



Additional Documents Distributed for the Regular City Council Meeting September 19, 2018

Item No.	Agenda Item Description	Distributor	Document
4	Councilmember Communications	Marina Khubesrian, M.D.	PowerPoint, Parks & Recreation Commission
4	Councilmember Communications	Michael A. Cacciotti	PowerPoint, Various Photos
8	Prepaid Warrants, General City Warrants, and Payroll	Craig Koehler, Finance Director	Memo to Council
11	Adoption of a Resolution Amending the Master Schedule of Fees for Service to Remove Incorrect References to Water and Sewer Rates	Marc Donohue, Chief City Clerk	Memo to Council
11	Adoption of a Resolution Amending the Master Schedule of Fees for Service to Remove Incorrect References to Water and Sewer Rates	Werner Hintzen, South Pasadena Resident	Email to Council
11	Adoption of a Resolution Amending the Master Schedule of Fees for Service to Remove Incorrect References to Water and Sewer Rates	Werner Hintzen, South Pasadena Resident	Letter to Council
23	Review of Fiscal Impact Report Relating to the Utility Users Tax Repeal Initiative Measure, Pursuant to Elections Code Section 9212, and Approval of a Draft Implementation Plan	Stephanie DeWolfe, City Manager	PowerPoint, Staff Presentation
24	Approval of the Fiscal Year 2018-19 Water Conservation Rebate Program and Authorization of a Budget Amendment for Water Conservation Capital Improvement Projects	Kristine Courdy, Public Works Operations Manager	PowerPoint, Staff Presentation
26	Receive and File Report on the Progress of Meeting the Goals of the Library Operations Study	Steve Fjeldsted, Director of Library, Arts, and Culture	PowerPoint, Staff Presentation



KHUBESRIAN
Additional Material
AGENDA ITEM # 4
9/19/18 City Council Mtg.

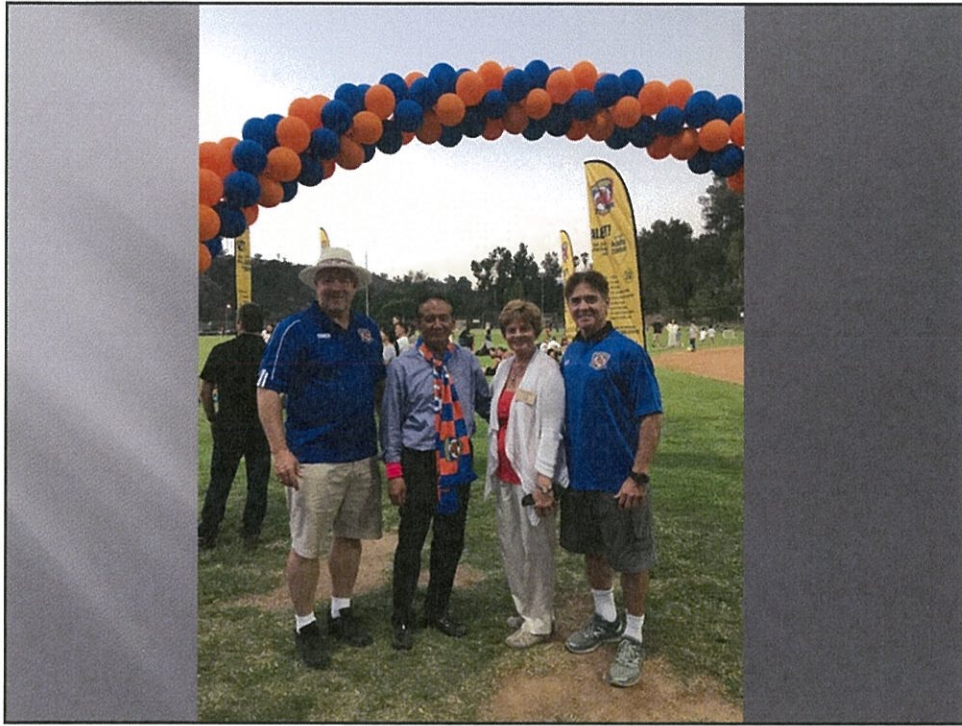
CC: Council; CM; CA; CCC; REFERENCE BINDER; ORIGINAL TO 9/19/18 ADDL DOCS



CC: MAC; REFERENCE BINDER; CCL; ORIG TO 9/19/18 ADDLDOCS

CACCIOTTI
Additional Material
AGENDA ITEM # 4
9/19/18 City Council Mtg.







Memo

Date: September 19, 2018

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager *[Signature]*

From: Craig Koehler, Finance Director *[Signature]*

Re: September 19, City Council Meeting Item No. 8 Additional Document – Approval of Prepaid Warrants & Wire Transfers and Warrant Summary

Attached is an additional document which provides a revised Fiscal Impact for the Approval of the Prepaid Warrants and Wire Transfers in the amount of \$1,574,234.28, General City Warrants in the amount of \$429,205.87, and Payroll in the Amount of \$3,423,036.98, that fixes two typos:

1. Page 1, Fiscal Impact, line 4; originally read:

Payroll 08-10-18	\$ 408,093.76
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The above has been revised to read:

Payroll 08-10-18	\$ 626,650.67
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2. Page 1, Fiscal Impact, line 5; originally read:

Payroll 08-24-18	\$ 416,040.08
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The above has been revised to read:

Payroll 08-10-18	\$ 792,946.16
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Additional Material
 AGENDA ITEM # 8
 9/19/18 City Council Mtg.

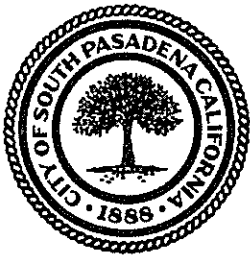
CC: Council; CM; CA; CCC; FIN; REFERENCE BINDER; ORIG TO 9/19/18 ADDL DOCS

In additional to the corrections, attached is a City of South Pasadena Demand/Warrant Registers Recap by fund to follow.

