



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

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

Wednesday, June 20, 2018, 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 Richard D. Schneider, M.D.

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

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: 2

B. Conference with Real Property Negotiators

CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to Government Code Section 54956.8:

Properties: 221 San Pascual Avenue, South Pasadena, CA 91030
(APN Nos. 5716-021-270; 5716-021-271; 5716-021-903; and 5716-021-904)

Agency Negotiators: City Manager Stephanie DeWolfe; City Attorney Teresa L. Highsmith

Negotiating Party: San Pascual Stables, LLC

Under Negotiation: Lease Agreement, Terms

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.

6/15/2018

Date


Natalie Haworth, CMC



**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 20, 2018, 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 Richard D. Schneider, M.D.

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

INVOCATION: Mayor Richard D. Schneider, M.D.
**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: Mayor Richard D. Schneider, M.D.

1. CLOSED SESSION ANNOUNCEMENTS: A Closed Session Agenda has been posted separately

PRESENTATIONS

- 2. Presentation by the Pasadena Humane Society on Available Animal Adoptions**
- 3. Introduction of Parking Control Officers Ivan Ayala, Patricia Diaz, and Anthony Fierro**
- 4. Presentation by Athens Services on Organic Waste and Recycling Program**
- 5. Merchant Minute**

COMMUNICATIONS

6. 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.

7. City Manager Communications

8. 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

9. Minutes of the City Council Meeting of June 6, 2018

Recommendation

Approve the minutes of the June 6, 2018 City Council Meeting.

10. Prepaid Warrants, General City Warrants, and Payroll

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 203073 through 203107 in the amount of \$98,667.06; General City Warrants Nos. 203108 through 203214 in the amount of \$379,604.17; Payroll dated June 15, 2018, in the amount of \$616,317.63.

11. Adoption of a Resolution Superseding Resolution No. 7548 on City Banking Accounts and Related Banking DocumentsRecommendation

Adopt a resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, superseding Resolution No. 7548 authorizing signatures on City bank accounts.”

12. Second Reading and Adoption of an Ordinance Reauthorizing the City’s Public Educational and Governmental (PEG) Access Support FeeRecommendation

Read by title only for second reading, waiving further reading, and adopt an ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, reauthorizing the City’s public, educational, and governmental (PEG) access support fee.”

13. Award of Contract to Catering Systems Incorporated in the Amount of \$95,815 for the Catered Senior Meal Program and Budget Amendment of \$11,510 from the General Fund for the Fiscal Year 2018-19, with the Option to Renew the Contract for an Additional Four YearsRecommendation

1. Award a contract for Senior Meal Program to Catering Systems Incorporated in the amount of \$95,815, to provide meals at the Senior Center and for home delivery. The contract will serve for a one-year period. Additionally, in accordance with the Community Development Block Grant guidelines, staff may automatically renew the contract up to four additional years (pending sufficient funds from CDBG), for a contract total of five-years, ending in 2023.
2. Approve a budget amendment increase of \$11,510, from the General Fund to the Program.

14. Authorize the First Contract Amendment with R C Foster Corporation to Rent a Temporary Wilson Reservoir Wellhead Treatment System in an Amount Not-to-Exceed \$372,000 for a Total Not-to-Exceed Contract Amount \$2,720,000Recommendation

Authorize the City Manager to execute the first contract amendment with R C Foster Corporation in an additional not-to-exceed amount of \$372,000, for providing temporary wellhead treatment system at the Wilson Reservoir while the permanent wellhead treatment equipment is being manufactured.

15. Approval of a Letter of Opposition to Senate Bill 828 Relating to Housing ElementsRecommendation

Approve a letter opposing Senate Bill 828 as amended on April 26, 2018 relating to Housing Elements.

16. Approval of Purchase Order with Info-Com Business Products in the Amount of \$39,238.42 for the Purchase of a Public Service Desk and Public Computer Workstation Furniture for the South Pasadena Public Library

Recommendation

Accept a proposal dated June 5, 2018 from Info-Com Business Products, authorizing staff to purchase a new public service desk and public computer workstation furniture for the South Pasadena Public Library in the amount of \$39,238.42, and reject all other proposals.

17. Authorize Expansion of Access Control Systems to Entire Civic Center Facilities from Security Design Systems in the Amount of \$44,167.10

Recommendation

1. Accept a proposal from Security Design Systems for purchase and installation of access control systems in the amount of \$44,167.10.
2. Authorize a sole source purchase pursuant to South Pasadena Municipal Code Sections 2.99-29 (11) (i) and (j).
3. Authorize the City Manager to execute any and all documents related to the purchase.

18. Authorization for Purchase of a Digital Video Camera System in the Amount of \$98,725 from Commline Inc., to replace the Police Department's Existing System

Recommendation

1. Accept a proposal from Commline Inc. for a digital video camera system in the amount of \$98,725.00.
2. Authorize a sole source purchase pursuant to South Pasadena Municipal Code Sections 2.99-29 (11) (i) and (j).
3. Authorize the City Manager to execute any and all documents related to the purchase.

PUBLIC HEARING

19. Public Hearing to Adopt a Resolution Confirming Report for Public Nuisance Abatement Cost for 2054 Fremont Avenue

Recommendation

After receiving testimony at the Public Hearing, adopt a resolution entitled "A resolution of the City Council of the City of South Pasadena, California, confirming a report for public nuisance abatement costs for 2054 Fremont Avenue."

ACTION/DISCUSSION

20. Reject 2018-2021 South Pasadena Plan to Prevent and Combat Homelessness and Request Extension

Recommendation

Do not adopt the 2018-2021 South Pasadena Plan to Prevent and Combat Homelessness and direct staff to request an extension for July 20, 2018 to allow additional time to work with the consultant team.

21. Adoption of the 2018-19 Strategic Plan

Recommendation

Adopt the 2018-19 Strategic Plan.

22. Adoption of a Legislative Platform

Recommendation

Adopt a Legislative Platform that will serve as the guiding policy document for the City when determining whether a position should be taken on proposed State legislation that may impact the City.

23. Award of Contract to Judge Netting Inc. for the Installation of a Safety Canopy Structure over the Arroyo Seco Bicycle and Pedestrian Trail Along the Driving Range

Recommendation

1. Accept a proposal dated March 12, 2018, from Judge Netting Inc. for the installation of a safety canopy structure over the Arroyo Seco Bicycle and Pedestrian Trail along the Arroyo Seco Driving Range.
2. Authorize the City Manager to execute an agreement with Judge Netting, Inc. for the amount of \$70,500 and reject all other proposals.

COUNCILMEMBERS COMMUNICATIONS (continued)

ADJOURNMENT

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

July 18, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.
August 15, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.
September 5, 2018	Regular City Council Meeting	Council Chamber	7:30 p.m.
September 19, 2018	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 Spectrum 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.

6/15/2018
Date

Natalie Haworth
Natalie Haworth, CMC



ITEM NO. 9

**Wednesday, June 6, 2018
Minutes of the Regular Meeting of the City Council**

CALL TO ORDER

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Schneider on Wednesday, June 6, 2018, at 7:34 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present: Councilmembers Cacciotti, Joe, and Mahmud; Mayor Pro Tem Khubesrian; and Mayor Schneider.

Absent: None.

City Staff

Present: City Manager DeWolfe; City Attorney Highsmith; and Chief City Clerk Donohue were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

INVOCATION

Councilmember Mahmud gave the invocation.

PLEDGE OF ALLEGIANCE

Councilmember Mahmud led the Pledge of Allegiance.

CLOSED SESSION ANNOUNCEMENTS

A. Closed Session Announcements

The Regular Closed Session of the City Council of June 6, 2018, was called to order by Mayor Schneider at 6:30 p.m.

The meeting convened into Closed Session to discuss the following items as listed on the Closed Session Regular Meeting Agenda:

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

Number of Cases: 2

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

Number of Anticipated Cases: 2

- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9(d)(1):

Name of Case: Timothy Patrick Green v. City of South Pasadena et al., Los Angeles County Superior Court Case No. BC572438

- D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to Government Code Section 54956.8:

Properties: 221 San Pascual Avenue, South Pasadena, CA 91030
(APN Nos. 5716-021-270; 5716-021-271; 5716-021-903; and 5716-021-904)

Agency Negotiators: City Manager Stephanie DeWolfe; City Attorney Teresa L. Highsmith

Negotiating Party: San Pascual Stables, LLC

Under Negotiation: Lease Agreement, Terms

City Attorney Highsmith reported that the City Council received briefings and provided direction to staff regarding the agendaized Closed Session Items, but did not take any reportable action.

PRESENTATIONS

1. **Fire Department Badge Pinning of Firefighters/Paramedics Corbin Cutshaw and Adam Tregenza**

Fire Chief Riddle administered the Oath of Office and badge pinning to Firefighters/Paramedics Corbin Cutshaw and Adam Tregenza.

2. **Certificate of Recognition to James Reynolds for Winning a Daytime Emmy Award and Invaluable Contributions to the South Pasadena Arts Council**

Mayor Schneider presented a Certificate of Recognition to James Reynolds.

3. **Announcement of 5th Grade Winners of the Festival of Balloons 4th of July Poster Contest Depicting the Theme "Our Schools – Pride of South Pasadena"**

Joe Payne, representing the Festival of Balloons 4th of July Committee, described the poster contest depicting the “Our Schools – Pride of South Pasadena” theme and announced the winners.

COMMUNICATIONS

5. Councilmembers Communications

MOTION BY MAYOR PRO TEM KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI to bring a resolution to a future City Council meeting to protect the California coast from offshore drilling.

Mayor Pro Tem Khubesrian asked staff to look into the possibility of having the lights at the Arroyo North Park stay on until 10:00 p.m. during the summer months. She shared photos of her daughter’s graduation ceremony at South Pasadena High School.

Councilmember Joe discussed the recent Annual Health Fair at the South Pasadena Senior Center and the upcoming Community Emergency Response Team (CERT) training for South Pasadena Unified School District employees located at the South Pasadena Fire Department from June 12 to 14, 2018.

Councilmember Cacciotti displayed photos from a recent Public Works Commission meeting; the new Arroyo Seco Bicycle and Pedestrian Trail; a radar speed trailer on Fletcher Avenue; a loose stop sign that was recently fixed on Beech Street and Huntington Drive; a recent patched sidewalk; a Councilmember from the City of Glendora taking the train to a Metropolitan Water District of Southern California meeting; Garfield Park grass that was recently mowed by the City’s all electric equipment; the Ribbon Cutting Ceremony from Palette Salon Studios; the recent historic home tour in the City; and the recent mural completed by Boy Scout Pack #7 at the Community Garden on Magnolia Street. He requested that future bulky item pickup and mulch giveaway events be better advertised in the City.

6. City Manager Communications

City Manager DeWolfe announced that passport services have moved from City Hall to the South Pasadena Public Library effective June 4th; the upcoming Health & Wellness Family Festival on Thursday, June 7, 2018; introduced John Pope, Interim Public Information Officer; and the upcoming Nonprofit Empowerment and Exemption Symposium on Friday, June 29th.

7. Reordering of and Additions to the Agenda

Mayor Schneider moved Item No. 19 to immediately follow City Manager Communications; Item No. 21 to immediately follow Item No. 19; Item No. 18 to immediately follow Item No. 21; Item No. 17 to immediately follow Item No. 10; and Item No. 16 to immediately follow Item No. 15.

ACTION/DISCUSSION (Continued on page 72)**19. Adoption of a Resolution Proclaiming Ronald Koertge as Poet Laureate for the City of South Pasadena**

Director of Library, Arts & Culture Fjeldsted presented the staff report and responded to City Council inquiries.

Ronald Koertge provided comments and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

There being no one desiring to speak on this item, Mayor Schneider closed the Public Comment period.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to adopt Resolution No. 7560 entitled "A resolution of the City Council of the City of South Pasadena, California, proclaiming Ronald Koertge as Poet Laureate for the City of South Pasadena."

REPORTS**21. Update on Compliance with California State Water Resources Control Board 1,2,3-TCP Water Regulations, Water Quality Reports, and Review of Interim Water Discoloration Mitigation Measures**

Acting Deputy Public Works Director Courdy presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

Larry Gale, South Pasadena Resident, stated the City addressed his concerns during the staff presentation.

Bianca Richards, South Pasadena Resident, thanked City staff for their help throughout the water discoloration issue.

There being no others desiring to speak on this item, Mayor Schneider closed the Public Comment period.

MOTION BY MAYOR PRO TEM KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to receive and file the update on compliance with California State Water Resources Control Board 1,2,3-TCP water regulations, water quality reports, and review of interim water discoloration mitigation measures.

ACTION/DISCUSSION (Continued on page 74)**18. Approval of South Pasadena Chamber of Commerce Request for One-Time Allocation of Business Improvement Tax Funds in the Amount of \$22,000 for the 2019 Eclectic Music Festival**

Assistant to the City Manager Demirjian and South Pasadena Chamber of Commerce President & CEO Laurie Wheeler presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

There being no one others desiring to speak on this item, Mayor Schneider closed the Public Comment period.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, approve a request from the South Pasadena Chamber of Commerce for a one-time allocation in the amount of \$22,000 of Business Improvement Tax funds to support the 2019 Eclectic Music Festival.

PUBLIC COMMENTS

Chief City Clerk Donohue stated the City received a public comment through email from David Lyman, South Pasadena Resident, related to the City's smoking ordinance adopted at the May 16, 2018 City Council Meeting.

Larry Gale, South Pasadena Resident, inquired when the City was going to repave the southern part of Via Del Rey and Alpha Street.

Councilmembers and staff briefly responded to Mr. Gale's comments.

CONSENT CALENDAR

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the Consent Calendar Item Nos. 7-9 and 11-13 with Item No. 10 pulled for separate discussion.

7. Minutes of the City Council Meeting of May 16, 2018

Approved the minutes of the May 16, 2018 City Council Meeting.

8. Prepaid Warrants, General City Warrants, and Payroll

Approved the City of South Pasadena Prepaid Warrants Nos. 202885 through 202959 in the amount of \$186,376.18; General City Warrants Nos. 202960 through 20372 in the amount of \$568,226.62; Payroll dated May 18, 2018, in the amount of \$564,479.64; and Payroll dated June 1, 2018, in the amount of \$721,159.14.

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

Approved the City's membership to various regional, State, and national organizations for Fiscal Year 2018-19.

11. Approve a Lease of 700 Acre-Feet of Unused Fiscal Year 2017-18 Water Production Rights with Valley County Water District in an Amount of \$513,912

1. Authorized the City Manager to execute the lease agreement between the City of South Pasadena and Valley County Water District to lease 700 acre-feet of unused Fiscal Year 2017-18 water production rights in an amount of \$513,912.
2. Authorized the City Manager to execute and file the Temporary Assignment or Lease of Water Rights between the City of South Pasadena and Valley County Water District with the Main San Gabriel Basin Watermaster.

12. Adoption of a Resolution Approving a Grant for State Funded Project No. 00141S for the Systemic Safety Analysis Report Program for the City of South Pasadena Awarded by California Department of Transportation

Adopted Resolution No. 7557 authorizing the City Manager to execute a grant for State funded Project No. 00141S for the Systemic Safety Analysis Report Program for the City of South Pasadena awarded by California Department of Transportation.

13. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Arroyo Seco Bicycle and Pedestrian Trail Project and Authorization to Release Retention Payment to Sully-Miller Contracting Company in the Amount of \$85,331.17

1. Accepted the Arroyo Seco Bicycle and Pedestrian Trail Project as complete.
2. Authorized the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk.
3. Authorized release of retention payment to Sully-Miller Contracting Company in the amount of \$85,331.17.

ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**10. Adoption of a Resolution in Support of the South Pasadena Preservation Foundation Holding the Historical Covenants for the Caltrans Surplus Properties**

Mayor Schneider recused himself from this item at 8:51 p.m. due to his residence being within close proximity to the Caltrans property.

Principal Management Analyst Lin, Mark Gallatin, South Pasadena Preservation Foundation (SPPF), and Odom Stamps, SPPF presented the staff report and responded to City Council inquiries.

Councilmember Mahmud noted that City Council received an amended resolution with minor corrections and requested that the SPPF bring an annual report to the City as part of the recommended action.

Mayor Pro Tem Khubesrian opened the Public Comment period.

There being no others desiring to speak on this item, Mayor Pro Tem Khubesrian closed the Public Comment period.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 4-0-1 (Mayor Schneider recused), to:

1. Adopt Resolution No. 7556 entitled "A Resolution of the City Council of the City of South Pasadena, California, in support of the South Pasadena Preservation Foundation to hold the Historical Covenants for the California Department of Transportation Surplus Properties." as amended.
2. Require that the South Pasadena Preservation Foundation present an annual report to the City Council.

Mayor Schneider returned to the Council Chamber at 9:08 p.m.

ACTION/DISCUSSION (Continued on page 75)

17. Receive Input on the 2018-2021 Draft South Pasadena Plan to Prevent and Combat Homelessness

Sergeant Robledo, Winnie Fong, LeSar Development Consultants, and Jen Kim, Los Angeles County Chief Executive Office, presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

Chief City Clerk Donohue stated the City received a public comment through email from Joanne Nuckols, South Pasadena Resident, providing feedback on the draft South Pasadena Plan to Prevent and Combat Homelessness.

Laurie Wheeler, South Pasadena Chamber of Commerce President & CEO, thanked the City and the Consultant for allowing the Chamber of Commerce to participate in the discussion of the South Pasadena Plan to Prevent and Combat Homelessness.

Bianca Richards, South Pasadena Resident, requested a resource guide for landlords and building managers.

There being no others desiring to speak on this item, Mayor Schneider closed the Public Comment period.

The City Council requested more specific recommendations be incorporated for the City of South Pasadena in the final Plan that will be presented at the June 20, 2018 City Council Meeting.

PUBLIC HEARING (Continued on page 76)**14. Public Hearing for Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year 2018-19**

Acting Deputy Public Works Director Courdy presented the staff report.

Mayor Schneider opened the Public Hearing.

There being no one desiring to speak on this item, Mayor Schneider closed the Public Hearing.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0 to, adopt Resolution No. 7558 entitled "A Resolution of the City Council of the City of South Pasadena, California, confirming the Fiscal Year 2018-19 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."

ACTION/DISCUSSION (Continued on page 76)**16. Award of Contract to R C Foster Corporation for Design Build Construction of the Wilson Reservoir Wellhead Treatment System in an Amount Not-to-Exceed \$2,348,000**

Acting Deputy Public Works Director Courdy presented the staff report and responded to City Council inquiries.

Robert Foster, R C Foster Corporation and Tim Brekke, Calgon Carbon Corporation, responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

There being no one desiring to speak on this item, Mayor Schneider closed the Public Comment period.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0 to:

1. Accept a proposal dated May 17, 2018, from R C Foster Corporation for design build construction of the Wilson Reservoir Wellhead Treatment System Project.
2. Reject all other proposals received.
3. Authorize the City Manager to enter into a contract for an amount not-to-exceed \$2,348,000 for the design build Project.

PUBLIC HEARING

15. Approval of a Resolution Adopting the Fiscal Year 2018-19 Budget and Capital Improvement Plan

Principal Management Analyst Aceves presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Hearing.

There being no one desiring to speak on this item, Mayor Schneider closed the Public Hearing.

MOTION BY COUNCILMEMBER JOE, SECOND BY MAYOR PRO TEM KHUBESRIAN, CARRIED 5-0 to, adopt Resolution No. 7559 entitled "A Resolution of the City Council of the City of South Pasadena, California, adopting the Fiscal Year 2018-19 Budget" and the Capital Improvement Plan.

ACTION/DISCUSSION

20. First Reading and Introduction of an Ordinance Reauthorizing the City's Public, Educational, and Governmental (PEG) Access Support Fee

Chief City Clerk Donohue presented the staff report and responded to City Council inquiries.

Mayor Schneider opened the Public Comment period.

There being no one desiring to speak on this item, Mayor Schneider closed the Public Comment period.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0 to, read by title only for first reading, waiving further reading, of an ordinance entitled "An ordinance of the City Council of the City of South Pasadena, California, reauthorizing the City's Public, Educational, and Governmental (PEG) Access Support Fee."

ADJOURNMENT

Mayor Schneider adjourned the City Council Meeting at 10:46 p.m.

Evelyn G. Zneimer
City Clerk

Richard D. Schneider, M.D.
Mayor

Minutes approved by the South Pasadena City Council on June 20, 2018.

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City Council Agenda Report

ITEM NO. 10

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager *SD*

PREPARED BY: Mariam Lee Ko, Interim Finance Director *MLK*

SUBJECT: Approval of Prepaid Warrants & Wire Transfers in the Amount of \$98,667.06, General City Warrants in the Amount of \$379,604.17 and Payroll in the Amount of \$616,317.63

Recommendation Action

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

Fiscal Impact

Prepaid Warrants:		
Warrant # 203073 – 203107	\$	98,667.06
General City Warrants:		
Warrant # 203108 – 203214	\$	379,604.17
Payroll 06-15-18	\$	616,317.63
Wire Transfers	\$	-
RSA:		
Prepaid Warrants	\$	-
General City Warrants	\$	-
Total	\$	<u>1,094,588.86</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.

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 06-15-18
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

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

	Fund No.	Date 06.20.18 Amounts		
		Prepaid	Written	Payroll
General Fund	101	34,581.94	205,765.58	314,504.74
Insurance Fund	103	25,000.00	2,305.88	
Street Improvement Program	104			
Facilities & Equip.Cap. Fund	105			
Local Transit Return "A"	205		850.00	7,661.92
Local Transit Return "C"	207		785.98	5,545.26
TEA/Metro	208			
Sewer Fund	210		23.10	9,627.62
CTC Traffic Improvement	211			
Street Lighting Fund	215	2,261.03	34,322.24	5,178.13
Public,Education & Govt Fund	217			
Clean Air Act Fund	218			
Business Improvement Tax	220			
Gold Line Mitigation Fund	223			
Mission Meridian Public Garage	226			
Housing Authority Fund	228			
State Gas Tax	230		2,589.14	12,269.63
County Park Bond Fund	232	99.33	4,640.55	
Measure R	233			
MSRC Grant Fund	238			
Bike & Pedestrian Paths	245			
BTA Grants	248			
Golden Streets Grant	249			
Capital Growth Fund	255			
CDBG	260			
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	21,299.45	128,321.70	43,042.52
2016 Water Revenue Bonds Fund	505			
Public Financing Authority	550			
Payroll Clearing Fund	700	15,425.31		218,487.81
Wire Transfer - Various Funds				
Column Totals		98,667.06	379,604.17	616,317.63
City Report Totals			1,094,588.86	

Recap by fund

	Fund No.	Amounts		
		Prepaid	Written	Payroll
RSA	227	-	-	-
Column Totals		-	-	-
RSA Report Totals			-	

Amounts		
Prepaid	Written	Payroll
98,667.06	379,604.17	616,317.63
Grand Report Total	1,094,588.86	

Richard D. Schneider M.D., Mayor

Mariam Lee Ko, Interim Finance Director

Evelyn G. Zneimer, City Clerk

**ATTACHMENT 2
Prepaid Warrant List**

	<u>Voided Checks</u>
198286	\$310.38
198388	\$1,701.35
199651	\$1,814.66

**Employment Development Department
(3rd Quarter FY 17-18 Unemployment Charges) \$2,011.00**

Accounts Payable

Check Detail

User: mfestejo
 Printed: 06/14/2018 - 12:36PM



Check Number	Check Date		Amount
AFLA7010 - AFLAC Line Item Account			
203073	06/01/2018		
Inv	P/R/E 4/1/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	Optional Insurance Apr-18	700-0000-0000-2255-000	857.67
Inv P/R/E 4/1/18 Total			857.67
203073 Total:			857.67
<hr/>			
203083	06/07/2018		
Inv	P/R/E 5/13/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Optional Insurance May-18	700-0000-0000-2255-000	857.67
Inv P/R/E 5/13/18 Total			857.67
203083 Total:			857.67
AFLA7010 - AFLAC Total:			1,715.34
<hr/>			
ATCN9011 - AT & T Line Item Account			
203075	06/01/2018		
Inv	000011382766		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/20/2018	9391062308 4/20-5/19/18	101-2010-2032-8150-000	5,184.60
Inv 000011382766 Total			5,184.60
203075 Total:			5,184.60
<hr/>			
203084	06/07/2018		
Inv	000011401339		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/27/2018	9391036942 4/27-5/26/18	101-2010-2032-8150-000	183.22
Inv 000011401339 Total			183.22
Inv	000011401340		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/27/2018	9391036943 4/27-5/26/18	101-2010-2032-8150-000	183.37
Inv 000011401340 Total			183.37
Inv 000011401637			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/27/2018	CLAPDSOPAS 4/27-5/26/18	101-2010-2032-8150-000	318.42
Inv 000011401637 Total			318.42
203084 Total:			685.01
ATCN9011 - AT & T Total:			5,869.61
CIN4011 - AT&T --Cingular Wireless Line Item Account			
203076	06/01/2018		
Inv 879338213x0523			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	FD Cell Phones 4/16-5/15/18	101-2010-2032-8150-000	104.70
Inv 879338213x0523 Total			104.70
203076 Total:			104.70
203085	06/07/2018		
Inv 287269956155x09			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/06/2017	287269956155 8/17-9/6/17	101-2010-2032-8150-000	795.53
Inv 287269956155x09 Total			795.53
Inv 287269956155x10			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2017	287269956155 9/7-10/6/17	101-2010-2032-8530-000	1,813.33
Inv 287269956155x10 Total			1,813.33
203085 Total:			2,608.86
CIN4011 - AT&T --Cingular Wireless Total:			2,713.56
CAL0629 - CA Franchise Tax Board Line Item Account			
203097	06/14/2018		
Inv P/R/E 6/10/18			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Garnishment	700-0000-0000-2264-000	200.00
Inv P/R/E 6/10/18 Total			200.00

Check Number	Check Date		Amount
203097 Total:			200.00
CAL0629 - CA Franchise Tax Board Total:			200.00
CSD3014 - Ca. State Disbursement Unit Line Item Account			
203098	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Garnishment	700-0000-0000-2264-000	861.23
Inv P/R/E 6/10/18 Total			861.23
203098 Total:			861.23
203099	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Garnishment	700-0000-0000-2264-000	105.23
Inv P/R/E 6/10/18 Total			105.23
203099 Total:			105.23
CSD3015 - Ca. State Disbursement Unit Total:			966.46
CITTF000 - CIT Technology Financial Services, Inc. Line Item Account			
203086	06/07/2018		
Inv	31888672		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Finance/Planning Copier	101-0000-0000-2990-024	242.81
Inv 31888672 Total			242.81
203086 Total:			242.81
CITTF000 - CIT Technology Financial Services, Inc. Total:			242.81
SOU5343 - City of South Pasadena-Recreation Line Item Account			
203077	06/01/2018		
Inv	5/31/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	Reimb. Petty Cash	101-8030-8032-8268-000	248.97
05/31/2018	Reimb. Petty Cash	101-8030-8032-8020-000	133.68
Inv 5/31/18 Total			382.65

Check Number	Check Date		Amount
203077 Total:			382.65
203087	06/07/2018		
Inv	6/4/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	Reimb. Petty Cash	101-8030-8032-8020-000	23.53
06/04/2018	Reimb. Petty Cash	101-8030-8032-8268-000	669.28
Inv 6/4/18 Total			692.81
203087 Total:			692.81
SOU5343 - City of South Pasadena-Recreation Total:			1,075.46
ELL1017 - Ellen's Silkscreening Line Item Account			
203088	06/07/2018		
Inv	E67097		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2018	2018 Summer Camp Med Hats	101-8030-8032-8268-000	499.32
Inv E67097 Total			499.32
203088 Total:			499.32
ELL1017 - Ellen's Silkscreening Total:			499.32
BEEM1011 - Emirhanian, Elisabeth Line Item Account			
203078	06/01/2018		
Inv	4/17/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	Reimb. Be Kind to Animals Art Project Goodie Bags Expenses	101-1010-1011-8021-000	103.81
Inv 4/17/18 Total			103.81
203078 Total:			103.81
BEEM1011 - Emirhanian, Elisabeth Total:			103.81
GRA1111 - Grangetto, Peggy Line Item Account			
203079	06/01/2018		
Inv	2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2018	Reimb. Renew Notary E & O Ins for PD Notary Public	101-4010-4011-8200-000	468.00
Inv 2018 Total			468.00

Check Number	Check Date		Amount
203079 Total:			468.00
GRA1111 - Grangetto, Peggy Total:			468.00
HAKO8031 - Hakobian, Christine Lucy Line Item Account			
203089	06/07/2018		
Inv	6/6/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2018	Reimb. Staff Training Lunch	101-8030-8032-8268-000	272.59
Inv 6/6/18 Total			272.59
203089 Total:			272.59
HAKO8031 - Hakobian, Christine Lucy Total:			272.59
ITCR2501 - Intercare Holdings Insurance Svcs Line Item Account			
203080	06/01/2018		
Inv	#1895245262		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2018	Risk Mgmt Workers Comp Account# 1895245262	103-2010-2501-8020-000	25,000.00
Inv #1895245262 Total			25,000.00
203080 Total:			25,000.00
ITCR2501 - Intercare Holdings Insurance Svcs Total:			25,000.00
LAC3032 - L.A.C. Sheriff's Dept. Line Item Account			
203100	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Garnishment	700-0000-0000-2264-000	100.00
Inv P/R/E 6/10/18 Total			100.00
203100 Total:			100.00
LAC3032 - L.A.C. Sheriff's Dept. Total:			100.00
MNTG4011 - Magnatag Visible Systems Line Item Account			
203081	06/01/2018		
Inv	E000009482		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/14/2018	FD EOC 8 x 8 Map w/ Magnets	101-0000-0000-2700-000	-404.51
05/14/2018	FD EOC 8 x 8 Map w/ Magnets	101-5010-5012-8020-000	4,805.35

Check Number	Check Date		Amount
Inv E000009482	Total		4,400.84
203081 Total:			4,400.84
MNTG4011 - Magnatag Visible Systems Total:			4,400.84
JSMO5010 - Monticone, Joseph Line Item Account			
203090	06/07/2018		
Inv	6/5/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Reimb. FD EOC Equipment	101-5010-5012-8020-000	656.96
Inv 6/5/18 Total			656.96
203090 Total:			656.96
JSMO5010 - Monticone, Joseph Total:			656.96
VRMZ7000 - Munoz, Valerie Line Item Account			
203101	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Garnishment	700-0000-0000-2264-000	750.00
Inv P/R/E 6/10/18 Total			750.00
203101 Total:			750.00
VRMZ7000 - Munoz, Valerie Total:			750.00
PEG4590 - NUFIC Line Item Account			
203102	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	A.D. & D. Ins.	700-0000-0000-2256-000	1,009.70
Inv P/R/E 6/10/18 Total			1,009.70
203102 Total:			1,009.70
PEG4590 - NUFIC Total:			1,009.70
PRPC5012 - ProPac Line Item Account			
203082	06/01/2018		

Check Number	Check Date		Amount
Inv	89948		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	FD Cert Training, Operations & Equipment	101-5010-5012-8520-000	3,772.34
05/17/2018	FD Cert Training, Operations & Equipment	101-0000-0000-2700-000	-296.40
Inv 89948 Total			3,475.94
203082 Total:			3,475.94
PRPC5012 - ProPac Total:			3,475.94
REGI1022 - Registrar-Recorder/County Clerk Line Item Account			
203091	06/07/2018		
Inv	5/30/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2018	Roster of Registered Voters in the City	101-1020-1021-8020-000	54.00
Inv 5/30/18 Total			54.00
203091 Total:			54.00
REGI1022 - Registrar-Recorder/County Clerk Total:			54.00
RHAL9158 - RHA Landscape Architects-Planners Line Item Account			
203074	06/01/2018		
Inv	1218014		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/25/2017	Arroyo Seco Pedestrian & Bike Path Professional Svcs 12/17	101-9000-9160-9160-000	1,105.20
Inv 1218014 Total			1,105.20
203074 Total:			1,105.20
RHAL9158 - RHA Landscape Architects-Planners Total:			1,105.20
SOU5230 - S.P.Firefighters L-3657 Line Item Account			
203103	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Dues	700-0000-0000-2250-000	2,800.00
Inv P/R/E 6/10/18 Total			2,800.00
Inv	P/R/E 6/10/18*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Ins.	700-0000-0000-2252-000	180.74
Inv P/R/E 6/10/18* Total			180.74

Check Number	Check Date		Amount
203103 Total:			2,980.74
SOU5230 - S.P.Firefighters L-3657 Total:			2,980.74
SOU5435 - S.P.P. O. A. Line Item Account			
203104	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Dues & Ins.	700-0000-0000-2246-000	4,755.32
Inv P/R/E 6/10/18 Total			4,755.32
203104 Total:			4,755.32
SOU5435 - S.P.P. O. A. Total:			4,755.32
SOU5451 - S.P.Public Srvc Empl. Ass'n Line Item Account			
203105	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Dues & Svc Fee	700-0000-0000-2248-000	1,467.00
Inv P/R/E 6/10/18 Total			1,467.00
203105 Total:			1,467.00
SOU5451 - S.P.Public Srvc Empl. Ass'n Total:			1,467.00
NTSZ1011 - Sanchez, Natalie Line Item Account			
203092	06/07/2018		
Inv	5/29/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	Reimb. Water Consultant & PW Staff Lunch @ Fiore Market Cafe	500-6010-6710-8020-000	61.26
Inv 5/29/18 Total			61.26
203092 Total:			61.26
NTSZ1011 - Sanchez, Natalie Total:			61.26
SOU6666 - So. CA Edison Co. Line Item Account			
203093	06/07/2018		
Inv	3-000-5677-90		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8152-000	1,374.93

Check Number	Check Date		Amount
Inv 3-000-5677-90	Total		1,374.93
Inv 3-000-5950-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	78.38
Inv 3-000-5950-21	Total		78.38
Inv 3-000-5950-22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	36.50
Inv 3-000-5950-22	Total		36.50
Inv 3-000-7125-63			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6015-8140-000	24.18
Inv 3-000-7125-63	Total		24.18
Inv 3-000-7125-66			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8140-000	39.73
Inv 3-000-7125-66	Total		39.73
Inv 3-000-7152-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	24.60
Inv 3-000-7152-57	Total		24.60
Inv 3-000-8455-69			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	58.05
Inv 3-000-8455-69	Total		58.05
Inv 3-000-9969-52			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6201-8140-000	13.43
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	13.42
Inv 3-000-9969-52	Total		26.85
Inv 3-001-1810-93			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/1-5/1/18	101-6010-6410-8140-000	38.52
Inv 3-001-1810-93	Total		38.52

Check Number	Check Date		Amount
Inv	3-001-1810-94		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8140-000	41.71
Inv 3-001-1810-94 Total			41.71
Inv	3-001-1810-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8152-000	10,773.96
Inv 3-001-1810-98 Total			10,773.96
Inv	3-001-1811-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6601-8140-000	4,968.25
Inv 3-001-1811-29 Total			4,968.25
Inv	3-001-1811-44		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6201-8140-000	73.52
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	73.51
Inv 3-001-1811-44 Total			147.03
Inv	3-001-1811-45		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	70.96
05/22/2018	4/18-5/17/18	215-6010-6201-8140-000	70.97
Inv 3-001-1811-45 Total			141.93
Inv	3-001-1811-48		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	48.12
Inv 3-001-1811-48 Total			48.12
Inv	3-001-1811-56		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	65.62
Inv 3-001-1811-56 Total			65.62
Inv	3-001-1811-58		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/1-5/1/18	101-6010-6410-8140-000	33.93
Inv 3-001-1811-58 Total			33.93

Check Number	Check Date		Amount
Inv	3-001-1811-59		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	44.05
Inv 3-001-1811-59 Total			44.05
Inv	3-001-1811-63		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	25.15
Inv 3-001-1811-63 Total			25.15
Inv	3-001-1811-67		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	45.03
Inv 3-001-1811-67 Total			45.03
Inv	3-001-1811-68		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-8010-8011-8140-000	87.08
Inv 3-001-1811-68 Total			87.08
Inv	3-001-1811-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/1-5/1/18	215-6010-6201-8140-000	23.51
Inv 3-001-1811-69 Total			23.51
Inv	3-001-1811-75		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	87.09
Inv 3-001-1811-75 Total			87.09
Inv	3-001-1811-76		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	50.63
Inv 3-001-1811-76 Total			50.63
Inv	3-001-1811-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	43.90
Inv 3-001-1811-77 Total			43.90
Inv	3-001-1811-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	40.94

Check Number	Check Date		Amount
Inv 3-001-1811-79	Total		40.94
Inv 3-001-1811-80			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	41.35
Inv 3-001-1811-80	Total		41.35
Inv 3-001-1811-86			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	24.18
Inv 3-001-1811-86	Total		24.18
Inv 3-001-1811-87			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8140-000	32.66
Inv 3-001-1811-87	Total		32.66
Inv 3-001-1811-89			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/1-5/1/18	101-6010-6410-8140-000	16.96
05/22/2018	4/1-5/1/18	215-6010-6201-8140-000	16.97
Inv 3-001-1811-89	Total		33.93
Inv 3-001-1811-90			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	53.62
Inv 3-001-1811-90	Total		53.62
Inv 3-001-1811-91			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	73.75
Inv 3-001-1811-91	Total		73.75
Inv 3-001-1811-92			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	15.98
Inv 3-001-1811-92	Total		15.98
Inv 3-001-1811-93			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	48.24
Inv 3-001-1811-93	Total		48.24

Check Number	Check Date		Amount
Inv	3-001-1811-95		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	26.00
Inv 3-001-1811-95 Total			26.00
Inv	3-001-1811-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	15.00
Inv 3-001-1811-98 Total			15.00
Inv	3-001-1812-06		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	37.03
Inv 3-001-1812-06 Total			37.03
Inv	3-001-1812-07		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8140-000	30.07
Inv 3-001-1812-07 Total			30.07
Inv	3-001-1812-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	64.38
Inv 3-001-1812-08 Total			64.38
Inv	3-001-1812-09		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/1-5/1/18	101-6010-6410-8140-000	303.89
Inv 3-001-1812-09 Total			303.89
Inv	3-001-1812-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	232-6010-6417-8140-000	74.21
Inv 3-001-1812-10 Total			74.21
Inv	3-001-1812-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	32.67
Inv 3-001-1812-11 Total			32.67
Inv	3-001-1812-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	29.73

Check Number	Check Date		Amount
Inv 3-001-1812-12	Total		29.73
Inv 3-001-1812-25			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	24.61
Inv 3-001-1812-25	Total		24.61
Inv 3-001-1812-26			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	857.95
Inv 3-001-1812-26	Total		857.95
Inv 3-001-1812-27			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	50.61
Inv 3-001-1812-27	Total		50.61
Inv 3-001-1812-31			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	48.76
Inv 3-001-1812-31	Total		48.76
Inv 3-001-1812-32			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/1-5/1/18	101-6010-6410-8140-000	13.64
Inv 3-001-1812-32	Total		13.64
Inv 3-001-1812-33			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8140-000	26.50
Inv 3-001-1812-33	Total		26.50
Inv 3-001-1812-34			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8152-000	43.15
Inv 3-001-1812-34	Total		43.15
Inv 3-001-1812-35			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	15.33
Inv 3-001-1812-35	Total		15.33

Check Number	Check Date		Amount
Inv	3-001-1812-36		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	86.85
Inv 3-001-1812-36 Total			86.85
Inv	3-001-1812-38		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	101-6010-6410-8140-000	23.80
Inv 3-001-1812-38 Total			23.80
Inv	3-001-1812-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	50.68
Inv 3-001-1812-39 Total			50.68
Inv	3-001-9413-97		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8152-000	2,683.63
Inv 3-001-9413-97 Total			2,683.63
Inv	3-002-4372-43		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	73.78
Inv 3-002-4372-43 Total			73.78
Inv	3-002-4472-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	101-8010-8011-8140-000	2,040.93
Inv 3-002-4472-77 Total			2,040.93
Inv	3-002-4472-78		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	101-6010-6601-8140-000	817.78
Inv 3-002-4472-78 Total			817.78
Inv	3-002-4473-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8140-000	24.18
Inv 3-002-4473-12 Total			24.18
Inv	3-003-6653-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	101-6010-6410-8140-000	902.04

Check Number	Check Date		Amount
Inv 3-003-6653-57	Total		902.04
Inv 3-003-7341-83			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/1-5/1/18	101-6010-6410-8140-000	11.71
Inv 3-003-7341-83	Total		11.71
Inv 3-004-3214-58			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6711-8140-000	37.76
Inv 3-004-3214-58	Total		37.76
Inv 3-004-4562-56			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	65.76
Inv 3-004-4562-56	Total		65.76
Inv 3-011-4089-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	50.53
Inv 3-011-4089-57	Total		50.53
Inv 3-016-0678-82			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6201-8140-000	114.60
Inv 3-016-0678-82	Total		114.60
Inv 3-022-6051-15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	78.30
Inv 3-022-6051-15	Total		78.30
Inv 3-022-6897-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	27.77
Inv 3-022-6897-57	Total		27.77
Inv 3-022-6897-72			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	23.93
Inv 3-022-6897-72	Total		23.93

Check Number	Check Date		Amount
Inv	3-022-6897-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	24.89
Inv	3-022-6897-89 Total		24.89
Inv	3-022-6897-99		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	27.05
Inv	3-022-6897-99 Total		27.05
Inv	3-022-6898-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	24.61
Inv	3-022-6898-05 Total		24.61
Inv	3-022-6898-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	215-6010-6115-8140-000	27.77
Inv	3-022-6898-17 Total		27.77
Inv	3-022-6898-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	24.74
Inv	3-022-6898-28 Total		24.74
Inv	3-023-6580-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6201-8140-000	25.28
Inv	3-023-6580-86 Total		25.28
Inv	3-023-7462-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	140.22
Inv	3-023-7462-29 Total		140.22
Inv	3-023-7844-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	24.49
Inv	3-023-7844-31 Total		24.49
Inv	3-023-8283-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	28.93

Check Number	Check Date		Amount
Inv 3-023-8283-79	Total		28.93
Inv 3-026-3223-65			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	33.03
Inv 3-026-3223-65	Total		33.03
Inv 3-028-7013-82			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	101-6010-6410-8140-000	106.35
Inv 3-028-7013-82	Total		106.35
Inv 3-028-7594-32			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	500-6010-6711-8152-000	2,404.27
Inv 3-028-7594-32	Total		2,404.27
Inv 3-029-2458-05			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	101-6010-6601-8140-000	55.62
Inv 3-029-2458-05	Total		55.62
Inv 3-032-0513-93			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	53.29
Inv 3-032-0513-93	Total		53.29
Inv 3-032-2521-62			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6201-8140-000	64.21
Inv 3-032-2521-62	Total		64.21
Inv 3-032-4192-98			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6201-8140-000	51.85
Inv 3-032-4192-98	Total		51.85
Inv 3-033-3452-62			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	500-6010-6710-8140-000	398.01
Inv 3-033-3452-62	Total		398.01

Check Number	Check Date		Amount
Inv	3-035-3494-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	51.48
Inv 3-035-3494-19 Total			51.48
Inv	3-035-6502-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	101-6010-6601-8140-000	875.91
Inv 3-035-6502-21 Total			875.91
Inv	3-037-6075-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	215-6010-6115-8140-000	51.35
Inv 3-037-6075-39 Total			51.35
Inv	3-045-8045-41		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/20-5/21/18	232-6010-6417-8140-000	25.12
Inv 3-045-8045-41 Total			25.12
Inv	3-046-7147-27		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	4/18-5/17/18	500-6010-6710-8140-000	3,017.92
Inv 3-046-7147-27 Total			3,017.92
203093 Total:			35,037.33
SOU6666 - So. CA Edison Co. Total:			35,037.33
CEAP7000 - South Pasadena Part Time Employees Assn. Line Item Account			
203106	06/14/2018		
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Dues & Svc Fee	700-0000-0000-2249-000	664.00
Inv P/R/E 6/10/18 Total			664.00
203106 Total:			664.00
CEAP7000 - South Pasadena Part Time Employees Assn. Total:			664.00
HAFR7000 - The Hartford Line Item Account			
203107	06/14/2018		

Check Number	Check Date		Amount
Inv	P/R/E 6/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/12/2018	Life Ins Jun-18	700-0000-0000-2254-000	816.75
Inv P/R/E 6/10/18 Total			816.75
203107 Total:			816.75
HAFR7000 - The Hartford Total:			816.75
TQNM8030 - The Queen Mary Line Item Account			
203094	06/07/2018		
Inv	66404		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	Entrance Fee for Excursion Queen Mary w/Historical Tour 6/21/18	101-8030-8021-8264-000	705.00
Inv 66404 Total			705.00
203094 Total:			705.00
TQNM8030 - The Queen Mary Total:			705.00
TIM4011 - Time Warner Cable Line Item Account			
203095	06/07/2018		
Inv	008 0012005		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/21/2018	Library 5/29-6/28/18	101-8010-8011-8180-000	1.58
Inv 008 0012005 Total			1.58
Inv	008 0224964		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/28/2018	Internet Upgrade 6/8-7/7/18	101-2010-2032-8150-000	368.46
Inv 008 0224964 Total			368.46
Inv	008 0355990		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	Garfield Reservoir Cable/Internet 6/2-4/1/18	500-6010-6710-8150-000	309.71
Inv 008 0355990 Total			309.71
Inv	008 0357905		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2018	Internet for Camp Med & Teen Center 6/5-7/4/18	101-8030-8032-8268-000	78.15
05/25/2018	Internet for Camp Med & Teen Center 6/5-7/4/18	101-8030-8032-8020-000	25.00
Inv 008 0357905 Total			103.15

Check Number	Check Date		Amount
203095 Total:			782.90
TIM4011 - Time Warner Cable Total:			782.90
VERW6711 - Verizon Wireless Line Item Account			
203096	06/07/2018		
Inv	9807550836		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2018	City's Ipads 4/20-5/19/18 Acct# 971317126-00001	101-2010-2032-8150-000	149.14
Inv 9807550836 Total			149.14
Inv	9807818778		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2018	Mgmtm Svcs, Fire Mobile & Transit Data 4/24-5/23/18 Acct#5718396	101-2010-2032-8150-000	16.15
Inv 9807818778 Total			16.15
Inv	9807982472		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/26/2018	PD West Covina Task Force 4/27-5/26/18 Acct# 270619951-00004	101-4010-4011-8180-000	38.01
05/26/2018	PD West Covina Task Force 4/27-5/26/18 Acct# 270619951-00004	101-2010-2032-8150-000	513.86
Inv 9807982472 Total			551.87
203096 Total:			717.16
VERW6711 - Verizon Wireless Total:			717.16
Total:			98,667.06

ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: mfestejo
 Printed: 06/14/2018 - 11:46AM



Check Number	Check Date		Amount
AACS4010 - AAA Container Sales & Rentals Line Item Account			
203108	06/20/2018		
Inv	200568		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	FD EOC Steel Storage Containers w/ Lock Box	101-5010-5012-8020-000	4,351.50
Inv 200568 Total			4,351.50
203108 Total:			4,351.50
AACS4010 - AAA Container Sales & Rentals Total:			4,351.50
ACMT2920 - All City Management Line Item Account			
203109	06/20/2018		
Inv	54920		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	PD School Crossing Guard Svcs 5/6-19/18	101-4010-4011-8180-000	7,154.98
Inv 54920 Total			7,154.98
203109 Total:			7,154.98
ACMT2920 - All City Management Total:			7,154.98
ALL0197 - All Star Fire Equipment, Inc. Line Item Account			
203110	06/20/2018		
Inv	207386		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2018	FD Safety Clothing/Equipment	101-5010-5011-8134-000	312.08
Inv 207386 Total			312.08
Inv 207478			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	FD Safety Clothing/Equipment	101-5010-5011-8134-000	68.15
Inv 207478 Total			68.15
203110 Total:			380.23

