



Additional Documents Distributed for the Regular City Council Meeting May 1, 2019

Item No.	Agenda Item Description	Distributor	Document
PC	Public Comments	John Srebalus	PowerPoint
PC	Public Comments	John Hole	Pictures
PC	Public Comments	Cyndy Fujikawa	Correspondence
2	Athens Presentation	Athens	PowerPoint
4	Councilmember Communications	Councilmember Mahmud	PowerPoint
4	Councilmember Communications	Mayor Khubesrian	PowerPoint; Photos
4	Councilmember Communications	Mayor Pro Tem Joe	PowerPoint; Photos
16	Resolution Identifying SB1 Fiscal Year 19-20 Projects	Dan Ojeda Interim Public Works Director	PowerPoint
17	Master Schedule of Fees	Craig Koehler Finance Director	PowerPoint
17	Master Schedule of Fees	Craig Koehler Finance Director	Additional document re. omitted information from staff report.
18	Presentation of Capital Improvement Plan for Fiscal Years 20-24	Dan Ojeda Interim Public Works Director	PowerPoint
20	Approval of the 2019 Co-sponsorship Policy and List of Co-sponsored Organizations and Events	Sheila Pautsch Community Services Director	Additional document re. clarification regarding the South Pasadena Art Council (SPARC)

21	Consideration of Amending FY 19-20 Strategic Plan to include a Minimum Wage Ordinance	Chamber of Commerce	Email
22	Economic Development Strategy	David Bergman Interim Planning & Building Director	PowerPoint

Minimum Wage Ordinance in Review

SMALL BUSINESSES ARE
UNAFFECTED

NONPROFITS ARE UNAFFECTED

Minimum Wage Ordinance in Review

AFFECTED MID-SIZE BUSINESSES BASED HERE:

- ARO LATIN
- RADHIKA
- FAIR OAKS PHARMACY
- ARROYO SECO GOLF COURSE
 - MAMMA'S PIZZA

GUS's (Bicos Hospitality) already pays the higher wage at 2
Pasadena locations (Magnolia House, Tops Burger)

Minimum Wage Ordinance in Review

NOT A ZERO-SUM GAME

DON'T PIT THE CHAMBER AGAINST THE
FAITH COMMUNITY AND OUR
COMPASSIONATE RESIDENTS

(The Chamber understands and forgives)

Minimum Wage Ordinance in Review

WANT TO GIVE MID-SIZE BUSINESSES MORE
TIME?

SLOWER INCREASE FOR 26 TO 100 EMPLOYEES:

- \$13.50 on July 1, 2019
- \$15.00 on July 1, 2020

Minimum Wage Ordinance in Review

ENFORCEMENT

- Contract with LA County, with \$20k/year cap
 - Violators pay cost of investigation
- Our community group does the outreach gratis
 - It's not hard to investigate a pay stub

Minimum Wage Ordinance in Review

DIVISIVE?

- RESIDENTS SUPPORT US AT LEAST 4 to 1
- 800 POSTCARDS TO MAYOR URGING PASSAGE
HAVE BEEN DISTRIBUTED TO SUPPORTERS
 - MAHMUD: “I don’t think many have arrived”

Have hundreds of postcards been lost in the mail?
Disposed of?

Minimum Wage Ordinance in Review

PREVIOUSLY DIVISIVE ISSUES:

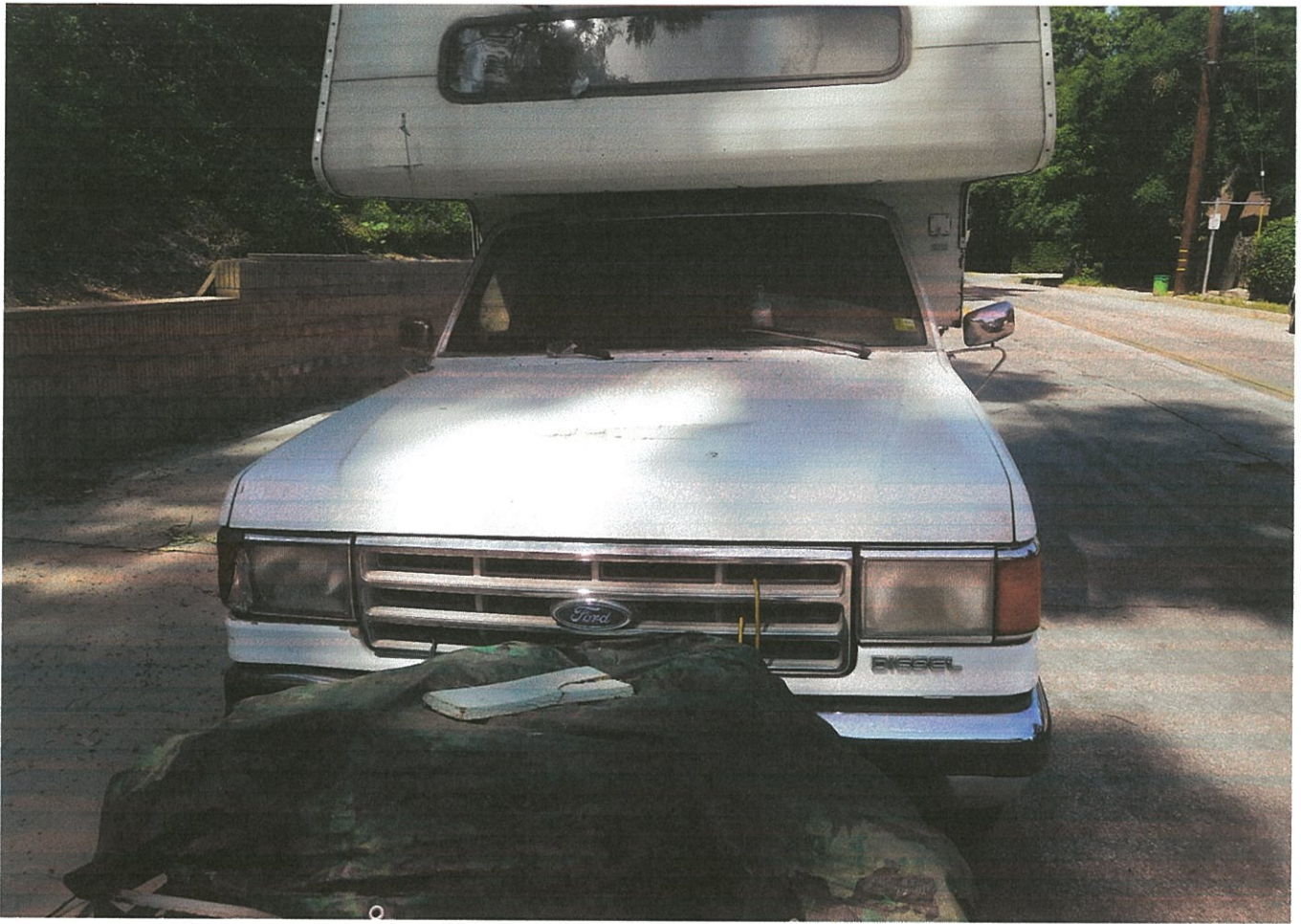
- GAY MARRIAGE
 - CHILD LABOR
- WOMEN'S SUFFRAGE
 - SLAVERY

HIGHER MINIMUM WAGE IS COMMON-SENSE POLICY

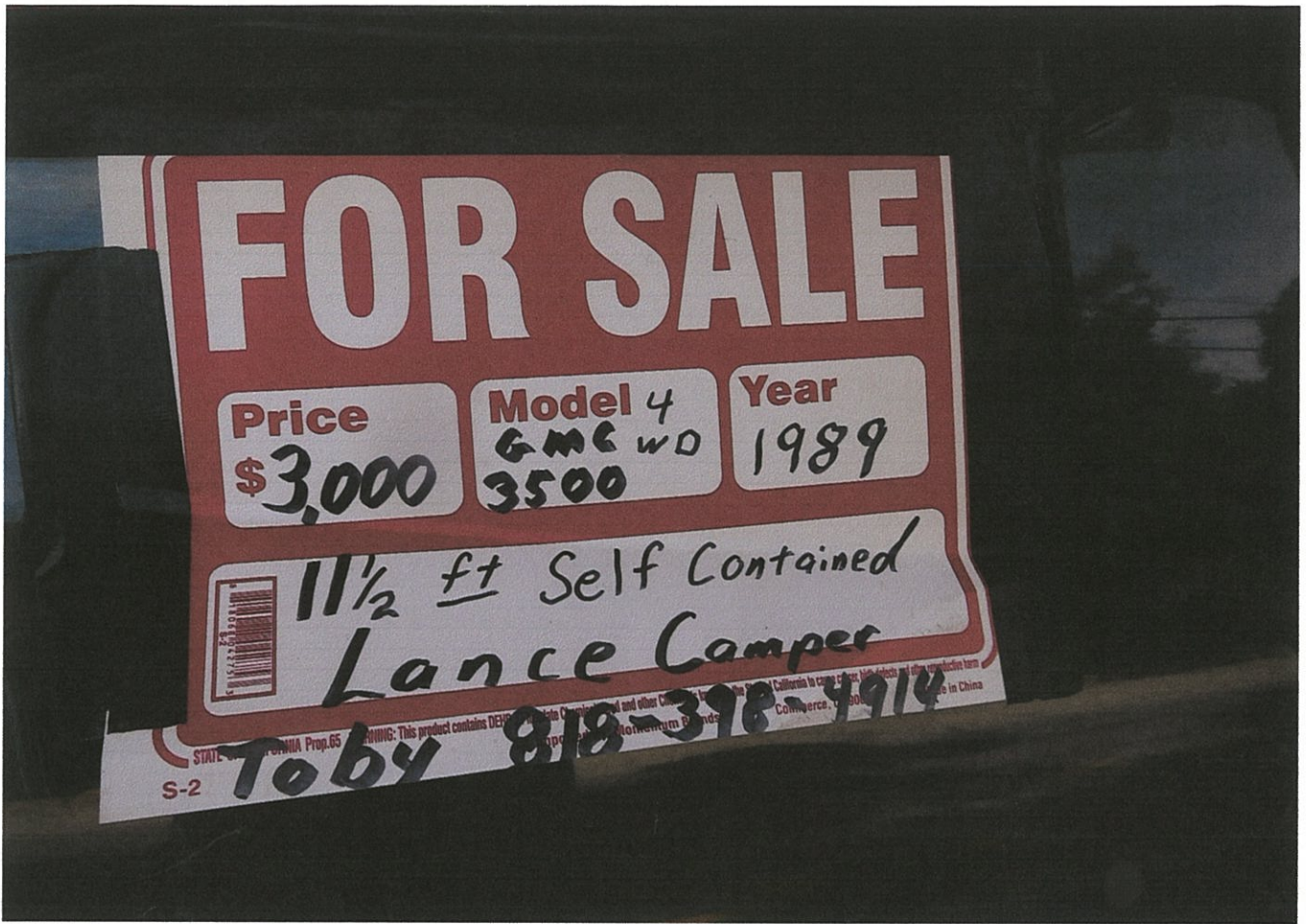


Additional Material
AGENDA ITEM # PC
5/1/19 City Council Mtg.



















OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

ALEX VILLANUEVA, SHERIFF



March 7, 2019

Cyndy Fujikawa

[REDACTED]

Dear Ms. Fujikawa:

This letter is in response to your request under the California Public Records Act dated and received by the Los Angeles County Sheriff's Department Discovery Unit on February 1, 2019.

In your request, you are seeking records "that pertain to a wellness check which was called in on behalf of Vanessa Marquez on Thursday, August 30, 2018 and conducted at her home at 1133 Fremont Avenue, South Pasadena, CA 91030." You are requesting specifically:

1. "Audio files of 211/911 communications/broadcasts related to the incident which I believe unfolded sometime between 9 a.m. and 3 p.m. on 8/30/18, including communications/broadcasts of First Responders (Police/Fire/Paramedics) involved in the incident."
2. "Copies of transcripts or written reports related to the shooting."
3. "Copies of the coroner's report."