CC: Council, CA; CCC; Reference Binder; Original to 9/15/18 Additional Documents

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Additional Material
AGENDA ITEM # 8
9/19/18 City Council Mtg.



City Council Agenda Report

ITEM NO. _____

DATE: September 19, 2018

FROM: Stephanie DeWolfe, City Manager

PREPARED BY: Craig Koehler, Finance Director *[Signature]*

SUBJECT: **Approval of Prepaid Warrants & Wire Transfers in the Amount of \$1,574,234.28, General City Warrants in the Amount of \$429,205.87 and Payroll in the Amount of \$1,419,596.83**

Recommendation Action

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

Fiscal Impact

Prepaid Warrants:		
Warrant # 203931 – 204217		\$ 1,574,234.28
General City Warrants:		
Warrant # 204218 – 204289		\$ 429,205.87
Payroll 08-10-18		\$ 626,650.67
Payroll 08-24-18		\$ 792,946.16
Wire Transfers		\$ -
RSA:		
Prepaid Warrants		\$ -
General City Warrants		\$ -
Total		<u>\$ 3,423,036.98</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.

Approval of Warrants
September 19, 2018
Page 2 of 2

Attachments:


1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 08-10-18 and Payroll 08-24-18

**City of South Pasadena
Demand/Warrant Register
Recap by fund**

Fund No.	Date 09.19.18 Amounts			
	Prepaid	Written	Payroll	
General Fund	101	473,252.79	305,819.88	618,557.19
Insurance Fund	103	31,918.00		
Street Improvement Program	104	235,315.92	19,485.00	
Facilities & Equip.Cap. Fund	105	35,551.35	58,916.81	
Local Transit Return "A"	205	1,597.81		16,584.27
Local Transit Return "C"	207	2,104.18	1,730.17	12,944.93
TEA/Metro	208			
Sewer Fund	210	199.12	14.96	26,063.52
CTC Traffic Improvement	211			
Street Lighting Fund	215	34,789.92	29.90	12,333.15
Public,Education & Govt Fund	217			
Clean Air Act Fund	218			
Business Improvement Tax	220	1,500.00	199.00	
Gold Line Mitigation Fund	223			
Mission Meridian Public Garage	226		804.13	
Housing Authority Fund	228			
State Gas Tax	230	8,859.64	112.24	32,992.86
County Park Bond Fund	232	132.34		
Measure R	233		16,074.00	
MSRC Grant Fund	238			
Bike & Pedestrian Paths	245			
BTA Grants	248			
Golden Streets Grant	249			
Capital Growth Fund	255			
CDBG	260	4,195.80	2,521.80	
Asset Forfeiture	270			
Police Grants - State	272			
Homeland Security Grant	274			
Park Impact Fees	275			
HSIP Grant	277			
Arroyo Seco Golf Course	295			
Sewer Capital Projects Fund	310			
Water Fund	500	245,550.75	23,497.98	104,657.92
2016 Water Revenue Bonds Fund	505			
Public Financing Authority	550	457,984.01		
Payroll Clearing Fund	700	41,259.15		595,462.99
Wire Transfer - Various Funds				
Column Totals		1,574,210.78	429,205.87	1,419,596.83
City Report Totals			3,423,013.48	

Fund No.	Amounts			
	Prepaid	Written	Payroll	
RSA	227	23.50	-	-
Column Totals		23.50	-	-
RSA Report Totals			23.50	
Grand Report Total		1,574,234.28	429,205.87	1,419,596.83

Richard D. Schneider M.D., Mayor


Craig Koehler, Finance Director

Evelyn G. Zneimer, City Clerk



City of South Pasadena
Management Services
Department

Memo

Date: September 19, 2018

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager *SD*

From: Marc Donohue, Chief City Clerk *MD*

Re: September 19, 2018 City Council Meeting Item No. 11 Additional Document – Adoption of a Resolution Amending the Master Schedule of Fees for Service to Remove Incorrect References to Water and Sewer Rates

Minor edits were made to the proposed Resolution for Item No. 11. Enclosed is the revised Resolution.

CC: Council; CM; CA; CCC; CMO; REFERENCE BINDER; ORIG TO 9/19/2018 ADDL DOCS

Additional Material
AGENDA ITEM # 11
9/19/18 City Council Mtg.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
AMENDING THE MASTER SCHEDULE OF FEES FOR
SERVICE TO REMOVE INCORRECT REFERENCES
TO WATER AND SEWER RATES**

WHEREAS, on November 1, 2017, the City Council held a public hearing, completed the Proposition 218 majority protest procedure and adopted new water and sewer rates effective January 1, 2018, as set forth in Exhibit A attached to and incorporated by Resolution No. 7536 (water rates) and in Exhibit A attached to and incorporated by Resolution No. 7537; and

WHEREAS, Resolution No. 7536, expressly repealed Resolution 7331, which had set forth the previously established water rates on January 15, 2014; and

WHEREAS, Resolution No. 7537 expressly repealed Resolution No. 7047, which had set forth the previously established sewer rates on May 6, 2009; and

WHEREAS, Resolution No. 7552, which adopted the City's Master Schedule of Fees for Services effective July 1, 2018, incorrectly included a prior table of water and sewer rates reflecting the rates set on January 15, 2014, but did not repeal or replace Resolution No. 7536, which established current water rates, or Resolution No. 7537, which established current sewer rates, as required by Proposition 218; and

WHEREAS, restating the City's applicable water and sewer rates in the Master Schedule of Fees is not necessary, where these water and sewer fees are required to be set by a separate and specific procedure required by Proposition 218; and

WHEREAS, the City has applied the water fees approved pursuant to Resolution 7536 consistently since January 1, 2018; and

WHEREAS, the Master Schedule of Fees adopted pursuant to Resolution No. 7552 did not and could not repeal Resolution Nos. 7536 and 7537, and the incorrect water and sewer rates shown on the Master Schedule of Fees pursuant to Resolution No. 7552 are an administrative and clerical error which must be corrected for avoidance of doubt.