ALL0197 - All Star Fire Equipment, Inc. Total: 380.23

ARA0260 - Aramark Uniform Services Line Item Account

203111 06/20/2018

Inv 533359391

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	Uniform Svcs	500-6010-6711-8132-000	24.72
05/24/2018	Uniform Svcs	500-6010-6710-8132-000	45.22
05/24/2018	Uniform Svcs	215-6010-6310-8132-000	10.86
05/24/2018	Uniform Svcs	101-6010-6601-8132-000	10.87
05/24/2018	Uniform Svcs	215-6010-6201-8132-000	10.86
05/24/2018	Uniform Svcs	210-6010-6501-8132-000	10.84
05/24/2018	Uniform Svcs	230-6010-6116-8132-000	30.55

Inv 533359391 Total 143.92

Inv 533376388

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	Uniform Svcs	210-6010-6501-8132-000	12.26
05/31/2018	Uniform Svcs	215-6010-6310-8132-000	94.63
05/31/2018	Uniform Svcs	230-6010-6116-8132-000	31.95
05/31/2018	Uniform Svcs	500-6010-6711-8132-000	26.12
05/31/2018	Uniform Svcs	101-6010-6601-8132-000	12.27
05/31/2018	Uniform Svcs	215-6010-6201-8132-000	46.96
05/31/2018	Uniform Svcs	500-6010-6710-8132-000	46.62

Inv 533376388 Total 270.81

203111 Total: 414.73

ARA0260 - Aramark Uniform Services Total: 414.73

AUDI8011 - Audio Editions Line Item Account

203112 06/20/2018

Inv 999798

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	Books on Cassette & CDs	101-8010-8011-8080-000	2,331.45

Inv 999798 Total 2,331.45

203112 Total: 2,331.45

AUDI8011 - Audio Editions Total: 2,331.45

OYBY2920 - Bartley, Olympia Line Item Account

203113 06/20/2018

Inv R91924

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
05/22/2018	Refund WMB Deposit Rental 5/19/18	101-0000-0000-2920-000	500.00
	Inv R91924 Total		500.00
203113 Total:			500.00
OYBY2920 - Bartley, Olympia Total:			500.00
BLCS5012 - BlueCosmo Line Item Account			
203114	06/20/2018		
	Inv BU01056292		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2018	FD EOC Iridium Extreme Complete Kits & Satellite Phone Cards	101-5010-5012-8020-000	5,472.00
	Inv BU01056292 Total		5,472.00
203114 Total:			5,472.00
BLCS5012 - BlueCosmo Total:			5,472.00
BTLF6010 - Boething Treeland Farms Line Item Account			
203115	06/20/2018		
	Inv SI-1155992		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2018	Trees	215-6010-6310-9181-000	1,061.51
	Inv SI-1155992 Total		1,061.51
203115 Total:			1,061.51
BTLF6010 - Boething Treeland Farms Total:			1,061.51
DABN8267 - Bohan, Diana Line Item Account			
203116	06/20/2018		
	Inv May 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	Instructor Yoga Classes	101-8030-8021-8267-000	224.00
	Inv May 2018 Total		224.00
203116 Total:			224.00
DABN8267 - Bohan, Diana Total:			224.00
BRO0447 - Brodart Co. Line Item Account			
203117	06/20/2018		

Check Number	Check Date		Amount
Inv	501073		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Rolling Outdoor Sign	101-8010-8011-8020-000	264.00
Inv 501073 Total			264.00
203117 Total:			264.00
BRO0447 - Brodart Co. Total:			264.00
CAL5236 - CA Linen Services Line Item Account			
203118	06/20/2018		
Inv	1519159		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/28/2018	FD Dept Supplies	101-5010-5011-8020-000	111.98
Inv 1519159 Total			111.98
Inv	1521813		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	FD Dept Supplies	101-5010-5011-8020-000	111.98
Inv 1521813 Total			111.98
203118 Total:			223.96
CAL5236 - CA Linen Services Total:			223.96
CAL8012 - Califa Group Line Item Account			
203119	06/20/2018		
Inv	10461		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Library CENIC Broadband Jan - Mar 2018	101-8010-8011-8151-000	4,093.45
Inv 10461 Total			4,093.45
203119 Total:			4,093.45
CAL8012 - Califa Group Total:			4,093.45
CAPR8030 - California Party Rentals Line Item Account			
203120	06/20/2018		
Inv	75333		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Health Fair Canopy Rentals	101-0000-0000-2994-001	510.00
Inv 75333 Total			510.00

Check Number	Check Date		Amount
203120 Total:			510.00
CAPR8030 - California Party Rentals Total:			510.00
CAUB9266 - California United Bank Line Item Account			
203121	06/20/2018		
Inv	#32		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2018	Garfield Reservoir Retention - 0138174743	500-9000-9266-9266-000	5,905.67
Inv #32 Total			5,905.67
203121 Total:			5,905.67
CAUB9266 - California United Bank Total:			5,905.67
CAN0607 - Cantu Graphics Line Item Account			
203122	06/20/2018		
Inv	5223		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	Transits Prints for Fuel Consumption Sheets	207-8030-8025-8050-000	38.33
Inv 5223 Total			38.33
Inv	5233		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2018	Finance Business License Cards	101-3010-3011-8020-000	60.17
Inv 5233 Total			60.17
203122 Total:			98.50
CAN0607 - Cantu Graphics Total:			98.50
CWNC2501 - Carl Warren & Company Line Item Account			
203123	06/20/2018		
Inv	1845805-1845828		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	Liability Claims Admin Fee 5/18	103-2010-2501-8020-000	1,512.00
Inv 1845805-1845828 Total			1,512.00
203123 Total:			1,512.00
CWNC2501 - Carl Warren & Company Total:			1,512.00

Check Number	Check Date		Amount
CAT0700 - Catering Systems Inc. Line Item Account			
203124	06/20/2018		
Inv	4722		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	Sr. Center Meals w/ 5/21-25/18	101-8030-8021-8180-000	1,935.34
Inv 4722 Total			1,935.34
Inv	4730		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/03/2018	Sr. Center Meals w/ 5/29-6/1/18	101-8030-8021-8180-000	1,299.98
Inv 4730 Total			1,299.98
203124 Total:			3,235.32
CAT0700 - Catering Systems Inc. Total:			3,235.32
CBMC8011 - Cerebellum Corp. Line Item Account			
203125	06/20/2018		
Inv	201771		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2018	Books	101-8010-8011-8080-000	32.60
Inv 201771 Total			32.60
203125 Total:			32.60
CBMC8011 - Cerebellum Corp. Total:			32.60
CRIM4010 - Chaidez, Hector Line Item Account			
203126	06/20/2018		
Inv	191616552		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2018	PD Predictive Policing Svcs 5/18	101-4010-4011-8170-000	2,080.00
Inv 191616552 Total			2,080.00
203126 Total:			2,080.00
CRIM4010 - Chaidez, Hector Total:			2,080.00
SRCC2920 - Ciccone, Shireen Line Item Account			
203127	06/20/2018		
Inv	R92423		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
06/05/2018	Refund Youth House Deposit Rental 6/2/18	101-0000-0000-2920-000	250.00
	Inv R92423 Total		250.00
203127 Total:			250.00
SRCC2920 - Ciccone, Shireen Total:			250.00
CTGT3011 - Citygate Associates LLC Line Item Account			
203128	06/20/2018		
	Inv 24559		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	Consulting Svc - Finance Dept. Organizational Review	101-3010-3011-8170-000	17,119.68
	Inv 24559 Total		17,119.68
203128 Total:			17,119.68
CTGT3011 - Citygate Associates LLC Total:			17,119.68
CTAA8022 - Community Transport. Assn Of America Line Item Account			
203129	06/20/2018		
	Inv 114314		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	CTAA Membership Member ID # 114314	207-8030-8025-8060-000	625.00
	Inv 114314 Total		625.00
203129 Total:			625.00
CTAA8022 - Community Transport. Assn Of America Total:			625.00
DEM0777 - Demco Line Item Account			
203130	06/20/2018		
	Inv 6375189		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	CD/DVD Overlay Tags	101-8010-8011-8020-000	563.90
	Inv 6375189 Total		563.90
	Inv 6375403		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	CD/DVD Overlay Tags	101-8010-8011-8020-000	843.12
	Inv 6375403 Total		843.12

Check Number	Check Date		Amount
Inv	6377706		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Double Sided Security Strips	101-8010-8011-8020-000	237.05
Inv 6377706 Total			237.05
203130 Total:			1,644.07
DEM0777 - Demco Total:			1,644.07
DIG0800 - Digital Telecommunications Corp Line Item Account			
203131	06/20/2018		
Inv	30991		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2018	Yard Office Reorganization - Relocate Phone Lines	101-6010-6601-8120-000	165.00
Inv 30991 Total			165.00
Inv	30992		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2018	PW Telephone Line Svcs - Relocate Phone Lines	101-6010-6011-8020-000	285.00
Inv 30992 Total			285.00
203131 Total:			450.00
DIG0800 - Digital Telecommunications Corp Total:			450.00
DGS16010 - Duthie Generator Svc Inc. Line Item Account			
203132	06/20/2018		
Inv	A53251		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Generator Preventative Maint. Svcs	500-6010-6711-8020-000	754.96
Inv A53251 Total			754.96
Inv	A53259		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Generator Preventative Maint. Svcs	101-6010-6601-8120-000	584.89
Inv A53259 Total			584.89
Inv	A53260		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Generator Preventative Maint. Svcs	101-6010-6601-8120-000	566.84
Inv A53260 Total			566.84

Check Number	Check Date		Amount
Inv	S53252		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Generator Preventative Maint. Svcs	500-6010-6711-8020-000	331.24
Inv S53252 Total			331.24
203132 Total:			2,237.93
DGSI6010 - Duthie Generator Svc Inc. Total:			2,237.93
ECMS5010 - ECMS Line Item Account			
203133	06/20/2018		
Inv	INV187029		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	FD Safety Clothing/Equipment	101-5010-5011-8134-000	296.96
Inv INV187029 Total			296.96
203133 Total:			296.96
ECMS5010 - ECMS Total:			296.96
ELL1017 - Ellen's Silkscreening Line Item Account			
203134	06/20/2018		
Inv	A66854		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2018	FD Dept Supplies	101-5010-5011-8020-000	316.46
Inv A66854 Total			316.46
203134 Total:			316.46
ELL1017 - Ellen's Silkscreening Total:			316.46
EMAC2021 - Emerson & Associates Line Item Account			
203135	06/20/2018		
Inv	5/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	Transportation Planning Professional Svcs 5/18	101-2010-2021-8170-000	5,000.00
Inv 5/18 Total			5,000.00
203135 Total:			5,000.00
EMAC2021 - Emerson & Associates Total:			5,000.00

Check Number	Check Date		Amount
HERD8010 - Erdmann, Hollis Line Item Account			
203136	06/20/2018		
Inv	0000596		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Baldwin Piano Tuning & Repair	101-8010-8011-8020-000	150.00
Inv 0000596 Total			150.00
203136 Total:			150.00
HERD8010 - Erdmann, Hollis Total:			150.00
EURO6710 - Eurofins Eaton Analytical Line Item Account			
203137	06/20/2018		
Inv	L0379841		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/22/2018	Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0379841 Total			85.00
Inv	L0380174		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/23/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0380174 Total			127.00
Inv	L0380770		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/28/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0380770 Total			127.00
Inv	L0381489		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0381489 Total			127.00
Inv	L0381499		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2018	Lab Svcs	500-6010-6711-8170-000	420.00
Inv L0381499 Total			420.00
Inv	L0383390		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0383390 Total			127.00

Check Number	Check Date		Amount
Inv	L0383523		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2018	Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0383523 Total			85.00
Inv	L0383524		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2018	Lab Svcs	500-6010-6711-8170-000	485.00
Inv L0383524 Total			485.00
Inv	L0383558		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/10/2018	Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0383558 Total			85.00
Inv	L0384033		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2018	Lab Svcs	500-6010-6711-8170-000	120.00
Inv L0384033 Total			120.00
Inv	L0384229		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2018	Lab Svcs	500-6010-6711-8170-000	170.00
Inv L0384229 Total			170.00
Inv	L0384268		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/13/2018	Lab Svcs	500-6010-6711-8170-000	20.00
Inv L0384268 Total			20.00
Inv	L0385183		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2018	Lab Svcs	500-6010-6711-8170-000	120.00
Inv L0385183 Total			120.00
Inv	L0385206		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0385206 Total			127.00
Inv	L0386098		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2018	Lab Svcs	500-6010-6711-8170-000	850.00

Check Number	Check Date		Amount
Inv L0386098		Total	850.00
Inv L0386099			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2018	Lab Svcs	500-6010-6711-8170-000	120.00
Inv L0386099		Total	120.00
Inv L0386100			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0386100		Total	127.00
Inv L0386101			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2018	Lab Svcs	500-6010-6711-8170-000	45.00
Inv L0386101		Total	45.00
Inv L0387225			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0387225		Total	127.00
Inv L0387730			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0387730		Total	85.00
Inv L0387731			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Lab Svcs	500-6010-6711-8170-000	120.00
Inv L0387731		Total	120.00
Inv L0389029			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2018	Lab Svcs	500-6010-6711-8170-000	507.50
Inv L0389029		Total	507.50
Inv L0389164			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Lab Svcs	500-6010-6711-8170-000	9.00
Inv L0389164		Total	9.00

Check Number	Check Date		Amount
Inv	L0389224		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Lab Svcs	500-6010-6711-8170-000	118.00
Inv L0389224 Total			118.00
Inv	L0389271		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2018	Lab Svcs	500-6010-6711-8170-000	120.00
Inv L0389271 Total			120.00
Inv	L0389892		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2018	Lab Svcs	500-6010-6711-8170-000	20.00
Inv L0389892 Total			20.00
Inv	L0390885		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0390885 Total			127.00
Inv	L0391496		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2018	Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0391496 Total			127.00
Inv	L0391500		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2018	Lab Svcs	500-6010-6711-8170-000	120.00
Inv L0391500 Total			120.00
Inv	L0392227		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	Lab Svcs	500-6010-6711-8170-000	120.00
Inv L0392227 Total			120.00
203137 Total:			4,967.50
EURO6710 - Eurofins Eaton Analytical Total:			4,967.50
EWEM6010 - Ewing Irrigation El Monte Line Item Account			
203138	06/20/2018		
Inv	5301696		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/09/2018	Irrigation Citywide Supplies	101-6010-6410-8180-000	166.30
Inv 5301696 Total			166.30
Inv 5301697			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Irrigation Citywide Supplies	101-6010-6410-8180-000	59.79
Inv 5301697 Total			59.79
203138 Total:			226.09
EWEM6010 - Ewing Irrigation El Monte Total:			226.09
FSOC4010 - F.S.O.C. LLC Line Item Account			
203139	06/20/2018		
Inv SPPD 18-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2018	PD FirstSpear Rifle Plate Carriers & Accessories	101-4010-4011-8134-000	9,240.71
Inv SPPD 18-1 Total			9,240.71
203139 Total:			9,240.71
FSOC4010 - F.S.O.C. LLC Total:			9,240.71
FIR5011 - Firefighters Bookstore Line Item Account			
203140	06/20/2018		
Inv INV185369			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	FD Books	101-5010-5011-8080-000	169.47
Inv INV185369 Total			169.47
203140 Total:			169.47
FIR5011 - Firefighters Bookstore Total:			169.47
THR5910 - George L.Throop Co. Line Item Account			
203141	06/20/2018		
Inv 01-757688-00			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	Sidewalk Repairs	215-6010-6118-8020-000	580.36
Inv 01-757688-00 Total			580.36
203141 Total:			580.36

Check Number	Check Date		Amount
THR5910 - George L.Throop Co. Total:			580.36
GPDD4010 - Glendale Police Dept. Line Item Account			
203142	06/20/2018		
Inv	18-1203		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/27/2018	PD DNA Processing Evidence Swab DR#18-1203	101-4010-4011-8180-000	400.00
Inv 18-1203 Total			400.00
203142 Total:			400.00
GPDD4010 - Glendale Police Dept. Total:			400.00
GREA6116 - Great Match Consulting Line Item Account			
203143	06/20/2018		
Inv	1690003844		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2018	Street Dept. Temp Staff w/ 5/6/18	230-6010-6116-8180-000	658.56
Inv 1690003844 Total			658.56
Inv	1690003848		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Facility Dept. Maint. Temp Staff w/ 5/13/18	101-6010-6601-8180-000	658.56
Inv 1690003848 Total			658.56
Inv	1690003849		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Street Dept. Temp Staff w/ 5/13/18	230-6010-6116-8180-000	823.20
Inv 1690003849 Total			823.20
203143 Total:			2,140.32
GREA6116 - Great Match Consulting Total:			2,140.32
GRE1270 - Greg's Automotive Services Line Item Account			
203144	06/20/2018		
Inv	13169		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	Yard Unit# 364 Control Modules & Key Cuts	230-6010-6116-8100-000	566.04
Inv 13169 Total			566.04

Check Number	Check Date		Amount
203144	Total:		566.04
GRE1270 - Greg's Automotive Services Total:			566.04
HHA5011 - H & H Auto Parts Wholesale Line Item Account			
203145	06/20/2018		
Inv	11N0222198		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	FD Dept Supplies	101-5010-5011-8020-000	88.89
Inv 11N0222198	Total		88.89
203145	Total:		88.89
HHA5011 - H & H Auto Parts Wholesale Total:			88.89
HAC6711 - Hach Company Line Item Account			
203146	06/20/2018		
Inv	10939301		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2018	Emergency Water Quality Test Kits for Discolored Water Issues	500-6010-6711-8020-000	2,144.72
Inv 10939301	Total		2,144.72
203146	Total:		2,144.72
HAC6711 - Hach Company Total:			2,144.72
HDL3356 - HDL Software, LLC Line Item Account			
203147	06/20/2018		
Inv	0012517		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2018	Business License Admin Svcs 6/18	101-3010-3011-8170-000	10,000.00
Inv 0012517	Total		10,000.00
203147	Total:		10,000.00
HDL3356 - HDL Software, LLC Total:			10,000.00
HQAB8100 - Hi Quality Auto Body Inc. Line Item Account			
203148	06/20/2018		
Inv	14716		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/02/2018	PD Unit# 1403 Replace Door Molding	101-4010-4011-8100-000	443.47

Check Number	Check Date		Amount
Inv 14716 Total			443.47
Inv 15009			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	PD Unit# 1407 Repair Damages & Paint Svc	101-4010-4011-8100-000	1,656.25
Inv 15009 Total			1,656.25
203148 Total:			2,099.72
HQAB8100 - Hi Quality Auto Body Inc. Total:			2,099.72
HPCC1021 - HPC Computers Inc. Line Item Account			
203149	06/20/2018		
Inv 26756			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	Plan/Bldg Repair Printer Feeder Jamming	101-7010-7011-8110-000	258.46
Inv 26756 Total			258.46
203149 Total:			258.46
HPCC1021 - HPC Computers Inc. Total:			258.46
ICPS8060 - ICMA Line Item Account			
203150	06/20/2018		
Inv ID# 665648			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	2017-2018 Annual Membership - Lucy Demirjian	101-2010-2011-8060-000	200.00
Inv ID# 665648 Total			200.00
203150 Total:			200.00
ICPS8060 - ICMA Total:			200.00
JSAR4011 - Jack's Auto Repair Line Item Account			
203151	06/20/2018		
Inv 15919			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2018	FD Crown Victoria Vehicle Maint.	101-5010-5011-8100-000	676.52
Inv 15919 Total			676.52
Inv 15932			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2018	Transit Van# 77 45 Day Inspection & Oil Change Svc	207-8030-8025-8100-000	122.65

Inv 15932 Total		122.65
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203151 Total:		799.17
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JSAR4011 - Jack's Auto Repair Total:		799.17
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JAN8011 - JanWay Company USA Inc Line Item Account

203152 06/20/2018

Inv 129236

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Library Magnets	101-0000-0000-2700-000	-37.05
05/17/2018	Library Magnets	101-8010-8011-8050-000	469.08

Inv 129236 Total		432.03
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203152 Total:		432.03
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JAN8011 - JanWay Company USA Inc Total:		432.03
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JHMS8020 - JHM Supply Line Item Account

203153 06/20/2018

Inv 110404/1

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Citywide Irrigation Supplies	101-6010-6410-8180-000	540.78

Inv 110404/1 Total		540.78
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203153 Total:		540.78
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JHMS8020 - JHM Supply Total:		540.78
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JCRS5011 - Jones Coffee Roasters Line Item Account

203154 06/20/2018

Inv 43502

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2018	FD Dept Supplies	101-5010-5011-8020-000	139.05

Inv 43502 Total		139.05
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203154 Total:		139.05
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JCRS5011 - Jones Coffee Roasters Total:		139.05
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KAR1897 - Karbelnig, Dr. Alan Line Item Account

203155 06/20/2018

Check Number	Check Date		Amount
Inv	5/10/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	Psychological Evaluation Fee 5/10/18	101-4010-4011-8170-000	300.00
Inv 5/10/18 Total			300.00
Inv	5/21/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	Psychological Evaluation Fee 5/21/18	101-4010-4011-8170-000	300.00
Inv 5/21/18 Total			300.00
203155 Total:			600.00
KAR1897 - Karbelnig, Dr. Alan Total:			600.00
LAN6401 - Landscape Structures Inc Line Item Account			
203156	06/20/2018		
Inv	INV-057125		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2018	Garfield Park Playground Replacement Bridge w/Hardware	232-6010-6417-8110-000	4,640.55
Inv INV-057125 Total			4,640.55
203156 Total:			4,640.55
LAN6401 - Landscape Structures Inc Total:			4,640.55
MARI8090 - Lee Ko, Mariam Line Item Account			
203157	06/20/2018		
Inv	5/17/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2018	Reimb. Employee Appreciation Lunch Supplies & Dessert Items	101-2010-2013-8020-000	437.58
Inv 5/17/18 Total			437.58
203157 Total:			437.58
MARI8090 - Lee Ko, Mariam Total:			437.58
LCW7456 - Liebert Cassidy Whitmore Line Item Account			
203158	06/20/2018		
Inv	1459209		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Personnel Matters 4/18	101-2010-2013-8160-000	3,825.00
Inv 1459209 Total			3,825.00

Check Number	Check Date		Amount
Inv 1459210			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Personnel Matters 4/18	101-2010-2013-8160-000	672.00
Inv 1459210 Total			672.00
Inv 1459211			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Personnel Matters 4/18	101-2010-2013-8160-000	6,412.00
Inv 1459211 Total			6,412.00
Inv 1459212			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Personnel Matters 4/18	101-2010-2013-8160-000	315.00
Inv 1459212 Total			315.00
Inv 1459213			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Personnel Matters 4/18	101-2010-2013-8160-000	70.00
Inv 1459213 Total			70.00
203158 Total:			11,294.00
LCW7456 - Liebert Cassidy Whitmore Total:			11,294.00
LIFE822 - Life-Assist Inc. Line Item Account			
203159	06/20/2018		
Inv 857445			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	FD Medical Supplies	101-5010-5011-8025-000	413.91
Inv 857445 Total			413.91
Inv 857835			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	FD Medical Supplies	101-5010-5011-8025-000	2,725.38
Inv 857835 Total			2,725.38
Inv 858470			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	FD Medical Supplies	101-5010-5011-8025-000	66.86
Inv 858470 Total			66.86

Check Number	Check Date		Amount
203159 Total:			3,206.15
LIFE822 - Life-Assist Inc. Total:			3,206.15
LIT7777 - Litwin, Louis Line Item Account			
203160	06/20/2018		
Inv	5/14/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	PD Admin Hearings 5/14/18	101-4010-4011-8180-000	135.00
Inv 5/14/18 Total			135.00
203160 Total:			135.00
LIT7777 - Litwin, Louis Total:			135.00
LKUP5011 - Lock-Up Inc. Line Item Account			
203161	06/20/2018		
Inv	20097		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/14/2018	Library Bldg Maint. 2nd Floor Women's Restroom Lock	101-8010-8011-8120-000	242.50
05/14/2018	Library Bldg Maint. 2nd Floor Women's Restroom Lock	101-6010-6601-8020-000	242.50
Inv 20097 Total			485.00
203161 Total:			485.00
LKUP5011 - Lock-Up Inc. Total:			485.00
LBBM4010 - Long Beach BMW Motorcycles Line Item Account			
203162	06/20/2018		
Inv	32033		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	PD Unit# 1705 Tires for 2017 Motorcycle	101-4010-4011-8100-000	649.33
Inv 32033 Total			649.33
203162 Total:			649.33
LBBM4010 - Long Beach BMW Motorcycles Total:			649.33
MRCN2501 - Martin Container Inc. Line Item Account			
203163	06/20/2018		
Inv	SA-230172		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2018	Install New Roll Up Door Damaged by City Staff Training 5/22/18	103-2010-2501-8020-000	793.88

Check Number	Check Date		Amount
Inv SA-230172	Total		793.88
203163 Total:			793.88
MRCN2501 - Martin Container Inc. Total:			793.88
MSMO5011 - Masimo Line Item Account			
203164	06/20/2018		
Inv	A432287		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	FD Equipment Maint.	101-5010-5011-8110-000	650.43
Inv A432287 Total			650.43
203164 Total:			650.43
MSMO5011 - Masimo Total:			650.43
TRMC2920 - McClure, Terese Line Item Account			
203165	06/20/2018		
Inv	R92424		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Refund Eddie Park House Deposit Rental 6/2/18	101-0000-0000-2920-001	250.00
Inv R92424 Total			250.00
203165 Total:			250.00
TRMC2920 - McClure, Terese Total:			250.00
MER2145 - Merit Oil Company Line Item Account			
203166	06/20/2018		
Inv	458001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	Fuel for City Vehicles	101-2010-2011-8100-000	153.36
05/24/2018	Fuel for City Vehicles	101-7010-7011-8100-000	153.36
05/24/2018	Fuel for City Vehicles	101-5010-5011-8105-000	613.42
05/24/2018	Fuel for City Vehicles	101-4010-4011-8105-000	6,594.25
05/24/2018	Fuel for City Vehicles	101-6010-6011-8100-000	153.36
Inv 458001 Total			7,667.75
203166 Total:			7,667.75
MER2145 - Merit Oil Company Total:			7,667.75

Check Number	Check Date		Amount
MINA5010 - Minagar & Associates Inc. Line Item Account			
203167	06/20/2018		
Inv	788		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	FD Transportation Planning & Traffic Engineering Hazard Svcs for	101-5010-5011-8170-000	11,364.00
Inv 788 Total			11,364.00
203167 Total:			11,364.00
MINA5010 - Minagar & Associates Inc. Total:			11,364.00
MOR2900 - Morrow & Holman Plumbing Inc Line Item Account			
203168	06/20/2018		
Inv	P-04-5409		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2018	Citywide Plumbing Svcs & Repairs	101-6010-6601-8120-000	430.48
Inv P-04-5409 Total			430.48
203168 Total:			430.48
MOR2900 - Morrow & Holman Plumbing Inc Total:			430.48
MPLC8021 - Motion Picture Licensing Corp. Line Item Account			
203169	06/20/2018		
Inv	504149819		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2018	Comm. Svcs Annual License to Show Films	101-8030-8032-8264-000	329.49
Inv 504149819 Total			329.49
203169 Total:			329.49
MPLC8021 - Motion Picture Licensing Corp. Total:			329.49
NRMC6118 - National Ready Mix Concrete Co. Line Item Account			
203170	06/20/2018		
Inv	646127		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2018	Concrete Slurry to Fill Trench on Transmission Main	500-6010-6710-8020-000	669.60
Inv 646127 Total			669.60
203170 Total:			669.60

Check Number	Check Date			Amount
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NRMC6118 - National Ready Mix Concrete Co. Total: 669.60

TRA2010 - Norman A. Traub Assoc. Line Item Account

203171	06/20/2018			
Inv	18061			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
06/06/2018	Employment Investigation Fee	101-2010-2013-8170-000		3,739.36
Inv 18061 Total				3,739.36

203171 Total: 3,739.36

TRA2010 - Norman A. Traub Assoc. Total: 3,739.36

PHCP9255 - Pacific Hydrotech Corp. Line Item Account

203172	06/20/2018			
Inv	#32			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
04/30/2018	Garfield Reservoir Replacement Project 4/18	500-9000-9266-9266-000		112,207.76
Inv #32 Total				112,207.76

203172 Total: 112,207.76

PHCP9255 - Pacific Hydrotech Corp. Total: 112,207.76

PCRI7101 - Personal Court Reporters Inc. Line Item Account

203173	06/20/2018			
Inv	118937			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/31/2018	Transcribing Svcs - SP CC Mtg 5/16/18	101-7010-7011-8170-000		661.50
Inv 118937 Total				661.50

203173 Total: 661.50

PCRI7101 - Personal Court Reporters Inc. Total: 661.50

PFPS5011 - PFP Systems Testings, Inc. Line Item Account

203174	06/20/2018			
Inv	18306			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
05/08/2018	Mission Meridian Garage Fire Sprinkler Testing Svc	205-8030-8024-8020-000		850.00
Inv 18306 Total				850.00

Check Number	Check Date		Amount
203174 Total:			850.00
PFPS5011 - PFP Systems Testings, Inc. Total:			850.00
CGPH4011 - Phillips, Craig Line Item Account			
203175	06/20/2018		
Inv	5/24/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	Reimb. PD Training Expense	101-4010-4011-8200-000	59.78
Inv 5/24/18 Total			59.78
203175 Total:			59.78
CGPH4011 - Phillips, Craig Total:			59.78
PBGF8031 - Pitney Bowes Global Fin. Svc LLC Line Item Account			
203176	06/20/2018		
Inv	3102192516		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	Library Postage Meter Lease 3/30-6/29/18	101-8010-8011-8110-000	305.27
Inv 3102192516 Total			305.27
203176 Total:			305.27
PBGF8031 - Pitney Bowes Global Fin. Svc LLC Total:			305.27
TNPL8267 - Plasil, Anton Line Item Account			
203177	06/20/2018		
Inv	May 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	Instructor Ballroom Class	101-8030-8021-8267-000	144.80
Inv May 2018 Total			144.80
203177 Total:			144.80
TNPL8267 - Plasil, Anton Total:			144.80
PODV8267 - Podvoll, Candace Line Item Account			
203178	06/20/2018		
Inv	May 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	Instructor Meditation Class	101-8030-8021-8267-000	109.60

Check Number	Check Date		Amount
		Inv May 2018 Total	109.60
		203178 Total:	109.60
		PODV8267 - Podvoll, Candace Total:	109.60
		POSS265 - Post Alarm Systems Line Item Account	
203179	06/20/2018		
		Inv 1060390	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		04/07/2018	WMB Annual Fire Inspection 2/18
			<u>Line Item Account</u>
			101-8030-8032-8180-000
			165.00
		Inv 1060390 Total	165.00
		203179 Total:	165.00
		POSS265 - Post Alarm Systems Total:	165.00
		REPA8170 - R.E. Patterson & Associates Line Item Account	
203180	06/20/2018		
		Inv 1398	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		05/23/2018	FD Local Hazard Mitigation Plan Project
			<u>Line Item Account</u>
			101-5010-5012-8020-000
			12,000.00
		Inv 1398 Total	12,000.00
		203180 Total:	12,000.00
		REPA8170 - R.E. Patterson & Associates Total:	12,000.00
		RGWA2980 - Rangwala Associates Line Item Account	
203181	06/20/2018		
		Inv 1617	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		06/01/2018	Consulting Svcs - General Plan/DTSP 5/18
			<u>Line Item Account</u>
			101-0000-0000-3085-000
			14,921.00
		Inv 1617 Total	14,921.00
		203181 Total:	14,921.00
		RGWA2980 - Rangwala Associates Total:	14,921.00
		RCSI2013 - RCS Investigations & Consult. LLC Line Item Account	
203182	06/20/2018		
		Inv 3882	
		<u>Line Item Date</u>	<u>Line Item Description</u>
			<u>Line Item Account</u>

Check Number	Check Date		Amount
04/06/2018	Background Investigation Fees	101-2010-2013-8170-000	1,850.00
Inv 3882 Total			1,850.00
Inv 3924			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/26/2018	Background Investigation Fee	101-2010-2013-8170-000	1,500.00
Inv 3924 Total			1,500.00
203182 Total:			3,350.00
RCSI2013 - RCS Investigations & Consult. LLC Total:			3,350.00
REIC5012 - Recreational Equipment Inc Line Item Account			
203183	06/20/2018		
Inv 9431026147			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2018	FD EOC Black Diamond Spot Headlamp & Therm A Rest Voyagers	101-5010-5012-8020-000	1,556.94
Inv 9431026147 Total			1,556.94
Inv 9431028552			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2018	FD EOC Black Diamond Spot Headlamp & Therm A Rest Voyagers	101-5010-5012-8020-000	163.66
Inv 9431028552 Total			163.66
Inv 9431047135			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	FD EOC Black Diamond Spot Headlamp & Therm A Rest Voyagers	101-5010-5012-8020-000	1,309.27
Inv 9431047135 Total			1,309.27
203183 Total:			3,029.87
REIC5012 - Recreational Equipment Inc Total:			3,029.87
KSRN5270 - Reutimann, Kristin Line Item Account			
203184	06/20/2018		
Inv R92297			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Refund Mommy/Daddy & Me Soccer Class	101-0000-0000-5270-002	83.00
Inv R92297 Total			83.00
203184 Total:			83.00

Check Number	Check Date		Amount
KSRN5270 - Reutimann, Kristin Total:			83.00
RIPU8540 - Roadline Products Inc. USA Line Item Account			
203185	06/20/2018		
Inv	14164		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2018	Street Dept. Signs & Maint. Hardware	230-6010-6116-8020-000	478.84
Inv 14164 Total			478.84
203185 Total:			478.84
RIPU8540 - Roadline Products Inc. USA Total:			478.84
ROB1111 - Robledo, Shannon Line Item Account			
203186	06/20/2018		
Inv	6/4-7/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2018	Reimb. PD Training Expenses	101-4010-4011-8210-000	124.65
Inv 6/4-7/18 Total			124.65
203186 Total:			124.65
ROB1111 - Robledo, Shannon Total:			124.65
SGV5685 - S.G.V. Medical Center Line Item Account			
203187	06/20/2018		
Inv	817042		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2018	PD Booking Approval - Marion Ginelsa	101-4010-4011-8170-000	48.00
Inv 817042 Total			48.00
203187 Total:			48.00
SGV5685 - S.G.V. Medical Center Total:			48.00
SOU5250 - S.P. Review & The Quarterly Magazine Line Item Account			
203188	06/20/2018		
Inv	E64900		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2018	PW Legal Notice LLMD Ad	215-6010-6201-8020-000	127.50
Inv E64900 Total			127.50

Check Number	Check Date		Amount
Inv	F64936		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2018	PD Ad for Found Property SPPD Case #18-0345	101-4010-4011-8170-000	75.00
Inv F64936 Total			75.00
203188 Total:			202.50
SOU5250 - S.P.Review & The Quarterly Magazine Total:			202.50
SAN4958 - San Marino Security System Line Item Account			
203189	06/20/2018		
Inv	00114329		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/05/2018	Orange Grove Rec, WMB & Garfield YH Security Apr-Jun 2018	101-8030-8031-8180-000	504.00
04/05/2018	Orange Grove Rec, WMB & Garfield YH Security Apr-Jun 2018	101-8030-8032-8180-000	207.00
Inv 00114329 Total			711.00
203189 Total:			711.00
SAN4958 - San Marino Security System Total:			711.00
SAN8032 - San Pascual Stables Line Item Account			
203190	06/20/2018		
Inv	Spring 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2018	Instructor Horsemanship Classes	101-8030-8032-8267-000	540.00
Inv Spring 2018 Total			540.00
203190 Total:			540.00
SAN8032 - San Pascual Stables Total:			540.00
CASD2920 - Sandoval, Cristina Line Item Account			
203191	06/20/2018		
Inv	R92422		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Refund WMB Deposit Rental 6/2/18	101-0000-0000-2920-000	500.00
06/05/2018	Refund WMB Deposit Rental 6/2/18	101-0000-0000-2925-001	25.00
Inv R92422 Total			525.00
203191 Total:			525.00

Check Number	Check Date		Amount
CASD2920 - Sandoval, Cristina Total:			525.00
SAEV2990 - Sapphos Environmental Inc. Line Item Account			
203192	06/20/2018		
Inv	1699009-02		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2018	Historic Evaluation - 1435 Oak Crest Ave.	101-0000-0000-2990-036	845.66
Inv 1699009-02 Total			845.66
203192 Total:			845.66
SAEV2990 - Sapphos Environmental Inc. Total:			845.66
ASHW2920 - Sheklow, Anna Line Item Account			
203193	06/20/2018		
Inv	R91926		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2018	Refund WMB Rental Deposit 5/18/18	101-0000-0000-4840-000	165.00
05/22/2018	Refund WMB Rental Deposit 5/18/18	101-0000-0000-2920-000	500.00
Inv R91926 Total			665.00
203193 Total:			665.00
ASHW2920 - Sheklow, Anna Total:			665.00
WLST8267 - Shuttic, William Line Item Account			
203194	06/20/2018		
Inv	May 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2018	Instructor Functional Fitness Classes	101-8030-8021-8267-000	350.00
Inv May 2018 Total			350.00
203194 Total:			350.00
WLST8267 - Shuttic, William Total:			350.00
REP6115 - Siemens Industry Inc. Line Item Account			
203195	06/20/2018		
Inv	5610114392		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Traffic Signal Maint 4/18	215-6010-6115-8180-000	2,163.63
Inv 5610114392 Total			2,163.63

Check Number	Check Date		Amount
Inv	5620015118		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Traffic Signal Response Call Outs 4/18	215-6010-6115-8180-000	2,074.46
Inv	5620015118 Total		2,074.46
203195 Total:			4,238.09
REP6115 - Siemens Industry Inc. Total:			4,238.09
STA5219 - Staples Business Advantage Line Item Account			
203196	06/20/2018		
Inv	3375999237		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2018	FD Office Supplies	101-5010-5011-8000-000	42.16
Inv	3375999237 Total		42.16
Inv	3376866717		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2018	FD Office Supplies	101-5010-5011-8000-000	17.73
Inv	3376866717 Total		17.73
Inv	3376940680		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2018	FD EOC Post It Easal Pad	101-5010-5012-8020-000	541.28
Inv	3376940680 Total		541.28
Inv	3377019702		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2018	FD Office Supplies	101-5010-5011-8000-000	53.98
Inv	3377019702 Total		53.98
Inv	3377019703		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2018	Library Office Supplies	101-8010-8011-8000-000	76.64
Inv	3377019703 Total		76.64
Inv	3377333484		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2018	Library Office Supplies	101-8010-8011-8000-000	162.66
Inv	3377333484 Total		162.66
Inv	3377333486		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/05/2018	Library Office Supplies	101-8010-8011-8000-000	30.21
Inv 3377333486	Total		30.21
Inv 3377660868			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Library Office Supplies	101-8010-8011-8000-000	82.80
Inv 3377660868	Total		82.80
Inv 3377660869			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Library Office Supplies	101-8010-8011-8000-000	18.79
Inv 3377660869	Total		18.79
Inv 3377660870			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2018	Water Office Supplies	500-6010-6710-8000-000	82.13
Inv 3377660870	Total		82.13
Inv 3377814998			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	FD Office Supplies	101-5010-5011-8000-000	18.92
Inv 3377814998	Total		18.92
Inv 3377814999			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	Library Office Supplies	101-8010-8011-8000-000	139.02
Inv 3377814999	Total		139.02
Inv 3377815001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	Library Office Supplies	101-8010-8011-8020-000	48.61
Inv 3377815001	Total		48.61
Inv 3377815004			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2018	Water Office Supplies	500-6010-6710-8000-000	82.13
Inv 3377815004	Total		82.13
Inv 3377981768			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2018	FD Office Supplies	101-5010-5011-8000-000	41.60
Inv 3377981768	Total		41.60

Check Number	Check Date		Amount
Inv	3377981778		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2018	Water Office Supplies	500-6010-6710-8000-000	11.49
Inv 3377981778 Total			11.49
Inv	3378325793		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	FD Office Supplies	101-5010-5011-8000-000	16.37
Inv 3378325793 Total			16.37
Inv	3378325795		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2018	Library Office Supplies	101-8010-8011-8000-000	27.36
Inv 3378325795 Total			27.36
Inv	3378402075		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Library Office Supplies	101-8010-8011-8000-000	21.89
Inv 3378402075 Total			21.89
Inv	3378402076		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Library Office Supplies	101-8010-8011-8000-000	26.49
Inv 3378402076 Total			26.49
Inv	3378402078		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Library Office Supplies	101-8010-8011-8000-000	17.40
Inv 3378402078 Total			17.40
Inv	3378402079		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Sr. Center Office Supplies	101-8030-8021-8000-000	88.02
Inv 3378402079 Total			88.02
Inv	3378402080		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Yard Office Supplies	101-6010-6601-8000-000	54.07
Inv 3378402080 Total			54.07
Inv	3379011229		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2018	FD Office Supplies	101-5010-5011-8000-000	135.35

Check Number	Check Date		Amount
Inv 3379011229	Total		135.35
Inv 3379293589			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/27/2018	Library Office Supplies	101-8010-8011-8000-000	27.36
Inv 3379293589	Total		27.36
Inv 3379530703			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2018	FD Office Supplies	101-5010-5011-8000-000	80.76
Inv 3379530703	Total		80.76
203196	Total:		1,945.22
STA5219 - Staples Business Advantage Total:			1,945.22
SSSS8267 - Super Soccer Stars Line Item Account			
203197	06/20/2018		
Inv	Spring 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Instructor Super Soccer Stars Classes	101-8030-8032-8267-000	1,248.00
Inv Spring 2018	Total		1,248.00
203197	Total:		1,248.00
SSSS8267 - Super Soccer Stars Total:			1,248.00
SWA2992 - Swank Motion Pictures, Inc Line Item Account			
203198	06/20/2018		
Inv	BO 1494280		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/10/2018	Movie in the Park Licensing 6/22/18	101-8030-8032-8264-000	665.00
Inv BO 1494280	Total		665.00
203198	Total:		665.00
SWA2992 - Swank Motion Pictures, Inc Total:			665.00
BEMN6010 - The Bee Man Line Item Account			
203199	06/20/2018		
Inv	98508		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/07/2018	Bee Removal Svcs @ 505 Mound Ave.	101-6010-6410-8180-000	295.00
Inv 98508 Total			295.00
203199 Total:			295.00
BEMN6010 - The Bee Man Total:			295.00
TSCS8030 - The Sauce Creative Services Line Item Account			
203200	06/20/2018		
Inv 2503			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/24/2018	2018 Sum Concert Poster Design & Prints	101-8030-8032-8264-000	414.26
Inv 2503 Total			414.26
Inv 2528			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2018	2018 Sum Concert Street Banner Overlays	101-8030-8032-8264-000	213.53
Inv 2528 Total			213.53
203200 Total:			627.79
TSCS8030 - The Sauce Creative Services Total:			627.79
TAEV9224 - Total Access Elevator Inc. Line Item Account			
203201	06/20/2018		
Inv 28690			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2018	Citywide Maint. on Elevators/Lifts Svc 5/18	101-6010-6601-8120-000	749.00
Inv 28690 Total			749.00
203201 Total:			749.00
TAEV9224 - Total Access Elevator Inc. Total:			749.00
TRAS998 - Transtech Engineers Inc. Line Item Account			
203202	06/20/2018		
Inv 20181792			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2018	Bldg & Safety Staffing Services 4/18	101-7010-7011-8180-000	19,032.78
Inv 20181792 Total			19,032.78

Check Number	Check Date		Amount
Inv	20181793		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2018	Bldg & Safety Staffing Services - Plan Check Svcs 4/18	101-7010-7011-8180-000	14,948.70
Inv 20181793 Total			14,948.70
203202 Total:			33,981.48
TRA5998 - Transtech Engineers Inc. Total:			33,981.48
MYTJ2920 - Trejo, Mayra Line Item Account			
203203	06/20/2018		
Inv	R92421		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Refund WMB Deposit Rental 5/26/18	101-0000-0000-2920-000	500.00
Inv R92421 Total			500.00
203203 Total:			500.00
MYTJ2920 - Trejo, Mayra Total:			500.00
TUM8011 - Tumbleweed Press Inc. Line Item Account			
203204	06/20/2018		
Inv	88198		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2018	Electronic Subscriptions	101-8010-8011-8031-000	599.00
Inv 88198 Total			599.00
203204 Total:			599.00
TUM8011 - Tumbleweed Press Inc. Total:			599.00
UND6710 - Underground Service Alert Line Item Account			
203205	06/20/2018		
Inv	420180685		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2018	Underground Svc Alerts 4/18	500-6010-6710-8020-000	269.05
Inv 420180685 Total			269.05
203205 Total:			269.05
UND6710 - Underground Service Alert Total:			269.05

Check Number	Check Date		Amount
JSUW5270 - Underwood, Jessica Line Item Account			
203206	06/20/2018		
Inv	R92295		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Refund Camp Med After School	101-0000-0000-5270-001	142.00
Inv R92295 Total			142.00
203206 Total:			142.00
JSUW5270 - Underwood, Jessica Total:			142.00
VPSI407 - Valley Power Systems Inc. Line Item Account			
203207	06/20/2018		
Inv	013070		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/30/2018	FD E781 Vehicle Maint.	101-5010-5011-8020-000	433.25
04/03/2018	FD Vehicle E781 Maint.	101-5010-5011-8100-000	815.59
Inv 013070 Total			1,248.84
203207 Total:			1,248.84
VPSI407 - Valley Power Systems Inc. Total:			1,248.84
VEWI8020 - Vision Electric Wholesale Inc. Line Item Account			
203208	06/20/2018		
Inv	30811		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2018	LED Bulbs for Mission Meridian & Street Lamps	215-6010-6201-8020-000	239.51
06/01/2018	LED Bulbs for Mission Meridian & Street Lamps	101-6010-6601-8120-000	239.52
Inv 30811 Total			479.03
Inv	31166		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Electrical Tape for Street Lighting	215-6010-6201-8020-000	47.96
Inv 31166 Total			47.96
203208 Total:			526.99
VEWI8020 - Vision Electric Wholesale Inc. Total:			526.99
VORT6116 - Vortex Industries, Inc Line Item Account			
203209	06/20/2018		

Check Number	Check Date		Amount
Inv	03-1240016-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2018	Repair FD Emergency Bay Door #2	101-6010-6601-8120-000	335.50
04/30/2018	Repair FD Emergency Bay Door #2	101-5010-5011-8120-000	335.50
Inv 03-1240016-1 Total			671.00
203209 Total:			671.00
VORT6116 - Vortex Industries, Inc Total:			671.00
ANWD6410 - Ward, Andrew Line Item Account			
203210	06/20/2018		
Inv	4/14/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/16/2018	Humane Bee Removal Svcs 4/14/18	101-6010-6410-8180-000	175.00
Inv 4/14/18 Total			175.00
Inv	5/24/18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/29/2018	Humane Bee Removal/Live Swarm Removal Svcs 5/24/18	101-6010-6410-8180-000	175.00
Inv 5/24/18 Total			175.00
203210 Total:			350.00
ANWD6410 - Ward, Andrew Total:			350.00
WCTP4011 - WCT Products Inc. Line Item Account			
203211	06/20/2018		
Inv	W4938		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2018	Replacement Cable for Pipe Locator Device	500-6010-6710-8020-000	130.26
Inv W4938 Total			130.26
203211 Total:			130.26
WCTP4011 - WCT Products Inc. Total:			130.26
WES4152 - West Coast Arborists, Inc. Line Item Account			
203212	06/20/2018		
Inv	136640		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2018	Street Tree Maint. Removal & Replacement Svcs 5/1-15/18	215-6010-6310-9181-000	2,664.00
05/15/2018	Street Tree Maint. Svcs 5/1-15/18	215-6010-6310-8180-000	25,200.00

Check Number	Check Date		Amount
Inv 136640	Total		27,864.00
203212 Total:			27,864.00
WES4152 - West Coast Arborists, Inc. Total:			27,864.00
WES6711 - Western Water Works Support Ctr. Line Item Account			
203213	06/20/2018		
Inv	490614-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2018	Water Dept Meter Coupling Parts	500-6010-6710-8020-000	622.51
Inv 490614-00 Total			622.51
203213 Total:			622.51
WES6711 - Western Water Works Support Ctr. Total:			622.51
PUFG8267 - Wong, Pauline Line Item Account			
203214	06/20/2018		
Inv	Mar & Apr 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2018	Instructor International Line Dance Class	101-8030-8032-8267-000	280.80
Inv Mar & Apr 2018 Total			280.80
203214 Total:			280.80
PUFG8267 - Wong, Pauline Total:			280.80
Total:			379,604.17

ATTACHMENT 4
Payroll 06-15-18

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 06.15.18

<u>Account Number</u>	<u>Account Name</u>	<u>06.20.18</u>
101-0000-0000-1010-000	General Fund - Payroll cash	570,504.32
	Other Withholding Payables	\$ 255,999.58
101-0000-0000-1010-000	Net General Fund - Payroll Cash	314,504.74
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	7,661.92
207-0000-0000-1010-000	Prop C - Payroll Cash	5,545.26
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	9,627.62
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR Ca	5,178.13
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	12,269.63
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	43,042.52
700-0000-0000-2210-000	Internal Revenue Service	64,330.46
700-0000-0000-2220-000	Employment Development Dept.	25,053.34
700-0000-0000-2230-000	Internal Revenue Service	18,528.64
700-0000-0000-2240-000	PERS Pension	97,090.94
700-0000-0000-2260-000	Deferred Comp - Empower	13,484.43
700-0000-0000-2262-000	PERS Health - Actives	-
101-3011-3041-7131-000	PERS Health - Retirees	-
Total Checks & Direct Deposits		616,317.63
Checks		22,480.55
Direct Deposits		375,349.27
I.R.S Payments		82,859.10
E.D.D. - State of CA		25,053.34
PERS Pension		97,090.94
Deferred Comp - Empower		13,484.43
PERS Health		-
		616,317.63
To 700		631,348.85
Other PR Payable		255,999.58
ACH Payable		375,349.27

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

Agency Warrants **06.20.18**

<u>Vendor</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
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No Items to be reported for this period.