Response to Request #1, #2, and #3: The Los Angeles County Sheriff's Department is not the proper entity through which you should seek the information you wish to obtain. You may wish to contact the South Pasadena Police Department as they are the agency handling this incident.

If you have any questions, please contact Lieutenant Smeltzer of the Discovery Unit at (323) 890-5000.

Sincerely,

ALEX VILLANUEVA, SHERIFF

A handwritten signature in black ink that reads "Kimberly L. Unland" with a small "CS" or similar mark below the name.

Kimberly L. Unland, Captain
Risk Management Bureau

Cyndy Fujikawa

December 13, 2018

RE: FOIA request

City of South Pasadena/South Pasadena Police Department
1422 Mission Street
South Pasadena, CA 91030

To Whom it May Concern:

Under the California Public Records Act § 6250 et seq., I am requesting copies of public records that pertain to a wellness check, which was called in on behalf of Vanessa Marquez on Thursday, August 30, 2018, and conducted at her home at 1133 Fremont Avenue, South Pasadena, CA 91030.

I am requesting:

- 211/911 communications related to the wellness check, and the officer involved shooting which took place between 9 a.m. and 3 p.m. on 8/30/18. Please include communications/broadcasts of First Responders (Police/Fire/Paramedics) involved in the incident.
- Copies of transcripts or written reports related to the shooting.

If there are any fees for searching or copying these records, please inform us should the cost exceed \$100. However, I would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding of the police-involved shooting of Ms. Marquez by South Pasadena police officers approximately 90 minutes after they arrived. This information is not being sought for commercial purposes.

The California Public Records Act requires a response within ten business days. If access to the records I am requesting will take longer, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,

Cyndy Fujikawa

Cyndy Fujikawa

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

February 1, 2019

Alex Villanueva, Sheriff
211 West Temple Street
Los Angeles, California 90012

RE: FOIA request

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- Copies of transcripts or written reports related to the shooting.
- Copies of coroner's report.

If there are any fees for searching or copying these records, please inform us should the cost exceed \$100. However, I would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding of the police-involved shooting of Ms. Marquez by South Pasadena police officers approximately 90 minutes after they arrived. This information is not being sought for commercial purposes.

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If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,



Cyndy Fujikawa

ATHENS' GREEN INITIATIVES

- 1) Material Recycling Facility (MRF)
- 2) Crown Construction & Demolition (C&D) Recycling Facility – Sun Valley
- 3) American Organics – Victorville
- 4) Organics Screw Press (OSP)
- 5) Landfill Renewable Natural Gas (RNG) Conversion to Compressed Natural Gas (CNG) for Athens Trucks

Material Recycling Facility (MRF)

1. Athens Services owns two mixed waste MRF's in the City of Industry and Sun Valley. A third Athens MRF is scheduled to be built in the City of Irwindale in the next couple years, and will include the most recent MRF technology for increased and enhanced recycling.
2. Athens MRF's process mixed waste from multiple cities and recycle various commodities, thereby diverting these recyclables from disposal in landfills and reducing methane gas that comes from landfills.
3. Athens MRF's help Athens cities comply with:
 1. AB939 (1989) – 50% minimum diversion of all waste generated in each jurisdiction
 2. AB341 (2011) – mandatory commercial recycling
 3. AB1826 (2016) – mandatory commercial organics recycling



Crown Construction & Demolition (C&D) Recycling Facility

1. Athens Services recently acquired and now owns Crown Construction & Demolition (C&D) Recycling Facility, located in the city of Sun Valley. Athens immediately improved the Crown C&D Facility, which is now one of the highest diverting certified C&D facilities in the state, diverting roughly 85% of all inbound material.
2. The State of California requires that all C&D loads in each jurisdiction be taken to a facility that can divert a minimum of 65% of each load. Crown is operating at a level that far exceeds the State requirement, thus helping Athens cities to once again comply with state law.
3. The high diversion at Crown results in only 15% of each load going to the landfill, which again helps to reduce methane gas that is produced from landfills.



American Organics

1. Athens Services owns American Organics, an organics recycling facility located in the city of Victorville. Athens is currently going through improvements and enhancements at this facility that will increase the amount of incoming tons and reduce the time taken to turn organics into compost and other soil amendments.
2. Athens provides source separated organics services in all Athens cities and takes the organic material to American Organics where it is turned to compost.
3. Athens American Organics helps Athens cities comply with:
 1. AB1826 (2016) – mandatory commercial organics recycling
 2. AB1594 (2020) – green waste must go to an organics facility (no longer as ADC)
 3. SB1383 (2022) – mandatory organics recycling for ALL residents, multi-family units, & commercial businesses





Organics Screw Press (OSP)

1. Athens Services partnered with a domestic equipment manufacturer to develop a hydraulic screw press, which looks like a very large screw. This organics screw press (OSP) is the first of its kind.
2. The OSP runs waste through the machine to wring the liquid organics from the waste stream. This liquid can then be used in multiple ways for diversion:
 1. Taken to AO where it is mixed with other organic material to produce compost
 2. Taken to County Sanitation's sewer treatment plant and used in the process that takes anaerobic digester gas, cleans it up, and dispenses CNG into vehicles

Landfill Renewable Natural Gas (RNG) Conversion

1. Athens Services has built and installed Compressed Natural Gas (CNG) stations at three of our operating yards where fleet trucks park every day. CNG trucks are able to “slow fill” each night in order to maximize the amount of CNG that is placed into the tank.
2. Athens is able to use the RNG that comes from landfills, where it is processed and converted into CNG, and finally used to fill up the Athens CNG trucks at the three stations.
3. This process helps with AB32, the Global Warming Solutions Act, which is the main reason why alternative fuels are required and needed.
4. In 2018, Athens used 330,026 MMBTU of renewable gas to run its trucks, which is equivalent to 2,391,492 gallons of diesel fuel which were not used.





Additional Material
AGENDA ITEM #4
5/1/19 City Council Mtg.



Additional Material
AGENDA ITEM #4
5/1/19 City Council Mtg.





South Pasadena BITES BACK



Sponsored by the South Pasadena Animal Commission



San Gabriel Valley Mosquito and Vector Control District invites residents to the "South Pasadena Bites Back" workshop. This is the perfect event for residents buzzing to team up with public health to tackle mosquitoes in our community. The interactive hour will get people up close to the most dangerous creature on the planet. Attendees will learn how to effectively protect themselves from mosquitoes and to make this a community effort with their neighbors. The responsibility of controlling mosquitoes in our beautiful city is shared by everyone. Let's work together to make South Pasadena more bite-free.

Light refreshments provided by the Friends of the South Pasadena Public Library

JUNE 11 AT 7:00 P.M. LIBRARY COMMUNITY ROOM



1115 El Centro St. South Pasadena, CA 91030
(626) 403-7350
www.southpasadenaca.gov/library

Upon request made no later than four (4) business days before the event, the City will provide a reasonable accommodation for a qualified person with a disability to have equal access to the event. Please contact ADA Coordinator and Human Resources Manager, Marlam Lee Ko, at (626) 403-7312 or fill out the City's request form available at www.southpasadenaca.gov and email the form to Human Resources at HR@southpasadenaca.gov



City of
SOUTH PASADENA

Memorial Day Program

Monday, May 27, 2019

9:00 am to 11:00 am

War Memorial Building

435 Fair Oaks Avenue, South Pasadena, CA 91030

Welcome and Introductions

Dr. Marina Khubesrian, Mayor

Color Guard and Pledge of Allegiance

South Pasadena Boy Scout Troop #333, Scoutmaster Bob McClain

Recognition of Those Who Served

Remarks by Elected Representatives

Guest Speaker

Phlunte' Riddle, Psy.D

Music

South Pasadena Brass Band

Reception

Drum Circle, Yoga and Meditation

Jaz Sawyer and Chaim Gilan

For additional information call 626.403.7360

Dial a Ride available for Senior Citizen residents

Deadline to sign up May 23, to reserve call 626.403.7368



SPRING EGG-Stravaganza



SENATE BILL 1: THE ROAD REPAIR & ACCOUNTABILITY ACT OF 2017

SB 1 includes strict accountability provisions to reduce waste and bureaucracy and dedicates all funds to transportation improvements.

STREET REPAIR OVERVIEW

- Statewide Local Streets and Roads Needs Assessment
 - 73 Billion Shortfall Statewide
 - 10 Year Cost Increase in Deferred Maintenance

FUNDING

- Fiscal Year 17/18: \$160,000
 - Fiscal Year 18/19: \$460,000
 - 10 Year Total: \$4,300,000
-
- Maintenance of Effort

USES

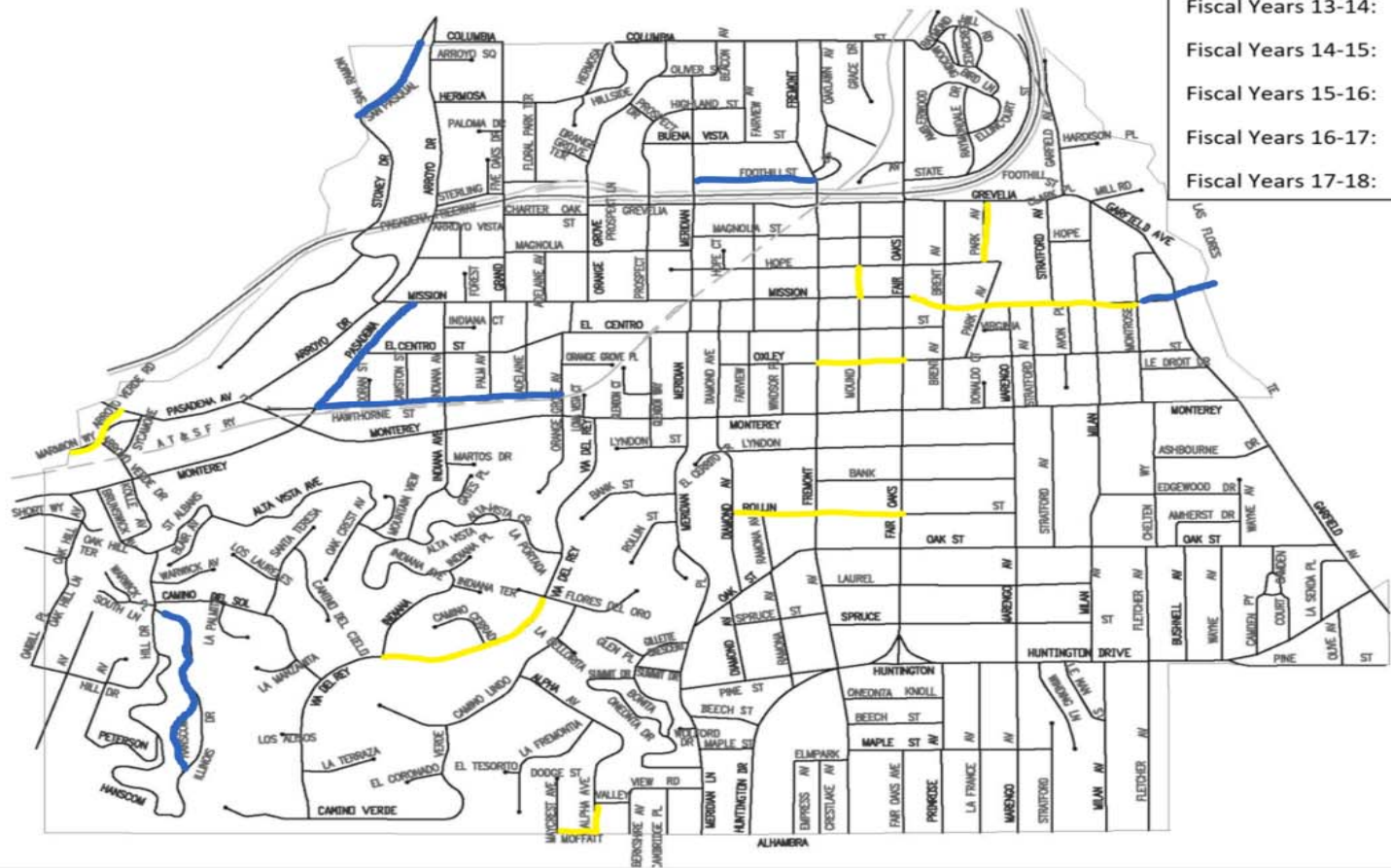
- “Fix it First”
- New Roads
- Capacity Enhancements