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

SECTION 1. The Master Schedule of Fees adopted by Resolution No. 7552 is corrected to delete all references to the water and sewer rates because current water rates are set separately by Resolution 7536 and current sewer rates are set separately by

Resolution 7537, pursuant to the Proposition 218 process; with Exhibit "A" corrected to delete references to water and sewer rates, Resolution No. 7552 remains in full effect.

SECTION 2. The action taken herein is declarative of existing law; this Resolution does not change the water rates set by Resolution No. 7536 or the sewer rates set by Resolution 7537, or the remaining fees set forth in Exhibit "A" (Master Schedule of Fees) of Resolution No. 7552.

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 19th day of September, 2018.

Richard D. Schneider, M.D., 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 19th day of September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

Desiree Jimenez

From: Werner Hintzen [REDACTED]
Sent: Monday, September 17, 2018 11:15 AM
To: CCO
Subject: RESOLUTION - Item 11 on Agenda for September 19, 2018

RE: Item 11 on City Council Agenda for September 19, 2018

Page 11-1, Discussion/Analysis, line 5 is incorrect, should read "reflecting the 2013 rates" **not** "rates reflecting the rates set on January 15, 2014"

Page 11-3

4th WHEREAS - Same error as above. City of South Pasadena City Council

5th WHEREAS- I believe this statement is self-serving by omission of additional considerations. Proposition 218 requirements pertain to maximum rates allowable. I do believe once a government entity has determined maximum rates, the government entity can adopt rates that are less than the maximum rates allowable. I do not believe the procedure to adopt reduced rates and subsequently increase rates to the maximum rates allowable is contained in Proposition 218.

6th "WHEREAS, the City has applied the water and sewer fees approved pursuant to Resolutions 7536 and 7537 consistently since January 1, 2018; and"

This statement is absolutely totally false. I believe if the council members would review prior emails or their water bills for the first six amounts of this year they would find this as sufficient proof that this statement is totally false. If you require additional proof, I will provide it.

I also find it almost impossible to believe that at least one person involved in the preparation of this proposed resolution was not aware of this totally false statement.

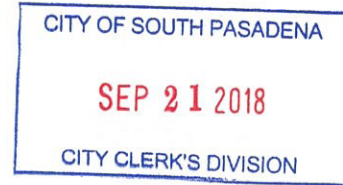
SECTION 1-Same as 5th WHEREAS

CC: Council; CM; LA; CCL; REFERENCE BINDER, ORIGINAL TO 9/19/18 ADDL DOCS

HINTZEN
Additional Material
AGENDA ITEM # 11
9/19/18 City Council Mtg.

South Pasadena, CA 91030-4150
September 21, 2018

Mayor Richard D. Schneider, MD ✓
Council Member Michael Cacciotti
Council Member Robert S. Joe
Council Member Maria Khubesrian, MD
Council Member Diana Mahmud
City Attorney Teresa L. Highsmith



City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

RE: Item 11 on City Council meeting of September 19, 2018

Comment on (Revised) "September 19, 2018, City Council Meeting Item No. 11 Additional Document- Adoption of a Resolution Amending the Master Schedule of Fees for Service to Remove Incorrect References to Water and Sewer Rates"

1. Fourth WHEREAS still contains the erroneous reference to "rates set on January 15, 2014" which I pointed out in my Email of September 19, 2018, with suggested corrected wording. I have included copies of my water bill showing the \$1.64 rate being used for the August – October 2013 period as proof of my statement. Resolution 7331 of January 2014, Schedule A also clearly indicates that that the \$1.64 rate was in effect prior to January 2014.
2. Fifth WHEREAS is incorrect (previously commented on) A correct wording could be :

WHEREAS, restating the City's applicable water and sewer rates in the Master Schedule of Fees is not necessary, where these current maximum water and sewer fees are determined by a separate and specific procedure required by Proposition 218: and

Yours truly,

Handwritten signature of Werner O. Hintzen in cursive.

Werner O. Hintzen

Encl: copy of water bill for period 08/05/2013-10/01/2013 of Werner Hintzen

CC: Council; CM; CA; CCC; CMO; FIN; ORIGINAL TO 9/19/2018 Addl Docs

Hintzen
Additional Material
AGENDA ITEM # 11
9/19/18 City Council Mtg.



UTILITY BILL
 City of South Pasadena
 Questions? Call Customer Service 1 (855) 518-4012
 Hours: M-F 7:30 am to 5:30 pm

Customer Number: [REDACTED]
 Account Number: [REDACTED]
 Due Date: 11/12/2013

Make payments locally at:
 1414 Mission St., South Pasadena, CA 91030
 Hours: M-Thur, 7:30 am - 5:00 pm
 Fridays, 7:30 am - 4:00 pm

To take full advantage of our online services, including online bill pay and bill history, we need to have your current contact information on file. Please call customer service at 1-855-518-4012, Monday - Friday, 7:30 a.m. - 5:30 p.m., to verify and update your contact information.

Summary of charges through 10/01/2013

Previous Balance:	\$534.24
Payments Received - THANK YOU:	\$-534.24
Past Due Balance - PAY IMMEDIATELY :	\$0.00
Adjustments:	\$-2.97
Current Billing - Past Due after 11/12/2013:	\$544.80
TOTAL AMOUNT DUE:	\$541.83

WERNER HINTZEN

Service Address: 1816 VIA DEL REY

Meter Read Type	Meter Number	Previous Meter Read	Current Meter Read	Days	Consumed in (CCF) 1 CCF = 748 Gallons	Consumed (Gallons)
AMR Read	6166145	08/05/2013 1521	10/01/2013 1610	57	89	66,572