RSA Report Total \$ -

Richard D. Schneider M.D., Agency Chair

Evelyn G. Zneimer, Agency Secretary



Mariam Lee Ko, Interim Agency Treasurer



City Council Agenda Report

ITEM NO. 11

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager *S.*

PREPARED BY: Mariam Lee Ko, Interim Finance Director *MLK*

SUBJECT: **Adoption of a Resolution Superseding Resolution No. 7548 on City Banking Accounts and Related Banking Documents**

Recommendation Action

It is recommended that the City Council adopt a resolution superseding Resolution No. 7548 providing signatory authority for all of the City's banking accounts and related banking documents to the Mayor, City Treasurer, City Manager, Interim Finance Director and Principal Management Analyst.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

By adopting the resolution, which supersedes Resolution No. 7548 that was adopted April 18, 2018, Interim Finance Director Mariam Lee Ko and Principal Management Analyst Karen Aceves will have signatory authority on all of the City of South Pasadena's (City) bank accounts and banking related documentation.

Next Steps

1. The signatory authority resolution will be amended when a new Finance Director is hired.

Background

Previous Resolution No. 7548 was specific to City bank accounts and banking related documents for Bank of the West. In order to continue to conduct the business of the City, Interim Finance Director Ko and Principal Management Analyst Aceves requires access and signatory authority to all of the City's bank accounts as the City not only has accounts with Bank of the West but also Citizens Business Bank and other banking authorities.

Legal Review

The City Attorney has reviewed this item and has opined that the resolution is in order.

Fiscal Impact

There is no fiscal impact associated with this report.

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 Superseding Resolution No. 7548. Authorizing Signatures on all City Bank Accounts

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
SUPERSEDING RESOLUTION NO. 7548, AUTHORIZING
SIGNATURES ON CITY BANK ACCOUNTS**

WHEREAS, the City Council or its designee has the authority to manage the City of South Pasadena's (City) bank accounts.

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

SECTION 1. To authorize Richard D. Schneider, M.D., Mayor, effective December 20, 2017, as a signatory on all City of South Pasadena bank accounts and related documentation.

SECTION 2. The use of the facsimile signature of Mayor Schneider is hereby authorized and said bank is hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are countersigned by one other signatory.

SECTION 3. To authorize Gary E. Pia, City Treasurer, effective December 21, 2011, as a signatory on all City bank accounts and related documentation with Bank of the West.

SECTION 4. The use of the facsimile signature of Gary E. Pia, City Treasurer, is hereby authorized and said bank is hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are countersigned by one other signatory.

SECTION 5. To authorize City Manager Stephanie DeWolfe, Interim Finance Director Mariam Lee Ko, and Principal Management Analyst Karen Aceves, as signatories on all City of South Pasadena bank accounts and related documentation.

SECTION 6. This resolution shall become effective immediately upon its adoption.

SECTION 7. 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 20th day of June, 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 20th day of June, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:


Evelyn G. Zneimer, City Clerk
(seal)




City Council Agenda Report

ITEM NO. 12

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Marc Donohue, Chief City Clerk 

SUBJECT: **Second Reading and Adoption of an Ordinance Reauthorizing the City's Public Educational and Governmental (PEG) Access Support Fee**

Recommendation Action

It is recommended that the City Council read by title only for second reading, waiving further reading, and adopt an ordinance reauthorizing the City's public, educational, and governmental (PEG) access support fee.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

Digital Infrastructure and Video Competition Act (DIVCA) authorizes the California Public Utilities Commission to grant State video franchises with a term of 10 years, and authorizes local jurisdictions to take certain actions, including to establish a fee by ordinance to be paid by holders of State video franchises operating in the jurisdiction to support PEG access. The provision of DIVCA authorizing localities to establish a PEG fee also includes language indicating that an ordinance establishing such a fee shall expire, and may be renewed, upon the expiration of a State video franchise. The statute is ambiguous and it is unclear to many California cities if it would require the reauthorization of the PEG fees.

As the 10 year State video franchises issued pursuant to DIVCA have recently begun to expire and be renewed, to the extent any action is required by the City of South Pasadena under DIVCA is unknown. There are differing opinions on whether the reauthorization is necessary at this time. Other Cities such as Arcadia, Glendale, and Sierra Madre have taken the reauthorization as a measure of caution. Staff has also consulted with the City Attorney who feels it is an appropriate action.

On June 6, 2018, the City Council unanimously approved the first reading and introduction of the proposed ordinance.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

The City received \$19,180 in PEG fees in the Fiscal Year 2016-17. These fees are primarily collected from Spectrum and AT&T cable providers. The City has been seeing a steady decline in PEG fees from previous years which can be attributed to reduction in use of cable providers.

With the adoption of this ordinance, the City will continue to receive such fees which can be used to support the PEG access channels for the City.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis.

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: Ordinance Reauthorizing the City's Public, Educational, and Governmental Access Support Fee

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
REAUTHORIZING THE CITY'S PUBLIC, EDUCATIONAL, AND
GOVERNMENTAL (PEG) ACCESS SUPPORT FEE**

WHEREAS, Section 58709(n) of the California Public Utilities Code, which was enacted as part of the Digital Infrastructure and Video Competition Act (DIVCA) of 2006, authorized the City to adopt an ordinance establishing a fee on State-franchised video service providers to support public, educational, and governmental access channel facilities; and

WHEREAS, under DIVCA, the City may continue to collect a franchise fee from State Franchise holders equal to five percent (5%) of their gross revenue, and the City also may collect a fee from State Franchise holders equal to one percent (1%) of their gross revenues provided the City imposes such a fee to support PEG access channel facilities by ordinance; and

WHEREAS, Section 5870(n) of the California Public Utilities Code states that such an ordinance shall expire, and may be reauthorized, upon the expiration of a state franchise.

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

SECTION 1. The City Council hereby reauthorizes the fee on State-franchised video service providers to support public, educational, and governmental channel facilities and which fee shall remain unchanged and in full effect as to all State-franchised video service providers.

SECTION 2. This ordinance shall take effect thirty (30) days after its final passage, and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

(SIGNATURES TO FOLLOW ON NEXT PAGE)

PASSED, APPROVED, AND ADOPTED ON this 20th day of June, 2018.

Richard D. Schneider, M.D., 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 20th day of June, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

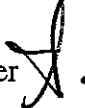
Evelyn G. Zneimer, City Clerk
(seal)



City Council Agenda Report

ITEM NO. 13

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Sheila Pautsch, Community Services Director
Liliana Torres, Community Services Supervisor

SUBJECT: **Award of Contract to Catering Systems Incorporated in the Amount of \$95,815 for the Catered Senior Meal Program and Budget Amendment of \$11,510 from the General Fund for the Fiscal Year 2018-19, with the Option to Renew the Contract for an Additional Four Years**

Recommendation Action

It is recommended that the City Council:

1. Award a contract for Senior Meal Program (Program) to Catering Systems Incorporated in the amount of \$95,815, to provide meals at the Senior Center (Center) and for home delivery. The contract will serve for a one-year period. Additionally, in accordance with the Community Development Block Grant (CDBG) guidelines, staff may automatically renew the contract up to four additional years (pending sufficient funds from CDBG), for a contract total of five-years, ending in 2023.
2. Approve a budget amendment increase of \$11,510, from the General Fund to the Program.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Community Outreach

The public will have an opportunity to speak on this item at the June 20, 2018 City Council Meeting.

Discussion/Analysis

The Center provides catered lunches on a daily basis, both onsite and for home delivery. The meals served adhere to stringent health provisions (set forth by federal regulations), providing seniors access to healthy affordable meals on a daily basis. In addition to the nutritional value, the Program also offers social benefits. For instance, meals served at the Center foster comradery as well as afford seniors a peer-to-peer platform to receive and exchange information regarding but not limited to health and well-being.

The City's contribution of \$36,510 in conjunction with a CDBG grant of \$17,995 have offset the cost of the meals, making participation manageable. Onsite meals currently cost \$2.25 each, while home delivery is \$2.50 per meal. Overall, participation has steadily increased over the past few years, in part due to accessibility as well as affordability. Currently, the Center caters an average of 360 meals a week and 18,316 meals a year.

The overall recommendation from staff is to award a contract for the Program to Catering Systems Incorporated in the amount of \$5.40 per meal. The increase in cost (from \$4.18) per meal is reflective of the rising gas prices, and the restriction on polystyrene food service ware; as alternative flatware such as durable plastic containers are more expensive to purchase. Since meals are prepared offsite and delivered daily, the distribution of incurred cost on fuel is reflected in the per meal price. Overall, the contract stipulates one-year of service, with the option for automatic renewal of up to four additional years (pending sufficient grant funds from CDBG in the subsequent years). In total, the proposed contract is for five-years, ending in 2023.

Alternatives Considered

1. Allow the current agreement to expire and suspend the Senior Meal Program indefinitely. The adverse effect of discontinuing the service will mainly distress a vulnerable populace. Those who receive and/or depend on the meals will have to seek services elsewhere and most likely, the seniors will pay a higher price for meals, which may cause financial hardship. City would be required to re allocate CDBG funding.
2. Allow the current agreement to expire and designate City employees to operate the Program onsite. This will likely increase the operational cost for the City, including the hiring of staff (approximately \$36,000 annually) as well as additional costs for maintenance and procurement of supplies. Moreover, the City will have to obtain proper licensing and undergo thorough inspections to ensure equipment and the facility are compliant with federal health code standards. In addition, patrons' contributions will likely increase, to offset the acquired cost, which may deter participation and/or cause financial hardship.

Background

The current contract awarded in 2014 to Catering Systems Incorporated for the Senior Meals Program will expire on June 30, 2018. Request for Proposals (RFP) went to 16 vendors with only one bid received on May 11, 2018. To ensure the integrity of the bidding and selection process and in accordance with the CDBG procurement procedures, staff completed the following actions:

- Contacted CDBG representative on May 14, 2018, regarding the bid outcome;
- Outlined initial outreach efforts in support of a competitive bidding process;
- Continued outreach to vendors, inquiring about decline to submit; and
- Resubmitted RFP with a June 1, 2018 deadline.

Only one bid was received from Catering Systems Incorporated on June 1, 2018. Staff reached out to vendors, however some vendors declined to bid as result of the increased cost of catering for vendors (South Pasadena Municipal Code Section 16.42). Due to the lack of interested vendors, staff reached out to CDBG for next steps, regarding the selection process. Pursuant to the CDBG grant, staff was advised to move forward with the selection process.

The Program has provided meals to seniors for over 25 years. The community is accustomed to the Program and in some aspects reliant on it. For instance, some of the homebound members rely on the Meals on Wheels services beyond the normal workday hours. Those who do not have alternative means of nourishment may opt to have additional meals delivered on Friday that will sustain them over the weekend, until regular service resumes (on Monday). Additionally, the Center provides four regularly sponsored special events such as Thanksgiving, Christmas, Chinese New Year, and Mother's Day.

The subsidized Senior Meal Program continues to thrive. Over the past few years, staff has seen a steady increase in participation. Moreover, the affordable and nutritious meals continue to bring seniors together fostering community and well-being.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

Funding for this Program is comprised of three different sources. CDBG partially funds the Program, in the amount of \$17,995 (amount is contingent on available grant funds, which varies on a yearly basis). Additionally, the cost of the Program is supplemented by fees from participants (anticipated revenue) in the amount of \$41,310. Additional General Fund dollars, of \$11,510, are required to compensate for the rising cost per meal. Overall, in order to sustain the Program \$36,510 (which includes the aforementioned supplementary funds) is required from the General Fund. The total budget for the Program is \$95,815.

Funding Sources and Totals for Senior Meal Program	
Community Development Block Grant	\$17,995
Participant Revenues (Anticipated)	\$41,310
General Fund	\$36,510
Total Cost of the Program	\$95,815

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. Contract for Catering Systems Incorporated
2. CDBG Email of Support and Recommendation

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ATTACHMENT 1
Contract for Catering Systems Incorporated

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES**

(City of South Pasadena /Catering Systems Incorporated)

1. IDENTIFICATION

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena, a California municipal corporation (“City”), and Catering Systems Incorporated, a California Corporation (“Consultant”).

2. RECITALS

- 2.1. City has determined that it requires the following professional services from a consultant: **Provide meals in bulk for the South Pasadena Senior Center Catered Senior Nutrition Program.**
- 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.
- 2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

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 **June 1, 2018** proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2. “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 Consultant

- 3.3. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.
- 3.4. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is five dollars and forty center per meal. Dollars (\$5.40).
- 3.5. "Commencement Date": July 1, 2018.
- 3.6. "Termination Date": June 30, 2019
The agreement shall be for a one-year period, however, the City has the option to renew the Agreement in one-year increments for up to an additional four (4) years depending on the availability of future CDBG funding. It is optional on the part of the city to renew the agreement. The City shall evaluate the contractors performance on an annual basis and use the evaluation to help determine if a renewal is determined in the the City's best interest.

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. Consultant 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. CONSULTANT'S DUTIES

- 5.1. **Services.** 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.
- 5.2. **Coordination with City.** In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.
- 5.3. **Budgetary Notification.** Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant'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.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.
- 5.5. **Professional Standards.** Consultant shall perform all work to the 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 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. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.
- 5.7. **Appropriate Personnel.** Consultant 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. Lordwin Dsouza 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. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their respective 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. **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.
- 5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.
- 5.11. **Records.** 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. 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

- 6.1. **General Prohibition.** 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.
- 6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.
- 6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.
- 6.4. **Compensation for Subcontractors.** City shall pay Consultant for work performed by its subcontractors, if any, 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, 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 Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.
- 7.2. **Invoices.** Consultant 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. All labor charges shall be itemized by employee name and classification/position with the firm, the corresponding hourly rate, the hours

- worked, a description of each labor charge, and the total amount due for labor charges.
- 7.3. **Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law. Consultant shall be solely responsible for calculating, withholding, and paying all taxes.
 - 7.4. **Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Consultant.
 - 7.5. **Additional Work.** Consultant 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 through a fully executed written amendment. Consultant shall not undertake any such work without prior written approval of the City.
 - 7.6. **City Satisfaction as Precondition to Payment.** Notwithstanding any other terms of this Agreement, no payments shall be made to Consultant until City is satisfied that the services are satisfactory.
 - 7.7. **Right to Withhold Payments.** If Consultant fails to provide a deposit or promptly satisfy an indemnity obligation described in Section 11, City shall have the right to withhold payments under this Agreement to offset that amount.

8. 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. 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.

9. 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 except as provided by law. 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.

10. RELATIONSHIP OF PARTIES

- 10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.
- 10.2. **No Agent Authority.** 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.
- 10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an 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 California Public Employees Retirement System ("CalPERS") 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, and other applicable federal and state taxes.
- 10.4. **Indemnification of CalPERS Determination.** 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 CalPERS to be eligible for enrollment in CalPERS 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 CalPERS 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. INDEMNIFICATION

- 11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, 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. "City" shall include City, its officers, agents, employees and volunteers.
- 11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant 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 Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.

- 11.3 **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. Consultant 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.
- 11.4 **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. 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.
- 11.5 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.
- 11.6 **Waiver of Statutory Immunity.** 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.
- 11.7 **Indemnification by Subcontractors.** 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 in the performance of this Agreement on Consultant's behalf.
- 11.8 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant'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.

12. INSURANCE

- 12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.
- 12.2. **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 Consultant's obligation to provide them. Consultant 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: Provide meals in bulk for the South Pasadena Senior

Center Catered Senior Nutrition Program Documentation of Best's rating acceptable to the City.

- Original endorsements effecting coverage for all policies required by this Agreement.
- 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 the right to exercise later.

12.3. 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: \$4,000,000
 - Products Comp/Op Aggregate \$4,000,000
 - Personal & Advertising Injury \$2,000,000
 - Each Occurrence \$2,000,000
 - Fire Damage (any one fire) \$ 100,000
 - Medical Expense (any 1 person) \$ 10,000
- 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

12.4. 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.

12.5. Worker's Compensation Insurance. Consultant 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 Consultant 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.

- 12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.
- 12.7. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed \$50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- 12.8. **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 Consultant must purchase “extended reporting” coverage for a minimum of five (5) years after completion of contract work.
- 12.9. **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 Professional Errors and Omissions and Worker’s Compensation, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant’s insurance policies shall be primary as respects any claims related to or as the result of the Consultant’s work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants 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 Consultant’s insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
- 12.10. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant 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 Consultant under this Agreement. Failure of the Consultant 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.

- 12.11. **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. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant 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, South Pasadena, CA 91030.
- 12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, 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 Consultant's insurance and shall not contribute with it.
- 12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.
- 12.14. **Report of Claims to City.** 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 this Agreement.
- 12.15. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant 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. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.
- 12.16. **Duty to Defend and Indemnify.** Consultant'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.

13. MUTUAL COOPERATION

- 13.1. **City Cooperation in Performance.** 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. **Consultant Cooperation in Defense of Claims.** 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. 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

If to Consultant

Stephanie DeWolfe
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7210
Facsimile: (626) 403-7211

Lordwin Dsouza
Catering Systems Incorporated
2512 East Fender Avenue, Unit E
Fullerton, CA 92831
Telephone: (310) 619-1218
Facsimile: (714) 447-9619

With courtesy copy to:

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

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnity), paragraph

12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (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.

16. TERMINATION

- 16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. 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.
- 16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 16.3. **Compensation Following Termination.** Upon termination, 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. The City shall have the benefit of such work as may have been completed up to the time of such termination.
- 16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

- 17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 17.2. **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 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 on by City and Consultant.
- 17.3. **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.

- 17.4. **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).
- 17.5. **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.
- 17.6. **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.

18. GENERAL PROVISIONS

- 18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by Consultant for performance of this Agreement are deemed confidential and Consultant 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.
- 18.2. **Conflicts of Interest.** 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.
- 18.3. **Non-assignment.** 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.
- 18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.

- 18.5. **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.
- 18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 18.7. **Non-Discrimination.** 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. 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. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.
- 18.8. **Waiver.** No provision, 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. The waiver by City or Consultant 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.
- 18.9. **Excused Failure to Perform.** 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.
- 18.10. **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.
- 18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs expended in the action.

18.12. **Venue.** 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.

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”
Lordwin Dsouza
Catering Systems Incorporated

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

ATTACHMENT 2
CDBG Email of Support and Recommendation

Natalie Sanchez

From: Liliana Torres
Sent: Wednesday, June 13, 2018 5:58 PM
To: Angela Loera; Lucy Hakobian
Subject: Fwd: Bids for Senior Meal Program

Sent from my T-Mobile 4G LTE Device

----- Original message -----

From: Tom Crabson
Date: 6/13/18 12:08 PM (GMT-08:00)
To: Liliana Torres
Cc: Sheila Pautsch , Angela Loera , Beatrice Trujillo , Karen Aceves
Subject: RE: Bids for Senior Meal Program

Good Morning Liliana,

Typically a request for non-competitive procurement consideration request is submitted in writing on City letterhead, however, since this was not done in this case, a formal written response from our office is not required. Therefore, this email response is to provide the City with our concurrence that the procurement effort and outreach conducted by the City for the FY2018-19 Senior Meal Program meets the procurements standards that are outlined in 2 CFR Part 200 and we support the City's selection of the single bidder (Catering Systems Inc.) to provide the senior meals for the above referenced CDBG-funded project.

Please let me know if you have any questions or concerns.

Respectrully,

Tom Crabson, Contract Compliance Officer
Grants Management Unit

Community Development Commission/

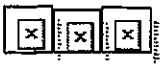
Housing Authority of the County of Los Angeles

700 West Main Street

Alhambra, CA 91801

Phone: (626) 586-1738

lacdc.org · hacola.org



PLEASE NOTE: This e-mail, and any attachments, contains information that is, or may be, covered by electronic communications privacy laws, and is also confidential, private, privileged and proprietary in nature and is solely transmitted for the purposes of the intended recipient(s). If the reader of this message is not an intended recipient, or if this message has been inadvertently directed to your attention, you are hereby notified that you have received this message and any attached document(s) in error and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this message in error, please notify us immediately by return e-mail and delete and destroy all copies of the original message. You are hereby notified that CDC/HACOLA does not intend to waive any privilege or privacy rights that might ordinarily attach to this communication. Thank you for your cooperation.

From: Liliana Torres
Sent: Friday, June 1, 2018 12:40 PM
To: Tom Crabson
Cc: Sheila Pautsch ; Angela Loera ; Beatrice Trujillo
Subject: Bids for Senior Meal Program

Tom,

This is our second RFP request for bids for the Senior Meal Program for the South Pasadena Senior Center for fiscal year July 1, 2018 through June 30, 2019. We are asking that consideration be given to approve to use a non-competitive procurement process for hiring a meal services vendor based on insufficient responses received in accordance with 2 CFR Part 200 for the subject referenced Community Development Block Grant (CDBG) funded project.

The City of South Pasadena/Community Services Department/Senior Citizens Center solicited seventeen (17) vendors (see attachment C), and individually called vendors to assure the bid packet was received and to inquire if they would be submitting a bid (also in attachment C); only one (1) bid for meal services was received from Catering Systems Incorporated (Attachment A) and Minutes from Bid Opening (attachment B). This second round we did not advertise as you stated it was not necessary.

The current contract ends this month June 30, 2018 and would appreciate your consideration of accepting the one bidder, after we followed steps to solicit bids. Those we were able to speak with expressed interest until we informed them of the number of meals we serve. One caterer said they would consider after looking at the specifications & noticed we included supplies for the meal program and stated that was a little costly, in the end they did not submit.

Please let me know if you have any questions so that we can proceed with our next steps, that are time sensitive.

Liliana Farruggia-Torres,

Community Services Supervisor

City of South Pasadena

Senior Citizens Center

1102 Oxley Street

South Pasadena, CA 91030

626.403.7364

ltorres@southpasadenaca.gov

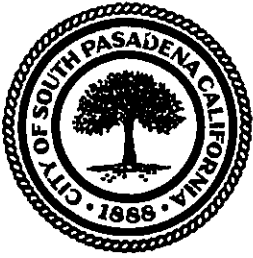


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City Council Agenda Report

ITEM NO. 14

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager *S.*

PREPARED BY: Rafael O. Casillas, P.E., Acting Public Works Director *ROC*
Kristine Courdy, P.E., Acting Deputy Public Works Director *KC*

SUBJECT: **Authorize the First Contract Amendment with R C Foster Corporation to Rent a Temporary Wilson Reservoir Wellhead Treatment System in an Amount Not-to-Exceed \$372,000 for a Total Not-to-Exceed Contract Amount \$2,720,000**

Recommendation Action

It is recommended that the City Council authorize the City Manager to execute the first contract amendment with R C Foster Corporation (R C Foster) in an additional not-to-exceed amount of \$372,000, for providing temporary wellhead treatment system at the Wilson Reservoir while the permanent wellhead treatment equipment is being manufactured.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Executive Summary

On July 18, 2017, the California State Water Resource Control Board (SWRCB) adopted Resolution 2017-0042 establishing a new regulation for 1,2,3-TCP Maximum Contamination Level (MCL) which took effect on December 14, 2017. All public water systems purveyors had to demonstrate compliance with this new standard by the end of the first quarter of 2018, a period of three months. Compliance may take the form of a wellhead treatment system or a blending plan that introduces additional water sources to dilute the levels of 1,2,3-TCP. On June 6, 2018 the City Council approved awarding a design build contract to R C Foster Corporation (R C Foster) for the Wilson Reservoir Wellhead Treatment System that will provide permanent compliance with the SWRCB 1,2,3-TCP regulation. The first contract amendment with R C Foster proposes adjusting the construction schedule and adding temporary rental equipment onsite while the permanent equipment is being manufactured.

Community Outreach

The Wilson Reservoir is located in the City of San Gabriel. Project updates will be posted on the City of San Gabriel's website to inform the neighboring residents prior to commencing work.

First Contract Amendment with R C Foster Corporation to Rent a Temporary Wilson Reservoir Wellhead Treatment System

June 20, 2018

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Discussion/Analysis

The proposed first contract amendment to R C Foster is to rent temporary wellhead treatment equipment for the Wilson Reservoir. This will allow the City to increase its well production and reduce the supply of Metropolitan Water District (MWD). The amendment includes revising the project schedule to include constructing the pad as soon as the design is complete and then installing rental equipment on site (the proposed schedule is under Next Steps). The proposed contract amendment includes the Contractor providing the rental equipment for approximately three months until the permanent equipment is delivered, installed and operational. Staff is working with the SWRCB Division of Drinking Water (DDW) to seek approvals for the operation of the temporary wellhead treatment system. The proposed temporary system is a granular activated carbon (GAC) system which is a SWRCB approved method of treating for the 1,2,3-TCP. The City is required to provide DDW with operation and monitoring documentation for the temporary treatment system. Staff is working with DDW to supply the required documentation.

Next Steps

1. The design for the wellhead treatment system will be complete by end of June 2018.
2. Upon completion of the design, the Contractor will begin the mobilization and pad construction which will take five weeks, anticipated completion by early August 2018.
3. Once the pad construction is complete, the temporary wellhead treatment system including temporary piping will be installed by mid-August 2018.
4. The manufacturing of the permanent equipment is projected to take eighteen weeks and it will be delivered in November 2018.
5. Removing the temporary equipment and piping, installing the permanent equipment and piping, performing all system commissioning and startup will take about one month. The final project completion of the permanent Wilson wellhead treatment system is scheduled for December 2018.

Background

On June 6, 2018, the City Council approved entering into a contract with R C Foster for design build construction of the Wilson Reservoir Wellhead Treatment System Project. The wellhead treatment system is required to comply with the SWRCB Resolution 2017-0042 adopted on July 18, 2017 establishing a new regulation for 1,2,3-TCP Maximum Contamination Level (MCL) which took effect on December 14, 2017. All public water systems purveyors were required to demonstrate compliance with this new standard by the end of the first quarter of 2018, a period of three months. Compliance may take the form of a wellhead treatment system or a blending plan that introduces additional water sources to dilute the levels of 1,2,3-TCP.

Tests for TCP MCL levels in City of South Pasadena water exceeded the new standards during the first quarter so the City was required to implement mitigation measures to reach compliance by March 30, 2018. Until completion of the permanent system is complete, an interim solution was required to keep the City's water system in compliance. Under the new regulations, water source blending is the only allowable interim option. As such, Staff obtained approval for the City to blend water pumped from City wells with Metropolitan Water District (MWD) supplied

water while the wellhead treatment system is being procured and installed. MWD is the City’s approved backup water source under a DDW permit. Once the permanent wellhead treatment system is installed, blending will no longer be required and the City can resume its well production.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

The proposed amendment for an additional not-to-exceed amount of \$372,000 is to rent temporary wellhead treatment equipment for Wilson Reservoir that will allow the City to increase its well production and reduce the use of MWD water supply. The proposed original contract schedule for installing the permanent equipment at Wilson Reservoir is in December 2018. It is proposed to install the rental equipment in mid-August 2018 after the concrete pad installation is complete. Therefore there will be four months where the MWD water purchase can be reduced.

The Fiscal Year (FY) 2018-19 Budget adopted by the City Council on June 6, 2018 includes an addition of \$1,324,000 in funding for the MWD water purchase. After the cost of the rental equipment there is an anticipated cost savings of \$360,000 based on the projected reduction in MWD water purchase. Therefore, this contract amendment in an amount not-to-exceed \$372,000 can be funded from Water Production Contract Services Account No.500-6711-8180 and will be offset by the reduction in MWD water purchase cost from Water Production Water Purchases – Resales Account No. 500-6711-8231. The final water purchase savings will be analyzed and proposed in the FY2018-19 mid-year budget review. Below is a summary of the total Wilson Wellhead Treatment Project costs after the proposed amendment:

Original Construction Amount	\$	2,348,000	(Approved June 6, 2018)
Proposed Amendment #1	\$	372,000	(Proposed June 20, 2018)
Amended Total Agreement	\$	2,720,000	
Projected MWD Water Savings	\$	(732,000)	
Project Cost	\$	1,988,000	
Projected Project Savings	\$	360,000	

Environmental Analysis

Provisions for a future water treatment system were included in the Wilson Reservoir Replacement Project Initial Study completed by Willdan. The California Environmental Quality Act (CEQA) Notice of Determination, initial study and mitigated negative declaration for Wilson Reservoir Replacement filed with the Los Angeles County Clerk on June 7, 2012. Pursuant to CEQA Guidelines Section 15162, no subsequent environmental review is necessary because there are no significant environmental impacts resulting from the implementation of this water

First Contract Amendment with R C Foster Corporation to Rent a Temporary Wilson Reservoir Wellhead Treatment System

June 20, 2018

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treatment system that were not previously analyzed under the mitigated negative declaration for the Wilson Reservoir Replacement project.

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. Proposed R C Foster Corporation Contract Amendment
2. R C Foster Corporation Design Build Agreement

ATTACHMENT 1
Proposed R C Foster Corporation
Contract Amendment

FIRST AMENDMENT TO
AGREEMENT FOR DESIGN/BUILD CONSTRUCTION

THIS AMENDMENT (“Amendment”) is made as of this 20th day of June, 2018, by and between the CITY OF SOUTH PASADENA (“CITY” or OWNER) and R C FOSTER CORPORATION, (“CONTRACTOR” or DESIGN-BUILDER).

RECITALS

WHEREAS, on June 6, 2018, the CITY and CONTRACTOR entered into an Agreement for DESIGN/BUILD CONSTRUCTION (“Agreement”) for CONTRACTOR to provide and furnish all the Design, labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: Wilson Reservoir TCP Wellhead Treatment Project No. W2018-01, all in accordance with the Contract Documents; and

WHEREAS, the original Agreement was in the amount of \$2,348,000; and

WHEREAS, the CITY desires to amend the Agreement to increase the scope of work for the CONTRACTOR to provide temporary rental granular activated carbon wellhead treatment equipment while the permanent equipment is being designed and manufactured; and

NOW THEREFORE, THE CITY AND THE CONTRACTOR AGREE AS FOLLOWS:

1. PAYMENT FOR SERVICES. That Section 3 of the Agreement is hereby amended to read as follows:

CITY shall pay for additional construction work performed by the CONTRACTOR pursuant to the terms of this Amendment Agreement. The total amount for the Agreement shall not exceed the authorized amount of \$ 2,720,000 (which includes the compensation for the original scope of work in the amount of \$2,348,000 and the compensation for the additional scope of work in the amount of \$372,000), unless the CITY has given specific advance approval in writing.

2. SCOPE OF SERVICES. That the scope of work of the Agreement is hereby amended to include Exhibit “A” as attached to this Amendment and incorporated herein by this reference.

3. TERM. The term of this Amendment Agreement shall remain per Section 4 of the Agreement.

4. PROVISIONS OF AGREEMENT. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

“City”
City of South Pasadena

“Contractor”
R C Foster Corporation

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

Amendment Exhibit "A"

Scope of Services

Contractor shall supply and install four (4) granular activated carbon (GAC) Calgon Model 10 vessels (Vessels) with 20,000 pounds of carbon each (80,000 pounds total) of the Filtrasorb 400 Carbon media to be furnished as a temporary GAC system for the City. Two (2) of the Vessels will be rental equipment that will be installed and removed upon the completion of the temporary services. Two (2) vessels will undergo structural modifications to meet seismic design requirements of the site so that they can be incorporated into the permanent system. The temporary GAC system will be installed on the permanent concrete slab included in the original construction scope of work. The Contractor shall supply and install all temporary piping and necessary components to operate the four (4) Vessels in parallel to achieve the required 3,000 gallons per minute (GPM) of well water production. These Vessels will run temporarily until the permanent GAC systems are delivered to the site, installed, and operational.

The scope of work includes delivery of the four (4) Vessels, initial fill of 80,000 pounds of Filtrasorb 400 Carbon media, installation of the Vessels and temporary piping, three months of rental for the equipment (see exception noted below), removal of the temporary piping, transferring the media from the temporary system to the permanent system, and all other work associated with bringing the temporary GAC system into operation.

In addition to the three (3) month rental period, the scope of work includes a one (1) month grace period on the rental equipment should there be delays in the manufacturing or production of the GAC permanent equipment in the original scope of work.

Below is a summary of the costs for the temporary GAC system:

Detailed Breakdown of Temporary System	Price
Removal of Rental Equipment (includes carbon transfer)	\$60,000
Delivery of Rental Equipment	\$30,000
Installation and Rental of GAC Equipment	\$109,000
Installation and Removal of Temporary Piping	\$110,000
Leg Modifications to Two (2) Vessels	\$38,000
Temporary Backwash	\$25,000
TOTAL Not-to-Exceed	\$372,000

ATTACHMENT 2
R C Foster Corporation
Design Build Amendment

DESIGN/BUILD CONSTRUCTION AGREEMENT

THIS AGREEMENT, made and entered into this 6th day of June, 2018, by and between CITY OF SOUTH PASADENA, a municipal corporation of the State of California, hereinafter referred to as "CITY" or OWNER and R C FOSTER CORPORATION "CONTRACTOR" OR DESIGN-BUILDER.

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: General Conditions between Owner and Design-Builder, RFP for Wilson Street TCP Wellhead Treatment Project No. W2018-01, Contractor's Bid Proposal, this Contract/Agreement, Standard Specifications, Special Provisions, Reference Specifications, Insurance Exhibit "A", the documents in the Appendix, if any, and all mutually agreed-upon modifications and amendments thereto.

2. Scope of Services. CONTRACTOR shall perform everything required to be performed, shall provide and furnish all the Design, labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: Wilson Reservoir TCP Wellhead Treatment Project No. W2018-01, all in accordance with the Contract Documents and Contractor's Proposal dated May 17, 2018 and Proposal revision dated May 24, 2018.

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 Public Works Director of the CITY, the Work of Improvement in accordance with the plans, specifications, and Contract Documents (the "Specifications") therefore prepared by City's Public Works 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 \$2,348,000.00 which represents the Guaranteed Maximum Price.

CITY agrees to make monthly payments and final payment in accordance with the method set forth in the General Conditions between Owner and Design-Builder.

4. Time for Completion. CONTRACTOR agrees to commence the design and construction of the Work of Improvement within five (5) 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 one-hundred ninety three (193) 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. Worker's 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 the 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 submitted on or after March 1, 2015, and for any contract for public work entered into on or after April 1, 2015. 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 adjudicated to have been non-negligent.

17.1 CONTRACTOR shall not be required to defend or indemnify CITY for liabilities caused by the sole active negligence or willful misconduct of CITY.

17.2 If CONTRACTOR is a joint venture or partnership, each member 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 member 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 member's or partner's joint and several liability hereunder.

18. Attorney's 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.

R C Foster Corporation

CONTRACTOR

BY 

Robert C. Foster

President

(Title)

BY _____

CITY OF SOUTH PASADENA

Stephanie DeWolfe, CITY MANAGER

ATTEST:

APPROVED AS TO FORM:

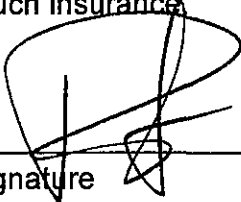
Evelyn G. Zneimer, CITY CLERK

Teresa L. Highsmith, CITY ATTORNEY

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.

Date: 14-June-2018



Signature

Robert C. Foster

Printed Name

President

Title


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City Council Agenda Report

ITEM NO. 15

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: David G. Watkins, AICP, Director of Planning & Building 

SUBJECT: **Approval of a Letter of Opposition to Senate Bill 828 Relating to Housing Elements**

Recommendation Action

It is recommended that the City Council approve a letter opposing Senate Bill 828 as amended on April 26, 2018 relating to Housing Elements.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

Staff recommends the City oppose Senate Bill 828 (SB 828), which would impose additional requirements in Housing Elements by revising the Regional Housing Needs Allocation (RHNA) process and methods.

SB 828 continues the State's confrontational "one-size-fits-all" approach to addressing the housing crisis by assigning the entire responsibility to local governments for meeting all regional housing needs, irrespective of the availability of public subsidies, the state of the economy, interest rates, availability of labor, infrastructure capacity, and the fiscal impacts of providing services. It is impossible for every city and county to meet its low-income and moderate-income housing needs in the manner suggested by SB 828. Although the League of California Cities has categorized the bill as "Watch," the California Chapter of the American Planning Association opposes this legislation.

Existing law proscribes the RHNA process: The State Department of Finance develops a regional needs assessment for all Council of Governments (COGs) and for areas of the state unrepresented by a COG. The COGs, including the Southern California Association of Governments (SCAG), allocate the regional needs by income level among the cities according to various formulas. State law requires cities to incorporate their RHNA into their Housing Elements, and to include an available site analysis that demonstrates sufficient land, zoned at appropriate densities, to accommodate 100% of their identified housing need, by income category.

SB 828 makes a number of changes to the RHNA process. The most significant of these changes is the requirement that cities zone for 125% of their RHNA, and an additional provision requiring that a city's unmet housing need, by income category, be rolled over into the next Housing Element cycle.

While a city is required to identify opportunity sites in its Housing Element sufficient to meet its RHNA demand for each income category, there is no obligation for a city to actually develop that housing; most available land for housing is in private ownership in any event. Increasing city and county RHNA by factors over which they have no control (e.g., failure of private owners to develop available land with affordable housing) simply means that most cities will fail. Without substantially increased subsidies to incentivize private owners to develop affordable housing, it is unlikely that sufficient affordable housing targets can be met. In spite of the very important housing funding bills passed last year, the State has cut local funding options for affordable housing by 75% since redevelopment was eliminated in 2011, with SB 2 funds estimated to make up only 25% of the \$1 billion formerly available through redevelopment. Federal sources have also been substantially reduced. Adding more and more units and site requirements without enough funding to subsidize the development cost gap to meet the RHNA allocation and then blaming cities and counties for not meeting their RHNA for low-income and moderate-income housing, punishes local agencies for results that are impossible to achieve – and will not solve that housing deficit.

The requirement in SB 828 that each city and county make 125% of the RHNA sites available, and the new amendment requiring half of the need to be met by multifamily development in undefined “developed areas”, will be impossible for local agencies to meet under the Assembly Bill 1397 (AB 1397) requirements. AB 1397, signed into law last year as part of the housing package, makes it extremely difficult to utilize non-vacant sites to meet the RHNA. AB 1397 specifies that a redeveloped site can only be considered an adequate site if development potential can be proven based on a number of difficult-to-prove factors. One of those factors presumes that an existing use will be an impediment to residential development absent findings based on substantial evidence that the use is likely to be discontinued during the planning period – something a landowner is unlikely to volunteer. Also, AB 1397 allows owners of non-vacant, or even vacant, sites to control compliance with AB 1397. Owners can simply say that they have no interest in developing multifamily housing within the planning period – meaning those sites will no longer qualify. In addition, if the goal of the bill is to up-zone areas that are now developed, it needs to be accepted that much of this rezoning will occur over the opposition of landowners.

SB 828 also exponentially piles on additional RHNA numbers, above the RHNA allocation current “need number” determined by the COG. This requirement will raise the RHNA numbers higher and higher when, for a number of reasons already discussed above, the original RHNA was not met. This is an ever-increasing and self-defeating requirement with no reasonable remedy provided to cities and counties to meet those escalating numbers. SB 828 requires the State Department of Housing and Community Development (HCD) to add, for each income category in each jurisdiction, the difference between the previous cycles' housing allocation and the reported housing production based on the annual production report submitted to HCD; this housing deficit obligation cannot be appealed no matter why the development of affordable

housing did not occur. SB 828 then requires HCD to address historic underproduction of housing in California by completing an audit of unmet housing needs for each region and requiring the results of the audit to also be added to the next RHNA allocation after January 1, 2019. This is unnecessarily punitive. Each RHNA is a “reset” of a city’s housing need, and already implicitly includes previously unmet needs.

Background

SB 828 was introduced by State Senator Scott Wiener on January 3, 2018. The original bill required cities to zone for 200% of their RHNA. The bill was amended on April 16, 2018 to reduce this requirement to 125%. The bill passed the Senate Transportation and Housing Committee and was referred to the Appropriations Committee. SB 828 passed the Appropriations Committee on May 25th and is currently in the Assembly.

The League of California Cities has taken a position of “Watch” on SB 828. The California Chapter of the American Planning Association is opposed.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is no fiscal impact associated with this matter.

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. Letter Opposing SB 828
2. Text – SB 828

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ATTACHMENT 1
Letter Opposing SB 828



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 20, 2018

The Honorable Scott Wiener
California State Senate, District 11
State Capitol Building, Room 4066
Sacramento, CA 95814
VIA FAX: (916) 651-4911

**RE: SB 828 (Wiener) Land Use: Housing Element
Notice of Opposition (as amended on April 26, 2018)**

Dear Senator Wiener:

The City of South Pasadena opposes SB 828, which proposes several unrealistic and punitive changes to the Regional Housing Needs Allocation (RHNA) process and Housing Element requirements, including a requirement that cities identify and zone for opportunity site to accommodate 125% of their RHNA, and compound the RHNA requirement further by adding the number of units of unmet housing needs to the existing RHNA for the next Housing Element cycle. While everyone recognizes the lack of sufficient housing units in some areas of the State, these proposed changes do nothing to encourage or enable development of housing and unfairly penalize cities for the failure of private property owners to develop affordable housing.

Increasing city and county RHNA by factors over which they have no control simply means that most will fail. Without substantially increased subsidies to close the financing gap in the development and sale or rental of affordable housing, few cities will have the tools to facilitate development of affordable housing. The State has cut local funding options for affordable housing by 75% since redevelopment was eliminated in 2011, and the funding bills passed last year, including SB 2, are estimated to make up only 25% of the loss of \$1 billion in affordable housing monies formerly available through redevelopment. Federal sources have also been substantially reduced. Adding more and more units and site requirements without enough funding to meet the RHNA allocation will not solve the housing deficit.

SB 828 exponentially piles on additional RHNA numbers, above the RHNA allocation current "need number" determined by the COG, by compounding the annual RHNA by the previous year's unmet unit development count for each income category. This is an ever-increasing and self-defeating requirement with no reasonable remedy provided to cities and counties who cannot meet those escalating numbers; the land available for development of housing is mostly privately

owned and the local agency cannot force a private property owner to develop housing, let alone affordable housing. Moreover, SB 828 provides no appeal from the compounding of the RHNA allocation for a local agency, regardless of why the development of affordable housing did not occur. SB 828 then requires HCD to address historic underproduction of housing in California by completing an audit of unmet housing needs for each region and requiring the results of the audit to also be added to the next RHNA allocation after January 1, 2019. The RHNA already represents the total need; requiring that need to be exceeded by compounding the RHNA with previously unmet unit numbers is just punitive and dooms local agencies to fail.

SB 828 proposes that each city and county identify sites to accommodate 125% of the RHNA, and require half of the affordable housing need to be met by multifamily development in undefined "developed areas;" this will be impossible for local agencies to meet under the AB 1397 requirements. AB 1397, signed into law last year as part of the housing package, already makes it extremely difficult to utilize non-vacant sites to meet the RHNA. AB 1397 specifies that a developed site can only be considered an adequate site if residential redevelopment potential can be proven based on a number of difficult-to-prove factors. One of those factors presumes that an existing use will be an impediment to residential redevelopment absent findings based on substantial evidence that the existing use is likely to be discontinued during the planning period – something a landowner is unlikely to confirm. Also, AB 1397 allows owners of non-vacant, or even vacant, sites to control compliance with AB 1397. Owners can simply say that they have no interest in developing multifamily housing within the planning period – meaning those sites will no longer qualify. In addition, if the goal of the bill is to up-zone areas that are now developed, it needs to be acknowledged that much of this rezoning will occur over the opposition of landowners, likely generating lawsuits against the local agency.

For these reasons, the City of South Pasadena must respectfully oppose SB 828. Thank you for your consideration.