SOUTH PASADENA STREET OVERVIEW

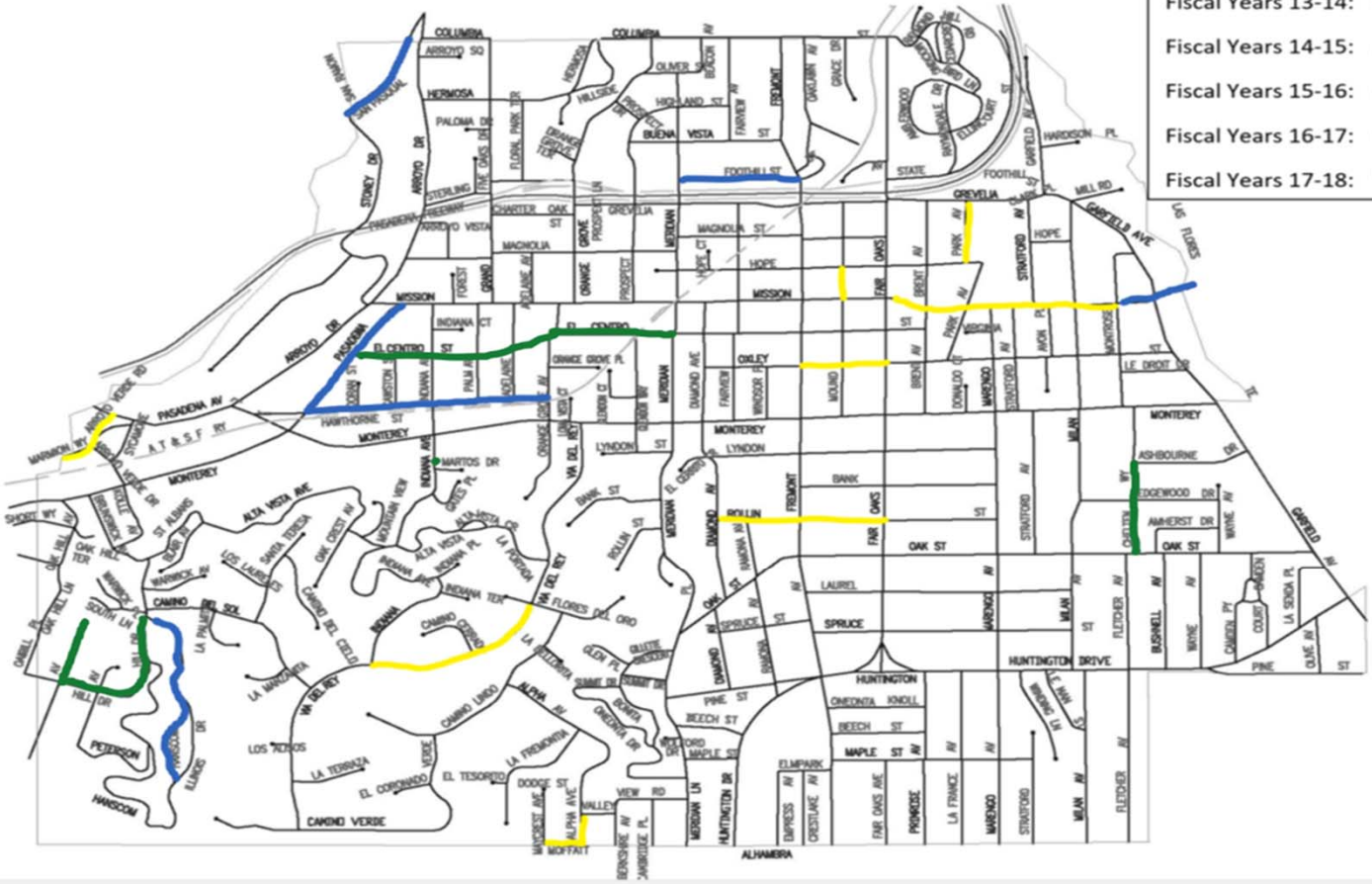
- Over 10 million in street repairs since 2012
 - Average Cost to Motorist \$10.00 Month
 - Vehicle Registration \$47.85
 - Fuel \$69.24
 - **Total \$117.09 per year**

- Fiscal Years 12-13:
- Fiscal Years 13-14:
- Fiscal Years 14-15:
- Fiscal Years 15-16:
- Fiscal Years 16-17:
- Fiscal Years 17-18:





- Fiscal Years 12-13:
- Fiscal Years 13-14:
- Fiscal Years 14-15:
- Fiscal Years 15-16:
- Fiscal Years 16-17:
- Fiscal Years 17-18:







NEXT STEPS

- Preventative Maintenance First
- Pavement Management Plan

Proposed FY 18-19 Street Improvement Projects



Project Limits		FY	Est. Life	Est. Cost
<u>Monterey Rd Phase 3</u>	<u>Orange Grove Ave to Pasadena Ave</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$425,000</u>
<u>Alpha Ave</u>	<u>La Fremontia St to Valley View Ave</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$393,000</u>
<u>Alta Vista Ave</u>	<u>Oak Crest Ave to Mountain View Ave</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$100,000</u>
<u>Camino Del Sol</u>	<u>Santa Teresa St to Via Del Rey</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$450,000</u>
<u>Pine St</u>	<u>Atlantic Ave to Huntington Dr</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$60,000</u>
<u>Monterey Rd</u>	<u>W City Limits to Arroyo Verde Rd</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$155,000</u>
<u>Monterey Rd</u>	<u>Arroyo Verde Rd to Pasadena Ave</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$535,000</u>
<u>Sterling Pl</u>	<u>Grand Ave to End of Street</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$200,000</u>
<u>La France Ave</u>	<u>S City Limits to Maple St</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$13,194</u>
<u>Wayne Ave</u>	<u>Huntington Dr to Oak St</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$14,729</u>
<u>Fletcher Ave</u>	<u>Huntington Dr to Oak St</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$15,002</u>
<u>Stratford Ave</u>	<u>Oxley St to Mission St</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$9,005</u>
<u>La France Ave</u>	<u>Maple St to Huntington Dr</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$84,978</u>
<u>Camden Ave</u>	<u>Huntington Dr to Camden Pkwy</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$35,868</u>
<u>Camden Ave</u>	<u>Camden Pkwy to Oak St</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$35,648</u>
<u>Court Ave</u>	<u>Huntington Dr to Camden Pkwy</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$26,166</u>
<u>Stratford Ave</u>	<u>Monterey Rd to Oxley St</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$61,074</u>
<u>Hardison Ln</u>	<u>Garfield Ave to End of Street</u>	<u>2018-19</u>	<u>15/17 Yrs.</u>	<u>\$17,052</u>

User Fee (Cost of Services) Study Results



matrix #
consulting group

Additional Material
AGENDA ITEM #17
5/1/19 City Council Mtg.

Presentation Goals

- ◆ Present scope of services and study objectives
- ◆ Provide overview of basic costing methodology and approach.
- ◆ Questions



Project Background and Scope of Services

- ◆ City has not had a comprehensive review of its fees and charges since 2008.
- ◆ A Cost of Services (User Fee) Study allows the City to:
 - Update Fee Schedules to reflect current services
 - Provide a report on methodology and cost of service
 - Ensure compliance with Prop 218 and 26
 - Determine current cost recovery level and target increased cost recovery
- ◆ Provide staff with knowledge and tools to update results.



Fee Study Overview

- ◆ Documents fee related services and service level assumptions, as well as detailing the full cost associated with each permit or unit.
- ◆ Benefits / Uses:
 - Ensures compliance with State and local laws such as Prop 218 and 26
 - Identifies the full cost (direct and indirect) associated with providing fee-related services and the revenue gaps associated
 - Streamlines fee schedules to eliminate outdated fees or ranges
 - Incorporates new fees and services



Fee Study Process

- ◆ Catalog existing and potential fees for service.
- ◆ Establish time estimates by position for each service area.
- ◆ Calculate fully burdened hourly rates incorporating direct and indirect costs.
- ◆ Analyze the gaps between cost and revenue.
- ◆ Discuss current cost recovery levels and goals.



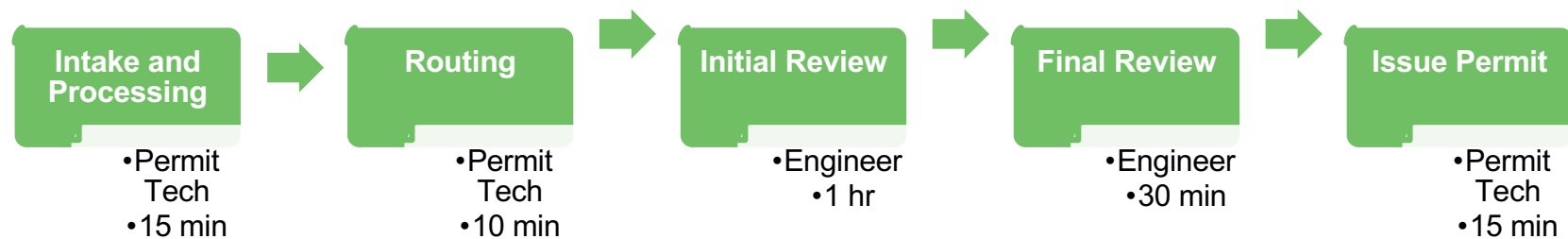
Updated Fee Schedules

- ◆ Worked with staff to ensure that fee schedules for each department are reflective of current services being provided by City staff.
- ◆ Fees for service no longer being provided by City staff and / or being outsources were eliminated from the City's fee schedule.
- ◆ Fee categories were expanded or reduced where appropriate to better reflect the level of effort to perform different types of services.
- ◆ Discussed the development of deposit-based fees for rare, complex, and multi-department involved fee categories to ensure accurate and appropriate cost recovery.



Establishing Time Estimates

- ◆ Staff were asked to estimate the amount of time it takes to provide services at each step in the process.

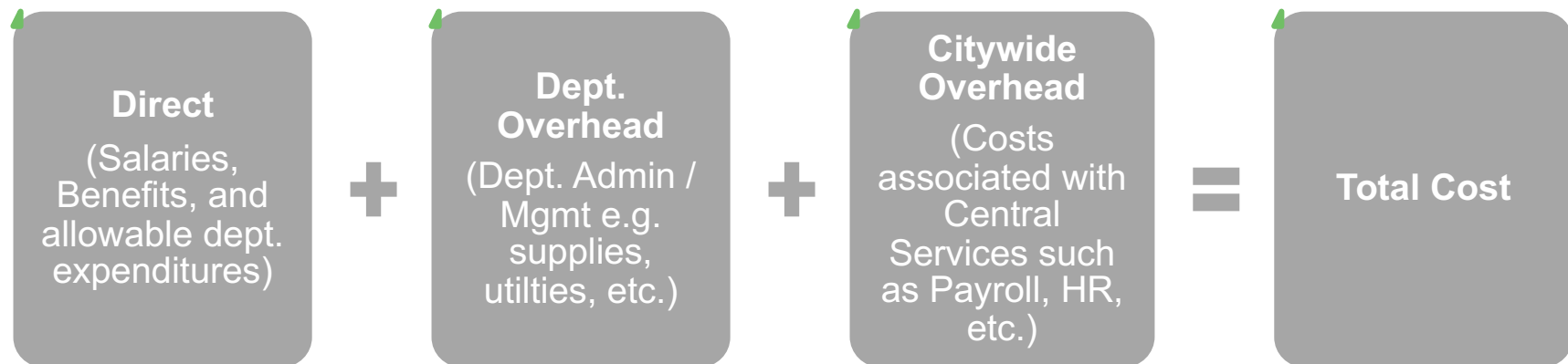


- ◆ Estimates are provided for each position involved.
- ◆ Estimates take into account desired service levels.
- ◆ Extraordinarily complex or simple projects are excluded from estimates.