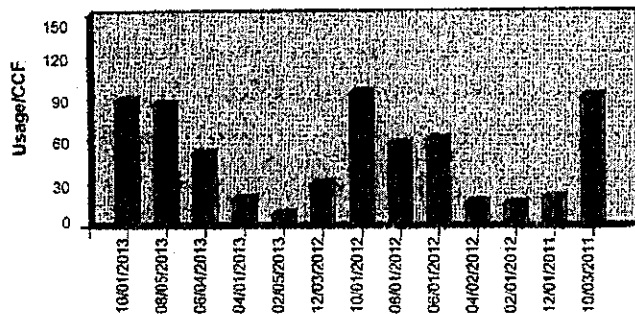
Water Consumption Charges Meter Size 1"

Description	Cost Per CCF	Use (CCF)	Current Charges
Water Consumption - Tier 1	1.64	20	\$32.80
Water Consumption - Tier 2	2.81	25	\$70.25
Water Consumption - Tier 3	4.53	44	\$199.32
Totals		89	\$302.37

Summary of Charges Meter Size 1"

Water Consumption	\$302.37
Tax Adjustment	\$-2.97
Water Basic Charge	\$92.32
Efficiency Fee	\$12.46
Rubbish Service	\$74.86
Yard Waste	\$6.76
Wastewater Discharge Fee	\$2.00
Utility Users Tax	\$30.54
Wastewater Basic Charge	\$23.69
Total Current Bill	\$541.83

Compare Your Water Usage



Compare your usage to other City of South Pasadena customers online at southpasadena.gwfathom.com



City of South Pasadena
 c/o Global Water Resources
 21410 N. 19th Ave., Ste. 201
 Phoenix, AZ 85027



Please return this portion with your payment.
 Please make checks payable to City of South Pasadena.
 Please include customer account number on check.

Customer - Account Number [REDACTED]
 Due Date 11/12/2013
AMOUNT DUE \$541.83

Enter **AMOUNT PAID** \$

A Late Fee of 5% will be applied if payment is received after the Due Date.

Pay online at southpasadena.gwfathom.com

SEND REMITTANCE TO:

CITY OF SOUTH PASADENA
 PO BOX 51159
 LOS ANGELES, CA 90051-5459



WERNER HINTZEN

SOUTH PASADENA CA 91030





Utility Users Tax Repeal Initiative

City of South Pasadena
September 2018

Cc: Council; CM; CA; ccc; Reference Binder; Only to 9/19/18 Addl Docs

*Item 23
9/19/2018*



What is a UUT?

- Utility Users Taxes are levied by local governments on the consumption of utility services.
- Services include electricity, gas, water, telecommunications, and cable television.
- Utilities to which the tax is applied vary.
- UUT rates range from 1 to 11% and Average between 8 to 10%.
- 154 cities and 4 counties in the California have UUTs.
- South Pasadena's tax has been in existence for over 30 years.

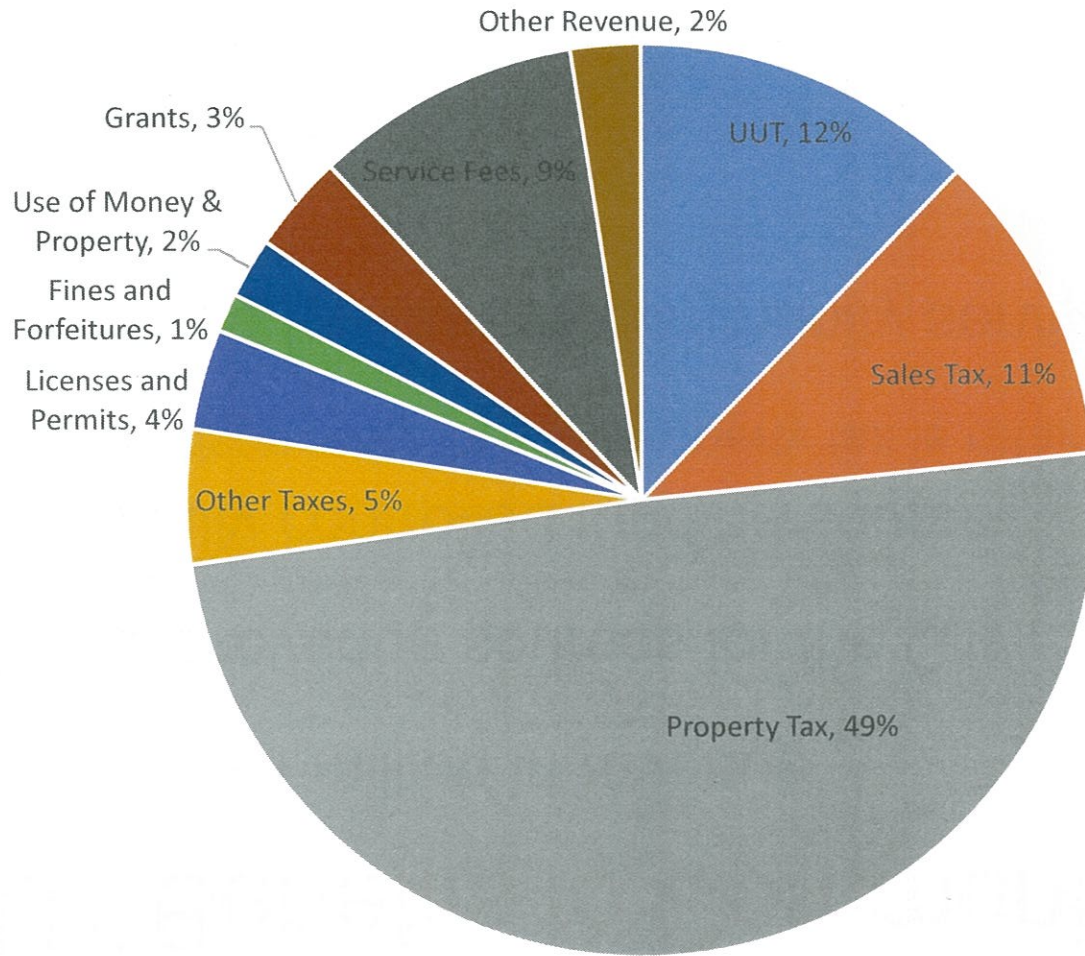


UUT Benefits to Community

- Provides \$3.4 million in revenue.
- 2nd largest revenue sources for the City
- 100% locally controlled funding source.
 - In comparison: only 24% of property tax is retained by City
- Can be used for various community services:
 - Police
 - Fire
 - Street and pothole repair
 - Senior programs
 - Recreation and parks
 - Library services
 - Code enforcement