Sincerely,

Richard D. Schneider, M.D.
Mayor

Marina Khubesrian, M.D.
Mayor Pro Tem

Michael A. Cacciotti
Councilmember

Robert S. Joe
Councilmember

Diana Mahmud
Councilmember

cc: South Pasadena City Manager
Assemblymember Chris Holden, Assembly District 41
State Senator Anthony Portantino, Senate District 25
State Senate Appropriations Committee, State Capitol Room 2206, Sacramento, CA
95814
Kristine Guerrero, League of California Cities Regional Public Affairs Manager
(kguerrero@cacities.org)
League of California Cities, cityletters@cacities.org
Marisa Creter, Executive Director, San Gabriel Valley Council of Governments
(mcreter@sgvcog.org)
Kathryn Barger, Los Angeles County Board of Supervisors, 5th District
(Kathryn@bos.lacounty.gov)
John C. Terell, AICP, Vice President, Policy and Legislation, American Planning
Association. California Chapter, 1333 36th Street, Sacramento, CA 95816-2434
Sande George, Stefan/George Associates (sgeorge@stefangeorge.com)

ATTACHMENT 2
Text – SB 828

AMENDED IN SENATE MAY 25, 2018
AMENDED IN SENATE APRIL 26, 2018
AMENDED IN SENATE APRIL 16, 2018
AMENDED IN SENATE MARCH 14, 2018

SENATE BILL

No. 828

Introduced by Senator Wiener

January 3, 2018

An act to amend Sections 65583, 65583.2, 65584, 65584.01, and 65584.04 of, and to add Section 65584.01.1 to, of the Government Code, relating to land use.

LEGISLATIVE COUNSEL'S DIGEST

SB 828, as amended, Wiener. Land use: housing element.

(1) The Planning and Zoning Law requires a city or county to adopt a general plan for its jurisdiction that contains certain mandatory elements, including a housing element. Existing law requires a planning agency to submit a draft of the housing element to the Department of Housing and Community Development for review, as specified.

Existing law requires the housing element to contain an inventory of land suitable and available for residential development, and to ~~contain~~ *be used to identify sites that can be developed for housing within the planning period and that are sufficient to provide for the jurisdiction's share of the regional housing need for all income levels.*

This bill would, instead, require the inventory of land suitable and available for residential development to identify sites that can be developed for housing within the planning period that are sufficient to provide for 125% of the jurisdiction's share of the regional housing need for all income levels.

(2) Existing law requires the housing element to contain a program that sets forth a schedule of actions during the planning period that the city or county will undertake to implement policies and to achieve the goals and objectives of the housing element. Existing law requires the program to identify actions that will be taken during the period in order to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory of land, described above, without rezoning on those sites.

This bill would, instead, require the program to identify actions that will be taken to accommodate 125% of the city's or county's share of the regional housing need that could not be accommodated on the sites identified in the inventory of land without rezoning of those sites. The bill would also require *would require* those actions *identified in the program* be taken to make at least 100% of the city's or county's ~~share~~ *share*, so-identified *identified*, be available for multifamily housing located within ~~developed areas~~ *the jurisdiction's existing urban service boundary*.

(2)

(3) Existing law requires the department, in consultation with each council of governments, to determine the existing and projected need for housing for each region in accordance with specified requirements. Existing law requires the appropriate council of governments, or the department for a city and county that does not have a council of governments, to adopt a final regional housing need plan that allocates a share of the regional housing need to each city, county, or city and county, ~~as specified~~ *county in accordance with certain requirements and procedures, including that a specified type of ordinance or policy that limits the number of residential building permits issued by a city or county may not be used as a justification for a determination or reduction in a jurisdiction's share of the regional housing need.*

This bill would prohibit the ~~final allocation plan from considering the prior underproduction of housing from the previous cycle, as calculated, to justify a lower allocation for a particular local government~~ *prior underproduction of housing in a city or county from the previous cycle and stable population numbers in a city or county from the previous cycle from being used as a justification for a determination or a reduction in the jurisdiction's share of the regional housing need.* The bill would also require the final regional housing need plan to demonstrate *government* efforts to reverse racial and wealth disparities

~~throughout a region, including by demonstrating a high housing allocation for households located within particular communities, and a high housing allocation for all income categories. region by assigning additional weight to local governments that meet specified criteria in the distribution of the regional housing needs allocation for all income categories.~~

~~(3)~~

~~(4) Existing law requires, at least 26 months prior to the scheduled revision of the housing element and developing the existing and projected housing need for a region, the department to meet and consult with the council of governments regarding the assumptions and methodology to be used by the department to determine the region's housing needs. Existing law requires the council of governments to provide data assumptions from the council's projections, including, if available, specified data factors for the region, including, data relating to the percentage of renter's households that are overcrowded and vacancy rates for healthy housing market functioning and regional mobility. Existing law requires the department, after consulting with the council of governments, to determine, in writing, the data assumptions for each of the data factors provided, as well as the methodology the department will use.~~

~~This bill would additionally require the council of governments to provide data on the overcrowding rate for a healthy housing market, and would define the vacancy rate for a healthy housing market for those purposes to be considered no less than 6% between 5% and 8% of both rental and ownership housing, as provided. housing. The bill would also require the council of governments to include data on the percentage of households paying more than 30% of their income on housing; that are cost burdened, the rate of housing cost for a healthy housing market, and data on the projected household income growth.~~

~~(4) Existing law requires the department, after consultation with the council of governments, to determine a region's existing and projected housing need based upon assumptions and methodology prepared pursuant to a specified process. Existing law authorizes a council of governments to file an objection on the department's determination within 30 days following notice of the department's determination. The department is required to consider that objection within 45 days of receiving it and make a final written determination of the region's existing and projected housing need.~~

The bill would require the department, after making the final written determination described above, to add the difference between the previous cycle's housing allocation and the reported housing production based on an annual production report submitted by the local government. The bill would provide any determination of that nature is unappealable.

This bill would also require the department, before the next regional housing needs assessment for each region, to address the historic underproduction of housing in California, particularly in coastal and metropolitan communities, by completing a comprehensive audit of unmet housing needs for each region by January 1, 2020, and to add the results of this audit to each region's next regional housing assessment following January 1, 2020.

This bill would require the methodology approved by the department to grant allowances to adjust for data factors relating to overcrowding, vacancy rates, and households that are cost burdened, as described above, based on the region's total projected households, which includes existing households as well as future projected households.

(5) By expanding the duties of local governments relating to the housing element program and the final regional housing need plan, this bill would impose a state-mandated local program.

(6) The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

1 SECTION 1. Section 65583 of the Government Code is
2 amended to read:
3 65583. The housing element shall consist of an identification
4 and analysis of existing and projected housing needs and a
5 statement of goals, policies, quantified objectives, financial
6 resources, and scheduled programs for the preservation,
7 improvement, and development of housing. The housing element
8 shall identify adequate sites for housing, including rental housing,
9 factory-built housing, mobilehomes, and emergency shelters, and
10 shall make adequate provision for the existing and projected needs

1 of all economic segments of the community. The element shall
2 contain all of the following:

3 (a) An assessment of housing needs and an inventory of
4 resources and constraints relevant to the meeting of these needs.
5 The assessment and inventory shall include all of the following:

6 (1) An analysis of population and employment trends and
7 documentation of projections and a quantification of the locality's
8 existing and projected housing needs for all income levels,
9 including extremely low income households, as defined in
10 subdivision (b) of Section 50105 and Section 50106 of the Health
11 and Safety Code. These existing and projected needs shall include
12 the locality's share of the regional housing need in accordance
13 with Section 65584. Local agencies shall calculate the subset of
14 very low income households allotted under Section 65584 that
15 qualify as extremely low income households. The local agency
16 may either use available census data to calculate the percentage
17 of very low income households that qualify as extremely low
18 income households or presume that 50 percent of the very low
19 income households qualify as extremely low income households.
20 The number of extremely low income households and very low
21 income households shall equal the jurisdiction's allocation of very
22 low income households pursuant to Section 65584.

23 (2) An analysis and documentation of household characteristics,
24 including level of payment compared to ability to pay, housing
25 characteristics, including overcrowding, and housing stock
26 condition.

27 (3) An inventory of land suitable and available for residential
28 development, including vacant sites and sites having realistic and
29 demonstrated potential for redevelopment during the planning
30 period to meet the locality's housing need for a designated income
31 level, and an analysis of the relationship of zoning and public
32 facilities and services to these sites.

33 (4) (A) The identification of a zone or zones where emergency
34 shelters are allowed as a permitted use without a conditional use
35 or other discretionary permit. The identified zone or zones shall
36 include sufficient capacity to accommodate the need for emergency
37 shelter identified in paragraph (7), except that each local
38 government shall identify a zone or zones that can accommodate
39 at least one year-round emergency shelter. If the local government
40 cannot identify a zone or zones with sufficient capacity, the local

1 government shall include a program to amend its zoning ordinance
2 to meet the requirements of this paragraph within one year of the
3 adoption of the housing element. The local government may
4 identify additional zones where emergency shelters are permitted
5 with a conditional use permit. The local government shall also
6 demonstrate that existing or proposed permit processing,
7 development, and management standards are objective and
8 encourage and facilitate the development of, or conversion to,
9 emergency shelters. Emergency shelters may only be subject to
10 those development and management standards that apply to
11 residential or commercial development within the same zone except
12 that a local government may apply written, objective standards
13 that include all of the following:

14 (i) The maximum number of beds or persons permitted to be
15 served nightly by the facility.

16 (ii) Off-street parking based upon demonstrated need, provided
17 that the standards do not require more parking for emergency
18 shelters than for other residential or commercial uses within the
19 same zone.

20 (iii) The size and location of exterior and interior onsite waiting
21 and client intake areas.

22 (iv) The provision of onsite management.

23 (v) The proximity to other emergency shelters, provided that
24 emergency shelters are not required to be more than 300 feet apart.

25 (vi) The length of stay.

26 (vii) Lighting.

27 (viii) Security during hours that the emergency shelter is in
28 operation.

29 (B) The permit processing, development, and management
30 standards applied under this paragraph shall not be deemed to be
31 discretionary acts within the meaning of the California
32 Environmental Quality Act (Division 13 (commencing with Section
33 21000) of the Public Resources Code).

34 (C) A local government that can demonstrate to the satisfaction
35 of the department the existence of one or more emergency shelters
36 either within its jurisdiction or pursuant to a multijurisdictional
37 agreement that can accommodate that jurisdiction's need for
38 emergency shelter identified in paragraph (7) may comply with
39 the zoning requirements of subparagraph (A) by identifying a zone

1 or zones where new emergency shelters are allowed with a
2 conditional use permit.

3 (D) A local government with an existing ordinance or ordinances
4 that comply with this paragraph shall not be required to take
5 additional action to identify zones for emergency shelters. The
6 housing element must only describe how existing ordinances,
7 policies, and standards are consistent with the requirements of this
8 paragraph.

9 (5) An analysis of potential and actual governmental constraints
10 upon the maintenance, improvement, or development of housing
11 for all income levels, including the types of housing identified in
12 paragraph (1) of subdivision (c), and for persons with disabilities
13 as identified in the analysis pursuant to paragraph (7), including
14 land use controls, building codes and their enforcement, site
15 improvements, fees and other exactions required of developers,
16 local processing and permit procedures, and any locally adopted
17 ordinances that directly impact the cost and supply of residential
18 development. The analysis shall also demonstrate local efforts to
19 remove governmental constraints that hinder the locality from
20 meeting its share of the regional housing need in accordance with
21 Section 65584 and from meeting the need for housing for persons
22 with disabilities, supportive housing, transitional housing, and
23 emergency shelters identified pursuant to paragraph (7).
24 Transitional housing and supportive housing shall be considered
25 a residential use of property, and shall be subject only to those
26 restrictions that apply to other residential dwellings of the same
27 type in the same zone.

28 (6) An analysis of potential and actual nongovernmental
29 constraints upon the maintenance, improvement, or development
30 of housing for all income levels, including the availability of
31 financing, the price of land, the cost of construction, the requests
32 to develop housing at densities below those anticipated in the
33 analysis required by subdivision (c) of Section 65583.2, and the
34 length of time between receiving approval for a housing
35 development and submittal of an application for building permits
36 for that housing development that hinder the construction of a
37 locality's share of the regional housing need in accordance with
38 Section 65584. The analysis shall also demonstrate local efforts
39 to remove nongovernmental constraints that create a gap between

1 the locality's planning for the development of housing for all
2 income levels and the construction of that housing.

3 (7) An analysis of any special housing needs, such as those of
4 the elderly; persons with disabilities, including a developmental
5 disability, as defined in Section 4512 of the Welfare and
6 Institutions Code; large families; farmworkers; families with female
7 heads of households; and families and persons in need of
8 emergency shelter. The need for emergency shelter shall be
9 assessed based on annual and seasonal need. The need for
10 emergency shelter may be reduced by the number of supportive
11 housing units that are identified in an adopted 10-year plan to end
12 chronic homelessness and that are either vacant or for which
13 funding has been identified to allow construction during the
14 planning period. An analysis of special housing needs by a city or
15 county may include an analysis of the need for frequent user
16 coordinated care housing services.

17 (8) An analysis of opportunities for energy conservation with
18 respect to residential development. Cities and counties are
19 encouraged to include weatherization and energy efficiency
20 improvements as part of publicly subsidized housing rehabilitation
21 projects. This may include energy efficiency measures that
22 encompass the building envelope, its heating and cooling systems,
23 and its electrical system.

24 (9) An analysis of existing assisted housing developments that
25 are eligible to change from low-income housing uses during the
26 next 10 years due to termination of subsidy contracts, mortgage
27 prepayment, or expiration of restrictions on use. "Assisted housing
28 developments," for the purpose of this section, shall mean
29 multifamily rental housing that receives governmental assistance
30 under federal programs listed in subdivision (a) of Section
31 65863.10, state and local multifamily revenue bond programs,
32 local redevelopment programs, the federal Community
33 Development Block Grant Program, or local in-lieu fees. "Assisted
34 housing developments" shall also include multifamily rental units
35 that were developed pursuant to a local inclusionary housing
36 program or used to qualify for a density bonus pursuant to Section
37 65916.

38 (A) The analysis shall include a listing of each development by
39 project name and address, the type of governmental assistance
40 received, the earliest possible date of change from low-income

1 use, and the total number of elderly and nonelderly units that could
2 be lost from the locality's low-income housing stock in each year
3 during the 10-year period. For purposes of state and federally
4 funded projects, the analysis required by this subparagraph need
5 only contain information available on a statewide basis.

6 (B) The analysis shall estimate the total cost of producing new
7 rental housing that is comparable in size and rent levels, to replace
8 the units that could change from low-income use, and an estimated
9 cost of preserving the assisted housing developments. This cost
10 analysis for replacement housing may be done aggregately for
11 each five-year period and does not have to contain a
12 project-by-project cost estimate.

13 (C) The analysis shall identify public and private nonprofit
14 corporations known to the local government which have legal and
15 managerial capacity to acquire and manage these housing
16 developments.

17 (D) The analysis shall identify and consider the use of all federal,
18 state, and local financing and subsidy programs which can be used
19 to preserve, for lower income households, the assisted housing
20 developments, identified in this paragraph, including, but not
21 limited to, federal Community Development Block Grant Program
22 funds, tax increment funds received by a redevelopment agency
23 of the community, and administrative fees received by a housing
24 authority operating within the community. In considering the use
25 of these financing and subsidy programs, the analysis shall identify
26 the amounts of funds under each available program which have
27 not been legally obligated for other purposes and which could be
28 available for use in preserving assisted housing developments.

29 (b) (1) A statement of the community's goals, quantified
30 objectives, and policies relative to the maintenance, preservation,
31 improvement, and development of housing.

32 (2) It is recognized that the total housing needs identified
33 pursuant to subdivision (a) may exceed available resources and
34 the community's ability to satisfy this need within the content of
35 the general plan requirements outlined in Article 5 (commencing
36 with Section 65300). Under these circumstances, the quantified
37 objectives need not be identical to the total housing needs. The
38 quantified objectives shall establish the maximum number of
39 housing units by income category, including extremely low income,

1 that can be constructed, rehabilitated, and conserved over a
2 five-year time period.

3 (c) A program which sets forth a schedule of actions during the
4 planning period, each with a timeline for implementation, which
5 may recognize that certain programs are ongoing, such that there
6 will be beneficial impacts of the programs within the planning
7 period, that the local government is undertaking or intends to
8 undertake to implement the policies and achieve the goals and
9 objectives of the housing element through the administration of
10 land use and development controls, the provision of regulatory
11 concessions and incentives, the utilization of appropriate federal
12 and state financing and subsidy programs when available, and the
13 utilization of moneys in a low- and moderate-income housing fund
14 of an agency if the locality has established a redevelopment project
15 area pursuant to the Community Redevelopment Law (Division
16 24 (commencing with Section 33000) of the Health and Safety
17 Code). In order to make adequate provision for the housing needs
18 of all economic segments of the community, the program shall do
19 all of the following:

20 (1) Identify actions that will be taken to make sites available
21 during the planning period with appropriate zoning and
22 development standards and with services and facilities to
23 accommodate ~~125 percent~~ *that portion* of the city's or county's
24 share of the regional housing need for each income level that could
25 not be accommodated on sites identified in the inventory completed
26 pursuant to paragraph (3) of subdivision (a) without rezoning, to
27 comply with the requirements of Section 65584.09, and *to make*
28 *at least 100 percent* of the city's or county's share identified above
29 *available for multifamily housing located within developed areas:*
30 *the jurisdiction's existing urban service boundary, as defined in*
31 *Section 56080.* Sites shall be identified as needed to facilitate and
32 encourage the development of a variety of types of housing for all
33 income levels, including multifamily rental housing, factory-built
34 housing, mobilehomes, housing for agricultural employees,
35 supportive housing, single-room occupancy units, emergency
36 shelters, and transitional housing.

37 (A) Where the inventory of sites, pursuant to paragraph (3) of
38 subdivision (a), does not identify adequate sites to accommodate
39 the need for groups of all household income levels pursuant to
40 Section 65584, rezoning of those sites, including adoption of

1 minimum density and development standards, for jurisdictions
2 with an eight-year housing element planning period pursuant to
3 Section 65588, shall be completed no later than three years after
4 either the date the housing element is adopted pursuant to
5 subdivision (f) of Section 65585 or the date that is 90 days after
6 receipt of comments from the department pursuant to subdivision
7 (b) of Section 65585, whichever is earlier, unless the deadline is
8 extended pursuant to subdivision (f). Notwithstanding the
9 foregoing, for a local government that fails to adopt a housing
10 element within 120 days of the statutory deadline in Section 65588
11 for adoption of the housing element, rezoning of those sites,
12 including adoption of minimum density and development standards,
13 shall be completed no later than three years and 120 days from the
14 statutory deadline in Section 65588 for adoption of the housing
15 element.

16 (B) Where the inventory of sites, pursuant to paragraph (3) of
17 subdivision (a), does not identify adequate sites to accommodate
18 the need for groups of all household income levels pursuant to
19 Section 65584, the program shall identify sites that can be
20 developed for housing within the planning period pursuant to
21 subdivision (h) of Section 65583.2. The identification of sites shall
22 include all components specified in Section 65583.2.

23 (C) Where the inventory of sites pursuant to paragraph (3) of
24 subdivision (a) does not identify adequate sites to accommodate
25 the need for farmworker housing, the program shall provide for
26 sufficient sites to meet the need with zoning that permits
27 farmworker housing use by right, including density and
28 development standards that could accommodate and facilitate the
29 feasibility of the development of farmworker housing for low- and
30 very low income households.

31 (2) Assist in the development of adequate housing to meet the
32 needs of extremely low, very low, low-, and moderate-income
33 households.

34 (3) Address and, where appropriate and legally possible, remove
35 governmental and nongovernmental constraints to the maintenance,
36 improvement, and development of housing, including housing for
37 all income levels and housing for persons with disabilities. The
38 program shall remove constraints to, and provide reasonable
39 accommodations for housing designed for, intended for occupancy
40 by, or with supportive services for, persons with disabilities.

1 (4) Conserve and improve the condition of the existing
2 affordable housing stock, which may include addressing ways to
3 mitigate the loss of dwelling units demolished by public or private
4 action.

5 (5) Promote housing opportunities for all persons regardless of
6 race, religion, sex, marital status, ancestry, national origin, color,
7 familial status, or disability.

8 (6) Preserve for lower income households the assisted housing
9 developments identified pursuant to paragraph (9) of subdivision
10 (a). The program for preservation of the assisted housing
11 developments shall utilize, to the extent necessary, all available
12 federal, state, and local financing and subsidy programs identified
13 in paragraph (9) of subdivision (a), except where a community has
14 other urgent needs for which alternative funding sources are not
15 available. The program may include strategies that involve local
16 regulation and technical assistance.

17 (7) Include an identification of the agencies and officials
18 responsible for the implementation of the various actions and the
19 means by which consistency will be achieved with other general
20 plan elements and community goals.

21 (8) Include a diligent effort by the local government to achieve
22 public participation of all economic segments of the community
23 in the development of the housing element, and the program shall
24 describe this effort.

25 (d) (1) A local government may satisfy all or part of its
26 requirement to identify a zone or zones suitable for the
27 development of emergency shelters pursuant to paragraph (4) of
28 subdivision (a) by adopting and implementing a multijurisdictional
29 agreement, with a maximum of two other adjacent communities,
30 that requires the participating jurisdictions to develop at least one
31 year-round emergency shelter within two years of the beginning
32 of the planning period.

33 (2) The agreement shall allocate a portion of the new shelter
34 capacity to each jurisdiction as credit toward its emergency shelter
35 need, and each jurisdiction shall describe how the capacity was
36 allocated as part of its housing element.

37 (3) Each member jurisdiction of a multijurisdictional agreement
38 shall describe in its housing element all of the following:

39 (A) How the joint facility will meet the jurisdiction's emergency
40 shelter need.

1 (B) The jurisdiction's contribution to the facility for both the
2 development and ongoing operation and management of the
3 facility.

4 (C) The amount and source of the funding that the jurisdiction
5 contributes to the facility.

6 (4) The aggregate capacity claimed by the participating
7 jurisdictions in their housing elements shall not exceed the actual
8 capacity of the shelter.

9 (e) Except as otherwise provided in this article, amendments to
10 this article that alter the required content of a housing element
11 shall apply to both of the following:

12 (1) A housing element or housing element amendment prepared
13 pursuant to subdivision (e) of Section 65588 or Section 65584.02,
14 when a city, county, or city and county submits a draft to the
15 department for review pursuant to Section 65585 more than 90
16 days after the effective date of the amendment to this section.

17 (2) Any housing element or housing element amendment
18 prepared pursuant to subdivision (e) of Section 65588 or Section
19 65584.02, when the city, county, or city and county fails to submit
20 the first draft to the department before the due date specified in
21 Section 65588 or 65584.02.

22 (f) The deadline for completing required rezoning pursuant to
23 subparagraph (A) of paragraph (1) of subdivision (c) shall be
24 extended by one year if the local government has completed the
25 rezoning at densities sufficient to accommodate at least 75 percent
26 of the units for low- and very low income households and if the
27 legislative body at the conclusion of a public hearing determines,
28 based upon substantial evidence, that any of the following
29 circumstances exist:

30 (1) The local government has been unable to complete the
31 rezoning because of the action or inaction beyond the control of
32 the local government of any other state, federal, or local agency.

33 (2) The local government is unable to complete the rezoning
34 because of infrastructure deficiencies due to fiscal or regulatory
35 constraints.

36 (3) The local government must undertake a major revision to
37 its general plan in order to accommodate the housing-related
38 policies of a sustainable communities strategy or an alternative
39 planning strategy adopted pursuant to Section 65080.

1 The resolution and the findings shall be transmitted to the
2 department together with a detailed budget and schedule for
3 preparation and adoption of the required rezonings, including plans
4 for citizen participation and expected interim action. The schedule
5 shall provide for adoption of the required rezoning within one year
6 of the adoption of the resolution.

7 (g) (1) If a local government fails to complete the rezoning by
8 the deadline provided in subparagraph (A) of paragraph (1) of
9 subdivision (c), as it may be extended pursuant to subdivision (f),
10 except as provided in paragraph (2), a local government may not
11 disapprove a housing development project, nor require a
12 conditional use permit, planned unit development permit, or other
13 locally imposed discretionary permit, or impose a condition that
14 would render the project infeasible, if the housing development
15 project (A) is proposed to be located on a site required to be
16 rezoned pursuant to the program action required by that
17 subparagraph and (B) complies with applicable, objective general
18 plan and zoning standards and criteria, including design review
19 standards, described in the program action required by that
20 subparagraph. Any subdivision of sites shall be subject to the
21 Subdivision Map Act (Division 2 (commencing with Section
22 66410)). Design review shall not constitute a “project” for purposes
23 of Division 13 (commencing with Section 21000) of the Public
24 Resources Code.

25 (2) A local government may disapprove a housing development
26 described in paragraph (1) if it makes written findings supported
27 by substantial evidence on the record that both of the following
28 conditions exist:

29 (A) The housing development project would have a specific,
30 adverse impact upon the public health or safety unless the project
31 is disapproved or approved upon the condition that the project be
32 developed at a lower density. As used in this paragraph, a “specific,
33 adverse impact” means a significant, quantifiable, direct, and
34 unavoidable impact, based on objective, identified written public
35 health or safety standards, policies, or conditions as they existed
36 on the date the application was deemed complete.

37 (B) There is no feasible method to satisfactorily mitigate or
38 avoid the adverse impact identified pursuant to paragraph (1), other
39 than the disapproval of the housing development project or the

1 approval of the project upon the condition that it be developed at
2 a lower density.

3 (3) The applicant or any interested person may bring an action
4 to enforce this subdivision. If a court finds that the local agency
5 disapproved a project or conditioned its approval in violation of
6 this subdivision, the court shall issue an order or judgment
7 compelling compliance within 60 days. The court shall retain
8 jurisdiction to ensure that its order or judgment is carried out. If
9 the court determines that its order or judgment has not been carried
10 out within 60 days, the court may issue further orders to ensure
11 that the purposes and policies of this subdivision are fulfilled. In
12 any such action, the city, county, or city and county shall bear the
13 burden of proof.

14 (4) For purposes of this subdivision, “housing development
15 project” means a project to construct residential units for which
16 the project developer provides sufficient legal commitments to the
17 appropriate local agency to ensure the continued availability and
18 use of at least 49 percent of the housing units for very low, low-,
19 and moderate-income households with an affordable housing cost
20 or affordable rent, as defined in Section 50052.5 or 50053 of the
21 Health and Safety Code, respectively, for the period required by
22 the applicable financing.

23 (h) An action to enforce the program actions of the housing
24 element shall be brought pursuant to Section 1085 of the Code of
25 Civil Procedure.

26 *SEC. 2. Section 65583.2 of the Government Code, as amended*
27 *by Section 3 of Chapter 375 of the Statutes of 2017, is amended*
28 *to read:*

29 65583.2. (a) A city’s or county’s inventory of land suitable
30 for residential development pursuant to paragraph (3) of
31 subdivision (a) of Section 65583 shall be used to identify sites that
32 can be developed for housing within the planning period and that
33 are sufficient to provide for *125 percent of* the jurisdiction’s share
34 of the regional housing need for all income levels pursuant to
35 Section 65584. As used in this section, “land suitable for residential
36 development” includes all of the sites that meet the standards set
37 forth in subdivisions (c) and (g):

38 (1) Vacant sites zoned for residential use.

39 (2) Vacant sites zoned for nonresidential use that allows
40 residential development.

1 (3) Residentially zoned sites that are capable of being developed
2 at a higher density, including the airspace above sites owned or
3 leased by a city, county, or city and county.

4 (4) Sites zoned for nonresidential use that can be redeveloped
5 for residential use, and for which the housing element includes a
6 program to rezone the site, as necessary, rezoned for, to permit
7 residential use, including sites owned or leased by a city, county,
8 or city and county.

9 (b) The inventory of land shall include all of the following:

10 (1) A listing of properties by assessor parcel number.

11 (2) The size of each property listed pursuant to paragraph (1),
12 and the general plan designation and zoning of each property.

13 (3) For nonvacant sites, a description of the existing use of each
14 property.

15 (4) A general description of any environmental constraints to
16 the development of housing within the jurisdiction, the
17 documentation for which has been made available to the
18 jurisdiction. This information need not be identified on a
19 site-specific basis.

20 (5) (A) A description of existing or planned water, sewer, and
21 other dry utilities supply, including the availability and access to
22 distribution facilities.

23 (B) Parcels included in the inventory must have sufficient water,
24 sewer, and dry utilities supply available and accessible to support
25 housing development or be included in an existing general plan
26 program or other mandatory program or plan, including a program
27 or plan of a public or private entity providing water or sewer
28 service, to secure sufficient water, sewer, and dry utilities supply
29 to support housing development. This paragraph does not impose
30 any additional duty on the city or county to construct, finance, or
31 otherwise provide water, sewer, or dry utilities to parcels included
32 in the inventory.

33 (6) Sites identified as available for housing for above
34 moderate-income households in areas not served by public sewer
35 systems. This information need not be identified on a site-specific
36 basis.

37 (7) A map that shows the location of the sites included in the
38 inventory, such as the land use map from the jurisdiction's general
39 plan, for reference purposes only.

1 (c) Based on the information provided in subdivision (b), a city
2 or county shall determine whether each site in the inventory can
3 accommodate the development of some portion of its share of the
4 regional housing need by income level during the planning period,
5 as determined pursuant to Section 65584. The inventory shall
6 specify for each site the number of units that can realistically be
7 accommodated on that site and whether the site is adequate to
8 accommodate lower-income housing, moderate-income housing,
9 or above moderate-income housing. A nonvacant site identified
10 pursuant to paragraph (3) or (4) of subdivision (a) in a prior housing
11 element and a vacant site that has been included in two or more
12 consecutive planning periods that was not approved to develop a
13 portion of the locality's housing need shall not be deemed adequate
14 to accommodate a portion of the housing need for lower income
15 households that must be accommodated in the current housing
16 element planning period unless the site is zoned at residential
17 densities consistent with paragraph (3) of this subdivision and the
18 site is subject to a program in the housing element requiring
19 rezoning within three years of the beginning of the planning period
20 to allow residential use by right for housing developments in which
21 at least 20 percent of the units are affordable to lower income
22 households. A city that is an unincorporated area in a
23 nonmetropolitan county pursuant to clause (ii) of subparagraph
24 (B) of paragraph (3) shall not be subject to the requirements of
25 this subdivision to allow residential use by right. analysis shall
26 determine whether the inventory can provide for a variety of types
27 of housing, including multifamily rental housing, factory-built
28 housing, mobilehomes, housing for agricultural employees,
29 supportive housing, single room occupancy units, emergency
30 shelters, and transitional housing. The city or county shall
31 determine the number of housing units that can be accommodated
32 on each site as follows:

33 (1) If local law or regulations require the development of a site
34 at a minimum density, the department shall accept the planning
35 agency's calculation of the total housing unit capacity on that site
36 based on the established minimum density. If the city or county
37 does not adopt a law or regulation requiring the development of a
38 site at a minimum density, then it shall demonstrate how the
39 number of units determined for that site pursuant to this subdivision
40 will be accommodated.

1 (2) The number of units calculated pursuant to paragraph (1)
2 shall be adjusted as necessary, based on the land use controls and
3 site improvements requirement identified in paragraph (5) of
4 subdivision (a) of Section 65583, the realistic development capacity
5 for the site, typical densities of existing or approved residential
6 developments at a similar affordability level in that jurisdiction,
7 and on the current or planned availability and accessibility of
8 sufficient water, sewer, and dry utilities.

9 (A) A site smaller than half an acre shall not be deemed adequate
10 to accommodate lower income housing need unless the locality
11 can demonstrate that sites of equivalent size were successfully
12 developed during the prior planning period for an equivalent
13 number of lower income housing units as projected for the site or
14 unless the locality provides other evidence to the department that
15 the site is adequate to accommodate lower income housing.

16 (B) A site larger than 10 acres shall not be deemed adequate to
17 accommodate lower income housing need unless the locality can
18 demonstrate that sites of equivalent size were successfully
19 developed during the prior planning period for an equivalent
20 number of lower income housing units as projected for the site or
21 unless the locality provides other evidence to the department that
22 the site can be developed as lower income housing. For purposes
23 of this subparagraph, "site" means that portion of a parcel or parcels
24 designated to accommodate lower income housing needs pursuant
25 to this subdivision.

26 (C) A site may be presumed to be realistic for development to
27 accommodate lower income housing need if, at the time of the
28 adoption of the housing element, a development affordable to
29 lower income households has been proposed and approved for
30 development on the site.

31 (3) For the number of units calculated to accommodate its share
32 of the regional housing need for lower income households pursuant
33 to paragraph (2), a city or county shall do either of the following:

34 (A) Provide an analysis demonstrating how the adopted densities
35 accommodate this need. The analysis shall include, but is not
36 limited to, factors such as market demand, financial feasibility, or
37 information based on development project experience within a
38 zone or zones that provide housing for lower income households.

39 (B) The following densities shall be deemed appropriate to
40 accommodate housing for lower income households:

- 1 (i) For an incorporated city within a nonmetropolitan county
2 and for a nonmetropolitan county that has a micropolitan area:
3 sites allowing at least 15 units per acre.
- 4 (ii) For an unincorporated area in a nonmetropolitan county not
5 included in clause (i): sites allowing at least 10 units per acre.
- 6 (iii) For a suburban jurisdiction: sites allowing at least 20 units
7 per acre.
- 8 (iv) For a jurisdiction in a metropolitan county: sites allowing
9 at least 30 units per acre.
- 10 (d) For purposes of this section, a metropolitan county,
11 nonmetropolitan county, and nonmetropolitan county with a
12 micropolitan area shall be as determined by the United States
13 Census Bureau. A nonmetropolitan county with a micropolitan
14 area includes the following counties: Del Norte, Humboldt, Lake,
15 Mendocino, Nevada, Tehama, and Tuolumne and other counties
16 as may be determined by the United States Census Bureau to be
17 nonmetropolitan counties with micropolitan areas in the future.
- 18 (e) (1) Except as provided in paragraph (2), a jurisdiction shall
19 be considered suburban if the jurisdiction does not meet the
20 requirements of clauses (i) and (ii) of subparagraph (B) of
21 paragraph (3) of subdivision (c) and is located in a Metropolitan
22 Statistical Area (MSA) of less than 2,000,000 in population, unless
23 that jurisdiction's population is greater than 100,000, in which
24 case it shall be considered metropolitan. A county, not including
25 the City and County of San Francisco, shall be considered suburban
26 unless the county is in an MSA of 2,000,000 or greater in
27 population in which case the county shall be considered
28 metropolitan.
- 29 (2) (A) (i) Notwithstanding paragraph (1), if a county that is
30 in the San Francisco-Oakland-Fremont California MSA has a
31 population of less than 400,000, that county shall be considered
32 suburban. If this county includes an incorporated city that has a
33 population of less than 100,000, this city shall also be considered
34 suburban. This paragraph shall apply to a housing element revision
35 cycle, as described in subparagraph (A) of paragraph (3) of
36 subdivision (e) of Section 65588, that is in effect from July 1,
37 2014, to December 31, 2028, inclusive.
- 38 (ii) A county subject to this subparagraph shall utilize the sum
39 existing in the county's housing trust fund as of June 30, 2013, for

1 the development and preservation of housing affordable to low- and
2 very low income households.

3 (B) A jurisdiction that is classified as suburban pursuant to this
4 paragraph shall report to the Assembly Committee on Housing
5 and Community Development, the Senate Committee on
6 Transportation and Housing, and the Department of Housing and
7 Community Development regarding its progress in developing
8 low- and very low income housing consistent with the requirements
9 of Section 65400. The report shall be provided three times: once,
10 on or before December 31, 2019, which report shall address the
11 initial four years of the housing element cycle, a second time, on
12 or before December 31, 2023, which report shall address the
13 subsequent four years of the housing element cycle, and a third
14 time, on or before December 31, 2027, which report shall address
15 the subsequent four years of the housing element cycle and the
16 cycle as a whole. The reports shall be provided consistent with the
17 requirements of Section 9795.

18 (f) A jurisdiction shall be considered metropolitan if the
19 jurisdiction does not meet the requirements for “suburban area”
20 above and is located in an MSA of 2,000,000 or greater in
21 population, unless that jurisdiction’s population is less than 25,000
22 in which case it shall be considered suburban.

23 (g) (1) For sites described in paragraph (3) of subdivision (b),
24 the city or county shall specify the additional development potential
25 for each site within the planning period and shall provide an
26 explanation of the methodology used to determine the development
27 potential. The methodology shall consider factors including the
28 extent to which existing uses may constitute an impediment to
29 additional residential development, the city’s or county’s past
30 experience with converting existing uses to higher density
31 residential development, the current market demand for the existing
32 use, an analysis of any existing leases or other contracts that would
33 perpetuate the existing use or prevent redevelopment of the site
34 for additional residential development, development trends, market
35 conditions, and regulatory or other incentives or standards to
36 encourage additional residential development on these sites.

37 (2) In addition to the analysis required in paragraph (1), when
38 a city or county is relying on nonvacant sites described in paragraph
39 (3) of subdivision (b) to accommodate 50 percent or more of its
40 housing need for lower income households, the methodology used

1 to determine additional development potential shall demonstrate
2 that the existing use identified pursuant to paragraph (3) of
3 subdivision (b) does not constitute an impediment to additional
4 residential development during the period covered by the housing
5 element. An existing use shall be presumed to impede additional
6 residential development, absent findings based on substantial
7 evidence that the use is likely to be discontinued during the
8 planning period.

9 (3) Notwithstanding any other law, and in addition to the
10 requirements in paragraphs (1) and (2), sites that currently have
11 residential uses, or within the past five years have had residential
12 uses that have been vacated or demolished, that are or were subject
13 to a recorded covenant, ordinance, or law that restricts rents to
14 levels affordable to persons and families of low or very low
15 income, subject to any other form of rent or price control through
16 a public entity's valid exercise of its police power, or occupied by
17 low or very low income households, shall be subject to a policy
18 requiring the replacement of all those units affordable to the same
19 or lower income level as a condition of any development on the
20 site. Replacement requirements shall be consistent with those set
21 forth in paragraph (3) of subdivision (c) of Section 65915.

22 (h) The program required by subparagraph (A) of paragraph (1)
23 of subdivision (c) of Section 65583 shall accommodate 100 percent
24 of the need for housing for very low and low-income households
25 allocated pursuant to Section 65584 for which site capacity has
26 not been identified in the inventory of sites pursuant to paragraph
27 (3) of subdivision (a) on sites that shall be zoned to permit
28 owner-occupied and rental multifamily residential use by right for
29 developments in which at least 20 percent of the units are
30 affordable to lower income households during the planning period.
31 These sites shall be zoned with minimum density and development
32 standards that permit at least 16 units per site at a density of at
33 least 16 units per acre in jurisdictions described in clause (i) of
34 subparagraph (B) of paragraph (3) of subdivision (c), shall be at
35 least 20 units per acre in jurisdictions described in clauses (iii) and
36 (iv) of subparagraph (B) of paragraph (3) of subdivision (c) and
37 shall meet the standards set forth in subparagraph (B) of paragraph
38 (5) of subdivision (b). At least 50 percent of the very low and
39 low-income housing need shall be accommodated on sites
40 designated for residential use and for which nonresidential uses

1 or mixed uses are not permitted, except that a city or county may
2 accommodate all of the very low and low-income housing need
3 on sites designated for mixed uses if those sites allow 100 percent
4 residential use and require that residential use occupy 50 percent
5 of the total floor area of a mixed-use project.

6 (i) For purposes of this section and Section 65583, the phrase
7 “use by right” shall mean that the local government’s review of
8 the owner-occupied or multifamily residential use may not require
9 a conditional use permit, planned unit development permit, or other
10 discretionary local government review or approval that would
11 constitute a “project” for purposes of Division 13 (commencing
12 with Section 21000) of the Public Resources Code. Any subdivision
13 of the sites shall be subject to all laws, including, but not limited
14 to, the local government ordinance implementing the Subdivision
15 Map Act. A local ordinance may provide that “use by right” does
16 not exempt the use from design review. However, that design
17 review shall not constitute a “project” for purposes of Division 13
18 (commencing with Section 21000) of the Public Resources Code.
19 Use by right for all rental multifamily residential housing shall be
20 provided in accordance with subdivision (f) of Section 65589.5.

21 (j) Notwithstanding any other provision of this section, within
22 one-half mile of a Sonoma-Marín Area Rail Transit station, housing
23 density requirements in place on June 30, 2014, shall apply.

24 (k) For purposes of subdivisions (a) and (b), the department
25 shall provide guidance to local governments to properly survey,
26 detail, and account for sites listed pursuant to Section 65585.

27 (l) This section shall remain in effect only until December 31,
28 2028, and as of that date is repealed.

29 *SEC. 3. Section 65583.2 of the Government Code, as amended*
30 *by Section 4 of Chapter 375 of the Statutes of 2017, is amended*
31 *to read:*

32 65583.2. (a) A city’s or county’s inventory of land suitable
33 for residential development pursuant to paragraph (3) of
34 subdivision (a) of Section 65583 shall be used to identify sites that
35 can be developed for housing within the planning period and that
36 are sufficient to provide for *125 percent* of the jurisdiction’s share
37 of the regional housing need for all income levels pursuant to
38 Section 65584. As used in this section, “land suitable for residential
39 development” includes all of the sites that meet the standards set
40 forth in subdivisions (c) and (g):

- 1 (1) Vacant sites zoned for residential use.
2 (2) Vacant sites zoned for nonresidential use that allows
3 residential development.
4 (3) Residentially zoned sites that are capable of being developed
5 at a higher density, sites owned or leased by a city, county, or city
6 and county.
7 (4) Sites zoned for nonresidential use that can be redeveloped
8 for residential use, and for which the housing element includes a
9 program to rezone the sites, as necessary, to permit residential use,
10 including sites owned or leased by a city, county, or city and
11 county.
12 (b) The inventory of land shall include all of the following:
13 (1) A listing of properties by assessor parcel number.
14 (2) The size of each property listed pursuant to paragraph (1),
15 and the general plan designation and zoning of each property.
16 (3) For nonvacant sites, a description of the existing use of each
17 property.
18 (4) A general description of any environmental constraints to
19 the development of housing within the jurisdiction, the
20 documentation for which has been made available to the
21 jurisdiction. This information need not be identified on a
22 site-specific basis.
23 (5) (A) A description of existing or planned water, sewer, and
24 other dry utilities supply, including the availability and access to
25 distribution facilities.
26 (B) Parcels included in the inventory must have sufficient water,
27 sewer, and dry utilities supply available and accessible to support
28 housing development or be included in an existing general plan
29 program or other mandatory program or plan, including a program
30 or plan of a public or private entity providing water or sewer
31 service, to secure sufficient water, sewer, and dry utilities supply
32 to support housing development. This paragraph does not impose
33 any additional duty on the city or county to construct, finance, or
34 otherwise provide water, sewer, or dry utilities to parcels included
35 in the inventory.
36 (6) Sites identified as available for housing for above
37 moderate-income households in areas not served by public sewer
38 systems. This information need not be identified on a site-specific
39 basis.

1 (7) A map that shows the location of the sites included in the
2 inventory, such as the land use map from the jurisdiction's general
3 plan for reference purposes only.

4 (c) Based on the information provided in subdivision (b), a city
5 or county shall determine whether each site in the inventory can
6 accommodate the development of some portion of its share of the
7 regional housing need by income level during the planning period,
8 as determined pursuant to Section 65584. The inventory shall
9 specify for each site the number of units that can realistically be
10 accommodated on that site and whether the site is adequate to
11 accommodate lower-income housing, moderate-income housing,
12 or above moderate-income housing. A nonvacant site identified
13 pursuant to paragraph (3) or (4) of subdivision (a) in a prior housing
14 element and a vacant site that has been included in two or more
15 consecutive planning periods that was not approved to develop a
16 portion of the locality's housing need shall not be deemed adequate
17 to accommodate a portion of the housing need for lower income
18 households that must be accommodated in the current housing
19 element planning period unless the site is zoned at residential
20 densities consistent with paragraph (3) of this subdivision and the
21 site is subject to a program in the housing element requiring
22 rezoning within three years of the beginning of the planning period
23 to allow residential use by right for housing developments in which
24 at least 20 percent of the units are affordable to lower income
25 households. A city that is an unincorporated area in a
26 nonmetropolitan county pursuant to clause (ii) of subparagraph
27 (B) of paragraph (3) shall not be subject to the requirements of
28 this subdivision to allow residential use by right. The analysis shall
29 determine whether the inventory can provide for a variety of types
30 of housing, including multifamily rental housing, factory-built
31 housing, mobilehomes, housing for agricultural employees,
32 supportive housing, single room occupancy units, emergency
33 shelters, and transitional housing. The city or county shall
34 determine the number of housing units that can be accommodated
35 on each site as follows:

36 (1) If local law or regulations require the development of a site
37 at a minimum density, the department shall accept the planning
38 agency's calculation of the total housing unit capacity on that site
39 based on the established minimum density. If the city or county
40 does not adopt a law or regulation requiring the development of a

1 site at a minimum density, then it shall demonstrate how the
2 number of units determined for that site pursuant to this subdivision
3 will be accommodated.

4 (2) The number of units calculated pursuant to paragraph (1)
5 shall be adjusted as necessary, based on the land use controls and
6 site improvements requirement identified in paragraph (5) of
7 subdivision (a) of Section 65583. 65583, the realistic development
8 capacity for the site, typical densities of existing or approved
9 residential developments at a similar affordability level in that
10 jurisdiction, and on the current or planned availability and
11 accessibility of sufficient water, sewer, and dry utilities.

12 (A) A site smaller than half an acre shall not be deemed adequate
13 to accommodate lower income housing need unless the locality
14 can demonstrate that sites of equivalent size were successfully
15 developed during the prior planning period for an equivalent
16 number of lower income housing units as projected for the site or
17 unless the locality provides other evidence to the department that
18 the site is adequate to accommodate lower income housing.

19 (B) A site larger than 10 acres shall not be deemed adequate to
20 accommodate lower income housing need unless the locality can
21 demonstrate that sites of equivalent size were successfully
22 developed during the prior planning period for an equivalent
23 number of lower income housing units as projected for the site or
24 unless the locality provides other evidence to the department that
25 the site can be developed as lower income housing. For purposes
26 of this subparagraph, "site" means that portion of a parcel or parcels
27 designated to accommodate lower income housing needs pursuant
28 to this subdivision.

29 (C) A site may be presumed to be realistic for development to
30 accommodate lower income housing need if, at the time of the
31 adoption of the housing element, a development affordable to
32 lower income households has been proposed and approved for
33 development on the site.

34 (3) For the number of units calculated to accommodate its share
35 of the regional housing need for lower income households pursuant
36 to paragraph (2), a city or county shall do either of the following:

37 (A) Provide an analysis demonstrating how the adopted densities
38 accommodate this need. The analysis shall include, but is not
39 limited to, factors such as market demand, financial feasibility, or

1 information based on development project experience within a
2 zone or zones that provide housing for lower income households.

3 (B) The following densities shall be deemed appropriate to
4 accommodate housing for lower income households:

5 (i) For an incorporated city within a nonmetropolitan county
6 and for a nonmetropolitan county that has a micropolitan area:
7 sites allowing at least 15 units per acre.

8 (ii) For an unincorporated area in a nonmetropolitan county not
9 included in clause (i): sites allowing at least 10 units per acre.

10 (iii) For a suburban jurisdiction: sites allowing at least 20 units
11 per acre.

12 (iv) For a jurisdiction in a metropolitan county: sites allowing
13 at least 30 units per acre.