Determining Total Cost

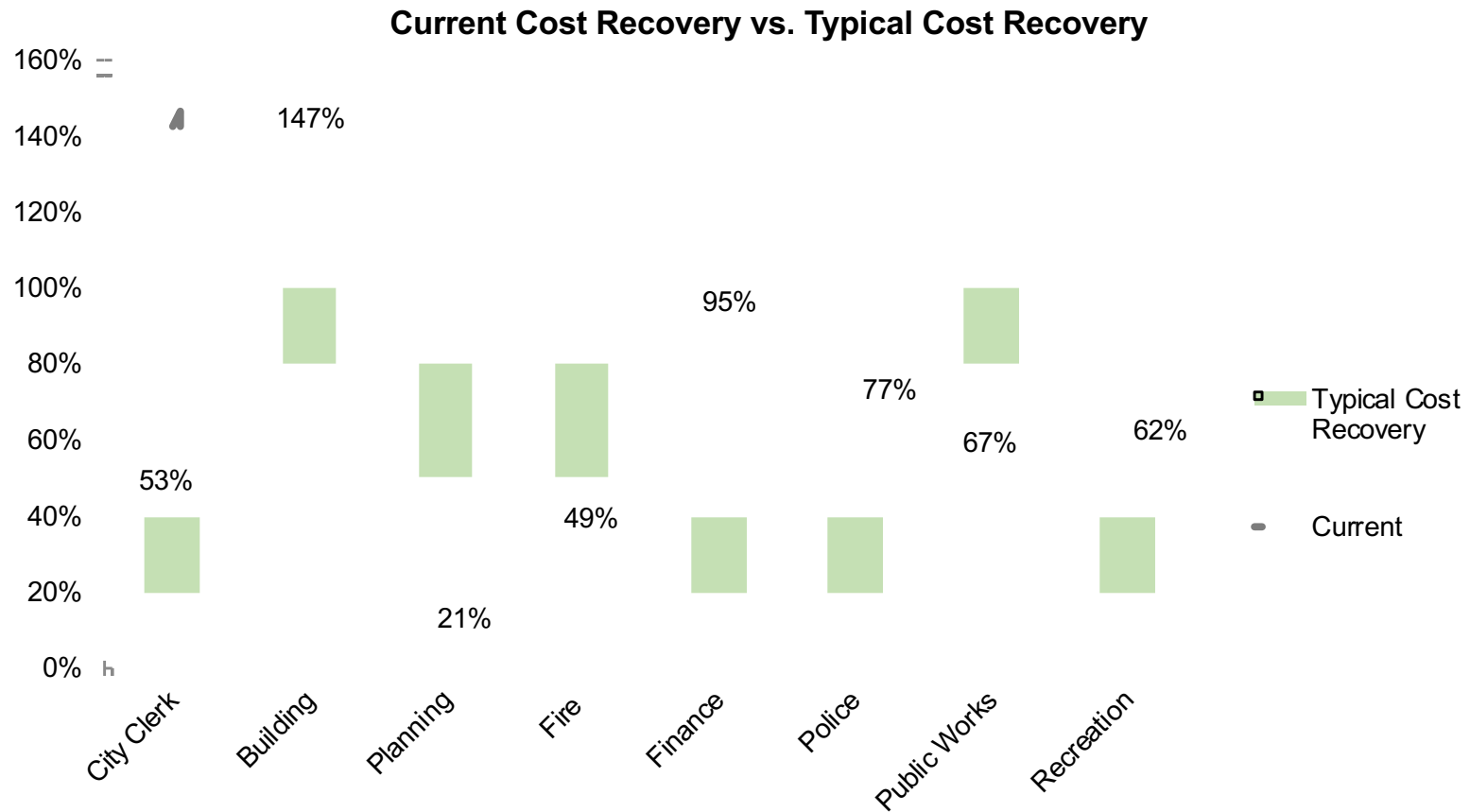
- ◆ Once time spent for a fee activity is determined for each individual or position, applicable City costs are calculated.



- ◆ Salary, benefit, and departmental costs are based on FY 19 adopted budget.
- ◆ Citywide overhead was calculated through the City's current Cost Allocation Plan.



Comparison of Cost Recovery



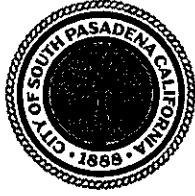
Cost Recovery Policies and Annual Updates

- ◆ The City should develop cost recovery goals for each City Department.
 - Goals should represent the baseline target for each Department.
 - Documented exceptions should be noted on a fee-by-fee basis, for example if fees are already at a higher cost recovery level than the target those should remain unchanged; while other fees should be reviewed to determine the impact of their increase upon the community.
- ◆ An annual fee increase mechanism should be adopted.
 - The mechanism should be directly relatable to the City such as annual cost of living adjustments (COLA) or other labor factor increases.



Questions and Comments






**City of South Pasadena
Finance Department**

Memo

Date: May 1, 2019

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager 

From: Craig Koehler, Finance Director 

Re: May 1, 2019 City Council Meeting Item No. 17

Attached is a chart reflecting the City's Current Fee, Total Cost Per Unit as defined by the Matrix Fee Study, and Recommended Fee changes.

This document was inadvertently omitted from the agenda packet.

Additional Material
AGENDA ITEM # 17
5/1/19 City Council Mtg.

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
BUILDING								
CITY CLERK								
1	12.3	Building Permit & Plan Check	See LA County Fee Schedule	See LA County Fee Schedule	See LA County Fee Schedule		\$0	0%
2	12.6	Duplication - FPPC Regulations	\$0.10	\$0.10	\$0.10		\$0	0%
3	12.6	Digital Records Duplication (Formerly: Duplication - CD/DVD)	\$15	\$15	\$15.00		\$0	0%
4	12.7	Duplication - Photocopy	\$0.10	\$0.10	\$0.10		\$0	0%
5	13.1	Code 9292(b) Filing Fees - Initiative Petition (Per CA Election Code Section 10228)	\$28	\$88	\$25		-\$3	-12%
6	13.2	Section 10228	\$221	\$479	\$200		-\$21	-11%
COMMUNITY SERVICES								
CAMP MED FEES:								
6	60.06	Camp Med - Five Day Rate - 1st Child	\$138	\$169	\$150		\$12	8%
7	60.06	Camp Med - Five Day Rate - Each Additional Child	\$124	\$169	\$136		\$12	9%
8	60.1	Camp Med - Thanksgiving Week - 1st Child	\$91	\$93	\$102		\$0	0%
9	60.1	Camp Med - Thanksgiving Week - Each Additional Child	\$91	\$93	\$93		\$2	2%
10	60.5	Camp Med After School - Five Day Rate - 1st Child	\$83	\$131	\$90		\$7	8%
11	60.5	Camp Med After School - Five Day Rate - Each Additional Child	\$75	\$131	\$85		\$10	12%
12	60.58	Camp Med - Late Fee After First 5 Minutes - per minute	\$3	\$3	\$3		\$0	0%
13	62.45	Rental - Camp Med Room Non-Profit Mon-Fri	\$25	\$45	\$25		\$0	0%
14	62.46	Rental - Camp Med Room Individual Mon-Fri	\$35	\$45	\$35		\$0	0%
15	63	Rental - Camp Med Room Business Mon-Fri	\$45	\$45	\$45		\$0	0%
FIELD AND OPEN SPACE RENTAL FEES:								
Garfield / Arroyo Park:								
16	62	Open Space Reservation - So. Pas. Non-profit Only	\$100	\$61	\$100		\$0	0%
17	62.01	Additional Staff (Cleanup and Supervision)	\$15	\$42	\$40		\$25	63%
18	62.08	Sport Fields - Non-Profit (Less than 50% Resident)	\$38	\$51	\$51		\$13	25%
19	62.09	Sport Fields - Non-Profit (+50% Resident)	\$0	\$51	\$0		\$0	0%
20	62.1	Sport Fields - Individuals	\$25	\$51	\$51		\$26	51%
21	62.11	Sport Field - Businesses	\$45	\$51	\$51		\$6	12%
22	62.13	Gazebo Rental	\$75	\$80	\$80		\$5	6%
23	62.14	Picnic Areas -- Deposit for Groups > 50 Persons	\$55	\$50	\$55		\$0	0%
24	63.01	Tennis Courts -- Sports Teams -- OG & Garfield Parks	\$35	\$51	\$51		\$26	51%
25	63.02	Tennis Courts -- Instructions -- OG & Garfield Parks	\$38	\$51	\$51		\$13	25%
OG Rec Center Rental Fees:								
26	62.15	Security Deposit	\$250	\$250	\$250		\$0	0%
27	62.16	Non-Profit	\$25	\$102	\$25		\$0	0%
28	62.17	Individuals	\$30	\$102	\$50		\$20	40%
29	62.18	Businesses	\$35	\$102	\$55		\$20	36%
30	62.19	Non-Profits - Prime Time	\$35	\$102	\$35		\$0	0%
31	62.2	Individual - Prime Time	\$40	\$102	\$55		\$15	27%
32	62.21	Businesses - Prime Time	\$45	\$102	\$60		\$15	25%
33	62.22	Girls and Boy Scouts	\$2	\$102	\$5		\$3	60%
Eddie Park House Rental Fees:								
33	62.04	Security Deposit	\$250	\$250	\$250		\$0	0%
34	62.3	Non-Profit	\$90	\$102	\$90		\$0	0%
35	62.31	Individuals	\$100	\$102	\$100		\$0	0%