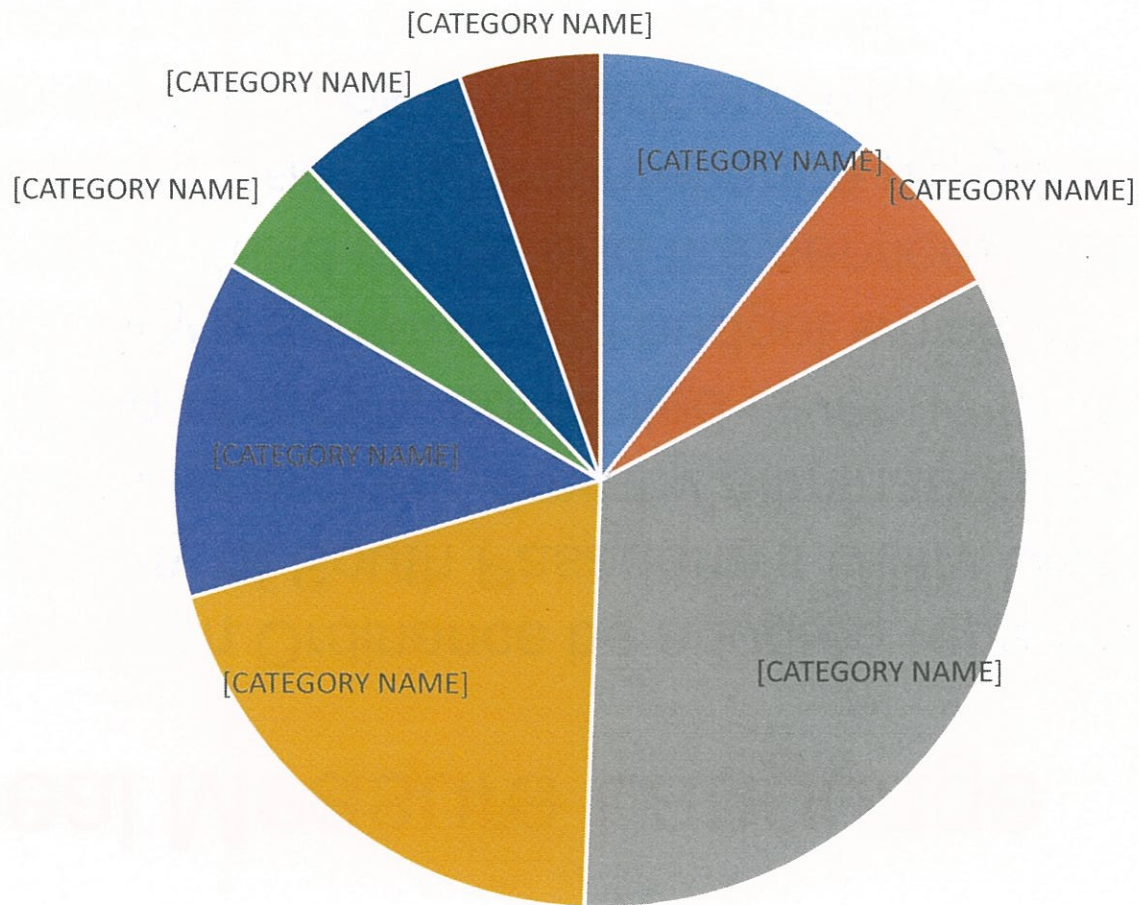


City Revenue Sources





General Fund Distribution



Note: does not include operations funded by enterprise funds, i.e. water, sewer



Repeal Measure Language

- “Shall an Ordinance be adopted repealing the City of South Pasadena's Utility Users Tax in its entirety, thereby eliminating \$3.4 million of locally controlled revenue from the City's general fund budget which is used to fund police and fire services, street improvement and maintenance programs, library services and park and recreation programs for youth and seniors?”



Repeal Measure

- **YES** vote would repeal the existing UUT tax, eliminating \$3.4 million from the City's budget.
- **NO** vote would allow the existing tax to continue to be collected at the current rate to support City services.





Potential Impacts to City

- Would require a \$3.4 Million cut to the City budget.
- Eliminate about 12% of City's General Fund.
- Would significantly impact City service levels.
- Would impact nearly all City departments.



Fiscal Impact Report

- Details the services, programs, positions that would be eliminated in the event the UUT is repealed.
- Report prepared in alignment with the priorities outlined by the residents in response to the community survey.
- Survey indicated residents preference on service cuts to reduce budget deficit in the following order:
 1. Eliminating community programs, activities, and special events
 2. Reduction in street maintenance and infrastructure repairs
 3. Reduction in Public Safety personnel



Fiscal Impact Report (July)

- Scenario 1 (S1)
 - Cut \$1 million+ from Community Services and Library
 - Personnel reductions
 - Reduced services
 - Revenue losses
 - Cut \$1 million from street improvement programs
 - Cut fire and police by \$1 million+
- Scenario 2 (S2)
 - No public safety cuts
 - Eliminate all Community Services departments
 - Reduce Library Services to 1 day a week



Fiscal Impact Report - S3

- Scenario 3 (S3)
 - Developed at the direction of Council
 - Reinstates some Library hours (close only one day per week)
 - Reinstates tree planting and maintenance
 - Reduces public works staff
 - Would further reduce public safety personnel
 - Would reduce staffing by 13% (16 FTEs)



UUT Impacts by Department

Recommended S1

Management Services

- Eliminate new public art funding.
- Eliminate City Council meeting video production.
- Reduce staff by 1 - reducing support for housing and transportation issues



