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$400) and miscellaneous expenses (\$400).
- 8020 Special Department Expense
Provides for special and miscellaneous division supplies and materials including irrigation controllers and sprinklers (\$5,000), park reseeding materials (\$3,000), fertilizer (\$4,000), miscellaneous garden supplies (\$3,000), pest control products (\$2,500), park dog waste bags (\$4,000), miscellaneous park supplies (\$2,500), and humane bee control service (\$1,500).
- 8100 Vehicle Maintenance
Provides funds for operational costs for parks vehicles including smog certifications (\$500) and routine maintenance services (\$1,000).
- 8110 Equipment Maintenance
Provides funds for the repair and maintenance of equipment (\$2,500).
- 8140 Electricity
Provides funds for electrical service by Southern California Edison to City park facilities (\$40,000).
- 8170 Professional Services
Provides funds for the use of professionals such as landscape architects and other professional services related to the maintenance of the City parks and the equipment located at the parks (\$15,000), such as soil and tissue sampling services and sports field consulting.

- 8180 Contract Services
Provides funds for partial cost of contracted services by LandCare to maintain the parks and playing fields, including irrigation system repairs (\$173,000). The remainder of this contract is charged to LLD Street Medians (account 215-6416-8180). Also provides funds for gopher abatement (\$4,000), the rental of an extended boom truck to access field lighting (\$1,000), and trash removal services at Orange Grove Park (\$5,500). Landscape irrigation of the new medians created under the Fair Oaks Project performed by WCA (\$6,000). Arborist services (\$35,500), and supplemental tree trimming and replacement (\$50,000).
- 8200 Training Expense
Provides funds for training seminars, materials, and job-related training sessions for employees (\$1,000). The seminars and training are necessary to keep certifications for required job related functions. Also includes costs for books and manuals (\$500).
- 8262 Graffiti Removal
Provides funds for graffiti removal contract services. Graffiti Control Systems, North Hollywood, is providing services for the graffiti eradication services (\$10,000).

CAPITAL OUTLAY

- 8520 Machinery & Equipment
Provides funds to upgrade park lighting to energy efficient LED (\$20,000).

FACILITIES MAINTENANCE

Budget Detail

101-6601

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	216,066	212,735	206,211	244,331	241,034	247,119
7020	Overtime	2,167	2,566	1,874	2,500	2,500	2,500
7040	Holiday	170	-	-	-	-	-
7070	Leave Buyback	6,096	190	2,262	1,500	3,555	1,500
7100	Retirement	30,319	28,227	33,113	41,149	40,630	46,494
7108	Deferred Compensation	306	211	163	269	200	275
7110	Workers Compensation	12,065	18,191	19,615	29,501	32,185	11,363
7130	Group Health Insurance	22,690	20,922	25,173	28,020	26,345	28,020
7140	Vision Insurance	704	621	766	888	766	888
7150	Dental Insurance	2,521	2,316	2,772	3,330	2,806	3,330
7160	Life Insurance	344	354	353	688	364	366
7170	FICA - Medicare	3,135	2,973	3,024	3,579	3,500	3,619
	<WAGES & BENEFITS>	296,584	289,306	295,326	355,755	353,885	345,474
8000	Office Supplies	1,676	20	1,440	1,200	1,200	1,200
8020	Special Department Expense	51,360	45,059	39,411	45,000	45,000	45,000
8060	Dues & Memberships	-	-	138	700	700	700
8100	Vehicle Maintenance	2,542	1,767	1,403	1,500	1,500	1,500
8110	Equipment Maintenance	1,056	1,492	2,400	1,500	1,500	1,500
8120	Building Maintenance	70,362	73,444	75,110	70,000	70,000	70,000
8130	Small Tools	3,440	1,263	2,108	3,000	3,000	3,000
8132	Uniform Expense/Cleaning	1,571	1,503	1,559	2,000	2,000	2,000
8134	Safety Clothing/Equipment	747	1,027	1,279	1,000	1,200	1,200
8140	Utilities	82,855	88,991	83,646	90,000	90,000	144,600
8150	Telephone	258	-	-	-	-	-
8180	Contract Services	100,179	144,001	144,218	112,000	112,000	112,000
8200	Training Expense	-	-	1,333	1,500	1,500	1,500
	<OPERATIONS & MAINTENANCE>	316,047	358,567	354,045	329,400	329,600	384,200
8520	Machinery & Equipment	21,255	12,473	5,001	10,000	10,000	10,000
8530	Computer Equipment	986	-	-	-	-	-
8540	Automotive Equipment	40,275	-	-	-	-	-
	<CAPITAL OUTLAY>	62,516	12,473	5,001	10,000	10,000	10,000
[101-6601] Facilities Maintenance Total		675,147	660,346	654,372	695,155	693,485	739,674

FACILITIES MAINTENANCE

Budget Detail

101-6601

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for a full time Maintenance Worker II and a Building Maintenance Worker and partial compensation for the Electrician, Facility Maintenance Supervisor, Public Works Operations Manager, Deputy PW Director. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff performing emergency call outs after hours.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$600) and miscellaneous expenses (\$600).
- 8020 Special Department Expense
Provides for special and miscellaneous department supplies and services including construction supplies (\$10,000), playground hardware (\$2,000), paint and painting supplies (\$2,000), electrical supplies and parts including light bulbs (\$5,000), paper goods (\$15,000), first aid kits (\$300), cell phone monthly service charge (\$2,200), garage door maintenance (\$3,000), fire extinguisher maintenance (\$1,200), elevator certification (\$2,000), and miscellaneous expenses for City facilities (\$2,300).
- 8060 Dues/Memberships/Subscriptions
Provides funds for membership fees, dues, subscriptions and publications to professional organizations (\$700).
- 8100 Vehicle Maintenance and Operations
Provides funds for operational costs for gas, oil, tires, batteries, parts, repairs and routine maintenance for the building maintenance worker's vehicles (\$1,250) and smog certifications (\$250).
- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment (\$1,500).
- 8120 Building Maintenance
Provides for building maintenance services and supplies. Contract maintenance of air conditioning system (\$13,000), elevators (\$9,400), pest control services (\$7,000), locksmith service (\$2,000), carpet cleaning service (\$3,000), and generator (\$5,000). Additional repairs costs for elevators (\$5,000) and HVAC systems (\$2,600). Also includes funds for electrical (\$5,000), painting (\$3,500), plumbing supplies (\$7,000) and garage door and motorized gate maintenance and part replacements (\$7,500).

- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools (\$3,000).
- 8132 Uniform Expenses
Provides for the purchase and service of City supplied uniforms (\$2,000).
- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies (\$1,200).
- 8140 Utilities
Provides funds for electrical service by Southern California Edison to City facilities (\$144,600).
- 8180 Contract Services
Janitorial services for City buildings including twice a week day porter service (\$95,000). The remainder of this contract is charged to 232-6471-8180. City Hall exterior maintenance (\$4,000). CNG annual maintenance contract (\$8,000) and CNG station repairs (\$5,000).
- 8200 Training Expenses
Provides funds for training seminars, materials, and job-related training sessions for employees (\$500). CNG station, safety and HVAC trainings (\$1,000).

CAPITAL OUTLAY

- 8520 Machinery & Equipment
Replace the HVAC unit at the Senior Center (\$10,000).

SEWER MAINTENANCE

Budget Detail

210-6501

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	237,910	222,047	293,965	320,764	288,530	322,778
7010	Salaries - Temp / Part	-	116	-	-	-	-
7020	Overtime	1,254	4,228	(362)	2,500	5,000	3,000
7040	Holiday	603	-	-	-	662	-
7070	Leave Buyback	2,491	2,495	7,135	2,500	8,947	2,500
7100	Retirement	34,061	32,572	456	54,319	50,800	60,495
7108	Deferred Compensation	683	818	1,068	1,549	990	1,536
7110	Workers Compensation	11,254	14,707	21,059	27,659	29,570	10,551
7120	Disability Insurance	1,660	99	-	-	397	-
7130	Group Health Insurance	25,056	18,772	29,300	33,589	27,950	32,431
7131	Retiree Health Insurance	10,987	10,943	40,885	-	11,590	12,000
7140	Vision Insurance	736	498	888	1,058	772	1,058
7150	Dental Insurance	2,703	1,861	3,083	3,969	2,750	3,969
7160	Life Insurance	385	304	396	820	400	436
7170	FICA - Medicare	3,264	3,182	4,360	4,687	4,900	4,723
9997	OPEB Expense	-	15,196	-	-	-	-
9990	Pension Expense	-	199	29,599	-	-	-
	<WAGES & BENEFITS>	333,047	328,037	431,832	453,414	433,258	455,477
8000	Office Supplies	3,663	378	600	600	600	600
8010	Postage	-	545	-	600	300	600
8020	Special Department Expense	29,285	20,633	18,123	27,000	25,000	27,000
8050	Printing/Duplicating	-	-	-	200	200	200
8060	Dues & Memberships	-	500	-	500	500	500
8090	Conference & Meeting Expense	175	-	-	500	500	800
8100	Vehicle Maintenance	9,330	14,262	17,559	15,000	10,000	15,000
8110	Equipment Maintenance	1,166	-	-	5,000	1,000	5,000
8120	Building Maintenance	-	500	1,200	1,200	1,200	1,200
8130	Small Tools	633	-	-	1,500	1,500	1,500
8132	Uniform Expense/Cleaning	1,171	1,665	539	1,200	1,200	1,200
8134	Safety Clothing/Equipment	691	213	646	1,000	1,000	1,000
8170	Professional Services	33,416	12,432	-	30,000	20,000	30,000
8180	Contract Services	10,541	16,167	15,486	100,000	20,000	100,000
8191	Liability & Surety Bonds	40,790	12,488	9,768	11,500	11,947	12,000
8200	Training Expense	1,196	-	470	1,000	1,000	1,000
8301	Copier Usage Charges	-	-	-	-	-	-
8400	Overhead Allocation	69,022	69,022	69,022	69,022	69,022	69,022
	<OPERATIONS & MAINTENANCE>	201,080	148,805	133,413	265,822	164,969	266,622
8540	Automotive Equipment	3,563	128	-	420,000	426,000	120,000
	<CAPITAL OUTLAY>	3,563	128	-	420,000	426,000	120,000
[210-6501] Sewer Operations Total		537,690	476,970	565,245	1,139,236	1,024,227	842,099

SEWER MAINTENANCE

Budget Detail

210-6501

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides partial compensation for Maintenance Worker II (2), Maintenance Worker I (3), Sr. Maintenance Worker, Management Assistant, Streets Supervisor, Deputy Public Works Director, Assistant Finance Director, City Manager, Asst. to the City Manager, Public Works Operations Manager, Civil Engineering Assistant, Public Works Director, Public Works Inspector, Public Works Assistant, Director of Finance, Associate Engineer and partial compensation for Account Clerk, Accounting Technician. Refer to the Appendix for a detailed allocation list. Additional 2% incentive for obtaining California Water Environment Association certification (\$5,378).
- 7020 Overtime
Provides for overtime pay for afterhours emergency response to sewer main stoppages and repairs.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$600).
- 8010 Postage
Provide funds for City mailings concerning sewer preventive maintenance (\$600).
- 8020 Special Department Expense
Provides for special and miscellaneous department supplies: fittings, jetting nozzles, sewer reel hoses (\$9,700) and new manhole covers (\$10,000). State Water Quality Control Board Sanitary Sewer Overflow Program fee (\$1,300) and Cartegraph software annual subscription (\$2,100). Cellular phone monthly service charge (\$2,200) and this account also pays a 25% share of City personnel cell phones (\$1,200). Division share of natural gas costs for CNG vehicles (\$500).
- 8050 Printing/Duplicating
To provide funds for the printing and duplication of sewer related materials (\$200).
- 8060 Dues/Memberships/Subscriptions
Provides for membership to the California Water Environmental Association for division staff members (\$500).
- 8090 Conference & Meeting Expense
Provides funds for conference registration and meeting expenses related to sewer related matters (\$800).
- 8100 Vehicle Maintenance
Provides funds for operational costs for gas, oil, tires, batteries, parts, repairs, and routine maintenance of Sewer Division vehicles and for painting of aging vehicles (\$15,000).

- 8110 Equipment Maintenance
Provides for repairs to the sewer main cleaning equipment (\$5,000).
- 8120 Building Maintenance
Provides for maintenance of sewer division garage (\$1,200) at the Service Facility.
- 8130 Small Tools
Provides for replacement of worn or damaged hand and power tools (\$1,500).
- 8132 Uniform Expenses
Provides for the purchase and uniform service of City supplied uniforms (\$1,200).
- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies, including safety vests, goggles, gloves, steel toed boots, and other miscellaneous items (\$1,000).
- 8170 Professional Services
Fats, Oils and Grease (FOG) Inspection and Compliance Program (\$20,000). GIS system retainer services (\$10,000).
- 8180 Contract Services
Sewer main cleaning and emergency spill containment services that cannot be cleared with the City's equipment (\$20,000) for emergency sewer overflows. Annual FOG cleaning services (\$20,000). Sewer video and cleaning (\$60,000).
- 8191 Liability Insurance & Surety Bonds and Property
This account pays a 5% (\$12,000) share of the City's liability insurance costs. The remaining portions are paid out of General Fund (60%), Water Fund (25%), and LLD (10%).
- 8200 Employee Training
Provides for training seminars and workshops related to sewer maintenance (\$1,000).
- 8400 Overhead Allocation
Charges for administrative services provided by the General Fund.

CAPITAL OUTLAY

- 8540 Automotive Equipment
Provide funds for the purchase of sewer camera equipment (\$120,000).

TRAFFIC SIGNALS

Budget Detail

215-6115

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8020	Special Department Expense	5,686	9,486	24,538	30,900	30,900	30,900
8140	Utilities	42,059	42,278	37,764	60,000	40,000	60,000
8150	Telephone	2,453	-	-	-	-	-
8180	Contract Services	39,328	49,152	50,148	70,000	70,000	70,000
	<OPERATIONS & MAINTENANCE>	89,526	100,916	112,450	160,900	140,900	160,900
8520	Machinery & Equipment	18,329	18,490	11,309	20,000	-	20,000
	<CAPITAL OUTLAY>	18,329	18,490	11,309	20,000	-	20,000
[215-6115] Traffic Signals Total		107,855	119,406	123,759	180,900	140,900	180,900

TRAFFIC SIGNALS

Budget Detail

215-6115

OPERATIONS & MAINTENANCE

8020 Department Supplies

Provides for special and miscellaneous department supplies and services related to the maintenance of the City's traffic signals (\$5,000). In-pavement crosswalk maintenance (\$5,500). Traffic signal systems upgrades (\$20,400).

8140 Electricity

Provides funds for electrical service by Southern California Edison for traffic signal operations (\$60,000).

8180 Contract Services

Provides funds for the contract services related to monthly inspection, cleaning and testing of the traffic signal system (\$28,000), non-routine signal maintenance (\$25,000) and signal knockdown repairs (\$13,400). Cost sharing for traffic signal at Orange Grove and SR110 (\$2,300) and Orange Grove and Columbia (\$1,300).

CAPITAL OUTLAY

8520 Machinery & Equipment

Provides funds for traffic cabinet replacements or upgrades (\$20,000).

SIDEWALK & CURB MAINTENANCE

Budget Detail

215-6118

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8020	Special Department Expense	-	-	11,232	10,000	10,000	10,000
	<OPERATIONS & MAINTENANCE>	-	-	11,232	10,000	10,000	10,000
	[215-6118] Sidewalk Maintenance Total	-	-	11,232	10,000	10,000	10,000

SIDEWALK & CURB MAINTENANCE

Budget Detail

215-6118

OPERATIONS & MAINTENANCE

8020 Special Department Expense

Provides for special and miscellaneous department supplies and materials for the repair and replacement of sidewalks and curbs (\$10,000).

STREET LIGHTING

Budget Detail

215-6201

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8000	Office Supplies	838	500	1,288	600	600	600
8020	Special Department Expense	39,345	29,007	40,093	45,500	45,500	45,500
8100	Vehicle Maintenance	8,465	5,431	4,843	7,500	7,500	7,500
8110	Equipment Maintenance	548	454	-	3,000	724	3,000
8130	Small Tools	1,364	1,124	904	1,000	1,000	1,000
8132	Uniform Expense/Cleaning	1,578	1,290	1,258	1,500	1,500	1,500
8134	Safety Clothing/Equipment	-	206	1,109	800	800	800
8140	Utilities	144,109	138,353	167,575	165,000	165,000	165,000
8170	Professional Services	3,040	3,200	23,600	31,400	52,400	10,000
8191	Liability & Surety Bonds	81,580	24,976	19,537	22,700	23,894	-
8200	Training Expense	-	-	-	800	-	800
	<OPERATIONS & MAINTENANCE>	280,868	204,541	260,207	279,800	298,918	235,700
8520	Machinery & Equipment	-	-	-	30,000	-	-
	<CAPITAL OUTLAY>	-	-	-	30,000	-	-
[215-6201] Street Lighting Total		280,868	204,541	260,207	309,800	298,918	235,700

STREET LIGHTING

Budget Detail

215-6201

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$600).
- 8020 Special Department Expense
Provides for special department supplies and services (\$4,000), materials for an estimated 6 knockdowns (\$24,000), based on historical activity, street light replacements (\$16,000) and expenses to assist Chamber of Commerce Holiday lighting program (\$1,500).
- 8100 Vehicle Maintenance and Operations
Provides funds for operational costs for gas (\$5,900), oil, tires, batteries, parts, repairs and routine maintenance for Street Lighting Division vehicles, and annual certification of the boom trucks (\$1,600).
- 8110 Equipment Maintenance
Provides funds for the repair and maintenance of equipment (\$1,500), hydraulic repairs for boom truck (\$1,000), and maintenance costs for Code Blue emergency system (\$500).
- 8130 Small Tools
Replacement or purchase of worn or damaged hand and power tools (\$1,000).
- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$1,500).
- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies (\$800).
- 8140 Electricity
Provides funds for the energy costs by Southern California Edison for the City streetlights (\$165,000).
- 8170 Professional Services
Annual assessment review for the Lighting and Landscaping Assessment District (\$10,000).
- 8191 Liability Insurance & Surety Bonds and Property
This account pays a 10% share of the City's liability insurance costs. The remaining portions are paid out of General Fund (60%), Water Fund (25%) and Sewer Fund (5%).
- 8200 Training Expense
Provides for training seminars and workshops related to street lighting systems (\$800).

STREET TREE MAINTENANCE

Budget Detail

215-6310

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	94,350	190,029	187,703	118,738	123,800	118,292
7020	Overtime	3,790	2,487	5,900	3,000	3,000	3,000
7040	Holiday	-	-	132	-	260	-
7070	Leave Buyback	4,000	2,353	3,099	3,000	3,569	3,000
7100	Retirement	13,339	26,729	32,107	20,372	19,720	22,653
7108	Deferred Compensation	-	194	127	101	100	107
7110	Workers Compensation	5,670	15,317	17,292	13,164	13,490	4,978
7130	Group Health Insurance	10,856	18,302	21,905	13,608	11,220	11,658
7131	Retiree Health Insurance	15,017	14,958	14,783	-	-	-
7140	Vision Insurance	360	577	673	432	378	432
7150	Dental Insurance	1,294	2,053	2,395	1,620	1,280	1,620
7160	Life Insurance	161	304	305	335	176	178
7170	FICA - Medicare	1,417	2,623	2,857	1,765	1,725	1,758
<WAGES & BENEFITS>		150,254	275,926	289,278	176,135	179,042	167,676
8000	Office Supplies	-	-	246	500	300	500
8010	Postage	-	-	-	50	50	50
8020	Special Department Expense	8,634	8,116	5,609	15,000	5,000	15,000
8040	Advertising	-	-	-	200	200	200
8060	Dues & Memberships	170	-	-	400	200	400
8090	Conference & Meeting Expense	-	-	-	200	-	200
8100	Vehicle Maintenance	5,019	6,864	7,346	15,000	5,000	15,000
8110	Equipment Maintenance	1,741	3,842	102	3,000	1,500	3,000
8130	Small Tools	2,766	2,257	1,509	3,000	2,000	3,000
8132	Uniform Expense/Cleaning	1,369	2,749	1,783	2,100	2,100	2,100
8134	Safety Clothing/Equipment	1,800	374	219	1,600	1,600	1,600
8170	Professional Services	6,439	9,101	10,000	15,000	15,000	15,000
8180	Contract Services	159,672	192,021	210,703	230,000	230,000	230,000
8181	Contracted Tree Planting	273	7,118	8,235	10,000	10,000	10,000
8200	Training Expense	-	310	100	800	400	800
<OPERATIONS & MAINTENANCE>		187,883	232,752	245,852	296,850	273,350	296,850
9181	Removal/Replacement Tree Program	-	-	-	120,000	120,000	150,000
<CAPITAL OUTLAY>		-	-	-	120,000	120,000	150,000
[215-6310] Street Trees Total		338,137	508,678	535,130	592,985	572,392	614,526

STREET TREE MAINTENANCE

Budget Detail

215-6310

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the Sr. Maintenance Worker, Parks Supervisor, Maintenance Worker I, Public Works Operations Manager, Public Works Assistant, and Facilities Maintenance Supervisor. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Provides for overtime pay for afterhours emergency response to fallen trees, broken limbs, and attendance at commission meetings.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$500).
- 8010 Postage
Provide funds for postage (\$50).
- 8020 Special Department Expense
Provides for special and miscellaneous department supplies including chain saw blades, blade sharpening, gloves, chipper blades (\$7,000), ropes, sling, and pulleys (\$3,000), work zone signs and cones (\$1,000), 25% of department cell phones (\$1,000), and pesticides and fungicides (\$3,000).
- 8040 Advertisements
Provides funds to publish ads for the tree regulations (\$200).
- 8060 Dues/Memberships/Subscriptions
Provides dues for Parks Supervisor to be a Western International Society of Arboriculture (ISA) member (\$400).
- 8090 Conference & Meeting Expense
Provides funds for tree related conference registration and meeting expenses (\$200).
- 8100 Vehicle Maintenance
Provides funds for operational costs for gas, diesel, oil, tires, batteries, parts, repairs for Street Tree Division vehicles (\$15,000).
- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment. Equipment maintenance for chainsaw, trencher, chipper and loader (\$3,000).
- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools (\$3,000).

- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$2,100).
- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies, including chaps and guards while using chain saws, helmets, safety boots, and gloves (\$1,600).
- 8170 Professional Services
Provides the cost of a miscellaneous tree studies and samplings (\$500) and independent arborist reports (\$3,700). Certified Arborist as needed (\$10,800).
- 8180 Contract Services
Routine tree maintenance services rendered under contract for tree trimming and annual grid pruning, and removal of trees (\$230,000).
- 8181 Contracted Tree Planting
Miscellaneous tree planting (\$10,000). The charges to this account are partially offset by residents paying for the cost of the trees into a revenue account.
- 8200 Training
Provides for attendance at classes, seminars and workshops related to tree care and management, and as required to maintain certifications and licenses (\$800).

CAPITAL OUTLAY

- 9181 Capital Outlay
Remove aged/distressed trees and plant replacement trees (\$150,000).

MEDIAN STRIPS

Budget Detail

215-6416

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8020	Special Department Expense	3,499	3,375	2,388	3,500	3,500	3,500
8180	Contract Services	60,148	60,148	30,074	60,500	60,500	60,500
	<OPERATIONS & MAINTENANCE>	63,647	63,523	32,462	64,000	64,000	64,000
[215-6416]	Median Strips Total	63,647	63,523	32,462	64,000	64,000	64,000

MEDIAN STRIPS

Budget Detail

215-6416

OPERATIONS & MAINTENANCE

8020 Special Department Expense

Provides for department supplies including sprinklers, valves, fittings and plumbing (\$3,500).

8180 Contract Services

Provides partial cost of services rendered by contract with LandCare for landscape maintenance of street medians (\$60,500). The remainder of this contract is charged to General Fund Park Maintenance (account 101-6410-8180).

STREET MAINTENANCE

Budget Detail

230-6116

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	264,465	310,836	233,870	306,462	273,220	298,991
7020	Overtime	1,993	4,748	5,183	3,000	5,000	4,000
7040	Holiday	544	224	-	-	-	-
7070	Leave Buyback	3,679	2,998	3,655	3,000	3,005	3,000
7100	Retirement	34,077	39,660	37,729	54,271	48,700	58,770
7108	Deferred Compensation	306	432	341	371	300	383
7110	Workers Compensation	13,490	25,558	21,113	32,952	34,100	12,016
7120	Disability Insurance	1,660	-	-	-	-	-
7130	Group Health Insurance	34,269	34,757	32,533	39,003	30,100	33,153
7131	Retiree Health Insurance	16,453	16,388	17,672	-	17,672	17,672
7140	Vision Insurance	1,054	1,127	1,022	1,236	1,030	1,236
7150	Dental Insurance	2,799	3,817	3,306	4,635	3,175	4,635
7160	Life Insurance	382	597	439	958	417	509
7170	FICA - Medicare	3,630	4,299	3,504	4,487	4,200	4,393
	<WAGES & BENEFITS>	378,803	445,441	360,367	450,375	420,919	438,758
8000	Office Supplies	1,973	324	1,000	1,000	500	1,000
8020	Special Department Expense	105,233	101,354	81,766	80,000	80,000	80,000
8060	Dues & Memberships	-	500	-	300	300	300
8100	Vehicle Maintenance	21,476	34,189	24,984	20,000	20,000	20,000
8110	Equipment Maintenance	8,432	9,245	1,943	6,400	6,400	6,400
8130	Small Tools	886	-	380	3,000	1,000	3,000
8132	Uniform Expense/Cleaning	1,986	2,361	2,400	3,000	3,000	3,000
8134	Safety Clothing/Equipment	1,112	1,976	1,617	1,750	1,750	1,750
8170	Professional Services	1,792	-	-	2,000	2,000	2,000
8180	Contract Services	4,759	22,318	75,095	80,000	80,000	80,000
8200	Training Expense	8	-	177	400	400	400
	<OPERATIONS & MAINTENANCE>	147,657	172,267	189,362	197,850	195,350	197,850
8540	Automotive Equipment	29,661	95,741	-	160,000	160,000	-
	<CAPITAL OUTLAY>	29,661	95,741	-	160,000	160,000	-
[230-6116] Street Maintenance Total		556,122	713,449	549,729	808,225	776,269	636,608
230 - STATE GAS TAX TOTAL		556,122	713,449	549,729	808,225	776,269	636,608

STREET MAINTENANCE

Budget Detail

230-6116

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for three full-time Maintenance Workers and the partial compensation for the Management Assistant, Street Supervisor, Senior Maintenance Worker (2), Public Works Operations Manager, Public Works Inspector, Engineering Assistant, and a Deputy Public Works Director. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Provides for overtime pay for after hours emergency response.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$500) and miscellaneous expense (\$500).
- 8020 Special Department Expense
This account provides for special and miscellaneous department supplies & services including street signage (\$10,000), asphalt (\$10,000), and concrete, base sand and backfill soil (\$40,000). Catch basin repairs (\$10,000) and miscellaneous expenses (\$10,000).
- 8060 Dues, Memberships, Subscriptions, and Books
This account provides funding for construction handbooks, standard specifications for Public Works Construction (“Greenbook”), APWA Standard Drawings, WATCH manuals (\$300).
- 8100 Vehicle Maintenance
Provides funds for operational costs for gas (\$13,000), tires, tune-ups, and miscellaneous repairs and parts for Street Maintenance Division vehicles (\$7,000).
- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment used by the Streets Division (\$6,400).
- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools including weed whackers, chain saws, gas powered trawler and demo hammer (\$3,000).
- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$3,000).

- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies, including safety boots (\$1,750).
- 8170 Professional Services
Provides for professional services for street and roadway related topics (\$2,000).
- 8180 Contract Services
Provides for services rendered for street maintenance activities such as miscellaneous traffic striping and markings (\$10,000) and weed abatement (\$9,000). Citywide traffic striping maintenance (\$15,000). Outsourcing of larger sidewalk, curb & gutter projects (\$10,000). Supplement contract services (\$36,000).
- 8200 Training
Provides for seminars and workshops related to street maintenance, signage and traffic control devices and methods (\$400).

STREET TREES

Budget Detail

232-6310

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8180	Contract Services	-	8,390	177	-	-	-
	<OPERATIONS & MAINTENANCE>	-	8,390	177	-	-	-
[232-6301] Street Trees Total		-	8,390	177	-	-	-

PROP A PARK MAINTENANCE

Budget Detail

232-6417

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8020	Special Department Expense	7,907	8,809	15,385	-	90,000	25,000
8110	Equipment Maintenance	-	139	-	-	1,325	5,000
8140	Utilities	1,906	1,717	1,101	1,200	1,200	3,500
8170	Professional Services	-	-	7,603	-	-	-
8180	Contract Services	9,277	4,922	15,252	2,700	7,200	10,000
<OPERATIONS & MAINTENANCE>		19,090	15,587	39,341	3,900	99,725	43,500
[232-6417] Prop "A" Park Maintenance Total		19,090	15,587	39,341	3,900	99,725	43,500

PROP A PARK MAINTENANCE

Budget Detail

232-6417

OPERATIONS & MAINTENANCE

8020 Special Department Expenses

Janitorial supplies for the Arroyo and Garfield Park restrooms (\$2,000), adding engineered wood fibers or sand to Garfield, Orange Grove or Eddie Park playgrounds (\$13,000), and miscellaneous parts needed for playgrounds, light fixture, and restroom fixture replacements (\$10,000)

8140 Equipment Maintenance

Garfield, Orange Grove and Eddie Park playground equipment maintenance (\$5,000).

8140 Utilities

Provides funds for utilities for the Arroyo Park restrooms, Garfield Park Restrooms and the Dog Park (\$3,500).

8180 Contract Services

Provides funds for janitorial services and to unlock restrooms at Arroyo Park and Garfield parks (\$6,000) and regular maintenance of the Dog Park, Garfield Park playground, Orange Grove Park playground and Eddie Park playground (\$4,000).

SEWER CAPITAL PROJECT

Budget Detail

310-6501

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	-	4,713	7,913	-	2,100	2,600
7100	Retirement	-	658	807	-	160	182
7108	Deferred Compensation	-	36	76	-	16	26
7110	Workers Compensation	-	206	456	-	220	330
7130	Group Health Insurance	-	346	410	-	100	180
7140	Vision Insurance	-	7	9	-	5	6
7150	Dental Insurance	-	31	34	-	8	15
7160	Life Insurance	-	4	9	-	3	6
7170	FICA - Medicare	-	60	122	-	30	39
	<WAGES & BENEFITS>	-	6,061	9,836	-	2,642	3,384
8020	Special Department Expense	-	100	950	-	50	-
8050	Printing/Duplicating	-	3,173	4,458	-	-	-
8170	Professional Services	-	378,329	301,474	-	524,500	-
	<OPERATIONS & MAINTENANCE>	-	381,602	306,882	-	524,550	-
[310-6501] Sewer Capital Project Total		-	387,663	316,718	-	527,192	3,384

WATER DISTRIBUTION

Budget Detail

500-6710

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	553,697	434,558	491,433	510,551	509,600	522,946
7020	Overtime	23,977	39,295	28,311	-	23,000	-
7040	Holiday	894	356	-	-	592	-
7070	Leave Buyback	11,103	5,932	5,642	-	6,682	-
7100	Retirement	78,998	66,111	2,691	98,068	94,600	113,256
7108	Deferred Compensation	1,493	1,431	1,836	3,155	1,925	3,239
7110	Workers Compensation	26,133	35,833	41,112	49,628	55,708	19,266
7120	Disability Insurance	827	-	-	-	851	-
7130	Group Health Insurance	51,845	35,699	52,215	55,007	45,380	49,110
7131	Retiree Health Insurance	26,666	26,561	89,914	-	28,640	28,640
7140	Vision Insurance	1,670	1,221	1,785	1,764	1,590	1,764
7150	Dental Insurance	5,194	3,939	5,014	6,615	4,980	6,615
7160	Life Insurance	918	717	723	1,367	730	727
7170	FICA - Medicare	8,401	6,940	7,891	7,403	8,000	7,582
	<WAGES & BENEFITS>	791,815	658,593	728,567	733,558	782,278	753,145
8000	Office Supplies	1,327	625	577	1,500	750	1,500
8010	Postage	-	-	-	200	200	200
8020	Special Department Expense	107,476	54,174	37,949	120,000	40,000	120,000
8050	Printing/Duplicating	1,403	572	311	2,000	1,000	2,000
8060	Dues & Memberships	103	55	-	700	700	700
8070	Mileage/Auto Allowance	573	634	1,065	-	1,500	1,500
8100	Vehicle Maintenance	18,843	25,702	17,263	15,000	20,000	15,000
8110	Equipment Maintenance	3,659	3,388	2,620	10,000	4,000	10,000
8120	Building Maintenance	497	500	-	500	500	500
8130	Small Tools	3,878	3,872	2,415	10,000	7,500	10,000
8132	Uniform Expense/Cleaning	3,573	2,735	3,303	3,500	4,000	4,500
8134	Safety Clothing/Equipment	2,479	967	4,964	2,500	1,500	2,500
8140	Utilities	7,782	7,407	8,819	10,000	8,000	10,000
8150	Telephone	7,872	10,661	9,487	5,000	10,000	10,000
8170	Professional Services	-	-	-	20,000	10,000	20,000
8180	Contract Services	515	-	15,594	20,000	10,000	20,000
8191	Liability & Surety Bonds	203,949	62,440	48,842	56,700	59,735	60,000
8200	Training Expense	539	1,001	230	2,000	1,500	2,000
8229	Taxes	3,281	3,358	3,417	5,000	3,481	5,000
8400	Overhead Allocation	117,114	117,114	117,114	117,114	117,114	117,114
	<OPERATIONS & MAINTENANCE>	484,865	295,205	273,970	401,714	301,680	412,714
8530	Computer Equipment	258	-	-	-	-	-
8540	Automotive Equipment	-	(29)	-	160,000	-	160,000
8570	Water Sales	-	-	-	-	-	-
8572	Meters	742	5,074	3,903	-	-	-
8573	Fire Hydrants	-	12,856	11,012	-	-	-
	<CAPITAL OUTLAY>	1,275	21,381	15,975	160,000	-	160,000
[500-6710] Water Distribution Total		1,277,956	975,179	1,018,512	1,295,272	1,083,958	1,325,859

WATER DISTRIBUTION

Budget Detail

500-6710

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for 5 full-time employees and partial salary of Public Works Director, Water Operations Manager, Public Works Inspector, Civil Engineering Associate, Public Works Assistant and Management Assistant.

- 7020 Overtime
Provides for overtime pay for afterhours emergency response to water main and service connection leaks.

- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for office supplies (\$800) and Division share of copier lease cost (\$700).

- 8010 Postage
Provides funds for postal expenses for City mailings (\$200).

- 8020 Special Department Expense
Provides for underground service alert fees (\$1,500), staff physical exams and Class B driver license renewals (\$500), miscellaneous parts and supplies (\$3,000), purchase of materials such as ductile iron pipe, copper pipe and brass fittings for the installation and repair of water services and mainlines (\$50,400), sand, base and asphalt (\$10,000), backflow device testing and repair (\$4,000), gate valves to replace broken valves (12 valves are estimated) that are found during the routine valve maintenance program (\$15,000), replacement fire hydrants and installation of new fire hydrants where required to improve fire protection (12 hydrants are estimated), including all material such as sleeves, valves, and pipe (\$22,000), cellular phone monthly service charge (\$1,200) and Division share of natural gas costs for CNG vehicles (\$2,400). Also includes funds to purchase materials for the installation of two new fire services and for the repair or replacement of existing fire services (\$10,000). These costs are charged against this account but are reimbursed by Developers to revenue account 500-5540.

- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials (\$500) and printing costs of utility billing inserts (\$1,500).

- 8060 Dues, Memberships, Subscriptions, and Books
Purchase of new Water Distribution reference books (\$500) and membership in SCWUA (\$200).

- 8100 Vehicle Maintenance and Operations
Provides funds for operational expenses such as gas, oil, tires, batteries, parts, repairs, and routine maintenance of division vehicles (\$12,750) and smog certifications (\$2,250).

- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment including generator, ditch pumps, tapping machine, trench shoring systems, backhoe and miscellaneous electrical and pneumatic equipment (\$5,000) and upgrade meter reading device and program (\$5,000).
- 8120 Building Maintenance
Provides for miscellaneous repairs to the facilities used by the Water Distribution Division, and miscellaneous building supplies (\$500).
- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools, including purchase of electrical partner saw and pneumatic pumps (\$10,000).
- 8132 Uniforms and Equipment
Provides for uniform rental cleaning service and purchase of uniforms and equipment (\$2,500) and steel toed work boots (\$2,000).
- 8134 Safety Equipment & Supplies
Provides for the purchase of personal protective equipment, including, safety vests, work zone signs, cones, and delineators (\$2,500).
- 8140 Electricity
Provides funds for electrical service to City Service Facility at 825 Mission by Southern California Edison (\$10,000).
- 8150 Telephone
Provides funds for telephone service to City Service Facility at 825 Mission and all water sites (\$10,000).
- 8170 Professional Services
Provides for professional services to update the water GIS to include water services and meters (\$20,000).
- 8180 Contract Services
Provides for emergency contract work to repair and replace water mains, valves, fire hydrants, and water services that cannot be handled in-house (\$10,000) and landscaping contract services for water facilities (\$10,000).
- 8191 Liability Insurance & Surety Bonds and Property
This account pays a 25% (\$60,000) share of the City's liability insurance costs. The remaining portions are paid out of General Fund (60%), Sewer Fund (5%), and LLD (10%).
- 8200 Training Expense
Provides for training seminars and workshops related to water system distribution certification, such as American Water Works Association, USC cross connection training, California Rural Water (\$1,500) and State Water Resources Control Board operator certifications (\$500)
- 8229 Taxes
Property taxes paid to Los Angeles County for Water facilities located outside of South Pasadena City boundaries (\$5,000).

8400 Overhead Allocation
Charges for administrative services provided by the General Fund.

CAPITAL OUTLAY

8540 Vehicles & Equipment
Clean Fuel Utility truck to replace unit #12 (1996) (\$160,000)

WATER PRODUCTION

Budget Detail

500-6711

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	322,211	291,730	316,501	360,544	370,000	368,261
7020	Overtime	21,416	24,025	26,986	-	27,743	-
7040	Holiday	3,557	3,786	3,468	-	3,859	-
7070	Leave Buyback	4,586	3,790	3,569	-	7,122	-
7100	Retirement	47,750	44,967	1,547	70,367	68,500	81,102
7108	Deferred Compensation	555	798	981	495	1,045	500
7110	Workers Compensation	19,027	27,019	31,636	42,014	45,150	16,357
7130	Group Health Insurance	28,640	23,253	27,026	38,949	21,730	32,709
7131	Retiree Health Insurance	26,666	26,561	89,914	-	28,640	28,640
7140	Vision Insurance	1,085	843	952	1,236	1,000	1,236
7150	Dental Insurance	3,690	2,954	3,555	4,635	3,960	4,635
7160	Life Insurance	523	442	464	958	505	509
7170	FICA - Medicare	5,040	4,583	5,178	5,227	6,300	5,339
	<WAGES & BENEFITS>	484,746	454,751	511,777	524,425	585,554	539,288
8000	Office Supplies	1,052	549	1,826	1,500	500	1,500
8010	Postage	-	50	51	200		200
8020	Special Department Expense	41,032	27,441	29,744	14,000	17,000	17,000
8050	Printing/Duplicating	-	70	570	2,000	500	2,000
8060	Dues & Memberships	2,071	2,166	2,565	2,600	1,000	2,600
8070	Mileage/Auto Allowance	199	256	198	200	50	200
8080	Books & Periodicals	236	(78)	700	500	200	500
8100	Vehicle Maintenance	6,358	7,245	5,634	6,000	4,000	6,000
8110	Equipment Maintenance	7,045	9,753	23,777	10,500	10,500	10,500
8120	Building Maintenance	-	3,925	2,108	12,000	10,000	12,000
8130	Small Tools	206	-	2,803	1,000	1,000	1,000
8132	Uniform Expense/Cleaning	2,153	1,802	1,547	2,000	2,000	2,000
8134	Safety Clothing/Equipment	651	1,020	549	800	500	800
8140	Utilities	5,311	13,447	3,039	7,000	3,000	7,000
8150	Telephone	164	565	464	500	1,200	1,200
8152	Pumping Power	690,341	685,402	552,643	850,000	600,000	850,000
8170	Professional Services	238,805	252,474	301,143	260,000	260,000	260,000
8180	Contract Services	-	-	4,765	80,000	155,000	120,000
8200	Training Expense	1,163	1,030	2,926	1,500	800	1,500
8231	Water Purchases - Resale	139,559	35,149	29,745	100,000	40,000	100,000
8233	Watermaster Charges	1,590,310	779,379	789,861	1,000,000	1,000,000	1,000,000
8400	Overhead Allocation	205,267	205,267	205,266	205,266	205,266	205,266
	<OPERATIONS & MAINTENANCE>	2,931,982	2,026,912	1,961,924	2,557,566	2,312,516	2,601,266
8520	Machinery & Equipment	-	-	119,800	-	-	-
8530	Computer Equipment	-	-	705	3,000	-	3,000
8540	Automotive Equipment	-	-	-	34,000	34,000	-
	<CAPITAL OUTLAY>	-	-	120,505	37,000	34,000	3,000
[500-6711] Water Production Total		3,416,728	2,481,663	2,594,206	3,118,991	2,932,070	3,143,554

WATER PRODUCTION

Budget Detail

500-6711

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for 4 full time employees and partial salary for Public Works Director, Water Operations Manager, Public Works Assistant and Electrician.
- 7020 Overtime
Provides for overtime pay for afterhours emergency response to water production problems and for coverage during vacations, sick leave and other extended employee absences.
- 7040 Holiday
Provides funds to employees whose work rotation falls on holidays.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for office supplies (\$1,000) and miscellaneous expenses (\$500).
- 8010 Postage
Provides funds for postal expenses for City mailings (\$200).
- 8020 Special Department Expense
Provides for special and miscellaneous department supplies and services including: sodium hypochlorite for Graves Reservoir (\$4,000), chlorine analyzer solution (\$5,000), turbine oil (\$1,100), miscellaneous parts and supplies such as paints, painting supplies, janitorial supplies, rags, etc. (\$2,500), SCADA DSL line at Wilson and Garfield Reservoir (\$3,000); staff physical exams and Class B driver license renewals (\$200), and cellular phone monthly service charge (\$1,200).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials such as the annual Consumer Confidence Report and water system maps (\$2,000).
- 8060 Dues, Memberships, Subscriptions
Provides funds for membership fees and dues of the American Water Works Association (\$2,600).
- 8070 Mileage/Auto Allowance
To provide reimbursement for water related call outs (\$200).
- 8080 Books, Videos, Magazines, and Recordings
Provides funds for the purchase of reference books and manuals (\$500).

- 8100 Vehicle Maintenance and Operations
Provides funds for operational expenses such as gas, oil, tires, batteries, parts, repairs and routine maintenance of division vehicles (\$4,000) and smog certifications (\$2,000).
- 8110 Equipment Maintenance
Provides funds for emergency and routine repair and maintenance of large pumps, valves, and electrical power and control systems. Replace water level transmitters and radios at elevated tanks (\$10,500).
- 8120 Building Maintenance
Install sliding gate at Westside Reservoir (\$8,000) and replace cracked & falling block wall and gate at Kolle pump house (\$4,000).
- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools (\$1,000).
- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$2,000).
- 8134 Safety Equipment & Supplies
Provides for the purchase of personal protective equipment, safety equipment and supplies (\$800).
- 8140 Utilities
Provides for electric service to water system facilities used by the Water Production Division other than power for pumping (\$7,000).
- 8150 Telephone
Provides telephone service to water system facilities (\$1,200).
- 8152 Pumping Power
This account provides funds for electrical and energy charges associated with operating well and booster pumps (\$850,000).
- 8170 Professional Services
Provides for professional services such as water quality testing (\$23,000), security services at elevated tanks and reservoirs (\$2,000), State Water Resources Control Board administration fees (\$10,000), San Gabriel Basin Water Quality Authority administrative fee (\$35,700), consultant services for preparation of the annual Consumer Confidence Report (\$4,500), Consulting Water Project Manager (\$150,800) and a Rate Study (\$20,000). SCADA system maintenance (\$14,000) has been moved to this account from 500-6711-8180.
- 8180 Contract Services
Provides for the rehabilitation of well #2 and well #4 (\$120,000).
- 8200 Training Expense
Provides for training seminars and workshops related to water supply and production to maintain required state certification of operators (\$1,500).

- 8231 Water Purchases – Resale
This account provides funds to purchase water from the City of Pasadena and from MWD to supplement the City’s well production (\$100,000).
- 8233 Watermaster Charges
This account provides the funds to purchase water from the Upper San Gabriel Valley through the Watermaster for extraction of groundwater within our water rights, for excess extraction premiums beyond the adjudicated rights, and for fees for the cleanup of the ground water basin (\$1,000,000). The purchase of additional water may be offset by leasing the temporary water from other stakeholders in the Main San Gabriel Basin.
- 8400 Overhead Allocation
Charges for administrative services provided by the General Fund.

CAPITAL OUTLAY

- 8530 Computer Equipment
Provide computer equipment for the water division (\$3,000)

PLANNING & BUILDING Department Summary

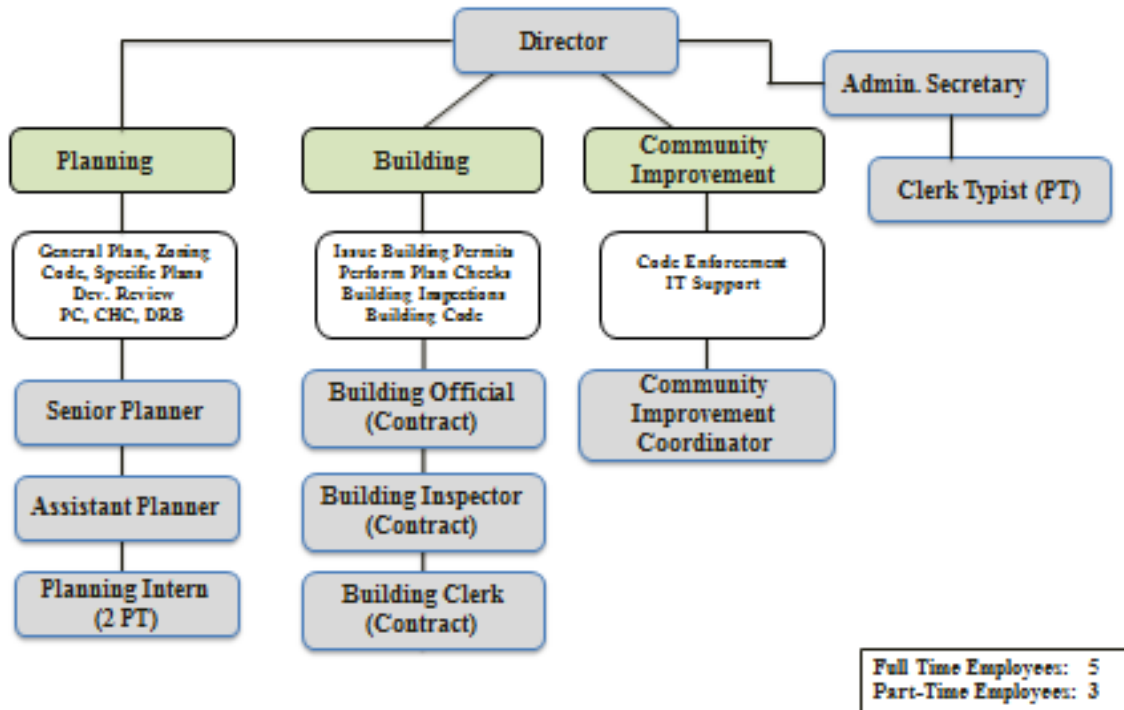
EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	529,496	531,136	579,934	652,734	616,190	623,067
Operations & Maintenance	394,836	562,581	422,606	548,600	442,300	576,425
Capital Outlay	2,538	161	-	-	-	-
Total Expenses by Category	926,870	1,093,878	1,002,540	1,201,334	1,058,490	1,199,492
[101-7011] Planning & Building	911,870	1,093,878	1,002,540	1,101,334	1,058,490	1,099,492
[105-7011] Facilities & Equipment Replacement	-	-	-	100,000	-	100,000
[260-2120] Residential Rehabilitation	-	-	-	-	-	-
[276-7101] Historic Preservation Grant	15,000	-	-	-	-	-
Total Expenses by Program	926,870	1,093,878	1,002,540	1,201,334	1,058,490	1,199,492

Planning & Building Director	1
Senior Planner	1
Assistant Planner	1
Community Improvement Coordinator	1
Administrative Secretary	1
Total	5

PLANNING & BUILDING
Department Description and Authorized Positions

Planning & Building Department

FY 2017-18



The Planning & Building Department provides staff services to the Planning, Cultural Heritage Commissions, and the Design Review Board. The planning staff administers land use and development regulations, processes land use permits, and undertakes long range land use planning. In addition, the Department is responsible for the planning and development review of the built environment in South Pasadena. The building staff enforces construction standards to safeguard life, health, and property by issuing permits, reviewing building plans for code compliance, and performing construction inspections. The code enforcement staff works with property owners to develop and secure compliance with the municipal codes regarding property maintenance and operations.

PLANNING & BUILDING

Budget Detail

101-7011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	375,583	365,982	392,724	425,990	410,020	419,840
7010	Salaries - Temp / Part	37,129	42,172	48,322	60,000	50,000	60,000
7020	Overtime	1,756	1,997	1,403	1,500	5,000	3,000
7070	Leave Buyback	2,560	331	294	1,500	1,600	1,600
7100	Retirement	59,411	61,837	75,175	90,341	87,000	86,693
7108	Deferred Compensation	1,175	1,213	1,296	1,347	1,350	1,360
7110	Workers Compensation	12,475	19,043	22,244	19,777	21,500	6,598
7120	Disability Insurance	-	4,455	48	-	-	-
7130	Group Health Insurance	28,616	23,738	26,579	38,580	27,760	30,780
7140	Vision Insurance	1,041	934	1,146	1,200	1,070	1,200
7150	Dental Insurance	3,265	2,918	3,462	4,500	2,780	4,500
7160	Life Insurance	519	509	518	930	450	495
7170	FICA - Medicare	5,967	6,007	6,723	7,069	7,660	7,001
	<WAGES & BENEFITS>	529,496	531,136	579,934	652,734	616,190	623,067
8000	Office Supplies	2,997	2,783	3,107	2,750	2,750	2,750
8010	Postage	5,951	9,062	6,206	8,000	6,000	6,000
8020	Special Department Expense	17,156	32,883	15,280	8,000	8,000	9,000
8040	Advertising	2,481	4,127	6,451	4,000	4,000	4,000
8050	Printing/Duplicating	2,492	2,863	3,243	4,000	4,000	4,000
8060	Dues & Memberships	2,032	1,466	2,516	1,850	1,850	1,850
8090	Conference & Meeting Expense	24	450	885	1,500	1,500	500
8100	Vehicle Maintenance	1,696	1,734	1,259	1,200	1,200	1,200
8110	Equipment Maintenance	7,162	6,510	1,783	1,500	2,000	1,500
8150	Telephone	671	-	-	-	-	-
8170	Professional Services	42,658	29,779	62,078	54,300	50,000	54,125
8180	Contract Services	294,190	470,924	319,798	360,000	360,000	390,000
8200	Training Expense	326	-	-	1,000	1,000	1,000
8257	Boards & Commissions	-	-	-	500	-	500
	<OPERATIONS & MAINTENANCE>	379,836	562,581	422,606	448,600	442,300	476,425
8530	Computer Equipment	2,538	161	-	-	-	-
	<CAPITAL OUTLAY>	2,538	161	-	-	-	-
[101-7011] Planning & Building Total		911,870	1,093,878	1,002,540	1,101,334	1,058,490	1,099,492

PLANNING & BUILDING

Budget Detail

101-7011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides for partial compensation for the Planning & Building Director, one Senior Planner, one Assistant Planner, one Community Improvement Coordinator and Administrative Secretary. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time
Provides compensation for seasonal, temporary, and other non-salaried part-time employees.
- 7020 Overtime
Provides compensation for overtime duty for department staff.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for regular office supplies (\$2,750).
- 8010 Postage
Provides funds for postal expenses for City mailings. These expenses are recovered as part of application fees (\$6,000).
- 8020 Special Department Expense
Provides for special department supplies and services. Includes funding to pursue proactive code enforcement on substandard properties (\$1,000), production of public information materials relating to the update of the General Plan and the Mission Street Specific Plan (\$8,000).
- 8040 Advertising
Provides funds for advertising of legal notices for public hearings and other land use matters. These expenses are recovered as part of application fees (\$4,000).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials for building permit forms, inspection forms, Design Review Board and Cultural Heritage Commission public notice envelopes, reproduction of maps, General Plan, Zoning Code, specific plans, and other planning reports and materials (\$4,000).

- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees, dues, subscriptions and publications of professional organizations and continuing education materials, including the California Planning & Development Report (\$300). Also memberships in the American Planning Association (\$750), the California Association of Code Enforcement (\$100), International Council of Building Officials (\$500) and the California Preservation Foundation (\$200).
- 8090 Conference and Meeting Expense
Provides funds for conference registration, and meeting expenses, including the annual conference of the California Chapter of the American Planning Association (\$500).
- 8100 Vehicle Maintenance
Provides funds for operational costs for gas, diesel, oil, tires, batteries, parts, and repairs of Planning & Building hybrid vehicle (\$1,200).
- 8110 Equipment Maintenance
Provides funds for Planning & Building's share of the postage meter lease (\$1,500).
- 8170 Professional Services
Provides funding for court reporter services for ADA accommodations (\$20,000), a contingency for professional planning services (\$10,000); and GIS systems maintenance (\$24,125).
- 8180 Contract Services
Provides for building inspection, building official, building clerk building permit issuance and plan checking services provided under contract by Transtech. Contract costs are fully recovered by plan checking and building permit fees (\$390,000). Increase due to higher expected volume of plan check applications and their related fees.
- 8200 Employee Training
Provides funds for training seminars, materials, and job-related training sessions taken by employees on city time (\$1,000).
- 8257 Board & Commissions
Provides funds for training and support of the activities of the Planning Commission, Design Review Board, and Cultural Heritage Commission (\$500).

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-7011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8170	Professional Services	-	-	-	100,000	-	100,000
105 - FACILITIES & EQUIP. REPLACEMENT TOTAL		-	-	-	100,000	-	100,000

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-7011

OPERATIONS & MAINTENANCE

8170 Professional Services
Provides funds for the General Plan Update (\$100,000).

RESIDENTIAL REHABILITATION

Budget Detail

260-2120

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8180	Contract Services	-	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	-	-	-	-	-	-
[260-2120]	Residential Rehabilitation Total	-	-	-	-	-	-

HISTORIC PRESERVATION GRANT

Budget Detail

276-7011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8170	Professional Services	15,000	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	15,000	-	-	-	-	-
[276-7011] Planning & Building Total		15,000	-	-	-	-	-
276 - HISTORIC PRESERVATION GRANT TOTAL		15,000	-	-	-	-	-

LIBRARY

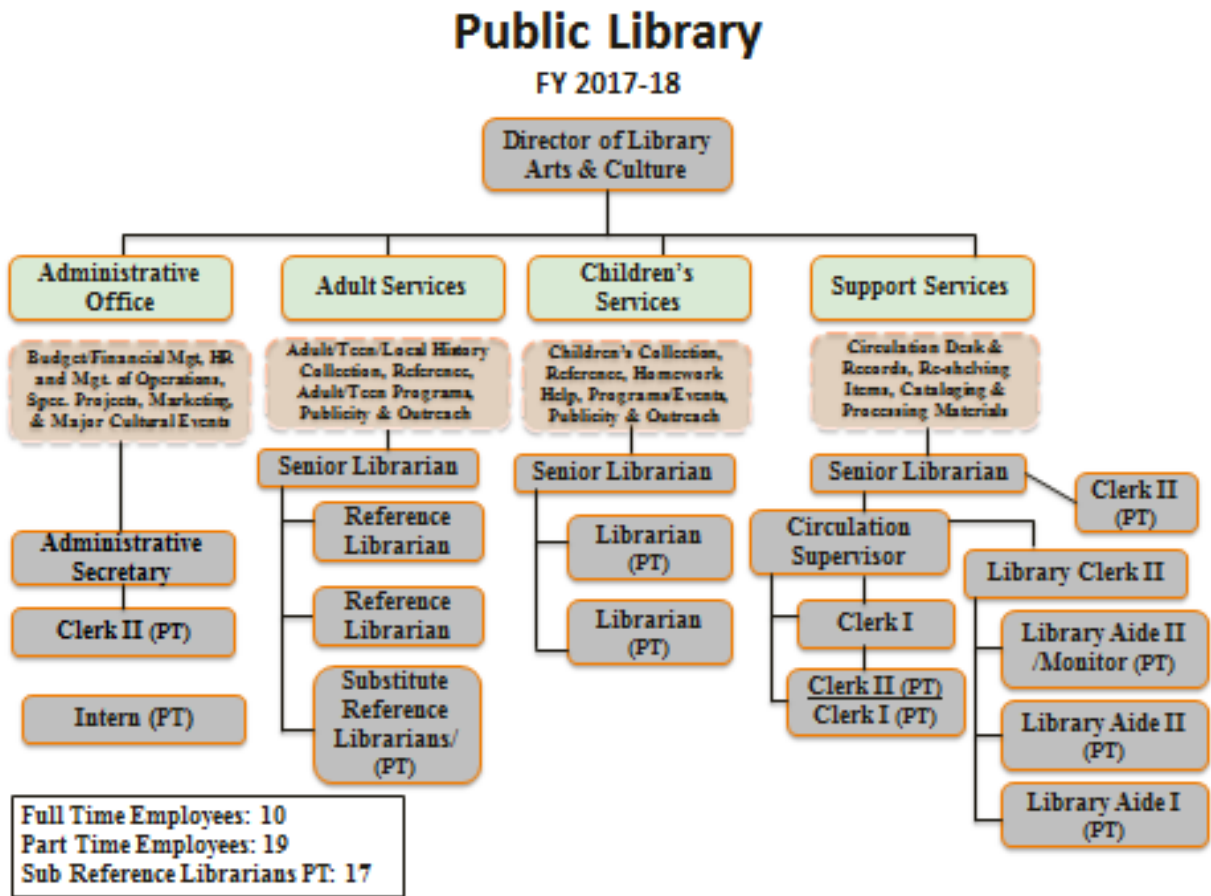
Department Summary

EXPENDITURES SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	1,128,827	1,152,599	1,125,498	1,253,011	1,074,073	1,271,977
Operations & Maintenance	369,790	381,241	354,395	413,146	392,321	364,500
Capital Outlay	-	-	-	40,000	63,772	80,000
Total Expenses by Category	1,498,617	1,533,840	1,479,893	1,706,156	1,530,166	1,716,477
[101-8011] Library	1,498,617	1,533,840	1,473,447	1,706,157	1,530,166	1,716,477
[280-8016] Public Library Fund Grant	-	-	6,446	-	-	-
Total Expenses by Program	1,498,617	1,533,840	1,479,893	1,706,156	1,530,166	1,716,477

Director of Library, Arts, and Culture	1
Assistant Library Director	1
Senior Librarian	2
Administrative Secretary	1
Librarian	2
Library Technical Assistant	1
Library Clerk II	1
Library Clerk I	1
Total	10

LIBRARY

Department Description and Authorized Positions



The South Pasadena Public Library exists for the educational, cultural, informational, and recreational benefit of its users of all ages and backgrounds. The Library is a service organization with a welcoming facility providing a balanced, important, attractive, and organized selection of books, e-books, DVDs, music CDs, audio-books, magazines, newspapers, and other resources. It is also a community hub that conducts both wide-reaching and targeted outreach activities. The Library presents literary, historical, cinematic, theatrical, arts, musical, dramatic, and other cultural programs, events, and projects. Its public personal computers and its wireless network provide Internet access and databases, many of which are offered via the Library website, which also contains original content. The Library provides space for studying and reading, as well as venues for meetings and events, many of which are co-sponsored by the Library's array of community partners. Information services, as well as archives related to South Pasadena are collected, stored, maintained, promoted and availed to the community.

Our Purpose

To remember the past, equip the present, and envision the future.

Our Vision

A welcoming gathering place in our community to build connections, support creativity, and encourage learning.

LIBRARY

Budget Detail

101-8011

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	661,704	681,547	578,300	717,826	570,800	745,411
7010	Salaries - Temp / Part	226,587	234,436	273,318	230,000	235,000	230,000
7020	Overtime	771	1,543	1,845	1,500	500	1,500
7040	Holiday	334	355	144	500	320	500
7055	IOD - Non Safety	9,726	-	-	-	-	-
7070	Leave Buyback	6,818	2,808	19,297	10,000	5,000	10,000
7100	Retirement	115,553	118,588	132,119	160,588	138,850	170,996
7108	Deferred Compensation	1,174	1,208	1,309	1,273	1,280	2,328
7110	Workers Compensation	11,710	18,567	19,469	28,211	34,270	11,420
7120	Disability Insurance	-	4,927	-	-	-	-
7122	Unemployment Insurance	209	72	5,043	-	495	-
7130	Group Health Insurance	67,122	60,500	62,517	76,080	55,270	73,260
7140	Vision Insurance	1,956	1,761	1,999	2,400	1,770	2,400
7150	Dental Insurance	6,955	6,401	6,645	9,000	6,040	9,000
7160	Life Insurance	1,017	1,026	882	1,860	798	990
7170	FICA - Medicare	17,193	18,860	22,611	13,772	23,680	14,172
<WAGES & BENEFITS>		1,128,827	1,152,599	1,125,498	1,253,010	1,074,073	1,271,977
8000	Office Supplies	13,231	10,532	10,659	10,000	10,000	10,000
8010	Postage	1,863	3,725	3,924	5,000	4,000	4,000
8020	Special Department Expense	26,770	27,839	27,029	30,000	30,000	30,000
8030	Library Periodicals	15,262	15,650	14,722	15,000	14,500	13,500
8031	Electronic Reference	29,293	35,714	25,908	40,000	35,000	40,000
8040	Advertising	-	1,114	3,196	3,500	3,000	4,000
8050	Printing/Duplicating	4,748	5,205	6,140	6,000	3,000	6,000
8060	Dues & Memberships	613	840	1,887	3,000	3,000	4,000
8070	Mileage/Auto Allowance	169	81	53	1,000	300	500
8080	Books & Periodicals	141,394	145,411	119,796	125,000	125,000	125,000
8085	City-wide Reading Program	-	1,325	-	3,000	3,000	-
8090	Conference & Meeting Expense	424	1,475	1,213	2,000	500	2,000
8110	Equipment Maintenance	51,159	50,564	52,562	10,000	50,000	10,000
8120	Building Maintenance	14,716	17,902	13,124	15,500	15,500	15,500
8140	Utilities	42,331	36,905	41,331	45,000	40,000	-
8150	Telephone	3,993	-	-	-	650	-
8155	Rental/Lease	647	1,262	1,229	-	800	-
8170	Professional Services	5,695	5,724	5,724	13,146	13,146	14,000
8171	Prof. Svcs. - Library Ops. Study	-	-	-	-	-	20,000
8180	Contract Services	12,476	16,698	18,198	80,000	35,000	60,000
8200	Training Expense	2,000	2,131	450	3,000	2,925	3,000
8257	Boards & Commissions	3,006	1,144	804	3,000	3,000	3,000
<OPERATIONS & MAINTENANCE>		369,790	381,241	347,949	413,146	392,321	364,500
8520	Machinery & Equipment	-	-	-	-	43,772	-
8521	Mach. & Equip. - Library Ops. Study	-	-	-	-	-	60,000
8530	Computer Equipment	-	-	-	40,000	20,000	20,000
<CAPITAL OUTLAY>		-	-	-	40,000	63,772	80,000
[101-8011] Library Total		1,498,617	1,533,840	1,473,447	1,706,156	1,530,166	1,716,477

LIBRARY

Budget Detail

101-8011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides compensation for a full-time staff of ten positions. These include 1 Director of Library, Arts, and Culture; 1 Assistant Library Director, 2 Senior Librarians, 1 Administrative Secretary, 2 Librarians, 1 Library Technical Assistant, and 2 Library Clerks.
- 7010 Wages - Seasonal and Part-Time Employees
Covers the compensation of part-time library staff members who are paid hourly rates.
- 7020 Overtime
Provides compensation for any overtime use throughout the year, at one and one-half times the regular salary or wage. Overtime is very sparingly used to compensate non-exempt professional staff when program preparations, meetings, etc. require them to work beyond a regular 8-hour work day.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of paper, stationery, rolls for receipt printers, folders, notepads, cash register and mailing supplies, toner, business cards, name badges, and general office supplies.
- 8010 Postage
Covers postage fees for correspondence, grant applications, invitations, overdue materials notifications, and inter-library loan books lent or returned to their owning institutions. Mailing costs may be increasing but the Library will be starting electronic distribution of notifications.
- 8020 Special Department Expense
Funds the purchase of barcodes, security strips, CD and DVD cases and sleeves, software, barcode readers, promotional magnets, supplies for children's programs, book trucks, archival supplies, book jackets, "date due" slips, book trucks, mending tape, display racks, and other miscellaneous provisions.
- 8030 Periodicals
Provides funds for the renewal of approximately 135 hard copy magazine and newspaper subscriptions (including the *South Pasadena Review*, *Pasadena Weekly*, *Star-News*, *Los Angeles Times*, *LA Weekly*, and many others), as well as for updates of annual materials, such as motor vehicle price guides and investment newsletters.
- 8031 Electronic Subscriptions
Provides funds for the purchase of electronic information databases used both inside and outside the Library. Many of them are also available to the public via our website which means these can be accessed to users from home, office, and personal computers, tablets, laptops, and smartphones. The Library subscribes to electronic databases offering a broad range of magazine & newspaper articles, interactive children's books to stimulate

beginning readers, a national business directory, a materials ordering database, encyclopedias, an authoritative dictionary, and others.

- 8040 Advertising/Publicity/Outreach/Marketing
Enables the Library to purchase print and online ads in newspapers, on radio stations, and websites for major projects, programs, or events. Also covers artwork, design, and printing for special project materials.
- 8050 Printing and Duplication
Provides funds for the printing and duplication of brochures, program and event calendars, newsletters, flyers, posters, library card applications (in English, Chinese, and Spanish languages), and a host of other printed materials for the public.
- 8060 Dues and Memberships
Supports membership(s) to the California Library Association, Califa, American Library Association, California Public Library Advocates, Book Club of California, and other professional organizations for the professional growth of staff and the Board of Trustees. These provide continuing education and networking opportunities, as well as support for the state and national organizations advocating and lobbying for libraries.
- 8070 Mileage Reimbursement
Addresses mileage reimbursement when a staff member's private vehicle is used to conduct City business. Used mostly to compensate staff for attending required meetings and to support the training and continuing education of staff members at off-site workshops, meetings, and training sessions.
- 8080 Books, Videos, and Recordings
Provides funds for the purchase of circulating books e-books, musical and book CDs, and how-to, documentary and theatrical DVDs. Annual circulation of materials exceeds 395,000. Also, includes subscriptions for downloadable audio and video, and other enhanced and augmented e-book availabilities. The Library will also be subscribing to an independent publisher e-book service.
- 8090 Conference and Meeting Expense
Provides funds for conference and meeting travel expenses and attendance fees for staff.
- 8110 Equipment Maintenance
For technical support, repair and maintenance of the computer system hardware and software, bibliographic database, public computers and copier, theft detection system, and support for public workstations. Includes Library's portion for digital postage meter and postal scale.
- 8120 Building Maintenance
Provides for emergency janitorial service, miscellaneous plumbing, electrical, and other repairs and supplies for the Library building. Includes \$3,000 for exterior steam cleaning and carpet cleaning, \$2,000 for elevator repairs, \$2,000 for HVAC repairs, \$2,500 for automatic door repairs, \$2,600 for miscellaneous repairs, \$3,400 for Community Room repairs.
- 8140 (Public Works will be paying the Library Utilities this year).

- 8170 Professional Services
Provides funds for institutional membership in the Southern California Library Cooperative at \$2,146, employee physicals and fingerprints of new hires, and the \$4,000 fee for Community Economic Solutions, Inc., the agency processing the tax roll for the Library Parcel Tax.
- 8180 Contract Services
Provides a portion for janitorial services contract and supplies. Provides funds for security alarm, security camera, and fire alarm services. Includes approx. \$1,000 for online system maintenance and cataloging service, \$19,327 for cataloging records subscription, and \$2,532 for the theft detection system. Also includes, \$3,000 for a website developer. \$5,000 for a Library Interior Design Consultant, and \$1,000 for the rebinding of important, out-of-print books and other materials.
- 8200 Employee Training
Provides funds for training materials, seminars, webinars, and job-related training sessions for library staff. Most of the workshops are conducted nearby by library consortia and are provided at low-cost. Also includes any costs associated with the Annual Library Staff Training/Safety Day.
- 8257 Boards/Commissions
Funds for Library Board of Trustees' attendance at annual California Public Library Advocates workshops and the California Library Association Annual Conference in Riverside, as well as design, printing, honoraria, and other expenses of the Trustees' Annual Volunteer Recognition Luncheon Event.

CAPITAL OUTLAY

- 8521 Machinery & Equip –Library Operations Study (LOS)
Includes funds for furnishings, including desks, chairs, and tables for the addition of new computers and for the redesign of the first floor as described in the LOS.
- 8530 Computer Equipment-- Includes \$15,000 for Self-Check Kiosk, and \$2,000 for Library Announcement Flatscreen Monitor. Also includes funds for hand-held devices. In addition, includes Microsoft Office software for 15 computers, Deepfreeze software for 22 machines, and EnvisionWare software for Reservation computer.

PUBLIC LIBRARY FUNDS GRANT

Budget Detail

280-8016

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8110	Equipment Maintenance	-	-	6,446	-	-	-
	<OPERATIONS & MAINTENANCE>	-	-	6,446	-	-	-
[280-8016] Public Library Fund Grant Total		-	-	6,446	-	-	-
280 - PUBLIC LIBRARY FUNDS GRANT TOTAL		-	-	6,446	-	-	-

COMMUNITY SERVICES

Department Summary

EXPENDITURE SUMMARY	Actual 2013/14	Actual 2014/15	Actual 2015/16	Adopted 2016/17	Estimated 2016/17	Proposed 2017/18
Wages & Benefits	1,494,068	1,683,346	1,164,033	1,435,621	1,337,111	1,533,414
Operations & Maintenance	922,855	973,559	1,559,449	1,796,848	1,616,558	1,843,801
Capital Outlay	15,220	59,100	150,942	90,000	131,143	-
Total Expenses by Category	2,432,143	2,716,005	2,874,424	3,322,469	3,084,812	3,377,215
[101-8021] Senior Services	282,651	297,272	244,462	346,297	343,419	349,487
[101-8031] Community Services	213,437	279,225	280,051	301,925	281,236	246,836
[101-8032] Recreation and Youth Services	512,005	613,593	660,451	679,655	715,219	856,063
[105-8031] Facilities & Equipment Replacement	-	-	-	110,000	-	110,000
[205-2210] Prop "A" Administration	51,694	27,719	33,034	14,997	24,023	14,312
[205-8022] Gold Link	-	-	-	-	-	-
[205-8024] Transit Planning	-	-	-	246,849	240,268	156,083
[205-8025] Dial-A-Ride	227,333	260,004	330,628	314,899	279,398	298,749
[207-2260] Prop "C" Administration	67,768	35,160	80,478	6,989	29,538	30,397
[207-8025] Dial-A-Ride	103,126	177,779	213,679	242,782	158,802	230,793
[260-8023] CDBG Senior Nutrition Prog	30,867	39,314	37,339	31,500	31,500	39,000
[275-6410] Park Maintenance	13,007	67,178	45,478	20,000	14,109	-
[295-8041] General Administration	303,293	248,251	307,367	316,000	304,151	328,267
[295-8042] Golf Course Maintenance	358,284	371,583	369,858	397,435	500,160	388,582
[295-8043] Range	54,131	67,208	50,159	43,753	47,500	58,550
[295-8044] Golf Shop	88,732	101,001	78,518	96,389	82,089	101,947
[295-8045] Food Service	125,815	130,718	142,922	153,001	152,438	168,149
Total Expenses by Program	2,432,143	2,716,005	2,874,424	3,322,469	3,203,850	3,377,215

Community Services Director	1
Supervisor-Senior Services	1
Supervisor-Youth Services	1
Management Analyst	1
Community Services Coordinator	1
Program Specialist	1
Management Aide	1
Transit Driver	2
Total	9

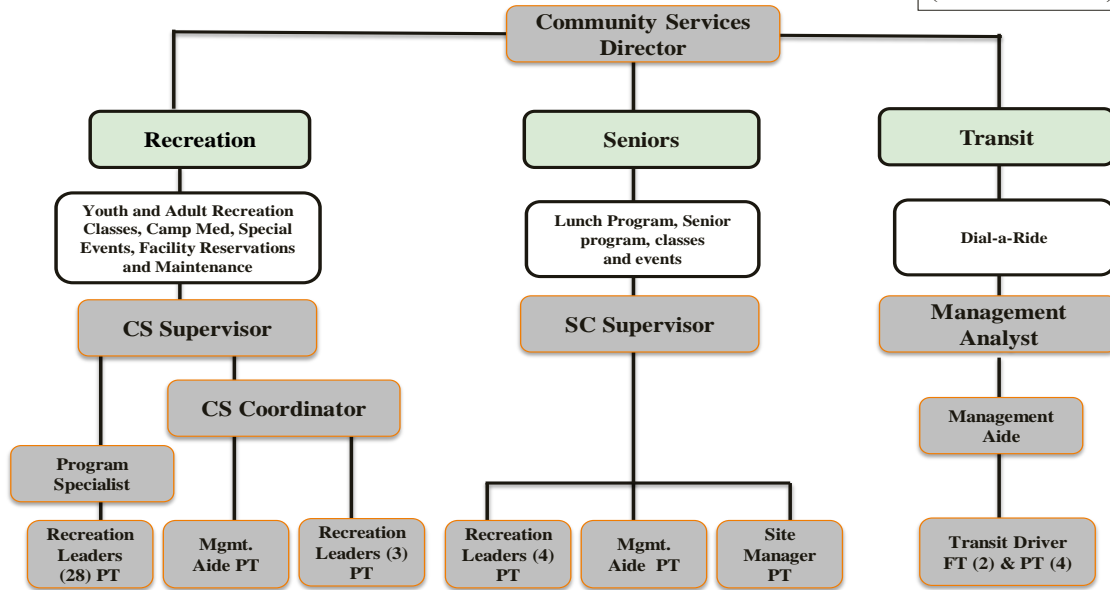
COMMUNITY SERVICES

Department Description and Authorized Positions

Community Services Department

FY 2017-18

Full Time Employees:	9
Part-Time Employees:	42
(41 PT are 28 hours)	



The Community Services Department provides services within four divisions: Senior Division, Recreation and Youth Division, Community Transit and Community Services Division. The Senior Citizens Center, which is a multi-purpose facility, provides older adults educational, social, physical, nutritional and emotional services as well as city special events such as the Memorial Day Celebration. The Recreation and Youth Division operates out of the Orange Grove Recreation Center and coordinates recreational classes for children and adults, after-school and summer child care, building and park reservation, and city events such as Concerts in the Park and Doggie Day. The Community Transit operates the Dial a Ride Program. The Community Services Division provides general department oversight plus budget and grant administration, park improvements, community liaison activities and contract management of the Arroyo Seco Golf Course, Arroyo Seco Racquet Club, San Pascual Stable, All Star Batting Cages, Ironworks Museum and cell sites. The staff also provides support for the Parks and Recreation Commission, Youth Commission, and Senior Commission as well as the Community Center Ad Hoc Committee, San Pascual Stables Subcommittee and Arroyo Seco Golf Course and Racquet Center Lease Subcommittee.