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
36	62.32	Businesses	\$110	\$102	\$110		\$0	0%
37	62.33	Girl and boy Scouts	\$2	\$102	\$5		\$3	60%
Garfield Youth House Rental Fees:								
37	62.34	Security Deposit	\$250	\$250	\$250		\$0	0%
38	62.4	Non-Profits	\$40	\$60	\$60		\$20	33%
39	62.41	Individual	\$55	\$102	\$65		\$10	15%
40	62.42	Business	\$70	\$102	\$90		\$20	22%
41	62.43	Birthday Party	\$120	\$132	\$132		\$12	9%
42	62.44	Boy & Girl Scouts	\$2	\$102	\$5		\$3	60%
War Memorial Rental Fees:								
42	63.03	Security Deposit	\$500	\$500	\$500		\$0	0%
43	63.04	War Memorial – Non-Profits	\$50	\$132	\$75		\$25	33%
44	63.05	War Memorial – Individuals	\$80	\$132	\$105		\$25	24%
45	63.06	War Memorial – Businesses	\$100	\$132	\$125		\$25	20%
46	63.07	War Memorial – Non-Profits – Prime Time	\$100	\$143	\$100		\$0	0%
47	63.08	War Memorial – Individuals – Prime Time	\$165	\$143	\$165		\$0	0%
48	63.09	War Memorial – Businesses – Prime Time	\$175	\$143	\$175		\$0	0%
49	63.1	War Memorial – Lower Floor – Non-Profits	\$40	\$121	\$50		\$0	0%
50	63.11	War Memorial – Lower Floor – Individuals	\$70	\$121	\$75		\$0	0%
51	63.12	War Memorial – Lower Floor – Businesses	\$90	\$121	\$100		-\$15	-20%
52	63.13	War Memorial – Lower Floor – Non-profit Prime Time	\$65	\$121	\$65		\$35	35%
53	63.141	War Memorial – Lower Floor – Individual Prime Time	\$95	\$121	\$95		-\$30	-46%
54	63.142	War Memorial – Lower Floor – Businesses Prime Time	\$105	\$121	\$110		-\$10	-11%
55		War Memorial - Use of Kitchen	\$50	\$45	\$50		\$60	55%
56		War Memorial - Use of Kitchen - Prime Time	\$150	\$45	\$150		-\$100	-200%
57	65.04	Additional Staff (Alcohol)	\$25	\$42	\$40		\$125	83%
Senior Center Rental Fees:								
57	73.25	Security Deposit	\$250	\$250	\$250		\$0	0%
58	73.01	Non-Profits	\$60	\$109	\$40		\$0	0%
59	73.02	Individuals	\$60	\$109	\$75		\$15	20%
60	73.03	Businesses	\$75	\$109	\$100		\$25	25%
61	73.04	Non-Profits - Prime Time	\$60	\$122	\$95		\$35	37%
62	73.05	Individuals - Prime Time	\$75	\$122	\$105		\$30	29%
63	73.06	Businesses - Prime Time	\$90	\$122	\$115		\$25	22%
64	73.07	Patio – Non-Profits	\$10	\$69	\$25		\$15	60%
65	73.08	Patio – Individuals	\$20	\$69	\$35		\$15	43%
66	73.09	Patio – Businesses	\$25	\$69	\$45		\$20	44%
67	73.1	Patio – Non-Profits - Prime	\$25	\$69	\$35		\$10	29%
68	73.11	Patio – Individuals - Prime	\$30	\$69	\$45		\$15	33%
69	73.12	Patio – Businesses - Prime	\$35	\$69	\$55		\$20	36%
70	73.13	Conference Room – Non-Profit	\$10	\$82	\$25		\$15	60%
71	73.14	Conference Room – Individuals	\$20	\$82	\$35		\$15	43%
72	73.15	Conference Room – Businesses	\$25	\$82	\$45		\$20	44%
73	73.16	Conference Room – Non-Profit - Prime Time	\$25	\$82	\$35		\$10	29%
74	73.17	Conference Room – Individuals - Prime Time	\$30	\$82	\$45		\$15	33%
75	73.18	Conference Room – Businesses - Prime Time	\$35	\$82	\$55		\$20	36%
76	73.19	Activity Room – Non-profits	\$10	\$82	\$25		\$15	60%
77	73.2	Activity Room – Individual	\$20	\$82	\$35		\$15	43%
78	73.21	Activity Room – Businesses	\$25	\$82	\$45		\$20	44%

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
79	73.22	Activity Room - Non-profits - Prime Time	\$25	\$82	\$35		\$10	29%
80	73.23	Activity Room. -- Individual - Prime Time	\$30	\$82	\$45		\$15	33%
81	73.24	Activity Room. -- Businesses - Prime Time	\$35	\$82	\$55		\$20	36%
82	73.27	Additional Staff	\$25	\$42	\$40		\$15	38%
Senior Center Programs:								
82	74.01	Hot Meals - Senior 55 & Over / Disabled Persons	\$2.25	Actual Cost	\$2.75		\$1	18%
83	74.03	Hot Meals - Persons Under 55	Actual Cost	Actual Cost	\$0		\$0	0%
Home Delivered Meals - Senior 55 & Over / Disabled								
84	74.04	Persons	\$2.50	\$5.00	\$3.00		\$1	17%
85	79.01	Booth Space Rental Health Fairs With Canopy	\$39	\$51	\$40		\$1	3%
86	79.02	Booth Space Rental Health Fairs w/out Canopy	\$50	\$51	\$50		\$0	0%
87	70	Senior Center Membership - single person Over 55	\$20	\$32	\$25		\$5	20%
88	70	Senior Center Membership - couples Over 55	\$30	\$32	\$32		\$2	6%
89	71.01	Computer Lab Printing	\$0.20	\$0.20	\$0.20		\$0	0%
90	72.01	Leisure Classes - Seniors	Varies	Varies	Varies		\$0	0%
91	79.03	Coffee	\$1	\$1	\$1		\$0	0%
Dial-A-Ride Fes:								
91	75	Senior Resident (Registered) 55>	\$0.50	\$0.50	\$0.50		\$0	0%
92	75.01	Non-Registered Riders	\$0.75	\$0.75	\$0.75		\$0	0%
93	75.02	Disabled Resident (Registered)	\$0.50	\$0.50	\$0.50		\$0	0%
94	75.03	Caregiver	\$0.00	\$0.00	\$0.00		\$0	0%
95	76.01	MTA Bus Pass - Senior 62 & Over	\$10.00	\$10.00	\$10		\$0	0%
96	76.02	MTA Bus Pass - Disabled Persons	\$10.00	\$10.00	\$10		\$0	0%
Miscellaneous Fees:								
96	65.12	Breakfast with Santa Event	\$15	\$141	\$20		\$5	25%
97	65.13	Spring Family Event - Presale	\$8	\$142	\$10		\$2	20%
98	65.13	Spring Family Event - Day of Event	\$8	\$142	\$12		\$4	33%
99	66.01	Doggie Day Booth Rental Non-Profit	\$20	\$224	\$25		\$5	20%
100	66.02	Doggie Day Booth Rental For Profit	\$40	\$224	\$50		\$10	20%
101	67	Event - Vendor/Catering Booth	\$100	\$549	\$100		\$0	0%
102	67.01	Event - Vendor/Catering Booth w/o canopy	\$50	\$549	\$50		\$0	0%
103		Snow Day - Presale	\$10	\$115	\$15		\$5	33%
104		Snow Day - Day of the Event	\$15	\$115	\$20		\$5	25%
105	69.01	Leisure Classes	Varies	Varies	Varies		\$0	0%
106		Refund Processing Fee	\$0	\$19	\$19		\$19	100%
FINANCE								
Film Permit Fees:								
107	2-322	Still photography - Per Day	\$105	\$133	\$133		\$28	21%
108	2-323	Motion Picture Photography - Per Day	\$530	\$532	\$530		\$0	0%
Student Films/ Public Service Announcements/								
109	2-324	Educational Films - Per Day	\$20	\$111	\$20		\$0	0%
110		Handheld Video Crew with less than 20 people - Per Day	\$105	\$133	\$133		\$28	21%
Location / Hourly Fees:								
111	2-325	Still Photography / Handheld Video Crew - On Public Right-Of-Way - Per Hour	\$75	\$75	\$75		\$0	0%
112		Student Filming On Public Right-of-way - per hour	\$15	\$15	\$15		\$0	0%
113	2-326	Street or Lane Closure - Per Hour	\$150	\$150	\$150		\$0	0%
114	2-327	Streets/Sidewalks/Alleys as Principal Site - Per Hour	\$150	\$150	\$150		\$0	0%
114	2-328	City Parking Lots - Per Hour	\$150	\$150	\$150		\$0	0%

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
115	2-329	City Building (Four Hour Minimum)/City Park - Per Hour	\$150	\$176	\$176		\$26	15%
116	2-330	Police (Eight Hour Minimum) - per hour	\$70	\$138	\$70		\$0	0%
117	2-330	Police Vehicles - per hour	\$15	\$15	\$15		\$0	0%
118	2-330	Fire (Eight Hour Minimum) - per hour	\$70	\$174	\$70		\$0	0%
119	2-331	Traffic Control Plan Review - per review	\$100	\$112	\$112		\$12	11%
120	2-334	Cancellation Fee	\$100	\$100	\$100		\$0	0%
Miscellaneous Fees:								
121		NSF Check Fee (CA Civil Code Section 1719)	\$28	\$25	\$25		-\$3	-12%
122		Credit Card Transaction Fee (Percentage of Transaction Cost)	0.00%	0.25%	0.25%		\$0	100%
FIRE								
Fire Emergency/Medical Services:								
123	1.1	Advance Life Support	\$2,282	\$2,299	\$2,299		\$17	1%
124	1.3	Basic Life support	\$1,452	\$1,533	\$1,533		\$81	5%
125	1.3	Other EMS Fees	LA County Fee	LA County Fee	LA County Fee		\$0	0%
126	1.6	Paramedic Program - Residential	\$60	\$90	\$90		\$20	25%
127	1.6	Paramedic Program - Residential (6 months or less)	\$5	\$45	\$45		\$35	88%
128	1.7	Paramedic Program - Business	\$60	\$90	\$90		\$30	33%
129	1.8	Paramedic Program - Business (6 months or less)	\$20	\$45	\$45		\$25	56%
130		Treat No. Transport	\$300	\$547	\$547		\$247	45%
131	5.8	Clean Up, 1st Responder	Actual Cost	Actual Cost	Actual Cost		\$0	0%
Standby Fees:								
132	2.3	Engine Company - (Use or Standby)	\$200	\$565	\$565		\$365	65%
133	2.4	Ambulance	\$100	\$343	\$343		\$243	71%
134	2.5	Chief Officer Per Hr. - With 2 Hr. Min.	\$50	\$227	\$227		\$177	78%
Sprinkler Plan Check and Inspection:								
Residential								
135	3.2	New	\$365	\$514	\$514		\$0	0%
136	3.3	Remodel/T.I.	\$365	\$367	\$367		\$149	29%
3.1 Commercial								
New:								
137	0 - 10,000 sq ft.		\$575	\$602	\$602		\$0	0%
138	10,000 - 25,000 sq ft.		\$575	\$794	\$794		\$27	4%
139	25,000 - 50,000 sq ft.		\$575	\$1,263	\$1,263		\$219	28%
140	50,000+ sq ft.		\$575	\$1,497	\$1,497		\$688	54%
Remodel/T.I.:								
141	0 - 5,000 sq ft.		\$404	\$492	\$492		\$0	0%
142	5,000 - 10,000 sq ft.		\$404	\$690	\$690		\$98	18%
143	10,000 - 25,000 sq ft.		\$404	\$1,028	\$1,028		\$286	41%
144	25,000+ sq ft.		\$404	\$1,263	\$1,263		\$624	61%
145	3.4	Sprinkler - Extra Plan Check/ Site Visit - per check / visit	\$39	\$117	\$117		\$859	68%
Fire Alarms:								
3.5 New: (# of Devices) - Commercial								
146	1 - 25 Devices		\$310	\$316	\$316		\$0	0%
147	26-50 Devices		\$310	\$455	\$455		\$6	2%
148	51-100 Devices		\$310	\$514	\$514		\$145	32%
149	100+ Devices - Per Device		\$310	\$983	\$983		\$204	40%
150	2.6	Remodel/T.I.: Commercial	\$232	\$257	\$257		\$673	68%
		1-5 Systems					\$0	0%
							\$25	10%