UUT Impacts by Department

Recommended S1

Fire

- Reduce fire and paramedic staff below nationally recommended levels (from 6 to 5 per shift; from 4 to 3 per engine).
- Decrease City's ability to meet current EMS response model of 2 paramedics per engine.
- Significantly reduce CERT (Community Emergency Response Team) training.
- Reduce staff by 3 Firefight/Paramedics



UUT Impacts by Department

Recommended S1

Community Services

- Eliminate entire recreation division.
- Shut down after-school programs such as Camp Med and the Teen Center.
- Eliminate all special programming such as Concerts in the Park and Movie Nights.
- Eliminate Senior Center programming, except for senior lunch program and Dial-a-Ride (funded by Prop A and C)
- Reduce staff by 5 FT and 34 PT



UUT Impacts by Department

Recommended S1

Library

- Reduce weekly public library hours from 57 to 37.
- Full closure Sundays and Mondays.
- Reduced hours all other days.
- Eliminate special programs for children, author nights, film nights and more.
- Reduce book purchasing budget.
- Eliminate all planned capital improvements.
- Reduce staff by 3 and significantly reduce PT staff hours



UUT Impacts by Department

Alternate S3

Library

- Reduce weekly public library hours from 57 to 47 ~~37~~.
- Full closure Sundays ~~and Mondays~~.
- Reduced hours all other days.
- Eliminate special programs for children, author nights, film nights and more.
- Reduce book purchasing budget.
- Eliminate all planned capital improvements.
- Reduce staff by 3 and significantly reduce PT staff hours



UUT Impacts by Department

Recommended S1

Public Works

- Cut ongoing street repair and maintenance budget by \$1 million a year (over 70% reduction).
- Reduce or eliminate many City infrastructure improvement goals.
- Reduce mowing and trash pickup from City facilities and parks from weekly to bi-monthly.
- Reduce tree planting on City streets and parks.
- Delay tree-trimming cycles (6-7 years).



UUT Impacts by Department

Alternate S3

Public Works

- Cut ongoing street repair and maintenance budget by \$1 million a year (over 70% reduction).
- Reduce or eliminate many City infrastructure improvement goals.
- Reduce mowing and trash pickup from City facilities and parks from weekly to bi-monthly.
- ~~Reduce tree planting on City streets and parks.~~
- Delay tree-trimming cycles (6-7 years).
- Eliminate Deputy Public Works Director position (replace with part-time consultant)



UUT Impacts by Department

Recommended S1

Police

- Eliminate crossing guard contract for school sites.
- Eliminate School Resources Officer position.
- Eliminate a Captain position.
- Eliminate cadet program.
- Eliminate FAST air support assistance contract.
- Eliminate crime-prevention efforts such as women's self-defense courses.
- Reduce staff by 9



UUT Impacts by Department

Alternate S3

Police

- Eliminate crossing guard contract for school sites.
- Eliminate School Resources Officer position.
- Eliminate a Captain position.
- Eliminate cadet program.
- Eliminate FAST air support assistance contract.
- Eliminate crime-prevention efforts such as women's self-defense courses.
- Eliminate a (patrol) Officer position.
- Reduce staff by 9-10



Alternate Plan: Scenario 3

Scenario 3

Department	General Fund Budget	Proposed Reductions	Revenue Loss	Revised Budget
Community Services	\$ 1,427,027	\$ 1,343,622	\$ (688,000.00)	\$ 83,405
Public Works	\$ 3,549,141	\$ 955,000	*	\$ 2,594,141
Library	\$ 1,754,789	\$ 440,667	\$ -	\$ 1,314,122
Fire	\$ 5,278,250	\$ 555,000	\$ -	\$ 4,723,250
Police	\$ 8,815,924	\$ 781,000	\$ -	\$ 8,034,924
Management Services	\$ 2,811,211	\$ 75,000	\$ -	\$ 2,736,211
Finance	\$ 834,879	\$ -	\$ -	\$ 834,879
Planning & Building	\$ 1,225,953	\$ -	\$ -	\$ 1,225,953
Total:	\$ 25,697,174	\$ 4,150,289	\$ (688,000.00)	\$ 21,546,885
	Total After Revenue Loss	\$ 3,462,289		

* additional loss of local return funds (non-GF)

Note:

Finance and Planning must remain at current levels to provide legally mandated service.



Recommended Plan: Scenario 1

Department	General Fund Budget	Proposed Reductions	Revenue Loss	Revised Budget
Community Services	\$ 1,427,027	\$ 1,343,622	\$ (688,000)	\$ 83,405
Public Works	\$ 3,549,141	\$ 1,035,000	*	\$ 2,514,141
Library	\$ 1,754,789	\$ 475,667		\$ 1,279,122
Fire	\$ 5,278,250	\$ 555,000		\$ 4,723,250
Police	\$ 8,815,924	\$ 666,000		\$ 8,149,924
Management Services	\$ 2,811,211	\$ 75,000		\$ 2,736,211
Finance	\$ 834,879	\$ -		\$ 834,879
Planning & Building	\$ 1,225,953	\$ -		\$ 1,225,953
Total:	\$ 25,697,174	\$ 4,150,289	\$ (688,000)	\$ 21,546,885
	Total After Revenue Loss	\$ 3,462,289	* additional loss of local return funds (non-GF)	

Note:

Finance and Planning must remain at current levels to provide legally mandated service.