14 (d) For purposes of this section, a metropolitan county,
15 nonmetropolitan county, and nonmetropolitan county with a
16 micropolitan area shall be as determined by the United States
17 Census Bureau. A nonmetropolitan county with a micropolitan
18 area includes the following counties: Del Norte, Humboldt, Lake,
19 Mendocino, Nevada, Tehama, and Tuolumne and other counties
20 as may be determined by the United States Census Bureau to be
21 nonmetropolitan counties with micropolitan areas in the future.

22 (e) A jurisdiction shall be considered suburban if the jurisdiction
23 does not meet the requirements of clauses (i) and (ii) of
24 subparagraph (B) of paragraph (3) of subdivision (c) and is located
25 in a Metropolitan Statistical Area (MSA) of less than 2,000,000
26 in population, unless that jurisdiction's population is greater than
27 100,000, in which case it shall be considered metropolitan. A
28 county, not including the City and County of San Francisco, shall
29 be considered suburban unless the county is in an MSA of
30 2,000,000 or greater in population in which case the county shall
31 be considered metropolitan.

32 (f) A jurisdiction shall be considered metropolitan if the
33 jurisdiction does not meet the requirements for "suburban area"
34 above and is located in an MSA of 2,000,000 or greater in
35 population, unless that jurisdiction's population is less than 25,000
36 in which case it shall be considered suburban.

37 (g) (1) For sites described in paragraph (3) of subdivision (b),
38 the city or county shall specify the additional development potential
39 for each site within the planning period and shall provide an
40 explanation of the methodology used to determine the development

1 potential. The methodology shall consider factors including the
2 extent to which existing uses may constitute an impediment to
3 additional residential development, the city's or county's past
4 experience with converting existing uses to higher density
5 residential development, the current market demand for the existing
6 use, an analysis of any existing leases or other contracts that would
7 perpetuate the existing use or prevent redevelopment of the site
8 for additional residential development, development trends, market
9 conditions, and regulatory or other incentives or standards to
10 encourage additional residential development on these sites.

11 (2) In addition to the analysis required in paragraph (1), when
12 a city or county is relying on nonvacant sites described in paragraph
13 (3) of subdivision (b) to accommodate 50 percent or more of its
14 housing need for lower income households, the methodology used
15 to determine additional development potential shall demonstrate
16 that the existing use identified pursuant to paragraph (3) of
17 subdivision (b) does not constitute an impediment to additional
18 residential development during the period covered by the housing
19 element. An existing use shall be presumed to impede additional
20 residential development, absent findings based on substantial
21 evidence that the use is likely to be discontinued during the
22 planning period.

23 (3) Notwithstanding any other law, and in addition to the
24 requirements in paragraphs (1) and (2), sites that currently have
25 residential uses, or within the past five years have had residential
26 uses that have been vacated or demolished, that are or were subject
27 to a recorded covenant, ordinance, or law that restricts rents to
28 levels affordable to persons and families of low or very low
29 income, subject to any other form of rent or price control through
30 a public entity's valid exercise of its police power, or occupied by
31 low or very low income households, shall be subject to a policy
32 requiring the replacement of all those units affordable to the same
33 or lower income level as a condition of any development on the
34 site. Replacement requirements shall be consistent with those set
35 forth in paragraph (3) of subdivision (c) of Section 65915.

36 (h) The program required by subparagraph (A) of paragraph (1)
37 of subdivision (c) of Section 65583 shall accommodate 100 percent
38 of the need for housing for very low and low-income households
39 allocated pursuant to Section 65584 for which site capacity has
40 not been identified in the inventory of sites pursuant to paragraph

1 (3) of subdivision (a) on sites that shall be zoned to permit
2 owner-occupied and rental multifamily residential use by right for
3 developments in which at least 20 percent of the units are
4 affordable to lower income households during the planning period.
5 These sites shall be zoned with minimum density and development
6 standards that permit at least 16 units per site at a density of at
7 least 16 units per acre in jurisdictions described in clause (i) of
8 subparagraph (B) of paragraph (3) of subdivision (c), shall be at
9 least 20 units per acre in jurisdictions described in clauses (iii) and
10 (iv) of subparagraph (B) of paragraph (3) of subdivision (c), and
11 shall meet the standards set forth in subparagraph (B) of paragraph
12 (5) of subdivision (b). At least 50 percent of the very low and
13 low-income housing need shall be accommodated on sites
14 designated for residential use and for which nonresidential uses
15 or mixed uses are not permitted, except that a city or county may
16 accommodate all of the very low and low-income housing need
17 on sites designated for mixed uses if those sites allow 100 percent
18 residential use and require that residential use occupy 50 percent
19 of the total floor area of a mixed uses project.

20 (i) For purposes of this section and Section 65583, the phrase
21 “use by right” shall mean that the local government’s review of
22 the owner-occupied or multifamily residential use may not require
23 a conditional use permit, planned unit development permit, or other
24 discretionary local government review or approval that would
25 constitute a “project” for purposes of Division 13 (commencing
26 with Section 21000) of the Public Resources Code. Any subdivision
27 of the sites shall be subject to all laws, including, but not limited
28 to, the local government ordinance implementing the Subdivision
29 Map Act. A local ordinance may provide that “use by right” does
30 not exempt the use from design review. However, that design
31 review shall not constitute a “project” for purposes of Division 13
32 (commencing with Section 21000) of the Public Resources Code.
33 Use by right for all rental multifamily residential housing shall be
34 provided in accordance with subdivision (f) of Section 65589.5.

35 (j) For purposes of subdivisions (a) and (b), the department shall
36 provide guidance to local governments to properly survey, detail,
37 and account for sites listed pursuant to Section 65585.

38 (k) This section shall become operative on December 31, 2028.

1 ~~SEC. 2.~~

2 *SEC. 4.* Section 65584 of the Government Code is amended
3 to read:

4 65584. (a) (1) For the fourth and subsequent revisions of the
5 housing element pursuant to Section 65588, the department shall
6 determine the existing and projected need for housing for each
7 region pursuant to this article. For purposes of subdivision (a) of
8 Section 65583, the share of a city or county of the regional housing
9 need shall include that share of the housing need of persons at all
10 income levels within the area significantly affected by the general
11 plan of the city or county.

12 (2) It is the intent of the Legislature that cities, counties, and
13 cities and counties should undertake all necessary actions to
14 encourage, promote, and facilitate the development of housing to
15 accommodate the entire regional housing need, and reasonable
16 actions should be taken by local and regional governments to
17 ensure that future housing production meet, at a minimum, the
18 regional housing need established for planning purposes. These
19 actions shall include applicable reforms and incentives in Section
20 65582.1.

21 (3) The Legislature finds and declares that insufficient housing
22 in job centers hinders the state's environmental quality and runs
23 counter to the state's environmental goals. In particular, when
24 Californians seeking affordable housing are forced to drive longer
25 distances to work, an increased amount of greenhouse gases and
26 other pollutants is released and puts in jeopardy the achievement
27 of the state's climate goals, as established pursuant to Section
28 38566 of the Health and Safety Code, and clean air goals.

29 (b) The department, in consultation with each council of
30 governments, shall determine each region's existing and projected
31 housing need pursuant to Section 65584.01 at least two years prior
32 to the scheduled revision required pursuant to Section 65588. The
33 appropriate council of governments, or for cities and counties
34 without a council of governments, the department, shall adopt a
35 final regional housing need plan that allocates a share of the
36 regional housing need to each city, county, or city and county at
37 least one year prior to the scheduled revision for the region required
38 by Section 65588. The allocation plan prepared by a council of
39 governments shall be prepared pursuant to Sections 65584.04 and
40 65584.05 with the advice of the department.

1 (c) Notwithstanding any other provision of law, the due dates
2 for the determinations of the department or for the council of
3 governments, respectively, regarding the regional housing need
4 may be extended by the department by not more than 60 days if
5 the extension will enable access to more recent critical population
6 or housing data from a pending or recent release of the United
7 States Census Bureau or the Department of Finance. If the due
8 date for the determination of the department or the council of
9 governments is extended for this reason, the department shall
10 extend the corresponding housing element revision deadline
11 pursuant to Section 65588 by not more than 60 days.

12 (d) The regional housing needs allocation plan shall be
13 consistent with all of the following objectives:

14 (1) Increasing the housing supply and the mix of housing types,
15 tenure, and affordability in all cities and counties within the region
16 in an equitable manner, which shall result in each jurisdiction
17 receiving an allocation of units for low- and very low income
18 households.

19 (2) Promoting infill development and socioeconomic equity,
20 the protection of environmental and agricultural resources, and
21 the encouragement of efficient development patterns.

22 (3) Promoting an improved intraregional relationship between
23 jobs and housing.

24 (4) Allocating a lower proportion of housing need to an income
25 category when a jurisdiction already has a disproportionately high
26 share of households in that income category, as compared to the
27 countywide distribution of households in that category from the
28 most recent decennial United States census.

29 (e) For purposes of this section, “household income levels” are
30 as determined by the department as of the most recent decennial
31 census pursuant to the following code sections:

32 (1) Very low incomes as defined by Section 50105 of the Health
33 and Safety Code.

34 (2) Lower incomes, as defined by Section 50079.5 of the Health
35 and Safety Code.

36 (3) Moderate incomes, as defined by Section 50093 of the Health
37 and Safety Code.

38 (4) Above moderate incomes are those exceeding the
39 moderate-income level of Section 50093 of the Health and Safety
40 Code.

1 (f) Notwithstanding any other provision of law, determinations
2 made by the department, a council of governments, or a city or
3 county pursuant to this section or Section 65584.01, 65584.02,
4 65584.03, 65584.04, 65584.05, 65584.06, 65584.07, or 65584.08
5 are exempt from the California Environmental Quality Act
6 (Division 13 (commencing with Section 21000) of the Public
7 Resources Code).

8 ~~SEC. 3.~~

9 *SEC. 5.* Section 65584.01 of the Government Code is amended
10 to read:

11 65584.01. For the fourth and subsequent revision of the housing
12 element pursuant to Section 65588, the department, in consultation
13 with each council of governments, where applicable, shall
14 determine the existing and projected need for housing for each
15 region in the following manner:

16 (a) The department's determination shall be based upon
17 population projections produced by the Department of Finance
18 and regional population forecasts used in preparing regional
19 transportation plans, in consultation with each council of
20 governments. If the total regional population forecast for the
21 projection year, developed by the council of governments and used
22 for the preparation of the regional transportation plan, is within a
23 range of 1.5 percent of the total regional population forecast for
24 the projection year by the Department of Finance, then the
25 population forecast developed by the council of governments shall
26 be the basis from which the department determines the existing
27 and projected need for housing in the region. If the difference
28 between the total population projected by the council of
29 governments and the total population projected for the region by
30 the Department of Finance is greater than 1.5 percent, then the
31 department and the council of governments shall meet to discuss
32 variances in methodology used for population projections and seek
33 agreement on a population projection for the region to be used as
34 a basis for determining the existing and projected housing need
35 for the region. If no agreement is reached, then the population
36 projection for the region shall be the population projection for the
37 region prepared by the Department of Finance as may be modified
38 by the department as a result of discussions with the council of
39 governments.

1 (b) (1) At least 26 months prior to the scheduled revision
2 pursuant to Section 65588 and prior to developing the existing and
3 projected housing need for a region, the department shall meet and
4 consult with the council of governments regarding the assumptions
5 and methodology to be used by the department to determine the
6 region's housing needs. The council of governments shall provide
7 data assumptions from the council's projections, including, if
8 available, the following data for the region:

9 (A) Anticipated household growth associated with projected
10 population increases.

11 (B) Household size data and trends in household size.

12 (C) The percentage of renters' households that are ~~overcrowded~~.
13 ~~For purposes of this subparagraph, the overcrowded and the~~
14 ~~overcrowding rate for a healthy housing market. For purposes of~~
15 ~~this subparagraph:~~

16 (i) The term "overcrowded" means more than one resident per
17 room in each room in a dwelling.

18 (ii) The term "overcrowding rate for a healthy housing market"
19 means that the overcrowding rate is no more than the average
20 overcrowding rate in comparable regions throughout the nation,
21 as determined by the council of governments.

22 (D) The rate of household formation, or headship rates, based
23 on age, gender, ethnicity, or other established demographic
24 measures.

25 (E) The vacancy rates in existing housing stock, and the vacancy
26 rates for healthy housing market functioning and regional mobility,
27 as well as housing replacement needs. For purposes of this
28 subparagraph, the vacancy rate for a healthy housing market shall
29 be considered ~~no less than 6 between 5 and 8 percent for both~~
30 ~~rental and ownership housing, and may be considered higher based~~
31 ~~on local or regional market conditions: housing.~~

32 (F) Other characteristics of the composition of the projected
33 population.

34 (G) The relationship between jobs and housing, including any
35 imbalance between jobs and housing.

36 (H) The percentage of households ~~paying more than 30 percent~~
37 ~~of their income on housing costs: that are cost burdened and the~~
38 ~~rate of housing cost burden for a healthy housing market. For the~~
39 ~~purposes of this subparagraph:~~

1 (i) The term “cost burdened” means the share of very low-,
2 low-, moderate-, and above moderate-income households that are
3 paying more than 30 percent of household income on housing
4 costs.

5 (ii) The term “rate of housing cost burden for a healthy housing
6 market” means that the rate of households that are cost burdened
7 is no more than the average rate of households that are cost
8 burdened in comparable regions throughout the nation, as
9 determined by the council of governments.

10 (I) Projected household income growth.

11 (2) The department may accept or reject the information
12 provided by the council of governments or modify its own
13 assumptions or methodology based on this information. After
14 consultation with the council of governments, the department shall
15 make determinations in writing on the assumptions for each of the
16 factors listed in subparagraphs (A) to (G), (I), inclusive, of
17 paragraph (1) and the methodology it shall use and shall provide
18 these determinations to the council of governments. *The*
19 *methodology submitted by the department shall grant allowances*
20 *to adjust for each of the factors listed in subparagraphs (C), (E),*
21 *and (H) of paragraph (1) based on the region’s total projected*
22 *households, which includes existing households as well as future*
23 *projected households.*

24 (c) (1) After consultation with the council of governments, the
25 department shall make a determination of the region’s existing
26 and projected housing need based upon the assumptions and
27 methodology determined pursuant to subdivision (b). The region’s
28 existing and projected housing need shall reflect the achievement
29 of a feasible balance between jobs and housing within the region
30 using the regional employment projections in the applicable
31 regional transportation plan. Within 30 days following notice of
32 the determination from the department, the council of governments
33 may file an objection to the department’s determination of the
34 region’s existing and projected housing need with the department.

35 (2) The objection shall be based on and substantiate either of
36 the following:

37 (A) The department failed to base its determination on the
38 population projection for the region established pursuant to
39 subdivision (a), and shall identify the population projection which

1 the council of governments believes should instead be used for the
2 determination and explain the basis for its rationale.

3 (B) The regional housing need determined by the department
4 is not a reasonable application of the methodology and assumptions
5 determined pursuant to subdivision (b). The objection shall include
6 a proposed alternative determination of its regional housing need
7 based upon the determinations made in subdivision (b), including
8 analysis of why the proposed alternative would be a more
9 reasonable application of the methodology and assumptions
10 determined pursuant to subdivision (b).

11 (3) If a council of governments files an objection pursuant to
12 this subdivision and includes with the objection a proposed
13 alternative determination of its regional housing need, it shall also
14 include documentation of its basis for the alternative determination.
15 Within 45 days of receiving an objection filed pursuant to this
16 section, the department shall consider the objection and make a
17 final written determination of the region's existing and projected
18 housing need that includes an explanation of the information upon
19 which the determination was made.

20 ~~(4) After the final written determination is made pursuant to~~
21 ~~paragraph (3), the department shall add to each income category~~
22 ~~in each local jurisdiction the difference between the local~~
23 ~~jurisdiction's allocation from the previous cycle and the reported~~
24 ~~housing production based on the annual production report~~
25 ~~submitted pursuant to Section 65400. This shall be considered an~~
26 ~~unappealable obligation for the local government.~~

27 ~~SEC. 4. Section 65584.01.1 is added to the Government Code;~~
28 ~~to read:~~

29 ~~65584.01.1. The Department of Housing and Community~~
30 ~~Development, before the next regional housing needs assessment~~
31 ~~for each region, shall address the historic underproduction of~~
32 ~~housing in California, particularly in coastal and metropolitan~~
33 ~~communities, by completing a comprehensive audit of unmet~~
34 ~~housing need for each region by January 1, 2020. The results of~~
35 ~~this audit shall be added to each region's next regional housing~~
36 ~~assessment following January 1, 2020.~~

37 ~~SEC. 5:~~

38 ~~SEC. 6. Section 65584.04 of the Government Code is amended~~
39 ~~to read:~~

1 65584.04. (a) At least two years prior to a scheduled revision
2 required by Section 65588, each council of governments, or
3 delegate subregion as applicable, shall develop a proposed
4 methodology for distributing the existing and projected regional
5 housing need to cities, counties, and cities and counties within the
6 region or within the subregion, where applicable pursuant to this
7 section. The methodology shall be consistent with the objectives
8 listed in subdivision (d) of Section 65584.

9 (b) (1) No more than six months prior to the development of a
10 proposed methodology for distributing the existing and projected
11 housing need, each council of governments shall survey each of
12 its member jurisdictions to request, at a minimum, information
13 regarding the factors listed in subdivision (d) that will allow the
14 development of a methodology based upon the factors established
15 in subdivision (d).

16 (2) The council of governments shall seek to obtain the
17 information in a manner and format that is comparable throughout
18 the region and utilize readily available data to the extent possible.

19 (3) The information provided by a local government pursuant
20 to this section shall be used, to the extent possible, by the council
21 of governments, or delegate subregion as applicable, as source
22 information for the methodology developed pursuant to this section.
23 The survey shall state that none of the information received may
24 be used as a basis for reducing the total housing need established
25 for the region pursuant to Section 65584.01.

26 (4) If the council of governments fails to conduct a survey
27 pursuant to this subdivision, a city, county, or city and county may
28 submit information related to the items listed in subdivision (d)
29 prior to the public comment period provided for in subdivision
30 (c).

31 (c) Public participation and access shall be required in the
32 development of the methodology and in the process of drafting
33 and adoption of the allocation of the regional housing needs.
34 Participation by organizations other than local jurisdictions and
35 councils of governments shall be solicited in a diligent effort to
36 achieve public participation of all economic segments of the
37 community. The proposed methodology, along with any relevant
38 underlying data and assumptions, and an explanation of how
39 information about local government conditions gathered pursuant
40 to subdivision (b) has been used to develop the proposed

1 methodology, and how each of the factors listed in subdivision (d)
2 is incorporated into the methodology, shall be distributed to all
3 cities, counties, any subregions, and members of the public who
4 have made a written request for the proposed methodology. The
5 council of governments, or delegate subregion, as applicable, shall
6 conduct at least one public hearing to receive oral and written
7 comments on the proposed methodology.

8 (d) To the extent that sufficient data is available from local
9 governments pursuant to subdivision (b) or other sources, each
10 council of governments, or delegate subregion as applicable, shall
11 include the following factors to develop the methodology that
12 allocates regional housing needs:

13 (1) Each member jurisdiction's existing and projected jobs and
14 housing relationship.

15 (2) The opportunities and constraints to development of
16 additional housing in each member jurisdiction, including all of
17 the following:

18 (A) Lack of capacity for sewer or water service due to federal
19 or state laws, regulations or regulatory actions, or supply and
20 distribution decisions made by a sewer or water service provider
21 other than the local jurisdiction that preclude the jurisdiction from
22 providing necessary infrastructure for additional development
23 during the planning period.

24 (B) The availability of land suitable for urban development or
25 for conversion to residential use, the availability of underutilized
26 land, and opportunities for infill development and increased
27 residential densities. The council of governments may not limit
28 its consideration of suitable housing sites or land suitable for urban
29 development to existing zoning ordinances and land use restrictions
30 of a locality, but shall consider the potential for increased
31 residential development under alternative zoning ordinances and
32 land use restrictions. The determination of available land suitable
33 for urban development may exclude lands where the Federal
34 Emergency Management Agency (FEMA) or the Department of
35 Water Resources has determined that the flood management
36 infrastructure designed to protect that land is not adequate to avoid
37 the risk of flooding.

38 (C) Lands preserved or protected from urban development under
39 existing federal or state programs, or both, designed to protect

1 open space, farmland, environmental habitats, and natural resources
2 on a long-term basis.

3 (D) County policies to preserve prime agricultural land, as
4 defined pursuant to Section 56064, within an unincorporated area.

5 (3) The distribution of household growth assumed for purposes
6 of a comparable period of regional transportation plans and
7 opportunities to maximize the use of public transportation and
8 existing transportation infrastructure.

9 (4) The market demand for housing.

10 (5) Agreements between a county and cities in a county to direct
11 growth toward incorporated areas of the county.

12 (6) The loss of units contained in assisted housing developments,
13 as defined in paragraph (9) of subdivision (a) of Section 65583,
14 that changed to non-low-income use through mortgage prepayment,
15 subsidy contract expirations, or termination of use restrictions.

16 (7) High-housing cost burdens.

17 (8) The housing needs of farmworkers.

18 (9) The housing needs generated by the presence of a private
19 university or a campus of the California State University or the
20 University of California within any member jurisdiction.

21 (10) Any other factors adopted by the council of governments.

22 (e) The council of governments, or delegate subregion, as
23 applicable, shall explain in writing how each of the factors
24 described in subdivision (d) was incorporated into the methodology
25 and how the methodology is consistent with subdivision (d) of
26 Section 65584. The methodology may include numerical weighting.

27 *(f) The following criteria shall not be a justification for a*
28 *determination or a reduction in a jurisdiction's share of the*
29 *regional housing need:*

30 (f)

31 (1) Any ordinance, policy, voter-approved measure, or standard
32 of a city or county that directly or indirectly limits the number of
33 residential building permits issued by a city or county shall not be
34 a justification for a determination or a reduction in the share of a
35 city or county of the regional housing need: county.

36 (2) *Prior underproduction of housing in a city or county from*
37 *the previous regional housing need allocation, as determined by*
38 *each jurisdiction's annual production report submitted pursuant*
39 *to subparagraph (H) of paragraph (2) of subdivision (a) of Section*
40 *65400.*

1 (3) *Stable population numbers in a city or county from the*
2 *previous regional housing needs cycle.*

3 (g) In addition to the factors identified pursuant to subdivision
4 (d), the council of governments, or delegate subregion, as
5 applicable, shall identify any existing local, regional, or state
6 incentives, such as a priority for funding or other incentives
7 available to those local governments that are willing to accept a
8 higher share than proposed in the draft allocation to those local
9 governments by the council of governments or delegate subregion
10 pursuant to Section 65584.05.

11 (h) Following the conclusion of the 60-day public comment
12 period described in subdivision (c) on the proposed allocation
13 methodology, and after making any revisions deemed appropriate
14 by the council of governments, or delegate subregion, as applicable,
15 as a result of comments received during the public comment period,
16 each council of governments, or delegate subregion, as applicable,
17 shall adopt a final regional, or subregional, housing need allocation
18 methodology and provide notice of the adoption of the
19 methodology to the jurisdictions within the region, or delegate
20 subregion as applicable, and to the department.

21 (i) (1) It is the intent of the Legislature that housing planning
22 be coordinated and integrated with the regional transportation plan.
23 To achieve this goal, the allocation plan shall allocate housing
24 units within the region consistent with the development pattern
25 included in the sustainable communities strategy.

26 (2) The final allocation plan shall ensure that the total regional
27 housing need, by income category, as determined under Section
28 65584, is maintained, and that each jurisdiction in the region
29 receive an allocation of units for low- and very low income
30 households.

31 (3) The resolution approving the final housing need allocation
32 plan shall demonstrate that the plan is consistent with the
33 sustainable communities strategy in the regional transportation
34 plan.

35 ~~(4) The final allocation plan shall not consider prior~~
36 ~~underproduction of housing from the previous cycle, as outlined~~
37 ~~in paragraph (4) of subdivision (c) of Section 65584.01, in order~~
38 ~~to justify a lower allocation for a local government.~~

39 ~~(5) The final allocation plan shall demonstrate government~~
40 ~~efforts to reverse racial and wealth disparities throughout a region.~~

1 ~~SEC. 6.~~

2 *SEC. 7.* No reimbursement is required by this act pursuant to
3 Section 6 of Article XIII B of the California Constitution because
4 a local agency or school district has the authority to levy service
5 charges, fees, or assessments sufficient to pay for the program or
6 level of service mandated by this act, within the meaning of Section
7 17556 of the Government Code.

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City Council Agenda Report

ITEM NO. 10

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager *SD*

PREPARED BY: Steve Fjeldsted, Director of Library, Arts & Culture *SFJ*
Cathy Billings, Assistant Library Director *CB*

SUBJECT: **Approval of Purchase Order with Info-Com Business Products in the Amount of \$39,238.42 for the Purchase of a Public Service Desk and Public Computer Workstation Furniture for the South Pasadena Public Library**

Recommended Action

It is recommended that the City Council accept a proposal dated June 5, 2018 from Info-Com Business Products, authorizing staff to purchase a new public service desk and public computer workstation furniture for the South Pasadena Public Library in the amount of \$39,238.42, and reject all other proposals.

Commission Review and Recommendation

This matter was presented to the Library Board of Trustees at their June 14, 2018 Meeting.

Community Outreach

The public will have the opportunity to comment on this item at the June 20, 2018 City Council Meeting.

Discussion/Analysis

The furniture specified in this report is called for in the South Pasadena Public Library Operations Study, which was presented by Library Consultant Joe Matthews at the City Council Study Session on March 30, 2016. At its May 4, 2016 Meeting, the City Council received and filed the "South Pasadena Public Library Operations Study, Final Report, April 12, 2016". Recommendation #25 of the Library Operations Study calls for the consolidation of separate circulation and reference public service desks to a single service point. Recommendations #26 and #27 call for a remodel of the first floor entry and reading area, to include new shelving, tables, chairs, and additional internet computer workstations for the public. The proposal from Info-Com Business Products will provide for a new single point-of-service desk and will double the number of computer workstations available to the adult public from 6 to 12. Proposals were solicited from three vendors and three were received with the results as follows:

Approval of Purchase Order with Info-Com Business Products for Library Furniture

June 20, 2018

Page 2 of 3

Vendor	Bid Amount
Info-Com Business Products, Altadena, CA	\$39,238.42
Yamada Enterprises, Huntington Beach, CA	\$53,279.73
Demco, Inc., Madison, WI	\$21,879.00

The proposals from Info-Com Business Products and Yamada Enterprises each include cost of furniture, furniture delivery, installation and applicable taxes. The Demco, Inc. proposals include cost of furniture, delivery and applicable taxes, but do not include installation. Info-Com Business Products has been serving Southern California and neighboring states since 1983 and has completed recent projects including the City of Glendale Library, Arts & Culture Central Library, Brand Library & Art Center, and projects at the California Institute of Technology (Caltech). If approved, furniture will be delivered within 8-10 weeks of placing the order. The majority of the preparatory and installation work will take place during hours that the Library is not open to the public and no closures or service interruptions are anticipated.

Next Steps

1. Upon City Council approval, issue a Purchase Order to Info-Com Business Products.
2. Upon completion of installation, publicize the benefits of the new single point-of-service desk and the doubled capacity for library computer users via a press release, the Library website, and social media.

Background

In recent years, many libraries have transitioned from having multiple service desks providing distinct services like reference and circulation, to providing all in-house services from a single desk. This popular model, called Single Point-of-Service (SPOS), makes it easier for customers to get the help they need, and through cross-training, the model maximizes staff resources. In conjunction with the South Pasadena Public Library’s new self-checkout kiosk, the new single point-of-service desk will empower customers and allow staff to deliver services more efficiently and effectively from a single location. The purchase, installation, and implementation of the proposed SPOS and the public computer workstation furniture would be only the first steps toward updating the Oxley Street main interior entryway area of the Library. The next steps will be presented in the coming years.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There are sufficient funds within the Fiscal Year (FY) 2017-18 Budget in Library Machinery and Equipment – Library Operations Study Account No. 101-8010-8011-8521 to purchase the service desk and public computer workstation furniture.

Other costs related to the installation of the desk and furniture, for which there are also sufficient funds within the FY 2017-18 Budget, include:

Expense	Amount	Account
Installation of electrical and data cable and circuits	\$5,700.00	101-8010-8011-8521
Flooring repair after demolition of existing circulation and reference desks	\$2,540.00	101-8010-8011-8521
Task chairs and workstation chairs	\$4,200.00	101-8010-8011-8521

The City of South Pasadena Public Works Department will be responsible for the demolition of the existing Circulation and Reference Desks, and will contract for and oversee the above referenced electrical, data, and flooring work.

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. Info-Com Business Products Quote
2. Yamada Enterprises Quotes
3. Demco, Inc. Quotes

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ATTACHMENT 1
Info-Com Business Products Quote



1472 Morada Place - Altadena, CA 91001
 626-818-2312 Phone - 818-957-0865 Fax
 www.infocombp.com

Project: New Furniture Proposal - Circulation Desk & Computer Carrels
Site: South Pasadena Public Library
Site Contact: Cathy Billings

Date: 6/5/2018
Quote #: CS-18-0530-09 r1
Contact: Margaret Pett

Line	Qty	Description	Unit Price	Extended Price
1	1	Custom Wood Veneer Circulation Front Desk & Rear Credenza (per attached drawings) <i>Includes:</i> 24" x 210" x 40/34" Split-Height Circulation Desk - 3-Section Angled Unit Grade 5 Corian Tops Locking box, box, box, file pedestal and a locking box, box, file pedestal Stain to match existing Oak Shaker Style Panels to coordinate with existing Three Grommets and Three Adjacent Monitor Arm Holes Includes Three surface mount articulating monitor arms Includes One articulating keyboard tray <i>Also Includes:</i> 24" x 218" x 40/34" Split-Height Rear Credenza Grade 5 Corian Tops Book return in side panel with book return cart Storage drawer over double doors with two adjustable shelves behind the doors Storage drawer over double doors with one adjustable shelf behind the doors Storage drawer over open cabinet with a pullout printer shelf Open 12" deep bookcase with two adjustable shelves Storage drawer over door with two adjustable shelves behind the door Storage drawer over double doors with one adjustable shelf behind the doors Stain to match existing Oak Shaker Style Panels to coordinate with existing	\$ 17,984.79	\$ 17,984.79

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2	LOT	Trendway Trig Computer Carrels (per attached drawings) Includes 11 Stations High Pressure Laminate Surfaces with Grommets Durable vinyl edgebanding Metal U-Legs Includes 18" High Special Surface Mounted Frosted Plexiglas Privacy Screens Standard Laminate Finish: TBD (Hundreds of Options Available) Vinyl Edge Band: TBD (Dozens of Options Available) Metal Paint Trim: TBD (14 Finishes Available)	\$	5,848.54	\$	5,848.54
3	LOT	Electric Height Adjustable ADA Workstation 24 x 36 High pressure Laminate Surface Durable vinyl edgebanding Electric Height Adjustable Base Range- 26.1" to 45.8" Includes Adjustable Monitor Arm Standard Laminate Finish: TBD (Hundreds of Options Available) Vinyl Edge Band: TBD (Dozens of Options Available) Metal Paint Trim: TBD (3 Finishes Available)	\$	727.20	\$	727.20
4	1	Computer Carrel Modular Power Includes TWO 2-Circuit Hardwire Base Feed Directional Splitter for Power Two duplexes per user - alternating between Circuit 1 & 2 Includes all necessary electrical harness connectors to bring power down the run. Mounted under surface of desk at back edge. Includes 12 Desk Top Power/Data Ports (see attached) - Two Power, One USB Charging	\$	3,581.64	\$	3,581.64
5	1	Freight for Circulation Desk & Rear Counter Factory to Local Warehouse or Site Includes Corian Top			\$	4,097.00
6	1	Receipt, Delivery, and Installation of All Quoted Product Area to be free and clear to accept furniture All work to be performed during normal business hours Includes On-Site Coordination & Project Management Prevailing wage labor not included -- available at an upcharge TERMS: 50% DEPOSIT TO INITIATE ORDER; NET 30 DAYS FREIGHT: INCLUDED ESTIMATED LEAD TIME: 8-10 WEEKS AFTER RECEIPT OF ORDER & SIGNOFF OF STAIN MATCH			\$	3,595.00

All lead times are estimated and are not to be construed as a guaranteed delivery date.

ICBP will make every effort to expedite delivery but will not be responsible for any damages resulting from a delay in delivery.
All orders are final once entered -- no returns.

PLEASE ISSUE PURCHASE ORDER TO:
INFO-COM BUSINESS PRODUCTS
1472 MORADA PLACE
ALTADENA, CA 91001
MARGARET@INFOCOMBP.COM

Quote valid for 30 days.

	SUBTOTAL	\$	35,834.17
	9.5% Sales Tax	\$	3,404.25
TOTAL		\$	39,238.42

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Proposal for:



South Pasadena Public Library Furniture

ICBP

Margaret Pett

818.957.8023 office

626.818.2312 cell

margaret@infocombp.com

6-5-18



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Dear South Pasadena Library Staff,

We appreciate the opportunity to be considered for your library renovation project. ICBP has been successfully serving Southern California and neighboring states since 1983. We are a full-service contract furniture dealership that has executed successful projects for clients in a variety of industries including corporate, entertainment, government, healthcare, and education. Based on our extensive project experience, we believe the products and solutions in this proposal will support the continued success of the South Pasadena Library.

If ICBP is selected as the winning bidder, we will meet with the library staff to review the entire project and conduct a final site verification of all dimensions based on the product specified. We will present surface material samples, as well as make recommendations on final colors and finishes to work with the existing library palette. Demos of the specified seating will be provided, as requested.

After order entry, ICBP will track manufacturing progress and update the library staff regarding projected installation scheduling. We will be on-site during the installation, and will conduct a thorough punch walk and immediately address any open issues should they arise. ICBP also stands behind the furniture we sell and will handle any warranty claims down the line, if needed.

Thank you for the opportunity to present this proposal.

Sincerely,

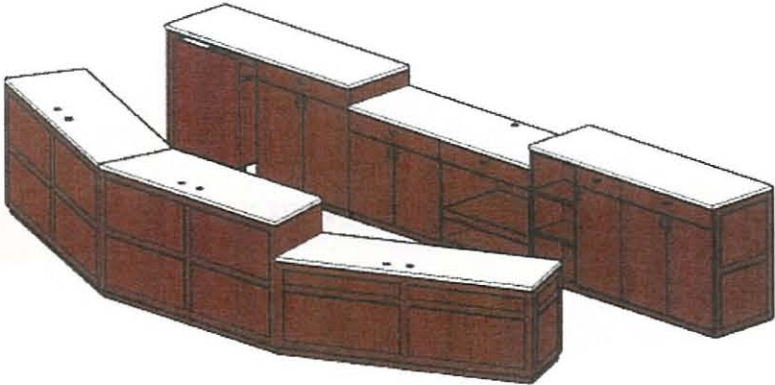
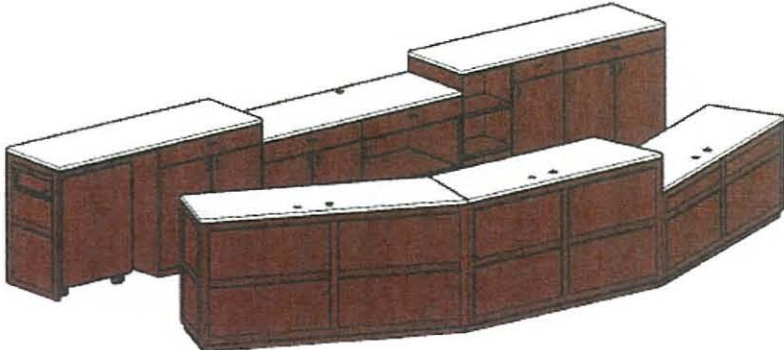
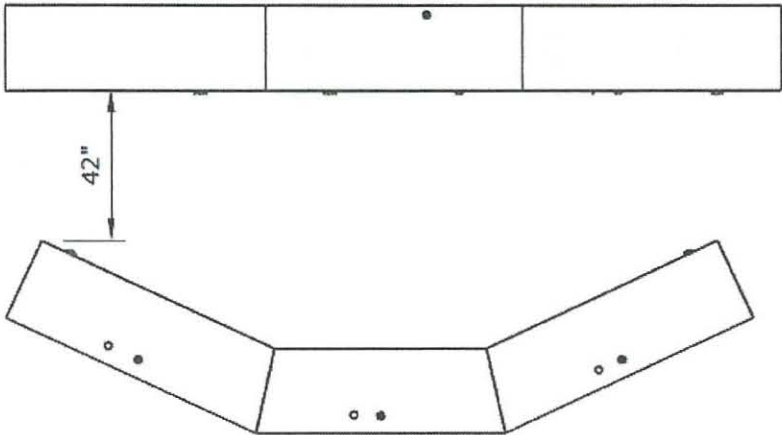
Margaret Pett
ICBP
Margaret@infocombp.com



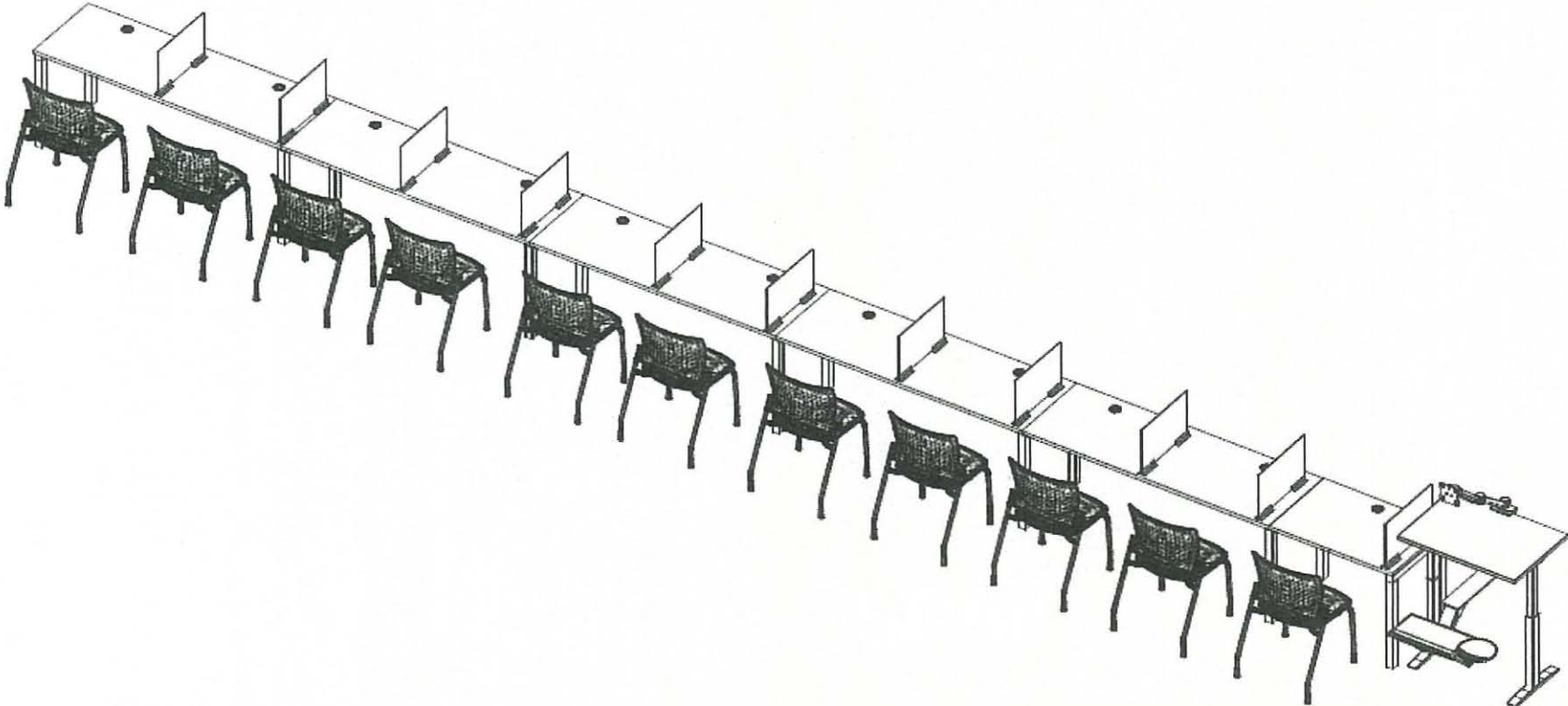
Circulation Desk & Rear Counter



16 - 11



Computer Carrels (Seating not included)



16 - 13

Product Warranties





Warranty

Arnold Contract warrants to its initial customers that Arnold Contract products conform to specifications, drawings, samples, or other product descriptions furnished by Arnold, and are of good material and workmanship, free of manufacturing and factory defects, and will function properly under normal use and service for three years if installed by Arnold Contract or an authorized Arnold Contract dealer. However, natural variations in color and grain patterns occur in bent wood, solid wood, and veneers.

The warranty set forth above does not apply to products modified, altered, or repaired by unauthorized personnel, or to products damaged during shipment or installation, or by accident, abuse, alteration, misuse, tampering, misapplication, negligence by others, improper repair or maintenance, fire and/or other casualty. This warranty does not apply to defects in components not manufactured by Arnold Contract.

It is expressly understood and agreed that the customer's sole and exclusive remedy for any and all losses or damages resulting from non-conforming goods, or from any other causes, shall be the repair or replacement of defective parts at the option of Arnold Contract, and that Arnold Contract shall not be liable for damages, for injury to persons or property, nor for replacement of the entire commercial unit, if repair or replacement of defective parts can reasonably render the unit conforming.

Seller makes no other warranties either expressed or implied, as to any matter whatsoever, and Arnold Contract disclaims any warranty of merchantability or fitness for a particular use or purpose. No officer, employee, or representative of Arnold Contract has the authority to assume greater liability than that described above.

Our furniture functions best in proper conditions, including in temperatures between 55 and 78° F, in relative humidity of 43 to 70%, and in interiors that are shielded from direct sunlight. Failure to maintain proper conditions and to shield from direct sunlight will void any and all Arnold Contract warranties.

Trendway Corporation warrants to the original purchaser that the products described in its price lists, sold after August 1, 2004 will be free from defects in materials and workmanship commencing with the date of initial purchase and continuing for as long as the original owner uses these products. This warranty provides limits on the following products:

	Systems	Architectural Products	Seating
10 Year	•Height-Adjustable Table Frame •Electrical Components		•Pneumatic Cylinders •Mechanisms
5 Year	•Drawer Slides •Systems Textiles •Finishes •Electronic Ballasts •Height-Adjustable Table Mechanical Components	•System Textiles •Finishes	•Magnus Olesen
3 Year	•Veneer •Magnetic Ballasts		•Trim •Foam •Upholstery •Arm Pads
2 Year	•Surface Trend Fabrics •Height-Adjustable Table Electrical Components	•Surface Trend Fabrics	
1 Year	•Non-Standard Product •Personal Task Lighting	•Non-Standard Product •TrendWall® Flooring Solutions	•Non-Standard Product •Rexxi™ Chair
Not Covered	•Light Bulbs •Customer's Own Material	•Customer's Own Material	•Customer's Own Material

The following exceptions apply to all product lines:

- The Trendway warranty applies to normal three shift office use, with the exception of seating. Seating is warranted for single-shift usage.
- Damage caused by improper treatment of the product including exposure to unusual environmental conditions (extreme climates, acids, and moisture)

This comprehensive warranty applies to all products installed or reconfigured by a Trendway authorized installer. Trendway will repair, or at its option, replace defective merchandise, free of charge, which, when used normally and pursuant to Trendway's published instructions, and applicable planning guide information, prove to be defective within the period stated. This remedy is expressly agreed to be exclusive as a condition of sale. No person is authorized to assume for Trendway any warranty liability, except as expressly set forth in this paragraph, or set forth in writing by an authorized officer of the company at its headquarters in Holland, Michigan.

Any and all labor charge backs must be pre-approved by Trendway's Customer Care Manager in writing. Trendway will reimburse authorized Trendway dealers and service centers for approved warranty labor during the first year of use.

This warranty does not apply to damage resulting from accident, alteration, transport, or misuse, as well as damage from normal wear and tear such as dents, nicks, scratches, fading and improper maintenance. Trendway employs quality measures to ensure color consistency in our products. However, due to the effects of light and other environmental factors, no guarantee can be made for an exact match to product in an existing installation.

Natural variations occurring in materials such as wood and leather are not considered defects, and Trendway does not warrant the matching of colors, grains, textures or colorfastness of these materials.

Trendway provides a three-year warranty on veneer products for quality and craftsmanship. Due to the natural properties of wood, the following are not covered under this warranty:

- Changes in wood color resulting from exposure to light or aging
- Natural color variation between wood veneer and solid wood pieces, or resulting from veneer lay-up
- Natural variation in wood grain or the presence of character marks
- Normal wear and tear
- Exact match to swatch materials

Trendway makes no warranty to purchasers who acquire products for personal, family, or household purposes, or to purchasers acquiring the product other than directly from Trendway Corporation, its authorized dealers, or others who are specifically authorized by Trendway to sell such products. Trendway's liability with respect to its products shall not exceed that expressly set forth above irrespective of the theory upon which a claim might be based, including negligence. Under no circumstances shall Trendway be liable for incidental or consequential damages. Original product label must be attached to the product in question.

The warranty period is not interrupted or prolonged by the performance of a service under the terms of the warranty. There are no other warranties except as expressly set forth above, either express or implied, including any warranty of design, merchantability or fitness for any purpose.

This warranty supersedes all previously printed Trendway warranties.



Warranty Policy

15 Year warranty

We guarantee our high quality ergonomic work tools with an industry leading 15 year product warranty. All ESI products are covered under a 15 year warranty, except the products listed below:

10 YEAR WARRANTY

- Eppa™ series

7 YEAR WARRANTY

- Electric table components
- Motors
- Crank mechanisms
- Counterbalance mechanisms

5 YEAR WARRANTY

- Laminated worksurfaces
- S2S

3 YEAR WARRANTY

- Lift series
- Climb series

2 YEAR WARRANTY

- Palm rests
- Mouse pads

1 YEAR WARRANTY

- Pencil drawers
- Fluorescent ballasts
- LED ballasts
- LED transformers
- Power solutions

ESI warrants to the original purchaser that its products are free from defects in workmanship and materials based on normal installation and use of the product in an 8-hour shift.

ESI will repair or replace any product that is determined to be defective with the same or comparable product after inspection by an authorized ESI representative. Warranty shall apply to original purchaser only and request must be submitted with original PO number.

Warranty does not apply to damage in shipment caused by carriers, damage caused during installation, normal wear and tear, use or conditions. Products that are modified or tampered with in any way by any person other than an authorized ESI representative will not be covered under warranty. Costs (such as installation, labor fees or express shipping) incurred due to replacement of products will not be covered under warranty.