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
151		6-15 Systems	\$232	\$338	\$338		\$106	31%
152		16-50 Systems	\$232	\$455	\$455		\$223	49%
153		50+ Systems	\$232	\$631	\$631		\$399	63%
154	3.71	New Residential (Single Family)	\$193	\$198	\$198		\$5	3%
155	3.72	Remodel Residential (Single Family)	\$138	\$140	\$140		\$2	1%
156	3.81	Extra Plan Check/Site Visits	\$39	\$117	\$117		\$78	67%
157	6.3	Hydrostatic Test and Alarm Test	\$55	\$117	\$117		\$62	53%
158	3.9	Any Plan Check Not listed	\$39	\$117	\$117		\$78	67%
Hazmat Fees:								
159	5.1	Hazmat Disclosure Level I	\$27	LA County Fee	LA County Fee		\$0	0%
160	5.2	Hazmat Disclosure Level II	\$116	LA County Fee	LA County Fee		\$0	0%
161	5.3	Hazmat Disclosure Level III	\$27	LA County Fee	LA County Fee		\$0	0%
162	5.4	Hazmat Placard Start Up Cost	\$55	LA County Fee	LA County Fee		\$0	0%
163	5.5	Hazmat Placard Updates	\$55	LA County Fee	LA County Fee		\$0	0%
False Alarm Fees:								
164	8.3	False Alarm - 1st Repsonse	\$0	\$773	\$0		\$0	0%
		False Alarm - 2nd and 3rd Repsonse	\$0	\$773	\$150		\$150	100%
165	8.4	False Alarm - 4th	\$221	\$773	\$773		\$552	71%
166	8.5	False Alarm - 5th	\$442	\$773	\$773		\$331	43%
167	8.6	False Alarm - 6th	\$464	\$773	\$773		\$309	40%
Inspections:								
168	7.3	Any Other Inspection Not Listed	\$39	\$117	\$117		\$78	67%
15.22 Annual Inspection of Apartments								
169		3-15 Units	\$55	\$176	\$176		\$121	69%
170		16-50 Units	\$55	\$235	\$235		\$180	77%
171		51-100 Units	\$55	\$293	\$293		\$238	81%
172		101-250 Units	\$55	\$352	\$352		\$297	84%
173		251-350 Units	\$55	\$410	\$410		\$355	87%
174		350+ Units Per Unit	\$55	\$469	\$469		\$414	88%
15.23 Annual Inspection of Businesses								
175		Small Office - less than 2,000 sq ft	\$55	\$113	\$85		\$30	35%
176		Large Office - 2001 - 10,000 sq ft	\$55	\$227	\$150		\$95	63%
177		Large Commercial - 10,000 +	\$55	\$453	\$175		\$120	69%
175	15.24	Additional Inspection (3rd Visit, 2nd Reinspection)	\$77	\$141	\$141		\$64	45%
176	15.25	Inspection (4th Visit and Subsequent)	\$155	\$193	\$193		\$38	20%
15.26 New Business Fire Inspection								
177		Small Office - less than 2,000 sq ft	\$39	\$59	\$59		\$20	34%
178		Large Office - 2001 - 10,000 sq ft	\$39	\$117	\$117		\$78	67%
179		Large Commercial - 10,000 +	\$39	\$235	\$235		\$196	83%
Permits:								
180	9.62	Permits - Large Event Tent	\$127	\$162	\$162		\$35	22%
181		Permits - Large Event Tent - New	\$127	\$140	\$140		\$13	9%
182	9.63	Permits - Special Film Feuling Truck	\$55	\$126	\$126		\$71	56%
183	9.7	Permits - Any Other Required by Chief	\$88	\$274	\$274		\$186	68%
184	9.8	Permits - Fireworks Display	\$514	\$526	\$523		\$9	2%
Fire Reports:								
185		Redacted	\$0.50	\$45	\$45		\$45	99%
186		Non-Redacted	\$0.50	\$8	\$8		\$8	94%
Miscellaneous Fees:								

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
187	12.9	Investigation Cost Recovery	Actual Cost	Actual Cost	Actual Cost		\$0	0%
188	14.1	Witness Fees	\$166	\$150	\$150		-\$16	-11%
189	14.2	Record Research: Intensive, Interpretive - Per Half Hour	\$21	\$45	\$45		\$24	53%
190		Records: Duplication Per Page	\$0.10	\$0.10	\$0.10		\$0	0%
191		Underground Storage Tank Removal	\$0	\$469	\$469		\$469	100%
LIBRARY								
Library Services Fees:								
192	34.292	Replacement - Processing Fee	\$11	\$57	\$15		\$4	27%
193		Replacement of Library Item	Actual Cost	Actual Cost	Actual Cost		\$0	0%
194	35.011	Inter-Library Loan (Per Title)	\$2	\$89	\$5		\$3	60%
195	37.01	Library Asset Recovery Service	\$22	\$10	\$10		-\$12	-120%
196	37.04	Test Administration	\$22	\$318	\$35		\$13	37%
Printing / Reproduction Fees:								
197	38.07	Local History Collection Image - Commercial Use	\$22	\$106	\$75		\$53	71%
198	38.08	Local History Collection Image - Private Use	\$6	\$106	\$10		\$4	40%
199		Black & White	\$0.15	\$0.15	\$0.15		\$0	0%
200		Color Copies	\$0.50	\$0.50	\$0.50		\$0	0%
Overdue Fees:								
201		Any and All Materials - per item per day	\$0.25	\$0.25	\$0.25		\$0	0%
202		Max Overdue Fee Amount:						
203	39.01	Adult Card	\$10	\$10	\$10		\$0	0%
204	39.02	Child Card	\$5	\$5	\$5		\$0	0%
205	39.03	Magazine, Mass Market Paperback, Board Books - per	\$3	\$3	\$3		\$0	0%
Passport Fees:								
206		Passport Photo - per photo	\$17	\$7	\$7		-\$10	-143%
207		Passport Execution Fee (Per US State Department)	\$35	\$35	\$35		\$0	0%
Community Room Rental Fees:								
208	33.03	Community Room - South Pasadena Based Non-Profit	\$28	\$74	\$30		\$2	7%
209	33.04	Community Room - Non-South Pasadena Based Non-Profit	\$55	\$74	\$74		\$19	26%
210	33.05	Community Room - Individuals - Per Hr. (Min. 3 Hrs.)	\$66	\$74	\$74		\$8	11%
211	33.06	Community Room - Commercial / Business - Per Hr. (Min 3 Hrs.)	\$94	\$74	\$100		\$6	6%
212		Community Room - Wedding Fee - Per Day (Up to 12 Hrs.)	\$0	\$2,112	\$3,500		\$3,500	100%
213		Community Room - Special Event Fee - Per Hr. (Min 3 Hrs.)	\$0	\$208	\$176		\$176	100%
214		Community Room - Staff	\$0	\$56	\$40		\$40	100%
215		Community Room - Security Deposit	\$0	\$250	\$250		\$250	100%
Equipment Rental Fees:								
216		Audio/Visual Equipment Rental	\$0	\$59	\$59		\$59	100%
217		Equipment Rental - Baldwin Piano	\$0	\$35	\$35		\$35	100%
PLANNING								
Use Permits:								
218	80.01	Conditional Use Permit	\$1,545	\$5,330	\$3,500		\$1,955	56%
219	80.01	Temporary Use Permit (non-profit)	\$131	\$461	\$230		\$330	72%
219	80.01	Temporary Use Permit	\$131	\$461	\$461		\$0	0%

City of South Pasadena, CA
Master Fee Schedule

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
220	80.01	CUP Modification	\$775	\$3,281	\$2,500		\$1,725	69%
221	80.02	CUP with First Variance	\$1,935	\$5,993	\$4,500		\$2,565	57%
222	82.07	Parking Use Permit	\$857	\$1,764	\$1,764		\$907	51%
223	82.08	Administrative Use Permit	\$475	\$1,556	\$1,556		\$1,081	69%
Maps:								
223	80.03	Tentative Parcel Map	\$1,545	\$3,712	\$3,712		\$2,167	58%
224	80.04	Tentative Tract Map	\$1,545	\$10,067	\$10,067		\$8,522	85%
225	80.05	Final Parcel / Tract Map Review	\$5,529	\$5,529	\$5,529		\$0	0%
Design Review:								
225	81.01	Single Family Residence	\$885	\$4,762	\$2,000		\$1,115	56%
226	81.02	Commercial - Single Sign	\$442	\$1,588	\$1,588		\$1,146	72%
227	81.02	Commercial - Sign Program	\$885	\$2,434	\$2,434		\$1,549	64%
228	81.05	Multi Family / Commercial	\$1,139	\$6,279	\$6,279		\$5,140	82%
Cultural Heritage Commission Fees:								
229	82	Cultural Hrt. Comm. - Landmark Review	\$1,233	\$7,582	\$1,500		\$267	18%
		82 C.H.C. Cert. of Approp. (Incl. Demo)						
230		Single-Family	\$885	\$4,762	\$1,500		\$615	41%
231		Multi-Family (less than 5 units)	\$885	\$9,000	\$5,000		\$8,115	90%
232		Multi-Family (6 or more units)	\$885	\$9,000	\$9,000		\$4,115	82%
233		Commercial	\$885	\$9,000	\$5,000		\$0	0%
234		Chair Review	\$885	\$3,318	\$885		\$423	100%
235		Historic Resource Evaluation	\$0	\$423	\$423		\$0	0%
Environmental Fees:								
Flat Fees:								
236	83.02	Negative Declaration Filing	\$61	\$282	\$282		\$221	78%
237	84	Mitigation Monitoring Inspection & Administrative Fee	Actual Cost	\$667	\$667		\$0	0%
238	83	Categorical Exemption (CEQA) - Filing	\$61	\$141	\$141		\$80	57%
Deposit-Based Fees:								
239	83.01	Initial Environmental Study	\$455	\$5,000	\$5,000		\$4,545	91%
240	89	Negative Declaration	\$2,260	\$5,000	\$5,000		\$2,740	55%
241	89.02	Mitigated Negative Declaration	\$2,260	\$5,000	\$5,000		\$2,740	55%
242	89	EIR	\$3,139	\$25,000	\$25,000		\$21,861	87%
Appeals:								
243	84.041	Appeals (To Planning Commission or City Council)	\$951	\$4,951	75% of initial permit		\$0	0%
244	84.042	Appeal Continuance	\$254	\$2,226	\$0		-\$254	0%
Deposits:								
245	80	Zoning Text & Map Amendments	\$4,000	\$10,000	\$10,000		\$6,000	60%
246	80.08	Specific Plan Application	\$5,529	\$10,000	\$10,000		\$4,471	45%
247	80.08	General Plan Amendment	\$4,423	\$20,000	\$20,000		\$15,577	78%
248	80.082	Specific Plan Amendment	\$8,846	\$20,000	\$20,000		\$11,154	56%
249	88.08	Development Agreement Review	\$3,317	\$10,000	\$10,000		\$6,683	67%
250	88.1	Planned Development	\$3,317	\$10,000	\$10,000		\$6,683	67%
Other Planning Applications:								
251	80	Zoning Code Admin Modification	\$857	\$1,137	\$1,137		\$280	25%
252		Zoning Code Interpretation	\$0	\$918	\$918		\$918	100%
253	84.043	Application Withdrawal	\$0	\$1,765	\$1,765		\$1,765	100%
Lot Line Adjustment / Parcel Merger / Certificate of Compliance								
254	80.06	Compliance	\$230	\$3,002	\$2,000		\$1,770	89%