QUESTIONS?

www.southpasadenaca.gov/UUT

2018-19 FY WATER CONSERVATION PROGRAM

SEPTEMBER 19, 2018

City of South Pasadena

“Making Water Conservation a California Way of Life”

- Executive Order B-37-16 on May 9, 2016: “Making Water Conservation a California Way of Life”
- Executive Order B-40-17 on April 7, 2017: Terminated the Drought State of Emergency, but “Making Water Conservation a California Way of Life” to remain in effect
- Water Efficiency Fee = \$0.14 per unit of water billed to all water customers
- In 2017-18 FY City of South Pasadena cumulative calendar year water use reduction was 19%

Proposed 2018-19 FY Water Conservation Program

- 1) Water Conservation Rebates, Audits & Promotion
- 2) Water Conservation Capital Improvement Program

WATER CONSERVATION REBATES, AUDITS & PROMOTION

Water Conservation Rebates, Audits & Promotion Overview

Proposed 2018-19 FY Water Conservation Rebate Funding Compared to the Existing 2017-18 FY Water Conservation Rebate Funding

Items	2017-18 FY (Existing)	2018-19 FY (Proposed)	Difference
MWD Additional Rebate Funding – Residential	\$23,000	\$23,000	-
MWD Additional Rebate Funding – Commercial	\$17,000	\$17,000	-
City Residential Rebate Program	\$15,000	\$45,000	\$30,000
Turf Removal/Landscape Transformation Program – Residential ¹	\$25,000	\$0	(\$25,000)
City Commercial Rebate Program	\$25,000	\$20,000	(\$5,000)
Residential & Commercial Water Audits	\$25,000	\$20,000	(\$5,000)
Promoting Water Conservation/Other	\$20,000	\$25,000	\$5,000
TOTAL	\$150,000	\$150,000	-

Notes:

1) MWD Residential and Commercial Rebate Program both include \$1 per square foot (sf) of turf removal in their Landscape Transformation Program, therefore it has been moved from a City rebate program to MWD.

MWD WATER REBATES

MWD Residential Rebates

Items	MWD Incentive	City's Incentive	Total Customer Incentive
High Efficiency (HE) Clothes Washer	\$85	\$165	\$250
Premium HE Toilet (<1.1 GPF)	\$40	\$150	\$190
Rotating Nozzles	\$2	\$2	\$4
Weather Based Irrigation Controller (WBIC) ¹ – Less than one irrigated acre	\$80	\$100	\$180
WBIC – More than one irrigated acre	\$35 per station	\$15	\$50
Soil Moisture Sensor System (SMSS) – less than one irrigated acre	\$80	\$70	\$150
SMSS – One irrigated acre or larger	\$35 per station	\$15	\$50
Rain Barrel (max 2 per home) ²	\$35	\$0	\$35
Cistern (200-500 gallons)	\$250	\$0	\$250
Cistern (501-999 gallons)	\$300	\$0	\$300
Cistern (1,000+ gallons)	\$350	\$0	\$350
Turf Removal/Landscape Transformation (max 1,500 sf)	\$1 per sf	\$0	\$1 per sf
Residential Rebates: Total City Incentive Budget = \$23,000			

MWD Website: socialwatersmart.com

MWD Commercial Rebates

Items	MWD Incentive	City's Incentive	Total Customer Incentive
Commercial Premium HE Toilet	\$40	\$150	\$190
Multi-Family Premium HE Toilet (<1.1 GPF)	\$40	\$150	\$190
Turf Removal/Landscape Transformation (max 10,000 sf)	\$1 per sf	\$0	\$1 per sf
Commercial Rebates: Total City Incentive Budget = \$17,000			

MWD Website: socialwatersmart.com

CITY WATER REBATES

City's Residential Rebate Program

Residential Rebate Items	Proposed Rebate
Drought Tolerant/Native Landscaping Plants ¹ Trees (10 trees maximum) ²	\$250 \$600 \$50/tree
Drip Conversion	\$150
Showerheads (<2.5 GPM)	\$25
HE Toilets (1.28 GPF)	\$100
Impervious Surface Conversion (1,000 sf maximum) ²	\$2/sf
Notes:	
1) Proposing to increase the drought tolerate/native landscaping plants from \$250 to \$600 for the 2018-19 FY.	
2) New City Residential Rebate Program for the 2018-19 FY.	
City Residential Rebates: \$45,000	

City's Website: www.southpasadenaca.gov/waterconservation

City's Commercial Rebate Program

Commercial Rebate Items	Proposed Rebate
Drought Tolerant/Native Landscaping Plants	\$600
Trees (10 trees maximum) ¹	\$50/tree
Drip Conversion	\$150
HE Toilets (1.28 GPF)	\$100
Rotating Sprinkler Nozzle (>15)	\$2/each
Impervious Surface Conversion (1,000 sf maximum) ¹	\$2/sf
Notes: 1) New City Commercial Rebate Program for the 2018-19 FY.	
City Commercial Rebates: \$20,000	

City's Website: www.southpasadenaca.gov/waterconservation

New City Rebates for 2018-19 FY

- Under the City's Residential and Commercial Rebate Programs the following are new rebates now being offered:
 - Drought Tolerant/Native Trees
 - Impervious Surface Conversion

City's Website: www.southpasadenaca.gov/waterconservation

Drought Tolerant Native Trees



Coast Live Oak



California Bay Laurel



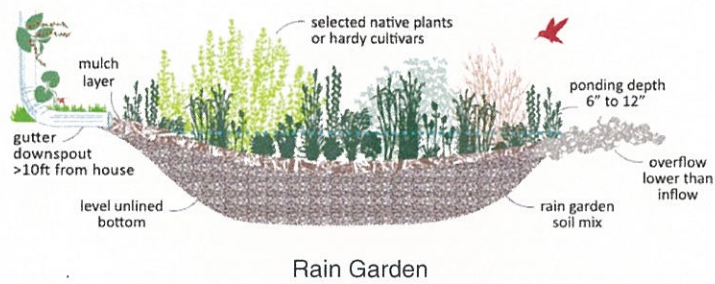
Catalina Ironwood

Impervious Surface Conversion

- To qualify for the Impervious Surface Conversion:
 1. Remove over 200 sf of impervious surface
 2. Till the subsurface so it is no longer compacted
 3. Replace it with a pervious surface
- Goals:
 - Replenish ground water basin
 - Increase storm water capture
 - Reduce water consumption through use of native plants