THANK YOU

ICBP

Margaret Pett

818.957.8023 office

626.818.2312 cell

Margaret@infocombp.cm



16 - 18



ATTACHMENT 2
Yamada Enterprises Quotes



16552 Burke Lane, Huntington Beach, CA 92647-4538
 (714) 843-9882 • (800) 444-4594 • FAX (714) 843-9202

To: Cathy Billings
 South Pasadena PL

Date: 11/9/2017
Job Location: So. Pasadena
Est. Lead Time: 90 Days
Freight: Incl.
F.O.B.: Destination
Terms: 50% Dep/Bal Net 30

ITEM	QTY.	PART NO.	DESCRIPTION	UNIT PRICE	EXTENSION
			Custom Service Desk		
1.	1		Service desk, front counter with solid surface top. See attached dwg.	20,240.00	\$ 20,240.00
2.	1		Service desk, back counter with solid surface top. See attached dwg.	8,345.00	\$ 8,345.00
3.	1		Book return unit with solid surface top. Cart not included. Library to use existing carts.	1,740.00	\$ 1,740.00
4.	1		Mobile desk with plastic laminate top.	2,900.00	\$ 2,900.00

NOTES:

Wood is maple.
 Finish is custom to match sample.
 If tops are plastic laminate on all items described with solid surface tops, deduct \$4,020 from the cost of material.
 Inset material (tile) for low portion of the desk is not included.

			COST OF MATERIAL	\$ 33,225.00
			LABOR	Included
			SUBTOTAL	\$ 33,225.00
			9.500% TAX	\$ 3,156.38
			FREIGHT	Included
			TOTAL	\$ 36,381.38

1. This quotation is subject to change unless accepted within 30 days from the above date.
2. Shipping dates are approximate and are based upon receipt of all necessary information.
3. Prices quoted do not include direct taxes imposed by Federal, State or Municipal authorities unless stated.
4. A service charge of 1½% per month (18% annum) will be charged on all past due accounts.

Linda Braverman

Linda Braverman
linda@yamadaenterprises.com



16552 Burke Lane, Huntington Beach, CA 92647-4538
 (714) 843-9882 • (800) 444-4594 • FAX (714) 843-9202

To: Cathy Billings
 South Pasadena PL

Date: 11/21/2017
Job Location: So. Pasadena
Est. Lead Time: 90 Days
Freight: Incl.
F.O.B.: Destination
Terms: 50% Dep/Bal Net 30

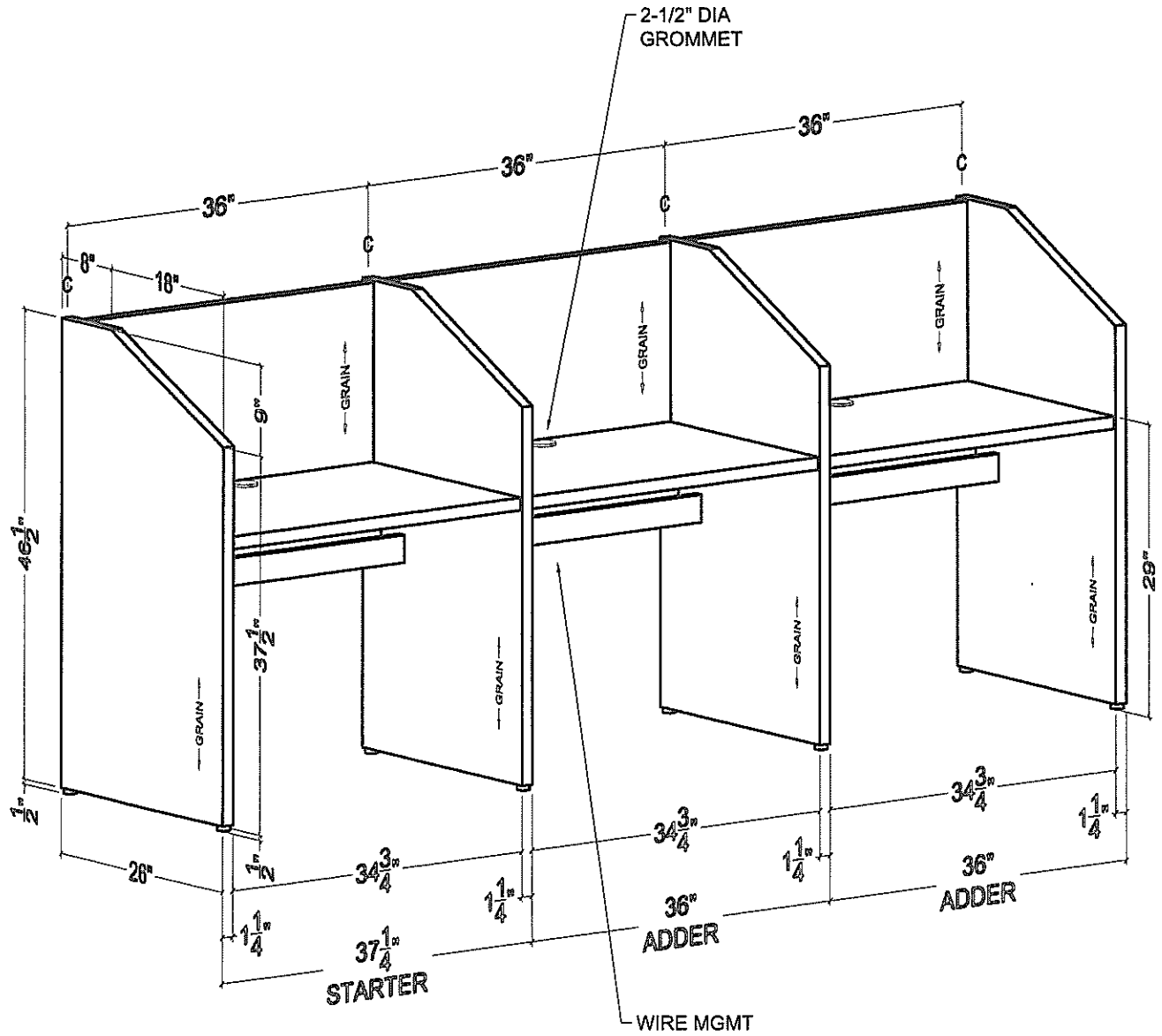
ITEM	QTY.	PART NO.	DESCRIPTION	UNIT PRICE	EXTENSION
CUSTOM COMPUTER STATIONS:					
1.	1	STARTER	Computer Station 37-1/4"W x 26"D x 46-1/2"H	1,288.00	\$ 1,288.00
2.	11	ADDER	Computer Station 36"W x 26"D x 46-1/2"H	1,166.00	\$ 12,826.00
NOTES:					
Wood to be Maple. Finish to match sample. Worktop to Standard Plastic Laminate. Units per Yamada drawings dated 11-15-17.					
				COST OF MATERIAL	\$ 14,114.00
				LABOR	\$ 816.00
				SUBTOTAL	\$ 14,930.00
				9.500% TAX	\$ 1,418.35
				FREIGHT	\$ 550.00
				TOTAL	\$ 16,898.35

1. This quotation is subject to change unless accepted within 30 days from the above date.
2. Shipping dates are approximate and are based upon receipt of all necessary information.
3. Prices quoted do not include direct taxes imposed by Federal, State or Municipal authorities unless stated.
4. A service charge of 1½% per month (18% annum) will be charged on all past due accounts.

Caesar Lara
caesar@yamadaenterprises.com

QTY: 1 (STARTER)

QTY: 11 (ADDERS)



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ATTACHMENT 3
Demco, Inc. Quotes



P.O. Box 7488
 Madison, WI 53707-7488
 PH 800-356-1200 FAX 800-245-1329

QUOTATION

Contract/Bid ID: C2W005
 Reference: G8117192
 Today: 5/04/18
 Quote Expiration Date: 6/26/18

NAME: South Pasadena Public Library
 CONTACT: CATHY BILLINGS
 PHONE: 626-403-7352
 EMAIL: cbillings@southpasadenaca.gov

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
------	-----	---------	---------------------	-------------------------	------------	----------	-----------

1	2	P14652600	Circulation Desk Unit w/PatronLedge 70"W x 29"D	Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak Laminate top color/finish? * Select One * Matching woodgrain Green Tigris (WilsonArt 4667) Tan Soapstone (WilsonArt 4887-38) Beluga Beige (Formica 3698-58) Mystique Dawn (WilsonArt 4762-60) Navy Legacy (WilsonArt 4651-60) Height? * Select One * Elementary 32"H Standard 39"H	1,939.99	7%	3,608.39
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PLEASE NOTE: This item may not be returned unless damaged or defective.

2	1	P14652640	Open Cabinet Unit With 3 Shelves 36"W x 29"D	Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak Laminate top color/finish? * Select One * Matching woodgrain Green Tigris (WilsonArt 4667) Tan Soapstone (WilsonArt 4887-38) Beluga Beige (Formica 3698-58) Mystique Dawn (WilsonArt 4762-60) Navy Legacy (WilsonArt 4651-60) Height? * Select One * Elementary 32"H Standard 39"H	1,049.99	7%	976.50
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PLEASE NOTE: This item may not be returned unless damaged or defective.



P.O. Box 7488
 Madison, WI 53707-7488
 PH 800-356-1200 FAX 800-245-1329

QUOTATION

Contract/Bid ID: C2W005
 Reference: G8117192
 Today: 5/04/18
 Quote Expiration Date: 6/26/18

NAME: South Pasadena Public Library
 CONTACT: CATHY BILLINGS
 PHONE: 626-403-7352
 EMAIL: cbillings@southpasadenaca.gov

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
------	-----	---------	---------------------	-------------------------	------------	----------	-----------

3	1	P14903870	Oxford Circ Desk Hinged Door & Drawer Unit 36"W x 29"D		1,629.99	7%	1,515.90
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Wood finish?
 * Select One *
 Chestnut on Oak
 Dark Oak
 Light Oak
 Mahogany on Oak
 Medium Oak
 Laminate top color/finish?
 * Select One *
 Matching woodgrain
 Green Tigris (WilsonArt 4667)
 Tan Soapstone (WilsonArt 4887-38)
 Beluga Beige (Formica 3698-58)
 Mystique Dawn (WilsonArt 4762-60)
 Navy Legacy (WilsonArt 4651-60)
 Height?
 * Select One *
 Elementary 32"H
 Standard 39"H

PLEASE NOTE: This item may not be returned unless damaged or defective.

4	1	P12138570	Circulation Desk Unit w/out Patron Ledge 70"W x 29"D		1,599.99	7%	1,488.00
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Wood finish?
 * Select One *
 Chestnut on Oak
 Dark Oak
 Light Oak
 Mahogany on Oak
 Medium Oak
 Laminate top color/finish?
 * Select One *
 Matching woodgrain
 Green Tigris (WilsonArt 4667)
 Tan Soapstone (WilsonArt 4887-38)
 Beluga Beige (Formica 3698-58)
 Mystique Dawn (WilsonArt 4762-60)
 Navy Legacy (WilsonArt 4651-60)
 Work surface height
 * Select One *
 29"H
 32"H
 39"H

PLEASE NOTE: This item may not be returned unless damaged or defective.

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P.O. Box 7488
 Madison, WI 53707-7488
 PH 800-356-1200 FAX 800-245-1329

QUOTATION

Contract/Bid ID: C2W005
 Reference: G8117192
 Today: 5/04/18
 Quote Expiration Date: 6/26/18

NAME: South Pasadena Public Library
 CONTACT: CATHY BILLINGS
 PHONE: 626-403-7352
 EMAIL: cbillings@southpasadenaca.gov

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Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
5	1	P14652710	Knee Space Unit	36"W x 29"D	1,229.99	7%	1,143.90
				Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak Laminate top color/finish? * Select One * Matching woodgrain Green Tigris (WilsonArt 4667) Tan Soapstone (WilsonArt 4887-38) Beluga Beige (Formica 3698-58) Mystique Dawn (WilsonArt 4762-60) Navy Legacy (WilsonArt 4651-60) Height? * Select One * Elementary 32"H Standard 39"H PLEASE NOTE: This item may not be returned unless damaged or defective.			
6	2	P14903710	Paladin Circ Desk 2 File	Drawer Pedestal 16"Wx23"D	774.99	7%	1,441.49
				Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak PLEASE NOTE: This item may not be returned unless damaged or defective.			
7	1	P14652720	End Panels - 1 pair	30"W x 1"D	379.99	7%	353.40
				Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak Height? * Select One * Elementary 32"H Standard 39"H PLEASE NOTE: This item may not be returned unless damaged or defective.			



P.O. Box 7488
 Madison, WI 53707-7488
 PH 800-356-1200 FAX 800-245-1329

QUOTATION

Contract/Bid ID: C2W005
 Reference: G8117192
 Today: 5/04/18
 Quote Expiration Date: 6/26/18

NAME: South Pasadena Public Library
 CONTACT: CATHY BILLINGS
 PHONE: 626-403-7352
 EMAIL: cbillings@southpasadenaca.gov

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
8	1	P14652700	Book Return Module 36"W x 29"D	Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak Laminate top color/finish? * Select One * Matching woodgrain Green Tigris (WilsonArt 4667) Tan Soapstone (WilsonArt 4887-38) Beluga Beige (Formica 3698-58) Mystique Dawn (WilsonArt 4762-60) Navy Legacy (WilsonArt 4651-60) Height? * Select One * Elementary 32"H Standard 39"H	1,029.99	7%	957.90
			PLEASE NOTE: This item may not be returned unless damaged or defective.				
9	1	P14154220	Paladin Oak Depressible Book Cart 30" x 31" x 22"	Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak	1,149.99	7%	1,069.50
			PLEASE NOTE: This item may not be returned unless damaged or defective.				
10	1	P14652680	Angled Closed Corner Unit 29"W x 29"D	Wood finish? * Select One * Chestnut on Oak Dark Oak Light Oak Mahogany on Oak Medium Oak Laminate top color/finish? * Select One * Matching woodgrain Green Tigris (WilsonArt 4667) Tan Soapstone (WilsonArt 4887-38)	849.99	7%	790.50

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P.O. Box 7488
 Madison, WI 53707-7488
 PH 800-356-1200 FAX 800-245-1329

QUOTATION

Contract/Bid ID: C2W005
 Reference: G8117192
 Today: 5/04/18
 Quote Expiration Date: 6/26/18

NAME: South Pasadena Public Library
 CONTACT: CATHY BILLINGS
 PHONE: 626-403-7352
 EMAIL: cbillings@southpasadenaca.gov

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
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Beluga Beige (Formica 3698-58)
 Mystique Dawn (WilsonArt 4762-60)
 Navy Legacy (WilsonArt 4651-60)
 Height?
 * Select One *
 Elementary 32"H
 Standard 39"H

PLEASE NOTE: This item may not be returned unless damaged or defective.

11	5	P14903890	Oxford Circ Desk Wire Grommet 3" Dia		40.09	7%	186.42
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PLEASE NOTE: This item may not be returned unless damaged or defective.

12	2	P14652730	Oxford Wooden Pullout Keyboard Tray 21"W x 12"D		164.99	7%	306.89
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Wood finish?
 * Select One *
 Chestnut on Oak
 Dark Oak
 Light Oak
 Mahogany on Oak
 Medium Oak

PLEASE NOTE: This item may not be returned unless damaged or defective.

Order Subtotal	13,838.79
*Shipping/Processing	1,646.57
Sales Tax	1,471.09
Grand Total	16,956.45

*Delivery Provisions: This quote has been specifically prepared to deliver with:
 Tailgate Delivery

Additional Note: Terms net 30 days
 Delivery 11-13 weeks ARO
 plus transit time
 Pricing valid through 6/30/18
 Returns authorized for damages
 and warranty issues only

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P.O. Box 7488
Madison, WI 53707-7488
PH 800-356-1200 FAX 800-245-1329

QUOTATION

Contract/Bid ID: C2W005
Reference: G8117192
Today: 5/04/18
Quote Expiration Date: 6/26/18

NAME: South Pasadena Public Library
CONTACT: CATHY BILLINGS
PHONE: 626-403-7352
EMAIL: cbillings@southpasadenaca.gov

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
------	-----	---------	---------------------	-------------------------	------------	----------	-----------

Promotional offers may not be combined with bid pricing
Any change in quantity may affect bid pricing
Shipping charges quoted are tailgate delivery only
Manufacturer lead times may vary throughout the year

Order Provisions: Please note the attached freight terms.

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BILL TO:
South Pasadena Public Library
Library Admin
1100 Oxley St
South Pasadena CA 91030

SHIP TO:
Cathy Billings
South Pasadena Public Library
1100 Oxley St
South Pasadena CA 91030-3161

CONTACT:
CATHY BILLINGS
SOUTH PASADENA PUBLIC LIBRARY
1100 OXLEY ST
SOUTH PASADENA CA 91030-3161



P.O. Box 7488
 Madison, WI 53707-7488
 PH 800-462-8709 FAX 888-329-4728

QUOTATION

Contract/Bid ID: L07785
 Reference: W8155065
 Today: 6/05/18
 Quote Expiration Date: 7/31/18

NAME: South Pasadena Public Library
 CONTACT: CATHY BILLINGS
 PHONE: 626-403-7352
 EMAIL: cbillings@southpasadenaca.gov

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
1	9	WF13721680	Max. Privacy Carrel Fixed Ht. Add-on 29" x 37" x 30"	Side Panel/Frame/Work Surface Oak/Chrome/Sand	308.57	Net	2,777.13
			PLEASE NOTE: This item may not be returned unless damaged or defective.				
2	1	WF13721650	Max. Privacy Carrel Adj. Ht. Starter 24-29" x 37" x 30"	Side Panel/Frame/Work Surface Oak/Chrome/Sand	373.50	Net	373.50
			PLEASE NOTE: This item may not be returned unless damaged or defective.				
3	2	WF13721670	Max. Privacy Carrel Fixed Ht. Starter 29" x 37" x 30"	Side Panel/Frame/Work Surface Oak/Chrome/Sand	346.50	Net	693.00
			PLEASE NOTE: This item may not be returned unless damaged or defective.				
Order Subtotal							3,843.63
*Shipping/Processing							651.85
Sales Tax							427.07
Grand Total							4,922.55

*Delivery Provisions: This quote has been specifically prepared to deliver with:
 Tailgate Delivery : 509.35
 Call Ahead - Delivery App: 7.50
 Inside Delivery : 45.00
 Power Lift Gate : 90.00

Additional Note: Terms Net 30 Days
 Delivery 1-3 weeks ARO plus transit time
 Pricing valid until 7.31.18
 Returns authorized for damages and warranty issues only
 Promotional offers may not be combined with bid pricing
 Any change in quantity may

16 - 32



QUOTATION

P.O. Box 7488
Madison, WI 53707-7488
PH 800-462-8709 FAX 888-329-4728

Contract/Bid ID: L07785
Reference: W8155065
Today: 6/05/18
Quote Expiration Date: 7/31/18

NAME: South Pasadena Public Library
CONTACT: CATHY BILLINGS
PHONE: 626-403-7352
EMAIL: cbillings@southpasadenaca.gov

Table with 6 columns: Line, Qty Product, Product Description, Colors/Finished/Options, Unit Price, Discount, Ext Total

affect bid pricing
Shipping charges quoted
include lift gate, inside and
notify before delivery service
Manufacturer lead times may
vary throughout the year

Order Provisions: Please note the attached freight terms.

16 - 33

CONTACT:
CATHY BILLINGS
SOUTH PASADENA PUBLIC LIBRARY
1100 OXLEY ST
SOUTH PASADENA CA 91030-3161

SHIP TO:
Cathy Billings
South Pasadena Public Library
1100 Oxley St
South Pasadena CA 91030-3161

PREPARED BY:
Lisa Heinen
Email: lisah@demco.com
Phone: 800-462-8709
Fax: 888-329-4728

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City Council Agenda Report

ITEM NO. 17

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager *SD*

PREPARED BY: Arthur J. Miller, Chief of Police
Michael J. Neff, Police Captain
Tony Abdalla, Police Sergeant *TA*

SUBJECT: **Authorize Expansion of Access Control Systems to Entire Civic Center Facilities from Security Design Systems in the Amount of \$44,167.10**

Recommendation Action

It is recommended that the City Council:

1. Accept a proposal from Security Design Systems for purchase and installation of access control systems in the amount of \$44,167.10.
2. Authorize a sole source purchase pursuant to South Pasadena Municipal Code (SPMC) Sections 2.99-29 (11) (i) and (j).
3. Authorize the City Manager to execute any and all documents related to the purchase.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

The Police Department currently has a Bosch Access Control System in place and operational since approximately 1998. The system was upgraded with new Bosch hardware and software in the first quarter of 2018. The system controls employee and guest access on a door-by-door basis with the capability of permitting or excluding access based upon a variety of variables including, but not limited to, employee classification, job function, time of day and location within the facility. Key cards are issued to employees, guests, contractors, etc., and are individually configured for access permissions based upon need. The Access Control System also has auditing capability and real-time access monitoring if needed.

City Hall, the Council Chamber, and the Fire Department currently do not have an Access Control System in place, other than a traditional lock and key solution. All areas of City Hall should have a comprehensive access control system which will fully integrate with the Police Department's solution in order to fully leverage the functionality and benefits of a cohesive solution. Under the existing key pad system, all former employees and contractors retain full access to the building until the codes are changed. This can create liability for the City.

Security Design Systems installed and maintains the Police Department's original and upgraded Access Control System. Security Design Systems has propriety knowledge of the system's configuration and civic center facility which will enable and ensure a successful installation and integration of the additional proposed access control systems. As a result, staff recommends sole source procurement pursuant to the applicable SPMC Sections.

The procurement of the access control systems were not competitively bid; however, formal bidding is not required pursuant to SPMC Sections 2.99-29 (11) (i) and (j).

(i) Purchases of goods or services that can be obtained from only one source may be made by the purchasing agent without advertising and after approval by the city council.

(j) The city council may authorize purchase of supplies, equipment and services of a value greater than twenty-five thousand dollars without complying with the above procedures when in the opinion of the council, compliance with the procedure is not in the best interest of the city.

Alternatives Considered

1. Council can opt to obtain proposals from other vendors for the purchase of access control systems which may not be compatible with the Police Department's existing access control system and prohibit integration.
2. Council can opt to take no action and leave the traditional lock and key solution for controlling facility access in place.

Background

The ability to control access to areas of the Civic Center facility is an important component of overall facility security. Coupled with the capability of permitting or excluding access at a granular level based upon need, access control systems offer much more robust features for controlling facility access not offered with traditional lock and key solutions.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

Funds are available in the Police Department contract services account (101-4010-4011-8180) to cover the cost of the project in the amount of \$44,167.10.

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: Quote from Security Design Systems for 3 Buildings in Civic Center Complex



www.sdsalarms.com

SECURITY DESIGN SYSTEMS

RESIDENTIAL • COMMERCIAL • INDUSTRIAL

1119 EAST LAS TUNAS DRIVE • SAN GABRIEL, CA 91776

(626) 285-7268 • (323) 227-6262 • (949) 759-1770

CONSUMER AFFAIRS LIC. LA#001387 • STATE CONTRACTORS LIC. #670318

Client: City of South Pasadena

South Pasadena City Council Chambers

825 Mission Street South Pasadena, California 91030

Contact: Captain Mike Neff

Job Purpose: City Council Chambers Access Control System

The following is a Bosch Access Control System proposed by our company May 31, 2018, for Council Chambers. This system will be compatible with the Police Department but needs to be separate re DOJ. Therefore, we are recommending installing the main controller, extension enclosure, power supply, Wiegand board readers and the current software of 2.1 in addition to the locking hardware.

Installation of:

1. 1. Bosch Access Control System Main Controller Enclosure for Four Readers
2. 1. Bosch Extension Enclosure and Power Supply Up To 32 Readers
3. 0. Bosch Wiegand Board Reader Extension Board for Four Readers
4. 1. Bosch Software 2.1 for Bosch Access Control System
5. 1. Bosch I Class Switch Plate Proximity Readers
6. 0. I Class Credentials 25 To a Package 25 Tokens
7. 0. Remote Transmitter to Release Door Mag 2nd Floor
8. 0. Receiver for Remote to Release Door Mag 2nd Floor
9. 0. Single Mag Lock and Bracket 600 lbs.
10. 1. Double Mag Lock and Bracket 1200 lbs.
11. 1. Request to Exit Buttons
12. 1. Request to Ext Motion Detector

Calculations of:

Materials \$5,036.46

Tax \$ 503.65

Labor \$2,514.65

Total \$8,054.77

Thank you for the opportunity to improve the access control technology profile for the South Pasadena Council Chambers



www.sdsalarms.com

SECURITY DESIGN SYSTEMS

RESIDENTIAL • COMMERCIAL • INDUSTRIAL

1119 EAST LAS TUNAS DRIVE • SAN GABRIEL, CA 91776

(626) 285-7268 • (323) 227-6262 • (949) 759-1770

CONSUMER AFFAIRS LIC. LA#001387 • STATE CONTRACTORS LIC. #670318

Client: City of South Pasadena

South Pasadena City Hall

825 Mission Street South Pasadena, California 91030

Contact: Captain Mike Neff

Job Purpose: City Hall Access Control System

The following is a Bosch Access Control System proposed by our company May 31, 2018, for City Hall. This system will be compatible with the Police Department but needs to be separate re DOJ. Therefore, we are recommending installing the main controller, extension enclosure, power supply, Wiegand board readers and the current software of 2.1 in addition to the locking hardware.

Installation of:

1. 1. Bosch Access Control System Main Controller Enclosure for Four Readers
2. 1. Bosch Extension Enclosure and Power Supply Up To 32 Readers
3. 1. Bosch Wiegand Board Reader Extension Board for Four Readers
4. 1. Bosch Software 2.1 for Bosch Access Control System
5. 3. Bosch I Class Switch Plate Proximity Readers
6. 4. I Class Credentials 25 To a Package 25 Tokens
7. 1. Remote Transmitter to Release Door Mag 2nd Floor
8. 1. Receiver for Remote to Release Door Mag 2nd Floor
9. 2. Single Mag Lock and Bracket 600 lbs.
10. 1. Double Mag Lock and Bracket 1200 lbs.
11. 3. Request to Exit Buttons
12. 3. Request to Exit Motion Detector

Calculations of:

Materials	\$8,750.04
Tax	\$ 875.00
Labor	\$3,187.60
Total	\$12,812.64

Thank you for the opportunity to improve the access control technology profile for the South Pasadena City Hall.



www.sdsalarms.com

SECURITY DESIGN SYSTEMS

RESIDENTIAL • COMMERCIAL • INDUSTRIAL

1119 EAST LAS TUNAS DRIVE • SAN GABRIEL, CA 91776

(626) 285-7268 • (323) 227-6262 • (949) 759-1770

CONSUMER AFFAIRS LIC. LA#001387 • STATE CONTRACTORS LIC. #670318

Client: City of South Pasadena

South Pasadena Fire Department EOC

817 Mound Avenue South Pasadena, California 91030

Contact: Captain Mike Neff

Job Purpose: Fire Department Access Control System

The following is a Bosch Access Control System proposed by our company March 26, 2018, for Fire Department. This system will be compatible with the Police Department but needs to be separate re DOJ. Therefore, we are recommending installing the main controller, extension enclosure, power supply, Wiegand board readers and the current software of 2.1 in addition to the locking hardware.

Installation of:

1. 1. Bosch Access Control System Main Controller Enclosure for Four Readers
2. 1. Bosch Extension Enclosure and Power Supply Up To 32 Readers
3. 1. Bosch Wiegand Board Reader Extension Board for Four Readers
4. 1. Bosch Software 2.1 for Bosch Access Control System
5. 3. Bosch I Class Switch Plate Proximity Readers
6. 2. I Class Credentials 25 To a Package 25 Tokens
7. 0. Remote Transmitter to Release Door Mag 2nd Floor
8. 0. Receiver for Remote to Release Door Mag 2nd Floor
9. 3. Single Mag Lock and Bracket 600 lbs.
10. 0. Double Mag Lock and Bracket 1200 lbs.
11. 3. Request to Exit Buttons
12. 2. Request to Exit Motion Detector

"Protecting and Serving since 1979"

Calculations of:

Materials	\$8,902.20
Tax	\$ 890.22
Labor	\$2,761.28
Total	\$12,553.70

Thank you for the opportunity to improve the access control technology profile for the South Pasadena Fire Department.



www.sdsalarms.com

SECURITY DESIGN SYSTEMS

RESIDENTIAL • COMMERCIAL • INDUSTRIAL

1119 EAST LAS TUNAS DRIVE • SAN GABRIEL, CA 91776

(626) 285-7268 • (323) 227-6262 • (949) 759-1770

CONSUMER AFFAIRS LIC. LA#001387 • STATE CONTRACTORS LIC. #670318

Client: City of South Pasadena

South Pasadena City Hall

825 Mission Street South Pasadena, California 91030

Contact: Captain Mike Neff

Job Purpose: City Hall Rear Man Gate Access Control System

The following is a Bosch Access Control System proposed by our company May 31, 2018, for City Hall Rear Man Gate. This system will be compatible with the Police Department but needs to be separate re DOJ. Therefore, we are recommending installing the main controller, extension enclosure, power supply, Wiegand board readers and the current software of 2.1 in addition to the locking hardware.

Installation of:

1. 0. Bosch Access Control System Main Controller Enclosure for Four Readers
2. 0. Bosch Extension Enclosure and Power Supply Up To 32 Readers
3. 1. Bosch Wiegand Board Reader Extension Board for Four Readers
4. 1. Bosch Software 2.1 for Bosch Access Control System
5. 1. Bosch I Class Switch Plate Proximity Readers
6. 0. I Class Credentials 25 To a Package 25 Tokens
7. 0. Remote Transmitter to Release Door Mag 2nd Floor
8. 0. Receiver for Remote to Release Door Mag 2nd Floor
9. 1. Single Mag Lock and Bracket 1200 lbs.
10. 0. Double Mag Lock and Bracket 1200 lbs.
11. 1. Request to Exit Buttons
12. 0. Request to Exit Motion Detector

"Protecting and Serving since 1979"

Calculations of:

Materials \$1,380.62

Tax \$ 138.06

Labor \$4,394.32

Total \$5,913.00

Thank you for the opportunity to improve the access control technology profile for the South Pasadena City Hall Man Gate.



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SECURITY DESIGN SYSTEMS

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1119 EAST LAS TUNAS DRIVE • SAN GABRIEL, CA 91776

(626) 285-7268 • (323) 227-6262 • (949) 759-1770

CONSUMER AFFAIRS LIC. LA#001387 • STATE CONTRACTORS LIC. #670318

Client: City of South Pasadena

South Pasadena City Hall

817 Mound Avenue South Pasadena, California 91030

Contact: Captain Mike Neff

Job Purpose: Fire Department Rear Man Gate Access Control System

The following is a Bosch Access Control System proposed by our company May 31, 2018, for Fire Department Rear Man Gate. This system will be compatible with the Police Department but needs to be separate re DOJ. Therefore, we are recommending installing the main controller, extension enclosure, power supply, Wiegand board readers and the current software of 2.1 in addition to the locking hardware.

Installation of:

1. 0. Bosch Access Control System Main Controller Enclosure for Four Readers
2. 0. Bosch Extension Enclosure and Power Supply Up To 32 Readers
3. 1. Bosch Wiegand Board Reader Extension Board for Four Readers
4. 1. Bosch Software 2.1 for Bosch Access Control System
5. 1. Bosch I Class Switch Plate Proximity Readers
6. 0. I Class Credentials 25 To a Package 25 Tokens
7. 0. Remote Transmitter to Release Door Mag 2nd Floor
8. 0. Receiver for Remote to Release Door Mag 2nd Floor
9. 1. Single Mag Lock and Bracket 1200 lbs.
10. 0. Double Mag Lock and Bracket 1200 lbs.
11. 1. Request to Exit Buttons
12. 0. Request to Exit Motion Detector

"Protecting and Serving since 1979"

Calculations of:

Materials	\$1,380.62
Tax	\$ 138.06
Labor	\$3,314.32
Total	\$4,833.00

Thank you for the opportunity to improve the access control technology profile for the South Pasadena City Fire Department Rear Man Gate.



City Council Agenda Report

ITEM NO. 18

DATE: June 20, 2018

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

PREPARED BY: Arthur J. Miller, Chief of Police
Michael J. Neff, Police Captain
Tony Abdalla, Police Sergeant *[Signature]*

SUBJECT: Authorization for Purchase of a Digital Video Camera System in the Amount of \$98,725 from Commline Inc., to replace the Police Department's Existing System

Recommendation Action

It is recommended that the City Council:

1. Accept a proposal from Commline Inc. for a digital video camera system in the amount of \$98,725.00.
2. Authorize a sole source purchase pursuant to South Pasadena Municipal Code (SPMC) Sections 2.99-29 (11) (i) and (j).
3. Authorize the City Manager to execute any and all documents related to the purchase.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

The Police Department currently has an analog video camera system in place and operational since approximately the late 1980's. Multiple cameras in the system are monitored by Police Department dispatchers on an as-needed basis to detect possible illegal activity in or around the Police facility, assist persons in the front lobby during off hours, monitor the health and welfare of prisoners in our custody, monitor the evidence room and to assist in verifying the legitimacy of persons requesting access into the Police facility.

The existing analog video camera system has reached the end of its serviceable life. Cameras are failing, replacements are incompatible with current technology and the ability to export video when appropriate is cumbersome at best. The proposed digital video camera solution extensively researched by Police Department staff includes new high-resolution cameras with weatherproof housings, network video recorder, computer network switches, monitors, forty software licenses, cabling, installation and configuration. This proposed solution will greatly enhance video resolution, storage, scalability, accessibility and general functionality through significant improvements in technology, hardware and related software.

The proposed digital video camera system will require significant configuration and integration into the Police Department's complex computer network. Commline Inc. is uniquely positioned with current proprietary knowledge of the integration of multiple police department systems as the chosen vendor from previous Police projects including, but not limited to, the vendor who provides support and upgrades to our existing analog video camera system, communications center upgrade project and exclusive distributor of our current radio system which includes maintenance and support. Commline Inc. also has a proven track record of delivering complex projects on-time and on-budget. As a result of the above, we recommend sole source procurement pursuant to the applicable SPMC Sections.

The procurement of the digital video system was not competitively bid; however, formal bidding is not required pursuant to SPMC Sections 2.99-29 (11) (i) and (j).

(i) Purchases of goods or services that can be obtained from only one source may be made by the purchasing agent without advertising and after approval by the city council.

(j) The city council may authorize purchase of supplies, equipment and services of a value greater than twenty-five thousand dollars without complying with the above procedures when in the opinion of the council, compliance with the procedure is not in the best interest of the city.

Alternatives Considered

1. Council can direct staff to obtain formal proposals from other vendors for the purchase of a digital video camera system.
2. Council can opt to take no action and leave the existing analog video camera system in place; however, it is unclear how much longer the system will be viable.

Background

The ability to promote a safe and secure environment in and around the Police Department facility remains an important responsibility of the police department. A digital video camera system is ideally suited in helping achieve that goal while promoting public safety and security of the City's assets and property.

Staff obtained informal bids from two additional companies which ranged from \$6,500 to \$21,000 more than the Commline Inc. proposal.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

Funds are available in the Police Department contract services account (101-4010-4011-8180-000) to cover the entire cost of the project in the amount of \$98,725.

Authorization for Purchase of a Digital Video Camera System from Commline Inc.

June 20, 2018

Page 3 of 3

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: Quote from Commline, Inc.

REQUEST FOR QUOTE

DATE: 5/23/2018 **SALES REP:** Jeff Fukasawa

BILL TO:		SHIP TO:	
COMPANY:	City of South Pasadena PD	COMPANY:	Same
ATTENTION:	Capt Mike Neff	ATTENTION:	
ADDRESS:	1422 Mission St.	ADDRESS:	
CITY/ST/ZIP:	South Pasadena, CA 91030	CITY/ST/ZIP:	
PHONE:	(626) 403-7254	PHONE:	
EMAIL:		EMAIL:	

South Pasadena Police Camera Upgrade Project

QTY	MODEL/PART #	DESCRIPTION	UNIT COST	EXT COST
1		Exacq Vision Network Video Recorder	\$ 55,000.00	\$ 55,000.00
		Includes: 40 Camera License		
		Upgrade: 12 TB hard drive storage		
8		Arecont Vision Camera 2MP, housing dome		
4		Arecont Vision Camera 5 MP, IR lens, housing		
3		Arecont Vision Camera 2 MP Mega Dome housing		
1		Arecont Vision Camera Omni 12MP, 360 degree, housing		
2		Arecont Vision Camera Panorama 12 MP, 180 degree, housing		
1		Verint IP HD PTZ, all weather housing		
1		Cisco Catalyst 48 port POE Switch		
3		LG 55" Monitors 1080P		
1	Labor/Installation	Cabling, Installation, removal of existing coax cables	\$ 23,500.00	
1	Programming/Labor	Installation, Programming and configuration	\$ 15,000.00	
		Configuration of Switch, POE, Remote Monitor, Settings		
			Sub-Total	\$ 55,000.00
			Tax (9.5%)	\$ 5,225.00
			Freight	\$ -
			Labor	\$ 38,500.00
			GRAND TOTAL	\$ 98,725.00

SPECIAL NOTES:	Customer Approval Signature	PO #	Date
15% restocking fee will apply to returns and/or canceled purchase orders.			



City Council Agenda Report

ITEM NO. 19

DATE: June 20, 2018

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

PREPARED BY: David G. Watkins, Planning and Building Director *[Signature]*
Marlon Ramirez, Community Improvement Coordinator *[Signature]*

SUBJECT: **Public Hearing to Adopt a Resolution Confirming Report for Public Nuisance Abatement Cost for 2054 Fremont Avenue**

Recommendation Action

It is recommended that the City Council conduct a Public Hearing and adopt a resolution entitled "A resolution of the City Council of the City of South Pasadena, California, confirming a report for public nuisance abatement costs for 2054 Fremont Avenue."

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

South Pasadena Municipal Code (SPMC) Sections 24.12, 24.13, 24.14 and 24.15 outline the City's summary abatement process for abating conditions that are declared a Public Nuisance by the City Council. The process for recovering abatement cost requires a public hearing which gives the property owner an opportunity to object or protest any cost. The City Council may make revisions, corrections, or modifications to the summary abatement cost report as they deem just. Once the City Council confirms the summary abatement cost and adopts the resolution (Attachment 1), the City Council's decision shall become final and conclusive.

Next Steps

1. If the City Council adopts the resolution confirming the abatement cost, the property owner will have 30 days to pay the total cost. If the property owner fails to pay the total cost, a resolution is adopted to apply a special assessment against the property pursuant to SPMC Section 24.15.

Background

From March 2017 to February 2018, staff was actively involved in code enforcement efforts to bring the property, 2054 Fremont Avenue, into compliance with the South Pasadena Municipal Code. After issuing several notices and administrative citations, the case ultimately went through the public nuisance process involving hearings at the Planning Commission and City

Resolution Confirming Public Nuisance Abatement Cost

June 20, 2018

Page 2 of 2

Council. On November 15, 2017, the City Council adopted Resolution No. 7540 declaring the property a public nuisance and ordered the nuisances abated within 30 days (Attachment 3).

On February 20, 2018, the City conducted an inspection and found the property in compliance with the City Council's abatement order. Although the code violations were ultimately abated by the owner or owner's representative, the City incurred costs in the amount of \$2,190.30 for code enforcement and attorney's fees up to the point of the owner's abatement; these City costs can be recovered through the nuisance abatement procedures.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

The confirmation of abatement cost and adoption of the resolution allows the City to recover \$2,190.30 resulting from staff time spent on code enforcement and attorney's fees.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15321, as an action taken by the City to enforce the South Pasadena Municipal Code.

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 Confirming Public Nuisance Abatement Cost
2. Resolution No. 7540

ATTACHMENT 1
Resolution Confirming Public
Nuisance Abatement Cost

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
CONFIRMING A REPORT FOR PUBLIC NUISANCE
ABATEMENT COSTS FOR 2054 FREMONT AVENUE**

WHEREAS, South Pasadena Municipal Code (SPMC) Section 24.13(a) authorizes cost recovery for the costs of investigating a public nuisance, attorney's fees, cost for the preparation of notices, inspections, and for the printing of all required notices and mailings; and

WHEREAS, on November 15, 2017, the South Pasadena City Council passed Resolution No. 7540 declaring the property, 2054 Fremont Avenue, a Public Nuisance and ordered the abatement of nuisances on the property within 30 days; and

WHEREAS, on January 19, 2018, the City's Community Improvement Coordinator delivered a certified copy of City Council Resolution No. 7540 in compliance with SPMC Section 24.07(b); and

WHEREAS, on February 22, 2018, the City's Community Improvement Coordinator inspected the property and determined that all nuisances have been abated in compliance with Resolution No. 7540; and

WHEREAS, between March 2017 and February 2018, the City incurred cost related to the enforcement of the SPMC, and the City Manager has kept an account of cost rendered and itemized report, attached hereto as "Exhibit A," detailing the hours of code enforcement expended, attorney's fees incurred, and the cost for materials; and

WHEREAS, on May 30, 2018, a notice indicating the date, time, and location of the Public Hearing to confirm abatement cost, and a copy of the cost report was posted on the property and delivered via certified mail in compliance with SPMC Sections 24.07 and 24.13; and

WHEREAS, on June 6, 2018, the City Council held a Public Hearing in the Amedee O. "Dick" Richards, Jr. Council Chambers located at 1424 Mission Street, South Pasadena, CA 91030, at the time and place fixed in the notice to the property owner at which the owner had an opportunity to present the City Council with objections to the Cost Report; and

WHEREAS, all such persons desiring to be heard have been heard by the City Council.

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

SECTION 1. The City Council finds all recitals above to be true and correct.

SECTION 2. The City Council overrules any objections and confirms the Cost Report as submitted and attached hereto as "Exhibit A."

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 20th day of June, 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 20th day of June, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

"Exhibit A"

Record of Cost for Public Nuisance Abatement (SPMC 24.13.a)

Property Owner: Geraldine and Karen Maurer

Address: 2054 Fremont Ave.

Staff and Attorney Time	Time Spent (in Hrs)	Hourly Rate	Total
Community Improv Coord.	17.5	\$ 30.37	\$ 531.46
Legal Fees (advising staff)	2.4	\$ 185.00	\$ 444.00
Legal Fees (Litigation rate)	5.1	\$ 235.00	\$ 1,198.50
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total			\$ 2,173.96

Materials Cost	Qty	Unit Price	Total
Postage	11	\$ 0.49	\$ 5.39
Certified Mail (postage fee)	3	\$ 3.65	\$ 10.95
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total			\$ 16.34

Total Cost for Summary Abatement	\$	2,190.30
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ATTACHMENT 2
Resolution No. 7540

RESOLUTION NO. 7540**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DECLARING THE PROPERTY AT 2054 FREMONT AVE,
CITY OF SOUTH PASADENA, A PUBLIC NUISANCE,
AND ORDERING THAT THE NUISANCE BE ABATED
WITHIN 30 DAYS**

WHEREAS, the City of South Pasadena City has the authority, pursuant to its police power, to regulate conditions of blight that affect the health, safety, and welfare of the City; and

WHEREAS, Chapter 24.04 of the South Pasadena Municipal Code provides for the abatement of public nuisances in the City; and

WHEREAS, pursuant to South Pasadena Municipal Code Section 24.04, the City Manager has requested that the Planning Commission hold a Public Hearing for the purpose of determining whether or not a public nuisance exists at the property located at 2054 Fremont Avenue, South Pasadena (Property); and more particularly described as Lot No. 13 Block 480704 Tract 5171.

WHEREAS, on October 23, 2017, the Planning Commission held such a Hearing; and adopted P.C. Resolution No. 17-20, recommending to the City Council to declare the premises a public nuisance and order the abatement of the premises by means of abatement of the premises within 30 days.

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

SECTION 1. The City Council finds that on October 23, 2017, the Planning Commission held a duly noticed Public Hearing and considered all relevant evidence, objections, or protests, and received testimony from the owner, witnesses, City staff, and interested persons relative to the alleged public nuisance and to the proposed abatement of the premises located at 2054 Fremont Avenue, South Pasadena.

SECTION 2. The City Council further finds that after considering all of the relevant evidence, the Planning Commission made the following findings of fact and conclusions of law:

24.02(C)(4)(A) That overgrown vegetation likely to harbor rats, vermin, and other nuisances exists at the Property.

RESOLUTION NO. 7540

Page 2

- 24.02(C)(4)(B) That the overgrown vegetation and weeds is causing detriment to neighboring properties or property values;
- 24.02(C)(21)(A) That the Property is in a condition that is defective, and unsightly, or in a condition of deterioration or disrepair that the same causes diminution to the property value of surrounding properties or is otherwise materially detrimental to adjacent properties and improvements. This includes the keeping or depositing, or the scattering over the premises of debris, junk, lumber, or trash exists at the Property.
- 9.80(a)(1) That the condition of the Property constitutes a fire hazard or other condition that is dangerous to the public health, safety, and welfare.
- 9.80(a)(3) That the condition of the Property substantially detracts from the aesthetic and property values of neighboring properties.
- 9.80(a)(4) That the Property is overgrown onto a public right-of-way at least 12 inches.
- 9.80(a)(5) That the landscaping is completely dead, over 12 inches in height, and covers more than fifty percent (50%) of the front or corner side yard visible from a street.

SECTION 3. The City Council, based on the aforementioned findings of fact and conclusions of law, hereby finds that the Property known as 2054 Fremont Avenue, South Pasadena, is being maintained contrary to one or more of the provisions of section 24.02 (Nuisances) and Chapter 9, Article VIII, and hereby finds the Property to be a public nuisance and orders the abatement of the premises by having the violations abated within thirty (30) days of the date of this resolution by completing the following abatement actions by no later than December 15, 2017:

1. Abate weeds and overgrown vegetation on the property and parkway by mowing, weeding, or by other means necessary to achieve removal of weeds and overgrown vegetation.
2. Dispose of all green waste including brush, weeds, tree trimmings, and garden trimmings littered throughout the Property in the appropriate green waste container, or contact Athens Services for removal.
3. Dispose all garbage, trash, and debris littered on the Property and parkway in the appropriate garbage container.

SECTION 4. If the nuisance is not completely abated by the owner as directed within the thirty-day (30) abatement period, the City Council may direct the City Manager to cause the premises to be abated by City forces or by private contract upon being granted an abatement warrant issued by a court of competent jurisdiction, or as otherwise provided by law.

SECTION 5. Judicial review of the herein City Council decision is subject to Sections 1094.5 and 1094.6 of the California Code of Civil Procedure.

SECTION 6. 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.

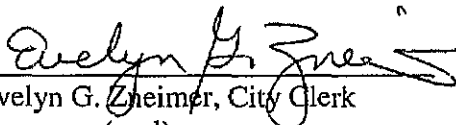
PASSED, APPROVED AND ADOPTED ON this 15th day of November, 2017.



Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:



Evelyn G. Zheimer, City Clerk
(seal)



Teresa L. Highsmith, City Attorney

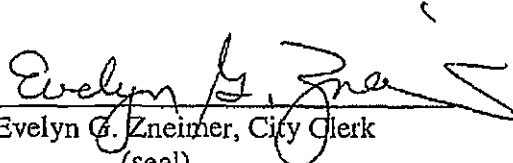
I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 15th day of November, by the following vote:

AYES: Joe, Khubesrian, Mahmud, Schneider, and Mayor Cacciotti

NOES: None

ABSENT: None

ABSTAINED: None



Evelyn G. Zneimer, City Clerk
(seal)

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City Council Agenda Report

ITEM NO. 20

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager *SD*

PREPARED BY: Arthur Miller, Police Chief
Shannon Robledo, Police Sergeant *SR*

SUBJECT: **Reject 2018-2021 South Pasadena Plan to Prevent and Combat Homelessness and Request Extension**

Recommendation Action

It is recommended that the City Council does not adopt the 2018-2021 South Pasadena Plan to Prevent and Combat Homelessness (Plan) and direct staff to request an extension for July 20, 2018 to allow additional time to work with the consultant team.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Executive Summary

On February 21, 2018, the City of South Pasadena (City) accepted a \$30,000 grant from the County of Los Angeles and entered into a MOU with the San Gabriel Valley Council of Governments (SGVCOG) to hire a regional consultant for the Development of an achievable Homeless Plan. Since entering into a MOU, the consulting firm has assisted the City with numerous community outreach efforts and prepared a draft plan for Council review.