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
255	80.07	Hillside Development Review	\$1,890	\$6,598	\$2,000		\$110	6%
256	80.07	Hillside Development Review with Variance	\$2,620	\$8,114	\$3,000		\$380	13%
257	80.01	Variance - First	\$2,090	\$5,294	\$3,300		\$1,210	37%
258	80.01	Variance - Each Additional	\$885	\$2,328	\$1,443		\$1,443	62%
259	80.1	Vacation Easements, Alleys, Street	\$1,170	\$1,764	\$1,764		\$594	34%
260	80.145	Discretionary Time Extension Request	\$603	\$2,683	\$2,683		\$2,080	78%
261	80.15	Covenants	\$135	\$547	\$547		\$412	75%
262		ADU Applications	\$0	\$1,130	\$1,130		\$1,130	100%
263	82.05	Mills Act Contract	\$680	\$10,821	\$2,000		\$1,320	66%
264		Minor Site Plan Review	\$0	\$829	\$829		\$829	100%
Miscellaneous Fees:								
Public Noticing Fee (Does Not Include Material / Mailing)								
265	82.06	Costs	\$220	\$285	\$285		\$65	23%
266	82.1	Garage/Yard Sale Permit	\$8	\$89	\$6		\$0	0%
267	80.11	Temporary Banners - Per Banner, Per Permit	\$8	\$106	\$50		\$42	84%
268	84.01	Zoning - Written Analysis of Conformance	\$426	\$705	\$705		\$279	40%
269		Zoning Verification Letter	\$0	\$106	\$106		\$106	100%
270	80.13	Zoning Clearance for Business License Review	\$22	\$62	\$62		\$40	65%
271		Re-Review - Per hour	\$0	\$154	\$154		\$154	100%
272		Pre-Application Meeting	\$0	\$308	\$308		\$308	100%
273		Planning Inspection Per Hour	\$0	\$154	\$154		\$154	100%
274		Changes / Modifications to Approved Plans	\$0	\$2,839	\$2,839		\$2,839	100%
275	86.02	Administrative Citation (per Municipal Code)	\$500	\$500	\$500		\$0	0%
Surcharges:								
General Plan Maintenance Fee (Percentage of Building								
276	85.01	Permit Fee)	10%	17%	15%		\$0	33%
Technology Surcharge (Percentage Applied to Fire,								
277		Building, Engineering, and Planning Permits)	0%	10%	10%		\$0	100%
POLICE								
Penalties:								
278	39.1	Display Vehicle for Sale	\$50	\$50	\$50		\$0	0%
279	39.2	Parking in Red Zone	\$50	\$50	\$50		\$0	0%
280	39.3	Parking in Yellow Zone	\$50	\$50	\$50		\$0	0%
281	39.4	Parking in White Zone	\$50	\$50	\$50		\$0	0%
282	39.5	Parking in Green Zone	\$50	\$50	\$50		\$0	0%
283	39.6	Parked on Parkway	\$50	\$50	\$50		\$0	0%
284	39.7	Parking Prohibited by Sign	\$50	\$50	\$50		\$0	0%
285	39.8	1 HR, 2 HR, 4HR Time Limited Parking	\$50	\$50	\$50		\$0	0%
286	39.9	Parking Outside Spaces	\$50	\$50	\$50		\$0	0%
287	39.1	Parked Over 72 Hours	\$50	\$50	\$50		\$0	0%
288	39.11	Parking Vehicle for Sale	\$50	\$50	\$50		\$0	0%
289	39.12	Washing, Servicing or Repairing Vehicle	\$50	\$50	\$50		\$0	0%
290	39.13	Selling from Motor Vehicle	\$50	\$50	\$50		\$0	0%
291	39.14	Parking Left Side of Roadway	\$50	\$50	\$50		\$0	0%
292	39.15	Parking Adjacent to Schools	\$50	\$50	\$50		\$0	0%
293	39.16	Exceeding 3% Grade/ Wheels Not Curbed	\$50	\$50	\$50		\$0	0%
294	39.17	Emergency No Parking	\$50	\$50	\$50		\$0	0%
295	39.18	Alley Parking - Sign Posted	\$50	\$50	\$50		\$0	0%
296	39.19	Parked on Private Property	\$50	\$50	\$50		\$0	0%

City of South Pasadena, CA
Master Fee Schedule

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
297	39.2	Parking on Public Property	\$50	\$50	\$50		\$0	0%
298	39.2	Parking on City Owned Off-street Facility	\$50	\$50	\$50		\$0	0%
299	39.21	Oversized Vehicle	\$50	\$50	\$50		\$0	0%
300	39.22	Unattended Trailer	\$50	\$50	\$50		\$0	0%
301	39.23	Overnight Parking	\$50	\$50	\$50		\$0	0%
302	39.24	City Parking Lot (2 HR Limit)	\$50	\$50	\$50		\$0	0%
Parking Pass Fees:								
303	40.1	Parking 1 Year	\$110	\$123	\$110		\$0	0%
304	40.2	Parking - Senior Citizens (65 Years old min.)	\$60	\$123	\$60		\$0	0%
305		Parking - Alternate Fuel Vehicles	\$60	\$123	\$60		\$0	0%
306	40.6	Parking - Monthly Pass	\$28	\$30	\$28		\$0	0%
307	40.7	Parking - Replacement/ Transfer	\$9	\$16	\$16		\$7	44%
308	40.9	Parking - Daily Pass	\$2	\$2	\$2		\$0	0%
All Police Reports:								
309	42.5	Redacted	\$5	\$87	\$87		\$82	94%
310	42.5	Non-Redacted - Non-Resident	\$3	\$22	\$22		\$20	89%
311		Non-Redacted - Resident	\$3	\$15	\$11		\$8	73%
False Alarm:								
312	48.4	False Alarm 1st	\$0	\$413	\$0		\$0	0%
		False Alarm 2nd - 3rd	\$0	\$413	\$150		\$150	100%
313	48.5	False Alarm 4th	\$61	\$551	\$300		\$239	80%
314	48.6	False Alarm 5th	\$122	\$688	\$300		\$178	59%
315	48.7	False Alarm 6th	\$182	\$826	\$300		\$118	39%
Reproduction:								
316		Photo Reproduction - Per Photo	\$18	\$22	\$18		\$0	0%
317	42.9	Video/Audio Reproduction	\$28	\$87	\$87		\$59	68%
Miscellaneous Fees:								
318	41.3	DUI Emergency Response	\$1,000	Actual Cost	Actual Cost		\$0	0%
319	42.6	Records Check/ Clearance Letter	\$22	\$22	\$22		\$0	0%
320	42.8	Special Business Background Check	\$95	\$551	\$521		\$426	82%
321	43.1	Impound Fee - Vehicle Release	\$105	\$128	\$128		\$23	18%
322	44.1	Juvenile Recovery	\$40	Actual Cost	Actual Cost		\$0	0%
323	44.2	Firearms Storage & Release	\$27	\$225	\$27		\$0	0%
324	44.3	Citation Corrections/ Inspection Service (resident)	\$27	\$37	\$11		-\$16	-145%
325	44.3	Citation Corrections/ Inspection Service (non-resident)	\$27	\$37	\$27		\$0	0%
326	47	Fingerprint Services -- Per Three Cards	\$11	\$22	\$22		\$11	50%
327	47.2	Civil Subpoena	Fee set by Courts	Fee set by Courts	Fee set by Courts		\$0	0%
328	47.3	Duces Tecum Subpoena (Per CA Evidence Code)	\$15	\$15	\$15		\$0	0%
329		Booking Fee	\$0	\$138	\$138		\$138	100%
330		Tow Franchise Fee - per year	\$0	\$1,102	\$1,102		\$1,102	100%
PUBLIC WORKS								
Water Fees:								
331	10.1	Water Turn Off (After Hours)	\$137	\$146	\$146		\$9	6%
332	10.1	Water Turn On (After Hours)	\$137	\$146	\$146		\$9	6%
333	10.8	Water 24 Hour Door Hanger Fee	\$11	\$34	\$32		\$21	66%
334	10.9	Water Turn Off for Non-Payment	\$55	\$64	\$64		\$9	14%
335	55.02	Water - New/Change Account	\$17	\$193	\$64		\$47	73%
336	56.01	Water - Discontinue Service	\$28	\$193	\$64		\$36	56%

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
337	56.02	Water - Discontinue for Non-Compliance	\$66	\$193	\$193		\$127	66%
338	56.03	Water - Unauthorized Turn on	\$66	\$193	\$193		\$127	66%
339	56.06	Fire Flow Testing	\$216	\$516	\$322		\$106	33%
340		Temporary Meter Rental - Move	\$0	\$100	\$64		\$64	100%
341	56.12	Inspection of Backflow Prevention Device	\$55	\$179	\$134		\$79	59%
342		Backflow Prevention Program Penalty	\$0	\$300	\$100		\$100	100%
343		Water Installation Inspection Fee	\$0	\$308	\$308		\$308	100%
Deposit-Based Fees:								
344	56.071	Water Service Installation	\$1,415	\$5,000	\$5,000			
345	56.075	Water Meter Installation	\$464	\$1,000	\$1,000			
346	56.1	Temporary Meter Rental	\$1,000	\$2,500	\$2,600			
Sewer Fees:								
347	52.06	Sewer Connection/Inspection, Existing Lateral	\$166	\$563	\$350		\$184	53%
348	52.07	Sewer Connection/Inspection, Existing WYE	\$100	\$701	\$350		\$250	71%
349	52.08	Sewer Connection/Inspection, Saddle Connect	\$100	\$563	\$350		\$250	71%
350	52.09	Capping of Sewer Lateral	\$100	\$414	\$350		\$250	71%
351		Sewer Construction Fee - New Construction	\$0	\$692	\$692		\$692	100%
352	52.14	TV Public Sewer Line	\$265	\$473	\$400		\$135	34%
353	52.15	Sewer Spill in Public ROW	Actual Cost	Actual Cost	Actual Cost		\$0	0%
354	52.18	Fats, Oils, & Grease Permit Fee (one time)	\$95	\$142	\$142		\$47	33%
355		Fats, Oils, & Grease Inspection Fee (annual)	Actual Cost	Actual Cost	Actual Cost		\$0	0%
356		Fats, Oils, & Grease Mitigation Penalty (annual)	\$350	\$350	\$350		\$0	0%
PW Engineering:								
356	52.01	Excavate - Utility Trenches <= 100 l.f.	\$94	\$573	\$380		\$286	75%
357	52.02	Excavations-Utility Trenches >= 100 l.f.	\$105	\$694	\$380		\$275	72%
358	52.031	Excavations-Utility Trenches > 100 l.f. - per l.f.	\$0.25	\$0.55	\$0.55		\$0	55%
359	52.032	Excavation-Utility Patches	\$83	\$512	\$380		\$297	78%
360	50.01	Concrete Sidewalk / Driveway Parkway / Permit	\$166	\$181	\$181		\$15	8%
361		Concrete Sidewalk / Driveway / Parkway Inspection	\$0	\$423	\$240		\$240	100%
362	50.05	Curb & Gutter Permit	\$83	\$255	\$181		\$98	54%
363	50.06	Curb & Gutter Inspection Flat Fee	\$0.90	\$242	\$240		\$239	100%
364	50.07	Curb Coring Base Permit	\$83	\$255	\$181		\$98	54%
365	50.08	Curb Coring Inspection Flat Fee	\$8.00	\$242	\$120		\$112	93%
366	50.09	Pavement Street & Alley	\$310	\$404	\$330		\$20	6%
367	50.1	Pavement Street & Alley Inspections Flat Fee	\$1.00	\$644	\$300		\$299	100%
368	50.11	Street/ROW Vacation/ Abandonment	\$5,341	\$5,749	\$5,341		\$0	0%
369	50.12	Public Improvement Inspection	\$719	\$484	\$484		-\$235	-49%
370	50.13	Public Works Plan Check Fee	Actual Cost	\$895	\$400		\$0	0%
371	51.13	Additional Plan Check/ Reviews Beyond 2	\$365	\$149	\$149		-\$216	-145%
372	51.14	Final Parcel Map Review	\$1,050	\$2,809	\$2,809		\$1,759	63%
373	51.15	Final Tract Map Review	\$1,050	\$2,809	\$2,809		\$1,759	63%
374	51.16	Final Map Amendment - Administrative	\$160	\$149	\$149		-\$11	-7%
375	57.011	Temp Encroachment - Dumpster	\$77	\$135	\$90		\$13	14%
376	57.016	Temp Encroachment - Southwest Hills	\$470	\$196	\$196		-\$274	-140%
377	57	Temp Encroachment - All Other	\$138	\$105	\$105		-\$33	-31%