SENIOR SERVICES

Budget Detail

101-8021

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	74,848	75,807	33,849	76,334	73,820	77,079
7010	Salaries - Temp / Part	63,983	86,470	88,784	132,764	132,764	132,764
7070	Leave Buyback	1,611	30	-	2,100	2,100	2,100
7100	Retirement	15,974	18,632	15,963	21,398	18,150	26,146
7108	Deferred Compensation	701	722	400	763	763	770
7110	Workers Compensation	2,544	4,839	4,664	2,999	6,600	1,180
7122	Unemployment Insurance	-	294	-	-	2,223	-
7130	Group Health Insurance	8,580	7,865	5,005	8,580	8,580	8,580
7140	Vision Insurance	240	220	140	240	240	240
7150	Dental Insurance	900	825	525	900	900	900
7160	Life Insurance	108	108	54	186	100	99
7170	FICA - Medicare	3,570	4,695	4,580	3,032	6,900	9,349
<WAGES & BENEFITS>		173,060	200,507	153,964	249,296	253,140	259,207
8000	Office Supplies	4,307	3,972	3,570	3,200	3,200	3,000
8010	Postage	1,961	2,741	3,876	2,000	1,200	2,000
8020	Special Department Expense	16,713	15,857	14,926	13,200	13,200	13,200
8040	Advertising	820	218	620	400	100	400
8050	Printing/Duplicating	4,537	4,265	3,144	4,200	4,200	4,200
8060	Dues & Memberships	190	165	180	500	180	500
8090	Conference & Meeting Expense	1,224	1,179	767	1,000	500	500
8110	Equipment Maintenance	3,015	4,228	2,757	3,500	3,500	3,500
8120	Building Maintenance	7,001	3,394	3,841	3,600	3,600	3,600
8140	Utilities	14,399	12,686	12,404	12,500	12,500	-
8150	Telephone	865	-	-	-	-	-
8170	Professional Services	1,750	3,500	1,750	3,000	3,000	3,000
8180	Contract Services	36,386	25,669	22,987	29,000	24,000	30,900
8200	Training Expense	-	591	298	500	199	500
8264	Special Events	1,066	3,247	3,536	3,000	5,000	5,000
8267	Classes	12,758	13,627	15,189	15,500	15,500	19,200
8300	Lease Payment	(448)	1,426	653	1,900	400	780
<OPERATIONS & MAINTENANCE>		106,546	96,765	90,498	97,000	90,279	90,280
8530	Computer Equipment	3,045	-	-	-	-	-
<CAPITAL OUTLAY>		3,045	-	-	-	-	-
[101-8021] Senior Services Total		282,651	297,272	244,462	346,296	343,419	349,487

SENIOR SERVICES

Budget Detail

101-8021

PERSONNEL SERVICES

- 7000 Regular Salaries
Compensation for Senior Services Supervisor
- 7010 Part-Time Salaries
Provides funds for Senior Division Staff; Management Aide, Site Manager, and Recreation Leaders (4) (\$132,764).
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances (\$2,100).

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office paper, computer supplies, meeting supplies, and miscellaneous supplies (\$3,000).
- 8010 Postage
Provides funds for the monthly senior newsletter (\$700) and general Senior Center postal expenses (\$1,100), and membership renewals (\$200).
- 8020 Special Department Expense
Provides for department supplies, services and activities for the Senior Center including funding for the volunteer recognition program (\$1,500), event entertainment (\$4,300), event supplies (\$2,500), coffee service (\$2,400), cleaning supplies (\$1,000) and health fair (\$1,500).
- 8040 Advertising
Provide advertisement in local paper regarding events and programs (\$400).
- 8050 Printing and Duplicating
Provides funds for printing of the monthly senior newsletter (\$2,000), envelopes (\$600), printing for special events and programs (\$1,200), printing marketing post cards (\$400).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees and dues in California Parks and Recreation Society (CPRS) Senior Services Supervisor (\$300), Health Care Advocates (\$200).
- 8090 Conference and Meeting Expense
Provides funds for staff members to attend the annual California Park and Recreation Society (CPRS) conference in Long Beach, CA, March 2018, conference registration (\$500).

- 8110 Equipment Maintenance
Provides funds for office equipment, fire extinguishers (\$500), kitchen fire suppression system (\$200) and WIFI service for computer lab and facility (\$2,800).
- 8120 Building Maintenance
Paper products for restrooms (\$2,300), pest control (\$300) and HVAC maintenance (\$1,000).
- 8170 Professional Services
Agreement with licensed social worker to serve as field supervisor for the mental health program (\$3,000).
- 8180 Contract Services
Provide funds for fire (\$300) and security system maintenance (\$1,625), senior meals not covered by Community Block Grant (CDBG) contract (\$28,675) and Mobile Application (\$300).
- 8200 Employee Training
Provides funds for training seminars, materials, and job-related training sessions (\$500).
- 8264 Excursions/ Special Events
Provides funds for senior excursions entrance and/or tour fee and box lunch for twelve trips (\$5,000).
- 8267 Classes
Provides for payment to contract instructors for senior classes with a fee, this in addition to free classes offered to members (\$19,200).
- 8300 Lease Payment
Provides for a portion of the postage meter lease (\$780).

COMMUNITY SERVICES

Budget Detail

101-8031

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	128,152	172,464	169,296	175,255	162,400	108,338
7010	Salaries - Temp / Part	7,624	7,601	5,052	10,500	10,500	10,500
7020	Overtime	(2,228)	(3,054)	(1,941)	2,000	-	-
7040	Holiday	-	-	-	-	154	-
7070	Leave Buyback	3,098	178	783	3,000	3,000	3,000
7100	Retirement	19,984	27,012	31,384	34,204	32,750	67,415
7108	Deferred Compensation	828	1,153	1,230	1,126	1,072	1,083
7110	Workers Compensation	3,686	7,765	8,589	7,822	7,820	1,710
7122	Unemployment Insurance	4,116	-	-	-	-	-
7130	Group Health Insurance	11,123	12,363	15,728	13,935	13,650	6,435
7140	Vision Insurance	225	228	340	420	288	180
7150	Dental Insurance	758	1,076	1,261	1,575	1,060	675
7160	Life Insurance	133	206	205	326	176	74
7170	FICA - Medicare	2,304	2,840	3,108	2,722	3,135	2,221
<WAGES & BENEFITS>		179,804	229,832	235,035	252,885	236,005	201,631
8000	Office Supplies	1,235	1,385	1,447	1,500	1,350	1,500
8010	Postage	779	1,150	864	1,000	700	1,000
8020	Special Department Expense	5,290	15,449	10,175	10,500	10,000	10,250
8040	Advertising	456	312	2,125	150	350	150
8050	Printing/Duplicating	157	336	375	400	100	400
8060	Dues & Memberships	1,010	770	1,105	920	920	640
8090	Conference & Meeting Expense	1,892	2,386	839	3,900	3,900	1,500
8110	Equipment Maintenance	98	632	6,509	6,960	6,500	6,335
8120	Building Maintenance	11,730	9,958	10,168	14,750	14,750	15,250
8140	Utilities	1,299	1,016	1,981	1,100	-	-
8150	Telephone	2,304	-	-	-	-	-
8180	Contract Services	3,224	4,213	6,689	7,110	6,000	7,430
8200	Training Expense	995	488	398	250	261	250
8264	Special Events	-	10,000	1,990	-	-	-
8300	Lease Payment	1,616	1,298	257	500	400	500
<OPERATIONS & MAINTENANCE>		32,085	49,393	45,016	49,040	45,231	45,205
8530	Computer Equipment	1,548	-	-	-	-	-
<CAPITAL OUTLAY>		-	-	-	-	-	-
[101-8031] Community Services Total		213,437	279,225	280,051	301,925	281,236	246,836

COMMUNITY SERVICES

Budget Detail

101-8031

PERSONNEL SERVICES

- 7000 Regular Salaries
Compensation for Community Services Director
- 7010 Wages - Seasonal/Part-Time Employees
Provides funds for Recreation Leader for reservations
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office paper, computer supplies, meeting supplies, and miscellaneous supplies (\$1,500).
- 8010 Postage
Provides funds for mailing of general information on recreation and facility rental programs, community outreach for special projects, and for special events (\$1,000).
- 8020 Special Department Expense
Provides funds for general maintenance supplies, Parks & Recreation Commission support, tools for the War Memorial Building, Eddie Park House, and Youth House (\$2,000). Includes special meetings/community outreach/meeting supplies (\$1,800) and park development project costs (reports and studies (\$1,000). Includes promotional materials (\$500), Community Garden Caltrans lease payment (\$100), Youth House acoustic paneling (\$2,000), War Memorial Building Sports Mats (\$1,000), Floor Plan Design software (\$250), department staff shirts (\$400), expense for key duplication (\$200), and shelving units and storage bin for War Memorial Building (\$1,000).
- 8040 Advertising
Advertise and promote facility rentals, special events, and staff recruitments (\$150).
- 8050 Printing and Duplication
Provides funds for costs to print flyers/posters for promotion of rental facilities (War Memorial, Youth House, Mid-level at Orange Grove, Eddie House) (\$400).
- 8060 Dues, Memberships & Subscriptions
Provides funds for the California Parks and Recreation Society annual membership for Agency Membership CPRS (\$475) and NRPA (\$165).
- 8090 Conference & Meetings Expenses
Provides funds for Community Services Director to attend the annual California Park and Recreation Society (CPRS) conference in March 2018 (Southern California) (\$700) and other related conferences and meetings (\$800).

- 8110 Equipment Maintenance
Provides for annual maintenance of kitchen, and fire extinguishing equipment at the War Memorial Building, Eddie Park House, and Garfield Youth House (\$850), Replace War Memorial Building waste receptacles (2) & add one in War Memorial Building kitchen (\$1,600), Department Camera Maintenance Service (\$150), Replacement of portable canopies (\$3000), War Memorial Building semi-annual range hood cleaning (\$735)
- 8120 Building Maintenance
Provides for quarterly War Memorial Building wood floor resurfacing (\$7,000), heating/air conditioning service (\$700), repairs and cleaning services at the War Memorial Building, Youth House and Eddie Park House (\$3,500), general repairs (\$800), and clean drapes for War Memorial Building (\$2,250).
- 8180 Contract Services
Provides funds for the security & fire alarm for Youth House (\$1,550), Youth House security panel upgrade (\$400), pest control (\$800), fire alarm at War Memorial Building (\$750), security Alarm at War Memorial Building (\$1,200), servicing of facility kitchen appliances (\$1,250), Sportsman Recreation Software annual licensing (\$1,170) and portion of Department App. (\$300)
- 8200 Training Expense
Provides funds for job related training seminars and materials (\$250)
- 8300 Lease Payment
Provides partial funds for annual postage meter (\$500)

RECREATION AND YOUTH SERVICES

Budget Detail

101-8032

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	79,265	116,992	98,014	124,774	117,595	192,918
7010	Salaries - Temp / Part	166,020	187,394	202,696	224,222	254,906	267,562
7020	Overtime	-	-	143	1,500	-	5,000
7055	IOD - Non Safety	-	-	42	-	-	-
7070	Leave Buyback	-	28	-	2,100	2,100	2,100
7100	Retirement	17,898	20,470	30,545	26,072	27,630	53,351
7108	Deferred Compensation	635	730	796	749	820	792
7110	Workers Compensation	6,547	12,877	15,244	9,419	15,060	4,692
7120	Disability Insurance	-	-	2,028	-	-	-
7122	Unemployment Insurance	(935)	4,306	12,676	-	988	-
7130	Group Health Insurance	5,767	9,136	10,834	16,080	10,336	18,600
7140	Vision Insurance	320	440	520	480	480	720
7150	Dental Insurance	900	1,500	1,950	1,800	1,800	2,700
7160	Life Insurance	99	189	216	372	200	297
7170	FICA - Medicare	10,293	13,246	14,464	5,082	14,473	19,696
	<WAGES & BENEFITS>	286,810	367,308	390,168	412,650	446,388	568,428
8000	Office Supplies	2,364	2,218	2,500	2,500	2,500	2,500
8010	Postage	778	628	506	500	200	500
8020	Special Department Expense	28,796	7,428	10,523	10,500	10,200	10,800
8040	Advertising	336	777	474	1,150	700	1,150
8050	Printing/Duplicating	439	-	-	250	125	250
8060	Dues & Memberships	331	315	315	315	315	555
8090	Conference & Meeting Expense	2,016	3,794	2,245	3,650	3,650	2,630
8110	Equipment Maintenance	1,337	2,136	1,217	850	600	850
8120	Building Maintenance	8,663	11,547	7,055	9,300	8,530	20,300
8180	Contract Services	15,923	13,712	19,609	20,355	19,890	20,215
8200	Training Expense	270	325	324	300	55	300
8264	Special Events	26,723	26,809	41,343	49,700	49,550	56,700
8267	Classes	133,750	139,390	136,759	120,250	125,256	123,500
8268	Camp Services	385	35,952	47,156	47,125	47,000	47,125
8300	Lease Payment	1,616	1,254	257	260	260	260
	<OPERATIONS & MAINTENANCE>	223,727	246,285	270,283	267,005	268,831	287,635
8530	Computer Equipment	1,469	-	-	-	-	-
	<CAPITAL OUTLAY>	1,469	-	-	-	-	-
[101-8032] Recreation and Youth Services Total		512,005	613,593	660,451	679,655	715,219	856,063

RECREATION AND YOUTH SERVICES

Budget Detail

101-8032

PERSONNEL SERVICES

- 7000 Regular Salaries
Compensation for Youth Services Supervisor, and Program Specialist.
- 7010 Wages – Seasonal/Part-Time Employees
Provides funds for Recreation Division Recreation Leaders and Management Aide.
- 7020 Overtime
Provides overtime pay for after-hour /weekend related events to recreation.
- 7070 Leave Buyback
Provides funds for staff that opt to sell back hours of their leave balance.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Office paper, computer, and miscellaneous office supplies (\$2,500).
- 8010 Postage
Provides funds for correspondence and advertising for recreation programs and services and special events receipts for leisure classes, special events, park picnic reservations (\$250), and event promotion and advertising (\$250).
- 8020 Special Department Expense
Cleaning supplies (\$300), Youth Commission activities (\$1,500), mileage reimbursement (\$500), replacement of basketball court nets (\$100), staff shirts (\$500), replenishment of first aid kits for special events (\$100), special event equipment (\$2,800), Teen Center expenses (\$5,000).
- 8040 Advertising
Provides funds to promote recreation programs and events, staff recruitments (\$150), and special events promotion: Breakfast with Santa, Halloween Spooktacular, Spring Eggstravaganza, Doggy Day, and Concerts in the Park (\$1,000).
- 8050 Printing and Duplication
Provides funds to print Class & Program Guide limited copies (\$250).
- 8060 Dues, Memberships & Subscriptions
California Parks and Recreation Society annual membership for Supervisor, Coordinator, and Program Specialist (\$555).
- 8090 Conference and Meeting Expense
Provides funds for California Park and Recreation Society annual conference registration in Southern California for Community Services Supervisor, Community Services Coordinator, and Program Specialist (\$1,245), and annual Maintenance Management School (\$1,385)

- 8110 Equipment Maintenance
Provides funds for office equipment maintenance including credit card (\$250), copy (\$350) and fax machine (\$250).
- 8120 Building Maintenance
Provides for supplemental cleaning and minor building repairs at the Orange Grove Recreation Center (\$1,500), HVAC maintenance (\$700), key duplication (\$100), Orange Grove Park bathroom maintenance (\$1,000), and replacement of picnic benches at Garfield Park (\$17,000).
- 8180 Contract Services
Provides funds for contract services for portable toilet service at the Skate Park and arroyo baseball field (\$5,200), fire alarm service for Recreation Center (\$520), security system for Recreation Center (\$900), Skate Park repairs (\$12,125), annual maintenance of Sportsman (\$1,170), and portion of Department App (\$300).
- 8200 Training Expense
Provides funds for staff training (\$300).
- 8264 Special Events
Provides funds for South Pasadena Doggy Day (\$750), Spring Eggstravaganza (\$5,000), Community Baseball Night (\$2,500), Movies in the Park (\$6,000), Shakespeare in the Park (\$1,000), Walk/Bike to School (\$1,350), Halloween (\$3,500), Breakfast with Santa (\$3,000), Recreation Division special events supplies (\$2,100), Snow Day (\$12,000), and National Night Out (\$1,500). Revenue received for some events. Provides funds for the annual summer concerts in the Park series, this program is funded with community donations. Summer Concerts in the Park Series (\$18,000).
- 8267 Classes
Provides for payments to instructors for quarterly, tot, teen, adult leisure classes. Instructors are generally reimbursed 65% of their total class revenue. The City generally retains 35%. Based upon prior years, it is estimated that leisure classes will generate \$190,000 next year. 65% of which is paid to the contracted instructors (\$123,500).
- 8268 Camp Med
Provides funds for Camp Med school year and summer program supplies and trips; field trips (\$10,900). Camp med supplies and activities (\$5,000), Middle School camp program (\$4,000), Snacks (\$4,000), Summer pool usage (\$2,550), Program supplies (\$2,500), Purchase Outdoor Recreation Games (\$2,000), Camp Med t-shirts (\$1,900), First aid supplies (\$1,900), California Park and Recreation trainings for part-time staff (\$1,900), Purchase new compartment storage units (\$1,500), Provides funds for required First Aid/CPR training for staff (\$1,200), Internet (\$1,000), Monthly special events (\$1,000), Parent Night (\$1,000), Annual licensing for MPLC & BMI (\$910), Purchase new game cubbies (\$600), Carpet cleaning (\$600), Printing for day care program (\$600), Staff shirts for After-School (\$500), Volunteen Shirts (\$350), Water service (\$300), Purchase of Computer Lab educational software (\$315), Mileage reimbursement (\$300), provides funds to promote after school care and summer programs (\$300)
- 8300 Lease Payment
Provides for a portion of postage machine (\$260).

FACILITIES EQUIPMENT & REPLACEMENT

Budget Detail

105-8031

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8170	Professional Services	-	-	-	110,000	-	110,000
	<OPERATIONS & MAINTENANCE>	-	-	-	110,000	-	110,000
105 - FACILITIES & EQUIP. REPLACEMENT TOTAL		-	-	-	100,000	-	100,000

PROP "A" – LOCAL TRANSIT ADMINISTRATION
Budget Detail 205-2210

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	24,489	5,532	9,758	11,264	14,010	10,870
7020	Overtime	35	-	1	-	-	-
7070	Leave Buyback	464	-	-	-	18	-
7100	Retirement	3,606	1,185	1,618	2,198	2,290	2,279
7108	Deferred Compensation	193	71	92	105	100	101
7110	Workers Compensation	759	378	524	530	640	171
7130	Group Health Insurance	1,871	368	571	631	620	636
7131	Retiree Health Insurance	9,441	9,404	10,140	-	-	-
7140	Vision Insurance	31	6	13	19	17	19
7150	Dental Insurance	146	30	43	72	45	72
7160	Life Insurance	24	8	8	15	7	7
7170	FICA - Medicare	363	110	141	163	108	157
	<WAGES & BENEFITS>	41,421	18,279	22,909	14,997	17,855	14,312
8060	Dues & Memberships	3,000	1,550	3,000	-	1,550	-
8250	Bus Pass Subsidy	7,273	7,890	7,125	-	4,618	-
	<OPERATIONS & MAINTENANCE>	10,273	9,440	10,125	-	6,168	-
[205-2210] Prop "A" Administration Total		51,694	27,719	33,034	14,997	24,023	14,312

<p style="text-align: center;">PROP “A” – LOCAL TRANSIT ADMINISTRATION</p> <p>Budget Detail 205-2210</p>
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PERSONNEL SERVICES

7000 Salaries – Regular Employees
Provides the partial compensation for the CS Director. Refer to the Appendix for a detailed allocation list.

Gold Link Grant

Budget Detail

205-8022

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7122	Unemployment Insurance	-	-	-	-		
	<WAGES & BENEFITS>	-	-	-	-		
8150	Telephone	-	-	-	-		
	<OPERATIONS & MAINTENANCE>	-	-	-	-		
[205-8022] Gold Link Total		-	-	-	-		

Take out???

PROP "A" –TRANSIT PLANNING

Budget Detail

205-8024

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	-	-	-	22,525	22,190	21,667
7100	Retirement	-	-	-	4,396	4,190	4,771
7108	Deferred Compensation	-	-	-	225	215	216
7110	Workers Compensation	-	-	-	1,072	1,060	342
7130	Group Health Insurance	-	-	-	1,287	1,240	1,287
7140	Vision Insurance	-	-	-	36	30	36
7150	Dental Insurance	-	-	-	135	97	135
7160	Life Insurance	-	-	-	28	15	14
7170	FICA - Medicare	-	-	-	327	321	314
	<WAGES & BENEFITS>	-	-	-	30,031	29,358	28,782
8020	Misc. Supplies - Parking	-	-	-	3,000	3,500	3,000
8060	Dues & Memberships	-	-	-	6,000	6,000	6,000
8061	HOA Dues	-	-	-	32,041	30,000	32,041
8180	Contract Services	-	-	-	75,776	75,255	76,260
8250	Bus Pass Subsidy	-	-	-	10,000	6,155	10,000
	<OPERATIONS & MAINTENANCE>	-	-	-	126,817	120,910	127,301
8540	Automotive Equipment	-	-	-	90,000	90,000	-
	<CAPITAL OUTLAY>	-	-	-	90,000	90,000	-
[205-8024] Transit Planning Total		-	-	-	246,848	240,268	156,083

PROP "A" –TRANSIT PLANNING

Budget Detail

205-8024

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the CS Director. Refer to the Appendix for a detailed allocation list.

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides funds for supplies and maintenance of the Mission Meridian Parking Garage (\$3,000), additional funding is in the Mission Meridian Public Garage account.
- 8060 Dues & Memberships
Provides funds for a portion of membership to the San Gabriel Valley Council of Government (SGVCOG) (\$4,550) and the Southern California Association of Governments (SCAG) (\$1,450).
- 8061 Property Owners' Association Dues
Provides funds for the transit portion of the Mission Meridian Village Parking Garage's Property Owners' Association dues (\$32,041).
- 8180 Contract Services
Buses for City excursions. Increase in funds due to additional excursions (\$32,260). Janitorial services for the Mission Meridian Village Parking Garage by Avalon Property Services (\$9,000). Provide funds for bus stops maintenance costs (\$35,000).
- 8250 Bus Pass Subsidy
Provides a portion of LTR "A" – Local Return Funds to subsidize 50% of the cost of monthly MTA passes for elderly and disabled South Pasadena residents (\$10,000).

PROP "A" – DIAL A RIDE

Budget Detail

205-8025

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	4,483	(914)	34,873	90,398	89,110	93,542
7010	Salaries - Temp / Part	115,870	116,808	68,262	90,000	56,000	150,000
7020	Overtime	989	-	-	1,500	545	2,000
7055	IOD - Non Safety	-	-	-	-	179	-
7100	Retirement	7,395	4,701	19,432	12,092	17,130	23,893
7108	Deferred Compensation	-	-	372	-	-	-
7110	Workers Compensation	4,529	5,228	5,044	11,734	12,275	4,656
7122	Unemployment Insurance	10,294	-	-	-	-	-
7130	Group Health Insurance	-	-	4,290	15,000	11,180	11,100
7140	Vision Insurance	-	-	120	480	405	480
7150	Dental Insurance	-	-	450	1,800	610	1,800
7160	Life Insurance	-	-	54	372	200	198
7170	FICA - Medicare	5,924	6,340	1,504	2,616	2,010	10,780
	<WAGES & BENEFITS>	149,484	132,163	134,401	225,992	189,911	298,749
8000	Office Supplies	2,770	960	2,800	2,000	1,750	-
8010	Postage	509	728	371	1,000	750	-
8020	Special Department Expense	7,038	7,184	5,716	12,500	8,562	-
8040	Advertising	144	324	849	500	300	-
8050	Printing/Duplicating	801	2,030	1,841	4,000	1,200	-
8060	Dues & Memberships	-	-	-	700	700	-
8090	Conference & Meeting Expense	-	-	-	1,000	200	-
8100	Vehicle Maintenance	40,125	20,788	33,138	38,400	15,520	-
8105	Fuel	3,982	4,360	3,436	6,000	1,750	-
8132	Uniform Expense/Cleaning	1,475	64	1,269	2,000	650	-
8180	Contract Services	8,682	28,950	26,634	17,110	14,563	-
8200	Training Expense	529	2,054	2,361	1,800	1,758	-
8300	Lease Payment	1,616	1,299	855	1,898	6,750	-
	<OPERATIONS & MAINTENANCE>	68,691	68,741	79,270	88,908	54,453	-
8530	Computer Equipment	9,158	-	28,194	-	35,034	-
8540	Automotive Equipment	-	59,100	88,763	-	-	-
	<CAPITAL OUTLAY>	9,158	59,100	116,957	-	35,034	-
[205-8025] Dial-A-Ride Total		227,333	260,004	330,628	314,900	279,398	298,749

PROP "A" – DIAL A RIDE

Budget Detail

205-8025

PERSONNEL SERVICES

7000 Full Time Salaries

Provide funds for two (2) full time Transit Drivers

7010 Regular Salaries

Provides funds for three (3) part time Transit Drivers and Program Specialist (\$150,000).

7020 Overtime

Provides overtime pay for after-hours relating to transit (\$2,000).

PROP "C" – LOCAL TRANSIT ADMINISTRATION
Budget Detail 207-2260

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	27,432	3,621	4,398	5,257	4,200	5,092
7010	Salaries - Temp / Part	-	244	-	-	-	-
7020	Overtime	-	-	1	-	-	-
7070	Leave Buyback	846	-	-	-	18	-
7100	Retirement	4,165	813	738	1,026	890	1,006
7108	Deferred Compensation	238	49	40	45	35	43
7110	Workers Compensation	903	253	229	244	200	80
7130	Group Health Insurance	1,866	215	255	287	220	293
7131	Retiree Health Insurance	-	2,576	8,124	-	-	-
7140	Vision Insurance	30	4	6	10	5	9
7150	Dental Insurance	142	17	19	36	19	36
7160	Life Insurance	29	5	3	7	3	3
7170	FICA - Medicare	415	76	64	76	62	73
	<WAGES & BENEFITS>	36,066	7,873	13,877	6,988	5,652	6,635
8020	Misc. Supplies - Parking	-	-	981	-	124	-
8060	Dues & Memberships	3,000	3,000	3,000	-	3,000	3,000
8061	HOA Dues	20,400	18,700	20,089	-	20,762	20,762
8180	Contract Services	8,301	5,587	8,546	-	-	-
	<OPERATIONS & MAINTENANCE>	31,701	27,287	32,616	-	23,886	23,762
8540	Automotive Equipment	-	-	33,985	-	-	-
	<CAPITAL OUTLAY>	-	-	33,985	-	-	-
[207-2260] Prop "C" Administration Total		67,768	35,160	80,478	6,988	29,538	30,397

<p style="text-align: center;">PROP “C” – LOCAL TRANSIT ADMINISTRATION</p> <p>Budget Detail 207-2260</p>
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PERSONNEL SERVICES

7000 Salaries – Regular Employees

Provides the partial compensation for the Management Analyst and CS Director. Refer to the Appendix for a detailed allocation list.