Following the presentation of the draft Plan at the June 6, 2018 City Council Meeting, the City Council requested the recommended action plan be more specific to the City and address regional solutions in the final plan. LDC resubmitted the plan and City staff has determined that it has not addressed input provided by council and community. While LDC hosted several community input sessions, the input provided at the sessions by Staff, members of the public, and the community has not been incorporated into the plan to reflect alignment with the City's unique challenges and opportunities. Several residents indicated their desire for a community task force, or their concerns with safety, which do not appear to in the current plan. Moreover, there has been no identification of regional solutions. Thus, staff recommends requesting an extension, which would allow LDC to update Plan to reflect requested changes.

Community Outreach

The community had an opportunity to speak on this item at the June 6, 2018 City Council Meeting. The City coordinated a series of stakeholder input meetings and interdepartmental interviews over the course of six months with the assistance of LDC, a SGVCOG consulting firm

retained through a Home for Good Funders Collaborative planning grant. The input sessions educated stakeholders about best practices in addressing homelessness, detailed city efforts to prevent and combat homelessness, and solicited feedback about challenges and opportunities related to addressing homelessness in the City.

The meetings engaged a broad network of stakeholders from public, private, and non-profit sectors. These included, city departments directly serving or impacting homelessness, service providers, residents, and community and business leaders. The following section provides a summary of the three input sessions conducted by the City and LDC.

Input Session #1: Women Involved in South Pasadena Political Action (WISPPA)

- Held on March 3, 2018
- Format of the input session included a presentation by LDC, followed by a panel discussion on homelessness and input from the community members
 - Panelists included Winnie Fong, LDC; Marlene Moore, Director of Community Services at Holy Family Church St. Joseph Center; Keith Hendrikson, Union Station Homeless Services; Karen Aceves, Principal Management Analyst City of South Pasadena; and Sergeant Shannon Robledo, South Pasadena Police Department
- Attendees included WISPPA members and community members

Input Session #2: South Pasadena Chamber of Commerce

- Held on March 14, 2018
- Format of the input session included a presentation by LDC, followed by input from attendees
- Attendees included the South Pasadena Chamber of Commerce, local businesses, Office of Congresswoman Judy Chu (CA-27), and the South Pasadena Christian Church

Input Session #3: Lived Experience and Interdepartmental Interviews

- Held on April 18, 2018
- Sergeant Robledo led a ride-along tour during the midday, which included the LDC team and Jennifer Kim from the Los Angeles County Homeless Initiative
- The tour included stops at various locations throughout the City where encampments were present, as well as at the St. Joseph Center where our team interviewed homeless individuals and the volunteer staff
- The LDC team conducted interviews with the following City Departments: Public Library, Planning Department, Code Enforcement, Parks and Recreation, and Senior Services

Discussion/Analysis

Following the presentation of the draft Plan at the June 6, 2018 City Council Meeting, the City Council requested the recommended action plan be more specific to the City and address

regional solutions in the final plan. LDC resubmitted the plan and City staff has determined that it has not addressed input provided by council and community for the following reasons:

1. *Action 1A*: Plan includes several actions that have already been implemented by the City including designation of a homeless coordinator (Sgt. Robledo) and identification of partnerships.
2. *Action 3A*: Plan makes unreasonable requests which have not been vetted by the community such as coordination with the school district to identify volunteer and fundraising opportunities contributing to homeless individuals.
3. *Action 4A*: Plan includes actions that are underway (explore inclusionary housing ordinance) and includes actions that have already been considered for the City (rent stabilization).
4. *Action 4B*: Plan does not include Staff input indicating public land identified (Caltrans Housing) is not owned by the City and does not show understanding of funding limitations regarding purchase of surplus properties.

While LDC hosted several community input sessions, the input provided at the sessions by Staff, members of the public, and the community has not been incorporated into the plan to reflect alignment with the City's unique challenges and opportunities. Several residents indicated their desire for a community task force, or their concerns with safety, which do not appear to be reflected in the current plan. Moreover, there has been no identification of regional solutions.

Alternatives:

1. Accept the proposed Plan with changes to Actions 1A, 3A, 4A, and 4B reflected in the Discussion/ Analysis.
2. Accept the proposed Plan without changes.

Next Steps

1. Apply for Measure H Grant funding for plan implementation scheduled to be released in August 2018.

Background

In December 1993, the Los Angeles County Board of Supervisors and City Council created the Los Angeles County Homeless Services Authority (LAHSA) as an independent Joint Power Authority. LAHSA's primary role is to coordinate the effective and efficient utilization of federal and local funding in providing services to homeless people throughout the Los Angeles County. LAHSA coordinates and manages over \$132 million annually in federal, State, County and city funds for programs that provide shelter, housing and services to homeless persons in Los Angeles County. Over the past three years, the City has been a part of the LAHSA Greater Los Angeles homeless count that has been conducted by the South Pasadena Police Department. On March 7, 2017, voters approved Measure H, a quarter-cent Countywide sales tax, with a specific purpose to prevent and combat homelessness within the County, including funding mental health, substance abuse treatment, healthcare, education, job training, rental subsidies, emergency and affordable subsidies, emergency and affordable housing, transportation, outreach, prevention, and supportive services for homeless individuals, and other homeless adults. As part

of their efforts, the County allocated two million dollars to be used for planning grants to prevent and combat homelessness in Los Angeles County.

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

Submittal of this proposal will make the City eligible to apply for Measure H Grant funding to support implementation of Homelessness Plans. Request for proposals are scheduled to be released in the summer of 2018.

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: City of South Pasadena Plan to Prevent and Combat Homelessness 2018-2021



City of South Pasadena Plan to Prevent and Combat Homelessness (2018 - 2021)

Prepared by:



In collaboration with:



About the City of South Pasadena Plan to Prevent and Combat Homelessness

In October 2017, the County of Los Angeles (County) and the United Way of Greater Los Angeles' Home for Good Funders Collaborative awarded a planning grant to City of South Pasadena (City) to draft a Plan to Prevent and Combat Homelessness (Plan). In late 2017, the City approved an agreement with LeSar Development Consultants (LDC) to assist with the development of the Plan.

The LDC team and the City staff organized three input session meetings and conducted various interviews to solicit feedback and develop strategies to solve the City's homelessness problem. The meetings also focused on ways to improve the quality of life for residents, neighborhoods, and the business community. LDC facilitated the meetings and collected the pertinent information for the development of the homeless plan. LDC also interviewed key stakeholders from the City Departments. The information gathered at the input sessions and interviews helped formulate the goals and strategies for inclusion of the plan and best reflect the priorities and needs that align with the Homeless Initiative strategies adopted by the County Board of Supervisors and funded by Measure H.

The City staff and the LDC team presented the Plan to the City Council on [Insert Date] 2018. The City Council unanimously adopted the Plan by all Councilmembers including:

Mayor Richard D. Schneider, M.D.

Mayor Pro Tem Marina Khubesrian, M.D.

Councilmember Michael A. Cacciotti

Councilmember Robert S. Joe

Councilmember Diana Mahmud

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Purpose of the Plan

According to the Los Angeles Homeless Services Authority (LAHSA), approximately 57,794 persons within the Los Angeles County (County) experience homelessness on any given night in 2017—an increase by 23% from 2016. This trend is consistent with most of the cities throughout the County. The purpose of the City of South Pasadena’s (City) Plan to Prevent and Combat Homelessness (Plan) is to set a roadmap for the City over the course of three (3) years (2018 – 2021) to further address the needs of its homeless residents and those who are at risk of homelessness, as well as to participate in regional solutions. Specifically, the Plan aims to achieve the following overarching goals to address homelessness:

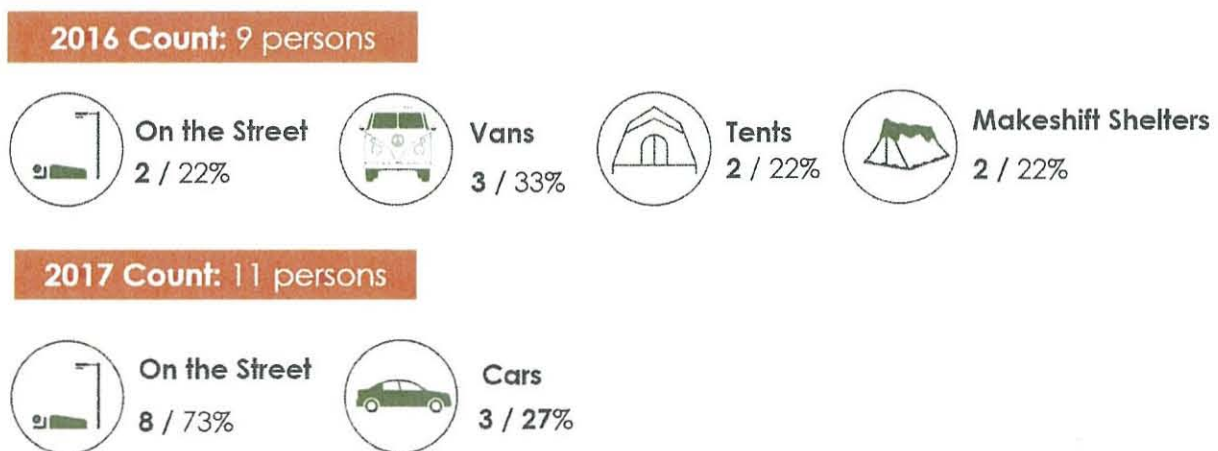
- Reduce the impact of homelessness within the City
- Align City resources with County investments
- Improve quality of life for all residents

The City is committed to working with the local community, neighboring cities, law enforcement, and regional bodies to develop strategies that will equitably distribute homeless housing and services across the San Gabriel Valley according to need. These efforts include strengthening existing and forging new partnerships to efficiently deploy resources and maximize impact for those at risk of or experiencing homelessness. The City is responsible for overseeing the goals and strategies, reporting on progress, as well as updating or adding new goals and strategies over time.

Homelessness in South Pasadena

The City experienced a slight increase in its homeless population from 2016 to 2017. In 2017, the Los Angeles Homeless Service Authority (LAHSA) identified 11 unsheltered people experiencing homelessness in the City—an increase from 9 persons in 2016 (see **Figure 1**). In 2016, the homeless individuals identified lived in vans, tents, makeshift shelters, and out on the street. In 2017, most of the homeless individuals identified lived out on the street.

Figure 1: Homelessness in the City of South Pasadena



Source: Los Angeles Homeless Services Authority

Data limitations do not permit detailed information about who is experiencing homelessness in South Pasadena. However, demographic data is available at the Service Planning Area (SPA) level. The following provides a snapshot of who was experiencing homelessness in SPA 3 – San Gabriel Valley in 2017, which includes South Pasadena and surrounding cities.¹

- **General demographics of homeless individuals in San Gabriel Valley**
 - 67% (2,373 persons) were unsheltered and living outside while 33% (1,179 persons) were in some form of temporary shelter accommodations – accounting for 6% of Los Angeles’ total homeless population
 - 76% of people were single adults, 18% were families, and 6% were unaccompanied youth and young adults
 - 28% were female, 72% were male, 0.4% were transgender, and 0.2% did not identify with a gender
 - 50% were Hispanic/Latino, 24% were White, 18% were African American, 5% were American Indian, 2% were Asian, and 1% identified as other
 - 5% were age 62 and up, 17% between the ages of 55-61, 60% between the ages of 25-54, 7% between the ages of 18-24, and 11% were under the age of 18
 - 6% were identified as United States Veterans

- **Other vulnerability indicators of homeless individuals in San Gabriel Valley**
 - 30% were considered chronically homeless, meaning that they have lengthy or repeated histories of homelessness along with a long-term disability such as mental illness, substance abuse disorder, or a physical health problem
 - 28% suffered from mental illness, 17% had a substance use disorder, and 2% had HIV/AIDS
 - 27% have experienced domestic/intimate partner violence in their lifetime

In addition to the LAHSA homeless count data and regional demographics, it is useful to examine city-level data from the regional Coordinated Entry System (CES)². This provides an enhanced view of those experiencing homelessness and their challenges, as well as their needs using responses to the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) assessment and other indicators of a person’s overall health and wellbeing.³ According to the data and responses collected between July 2016 and November 2017 in South Pasadena, 15 homeless individuals reported the following information:

- **General demographics of homeless individuals in South Pasadena**
 - Most individuals were identified as 41-55 years of age (40%), followed by 25-40 years of age (33%) and 56 years and over (27%)
 - Most individuals were identified as White (53%), followed by Black or African American (33%) and multiple races (7%). 7% chose not to self-identify
 - 73% of the individuals were male, while 27% were female

¹ LA County is divided into 8 areas for service coordination purposes. Service Planning Area 3 serves the communities of Alhambra, Altadena, Arcadia, Azusa, Baldwin Park, Claremont, Covina, Diamond Bar, Duarte, El Monte, Glendora, Irwindale, Monrovia, Monterey Park, Pasadena, Pomona, San Dimas, San Gabriel, San Marino, Temple City, Walnut, West Covina, and others.

² The Coordinated Entry System (CES) is a regional database that streamlines housing placement and service provision and prioritizes those who are most vulnerable. This Homeless Plan incorporates data from the adult singles database.

³ For the purpose of this plan, the data have been de-identified to protect confidentiality.

- **Other vulnerability indicators of homeless individuals in South Pasadena**
 - 40% of the individuals reported chronic health issues with liver, kidneys, stomach, lungs, or the heart
 - 20% reported a mental health issue or concern
 - 7% reported substance abuse as a difficult challenge in obtaining housing or affording housing

As shown in **Figure 2**, nearly 60% of homeless individuals from the data assessment reported being in their own home less than 12 months ago, indicating that most of these individuals fell into homelessness recently. Approximately 60% of the individuals reported riding in an ambulance at least once in the last 6 months, possibly due to issues related to health or substance abuse.

Figure 2: Coordinated Entry System Assessment



Figure 3: Recommended Housing Intervention



Source: SPA 3 CES Assessment Data

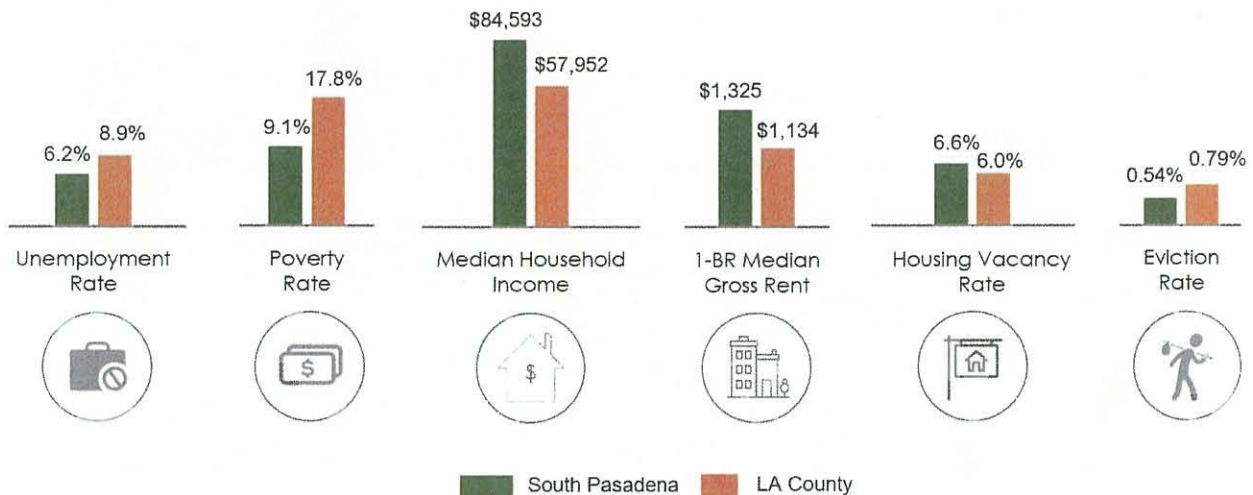
The VI-SPDAT assessment produces an acuity score, which can help identify an appropriate housing intervention for someone experiencing homelessness. As shown in **Figure 3**, most of

the City's residents could benefit from rapid re-housing (69%) and supportive housing services (28%).⁴ Only 18% were identified as able to find housing on their own.

Finally, local data on economic and housing trends serve as good indicators of future homelessness trends because they suggest areas in which some residents may be at risk of falling into homelessness. Additionally, LAHSA reported that some of the key contributing factors to homelessness including rising costs in rent, limited housing availability, and flat or declining income.

As shown in **Figure 4**, South Pasadena experiences a lower poverty and unemployment rate, as well as has a higher household median income, compared to the County. The City also experiences a higher gross rent compared to the County, which may be a barrier for some individuals accessing affordable housing in the area.

Figure 4: South Pasadena vs. LA County Selected Demographics (2016)



Sources: U.S. Census Bureau (2012-2016 American Community Survey 5-Year Estimates), evictionlab.org

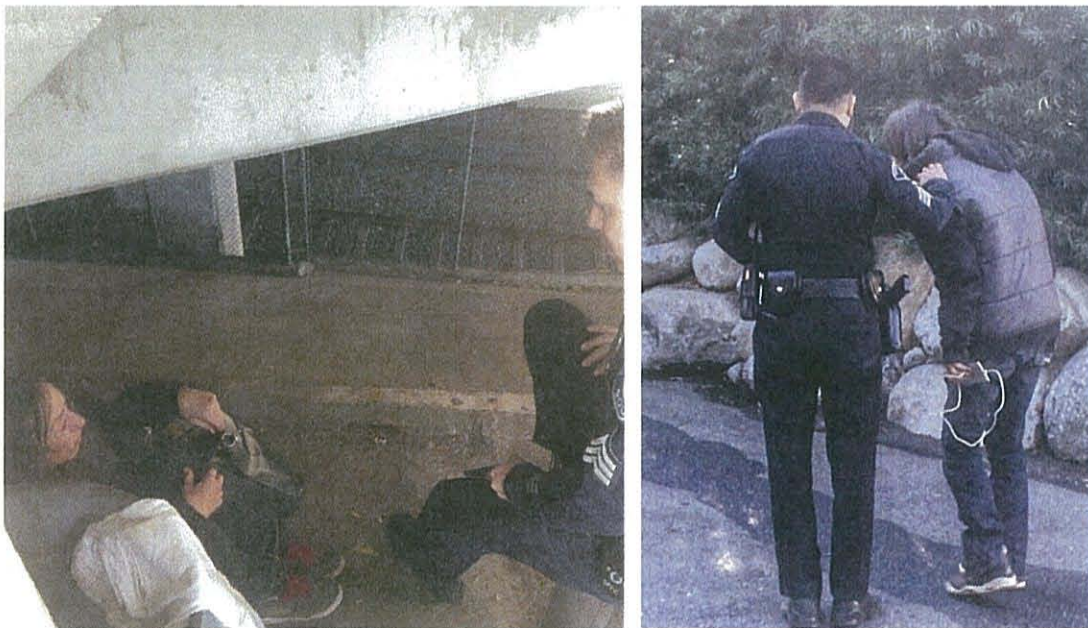
⁴ Rapid re-housing is an intervention that rapidly connects individuals and families to permanent housing with short-term rental assistance and services. Supportive services combines housing with services that may include mental health and health services, drug and alcohol treatment, and education and job training.

The following outlines the City's current activities dedicated to individuals and families experiencing homelessness and those facing housing instability:

City of South Pasadena Homelessness Efforts

- **South Pasadena Police Department**
 - The City's Police Department established a Homeless Outreach Program (HOPE), which provides direct outreach to homeless individuals.
 - According to Sgt. Shannon Robledo, approximately 20 percent of South Pasadena Police Department's dispatched calls are related to homelessness.
 - Reports of encampments have been seen in various areas within the City. The City established an ordinance that bans encampments in local parks and recreation areas. The Police Department notifies homeless individuals to clear encampments in unpermitted areas within 72 hours.

Figure 5: South Pasadena Police Department Homeless Outreach Program Field Work



(Source: South Pasadena Police Department)

South Pasadena Fire Department

- The City's Fire Department also responds to calls related to homeless individuals. The Fire Department typically transports the individual to a nearby hospital to receive medical treatment. Because of the City's limited resources, if the City ambulance is being used to transport a homeless individual to the hospital, the entire city must then depend on a neighboring cities' ambulance if there is an additional emergency. This limitation can increase the emergency response time within the community.
- **Public Works Department**
 - The City's Public Works Department responds to requests to remove and clean up abandoned encampments.

- **Community Services Department**

- The Community Services Department Senior Citizens Center published the brochure “Services for Homeless and Adults in Need” to help those who are without shelter, food, medical care, and other resources.
- The Senior Citizens Center also provides transit passes, and in some cases other services, to homeless individuals who are 55 years of age or older.

Community Partners

- **Faith-Based Organizations**

- Faith-based organizations within the City provide a variety of services including prepared meals, food pantry, clothing, hygiene kits, etc.
- The Shower of Hope operates from 11am-2pm on Wednesdays at the Holy Family St. Joseph Center (see **Figure 6**)

Figure 6: Shower of Hope at the Holy Family Church St. Joseph Center



(Source: San Gabriel Valley Tribune)

- **Union Station Homeless Services**

- In 2014, the United Way of Greater Los Angeles (United Way) selected Union Station Homeless Services as the Lead Agency to manage the efforts of homeless-related social services agencies throughout the SPA 3 - San Gabriel Valley.
- Union Station Homeless Services prioritizes those experiencing homelessness in terms of need and tracks progress toward accessing services and housing.

Figure 7: Councilmember Robert Joe and Sgt. Shannon Robledo Feeding the Homeless at Union Station Homeless Services



(Source: South Pasadena Police Department)

Homelessness Plan Process

The City coordinated a series of stakeholder input meetings and interdepartmental interviews over the course of six months with the assistance of LeSar Development Consultants (LDC), a consulting firm retained through a Home for Good Funders Collaborative planning grant. The input sessions educated stakeholders about best practices in addressing homelessness, current city efforts to prevent and combat homelessness, and solicited feedback about the challenges and opportunities related to addressing homelessness in the City.

The meetings engaged a broad network of stakeholders from public, private, and non-profit sectors, including city departments directly serving or impacted by homelessness, service providers, residents, and community and business leaders. The following section provides a summary of the three input sessions conducted by the City and LDC.

Input Session #1: Women Involved South Pasadena Political Action (WISPPA)

- Held on March 3, 2018
- Format of the input session included a presentation by LDC, followed by a panel discussion on homelessness and input from the community members
 - Panelists included Winnie Fong, LDC; Marlene Moore, Director of Community Services at Holy Family Church St. Joseph Center; Keith Hendriksen, Union Station Homeless Services; Karen Aceves, City of South Pasadena
- Attendees included WISPPA members and community members

Figure 8: WISPPA Meeting and Panel Discussion on Homelessness



(Source: WISPPA)

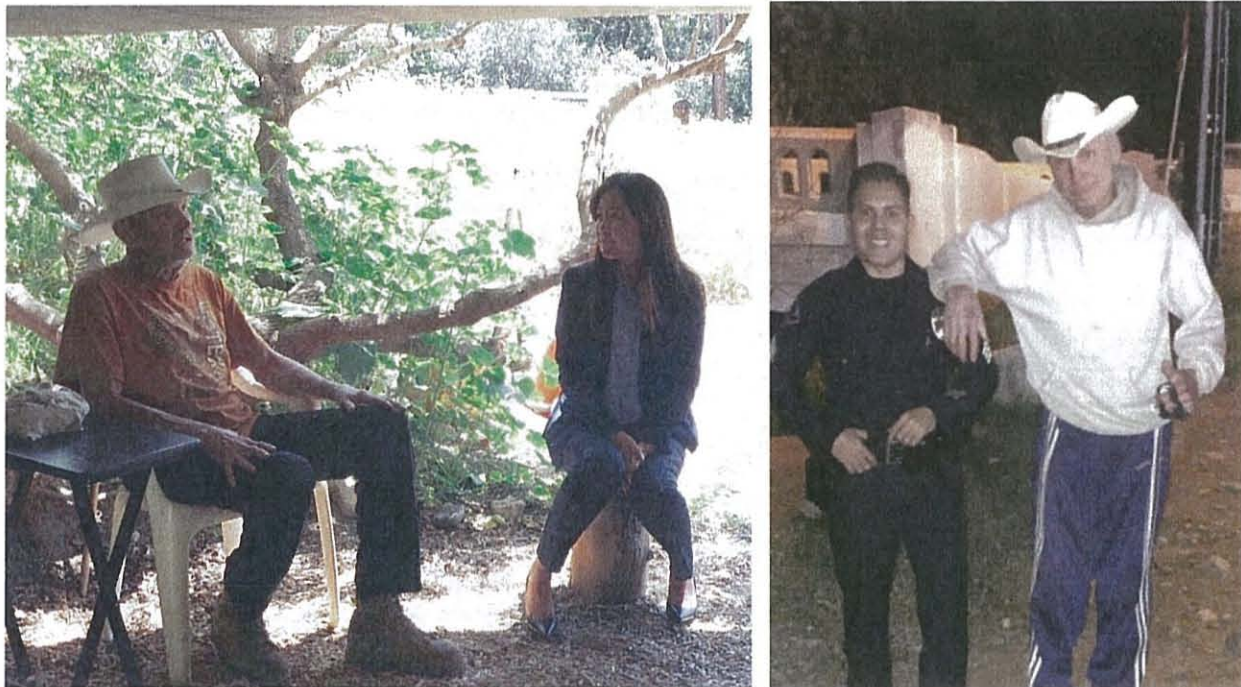
Input Session #2: South Pasadena Chamber of Commerce

- Held on March 14, 2018
- Format of the input session included a presentation by LDC, followed by input from attendees
- Attendees included the South Pasadena Chamber of Commerce, local businesses, Office of Congresswoman Judy Chu (CA-27), and the South Pasadena Christian Church

Input Session #3: Lived Experience and Interdepartmental Interviews

- Held on April 18, 2018
- Sgt. Robledo led a ride-along tour during the midday, which included the LDC team and Jennifer Kim from the County Los Angeles Homeless Initiative
- The tour included stops at various locations throughout the City where encampments were present, as well as at the St. Joseph Center where our team interviewed homeless individuals and the volunteer staff
- Our team conducted interviews with the following City Departments: Public Library, Planning Department, Code Enforcement, Parks and Recreation, and Senior Services

Figure 9: Lived Experienced Interview



(Source: South Pasadena Police Department)

A list of challenges related to homelessness identified by the stakeholders is summarized in **Appendix A**, and a list of strategies identified by the stakeholders is summarized in **Appendix B**. The goals and actions set forth in this Plan incorporates the potential strategies identified by the City and stakeholders.

Goals and Supporting Actions

Each goal in the following sections is outlined as required in the County's grant template, to access the resources currently available to address the challenge, identify opportunities for City and County collaboration, and present a plan to implement the identified strategies. Each goal includes the following information:

Goal - List a goal identified during the planning process. Is it tied to a County Homeless Initiative Strategy? If so, identify which strategy.

Supporting Action - Identify a specific supporting action(s) designed to support achievement of the City's goal. Each goal may have multiple contributing actions.

Associated policy changes - Describe specific policy changes for each identified strategy, where applicable. Administrative or other changes necessary to achieve the goal may also be identified. Identify how the policy change(s) will directly impact the City's ability to achieve the desired goal. Describe the intended process for enacting the policy change. List the stakeholders/partners needed to engage to enact the policy change.

Goal Measurement - What metrics will be used to track progress? What are the data sources? When will measurement occur?

Goal Ownership - Who is responsible for directing implementation, management and measurement of the goal and its related actions?

Leveraged City Resources - What City resources will be deployed or leveraged in support of the goal?

Timeline - Detail a timeline of major tasks to achieve this goal.

The Plan includes six (4) identified goals to combat and prevent homelessness:

Goal #1: Coordinate with regional partners on homelessness plan implementation

Goal #2: Enhance current homelessness engagement activities

Goal #3: Continue providing community education and resources

Goal #4: Promote affordable housing development

The following goals and actions to address homelessness in the City were derived from input by the City Council and staff, community members, and service providers, as well as identification of best practices and opportunities. If a goal is connected to a County Homeless Initiative strategy, that strategy is also identified.



Goal 1: Coordinate with Regional Partners on Homelessness Plan Implementation

Homeless Initiative Strategy Link(s): E6, E7

Action 1a

Identify current city staff in South Pasadena to coordinate with regional partners and oversee the implementation of the South Pasadena Homelessness Plan

- Explore Phase II County Homeless Funding Grant for eligibility and availability

Measurement:	Homelessness coordinator designated in Year 1
Ownership:	Designated city staff to serve as the South Pasadena Homeless Coordinator
Leveraged City Resources:	0.5 FTE homelessness coordinator
Associated Policy Changes:	No associated policy changes
Timeline	Year 1; ongoing

Action 1b

Participate in the forthcoming Metro Gold Line Homeless Workgroup convened by the San Gabriel Valley Council of Governments (SGVCOG) to develop a subregional strategy to address public safety concerns along the Metro Gold Line in the San Gabriel Valley region (*E6: Expand Countywide Outreach System; E7: Strengthen the Coordinated Entry System*)

- Coordinate regularly with cities along the Metro Gold Line, such as Los Angeles, Pasadena, Monrovia, Sierra Madre, Arcadia, Duarte, Irwindale, and Azusa, as well as cities with planned new stations along the Gold Line extension
- Continue ongoing collaboration with Metro's Safety and Security Department and the Homeless Task Force to increase security and extend Metro's County-City-Community (C3) team to conduct homeless outreach along the Metro Gold Line
- Communicate on specific issues that pertain to the South Pasadena Gold Line Station
- Gather and provide data and reports to help analyze the travel patterns of homeless individuals along the Metro Gold Line and how it impacts South Pasadena

Measurement:	Regular attendance at the Work Group meetings; Quantity/Quality of regional or city resources added to the South Pasadena Gold Line Station; Additional number of outreach hours/resources to support SPPD at the South Pasadena Gold Line Station; Reduced number of incidents related to homelessness reported at the South Pasadena Gold Line Station
Ownership:	South Pasadena Homeless Coordinator; South Pasadena Police Department (SPPD)

Leveraged City Resources:	City staff time
Associated Policy Changes:	No associated policy changes
Timeline	Year 1; ongoing

Action 1c

Participate in the forthcoming Regional Riverbed Cities Workgroup convened by SGVCOG to develop a strategy to reduce homeless encampments along the riverbeds in the San Gabriel Valley region to address public health and public safety concerns in the community (*E6: Expand Countywide Outreach System; E7: Strengthen the Coordinated Entry System*)

- Coordinate regularly with the Los Angeles County Sheriff’s Department and cities that share river frontage, such as Los Angeles and Pasadena
 - Identify “hotspot” locations for engagement
 - Identify and facilitate the relocation of encampment inhabitants into shelters or other housing
 - Learn best practices in addressing encampments located in the riverbeds
- Work with SGVCOG, in partnership with LAHSA and Union Station Homeless Services, to develop a joint outreach strategy with other cities to refer homeless individuals along the riverbed to housing and services
- South Pasadena to apply a similar outreach strategy to address homeless encampments located at the City’s parks, public library, and businesses

Measurement:	Regular attendance at the Work Group meetings; Quantity/Quality of regional or city resources added to South Pasadena; Additional number of outreach hours/resources to support SPPD along the riverbed; Reduction in the number of encampments along the riverbed
Ownership:	South Pasadena Homeless Coordinator; SPPD
Leveraged City Resources:	City staff time
Associated Policy Changes:	No associated policy changes
Timeline	Year 1-3



Goal 2: Enhance Current Homelessness Engagement Activities

Homeless Initiative Strategy Link(s): D5, E4, E6, E7

Action 2a

Ensure First Responders in South Pasadena participate in the County's First Responders Training and the Law Enforcement Homeless Outreach Services Team (HOST) Program⁵ (*E4: First Responders Training*)

- Attend the County's First Responders Training as a prerequisite to participate in the Law Enforcement Homeless Outreach Services Team (HOST) Program
- Execute the Memorandum of Agreement (MOA) between the Los Angeles County Sheriff's Department (LASD) and Pomona Police Department for the HOST Program
- Develop and implement a protocol to submit documentation and invoices (e.g., number of hours of outreach conducted, number of homeless individuals contacted, types of services provided, etc.) of homeless outreach activities eligible for reimbursement, including referrals to housing, rehabilitative services, and support, as well as the activities related to Action 2b and Action 2c

Measurement:	Number of first responders trained; MOA executed with the LA County and City of Pomona; Number of homeless individuals contacted and referred to services
Ownership:	SPPD, South Pasadena Fire Department
Leveraged City Resources:	Staff time
Associated Policy Changes:	Update the Police Department protocol to facilitate the recommendations from the First Responders training, if necessary
Timeline	Year 1; ongoing

Action 2b

Coordinate with LAHSA to assign and schedule an outreach worker to accompany SPPD on an ongoing basis (*D5: Support for Homeless Case Managers, E6: Expand Countywide Outreach System*)

- Coordinate with LAHSA to assign an outreach worker to accompany SPPD to visit and connect homeless individuals to services, including the following:

⁵ The mission of the HOST program is to work collaboratively with public and private partners to assist homeless individuals and address problems associated with encampments. The objective of the HOST Program will be met by law enforcement HOST teams, working in collaboration with outreach teams, consisting of subject matter experts, housing, mental health and recovery case managers and service providers, to get homeless individuals the services they need.

- During scheduled lunch and mobile shower services at the Holy Family Church St. Joseph Center
- Before/during scheduled homeless encampment cleanup protocols
- During scheduled visits to the Public Library

Measurement:	Number of individuals entered in the coordinated entry system
Ownership:	SPPD
Leveraged City Resources:	Staff time
Associated Policy Changes:	No associated policy changes
Timeline	Year 1; ongoing

Action 2c

Formalize a partnership with Union Station Homeless Services and Hathaway-Sycamores to develop a Coordinated Entry System (CES) linkage protocol to refer homeless individuals to housing services (*D5: Support for Homeless Case Managers, E7: Strengthen the Coordinated Entry System*)

- Explore further engagement through a service contract agreement with the CES leads

Measurement:	The number of individuals entered in the Coordinated Entry System
Ownership:	South Pasadena Homeless Coordinator; SPPD
Leveraged City Resources:	Staff time
Associated Policy Changes:	No associated policy changes
Timeline	Year 1; ongoing

Action 2d

Continue to participate in the LAHSA Greater Los Angeles Homeless Count

- Encourage community members to volunteer for the annual Greater Los Angeles Homeless Count to increase engagement between leaders, residents, and stakeholders, as well as to ensure an accurate count of homeless individuals

Measurement:	Number of volunteers
Ownership:	SPPD

Leveraged City Resources:	Staff time to review and enter the MOA
Associated Policy Changes:	No associated policy changes
Timeline	Ongoing





Goal 3: Provide Community Education and Resources

Homeless Initiative Strategy Link(s): A1, A5, B4

Action 3a

Conduct a visioning workshop with the City Council and City Department leads to develop a unified strategy for community education on homelessness, such as the following:

- Coordinate with the South Pasadena Unified School District to educate the myths of homelessness, and identify potential volunteer and fundraising opportunities that contribute to homeless individuals
- Coordinate with SPPD to conduct a workshop with the South Pasadena Chamber of Commerce and local businesses on the following:
 - Overview of SPPD’s homeless outreach efforts
 - Gain an understanding on enforceable and unenforceable activities related to public space and businesses
 - How to approach an individual experiencing homelessness
 - How to provide appropriate referrals to homeless individuals
 - Provide resources to local community organizations and services working directly with homeless individuals

Measurement:	Identified vision and strategy for community education; number of activities and people involved in the community education activities
Ownership:	South Pasadena Homeless Coordinator; City Manager; SPPD
Leveraged City Resources:	City staff time
Associated Policy Changes:	No policy changes
Timeline	Year 1-2 with ongoing updates

Action 3b

Enhance the existing ‘South Pasadena Homeless and Adults in Need’ resources guide (See Appendix C) (*A1: Homeless Prevention for families; A5: Homeless Prevention for Individuals*)

- Update the information in the existing “City of South Pasadena Services for Homeless and Adults in Need” resources guide
 - Work with community partners, faith-based organizations, and service providers to update the resource guide with a list of services and facilities related to combatting and preventing homelessness
 - Establish ongoing updates to the resource guide

- Distribute the resources guide and make it available at public sites, including the City Hall, public library, and the Senior Citizens Center
- Post a printable version to be accessible online for local community members, organizations, and businesses to print and distribute
- Conduct a workshop to educate community members about the resources and services featured in the resources guide

Measurement:	Completion of resources guide update
Ownership:	South Pasadena Homeless Coordinator; SPPD; Community Services Department; City Public Information Officer; Public Library
Leveraged City Resources:	City staff time
Associated Policy Changes:	No policy changes
Timeline	Year 1 with ongoing updates

Action 3c

Engage with landlords to participate in the Homeless Incentive Program (*B4: Facilitate Utilization of Federal Housing Subsidies*)

- Provide and display materials (e.g., City website, local paper, etc.) to encourage landlords to participate in the following programs
 - Homeless Incentive Program (HIP)
 - Housing Authority of the County of Los Angeles
 - Flexible Housing Subsidy Pool/Housing for Health
 - LA County Department of Health Services and Brilliant Corners
- Identify potential community meetings to host workshops to educate landlords about the programs (e.g., congregations, landlord associations, etc.)
 - Partner with Union Station Homeless Services to conduct the workshops
 - Identify partnerships with neighboring cities and the County to host a Landlord Outreach Event for the Homeless Incentive Program

Measurement:	# of landlords participating in the programs, # of attendees
Ownership:	South Pasadena Homeless Coordinator
Leveraged City Resources:	City staff time
Associated Policy Changes:	No policy changes
Timeline	Year 2, ongoing

Action 3d

Participate in United Way’s countywide public education efforts on homelessness

- Collaborate with the United Way’s Everyone In campaign to end homelessness
 - Participate in upcoming community events in collaboration with the City of Pasadena and other SGV cities
 - Adopt consistent messaging on homelessness
 - Identify local success stories to be included in the United Way’s campaign

Measurement:	Featured story in the United Way campaign; Participation in the upcoming community event
Ownership:	South Pasadena Homeless Coordinator; SPPD; City Public Information Officer
Leveraged City Resources:	City staff time
Associated Policy Changes:	No policy changes
Timeline	Year 1, ongoing



Goal 4: Promote Affordable Housing Development

Homeless Initiative Strategy Link(s): F5, F6

Action 4a

Strengthen existing and potential land use policies to encourage the development of affordable and supportive housing, as well as preserve affordable housing

- Explore incentive zoning (*F6: Incentive Zoning/Value Capture Strategies*)
- Update ordinance for the Accessory Dwelling Units (ADU) Program per recent State legislation
- Explore rent stabilization
- Explore inclusionary zoning

Measurement:	Update ordinances;
Ownership:	City Planning and Building Department
Leveraged City Resources:	Staff time to develop and implement incentive policies
Associated Policy Changes:	Potential changes to the existing ADU program
Timeline	Years 1-2

Action 4b

Seek partnerships with public entities and non-profit organizations to use vacant and underutilized properties for affordable housing (*F6: Using Public Land for Homeless Housing*)

- Explore a partnership with public entities to purchase State Route 710 Surplus Properties from Caltrans
- Engage public entities, affordable housing developers, local service providers to discuss the feasibility of developing housing on site
- Pursue an agreement to designate the site be used for affordable housing

Measurement:	<ul style="list-style-type: none"> • Identify partners on joint opportunity to develop housing on public-owned property • Initiate developer bid process and community engagement • Develop site schematics and service plans, and engage with developer • Site development underway
Ownership:	City Planning and Building Department

Leveraged City Resources:	Staff time for collaboration with partner, community outreach, developer engagement, funding applications
Associated Policy Changes:	No associated policy changes
Timeline	Years 1-3

Appendix A - Stakeholder Input Sessions: Summary of Identified Challenges

Staff of City Departments

Housing-Related

- Generally, rent is on the rise in the City and the greater subregion
- Families live in substandard housing because do not want to risk losing it, want children to remain in the school district
- Vacancies in city – some have been used for squatting (but are not dilapidated, often second homes etc.)

Services-Related

- Most homeless individuals refuse services/assistance
- Increase in homeless visitors to the Library, Senior Center, and other places during cold winter months or hot summer months
- City Staff not always fully trained to interact with individuals or to refer them to appropriate services – even if briefly trained, they are not at a comfort level of a certified case worker or mental health worker
- Some residents complaining about services offered in their neighborhood
- No social worker at Senior Center this year (usually have USC MSW student)

Public Safety/Quality of Life

- Homelessness can put stress on/eliminate City resources
 - E.g. limited number of police officers, only 1 ambulance for city – sometimes other cities' departments have to be dispatched if South Pasadena's is not available due to responding to homelessness-related incident
- Those experiencing homelessness who are causing the most issues in community are usually just passing through via the riverbed or the Gold Line train
- Library serves variety of homeless individuals
 - Most people experiencing homelessness in the library follow the Code of Conduct and keep to themselves, but some cause disruptions (~1-3x/month); those who have been the most threatening have privileges revoked or even restraining orders
 - Sometimes makeshift beds, cardboard, food/drink on balconies at Library
 - Individuals have used restrooms to bathe
 - Some customers lack understanding/knowledge and complain about homeless customers utilizing library and resources

Chamber of Commerce/Business Community

- Very few resources at night for people seeking assistance
- Businesses/buildings near the Gold Line station have the most traffic
- Any cleanups along the riverbed in other cities cause more people to travel to or through South Pasadena
- People sleeping around businesses at night

- Most businesses care about helping people experiencing homelessness, even if they are sleeping around buildings or disrupting business – they do not know how to help or know where to refer people to; fear, misunderstanding
- Many businesses are small businesses, which make it difficult to hire or prioritize hiring homeless individuals

General Public/WISPPA

- Elderly residents who have fixed-income – issues staying in homes (due to money or health), waitlists for affordable housing have been up to 8 years or more, etc.
- Residents are generally supportive of more affordable housing, so how can they assist in moving it forward?
- Union Station will have 40 HACoLA vouchers released in the next 6 months, but do not have enough units to house people in
- Overall increases in rental costs, tearing down low-income housing, etc. are an issue
- Ensuring people experiencing homelessness can maintain their mode of transportation, e.g. many utilize bikes, often in need of repair
- Very little space and resources for people experiencing homelessness in the library, challenge for staff to coordinate everyone's needs – they are being taken away from their regular duties as librarians, some residents feel unsafe
- Residents who want to help but don't know what to do – what are resources?
- Making sure vulnerable populations are taken into account – homeless students, veterans, food insecure students and families etc.
- Concern about how much Measure H money is going to services versus prevention and constructing housing
- Concern over landlords, real estate developers, and building owners who are looking to profit and are increasing rents in the area that are unattainable to an ordinary family or individual – what is their role? What is their impact mitigation?
- Stigmas surrounding homelessness still exist, NIMBYism is a roadblock to added housing in the area – crisis, bridge, and affordable
- Concern about why individuals are legally allowed to live/sleep in their vehicles

Appendix B - Stakeholder Input Sessions: Summary of Identified Strategies

Staff of City Departments

- Currently training library staff for interaction and referrals
- Taskforce of Homeless Committee for City to coordinate services/outreach
- Online information about homelessness – Library website, City website, Chamber
- Public Education campaign – resident resources, materials to utilize and refer people to
- Laundry services – while showers are offered on Wednesdays at Holy Family, people do not have anywhere to wash dirty clothes
- Social Worker in the Library/senior Center
- Parking permit program for nonprofits – continue City policy, make sure not disruptive if anyone chose to carry out safe parking lot program
- ADUs, Inclusionary housing (future exploration), 1:1 condo conversion replacement units
- Additional senior resources allocated for homeless individuals e.g. extra lunches each day reserved for homeless seniors

Chamber/Business Community

- Preventative measures/policies to keep people from falling into homelessness
- Outreach/education for businesses – half page resource, online info for business owners to know how to assist people experiencing homelessness, deal with any related issues that may come up
- Consider hiring homeless individuals who want assistance/an opportunity to work, potential at City too in Public Works etc.
- Partnership with Foothill Workforce Board, other workforce development organizations
- Consider funding sources for local business hiring of homeless/formerly-homeless
- Provide information about how businesses can keep their areas safe e.g. cameras, fences, cutting bushes down, enhancing lighting etc.

General Public/WISPPA

- Reframe homelessness as “houseless-ness” to de-stigmatize and give people the dignity they deserve, also align with Housing First
- Interest from public in Caltrans property to be leased to South Pasadena and Pasadena for housing
- Community committees/working groups to enhance strategies to prevent homelessness and help those at-risk
- Consider resource list for residents and greater community
- Volunteering: Holy Family donations, spending time with “friends” at Holy Family on Wednesdays, serve meals at Union Station
- Continue with training for Library staff, but consider including trained social worker
- Utilize Vroman’s Bookstore Gives Back program to give to Union Station or Hathaway Sycamores (youth services)

- Advocate and outreach to landlords to accept vouchers
- Better partnerships and coordination between agencies, City, developers, etc.

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City Council Agenda Report

ITEM NO. 21

DATE: June 20, 2018
FROM: Stephanie DeWolfe, City Manager *SD*
PREPARED BY: Lucy Demirjian, Assistant to the City Manager
SUBJECT: Adoption of the 2018-19 Strategic Plan

Recommendation Action

It is recommended that the City Council adopt the 2018-19 Strategic Plan.

Community Outreach

On April 13, 2018, the City held a Strategic Planning Session at the Garfield Reservoir Building to evaluate the challenges and opportunities facing the City and to create the City's 5-year Strategic Goals and Objectives. William Kelly, Kelly and Associates, facilitated the session, which included City Councilmembers and Management employees representing all City Departments. The meeting was open to the public and produced a draft outline for a new strategic plan.

On April 16, 2018, a randomized Community Survey was sent out via e-mail to residents. The full results of the survey were presented to the City Council on May 16, 2018. The Community Survey provided an understanding of residents' opinions, priorities, and preferences with respect to municipal services for performance measurement, planning, and budgeting purposes. Nearly all residents surveyed (95%) rated the quality of life in South Pasadena as excellent or good and scored City services with high marks. The survey also specifically queried resident agreement with the six goals of the draft Strategic Plan. Ninety percent or more of respondents agreed with five of the goals. The goal to "plan for affordable housing to comply with State mandates and respond to community needs" received support by more than 70% of respondents.

Discussion/Analysis

The Strategic Plan focuses on issues that are important to improving the quality of life in South Pasadena and responding to community priorities. The plan contains citywide objectives and strategic initiatives scheduled to be accomplished within FY 2018-19. There are many more significant projects on the work programs of the departments, as well as the important day-to-day work of responding to the community. The Strategic Plan is intended to serve as a measurable benchmark of progress toward top line priorities rather than a full work program for the City.