Examples of Pervious Surfaces

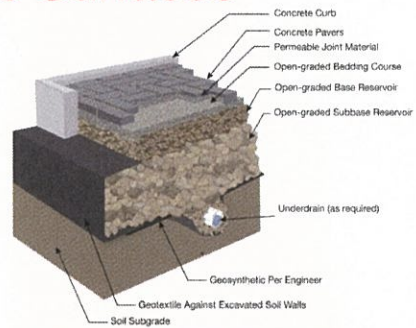
- Permeable Interlocking Concrete Pavers
- Pervious Pavement
- Rain Gardens
- Vegetation
- Swales



Examples of Pervious Surfaces



Swale with Vegetation



Permeable Interlocking Concrete Pavers

WATER CONSERVATION CAPITAL IMPROVEMENT PROJECTS

Water Conservation CIP Overview

- City Water Conservation Capital Improvement Projects
- Goals:
 - Replenish ground water basin
 - Increase storm water capture
 - Reduce water consumption through use of native plants

Project	2018-19 FY	2019-20 FY
Huntington and Fair Oaks Intersection Median Turf Removal & Landscape Transformation	\$50,000	-
City Hall Impervious Surface Removal and Drought Tolerant Landscaping Demonstration Project	\$15,000 (Design)	\$85,000 (Construction)
TOTAL	\$65,000	\$85,000

Median Landscape Transformation Project

- Huntington and Fair Oaks Intersection Proposed
- Water Conservation through Drip Irrigation, Native Plants and Trees



City Hall Impervious Surface Removal & Landscape Transformation Project

- Remove impervious concrete patio at City Hall entrance
- Use Native Plants/Trees & Permeable Interlocking Pavers



For More Information on Water Rebates:

- City of South Pasadena Environmental Programs:
 - Phone: (626) 403-7314
 - Email: h2orebates@southpasadenaca.gov
- City Website: www.southpasadenaca.gov/waterconservation
- MWD Website: socalwatersmart.com

MWD Residential Rebates - Updated

Items	MWD Incentive	City's Incentive	Total Customer Incentive
High Efficiency (HE) Clothes Washer	\$85	\$165	\$250
Premium HE Toilet (<1.1 GPF)	\$40	\$150	\$190
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Turf Removal/Landscape Transformation (max 1,500 sf)	\$1 per sf	\$1 per sf	\$2 per sf
Residential Rebates: Total City Incentive Budget = \$23,000			

MWD Website: socalwatersmart.com

South Pasadena Public Library Operations Study STATUS REPORT September 19, 2018

56 Recommendations



8 Categories

- Technology
- Materials
- Facilities
- Youth Services
- Operations
- Organizational Structure
- Finance
- Using Data

Technology

Completed

- ✓ Installed new fiber optic connection
- ✓ Improved Wi-Fi to high speed 1GB connection
- ✓ Installed self-checkout station
- ✓ Upgraded PCs to run current operating system
- ✓ Expanded the Library's social media presence
- ✓ Provided guest passes for Internet only users

In Progress

- Increase Internet PC workstations to one for every 1,000 residents
- Reinvent the Library's Website as a full-service eBranch
- Purchase/license a library services app
- Broaden the distribution of library programs using live streaming and other methods

South Pasadena Public Library Operations Study – Status Report – September 19, 2018

Additional Material
AGENDA ITEM # 26
9/19/18 City Council Mtg.

CC: Council; CM; CA; CCL; LIBRARY; REFERENCE BINDER; ORIG TO 9/19/18 ADDL DOCS

<h2 style="text-align: center;">Organizational Structure</h2> <div style="margin-bottom: 20px;"> <p style="text-align: center;">Completed</p> <ul style="list-style-type: none"> ✓ Assistant Director Hired </div> <div> <p style="text-align: center;">In Progress</p> <ul style="list-style-type: none"> <input type="checkbox"/> Hire Digital Services Librarian <input type="checkbox"/> Provide librarians and selected staff with the necessary tools to provide roving service <input type="checkbox"/> Stop providing reference services at a dedicated reference desk </div>	<h2 style="text-align: center;">Operations</h2> <div style="margin-bottom: 20px;"> <p style="text-align: center;">Completed</p> <ul style="list-style-type: none"> ✓ Library open Thursday nights ✓ Library has its own Facebook page and is active on social media ✓ Stopped repairing books </div> <div> <p style="text-align: center;">In Progress</p> <ul style="list-style-type: none"> <input type="checkbox"/> Order all materials with full processing and cataloging provided <input type="checkbox"/> Capture the contact information of those who attend programs </div>
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<h2 style="text-align: center;">Materials</h2> <div style="margin-bottom: 20px;"> <p style="text-align: center;">Completed</p> <ul style="list-style-type: none"> ✓ Increase the number of eBooks ✓ Increase digital resources to serve customers 24/7 ✓ Offer 50-60% of the audio (non-music) collection in digital format ✓ Reduce the number of books; refresh 6-8% of collection annually ✓ Integrate the reference collection into the general collection ✓ Reduce the number of print magazine subscriptions </div>	<h2 style="text-align: center;">Facilities</h2> <div style="margin-bottom: 20px;"> <p style="text-align: center;">Completed</p> <ul style="list-style-type: none"> ✓ Staff participated in a design charrette ✓ Solved the flooding problem ✓ Design for first floor remodel developed with interior design consultant </div> <div> <p style="text-align: center;">In Progress</p> <ul style="list-style-type: none"> <input type="checkbox"/> Consolidate public service desks to a single service point <input type="checkbox"/> Create display shelving for Friends of the Library Bookstore sale items <input type="checkbox"/> Install a large screen display monitor near the exit of the library </div>
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South Pasadena Public Library Operations Study – Status Report – September 19, 2018

Using Data

In Progress

- Send out account notices via email
- Gather outcome data for library programs

Youth Services

Completed

- ✓ Staff continually maintains its strong liaison with the local elementary, middle and high schools
- ✓ Library is offering more programs for teens

Finance

In Progress

- The Library Board of Trustees should explore creating a Library Foundation