PROP "C" – DIAL A RIDE

Budget Detail

207-8025

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	64,292	96,934	152,368	174,379	116,156	122,688
7010	Salaries - Temp / Part	5,566	2,713	181	-	-	-
7020	Overtime	4,883	777	3,216	2,500	2,958	3,000
7040	Holiday	84	105	97	-	-	-
7055	IOD - Non Safety	411	-	-	-	-	-
7070	Leave Buyback	-	1,515	583	-	-	-
7100	Retirement	9,523	10,723	22,964	19,579	19,050	8,475
7110	Workers Compensation	1,854	7,573	8,007	17,246	4,880	6,107
7120	Disability Insurance	2,740	32,515	-	-	-	-
7130	Group Health Insurance	11,142	20,537	22,024	22,500	12,160	11,100
7140	Vision Insurance	383	638	709	720	405	480
7150	Dental Insurance	900	1,587	966	2,700	1,218	1,800
7160	Life Insurance	108	234	189	558	190	198
7170	FICA - Medicare	1,241	1,928	2,375	2,600	1,785	1,822
	<WAGES & BENEFITS>	103,126	177,779	213,679	242,782	158,802	155,670
8000	Office Supplies	-	-	-	-	-	2,000
8010	Postage	-	-	-	-	-	650
8020	Special Department Expense	-	-	-	-	-	7,000
8040	Advertising	-	-	-	-	-	500
8050	Printing/Duplicating	-	-	-	-	-	2,000
8060	Dues & Memberships	-	-	-	-	-	700
8090	Conference & Meeting Expense	-	-	-	-	-	1,000
8100	Vehicle Maintenance	-	-	-	-	-	36,000
8105	Fuel	-	-	-	-	-	3,000
8132	Uniform Expense/Cleaning	-	-	-	-	-	2,000
8180	Contract Services	-	-	-	-	-	16,575
8200	Training Expense	-	-	-	-	-	1,800
8300	Lease Payment	-	-	-	-	-	1,898
8301	Copier Usage Charges	-	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	-	-	-	-	-	-
[207-8025] Dial-A-Ride Total		103,126	177,779	213,679	242,782	158,802	230,793

PROP "C" – DIAL A RIDE

Budget Detail

207-8025

PERSONNEL SERVICES

- 7000 Full time Salaries
Provides funds for Management Analyst and Management Aid.
- 7020 Overtime
Provides overtime pay for after-hours relating to transit.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office stationery, forms, and miscellaneous supplies (\$2,000).
- 8010 Postage
Provides funds for postal expenses for Dial-a-Ride related services. Increase due to promotional mailers (\$650).
- 8020 Special Department Expense
Provides for vehicle cleaning supplies, minor equipment for vans, DMV pull notice program, and DMV physicals for drivers, fire extinguisher maintenance, and random drug testing (\$7,000).
- 8040 Advertising
Provides funds for advertising staff recruitments for the Community Transit Program and promotional advertisements for Dial-a-Ride (\$500).
- 8050 Printing & Duplication
Provides funds for printing promotional materials to promote Dial-a-Ride service and Dial-a-Ride brochures. Increase due to additional promotional materials (\$2,000).
- 8060 Dues & Memberships
Provides funds for the purchase of three memberships to The Community Transportation Association of America (CTAA) (\$700).
- 8090 Conference & Meeting Expenses
Provides funds for The Federal Transit Administration Annual Drug & Alcohol Program National Conference (\$1,000)
- 8100 Vehicle Maintenance
Provides funds for repair and maintenance of one 2006 E450, one 2016 (CNG), one 2016 E450 (electric), and three 2012 MV-1 utility vehicle (\$27,000), CNG Station repairs and monthly maintenance (\$5,000) and van and vehicle cleaning (\$4,000).
- 8105 Fuel
Fuel to operate Community Transit vehicles 5 CNG vehicles (\$3,000).

- 8132 Uniform Maintenance
Provides for the purchase and replacement of uniforms and jackets (\$2,000).
- 8180 Contract Services
Annual Maintenance for data management system (\$11,105) Technical support from ACORN (\$3,000) Sportsman subscription (\$1,710) Verizon WiFi JetPack data plan (\$1,000), Community Services Mobile Application (\$300).
- 8200 Employee Training
Provides funds for training seminars, materials, and job-related training sessions (\$1,800).
- 8300 Lease Payment
Provides funds for postage machine lease (\$648) and Copier (\$1,250).

CDBG Senior Nutrition Program

Budget Detail

260-8023

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8180	Contract Services	30,867	39,314	37,339	31,500	31,500	39,000
	<OPERATIONS & MAINTENANCE>	30,867	39,314	37,339	31,500	31,500	39,000
[260-8023] CDBG Senior Nutrition Prog Total		30,867	39,314	37,339	31,500	31,500	39,000

CDBG Senior Nutrition Program

Budget Detail

260-8023

OPERATIONS & MAINTENANCE

8180 Contract Services

Provides about 15% of the funds for contract catering of hot lunch/nutrition program. This number varies year-to-year dependent on the actual Block Grant allocation, and number of meals served (\$39,000).

Park Maintenance

Budget Detail

275-6410

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
8170	Professional Services	13,007	67,178	45,478	20,000	8,000	-
	<OPERATIONS & MAINTENANCE>	13,007	67,178	45,478	20,000	8,000	-
	<CAPITAL OUTLAY>	-	-	-	-	-	-
[275-6410] Park Maintenance Total		13,007	67,178	45,478	20,000	8,000	-
275 - PARK IMPACT FEES TOTAL		13,007	67,178	45,478	20,000	8,000	-

Arroyo Seco Golf Course – Administration

Budget Detail

295-8041

Acct	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
		2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	Salaries - Permanent	67,942	46,000	-	-	-	-
7110	Workers Compensation	2,962	4,040	-	-	-	-
7130	Group Health Insurance	-	-	-	-	-	-
7170	FICA - Medicare	13,712	12,494	-	-	-	-
	<WAGES & BENEFITS>	84,617	62,534	-	-	-	-
8000	Office Supplies	4,218	2,019	5,132	4,200	4,150	3,800
8010	Postage	-	-	28	-	23	-
8020	Special Department Expense	38,265	40,373	46,681	33,602	38,500	39,777
8040	Advertising	1,065	700	135	3,000	1,508	1,200
8120	Building Maintenance	18,696	14,683	10,323	24,204	11,562	18,504
8140	Utilities	8,460	9,769	8,032	9,000	9,000	10,950
8150	Telephone	5,383	8,274	9,857	9,900	9,900	9,900
8160	Legal Service	33,610	-	-	-	550	-
8170	Professional Services	3,999	96,000	103,878	101,996	100,965	101,996
8180	Contract Services	96,000	4,000	114,053	118,938	116,572	125,135
8191	Liability & Surety Bonds	3,480	4,273	3,537	5,400	5,400	10,800
8229	Taxes	540	552	505	600	861	925
8300	Lease Payment	4,959	5,074	5,206	5,160	5,160	5,280
	<OPERATIONS & MAINTENANCE>	218,675	185,717	307,367	316,000	304,151	328,267
[295-8041] General Administration Total		303,293	248,251	307,367	316,000	304,151	328,267

Administration

Budget Detail

295-8041

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office paper, computer supplies, meeting supplies, and miscellaneous supplies (\$3,800).
- 8020 Special Department Expense
Credit card and bank fees & charges (\$26,362), computer services (\$9,600), membership dues (\$565) and licensing fee (\$750), donations (\$2,500).
- 8040 Advertising
Promotions and ads for Golf Course (\$1,200).
- 8120 Building Maintenance
Maintenance (\$12,000) and Janitorial Supplies (\$6,000) Burglar alarm (\$504).
- 8140 Utilities
Funds for Water (\$3,150), Gas and Electricity (\$7,800).
- 8150 Telephone
Telephone and Internet services (\$9,900).
- 8170 Professional Services
Administrative fee (\$98,000 a year) and consultant fees (\$3,996 a year).
- 8180 Contract Services
Compensation for Manager and Starter (\$125,135).
- 8191 Liabilities and Surety Bonds
Liability Insurances (\$10,800).
- 8229 Taxes
Property taxes (\$925).
- 8300 Lease Payment
Equipment and Lease payments (\$5,280).

Budget Detail

Arroyo Seco Golf Course – Course Maintenance

295-8042

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	192,776	207,978	-	-	-	-
7110	Workers Compensation	10,862	9,651	-	-	-	-
7170	FICA - Medicare	17,777	19,215	-	-	-	-
	<WAGES & BENEFITS>	221,415	236,844	-	-	-	-
8020	Special Department Expense	21,962	29,765	23,423	6,100	6,100	6,300
8100	Vehicle Maintenance	10,293	10,982	10,316	18,000	8,697	15,600
8120	Building Maintenance	29,945	24,736	29,852	41,000	39,580	41,100
8130	Small Tools	-	450	35	2,400	6,035	2,400
8132	Uniform Expense/Cleaning	5,901	4,469	5,459	5,400	5,350	6,000
8140	Utilities	67,486	62,878	53,240	59,600	59,600	60,900
8150	Telephone	1,281	1,459	2,068	1,680	1,200	1,200
8180	Contract Services	-	-	245,465	263,255	254,560	255,082
	<OPERATIONS & MAINTENANCE>	136,869	134,739	369,858	397,435	381,122	388,582
8520	Machinery & Equipment	-	-	-	-	119,038	-
	<CAPITAL OUTLAY>	-	-	-	-	119,038	-
[295-8042]	Golf Course Maintenance Total	358,284	371,583	369,858	397,435	500,160	388,582

Course Maintenance

Budget Detail

295-8042

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Supplies (\$4,800), and license and permits (\$1,500).
- 8100 Vehicle Maintenance
Repairs to vehicles and carts (\$4,800), oil and gas (\$10,800).
- 8120 Building Maintenance
Maintenance (\$19,200), fertilizer seed and chemicals (\$17,000), sand, gravel and top soil (\$2,500) and course irrigation repairs (\$2,400).
- 8130 Small Tools
Purchase for tools for repairs (\$2,400).
- 8132 Uniform Maintenance
Uniform cleaning (\$6,000).
- 8140 Utilities
Funds for electricity (\$54,900) and water (\$6,000).
- 8150 Telephone
Funds for telephone (\$1,200).
- 8180 Contract Services
Compensation for maintenance staff (\$255,082).

Arroyo Seco Golf Course – Driving Range

Budget Detail

295-8043

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	26,814	38,636	-	-	-	-
7110	Workers Compensation	1,481	1,571	-	-	-	-
7170	FICA - Medicare	2,739	4,696	-	-	-	-
	<WAGES & BENEFITS>	31,034	44,903	-	-	-	-
8020	Special Department Expense	11,509	13,509	7,204	14,400	8,250	14,400
8120	Building Maintenance	11,588	8,796	217	6,000	1,250	6,000
8180	Contract Services	-	-	42,738	23,353	38,000	38,150
	<OPERATIONS & MAINTENANCE>	23,097	22,305	50,159	43,753	47,500	58,550
[295-8043] Range Total		54,131	67,208	50,159	43,753	47,500	58,550

Driving Range

Budget Detail

295-8043

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Range balls and mats (\$12,000) and supplies (\$2,400).
- 8120 Building Maintenance
Maintenance of range, netting, and irrigation (\$6,000).
- 8180 Contract Services
Compensation for maintenance staff and starter (\$38,150).

Arroyo Seco Golf Course – Golf Shop

Budget Detail

295-8044

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	74,919	83,700	-	-	-	-
7110	Workers Compensation	2,962	3,591	-	-	-	-
7170	FICA - Medicare	7,436	8,572	-	-	-	-
	<WAGES & BENEFITS>	85,317	95,863	-	-	-	-
8020	Special Department Expense	3,415	5,138	1,383	7,200	2,500	6,000
8120	Building Maintenance	-	-	-	1,200	-	-
8180	Contract Services	-	-	77,135	87,989	79,589	95,947
	<OPERATIONS & MAINTENANCE>	3,415	5,138	78,518	96,389	82,089	101,947
[295-8044] Golf Shop Total		88,732	101,001	78,518	96,389	82,089	101,947

Golf Shop

Budget Detail

295-8044

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Clothing, gloves, and other supplies (\$6,000).

- 8180 Contract Services
Compensation for Starter (\$95,947).

Arroyo Seco Golf Course – Food and Beverage

Budget Detail

295-8045

Acct	Account Title	Actual 2013/14	Actual 2014/15	Actual 2015/16	Budget 2016/17	Estimated 2016/17	Proposed 2017/18
7000	Salaries - Permanent	85,431	94,901	-	-	-	-
7110	Workers Compensation	6,419	3,591	-	-	-	-
7170	FICA - Medicare	10,065	10,969	-	-	-	-
	<WAGES & BENEFITS>	101,914	109,461	-	-	-	-
8020	Special Department Expense	15,498	13,313	15,985	19,774	19,774	25,092
8120	Building Maintenance	6,436	7,838	4,479	9,000	8,987	6,000
8130	Small Tools	1,967	106	362	1,200	650	2,100
8132	Uniform Expense/Cleaning	-	-	1,997	-	-	-
8180	Contract Services	-	-	120,099	123,027	123,027	134,957
	<OPERATIONS & MAINTENANCE>	23,901	21,257	142,922	153,001	152,438	168,149
[295-8045] Food Service Total		125,815	130,718	142,922	153,001	152,438	168,149

Food and Beverage

Budget Detail

295-8045

OPERATIONS & MAINTENANCE

8020 Special Department Expense

Supplies such as china, silverware, glassware (\$600), paper products (\$2,043), linens (\$4,681), rental equipment for events (\$1,283), license and permits (\$1,625), and supplies (\$7,660) and Music and Entertainment (\$7,200).

8120 Building Maintenance

Maintenance (\$6,000).

8130 Small Tools

Purchase of tools for repairs (\$2,100).

8180 Contract Services

Compensation for restaurant staff (\$134,957).

SUCCESSOR AGENCY - CRA ADMINISTRATION

Budget Detail

227-7210

Acct	Tsk	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
			2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
7000	000	Salaries - Permanent	126,568	165,282	116,780	-	-	-
7020	000	Overtime	294	352	248	-	-	-
7070	000	Leave Buyback	2,225	1,249	66	-	-	-
7100	000	Retirement	18,259	22,107	18,770	-	-	-
7108	000	Deferred Compensation	1,122	1,494	1,082	-	-	-
7110	000	Workers Compensation	3,816	6,537	4,570	-	-	-
7130	000	Group Health Insurance	6,035	8,139	7,205	-	-	-
7131	000	Retiree Health Insurance	3,920	3,904	-	-	-	-
7140	000	Vision Insurance	246	261	223	-	-	-
7150	000	Dental Insurance	448	643	688	-	-	-
7160	000	Life Insurance	97	128	99	-	-	-
7170	000	FICA - Medicare	1,845	2,374	1,756	-	-	-
		<WAGES & BENEFITS>	164,873	212,470	151,487	-	-	-
8160	000	Legal Service	10,098	2,231	2,132	25,000	1,000	-
8170	000	Professional Services	50,069	7,000	3,350	13,000	1,890	-
8400	000	Overhead Allocation	27,484	-	-	-	-	-
		<OPERATIONS & MAINTENANCE>	87,650	9,231	5,482	38,000	2,890	-
[227-7210] CRA Downtown Revitalization Total			252,523	221,701	156,969	38,000	2,890	-

SUCCESSOR AGENCY – CRA DEBT SERVICE

Budget Detail

227-7211

Acct	Tsk	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
			2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
8170	000	Professional Services	3,728	3,833	1,908	2,000	2,013	-
8330	000	Debt Service - Principal	-	-	-	115,000	115,000	125,000
8331	000	Debt Service - Interest	96,890	91,446	85,018	79,702	79,702	72,945
		<OPERATIONS & MAINTENANCE>	100,618	95,279	86,926	196,702	196,715	197,945
[227-7211] CRA Debt Service Total			100,618	95,279	86,926	196,702	196,715	197,945

REDEVELOPMENT OBLIGATIONS TRUST

Budget Detail

927-9811

Acct	Tsk	Account Title	Actual	Actual	Actual	Budget	Estimated	Proposed
			2013/14	2014/15	2015/16	2016/17	2016/17	2017/18
9811	000	Transfers Out	254,227	615,456	308,736	234,702	199,605	197,945
		<TRANSFER OUT>	254,227	615,456	308,736	234,702	199,605	197,945
927 - REDEV. OBLIGATIONS TRUST			254,227	615,456	308,736	234,702	199,605	197,945

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City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Diana Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguiar, Interim City Manager
FROM: Paul Toor, Public Works Director
SUBJECT: **Establishment of an Ad Hoc Advisory Committee for the Proposed Water and Sewer Rates**

Recommendation

It is recommended that the City Council form an Ad Hoc Advisory Committee to review and recommend the Proposed Water and Sewer rates.

Fiscal Impact

None.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

In October 2012, a water and sewer rates study was conducted and rates were established, effective January 1, 2013. It is a standard industry practice to review the utility rates every five years to ensure sufficient revenues are collected to offset the operations costs. California has experienced the longest drought during the last five years. As a result, the Main San Gabriel Basin water table has dropped to historically low levels. The San Gabriel Basin Watermaster has ramped up the purchase of imported water to recharge the basin and all the pumpers are required to pay for the additional water purchase. In addition, it is essential to ensure that water rate structure is in compliance with voter approved Proposition 218 in light of recent court decisions.

On August 17, 2016, the City Council awarded a professional services contract to Raftelis Financial Services, Inc., (Consultant) a consulting firm to conduct a comprehensive review of the water rate Study and recommend any necessary rate changes. Additionally, in order to use economy of scale, the Consultant was also asked to review the sewer rates, which need to be updated.

Analysis

The proposed Ad Hoc Advisory Committee will review and recommend the findings of the rate study to the City Council for consideration.

The City Council may consider the composition of the proposed Ad Hoc Advisory Committee as follows:

1. Two members of the City Council; and
2. One member of the Finance Commission, as selected by its members; and
3. One member of the Public Works Commission, as selected by its members; and
4. One member of the Natural Resources and Environmental Commission.

If approved, it is anticipated that the Ad Hoc Advisory Committee will meet on an as need basis and provide a recommendation to the City Council within 90 days. Subsequently, if a rate increase is recommended by the Ad Hoc Committee, a Public Hearing will be scheduled before the City Council in compliance with Proposition 218 guidelines. The Ad Hoc Advisory Committee will be automatically disbanded upon adoption of a new rate study by the City Council.

Legal Review

The City Attorney has reviewed this item and has advised that this Ad-Hoc Advisory Committee would be a Brown Act body requiring the posting of meeting agendas and preparation of meeting minutes for each meeting and compliance with the Brown Act regulation.



Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

City of South Pasadena Agenda Report

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COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguilar, Interim City Manager 
FROM: Lucy Demirjian, Assistant to the City Manager 
SUBJECT: **Approval of City Memberships to Regional, State, and National Organizations**

Recommendation

It is recommended that the City Council approve the City's membership in various regional, state, and national organizations for Fiscal Year (FY) 2017-18.

Fiscal Impact

Membership dues vary yearly. The majority of dues are based on population. Funding is included in the FY 2017-18 Budget to cover the cost of membership to certain organizations as indicated below.

Organization (* = funds available in FY17/18 Budget)	Membership Cost
League of CA Cities*	\$9,919.00
League of CA Cities - LA County Division*	\$1,181.25
San Gabriel Valley Council of Governments*	\$13,790.33
Independent Cities Association of Southern California*	\$1,075.00
Arroyo Verdugo Communities Joint Powers Authority*	\$3,775.00
Southern California Association of Governments*	\$2,810.00
California Contract Cities Association (<i>Not current member</i>)*	\$3,309.00
San Gabriel Valley Economic Partnership (<i>Not current member</i>)	\$2,625.00
National League of Cities (<i>Not current member</i>)	\$1,861.00

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On October 5, 2016, the City Council considered establishing a policy to address City membership to outside organizations. The City Council agreed that: 1) staff will annually update the City Council on the City's membership to regional, state, and national organizations during

the budget season; and 2) new requests for City membership to regional, state, and national organizations be submitted to the City Council for consideration.

Analysis

Membership in regional, state, and national organizations provides many benefits to the City. They offer significant resources to inform and educate leaders and policymakers, from specialized programming to advocacy services. Members also receive discounts on registration to conferences and seminars which allow City officials to be part of the dialogue on current and relevant issues facing the City. Benefits specific to each organization are outlined in an attachment to this report.

Funding for membership dues are accounted for in the budget and approved by the City Council through the annual budget process. Staff is seeking direction from the City Council on whether to continue or withdraw membership from these organizations.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: List of Regional, State, and National Organizations

Memberships to Regional, State, and National Organizations

League of CA Cities

The League of California Cities is an association of California city officials who work together to enhance their knowledge and skills, exchange information, and combine resources so that they may influence policy decisions that affect cities. Membership benefits include:

- Advocacy at the ballot box, in the Legislature, and in the courts.
- Communication on the latest advocacy efforts with news about legislative developments that affect your city. Vehicles include CA Cities Advocate, social media, and e-mail updates. In addition, *Western City* magazine, the League's monthly publication, provides substantive analysis of broader statewide policy issues for local officials.
- Member-Driven Priorities developed by local leaders. Regional divisions, professional departments, caucuses, and policy committees meet throughout the year to address policy issues.
- Best Practices and practical tools for local officials are provided by the Institute for Local Government on topics including public engagement, sustainability, ethics, Local Government 101, and more. These valuable resources can save your city time and money by offering expert information in a concise format, reducing the need for city staff research.
- Professional Development offered through the League's educational conferences and events is geared to the unique needs of local government officials and city staff. Meetings and webinars present essential information from experts and provide a forum for exploring solutions to the challenges facing California's cities.

League of CA Cities - LA County Division

The Los Angeles County Division is made up of 86 cities within Los Angeles County, and provides members with the opportunity to exchange ideas and information and share the advantages of cooperative advocacy.

Elected city officials and professional city staff attend division meetings throughout the year to share what they are doing and advocate for their interests in Sacramento.

Division members also participate in the development of League policy through representation on:

- The League Board of Directors;
- Policy Committees;
- The Annual Conference Resolution Committee; and
- The Annual Conference Program Committee.

San Gabriel Valley Council of Governments

The San Gabriel Valley Council of Governments (SGVCOG) is a joint powers authority made up of representatives from 31 cities, 3 Los Angeles County Supervisorial Districts, and the 3 Municipal Water Districts located in the San Gabriel Valley. The SGVCOG serves as a regional voice for its member agencies and works to improve the quality of life for the more than 2 million residents living in the San Gabriel Valley. The SGVCOG works on issues of importance to its member agencies, including transportation, housing, economic development, the environment, and water, and seeks to address these regionally. The City of South Pasadena became a member in 1994 when the organization was established and before that with its predecessor, the San Gabriel Valley Association of Cities.

Independent Cities Association of Southern California

ICA is a 501 (c)(3) nonprofit, public benefit corporation created in 1960. It is made up of 48 member cities in the Southern California area. The organization focuses on education, legislative advocacy, intergovernmental relationships and other major issues that transcend the boundaries of its member cities. ICA holds two Annual Seminars bringing together city council members, other city officials and business partners for the purpose of being better informed and to share relevant experiences. The Winter Seminar addresses public safety and the Summer Seminar focuses on contemporary issues. The City of South Pasadena has been a member since 2014.

Memberships to Regional, State, and National Organizations

Arroyo Verdugo Communities Joint Powers Authority

The Arroyo Verdugo Steering Committee (AVSC) was assembled in 1993 as an informal policy body to coordinate information and provide a forum of discussion on issues of mutual interest and concern, to consider regional programs and initiatives, and conduct studies, primarily related to transportation. The Committee included the cities of Burbank, Glendale, La Cañada Flintridge, Pasadena, and South Pasadena. The respective City Councils of the AVSC have approved receiving Measure R2 funds via the AVS. The expressed reason for this preference is to maintain local control over these funds.

On February 13, 2017, the AVSC agreed to move forward to formalize the existing relationship of the Arroyo Verdugo cities through a Joint Powers Agreement (JPA). The JPA would be comprised of the existing five member cities and add the Los Angeles County Supervisor's office representing the La Crescenta/Montrose unincorporated areas for a total of six members with representatives serving on a governing board. The JPA will focus on transportation policy and coordination at this time but may expand to other issues in the future.

The JPA will enable the Arroyo Verdugo cities:

- Greater ability to determine how the funds are to be used
- Better management and control in directing the use of the funds
- More focused and coordinated use of the funds for the benefit of the subregion members
- Less competition with other agencies for use of the funds
- Direct benefit to the subregion (rather than to the COG communities overall)
- More commonalities of interest amongst the member agencies
- Greater understanding of the needs and priorities for the subregion

Southern California Association of Governments

The Southern California Association of Governments (SCAG) takes a role as liaison among city and county elected officials, urban planners and community organizations. Elected officials from member agencies are eligible to serve on SCAG's Regional Council and Policy Committees. SCAG's 86 Regional Council members have the key responsibility for representing the Southern California region on issues such as transportation investments, growth strategies and the allocation of future housing needs. Regional Council members have an important voice in short- and long-term planning and access to the insight provided on ongoing state activities affecting constituents.