The following six goals were identified by consensus:

- Develop and Implement Strong Fiscal Policies to Ensure a Resilient Financial Future.

- Create and Implement a Strong Economic Development Strategy to Strengthen Local Business Districts.
- Develop a Comprehensive Emergency Preparedness Plan to Ensure Public Safety through Active Response and Recovery Efforts.
- Enhance Community Sustainability through Investment in Infrastructure and Environmental Management Programs.
- Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.
- Enhance Customer Service through Innovation to More Effectively Respond to Community Priorities.

Next Steps

1. Staff will provide quarterly progress reports to the City Council.
2. Prior to the adoption of the next fiscal year budget, Council will have an opportunity to review and update the Strategic Plan.

Background

Strategic Planning sessions are typically held prior to the update of the City's annual budget so that the City's budget reflects priorities identified in the Strategic Plan. The City Council last adopted a five-year Strategic Plan in 2013.

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

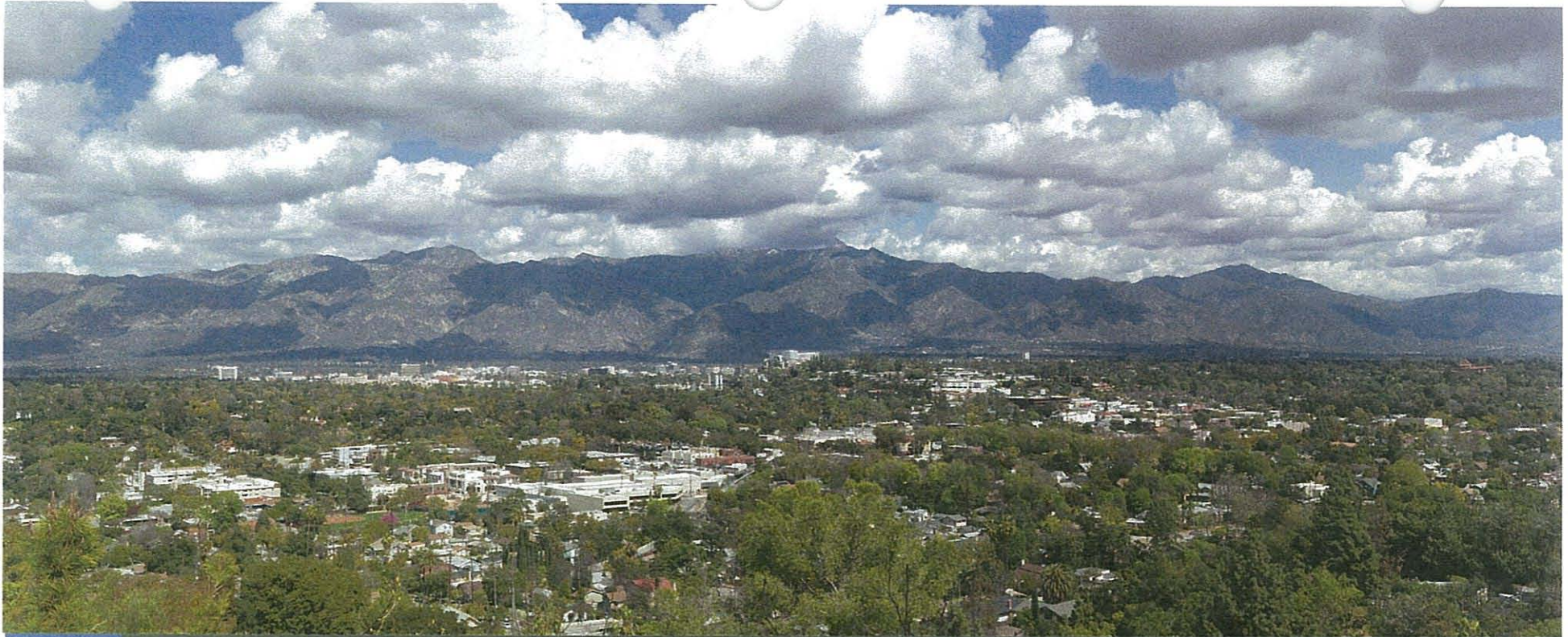
The goals and objectives have been reflected in the FY 2018-19 Budget and incorporated in Department work plans. Financial impacts associated with the implementation of the Strategic Objectives will be agendized for Council action whenever required.

A key priority of the Strategic Plan is the development of strong fiscal policies to ensure financial resiliency.

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: Strategic Plan Matrix



City of South Pasadena Strategic Plan

Fiscal Year 2018 - 2019

Task

Action Item

Fiscal
Year

Q

Department

1. Develop and Implement Strong Fiscal Policies to Ensure a Resilient Financial Future

1a. Financial Plan	Create and implement a resilient Financial Plan to include analysis of future costs and revenue sources.	18/19	3	Management Services
1b. Golf Course Facilities	Present revenue enhancement opportunities for the golf course by assessing potential for facility improvements and events.	18/19	3	Community Services
1c. Fee Study	Conduct a comprehensive fee study based on cost of services and develop indirect cost allocation plan.	18/19	2	Finance
1d. Library Foundation	Establish a Library Foundation to address major goals articulated in the Library Operations Study.	18/19	4	Library
1e. UUT	Prepare a financial impact statement outlining the cuts that will be necessary if the UUT is repealed.	18/19	1	Management Services/Finance

21-4

2. Create a Strong Economic Development Strategy to Strengthen Local Business

2a. Economic Plan	Create a comprehensive Economic Development Plan to support the local economy and enhance opportunities for live, work and play.	18/19	3	Management Services
2b. Development Review	Create an implementation strategy for the Matrix Study to improve customer service in land use review and permitting.	18/19	2	Planning
2c. Public Art Programs	Adopt an Ordinance requiring a percentage for public art program for new development and create a public art gallery at City Hall to demonstrate civic participation.	18/19	2	Management Services
2d. Branding/Marketing	Create a branding and marketing plan for the City to better support local business.	18/19	3	Management Services

3. Develop a Comprehensive Emergency Preparedness Plan to Ensure Public Safety through Active Response and Recovery Efforts.

3a. Employee Training	Complete core training for primary and back-up EOC staff, ensuring the City can effectively prepare for, respond to, and recover from a disaster.	18/19	2	Fire
3b. EOC Facilities	Complete upgrades to the City's EOC with standardized equipment and resources that are necessary for maximum EOC functionality.	18/19	4	Fire
3c. Community Emergency Response Teams (CERT)	Provide two basic CERT classes, two refresher CERT classes and basic CERT training.	18/19	4	Fire
3d. Local resources plan	Develop a database of resources within the community and establish agreements with local providers to supplement response and recovery efforts.	18/19	4	Fire
3e. Seismic Regulations	Contract with consultant to complete inventory of soft story buildings in preparation for consideration of future regulations.	18/19	3	Planning
3f. Crisis Communication Plan	Create a <i>Crisis Communication Plan</i> to support emergency operations including a review of citywide notification systems.	18/19	2	Management Services

4. Enhance Community Sustainability through Investment in Infrastructure and Environmental Management Programs.

4a. Renewable Energy	Develop an implementation strategy and schedule for the Renewable Energy Plan.	18/19	3	Public Works
4b. Storm water	Develop a Storm water Management Plan including seeking partnership opportunities.	18/19	2	Public Works
4c. SR-110 Hookramp	Finalize agreement with Metro to utilize Measure R funds to implement SR-110 Hookramp project.	18/19	3	Management Services
4d. Bike Share Program	Implement a six month pilot program for Bike and Scooter Share.	18/19	4	Management Services
4e. Trees	Create an urban forestry plan for planting and maintenance.	18/19	3	Public Works
4f. City Properties	Evaluate opportunities for investment in City properties and enhanced land use.	18/19	3	Management Services

21-7

5. Plan for Affordable Housing to Comply with State Mandates and Respond to Community Needs.

5a. Inclusionary Housing	Adopt an Inclusionary Housing Ordinance to facilitate meeting State affordable housing goals.	18/19	3	Planning
5b. ADU's	Adopt a revised ADU ordinance to align with State law changes and increase the availability of affordable units.	18/19	4	Planning
5c. Homelessness	Apply for Measure H funding to strengthen homelessness programs and partnerships.	18/19	1	Police

6. Enhance Customer Service through Innovation to More Effectively Respond to Community Priorities.


6a. Community Programs	Introduce a pilot "Library of Things" to support a sharing, more green economy.	18/19	3	Library
6b. Community Engagement Master Plan	Create a comprehensive communication plan for public outreach and engagement.	18/19	3	Management Services
6c. Citywide Strategic IT Plan	Develop an IT Business Plan to better manage technology investment across the organization to support innovation and customer service.	18/19	3	Management Services

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City Council Agenda Report

ITEM NO. 22

DATE: June 20, 2018
FROM: Stephanie DeWolfe, City Manager 
PREPARED BY: Lucy Demirjian, Assistant to the City Manager
SUBJECT: Adoption of a Legislative Platform

Recommended Action

It is recommended that the City Council adopt a Legislative Platform that will serve as the guiding policy document for the City when determining whether a position should be taken on proposed State legislation that may impact the City.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

A Legislative Platform is a standard tool used by cities to streamline legislation review processes to facilitate timely and effective response to legislation. The Legislative Platform will give staff the ability to proactively engage in the legislative process and respond to issues that may have significant impacts to the City in a timely manner.

Upon adoption of the Legislative Platform, the City Manager's Office will exercise day-to-day oversight of legislative matters. Staff may initiate letters, contact League staff, or speak on behalf of the City regarding legislation that falls within the platform.

Once staff determines that a legislative proposal may impact the City, a letter outlining the City's position (support/oppose) will be prepared for the Mayor's signature and copies will be distributed to the full Council. If the Mayor is unavailable, letters will be signed by the City Manager with copies to the full Council. Letters will be sent to the bill's author, the City's legislative representatives, the League of California Cities, and other stakeholders as deemed appropriate.

In cases where a legislative issue is not addressed in the Legislative Platform but impacts the City, staff will return to City Council for direction. Additionally, staff will seek Council direction when proposing amendments to bill language or in developing new legislation.

The proposed Legislative Platform has been drafted using the guiding priorities of the City Council, as established in the Goals and Objectives of the City's Strategic Plan, the General Plan,

and other adopted policy documents. Once adopted, the Legislative Platform remains in effect for the legislative cycle. The City Council may add, remove, or modify items when it updates or confirms the Legislative Platform annually.

Background

As a current member of the League of California Cities (League), the City is part of a network 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. The League engages in lobbying efforts at the state capitol on bills that are of critical importance to cities. Often times, the League will ask its members for support or opposition on bills of interest and cities need the ability to act quickly. As the Legislature increasingly acts through "gut and amend" legislation more cities are adding a Quick Response Protocol through their legislative platforms that authorize positions on these fast moving bills that could be harmful to the city.

Alternatives

1. Continue current practice. Staff will prepare a report for individual bills and seek approval of the full Council during regular Council meetings. This may prolong the response time in which a position is confirmed by the Council and a letter is sent to legislators as the City Council holds two regular meetings each month.
2. Adopt the Legislative Platform and create a subcommittee of the Council to work with staff on drafting letters of support or opposition. If this alternative is selected, staff recommends the subcommittee include the Mayor and one Councilmember (appointed by the Mayor).
3. Adopt the Legislative Platform and once staff has determined that a legislative proposal may impact the City, a letter outlining the City's position will be drafted for the Mayor's signature and circulated to the full City Council for review. If there is Council objection, the position letter will be placed on the next Council agenda for consideration; if there is no objection, staff will finalize the position letter and forward as appropriate.
4. Adopt the Legislative Platform and consider hiring a legislative advocacy firm to represent the City in Sacramento; monitor, analyze, and advise on trends and issues that may impact the City; and establish relationships with State legislative staff. This alternative may also be considered in conjunction with adoption of the platform.

Next Steps

Upon adoption of the Legislative Policy, staff will be provided training on the legislative process and a representative from each department will be assigned to monitor and track bills within specific areas of focus.

Staff will track and review legislation, as warranted, and will characterize the City's position with respect to each along the following lines:

Support: Legislation that the City should support as drafted.

Oppose: Legislation that the City should oppose as drafted.

Oppose unless amended: Legislation the City opposes unless amended.

Watch: Legislation that the City should continue to monitor.

Neutral: Legislation that does not affect the City directly.

Adoption of a Legislative Platform

June 20, 2018

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Staff will continue to monitor key legislation as they move through the legislative process and provide City Council with quarterly updates on significant developments. At the end of each legislative session, a report will be submitted to the City Council summarizing all activity on measures the City has taken a position on.

Fiscal Impact

While there is no fiscal impact with the adoption of a Legislative Platform, future implications on City finances could result from new legislation.

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: South Pasadena Legislative Platform 2018



City of South Pasadena Legislative Platform 2018-19

The primary objective of the Legislative Platform is for the City Council to adopt official City positions on specific legislative issues at the start of the legislative session. The legislative platform will streamline the approval process by providing staff clear direction on pertinent issues at the beginning of the legislative session.

The Platform is developed and maintained using the goals and objectives adopted by the City Council, a review of legislative priorities from the League of California Cities, input from City Council and staff, research of current law and pending legislation, as well as discussions with local legislative staff and the City's legal counsel.

For proposed legislation, either consistent with the City's legislative priorities or consistent with legislative positions the City has taken in the past; City staff shall be authorized to prepare position letters for the Mayor's signature after City Council consideration. Items not addressed in the City's legislative priorities will require further Council direction, and staff will be required to submit a request to Council. Legislative priorities may only address issues directly relevant to or impacting the provision of municipal services.

City departments are encouraged to monitor and be knowledgeable of any legislative issues related to their discipline. However, any requests for the City to take positions on a legislative matter must be directed to the City Manager's Office. City departments may not take positions on legislative issues without City Manager's Office review and approval.

The process for responding to legislative proposals is streamlined as follows:

1. Once a determination is made that a legislative proposal may impact the City, a letter outlining the City's position (supporting or opposing the issue) will be drafted for the Mayor's signature.
2. If the Mayor is unavailable, the City Manager will sign the position letter.
3. If a legislative issue is not addressed in the Legislative Platform but impacts the City, staff will place the matter on the next City Council agenda for consideration.
4. The position letter will be sent to the bill's author, the City's legislative representatives, the League of California Cities, and other stakeholders as deemed appropriate.
5. A copy of the final letter will be distributed to the City Council.

**City of South Pasadena
Legislative Platform**

<p>LOCAL CONTROL</p>	<ol style="list-style-type: none"> 1. Support legislation that enhances local control and allows cities to address the needs of local constituents within a framework of regional cooperation. 2. Oppose preemption of local authority whether by state or federal legislation or ballot propositions. 3. Support legislation that streamlines and simplifies the job of running a city and oppose efforts that erode the City's authority to control its own affairs.
<p>ECONOMIC DEVELOPMENT</p>	<ol style="list-style-type: none"> 1. Oppose legislation that erodes the ability of cities to condition and deny projects that negatively impacts to the community. 2. Support legislation that preserves or increases funding for the Community Development Block Grant (CDBG) program as provided by the U.S. Department of Housing and Urban Development. Support legislation that expands the eligibility and allowable uses of CDBG funds. Oppose legislation that will reduce funds dedicated to the CDBG program. 3. Support legislation that enhances the City's efforts to retain existing businesses and attract new businesses. 4. Support legislation that provides tangible and productive tools and incentives to support job creation and retention.
<p>TRANSPORTATION</p>	<ol style="list-style-type: none"> 1. Support measures to finance local and regional transportation programs and improvements, including alternative modes of transportation and transportation demand management systems. 2. Support continuous appropriations of new monies directly to cities for the preservation, maintenance, rehabilitation, and development of local street and road systems. 3. Support efforts to fully fund the TSM/TDM alternatives.

<p style="text-align: center;">FISCAL RESPONSIBILITY</p>	<ol style="list-style-type: none"> 1. Oppose any legislation that would make local agencies more dependent on the State for financial stability and policy direction. 2. Oppose legislation that would impose State mandated costs for which there is no guarantee of local reimbursement or offsetting benefits. 3. Oppose any change in revenue allocations that would negatively (current or future) affect local government, including the redistribution of sales tax, property tax, COPS grants, Proposition 172 funds, gas tax (HUTA), transient occupancy tax (TOT) and vehicle in- lieu fees (VLF). 4. Support full cost reimbursement to the City for all federal, state and county-mandated programs. 5. Support legislation that strengthens and expands ongoing revenue for the City. 6. Oppose legislation that undermines and preempts local authority over local taxes and fees.
<p style="text-align: center;">LAND USE</p>	<ol style="list-style-type: none"> 1. Oppose legislation that imposes a mandatory cap on local parking standards in transit intensive areas. 2. Support legislation that strengthens local governments' regulatory authority and control over the siting of marijuana industries. 3. Oppose legislation that weakens local governments' ability to regulate massage establishments through zoning code provisions. 4. Oppose legislation and regulatory efforts that would diminish or eliminate the authority of cities to zone and plan for the development of telecommunications infrastructure, including the siting of cellular communications towers or transmission sites. 5. Support legislation that strengthens the concept of local control/local home rule for local decision making on land use and zoning matters. 6. Support legislation that would increase available funding for affordable housing.

<p>PUBLIC SAFETY</p>	<ol style="list-style-type: none"> 1. Support federal and state local assistance for local police, fire, and homeland security initiatives, and any measures that will help contribute to local public safety. 2. Oppose legislation that would impede local law enforcement from addressing crime problems and recovering costs resulting from a crime committed by the guilty party. 3. Support efforts that strengthen local law enforcement's ability to prevent and fight crime. 4. Support legislation that minimizes alcohol-related criminal behavior and underage drinking.
<p>ENERGY</p>	<ol style="list-style-type: none"> 1. Support legislation that allows flexibility in the City's effort to cost-effectively meet energy goals. 2. Support legislation that keeps funding for public benefits programs in local communities.
<p>WATER</p>	<ol style="list-style-type: none"> 1. Oppose efforts to mandate a state water public benefits charge unless funds remain within the local community. 2. Oppose new regulations that do not allow appropriate time and resources for compliance. 3. Oppose actions by Regional Water Quality Control Boards that impose mandates on cities that exceed state or federal regulations and/or are outside their jurisdictional authority to impose or enforce.
<p>ENVIRONMENT</p>	<ol style="list-style-type: none"> 1. Oppose legislation that imposes undue hardship on local agencies to implement environmental regulations. 2. Oppose air quality legislation that restricts the land use authority of cities. 3. Support policy development, funding, research, and implementation strategies based on scientific data and human/ecological risk assessment for addressing urban water and storm water runoff. 4. Support policy development, "watershed based" solutions, funding and research for addressing urban runoff and beach closures, which identify the sources of bacterial, viral and other contaminants as well as human pathogens.

<p>COMMUNITY SERVICES/ RECREATION</p>	<ol style="list-style-type: none"> 1. Support legislation that will help provide residents with safe, accessible services and facilities. 2. Oppose action that depletes services and funding sources created to enhance the community's varying needs.
<p>EMPLOYEE AND LABOR RELATIONS</p>	<ol style="list-style-type: none"> 1. Oppose any measure that imposes upon local government mandated employee benefits that are more properly decided at the local level. 2. Oppose efforts which reduce local control over public employee disputes and impose the regulations of an outside agency. 3. Support reform measures that provide sustainable and secure public pensions and other post-retirement benefits to ensure responsive and affordable public services. 4. Oppose efforts to legislate changes in how the California Public Employee Pension System invests its assets if the proposed changes will result in a loss of funds. 5. Support legislation that streamlines the Workers' Compensation system and makes it easier for employers, employees, and health care providers to navigate.
<p>ELECTIONS</p>	<ol style="list-style-type: none"> 1. Support legislation that provides small to mid-sized cities to have at-large elections instead of divisive districts.
<p>HOMELESSNESS</p>	<ol style="list-style-type: none"> 1. Support legislation and local, state, and federal programs that employ evidence-based best practice strategies to reduce the number of people experiencing homelessness by: preventing homelessness for those at-risk; providing emergency and transitional housing; expanding affordable permanent housing; and promoting self-empowerment through counseling, job training, and other supportive services.
<p>FILMING</p>	<ol style="list-style-type: none"> 1. Support efforts to promote and retain film and television jobs in California.



City Council Agenda Report

ITEM NO. 23

DATE: June 20, 2018

FROM: Stephanie DeWolfe, City Manager *SD*

PREPARED BY: Rafael O. Casillas, P.E., Acting Director of Public Works *ROC*

SUBJECT: **Award of Contract to Judge Netting Inc. for the Installation of a Safety Canopy Structure over the Arroyo Seco Bicycle and Pedestrian Trail along the Arroyo Seco Driving Range**

Recommendation Action

It is recommended that the City Council:

1. Accept a proposal dated March 12, 2018, from Judge Netting Inc. for the installation of a safety canopy structure over the Arroyo Seco Bicycle and Pedestrian Trail (Trail) along the Arroyo Seco Driving Range (Project); and
2. Authorize the City Manager to execute an agreement with Judge Netting, Inc. for the amount of \$70,500 and reject all other proposals.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Executive Summary

During the construction of the Trail, City Staff (staff) observed driving range golf balls landing on the Trail adjacent to the range. In response, staff hired a consultant to conduct a Ball Trajectory Study determining the points that are at risk for impact. In order to ensure patron safety from golf balls, the City recommends constructing safety netting over the portion of the Trail which is subject to impact by driving range golf balls. The proposed canopy netting has a ten (10) year warranty and will require bi-monthly cleaning to remove accumulated debris for proper maintenance.

Discussion/Analysis

During the final construction phase of the Trail, staff observed a number of driving range golf balls landed within the limits of the newly constructed bicycle and pedestrian pathway. Staff hired Tanner Consulting Group, from Valley Springs, California, to analyze and perform a Ball Trajectory Study (attached). The results of the study confirmed that golf balls from the driving range are landing on the Trail pathway. In order to mitigate the safety concerns, staff recommends the installation of netting over the portions of the Trail.

Award of Contract to Judge Netting Inc. for the Installation of a Safety Canopy Structure over the Arroyo Seco Bicycle and Pedestrian Trail

June 20, 2018

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On March 7, 2018, the City Council directed staff to bring back a comprehensive report with temporary netting options, proposed permanent trellis structure options, construction costs and identified funding. Staff has met with various vendors to solicit proposals and the costs of trellis structures and installation methods vary substantially. Therefore, staff consulted with RHA Landscape Architects Planners to review the proposals, provide feasible design options and develop project estimates. Staff is recommending the installation of a low cost safety canopy structure as an immediate solution. If the City Council would like to consider more aesthetic, long term alternatives, staff recommends further discussion once the Trail Project costs are finalized and the fund balance is determined. Staff recommends moving forward with the low-cost option in the meantime.

The City solicited proposals from multiple manufactures for the installation of a safety canopy structure over the Arroyo Seco Bicycle and Pedestrian Trail. The City received proposals from ICON Shelter Systems, Judge Netting Inc., USA Shade Structures, RCP Shelters and Perfection Architectural Systems. The proposal results are as follows:

Contractor	Bid Amount
Judge Netting Inc.	\$70,500
ICON Shelter Systems	\$330,000
USA Shade Structures	\$325,000
RCP Shelters	\$416,000
Perfection Architectural Systems	\$570,000

The Judge Netting Inc. safety canopy netting installation will consist of a twenty-foot “queen post” mast-arm attached to the existing wooden driving range poles, new guy-wires and netting material from “queen post” to “queen post”, see picture in Attachment 4. This option can be scheduled for installation in approximately 3 to 4 weeks from Notice to Proceed and completed in two weeks. If approved, the work is anticipated to start in July 2018 and will be completed by August 2018.

The other proposals received from the various contractors did not include the costs of footings, concrete repairs, netting material and landscape repairs. These elements of the project would require additional sub-contracting to perform the work. The sub-contracted scope of work costs range from \$97,500 to \$163,500 in addition to the base price provided by the contractors.

Alternatives

The City’s consultant, RHA Landscape Architects Planners, Inc., developed preliminary conceptual plans and project estimates for the various proposed structures (Attachment 5). The various structure descriptions and costs to implement are as follows:

Award of Contract to Judge Netting Inc. for the Installation of a Safety Canopy Structure over the Arroyo Seco Bicycle and Pedestrian Trail

June 20, 2018

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1. Cantilevered arbor from ICON consisting of powder coated steel and netting material. This option requires footing and landscape modifications to the new Trail. Product delivery lead time is 9 to 11 weeks for delivery. The estimated cost for this option is \$491,625.
2. Cantilevered arbor from USA Shade Structures consisting of powder coated steel and netting material. This option requires footing and landscape modifications to the new Trail. Product delivery lead time is 11 to 16 weeks for delivery. The estimated cost for this option is \$465,175.
3. Two post pergola from RCP Shelters consisting of laminated wood and netting material. This option requires footing and landscape modifications to the new Trail. Product lead time is 14 to 18 weeks for delivery. The estimated cost for this option is \$666,425.
4. Two post pergola from Perfection Architectural Systems consisting of aluminum and netting material. This option requires footing and landscape modifications to the new Trail. Product lead time is 14 to 18 weeks for delivery. The estimated cost for this option is \$843,525.
5. Driving range pole height increase consisting of new steel post and netting material. This option requires additional footings, modifications to landscaping and work can be scheduled for installation per Judge Netting's availability. In addition, this option requires additional California Environmental Quality Act review prior to implementation. The estimated cost for this option is \$874,800.

Next Steps

1. Implement the installation of the safety canopy structure. Beginning work in July, completion by August.
2. Consider alternate future structure when the final project fund balance is available.

Background

On June 7, 2017, the City Council awarded a construction contract for the construction of the Trail. The scope of work for the Project consisted of construction of a new bi-directional Bicycle and Pedestrian Trail extending approximately 2,900 lineal feet. The new Trail improvements will run parallel to Lohman Lane from Stoney Drive to the southerly City limits adjacent to the Arroyo Seco riverbed. The Trail features various pedestrian amenities such as signage, bicycle pavement legends, drought tolerant landscape improvements, modifications to existing parking lots, construction of retaining walls, fencing improvements, ADA access improvements, golf course driving range fencing relocation, and golf course parking lot improvements. The Trail is an extension of the Arroyo Seco Bicycle Trail from the City of Los Angeles to the City of Pasadena.

Legal Review

The City Attorney has reviewed this item.

Award of Contract to Judge Netting Inc. for the Installation of a Safety Canopy Structure over the Arroyo Seco Bicycle and Pedestrian Trail
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Fiscal Impact

The estimated unrestricted project fund balance is \$442,755. However, the final project fund balance is undetermined pending the outcome of the dispute with the Contractor in the amount of \$355,039. Therefore, the construction cost of the proposed safety canopy will be funded from the current unrestricted available project fund balance of \$87,716.

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.”

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. Agreement
2. Project Location Map
3. Tanner Consulting Group, Ball Trajectory Study
4. Judge Netting Barrier Specialists, Temporary Safety Canopy
5. RHA Landscape Architects Planners, Trail Cover Estimates for Alternate, Design Options and Canopy Rendering

ATTACHMENT 1
Agreement

CONSTRUCTION CONTRACT / AGREEMENT

THIS AGREEMENT, made and entered into this 20th day of June, 2018, by and between CITY OF SOUTH PASADENA, a municipal corporation of the State of California, hereinafter referred to as "CITY" and Judge Netting Barrier Specialists "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, 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 – Safety Canopy Structure] all in accordance with the Contract Documents and Contractor's Proposal dated March 12, 2018.

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, including exhibit A.

3. Compensation. CITY agrees to pay and CONTRACTOR agrees to accept in full payment for this Work of Improvement the stipulated sum of \$70,500.00

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 [15] 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 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

Stephanie DeWolfe, CITY MANAGER

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, CITY CLERK

Teresa L. Highsmith, CITY ATTORNEY

EXHIBIT A Scope of Work

Scope of Services

The work consists of installation of a safety canopy structure. The Contractor will supply the material, labor, and equipment necessary to install 20' long "queen post", anchors, guy stub poles, cable, and netting on the north side of the existing range netting barrier. New netting will be polyester UV treated with sewn in perimeter and vertical rope border. New cable will be 5/16" EHS galvanized guy strand and heavy-duty hardware 3/4" heavy duty galvanized pole hardware. Earth anchors will be 3/4" rods with screw or plate anchors as required. The netting material will be supported on the proposed "queen post" mast arms.

Measurement and Payment for Construction Projects

Per the Standard Specifications for Public Works Construction (SSPWC) Section 9-3 Payment, the Public Works Department will process invoices as follows;

Payment to the Contractor will be made only for actual quantities of Contract items constructed in accordance with the Contract Documents. Upon completion of the Work, if the actual quantities show either an increase or decrease from the quantities in the Proposal, the Contract Unit Prices will prevail except as otherwise specified in SSPWC, Section 3-2.2.

Payment shall not relieve the Contractor from its obligations under the Contract; nor shall payment be construed to be acceptance of any of the Work. Payment shall not be construed as the transfer of ownership of any equipment or materials to the Agency.

Each month, the Engineer will make an approximate measurement of the work performed to the closure date and as basis for making monthly payments, estimate its value based on Contract Unit Prices.

At the expiration of 35 days from the date of acceptance of the Work by the Board, or as prescribed by law, the amount deducted from the final estimate and retained by the Agency will be paid to the Contractor except such amounts as are required by law to be withheld by properly executed and filed notices to stop payment, or as may be authorized by the Contract to be further retained.

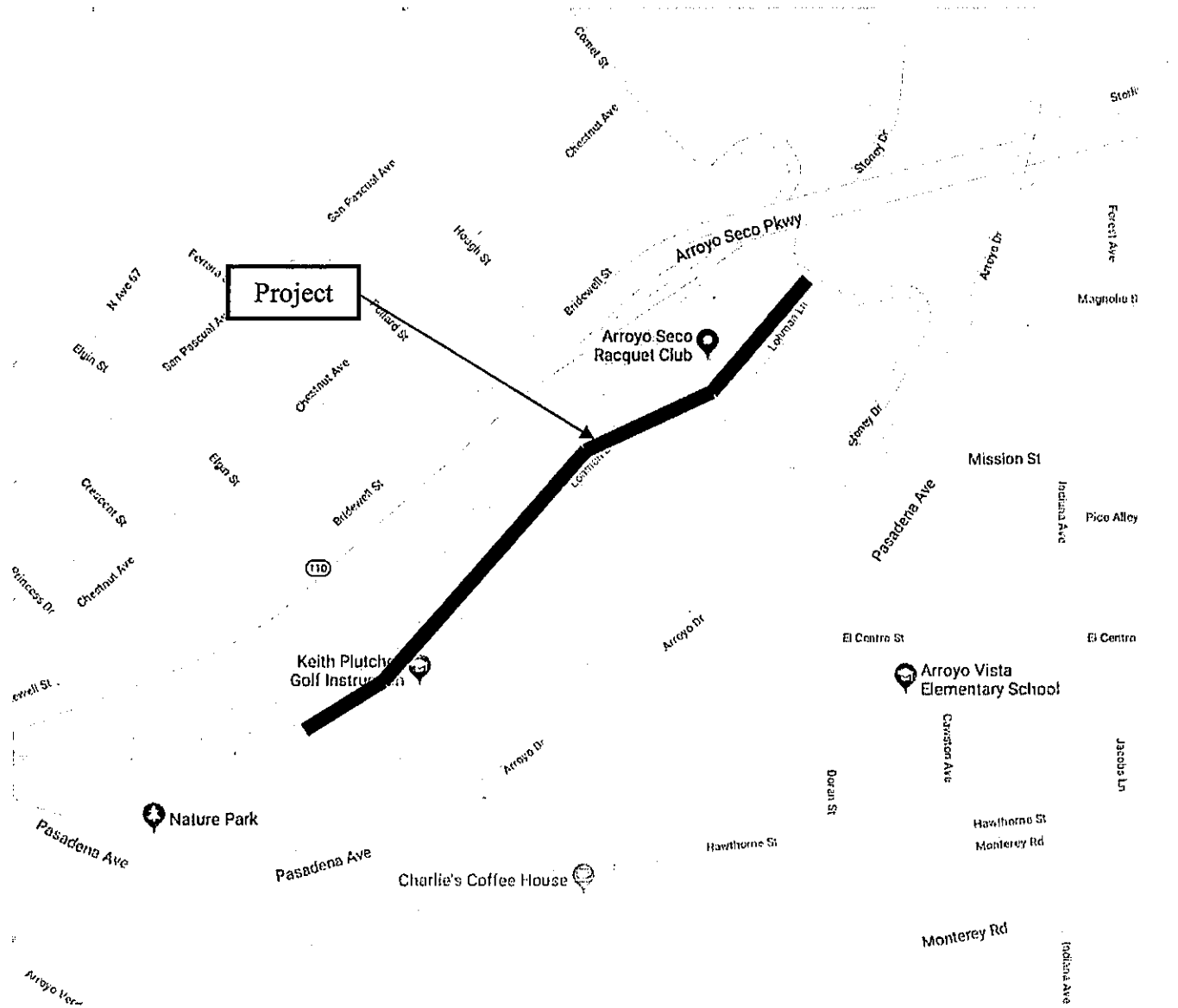
Per the terms of the Construction Contract Agreement, the City shall compensate and make payment as follows:

The City agrees to pay and Contractor agrees to accept in full payment for this Work of Improvement the stipulated sum of the Project subject to satisfactory completion and acceptance by the City.

The City agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications.

ATTACHMENT 2
Project Location Map

Arroyo Seco Bicycle and Pedestrian Trail Project Location Map



ATTACHMENT 3
Ball Trajectory Study

BALL TRAJECTORY STUDY "A"

DESIGN TRAJECTORY

The USGA tests golf equipment to determine if it conforms to certain specifications relating to the speed with which golf ball leaves the ace of a driver. Their testing equipment uses a clubhead speed of 109 MPH. While it is possible for a person to swing with faster speeds (Tiger Woods driver swing speed has been measured 130 +- MPH) We selected a swing speed of 112 MPH for the driver in an effort to model a swing by a stronger or more proficient guest.

For the purpose of this study, this illustration prepared by Tanner Consulting Group depicts the path of a Spalding Super Range Ball hit with a 10.5 degree lofted driver, a swing speed of 112 MPH. Additionally, it assumes the ball was struck in the middle of the clubface that was square to a correct alignment at impact. There is no guarantee that a guest will be proficient enough to mimic the exact swing conditions to generate this ideal result. Furthermore, if a golf ball is struck with any less power and/or accuracy than modeled above, then the flight will not be nearly as straight or as far as shown.

Legend

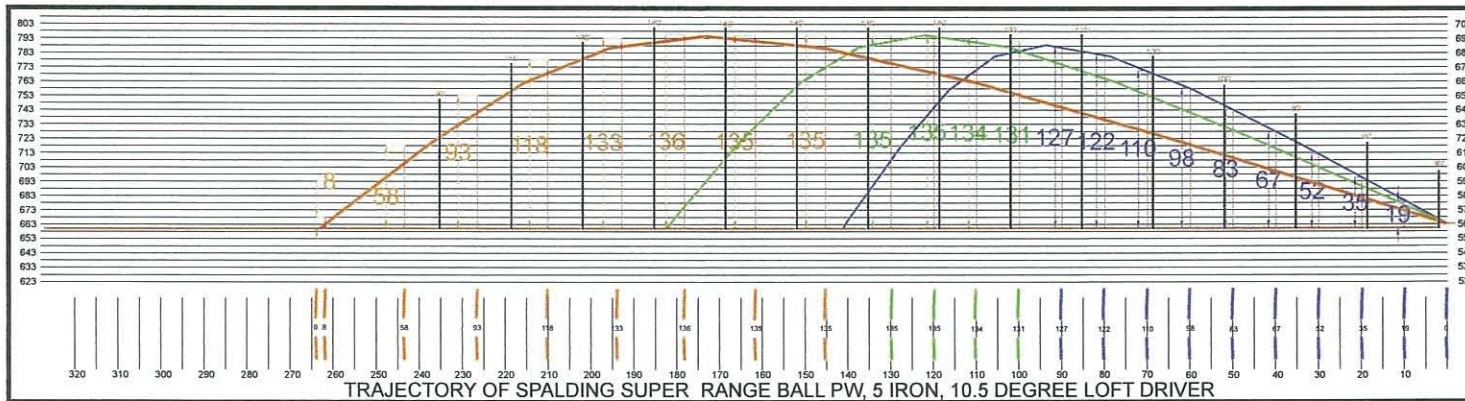
Golf Club Driver: Taylor Made Rocketballz 10.5 deg. Superfast Matrix Ozik Xcon Graphite Shaft 45" long.

Golf Ball: Spalding Super Range Ball

Golf Ball Type: SPALDING SUPER RANGE BALL
 Golf Club: PITCHING WEDGE
 Loft: 45 DEGREE
 Swing Speed: 83 MPH
 Wind Speed: Still
 Tee Height: .75" - .92"
 Direction of Flight: 0
 Altitude: 563'

Golf Club: 5 IRON
 Loft: 28 DEGREE
 Swing Speed: 94 MPH
 Wind Speed: Still
 Tee Height: .75" - .92"
 Direction of Flight: 0
 Altitude: 563'

Golf Club: DRIVER
 Loft: 10.5 DEGREE
 Swing Speed: 112 MPH
 Wind Speed: Still
 Tee Height: .75" - .92"
 Direction of Flight: 0
 Altitude: 563'



DISTANCE HIT BY A SPECIFIC CLUB, BALL AND SWING SPEED. THESE ARE GOLF SHOTS THAT ARE HIT STRAIGHT AND CORRECT. THERE IS NO GUARANTY THAT A GOLFER WILL HIT AT THIS SAME SPEED OR ANGLE. IF A GOLF SHOT IS MIS-HIT IT WILL USUALLY NOT TRAVEL

BE "A WORSE CASE SCENARIO." THE GOLF CLUB WAS SELECTED BY POPULARITY.

TANNER CONSULTING GROUP
 603 Stanford Ct., Valley Springs, CA 95252
 Tel: (209) 772-2233 Fax: (209) 772-2230
 e-mail: tanner@tannerconsulting.com

BALL TRAJECTORY STUDY

ARROYO SECO GOLF COURSE
 DRIVING RANGE
 1065 LOHMAN LANE
 PASADENA, CALIFORNIA

DRAWN
 CHECKED
 FEBRUARY 10, 2012
 SCALE
 JOB NO.
 SHEET NAME
N-3b

23 - 16



ATTACHMENT 4 Safety Canopy Proposal

UNIVERSITY OF CALIFORNIA
SCHOOL OF PUBLIC AFFAIRS
101 SHALICE DRIVE
DAVIS, CALIFORNIA 95616
(530) 752-1000

DATE: 10/15/2014

TO: UNIVERSITY OF CALIFORNIA
SCHOOL OF PUBLIC AFFAIRS
101 SHALICE DRIVE
DAVIS, CALIFORNIA 95616

FROM: UNIVERSITY OF CALIFORNIA
SCHOOL OF PUBLIC AFFAIRS
101 SHALICE DRIVE
DAVIS, CALIFORNIA 95616

RE: Safety Canopy Proposal

The University of California, Davis School of Public Affairs is pleased to announce that it has received a grant from the National Science Foundation (NSF) to support a research project on the use of safety canopies in the workplace. The project is led by Dr. [Name] and will focus on the development of a safety canopy that can be used in a variety of settings, including construction sites, agricultural fields, and industrial facilities. The canopy is designed to provide protection from the sun, rain, and other environmental hazards, and is expected to improve worker safety and productivity. The grant will support the development of a prototype canopy, as well as the testing and evaluation of the canopy in a variety of settings. The project is expected to be completed by the end of the fiscal year.

The grant is for the amount of \$250,000 and is expected to be awarded in the next few weeks. The grant will be used to support the development of a prototype canopy, as well as the testing and evaluation of the canopy in a variety of settings. The project is expected to be completed by the end of the fiscal year.

Very truly yours,
[Name]

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Very truly yours,
[Name]

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427 East 17th Street, Suite #489 Costa Mesa, CA 92627
Office (800) 955-6788 (714) 265-2200 FAX (714) 265-2400
California Contractors License #: 779080
www.judgenetting.com

PROPOSAL & CONTRACT

June 11, 2018

Mr. Rafael O. Casillas, P.E.
Deputy Director of Public Works, City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Re: Trail Netting canopy installation, Arroyo Seco Golf Course.

Dear Mr. Casillas:

Per the information provided, we propose to install, we propose to supply the material, labor, and equipment necessary to install 20' long "queen post", anchors, guy stub poles, cable, and netting on 11 poles the north side of the existing range netting barrier. New netting will be polyester UV treated with sewn in perimeter and vertical rope border. New cable will be 5/16" EHS galvanized guy strand and heavy-duty hardware 3/4" heavy duty galvanized pole hardware. Earth anchors will be 3/4" rods with screw or plate anchors as required. **We are a licensed California Contractor and prevailing wages and all applicable state and local taxes are included. (Please initial and total all that apply upon acceptance)**

_____ Price for this work as described is \$68,900.

Option(s)

_____ Price for performance and payment bonding add \$1,600.

Payment Terms:

30% due acceptance with the balance due upon completion. Invoices not paid when due are subject to a service charge of 1-1/2% per month. Visa and MasterCard payments accepted with a convenience fee of 2.5%. This is an annual percentage rate of 18%. Should suit be instituted to enforce the provisions of this Proposal and Contract, the prevailing party shall be entitled to reasonable attorney's fees and court costs as determined by the court or other tribunal hearing the matter.

Standard Assumptions:

- Pricing firm for acceptance for a period of 60 days.
- Good digging conditions defined as being able to complete the excavation using our auguring equipment.
- Should rocky, sandy, or wet conditions be encountered, the additional charge will include cost, plus 10%.
- Excavation: the client will be responsible for locating any and all private underground utilities located on their property.
- Necessary access "to," "from," and "at" work site during construction.
- Golf, range, and trail activities may require alteration during construction to provide a safe working environment for our employees and equipment.

- Mobilization costs included in our proposal are based on one move-on and move-off. Any cessation of work due to lack of permits or any reason by client will require a \$4,000 re-mobilization charge with all work and materials invoiced to date.
- We are a non-union company and, as such, will not become signatory to any labor agreement.

Standard Exclusions:

- Indemnification: Judge Netting, Inc. will not indemnify any additional Owners, Architects, Contractors, or Agents.
- Building permits or related cost.
- Accidental, non-negligent damage to driveways, parking lots, tennis courts, irrigation systems, or sod, that may be caused by our equipment.
- Subsurface or latent physical conditions at the site differing from those indicated.
- Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.
- The owner shall promptly investigate the conditions, and if it finds that conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the Contractor's cost of, or the time required for, performance of any part of the work shall issue a Change Order in the amount of contractor's expenses incurred plus 10%.
- Judge Netting makes no warranty, either expressly or implied, as to the protective capabilities of netting or structures, including height requirements and/or performance of any existing material or material used during construction.

We appreciate the opportunity to present this proposal and look forward to working with you. Please contact us at dan@judgenetting.com or 714-265-2200 with questions or concerns.

JUDGE NETTING, INC.

ACCEPTED BY: (QUIET CANNON MONTEBELLO INC.)

By: 

By: _____

Date: June 11, 2018

Date: _____



23-20

13'

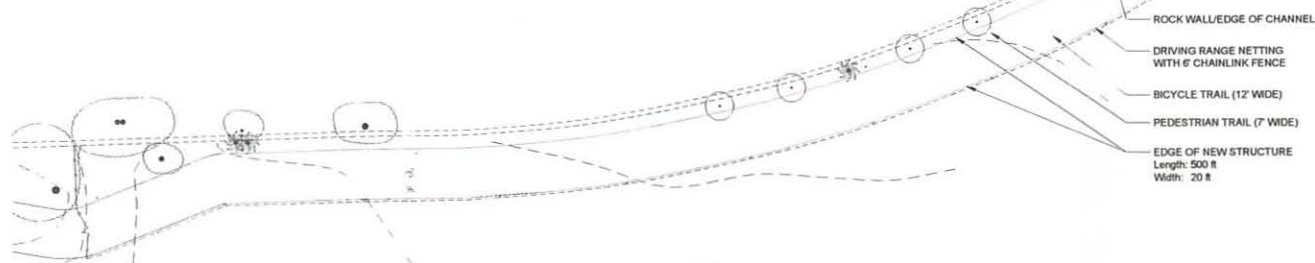
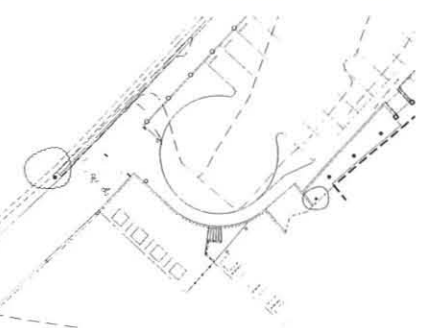
15'

ATTACHMENT 5
Trail Cover Estimates, Design Options and Canopy
Rendering

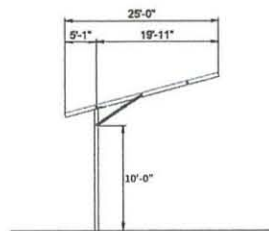
Arroyo Seco Pedestrian and Bicycle Trail
Trail Cover Options along Driving Range



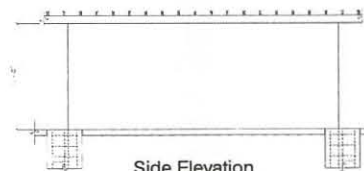
Product	Manufacturer	Material	Structure Cost w/ install	Footings		Concrete R&R	Netting	Landscape Repair	SUB TOTAL	CONTRACTOR MARK-UP 15%	TOTAL	
Cantilevered Arbor	ICON Shelter Systems	Powder Coated Steel	\$330,000	26	at \$2,000	\$52,000	\$7,500	\$33,000	\$5,000	\$427,500	\$64,125	\$491,625
Cantilevered Arbor	USA Shade Structures	Powder Coated Steel	\$325,000	18	at \$2,000	\$36,000	\$5,500	\$33,000	\$5,000	\$404,500	\$60,675	\$465,175
Two Post Trellis	RCP Shelters	Laminated Wood	\$416,000	52	at \$2,000	\$104,000	\$21,500	\$33,000	\$5,000	\$579,500	\$86,925	\$666,425
Two Post Trellis	Perfection Architectural Systems	Aluminum	\$570,000	52	at \$2,000	\$104,000	\$21,500	\$33,000	\$5,000	\$733,500	\$110,025	\$843,525



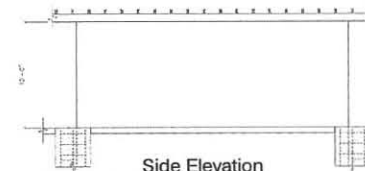
Section



Section



Side Elevation



Side Elevation



CANTILEVERED ARBOR
POWDER COATED STEEL
ICON Shelter Systems



CANTILEVERED ARBOR
POWDER COATED STEEL
USA Shade Structures



TWO POST TRELLIS
LAMINATED WOOD
RCP Shelters



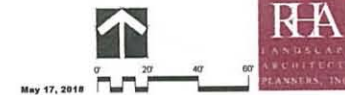
TWO POST TRELLIS
ALUMINUM
Perfection Architectural Systems



Arroyo Seco Pedestrian and Bicycle Trail

South Pasadena, California

Trail Cover Structure



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