Through active participation, SCAG members know they are providing a voice for their community and their region. Since 1965, SCAG has conceptualized many regionally significant projects and programs, including the Alameda Corridor, Metrolink, Heal the Bay, the Salton Sea Authority and the High Occupancy Vehicle (HOV system). SCAG is a place to introduce, test and nurture new ideas.

Staff closely monitors legislation in the State Legislature and Congress and informs the Regional Council about key legislative and administrative agency developments. SCAG also coordinates regular Regional Council member visits with elected and appointed officials of the executive and legislative branches of the federal and state governments. Members receive SCAG's e-alert, SCAG Update and the monthly e-newsletter, SCAG Spotlight. Members also receive free and/or discounted entry to SCAG-sponsored conferences and summits featuring the latest information and insights on issues of regional significance (e.g., the Southern California-Economic Recovery & Job Creation Strategy). In addition, members receive a password to access the resources of the National Association of Regional Councils (NARC) through SCAG's primary membership. Members can learn from each other's policies and experiences through numerous networking opportunities, including the annual Regional Conference & General Assembly and Regional Council Retreat.

Memberships to Regional, State, and National Organizations

California Contract Cities Association

The California Contract Cities Association (CCCA) represents over 75 cities throughout Southern California. For 50 years, CCCA has served as an advocate and unified voice for its member cities on both the local and state level. Through collaborative government, CCCA has successfully protected and enhanced the quality of life for eight million residents.

CCCA provides **education** through seminars and information on relevant local governance topics; **advocacy** efforts to be vigilant to any challenges to local control in communities; **networking** platform to connect and engage members, fostering relationships with elected officials and staff at the local, county, and state levels; and **access** to help forge public, private and not-for-profit partnerships to promote collaborative governance across sectors. These collaborations provide unprecedented opportunities for efficiencies in better serving the public at reduced costs.

CCCA 2017 Legislative Priorities include:

- Alcohol and Drug Abuse Recovery and Treatment Facilities (Rehabs)/Sober Living Homes
- Storm Water Infrastructure
- Homelessness
- Public Safety

San Gabriel Valley Economic Partnership

The San Gabriel Valley Economic Partnership is a regional, non-profit corporation supported and directed by its members and committed to the continued successful economic development of the San Gabriel Valley. A collaboration of business, local government, institutions of higher education and non-profit organizations, the Partnership pursues this commitment by engaging in public policy, marketing the San Gabriel Valley, fostering the success of business, and connecting people, companies, and organizations in the San Gabriel Valley. The Partnership is primarily funded by membership dues and special events. Membership dues invest in the long term success of the region and provide member companies and organizations with strategic partnerships throughout the community, up-to-date information on business and political issues, economic data and resources, and many other member benefits. The Partnership Board of Directors is comprised of key member representatives from businesses, colleges, universities and cities who have a stake in the economic vitality of the region.

National League of Cities

The National League of Cities (NLC) is dedicated to helping city leaders build better communities. Working in partnership with the 49 state municipal leagues, NLC serves as a resource to and an advocate for the more than 19,000 cities, villages and towns it represents.

- advocates for cities and towns in Washington, D.C. through full-time lobbying and grassroots campaigns
- provides programs and services that give local leaders the tools and knowledge to better serve their communities
- provides opportunities for involvement and networking to help city officials seek ideas, share solutions, and find common ground for the future
- keeps leaders informed of critical issues that affect municipalities and warrant action by local officials
- strengthens leadership skills by offering numerous training and education programs
- recognizes municipal achievements by gathering and promoting examples of best practices and recognizing cities and towns for model programs and initiatives
- partners with state leagues to supplement resources and strengthen the voice of local government in the nation's capital and all state capitols
- promotes cities and towns through an aggressive media and communications program that draws attention to city issues and enhances the national image of local government.

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City of South Pasadena Agenda Report

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COUNCIL AGENDA: June 7, 2017
TO: Honorable Mayor and City Council
VIA: Elaine Aguilar, Interim City Manager *EA*
FROM: Lucy Demirjian, Assistant to the City Manager *LD*
Christopher Castruita, Management Analyst *CC*
Zachary Whalen, Management Services Intern *ZW*
SUBJECT: **Update on the Council Ad Hoc Rent Stabilization Committee**

Recommendation

The Council Ad Hoc Committee on Rent Stabilization recommends that staff return with a recommendation for strengthening the City's outreach and mediation services available to renters and landlords.

Fiscal Impact

There is no fiscal impact associated with this report. Staff would provide a detailed analysis of administrative costs associated with any policy proposal once direction is provided by the City Council.

Commission Review and Recommendation

This matter was reviewed by the Council Ad Hoc Committee on Rent Stabilization.

Background

The City of South Pasadena (City) contracts with the Housing Rights Center (HRC), a locally based non-profit organization, to assist with inquiries and complaints related to rental housing responsibilities, laws and protections. The HRC provides fair housing resources to landlords and tenants, including education and outreach on rights and responsibilities under state law, and investigation of allegations of rental discrimination. A copy of their Mid-Year Report for Fiscal Year 2016-17 is provided for informational purposes in Attachment 1.

In late 2016, the tenants of the Amberwood Terrace apartment complex contacted City staff and attended several City Council meetings to inform the City Council that the property was recently sold and they received notices from new ownership that the rent was increasing dramatically in a short period of time. After hearing the concerns, the City Council authorized the formation of an Ad Hoc Committee for two purposes:

- a. To look into the Amberwood Terrace situation immediately; and

- b. To research the legal, fiscal, and policy aspects of any potential legislation, with the goal of developing a recommendation for the full City Council to consider.

After several meetings, the tenants and new ownership were able to reach a mutually acceptable agreement.

At the December 7, 2016 City Council Meeting, the City Council advised staff on the types of questions that the Ad Hoc Committee should seek to answer for the Council to formulate a decision on the matter. A list of those questions is provided in Attachment 2.

Analysis

The issue of housing affordability is not unique to the rental housing market or to the City of South Pasadena. Multiple state agencies have characterized it as a statewide issue that requires a multi-pronged, statewide approach to resolve. This report focuses solely on the policy options to address the concerns of the local rental housing market. It does so with the intention of giving the City Council a basis from which to make an informed decision of what, if any, policy option can be used to address the issues of rent increases and affordability that first brought about the creation of the Ad Hoc Committee, while at the same time allowing landlords just and reasonable returns on their investment/properties.

South Pasadena Rental Housing Market

City staff utilized samples from the United States Census Bureau’s American Community Survey (ACS). Staff analyzed the rental environments of both South Pasadena and surrounding communities to understand the rental market within the City and in comparison to its neighbors.

According to the ACS 2011-2015 sample, the most recent available data from the ACS, there are 10,276 occupied housing units in the City. As shown in Figure 1, a little over half of these households are renter-occupied.

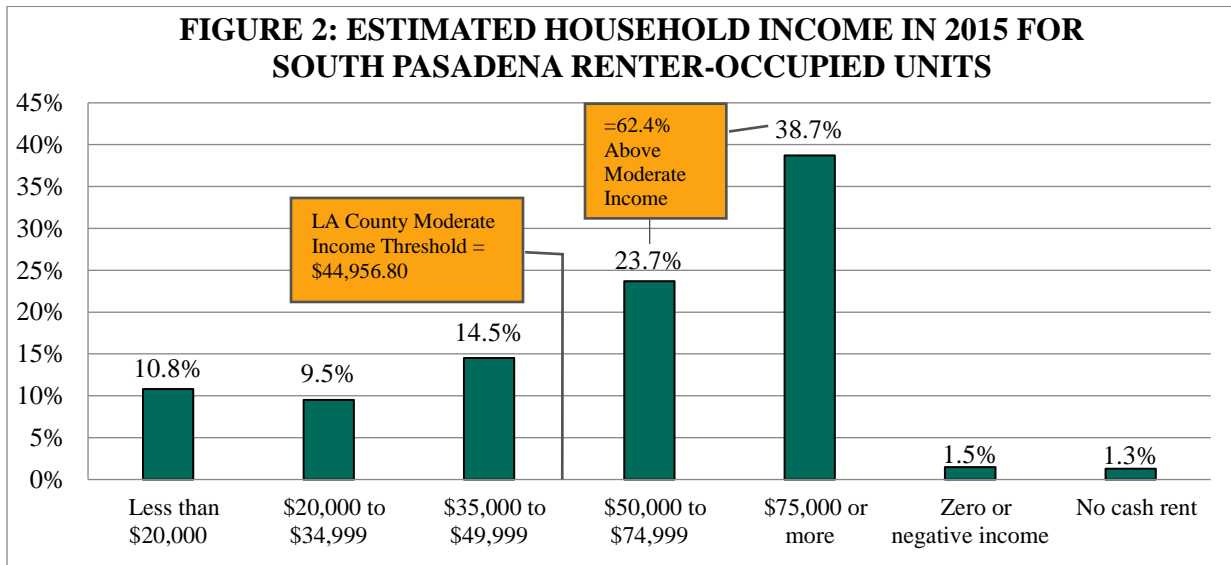
FIGURE 1: HOUSING UNITS BY OCCUPANCY STATUS, 2011-2015		
OCCUPANCY STATUS	HOUSING UNITS	PERCENT
Occupied Housing Units:	10,276	100.0%
Owner-Occupied	4,467	43.5%
Renter-Occupied	5,809	56.5%

Source: American Community Survey Table DP04 Selected Housing Characteristics, 2011-2015

The U.S. Department of Housing and Urban Development (HUD) has defined household income levels based on household size and the local median income levels. These categories are:

- Extremely low income: Household income below 30 % of the County Median Income
- Very low income: Household income between 30 and 50 % of the County Median Income
- Low income: Household income between 50 and 80 % of the County Median Income
- Moderate income: Household income between 80 and 120 % of the County Median Income
- Above moderate income: Household income above 120 % of the County Median Income

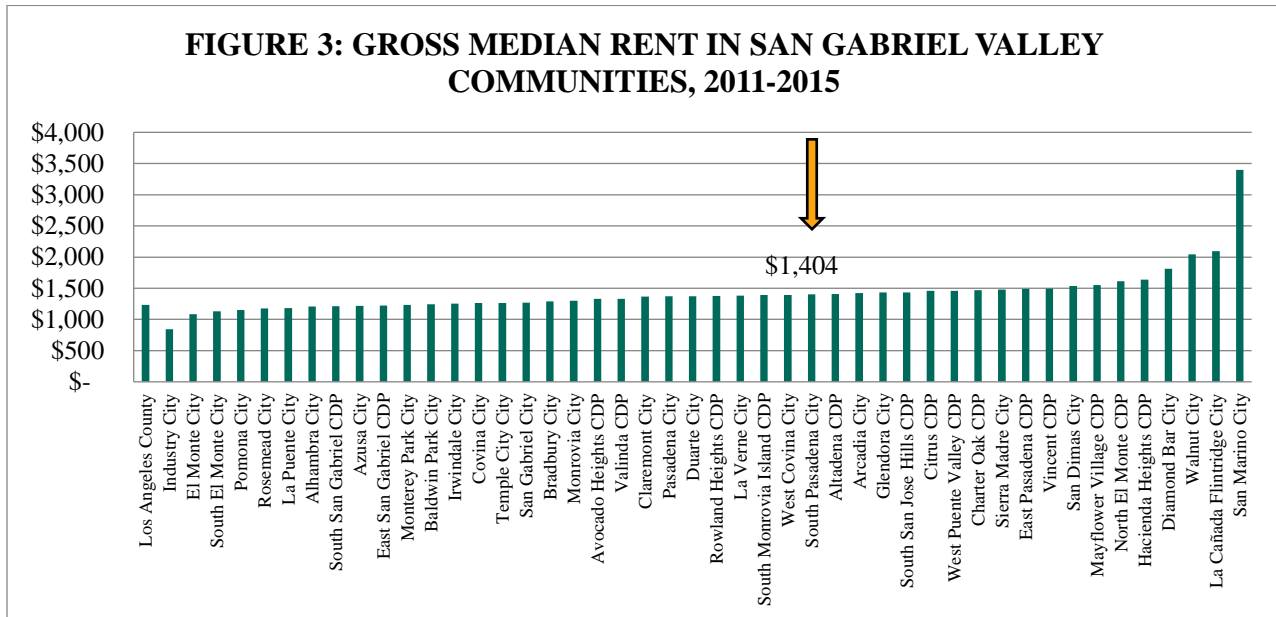
The Census Bureau estimates that the Median Household income for Los Angeles County was \$56,196 in 2015. Based upon the above categories, a moderate income household would make a minimum of \$44,956.80 in 2015.



Source: American Community Survey Table DP04 Selected Housing Characteristics 2011-2015

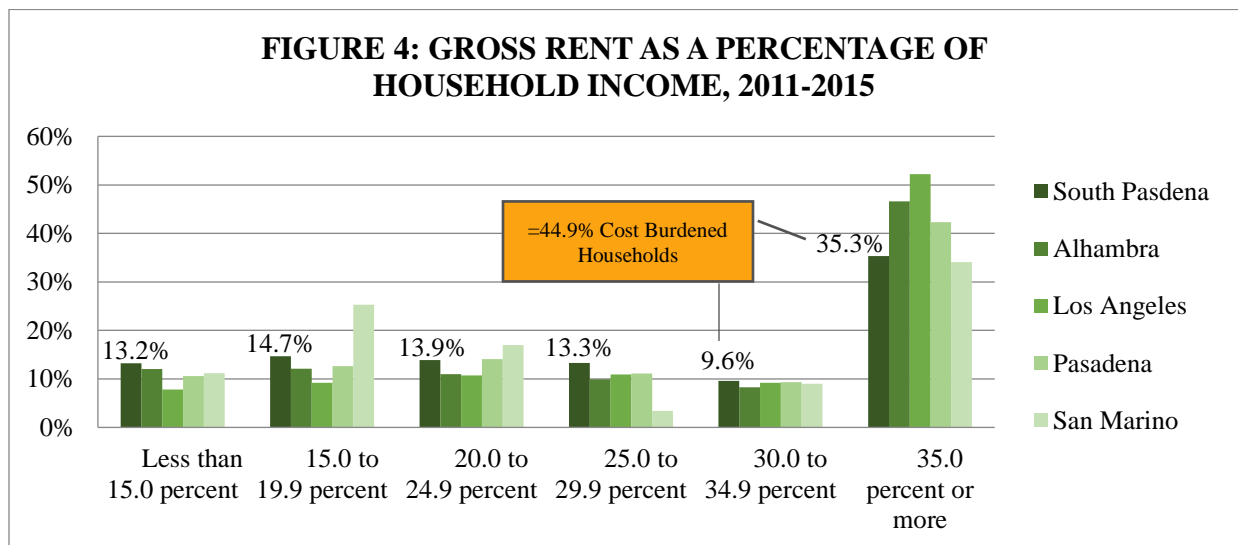
As seen in Figure 2, 62.4% of South Pasadena renting households made moderate to above moderate income in 2015. Low income renters represented 34.8% of the rental community.

The cost of rent in South Pasadena is relatively consistent with that of surrounding communities. As seen in Figure 3, while the City does have a more expensive rental market in comparison to some neighboring communities, the gross median rent in South Pasadena is in line with that of the wider San Gabriel Valley, and not significantly higher than the Los Angeles County Median Rent of \$1,231 per month.



Source: American Community Survey Table DP04 Selected Housing Characteristics 2011-2015

Consistent with a broader Los Angeles County trend, a high percentage of renters are considered “cost burdened.” As defined by HUD, a cost burdened household pays more than 30% of its income on housing. From 2011-2015, approximately 44.9% of South Pasadena renters qualified as being cost burdened. When compared to the four neighboring communities, South Pasadena showed the second lowest percentage of cost burdened households, as seen in Figure 4 below.



Source: American Community Survey Table DP04 Selected Housing Characteristics 2011-2015

South Pasadena is experiencing many of the same rental market issues as surrounding communities. The County and State both are reporting a high number of cost burdened households, and a lack of affordable housing. Communities with rent control/stabilization programs, such as the City of Los Angeles, have not remained immune from these issues.

Rent Stabilization in California

Rent control was first introduced to the State as a war time policy meant to combat monopolistic rent markets in the early 20th century. Many communities began to re-introduce rent control ordinances in the 1970s and 1980s to assist in combating rising inflation. Until the 1990s, these municipalities had the leniency to administer and implement their own rent control policies with relative freedom.

In 1995, the state legislature passed the Costa Hawkins Rental Housing Act (Costa Hawkins), halting cities' ability to implement "classic rent control" policies by establishing a series of regulations for future rent stabilization policies within California. Costa Hawkins prohibited local governments from setting a maximum allowable rent within their rent stabilization Ordinances. Instead, cities now regulate the rate of rent increases from an "initial rent" established by the property owner. Normally, this "initial rent" was set at the market rate for a given community. Under most rent stabilization ordinances, the "initial rent" can be adjusted:

- Once a year when the unit is tenant occupied (typically limited to a maximum percentage increase);
- If the property owner can demonstrate the need for a larger adjustment to protect a reasonable rate of return;
- If vacancy de-control takes effect.

Vacancy de-control occurs when a tenant moves out of a unit, after which a property owner may establish a new initial rental rate. However, de-control will not take effect if:

- The owner terminates a tenancy with a 30-day or 60-day Notice per Civil Code Section 1946.1;
- The owner terminates a government contract for housing; or
- The unit is found to be substandard housing.

Costa Hawkins also exempts several types of housing from future rent stabilization ordinances:

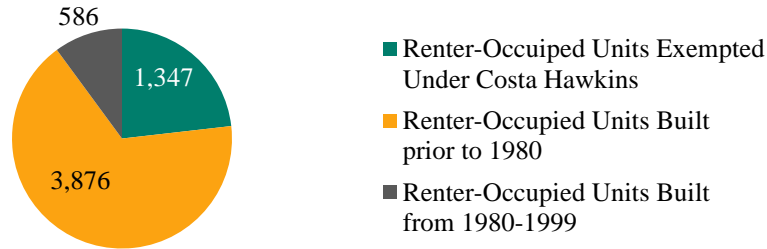
- Housing constructed after February 1, 1995;
- Housing already exempt under a current local rent control law;
- Single family homes, condominiums, and other units separate from the title to any other dwelling units.

Under Costa Hawkins, the City of South Pasadena can expect some tenant-occupied residences to be exempt from rent stabilization policies. As shown in Figure 5, between 3,876 and 4,462 units would be subject to any rent stabilization ordinance the City Council might wish to implement.¹ This means that as many as 1,933 households², almost one-third of the City's 5,809 renting households, would not be subject to rent stabilization policies.

¹ Staff is uncertain as to the exact number of units due to a lack of information from census data. Costa Hawkins precludes any housing constructed after February 1995 from falling under a rent stabilization program. The Census Data on housing is broken down by decade (1980-1990), hence a flexible range of affected units.

² 1,347 renter-occupied units are single-family homes and/or constructed after 1999. 586 units are multi-family units constructed between 1980 and 1999. The sum of these figures is 1,933.

Figure 5: Estimated South Pasadena Structures Subject to Rent Stabilization



Source: American Community Survey Table DP04 Selected Housing Characteristics 2011-2015

As shown in Figure 6, 14 California cities out of a total 482 have rent stabilization ordinances. The majority of these cities enacted their rent stabilization policy prior to the implementation of Costa Hawkins in 1995; only three cities, all in the San Francisco Bay area, have recently implemented a rent stabilization policy under Costa Hawkins. The process for implementing these programs, including staffing levels and program costs, vary across locales. Given that the three Costa Hawkins rent stabilization cities have had their programs in place for less than one year, a case study on a "classic rent control city", the City of West Hollywood is provided with this report to provide this information in context (Attachment 3).

FIGURE 6: CALIFORNIA CITIES WITH RENT STABILIZATION

City	Year Implemented
Alameda	2016
Berkeley	1980
Beverly Hills	1978
East Palo Alto	1983
Hayward	1983
Los Angeles	1978
Los Gatos	1980
Mountain View	2016
Oakland	1980
Palm Springs	1980
Richmond	2016
San Francisco	1979
San Jose	1979
Santa Monica	1979
West Hollywood	1984

Staff conducted a literature review of scholarly articles to understand the potential effects of rent stabilization policies. Seventeen of these works were pulled for applicability, and eight were ultimately deemed to be unbiased (i.e. lacking ties to tenant unions, landlord associations, political affirmations, etc.) and thus utilized by City staff in its analyses.

While the scholars did not always comment on each specific question, the research did point towards a general consensus on most issues.

FIGURE 7: DO RENT STABILIZATION POLICIES...

Author	Inhibit Growth of New Rental Housing?	Cause Owners to Under-invest in Maintenance and Improvements?	Reduce Tenant Mobility Market?	Reduce Rental Property Values?	Allocate Benefits to Lower Income Households?
Richard Arnott, <i>Time for Revisionism on Rent Control?</i> , American Economic Association	Maybe	Yes	Maybe	Yes	N/A
Anthony Downs, <i>Residential Rent Controls: An Evaluation</i> , Brookings Institution	No	Maybe	Maybe	Yes	Maybe
Mark Frankena, <i>Alternative Models of Rent Control</i> , Massachusetts Institute of Technology	Yes	N/A	N/A	N/A	N/A
Edward L. Glaeser, <i>The Misallocation of Housing under Rent Control</i> , Harvard University	Yes	Yes	Yes	N/A	No
Joseph Gyourko, <i>Equity and Efficiency Aspects of Rent Control: An Empirical Study of New York City</i> , University of Pennsylvania	N/A	Maybe	Yes	N/A	Maybe
Ned Levine, <i>Who Benefits from Rent Control? Effects on Tenants in Santa Monica, California</i> , University of California Los Angeles	N/A	N/A	Yes	N/A	Yes
Peter Linneman, <i>Equity and Efficiency Aspects of Rent Control: An Empirical Study of New York City</i> , University of Pennsylvania	N/A	Maybe	Yes	N/A	Maybe
David P. Sims, <i>Out of Control: What can we learn from the end of Massachusetts rent control?</i> , Brigham Young University	Maybe	Maybe	Yes	N/A	No
Scholarly Consensus	Yes/Maybe	Maybe	Yes	Yes	Maybe

Alternatives to Rent Stabilization

Staff located three alternative policy options available to California cities: “Just Cause Eviction” ordinance, strengthened rent mediation services, or oversight by a Rent Review Board. These policy options are not subject to Costa Hawkins, meaning all renting households may take advantage of them, including those occupying single-family residences and residences built after 1995.

Just Cause Eviction Ordinances set legal guidelines under which a landlord is expected to demonstrate just cause to terminate a tenancy. While allowing for some leniency in extenuating circumstances, proponents argue these ordinances provide additional legal tools for renters to protect their tenancy.

These ordinances can be implemented in one of two ways. A city may set up a board to review claims of wrongful termination of tenancy, which hears both parties’ cases and then rules on whether the eviction is for ‘just cause’. Other cities have enacted a more passive system, whereby the ordinance acts as a legal tool that tenants might utilize in Court to defend themselves against landlords.

It is important to note that in both instances a city does not ultimately control the eviction process, the Court system does. A city cannot grant or deny an order for eviction. A property owner must go to the County Court in order to seek unlawful detainer to actually evict a tenant, and a city would need to expend resources to contest an eviction. A case study on the City of Glendale's Just Cause Eviction Ordinance is provided as Attachment 4.

Rent Mediation Services establish a process for resolving tenant/landlord disputes over rental issues, proposed evictions, as well as other housing services. The City currently contracts with the HRC to provide a venue for tenants and landlords to engage in open dialogue with an unbiased third party. Both the decision to take part in and agree to any resolution remains a voluntary choice on the part of both parties.

Due to the fact that this voluntary mediation process can be easily bypassed by property owners, multiple cities have enacted ordinances to strengthen these mediation services and compel property owners to participate if requested by tenants. Cities use the threat of adverse publicity for recalcitrant property owners to encourage a greater number of property owners comply with the mediation process. A case study on the City of Campbell's Rent Increase Dispute Resolution Program is provided as Attachment 5.

Rent Review Boards are comprised of volunteer members appointed to review and mediate rental disputes between tenants and landlords. Boards/Committees are typically composed of an equal number of renters and owners, with a homeowner acting as a tiebreaking vote. Under these programs, renters submit complaint forms to the board along with supporting evidence and information such as rental history, details about the unit, and maintenance. Owners are then sent a copy of the form, and both parties are sent a letter requesting their attendance at a meeting of the Board.

The Board/Committee deliberates and delivers a verdict on the complaint, though adherence to this ruling is typically voluntary. Similar to Rent Mediation Services, some cities have enacted policies where the City Council will publicly identify intransigent property owners, as a means to encourage the property owner to participate in and comply with the Rent Review Board process, rather than ignoring requests to participate. A case study on the City of Alameda's Rent Review Advisory Committee is provided as Attachment 6.

Public Input Received at March 20, 2017 Community Meeting on Renters' Concerns

On March 20, 2017, the Ad Hoc Committee held a Community Meeting on Renters' Concerns. Over 76 individuals attended this community meeting, with 12 individuals submitting comment and 15 individuals submitting questions on the issues. Representatives from the HRC, the California Apartment Association (CAA), the Apartment Association of Greater Los Angeles (AAGLA), the Pasadena Foothill Association of Realtors (PFAR), and the Foothill Apartment Association (FAA)³ also attended and/or made comment at the event. A summary of the

³ City staff corresponded with and requested the participation of the South Pasadena Tenants Union, an advocacy group claiming to represent the interests of local tenants. The South Pasadena Tenants Union chose not to participate in the proceedings.

comments provided is shown in Figure 8 below. See Attachment 7 for further information on the specific comments received.

Figure 8: Comments Received at March 20, 2017 Community Meeting on Renters' Concerns	
Type of Comment	Comments Received
In Support of Rent Stabilization	4
Against Rent Stabilization	6
Indeterminable	2

In addition, staff cataloged the comments and communications from residents, property owners and other stakeholders on the issue from December 2016 through present in order to better understand the specific concerns of residents. A summary of this information is provided in Figure 9 below. See Attachment 8 for further detail, including the means of communication and a summary of the message received.

Figure 9: Summary of Communications with Public on South Pasadena Rental Housing, December 2016 to May 2017	
Type of Comment	Comments Received
In Support of Rent Stabilization	14
Concerned about Potential Displacements due to Rent Increases	11
Concerned about Potential Mistreatment by Property Owner	9
Concerned about Potential Eviction	7
Opposed to Rent Stabilization	6
Concerned about Maintenance of Rental Properties by Owners	4
Concerned about Rental Property Owners' Ability to Make Adequate Rate of Return	3
Concerned about Housing Rights Center's ability to deal with Issues	3
In Favor of Affordable Housing Programs	3

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Update on Council Ad Hoc Rent Stabilization Committee

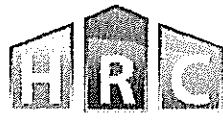
June 7, 2017

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Attachments:

1. Housing Rights Center Fiscal Year 2016-17 Mid-Year Program Report
2. Questions and Responses Provided by City Council at December 7, 2016 Council Meeting
3. Case Study – City of West Hollywood, Rent Stabilization Program
4. Case Study – City of Glendale, Just Cause Eviction Ordinance
5. Case Study – City of Campbell, Rental Increase Dispute Resolution Program
6. Case Study – City of Alameda, Rent Review Advisory Committee
7. Comments Received at March 20, 2017 Community Meeting on Renters' Concerns
8. Communications with the Public on South Pasadena Rental Housing, December 2016 to May 2017

ATTACHMENT 1
Housing Rights Center Fiscal Year
2016-2017 Mid-Year Program Report



HOUSING RIGHTS CENTER

WORKING FOR JUSTICE AND EQUALITY IN HOUSING

May 22, 2017

Via E-Mail

City of South Pasadena
Attn: Lucy Demirjian
1414 Mission Street
South Pasadena, CA 91030

Dear Ms. Demirjian:

Please find attached the Housing Rights Center's Fiscal Year 16-17 Fair Housing Program **Mid-Year Program Report**. You will find:

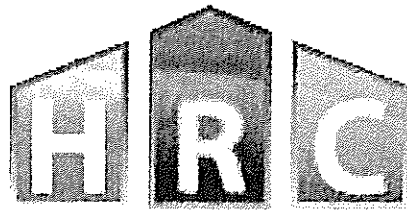
- Fair Housing Report (July 1, 2016 – December 31, 2016) (4 pages), and
- Outreach and Education Report (July 1, 2016 – December 31, 2016) (6 pages).

It's our pleasure to work with you and provide services for the residents of South Pasadena. Please contact me if you have any questions regarding the attached materials.

Sincerely,

Chancela Al-Mansour
Executive Director

Attachments



HOUSING RIGHTS CENTER

WORKING FOR JUSTICE AND EQUALITY IN HOUSING

FAIR HOUSING REPORT **City of South Pasadena**

July 1, 2016 – December 31, 2016

Housing Rights Center

3255 Wilshire Blvd., Suite 1150

Los Angeles, CA 90010

Phone: (213) 387-8400

Fax: (213) 381-8555

www.housingrightscenter.org

Background

In 2016, the City of South Pasadena contracted with the Housing Rights Center to provide fair housing services for its residents. The Housing Rights Center ("HRC") began its work to further fair housing choice in 1968. HRC's mission is to actively support and promote fair housing through education and advocacy, to the end that all persons have the opportunity to secure the housing they desire and can afford, without discrimination based on their race, color, religion, gender, sexual orientation, national origin, familial status, marital status, disability, ancestry, age, source of income, or other characteristics protected by law.

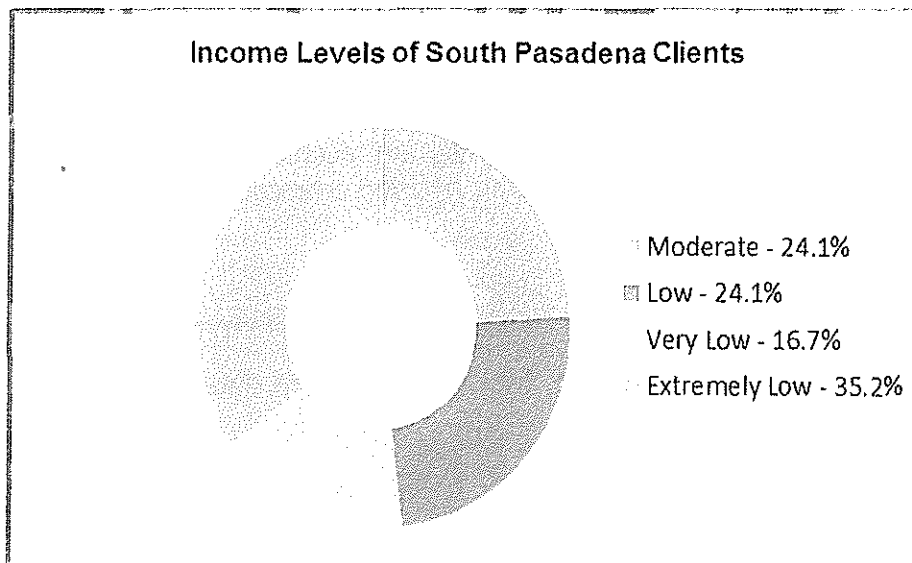
HRC works to ensure equal access to housing for residents of South Pasadena by providing discrimination complaint investigation, landlord/tenant counseling, outreach and education, legal services, and advocacy. The following report summarizes HRC's efforts in the City of South Pasadena for the period July 1, 2016 through and including December 31, 2016.

Summary of Client Services

During this reporting period, the Housing Rights Center provided general housing and discrimination services to 54 clients from the City of South Pasadena. Clients from South Pasadena who contacted HRC for assistance were asked to report their race and ethnicity. The majority (51.9%) were White, 29.6% characterized themselves as belonging to other race categories, and the remaining 18.5% reported themselves as American Indian/Alaskan Native and White, Asian, or Black/African American. Eleven (20.4%) reported their ethnicity as Hispanic/Latino.

	Total Served	Hispanic/Latino	Total Served	Hispanic/Latino
	Current Report Period		Annual	
American Indian/Alaskan Native & White	1	0	1	0
Asian	7	0	7	0
Black/African American	2	0	2	0
White	28	1	28	1
Other	16	10	16	10

According to self-reported client data, the highest number of South Pasadena residents who sought assistance from HRC stated that they were of extremely low income (19), followed by low income (13), moderate income (13), and very low income (9).



Client data also showed that 6 (11.1%) of South Pasadena clients stated they had a disability, one was a female head of household, 6 (11.1%) were seniors, and one received a government housing subsidy. Furthermore, 44 (81.5%) of these clients stated they were in-place tenants, 4 (7.4%) were rental home-seekers, and the balance consisted of landlords, Realtors, or other classifications.

Housing Discrimination Intake and Investigation

Of the 54 South Pasadena residents assisted by HRC, 4 reported incidents of, or sought information regarding, housing discrimination, of which 2 were allegations of discrimination based on mental disability, 1 on physical disability, and 1 on race. HRC opened a full investigation into one of these complaints, and ultimately referred the matter to the California Department of Fair Employment and Housing for further investigation.

Landlord/Tenant Counseling

While the 50 general landlord/tenant inquiries received by HRC addressed a wide variety of concerns, the most prevalent were rent increases (16), substandard conditions and repairs (11), and notices (6). HRC's housing counselors resolved 30 (60.0%) of the 50 landlord/tenant inquiries received, and provided appropriate referrals for the balance.

Outreach and Education

The Housing Rights Center provided the City of South Pasadena and its surrounding communities with a diverse fair housing outreach and education program during the re-

porting period. Please see the attached *Outreach and Education Report* for a non-exclusive list of highlighted outreach and education services provided by HRC to further fair housing. This summary does not take into full account the impact of HRC's *regional* outreach and education activities, many of which are accessible to South Pasadena residents, nor does it fully account for HRC's fair housing advocacy efforts on the state and national levels.

To the best of my knowledge and belief, the statements and data in this report are true and correct.

Signature:  Date: May 22, 2017

Name/Title: Chancela Al-Mansour, Executive Director

Phone Number: 213.387.8400 Ext. 1111



HOUSING RIGHTS CENTER

WORKING FOR JUSTICE AND EQUITY IN HOUSING

Outreach and Education Report

City of South Pasadena - Outreach Report

July 2016 - December 2016

Date	Event Type	Title	Attendance	Literature Distributed	Summary
	Agency Contact	December 2016 Project Place	232	232	Yazmin Guzman, Director of Media, Outreach, & Education, emailed the December 2016 edition of Project Place to 232 community and social service providers throughout the Los Angeles and Ventura Counties. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Agency Contacts	July 2016 Project Place	231	231	Yazmin Guzman, Director of Media, Outreach, & Education, emailed the July 2016 edition of Project Place to 231 community and social service providers throughout the Los Angeles and Ventura Counties. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Agency Contacts	Fair Housing Presentation for City Staff	1		Yazmin Guzman, Director of Media, Outreach & Education, contacted HRC's contract monitors via email inviting them to participate in a fair housing presentation conducted by HRC regarding the federal and state fair housing laws, landlord-tenant rights, and HRC's services and programs.
	Agency Contacts	August 2016 Project Place	231	231	Yazmin Guzman, Director of Media, Outreach, & Education, emailed the August 2016 edition of Project Place to 231 community and social service providers throughout the Los Angeles and Ventura Counties. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Agency Contacts	September 2016 Project Place	231	231	Yazmin Guzman, Director of Media, Outreach, & Education, emailed the September 2016 edition of Project Place to 231 community and social service providers throughout the Los Angeles and Ventura Counties. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Agency Contacts	October 2016 Project Place	232	232	Yazmin Guzman, Director of Media, Outreach, & Education, emailed the October 2016 edition of Project Place to 232 community and social service providers throughout the Los Angeles and Ventura Counties. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.

11/1/2016	Agency Contacts	November 2016 Project Place	232	232	Yazmin Guzman, Director of Media, Outreach, & Education, emailed the November 2016 edition of Project Place to 232 community and social service providers throughout the Los Angeles and Ventura Counties. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
11/1/2016	Agency Meetings	Meeting with HUD Assistant Secretary of FH			Chancela Al-Mansour, Executive Director, met with HUD Assistant Secretary of Fair Housing, Carlos Velasquez, to obtain information about the Assessment of Fair Housing Studies and reports that jurisdictions receiving federal funds will have to submit in the near future.
11/1/2016	Literature Distribution	HRC General Postcard	35	35	Julia Kohatsu, Director of Investigations, distributed thirty-five (35) postcards in the City of South Pasadena for the purpose of sharing information about fair housing, and the programs and services HRC provides to the public free of charge.
11/31/2016	Literature Distribution	South Pasadena Fair Housing Brochures	4	125	Yazmin Guzman, Director of Media, Outreach, and Education, distributed fair housing brochures to four (4) agencies in the City of South Pasadena for the purpose of raising awareness of the fair housing laws, and HRC's services and programs. Agencies contacted included: South Pasadena Public Library, City of South Pasadena - Community Services Department, City of South Pasadena - City Clerk's Division, and City of South Pasadena Assistant to the City Manager. Literature distributed: HRC Services Flyer (E/S-125) Total literature distributed: One-hundred twenty-five (125)
8/31/2016	Media - Other	HRC Website Hits	17,603		From August 1 to August 31, 2016 HRC's website, www.housingrightscenter.org, received 17,603 visits. HRC's website has several important features including an interactive page where visitors can e-mail a landlord-tenant or discrimination question to HRC staff, obtain information about HRC's upcoming workshops and events, and learn about common forms of housing discrimination. All visitors accessing the website can search for fair housing organizations across the country, as well as obtain a copy of Project Place, a free monthly listing of rental properties and low-income housing.
9/30/2016	Media - Other	HRC Website Hits	14,895		From September 1 to September 30, 2016 HRC's website, www.housingrightscenter.org, received 14,895 visits. HRC's website has several important features including an interactive page where visitors can e-mail a landlord-tenant or discrimination question to HRC staff, obtain information about HRC's upcoming workshops and events, and learn about common forms of housing discrimination. All visitors accessing the website can search for fair housing organizations across the country, as well as obtain a copy of Project Place, a free monthly listing of rental properties and low-income housing.

10/1/2016	Media - Other	HRC Website Hits	15,159		From October 1 to October 31, 2016 HRC's website, www.housingrightscenter.org, received 15,159 visits. HRC's website has several important features including an interactive page where visitors can e-mail a landlord-tenant or discrimination question to HRC staff, obtain information about HRC's upcoming workshops and events, and learn about common forms of housing discrimination. All visitors accessing the website can search for fair housing organizations across the country, as well as obtain a copy of Project Place, a free monthly listing of rental properties and low-income housing.
10/1/2016	Media - Other	Univision News Interview			Univision featured an interview with Yazmin Guzman, Director of Media, Outreach, and Education. The interview provided viewers with information about service and emotional support animals as well as an overview of HRC's programs and services.
10/14/2016	Media - Other	Twitter Fair Housing Updates		1	Yazmin Guzman, Director of Media, Outreach, & Education, updated the Housing Rights Center's public Twitter page to include information about HRC's upcoming South Pasadena Housing Rights Workshop. The post includes the date, time and location of the workshop.
10/14/2016	Media - Other	Twitter Fair Housing Updates		1	Yazmin Guzman, Director of Media, Outreach, & Education, updated the Housing Rights Center's public Twitter page to include information about HRC's upcoming South Pasadena Housing Rights Workshop. The post includes the date, time and location of the workshop.
10/14/2016	Media - Other	Twitter Fair Housing Updates		1	Yazmin Guzman, Director of Media, Outreach, & Education, updated the Housing Rights Center's public Twitter page to include information about racial discrimination and its presence in social media.
10/14/2016	Media - Other	Facebook Fair Housing Updates		1	Yazmin Guzman, Director of Media, Outreach, & Education, updated the Housing Rights Center's public Facebook page to include information about racial discrimination and its presence in social media.
10/22/2016	Media - Other	Twitter Fair Housing Updates		1	Yazmin Guzman, Director of Media, Outreach, & Education, updated the Housing Rights Center's public Twitter page to include a link to an article about racial discrimination found in OneWest Bank's lending practices.
10/22/2016	Media - Other	Twitter Fair Housing Updates		1	Yazmin Guzman, Director of Media, Outreach, & Education, updated the Housing Rights Center's public Twitter page to include a poll which engages the community in answering questions about Fair Housing Laws.
10/22/2016	Media - Other	Fair Housing Updates	3057	3057	Yazmin Guzman, Director of Media, Outreach, and education, distributed an announcement to HRC newsletter subscribers asking for support in continuing our fair housing efforts. The email included information regarding fair housing, and the programs and services HRC provides to the public free of charge.
10/22/2016	Media - Other	Facebook Fair Housing Updates		1	Yazmin Guzman, Director of Media, Outreach, and education, updated the Housing Rights Center's public Facebook page to include information about supporting HRC in continuing our fair housing efforts. The post included a link to the HRC website.

11/01/2016	Media - Other	HRC Website Hits	14713		From November 1 to November 30, 2016 HRC's website, www.housingrightscenter.org, received 14,713 visits. HRC's website has several important features including an interactive page where visitors can e-mail a landlord-tenant or discrimination question to HRC staff, obtain information about HRC's upcoming workshops and events, and learn about common forms of housing discrimination. All visitors accessing the website can search for fair housing organizations across the country, as well as obtain a copy of Project Place, a free monthly listing of rental properties and low-income housing.
12/01/2016	Media - Other	HRC Website Hits	13,289		From December 1 to December 31, 2016 HRC's website, www.housingrightscenter.org, received 13,289 visits. HRC's website has several important features including an interactive page where visitors can e-mail a landlord-tenant or discrimination question to HRC staff, obtain information about HRC's upcoming workshops and events, and learn about common forms of housing discrimination. All visitors accessing the website can search for fair housing organizations across the country, as well as obtain a copy of Project Place, a free monthly listing of rental properties and low-income housing.
11/04/2016	Media - Press Releases	South Pasadena Housing Rights Workshop	1	1	Yazmin Guzman, Director of Media, Outreach, & Education, submitted a press release to the Pasadena Review that serves the City of South Pasadena for the purpose of announcing HRC's upcoming South Pasadena Housing Rights Workshop. The workshop will be held on November 4, 2016 from 5:00pm-7:00pm at the South Pasadena Public Library.
11/29/2016	Media - Press Releases	HRC Partners with Local City Agencies to Provide Information About Service and Support Animals	117	117	Yazmin Guzman, Director of Media, Outreach, & Education, submitted a press release to 117 major LA and Ventura County news outlets for the purpose of announcing a recent series of presentations HRC participated in to provide valuable information about service and assistance animals.
12/01/2016	Media - Public Service Announcement	HRC Services and Programs	41	123	Francis Ramos, Outreach Coordinator, submitted a public service announcement (PSA) in English and Spanish to forty-one (41) cities throughout the Los Angeles and Ventura Counties for the purpose of raising awareness of HRC's free programs and services. Total literature distributed: One-hundred and twenty-three (123).
11/01/2016	Media - Public Service Announcement	Fair Housing Laws	41	123	Francis Ramos, Outreach Coordinator, submitted a public service announcement (PSA) in English and Spanish to forty-one (41) cities throughout the Los Angeles and Ventura Counties. The PSA includes information on the fair housing laws and common forms of housing discrimination. Total literature distributed: One-hundred and twenty-three (123).
11/04/2016	Media - Public Service Announcements	South Pasadena Housing Rights Workshop	1	1	Yazmin Guzman, Director of Media, Outreach, & Education, submitted a public service announcement (PSA) in English to the City of South Pasadena's public access television station. The PSA announces HRC's upcoming South Pasadena Housing Rights Workshop scheduled for November 4, 2016 from 5pm to 7pm at the South Pasadena Public Library.

	Other	July 2016 Project Place			Leona Rollins, Director of Counseling, created the July 2016 edition of Project Place. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Other	September 2016 Project Place			Yazmin Guzman, Director of Media, Outreach, and Education, created the September 2016 edition of Project Place. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Other	October 2016 Project Place			Yazmin Guzman, Director of Media, Outreach, and Education, created the October 2016 edition of Project Place. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Other	November 2016 Project Place			Yazmin Guzman, Director of Media, Outreach, and Education, created the November 2016 edition of Project Place. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Other	HRC Partners with Local City Agencies to Provide Information About Service and Support Animals		1	Yazmin Guzman, Director of Media, Outreach, & Education created a press release announcing the Housing Rights Center's participation in a series of workshops geared towards providing renters with information about pets in rental housing. The press release includes information about the HRC's role in presenting attendees with valuable information regarding service and assistance animals in housing.
	Other	December 2016 Project Place			Yazmin Guzman, Director of Media, Outreach, and Education, created the December 2016 edition of Project Place. Project Place is a monthly rental listing gathered from various classified and rental property sources and made available upon request, free of charge to the public.
	Workshops for the Community	South Pasadena Housing Rights Workshop	28	252	Yazmin Guzman, Director of Media, Outreach, & Education, conducted a Housing Rights Workshop for landlords and tenants in the City of South Pasadena at the South Pasadena Public Library. The presentation included an overview of the Housing Rights Center and its programs and services, the federal and state fair housing laws, common forms of housing discrimination, protected characteristics, and unlawful practices. Ms. Guzman was also available to answer questions pertaining to housing discrimination and landlord-tenant rights and responsibilities. Twenty-nine (29) people attended the workshop. Literature distributed included: What is Fair Housing (E-28), Familial Status (E-28), Disability (E-28), Unlawful Detainer (E-28), HRC Services flyer (E/S-28), FH101 flyer (E-28), Most Commonly Asked Questions Flyer (E-28), Familial Status Flyer (E/S-28), and Service Animal Flyer (E/S-28). Total literature distributed: Two-hundred and fifty-two (252).

Total Contacts:	67085
Total Literature	5232

Event Name	Event Description
Community Meetings	These are meetings that are generally attended by staff and volunteers of city departments, community and social service groups, and other non-profits. The meetings provide the opportunity for social service groups, city staff, and nonprofit agencies to network and share information about special events, projects, and available programs and services.
Fair Housing Outreach	Distribution of fair housing material for the purpose of raising awareness of the fair housing laws, and HRC's services and programs. These communications can also be used to promote upcoming HRC workshops and activities.
Workshops for the Community	These workshops are conducted for tenants and community members. These workshops include an overview of the Housing Rights Center and its programs and services, the federal and state fair housing laws, common forms of housing discrimination, protected characteristics, and unlawful practices. HRC Staff are available to answer questions pertaining to housing discrimination and landlord-tenant rights and responsibilities.

ATTACHMENT 2
Questions and Responses Provided by
City Council on December 7, 2016 Council Meeting



CITY OF SOUTH PASADENA
MANAGEMENT SERVICES DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: (626) 403-7210 • FAX: (626) 403-7211
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Questions posed at the December 7, 2016 City Council Meeting for the Council Ad Hoc Committee on Rent Stabilization and their responses:

1. What is the impact of adopting rent control in South Pasadena, when no other cities in the region have rent control?

With the exception of Los Angeles, none of the communities surrounding South Pasadena have implemented a form of rent control. Due to the constraints of the Costa Hawkins Rental Housing Act, should Council decide to implement a rent control policy, it is estimated that between 3,876 and 4,462 housing units would be subject to any proposed ordinance. This means that as many as 1,933 households, almost one third of the City's 5,809 renting households, would not be able to take advantage of rent stabilization policies.

2. During this most recent election, what were some of the factors that contributed to some northern California cities enacting rent control while others did not?

The recent wave of rent-control proposals in some northern California cities came from ballot measure proposals within those communities. Residents of the Cities of Richmond and Mountain View passed local ballot measures which generated rent control programs. Other bay area municipalities such as San Mateo, Alameda, and Burlingame voted down similar proposals.

3. Noting that rent control applies to properties constructed prior to 1994; does rent control pose an obstacle to the property owner to make investments to improve and maintain the property?

Staff undertook a comprehensive analysis of scholarly works to determine what issues that might be caused by the implementation of a rent control program. Issues of property investment and maintenance were a concern for multiple authors. Of those consulted, there were indications that rent control programs could cause an under-investment in property maintenance and improvement.

4. What criteria are used to increase rent? Are there jurisdictions that tie rent increases to the rate of appreciation for the property?

Under California's Costa Hawkins Rental Housing Act (Costa Hawkins), there are a specific set of rules which dictate rent increases under a rent control ordinance. A housing unit establishes an initial rent under the Act, which typically is the going market rate for the community. Rent can then be increased once a year while the unit

has a tenant, and is limited to a maximum percentage dictated by the local ordinance. However, Property owners have the opportunity to seek a larger adjustment to protect a reasonable rate of return. Rental property owners may also establish a new initial rental rate when a tenant moves out of the unit.

5. What are the costs to establish and implement rent control? How would the City recover the cost to establish and implement rent control?

The costs to establish and implement rent control typically vary based off of the size of the community, scope of the program, and the number of units that qualify for the rent stabilization program. Certain programs which employ an active enforcement/administration of their ordinance's requirements will face higher costs than those which rely on passive, complaint-based enforcement systems.

Typically, the majority of programmatic costs can be recovered by a fee on property owners (though the incidence of this fee is often passed on to tenants). The size of this fee varies depending on the same factors dictating the cost of the program.

6. What alternatives to rent control exist? How well are these alternatives perceived to work?

City staff has observed two popular alternatives amongst California cities, though their purpose and outcomes vary from a rent control program. They are Just Cause Eviction Ordinances and Rent Mediation Services.

While allowing for some leniency in extenuating circumstances, proponents argue these ordinances provide additional legal tool for renters to protect their tenancy. It is important to note that should the City of South Pasadena enact a Just Cause Eviction Ordinance, it would not ultimately control the eviction process, the Court system would. A city cannot grant or deny an order for eviction, but could create systems to monitor evictions within city limits.

Rent Mediation Services establish a process for resolving tenant/landlord disputes over rental issues, proposed evictions, as well as other housing services. Typically contracted out to a third party, such as a non-profit housing group, mediation provides a venue for tenants and landlords to engage in a discussion when certain criteria are met. While these services can be available to a greater number of households than a Rent Stabilization program, they typically do not require any specific outcome and any resolution remains a voluntary choice on the part of the parties in mediation.

7. What is the best way to obtain input from tenants, property owners, industry experts, and other stakeholders?

Staff undertook a number of methods to obtain input from tenants, property owners, industry advocates, and other stakeholders in the compilation of its report. The California Apartment's Association, South Pasadena Tenant's Union, Housing Rights Center were invited to present at a public meeting on rental housing issues. Citizens that have expressed interest in the subject were continuously informed about local meetings and opportunities to voice their opinions.

8. Should there be formally designated property owner and tenant representatives?

Several municipalities throughout California have instituted a local rent review board as part of their rent control programs, often composed of equal parts landlords and tenants.

9. What is the pattern of rental vacancy in South Pasadena and how does that compare to neighboring jurisdictions?

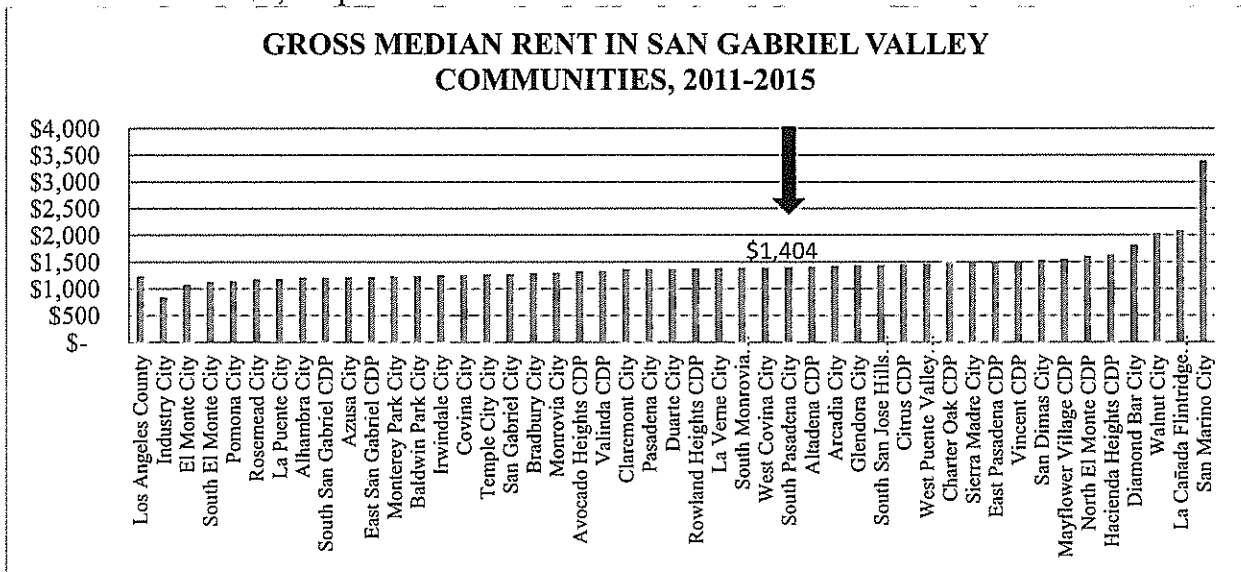
Listed below is a table of the annual average rental vacancy from 2010 to 2015 for South Pasadena and the surrounding communities. Also listed are the average percentages for each community over this period, and the average margin of error for these calculations.

	2010	2011	2012	2013	2014	2015	Average	Margin of Error
S. Pasadena	2.00	2.60	1.50	2.30	2.00	2.30	2.12	1.7
Los Angeles	4.40	4.60	4.80	4.70	4.30	3.80	4.43	0.2
Alhambra	3.90	4.60	4.70	3.80	2.50	2.00	3.58	1.1
Pasadena	12.10	12.10	11.00	11.00	10.50	9.80	11.08	1.5
San Marino	0	0	4.10	1.40	3.00	4.20	2.12	7.2

Source: American Community Survey 5-Year Estimates Table DP04- Selected Housing Characteristics

10. How does rent in South Pasadena compare to comparable cities in the region?

Analyses of rental conditions within South Pasadena have shown that conditions are relatively consistent with neighboring cities. As seen in the chart below, while the City does have a more expensive rental market in comparison to some neighboring communities, the gross median rent in South Pasadena is in line with that of the wider San Gabriel Valley, and not significantly higher than the Los Angeles County Median Rent of \$1,231 per month.



11. How do other jurisdictions address a new property owner purchasing a rental property, noting that property taxes and mortgage expenses will be significantly higher?

Under Costa Hawkins, cities in California can regulate the rate of rent increase. However, the property owner sets the “initial rent” for tenants. This “initial rent” may be set at the market rate for a given community, unless the terms of leases with current tenants preclude the setting of this “initial rent” at the market rate.

Costa Hawkins also requires cities to allow the “initial rent” of a rent stabilized unit to be adjusted if the property owner can demonstrate the need for a larger adjustment to protect a reasonable rate of return. Thus, a new property owner has recourse to petition a city for a larger rent increase on current tenants of rent stabilized units in order to cover the costs of property taxes and mortgage expenses.

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ATTACHMENT 3
**Case Study – City of West Hollywood,
Rent Stabilization Program**

Case Study – City of West Hollywood, Rent Stabilization Program

CITY OF WEST HOLLYWOOD	
Location:	Los Angeles County
Population:	35,332
Square Mileage:	1.887
Median Income:	\$56,317
Renter Occupied Units:	17,643
Rental Units in Program:	16,832
Staffing Level:	7 Full-time Equivalent Employees
Program Expenses:	\$1,406,405 Estimated
Program Revenues:	\$1,855,000 in Fiscal Year 2016-17

Sources: American Community Survey 5-Year Estimates 2011-2015; City of West Hollywood Rent Stabilization and Housing 2015 Annual Report

The City of West Hollywood enacted their Rent Stabilization Ordinance on June 27, 1985. A complaint based system administered by the Division of Rent Stabilization and Housing, the Ordinance currently regulates residential rent levels, requires housing services provided with the unit to be maintained, ensures that specific maintenance standards must be met, and protects tenants from certain types of eviction and harassment by landlords.

Under the program, the Rent Stabilization Division administers the Maximum Allowable Rent (MAR) for rent-stabilized units in the City. The MAR limits how much a landlord may charge for rent and when rent may be raised. Rent stabilized units may have their rents raised once per year by the amount of the General Adjustment after giving proper notice to their tenants. The General Adjustment in rent is based on 75% of the Consumer Price Index for the area. These adjustments must be announced by July 1st each year to cover September 1st through August 31st for the following year. In most cases, a landlord loses the right to take the increase, if s/he does not charge it to the tenant during the year it is in effect.

The Rent Stabilization Division is comprised of seven full time staff members who administer housing programs and policies including: customer service, by phone, email, and at the counter; a quarterly newsletter; and substantial education and outreach for residents and property owners. The division has a budget of \$1.5 million, largely recovered through annual registration fees. Additionally, the City's in-house legal team provides mediation services for tenant/landlord disputes. The current registration fees of \$120 are charged to the owners of rent controlled units in the City of West Hollywood on an annual basis. Owners are allowed to charge 50% of the fee to their renters to alleviate the impact.

ATTACHMENT 4
Case Study – City of Glendale,
Just Cause Eviction Ordinance

Case Study – City of Glendale, Just Cause Eviction Ordinance

CITY OF GLENDALE	
Location:	Los Angeles County
Population:	196,984
Square Mileage:	30.58
Median Income:	\$52,574
Renter Occupied Units:	46,263
Rental Units in Program:	N/A
Staffing Level:	0 (Contracts with a Non-Profit for Service)
Program Expenses:	\$9,000 Annually
Program Revenues:	N/A

Sources: American Community Survey 5-Year Estimates 2011-2015; City of Glendale FY 2016-17 Budget; Email Correspondence with Staff

Established in 2002, the City’s Just Cause Eviction Ordinance outlines legal reasons for eviction and issues relating to the termination of a tenancy. As part of an ongoing discussion of affordable housing issues within the City, Glendale subsequently amended the original ordinance in 2003 and has revisited the ordinance on several occasions. As it is currently constructed, the Ordinance prevents landlords from recovering possession of a rental unit unless:

1. The tenant has failed to pay rent.
2. The tenant has violated a lawful obligation of the tenancy.
3. The tenant has damaged the rental unit or is a nuisance (drug dealing, gang activities, etc.)
4. The tenant is using the rental for illegal purposes.
5. The person in possession of the rental unit is a subtenant not approved by the landlord.
6. The tenant has refused the landlord reasonable access to the unit for the purposes of making repairs or improvements.
7. The landlord seeks to recover possession for occupancy by a resident manager, spouse, or family member.
8. The landlord seeks to remove possession of the unit from rental housing.
9. The landlord is required to recover possession to meet an agency’s order.
10. The landlord seeks to recover possession of the rental unit in order to comply with a contractual agreement of tenancy
11. The tenant has continued to smoke in a non-smoking unit or common area.

Additionally, the City of Glendale has mandated that landlords must provide relocation assistance to tenants under certain circumstances. Specified in subsections G, H, I or J of Section 9.30.030 of the Glendale Municipal Code, this assistance is provided when:

1. The landlord seeks in good faith to recover possession so as to demolish the rental unit, or to perform work on the building or buildings housing the rental unit or units
2. The landlord seeks in good faith to recover possession of the rental unit for use and occupancy by a resident manager or her or his immediate family, provided that no alternative vacant unit is available for occupancy.
3. The landlord seeks in good faith to recover possession to permanently remove the unit from the rental market.
4. The landlord seeks in good faith to recover possession to comply with a government agency's order to vacate, or any other order that necessitates the vacating of the building.

The relocation fee is two times the amount of the current fair market rent as established by HUD for a rental unit of similar size, plus an additional \$1,000. Glendale also has a contract with the Housing Right's Center to help connect tenants believed to be improperly evicted with legal resources.

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ATTACHMENT 5
Case Study – City of Campbell,
Rental Increase Dispute Resolution

Case Study – City of Campbell, Rental Increase Dispute Resolution Program

CITY OF CAMPBELL	
Location:	Santa Clara County
Population:	40,688
Square Mileage:	5.886
Median Income:	\$96,906
Renter Occupied Units:	7,752
Rental Units in Program:	Approximately 4,900
Staffing Level:	0 (Contract with a Non-Profit for Service)
Program Expenses:	\$55,000 in Fiscal Year 2016-17
Program Revenues:	N/A

Sources: American Community Survey 5-Year Estimates 2011-2015; Email Correspondence with City of Campbell Staff; City of Campbell Budget, Fiscal Year 2016-17

Established in 1998, the City of Campbell’s Rental Increase Dispute Resolution Ordinance establishes a process for resolution of tenant/landlord disputes. The City, acting through Project Sentinel (the contract housing services provider), provides information, counseling, conciliation, and mediation services to residents and owners of rental properties.

The purpose of the Rental Increase Dispute Resolution Ordinance is to permit landlords a fair and reasonable return on the value of their property while protecting tenants from excessive and unreasonable rent increases. The ordinance establishes a process for the resolution of tenant/landlord disputes concerning rent, housing services, or proposed evictions. Under the ordinance, landlords must provide a 60-day written notice of the amount of a rent increase to tenants if the rent increase is 10 percent or higher.

Under the Rent Mediation Program, Campbell renters and rental property owners of four or more units are required to make a good faith effort to resolve the dispute.¹ However, if a resolution cannot be reached, a resident may request a petition from the Mediation Program to be filed no later than 15 days after the effective date of the rent increase. The property owner is contacted to begin negotiations of the dispute.

The dispute resolution process consists of three phases: conciliation, mediation, and fact finding. Conciliation is an intervention in the dispute utilizing telephones and mail. If an agreement is not reached mediation is scheduled, in which both parties meet with a professional mediator. If an agreement is still not reached, parties may request a meeting with a fact finding committee; consisting of two renters, two property owners, and a fifth member who is a non-renter or property owner. Determinations made by this committee are non-binding unless accepted by both parties.

¹ Service reductions may be considered rent increases if the service is significantly reduced without a corresponding reduction in the rent.

Participation in the program is mandatory, but the outcome is advisory. Property owners are compelled to attend the petition process through the municipal code. Section 6.09.100 states that in the event that the property owner or his or her designee fails to appear at mediation, the rent increase that is the subject of the petition shall be unenforceable until such time as the property owner or his or her designee schedules and appears for mediation.

In Fiscal Year 2015-16, Project Sentinel received 260 referrals. Of those, 80 cases were opened for counseling and conciliation services. Of those 80 cases, 40 application packets were issued to tenants regarding mandatory mediation services. According to Project Sentinel staff, in multiple instances tenants chose not to move forward with mediation for various reasons or the issue resolved themselves outside of the mediation process. However, two cases completed mediation, and three cases went through fact finding.

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ATTACHMENT 6
Case Study – City of Alameda,
Rent Review Advisory Committee

Case Study – City of Alameda, Rent Review Advisory Committee

CITY OF ALAMEDA	
Location:	Alameda County
Population:	73,812
Square Mileage:	22.960
Median Income:	\$79,312
Renter Occupied Units:	16,240
Rental Units in Program:	All Rental Units may participate to differing extents
Staffing Level:	Five member committee, two support staff, contract with ECHO Housing (non-profit housing group)
Program Expenses:	\$1,639,000 ¹
Program Revenues:	\$1,639,000 ¹

Sources: American Community Survey 5-Year Estimates 2011-2015; Email Correspondence with City of Alameda Staff; City of Alameda Budget, Fiscal Year 2016-17

The City of Alameda’s Rent Review Advisory Committee (Committee) reviews complaints of significant rental increases, providing a neutral forum for renters and residential property owners to present their views. It evaluates increases, determines whether they are equitable, and, if not, attempts to mediate a resolution acceptable to all parties. The Committee meets monthly.

The Committee was formed by motion of the City Council in November 1979 upon the recommendation of the Ad Hoc Rent Evaluation Committee. The Ad Hoc Committee was formed in response to citizens’ complaints to the City Council regarding substantial rental increases. It is comprised of five volunteer members: two owners, two renters, and one homeowner. They are appointed for indeterminate terms by the Mayor with confirmation by the City Council.

On September 1, 2015, the City Council adopted two ordinances pertaining to rent increases and adding the Committee to the Municipal Code.

To request review and mediation, the renter fills out a Rental Increase Complaint (RIC) form for submission to the Committee. The front of the RIC asks for a history of the rents, a description of the size of the unit and amenities of the building; the reverse side is for complaints regarding maintenance. The owner is sent a copy of the form and a letter requesting attendance at the next meeting. The renter also receives written notice of the meeting. The Committee's process is voluntary; however, attendance by the property owner is expected to enable the Committee to carry out its role as established by the City Council. Failure to participate in the meeting can result in referral to the Council and adverse publicity for the owner.

¹ Figure is a projection for the fiscal year 2016-2017.

Staffing for the Committee is provided by the Housing and Community Development Department of the Housing Authority. Two staff members expend a portion of their time to answer questions from the public regarding rental increases, send out complaint forms, take minutes at meetings, and draft letters as requested by the Committee. Some of the rising concerns in Alameda are related to no cause evictions and increase on utilities as opposed to rent. Staff refers all owner/renter inquiries, not related to rental increases, to ECHO Fair Housing, a non-profit agency that provides unbiased advice and mediation services to renters and owners on their rights and responsibilities.

Effective March 31, 2016, the City Council of the City of Alameda passed Ordinance 3148 which implemented a rent stabilization program. For more than a year, community members had reported to the Committee, Council, and the press on the increases of rent within the City and continued terminations without cause. This spurred the eventual passage of the Ordinance in spite of the presence of other successful alternative programs.

Under the Ordinance, multi-family rental properties built prior to February 1995 cannot increase rent more than once in a 12 month period. While there are no caps on rent increases, those which exceed 5% are required to submit a notice with the Program Administrator of the City's Housing Authority. For units built prior to February 1995, the Committee will review and deliver a decision on this rental increase which is legally binding. For all other units, decisions are non-binding. Tenants who receive rental increases below the 5% threshold may still request a review by the Committee, though again these decisions are non-binding.

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ATTACHMENT 7
Comments Received at March 20, 2017
Community Meeting on Renters' Concerns



CITY OF SOUTH PASADENA

MANAGEMENT SERVICES DEPARTMENT
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Listed below are a list of individuals and summation of their public comments received at a March 20, 2017 Community Meeting on Renters' Concerns. A recording of the full comments are archived by the City Clerk's Office.

Name	Comment/Question from Meeting
Beverly Kenworthy	Representative of the California Apartment Association (CAA), who spoke out against rent stabilization. Stated that the CAA is in favor of mediation services and educational outreach to local tenants and property owners. Stated she would be willing to assist the City of South Pasadena to research and draft proposal to strengthen the City's current rent mediation program.
Fred Sutton	Representative of the Apartment Association of Greater Los Angeles (AAGLA), who spoke out against rent stabilization. Stated that AAGLA is in favor of mediation services and educational outreach to local tenants and property owners.
Laura Olhasso	Representative of the Pasadena Foothill Association of Realtors (PFAR), who spoke out against rent stabilization. Stated that PFAR is in favor of mediation services and educational outreach to local tenants and property owners.
Ted Shaw	Asked how many employees will it take to enact and enforce a rent-stabilization policy? City Manager Gonzalez responded that it depended on the size and scope of the program that could be enacted by the City of South Pasadena.
Emilia Lomeli	Commented on work with City of Los Angeles to help develop affordable housing. Asked if the City could speak on the benefits of affordable housing.
Mr. Whiticer	Long time resident spoke on the increased costs of rental units over his time living in the City. Resident's unit cost around \$100 forty years ago and now was being leased for over \$1,000.
Ellen Daegle	Renter in South Pasadena for many years, now an owner of housing units and a local business. Spoke on South Pasadena housing costs being at a median level relative to the surrounding communities. Feels as if some of the concerns surrounding rent stabilization are making it much more difficult for landlords to keep their renters, and upkeep their properties. Expressed that property owners cared about their tenants.

Suzie Abajian	<p>Asked what can cities do to mitigate the lack of affordable housing being developed? Also asked if the reduced mobility within a rental market due to rent stabilization was contained within the city or within the broader community? Commented that high student loans carried by young individuals could limit individual's ability to rent or own housing.</p> <p>Mr. Gonzalez responded that the elimination of redevelopment has limited the City, and commented on the current lack of incentives for developers to encourage affordable housing particularly when they are seeking a strong return on investment.</p>
James Cheng	<p>Commented that developers can't afford to develop affordable housing as it isn't cost effective. Believed limiting a return of investment can cause individuals to under invest in properties</p>
Frances Clinton	<p>Homeowner and landlord in South Pasadena. Commented on the high property taxes resident is currently paying relative to those who purchased property a number of years ago. As such resident feels that she has to rent out her property in order to afford her property. Expressed opposition to rent stabilization programs and concerns of renter's potential limitability to remove renters from properties. Asked if a landlord can deem a property non-smoking?</p> <p>Housing Rights Center representative responded to the residents' concerns about the ability to remove renters deemed a 'nuisance'.</p>
Wendy Snow	<p>Local resident and renter commented that the landlord of her apartment cost has raised rent 10% annually over the past two years. Asked what limitations exist to prevent these rent increases.</p>
Pat Pandolski	<p>Resident of South Pasadena who expressed that he has raised rent once in his time as a landlord. Offered his time to help Council on the issue of rent stabilization and affordability in general.</p>
Deborah Lutz Deborah Lutz (cont.)	<p>Homeowner in South Pasadena and property manager within the City. Commented on a specific property which was not being up kept, and the market forces which will limit property owners ability to raise rent and maintain properties. Spoke in opposition of rent stabilization.</p>
Jonathan Sherck	<p>Works for a non-profit and has two daughters who live with their mother in the South Pasadena community. Commented on the discussion that had taken place over the course of the evening. Noted the human element that must be considered with these issues.</p>
Fred Michelson Jr.	<p>Long time South Pasadena resident and landlord. Voiced that he had raised rent in concern of the rent stabilization issue.</p>

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ATTACHMENT 8
Communications with the Public on
South Pasadena Rental Housing,
December 2016 to May 2017



CITY OF SOUTH PASADENA
MANAGEMENT SERVICES DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
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Listed below are a number of breakdowns on the communications City Staff have received from the public from December 2016 to May 2017. Staff received a total of forty-one pieces of communication from the public over this period.

Method of Contact:	Number	Percentage
Email	19	46%
Phone	15	37%
In-person	5	12%
Letter	2	5%

Affiliations:		
Resident:	12	30%
Tenant:	12	30%
Realtor:	2	5%
Property Owner:	1	3%
Business Owner:	1	3%
No comment:	13	33%

In Favor of Rent Stabilization:		
Yes:	14	35%
No:	6	15%
Did not Comment:	21	53%

Voiced Concerns About:		
Potential Displacements Due to Rent Increase	11	28%
Potential Mistreatment by Property Owner	9	23%
Potential Evictions	7	18%
Maintenance Issue on Property	4	10%
Property Owners Rate of Return	3	8%
HRC ability to Adequately Deal with Property Owners	3	8%
Affordable Housing Programs	3	8%

City Staff also compiled a log of the comments made over this period, which is listed below.

Name	Date	Purpose
Samantha D.	10/2/2016	Tenant expressing concerns over 46% rent increase at apartment complex. In favor of rent stabilization.
Glenda C.	10/7/2016	Resident in favor of rent stabilization. Expressed concerns over the rising costs of rents every year within the community.
Grace J.	10/27/2016	Resident in favor of rent stabilization
Suelika C.	10/27/2016	Resident in favor of rent stabilization
Yongming M.	10/27/2016	Resident in favor of rent stabilization
Alejandro G. and Erika R.	10/28/2016	Resident in favor of rent stabilization
Mrs. H.	10/29/2016	Resident in favor of rent stabilization
Jun M.	10/30/2016	Resident in favor of rent stabilization
Suzanne M.	10/31/2016	Business owner in favor of rent stabilization
Pete K.	11/4/2016	Realtor opposed to rent stabilization
Alisa D.	11/4/2016	Resident in favor of rent stabilization
Rozanna B.	11/5/2016	Tenant in favor of rent stabilization
Ayaka N.	11/7/2016	Resident in favor of rent stabilization
Sirin H.	11/12/2016	Resident opposed to rent increases
Rebecca S.	11/29/2016	Resident who has issues with landlord. Rent increasing by \$300/mo, after \$25 increment increases every 6 months.
Kelly M.	12/5/2016	Desired to be placed on mail distribution list
Richard R.	12/5/2016	Involvement in problem solving, potential as Rent Review Board member
Idelle S.	12/12/2016	Long term resident concerned she will be displaced as her rent has increased by 50% (or \$600/mo).
Elizabeth N.	1/16/2017	Wishes to be involved with the rent stabilization discussion.
Emilia L.	2/2/2017	Interested in being involved in rent stabilization discussion.
Anonymous	2/16/2017	Anonymous caller says a meeting is scheduled Sunday, 2/19, to discuss termite problems and tenting of property. She and fellow tenants have concerns about property owner making changes to complex, impacts to residents, and potential costs. Provided contact info for her to have a representative get in contact with me for future discussion.

John S.	2/16/2017	Sent letter, dated 2/14/17, regarding tenants of a specific apartment complex. Requested callback to discuss issues and address concerns.
John S.	2/21/2017	Called in response to the letter dated 2/14/17. Staff informed John S. that they spoke with a resident of the apartment complex, listened to concerns, and provided the tenant Housing Rights Center (HRC) contact information. Requested that John S. forward contact info and designate official point of contact for City to engage with as processes moved forward.
Sarah H.	3/7/2017	Provided information on upcoming 3/20 meeting. Staff informed her that Pasadena Foothill Association of Realtors intends to participate in the discussion. Individual is in contact with multiple local property owners who are concerned on the issue, and will forward any information provided.
Mitch S.	3/8/2017	Staff provided information on State laws regarding notice of rent increases. Recommended Mitch S. speak with HRC to understand his rights and responsibilities regard termination of lease, as he is considering terminating his lease early due to potential rent increase.
Edward R.	3/10/2017	Inquired about how to issue letter to Ad-Hoc Committee. Stated that he is against rent stabilization.
Andrew R.	3/20/2017	Stated he is a property owner opposed to rent stabilization. Expressed favor of affordable housing subsidy program.
Patrick G.	3/23/2017	Long time resident of South Pasadena. Provided information on how to access recording from 3/20/17 meeting.
Amy E.	3/23/2017	Long-time resident of South Pasadena, who resides in a single-family residence. Says her landlord notified her that he will be raising rent soon, to a point that will be burdensome on her. Provided information for Housing Rights Center
Alex O.	3/24/2017	Stated that a friend of his recently received an eviction notice, and asked Alex O. to assist in understanding his rights. Forwarded info to HRC staff for follow-up
Gracie M.	3/27/2017	Stated that she received a 60-day eviction notice, and asked for assistance in understanding her rights and having someone deal with landlord for her. Forwarded info to HRC staff for follow-up

Anonymous	3/29/2017	Stated to staff that they had their rent increased recently, and wished to submit comment to Ad-Hoc Committee. Individual was provided contact information, and recommended that they submit within the next week if desiring to submit prior to the Ad-Hoc Committee drafting their report. Individual also stated that they were interested in speaking with HRC, but wished to remain anonymous. Provided the HRC contact info and recommended they contact them directly.
Andrew B.	4/3/2017	Opposed to rent stabilization. In favor of "smart, density appropriate development" and "more affordable and workforce housing (seniors included)".
William D.	4/3/2017	Called on behalf of a friend living in a rental unit, Kim S. Says he will have her contact us as soon as possible.
Leshanti K.	4/5/2017	Stated that her landlord is raising her rent for the second time in six months, and believes that she is the only tenant receiving this rent increase. In discussing with City Staff, she requested counseling services from HRC.
William D. and Kim S.	4/7/2017	Spoke with Mr. D via phone, and then again in person. Staff forwarded both of their contact information to HRC, and informed them that they intend to stop by the HRC's Pasadena office today.
Gracie M.	4/7/2017	Followed up on a voice mail to Mayor regarding her concerns on potential eviction. She requested that we follow up with HRC to provide her with additional information on process and when she should expect to receive responses/updates from them.
Leshanti K.	4/10/2017	Spoke with Ms. K., who says that she received voice mail from HRC staff member who failed to leave phone extension, email and name. Forwarded message to HRC staff, requesting a second call to Leshanti.

Andrew B.	4/12/2017	Stated that he received a 60-day eviction notice as well as an updated tenant agreement with a rent increase. Mr. B. believes that his landlord is attempting to coerce him into accepting the rent increase or be forced to vacate, and would like to understand his rights as tenant. From there, he believes he will likely request to receive mediation services. Staff forwarded on to HRC staff. Mr. B. also stated that someone told him that the City enacted rent control. Staff explained that City Council is studying the issue, it is a slow process, and he is welcome to provide input into it if he wishes.
Marina P.	4/17/2017	Individual has issues with current property owner. Says that owner is failing to maintain property, plumbing, stove, and storage spaces. Says she received rent increase notice 20 days prior to increase, as opposed to required 30 day notice. Issues with noise from gate installed outside of unit.
Mary Ann J.	5/8/2017	Said she is in favor of rent control, and lack of it in the City is negatively impacting her. Discussed issue with landlord, whom she believes is attempting to “[create] a constructed eviction for exercising my protected rights for peace and quiet as a tenant”. Says he raised her rent \$100 in May 2017, and has now notified her that rent will be increased another \$200.