Proposed Fee No.	Fee No.	Fee Title	Current Fee	Total Cost Per Unit	Recommended Fee	Council Approved Fee	\$ Change	% Change
		Deposits (Time and Material):						
378	59.07	Street Renaming Processing	\$3,809	\$5,000	\$5,000		\$1,191	24%
		Miscellaneous Fees:						
379	53.01	100 foot Radius Map & Mailing Lists	\$100	\$66	\$66		-\$34	-52%
380	55.011	Sidewalk Dining Permit/ Inspect, Initial	\$205	\$124	\$124		-\$81	-65%
381	55.012	Sidewalk Dining Permit/ Inspect, Renewal	\$83	\$94	\$94		\$11	12%
382	55.013	Sidewalk Rental Fee - Per Sq. Ft.	\$4	\$4	\$4		\$0	0%
383		Sidewalk Vendor Permit	\$0	\$133	\$133		\$133	100%
384	57.07	House Number Change	\$287	\$448	\$300		\$13	4%
385	59.03	Oversized/Overloads Permits (Per Transportation Code)	\$16	\$16	\$16		\$0	0%
386	59.061	Block Party Street Closure - Initial	\$415	\$266	\$266		-\$149	-56%
387	59.062	Block Party Street Closure - Renewal	\$182	\$100	\$100		-\$82	-82%
388	59.08	Blueprint/ Map Reproduction	Actual Cost	Actual Cost	Actual Cost		\$0	0%
389	59.091	Banner Installation & Removal	\$188	\$191	\$191		\$3	2%
390	59.092	Banner Installation - Initial	\$686	\$316	\$316		-\$370	-117%
391	59.11	Parade/ Special Event Staffing	Hourly Rate	Hourly Rate	Hourly Rate		\$0	0%
392		No Parking Signs (temporary)	\$0	\$37	\$37		\$37	100%
		Trees:						
393		Tree Removal / Replacement Permit	\$276	\$308	\$308		\$32	10%
394		Private Property Tree Removal for Developments (3+ more trees)	\$0	\$428	\$428		\$428	100%
395	58.02	Tree Trimming Permit	\$39	\$63	\$63		\$24	38%
396	58.03	Inspection For Trimming or Removal	\$28	\$120	\$120		\$92	77%
397	58.04	Private Tree Trimming in Public ROW	Actual Cost	Actual Cost	Actual Cost		\$0	0%
		Newsrack:						
398	59.04	Newsrack Permit - Initial	\$50	\$184	\$184		\$134	73%
399	59.051	Newsrack Permit - Annual Renewal	\$22	\$63	\$63		\$41	65%
		TRANSPORTATION						
400	16.01	Mission Meridian Village Parking (Daily)	\$3	\$3	\$3		\$0	0%
401	16.02	Mission Meridian Village Parking (Monthly)	\$50	\$50	\$50		\$0	0%
402	16.03	Mission Meridian Village Parking (Monthly)	\$50	\$50	\$50		\$0	0%
403	16.04	Mission Meridian Village Parking (Monthly Senior)	\$12	\$12	\$12		\$0	0%



CAPITAL IMPROVEMENT PLAN

Fiscal Year 2019-2024

PURPOSE

- Alignment with Long Range and Short Range Plans including the Strategic Plan
- Long Range Fiscal Management
- Centralized Priorities
- Interdepartmental Coordination
- Living Document

2018-2023 CIP STATUS UPDATE

- 2018-2023:
 - 44 Projects
 - 5-year Budget = \$109,388,170
 - Unfunded = \$48,715,062
- 2018-19 FY:
 - 22 Projects
 - Budget = \$14,773,529
 - 7 completed and 15 carryover into 2019-20

2018-19 FY CIP STATUS UPDATE

Project Status Update	Number of CIP Projects
Completed	7
Under Construction	1
In-Design	2
Developing Specifications	3
Obtaining Bids	2
Consultant Selection	1
Pending Authorization	5
Not Started	1
TOTAL	22

2019-2024 PROPOSED CIP

- 2019-2024:
 - 46 Projects
 - 5-year Budget = \$150,857,247
 - Unfunded = \$44,366,428 (14 Projects)
- 2019-20 FY:
 - 20 Projects
 - Budget = \$15,162,123
 - Proposed General Fund = \$2,000,000

PROPOSED UPDATES TO 2019-2024 CIP SECTIONS

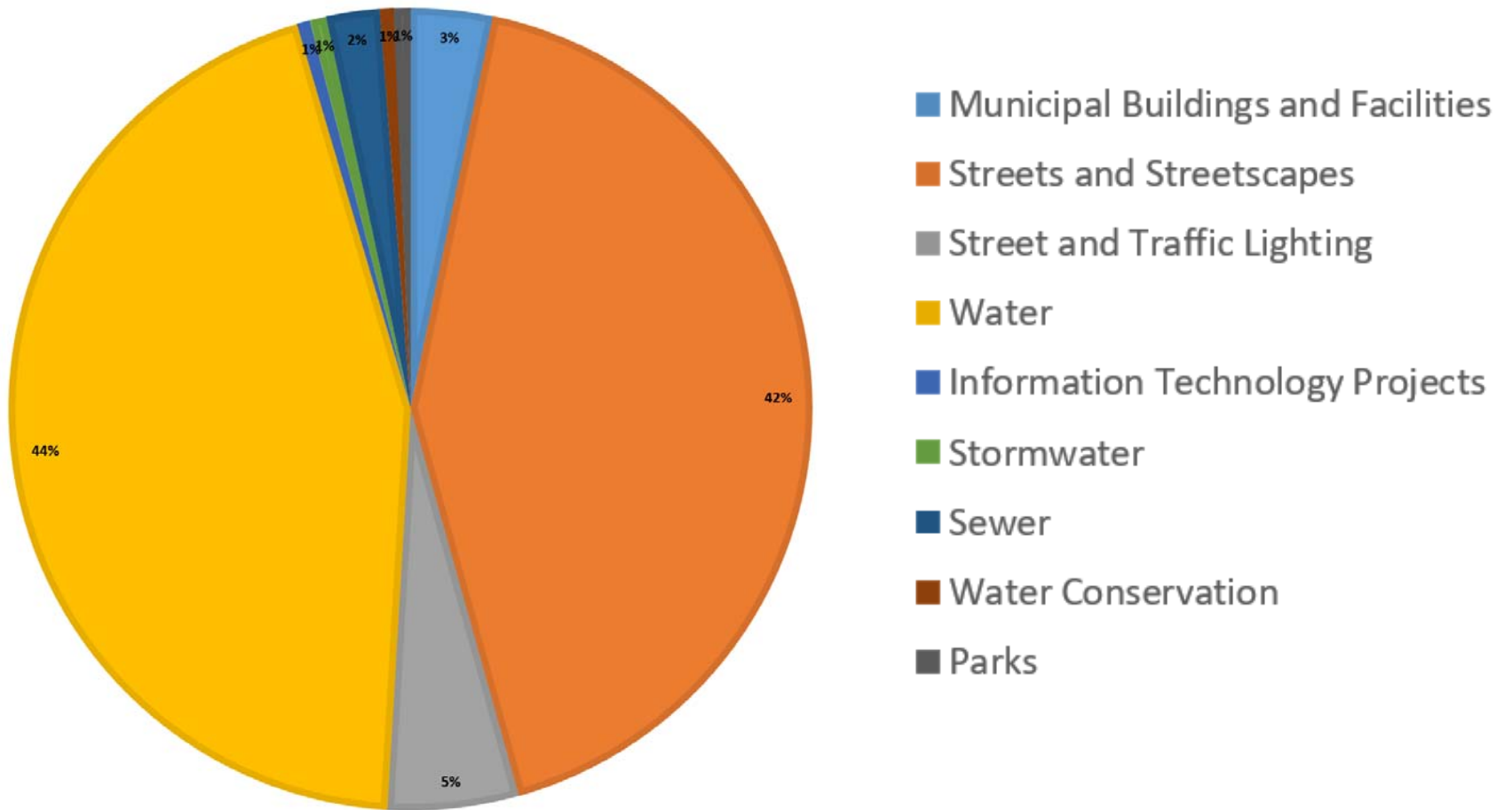
- Added upgrades identified in the 2017 Citywide Facility Assessment
- Updated funding for 710 TSM/TDM Alternative Projects
- Added Measure M MSP Projects
- Updated Stormwater CIP based on Measure W
- Added a Sewer CIP
- Added a Water Conservation CIP
- Added a Parks CIP

PROPOSED CIP BY CATEGORY

Category	FY 2018-19 Carryover ¹	FY 2019-20 Proposed	Total Projects
Municipal Buildings and Facilities	\$367,535	\$500,000	1
Streets and Streetscapes	\$3,044,768	\$6,422,123	7
Street and Traffic Lighting	\$1,235,400	\$800,000	2
Water	\$243,373	\$6,750,000	3
Technology Projects	\$200,000	\$80,000	1
Stormwater	-	\$100,000	1
Sewer	-	\$325,000	2
Water Conservation	\$65,000	\$85,000	1
Parks	-	\$100,000	2
TOTAL	\$5,156,076	\$15,162,123	20

1) Carryover balance based on 2018-19 FY beginning budget balance. The final amount may vary based on actual project expenditures in 2018-19 FY.

2019-2024 PROPOSED CIP BY CATEGORY



CIP SECTIONS

- Program Summary
- Municipal Buildings and Facilities
- Streets and Streetscapes
- Street and Traffic Lighting
- Water
- Information Technology
- Stormwater
- Sewer
- Water Conservation
- Parks
- Future Projects

MUNICIPAL BUILDINGS AND FACILITIES

- **Municipal Buildings and Facilities Repairs (\$500,000)**
 - General Fund
 - Roof Repairs at Senior Center, Fire Department and Eddie Park House
 - Replace the HVAC and Cooling Tower at City Hall
 - Replace the motors and parts on the Fire Department Apparatus Doors
 - Brush mitigation at unimproved City Lots
 - Improving the access control at City Facilities such as updating the lock and key system and including additional points of entry under the existing access control system
 - Allows for a contingency to handle unanticipated repairs to plumbing, electrical and HVAC equipment



STREETS AND STREETSCAPES

- **Preventative Maintenance: Cap and Slurry Seal (\$300,000)**
 - Measure M Local Return
- **Street Improvement Projects (\$2,567,630)**
 - \$1,420,000 General Fund
 - Balance Special Funds
- **Neighborhood Traffic Management Program (\$75,000)**
 - Gas Tax
- **SR-110 Hook Ramp Fair Oaks Ave (\$1,000,000)**
 - 710 Mobility Improvement Fund proposed for feasibility study, traffic study and special project coordinator in 2019-20 FY
- **Regional Traffic Corridor Improvements (\$2,500,000)**
 - 710 Mobility Improvement Fund proposed for traffic study, design, and special project coordinator in 2019-20 FY



STREETS AND TRAFFIC LIGHTING

- **Garfield Avenue and Monterey Road Traffic Signal (\$400,000)**
 - MSP Funding
- **Garfield Avenue and Oak Street Traffic Signal (\$400,000)**
 - MSP Funding
- Both Projects will require coordination with City of San Marino as the intersection has shared jurisdiction.



WATER

- **Graves Reservoir (\$12,400,000)**
 - State Revolving Fund Loan
 - Multi-year Project, est. completion March 2020
- **Water Master Plan (\$350,000)**
 - Water Fund
- **Waterline Replacement (\$500,000)**
 - Water Fund



INFORMATION TECHNOLOGY

- **Workstation/Device Replacement/Network Equipment Upgrades (\$80,000)**
 - General Fund



STORMWATER

- **Stormwater Projects Concept, Feasibility and Strategy Development for Grants (\$100,000)**
 - Measure W
 - The City's total liability is estimated at \$33M in terms of project costs, necessarily to partially mitigate the City's obligation under the MS4 permit. Professional services are needed to re-examine the viability of the Arroyo Seco Park project, as well as to refine the concept to restore the natural stream, capture/reuse the stormwater for the golf course and City park areas (in order to better pursue Prop I, Prop 68, and Measure W funding).



MEASURE W
SAFE CLEAN WATER
PARCEL TAX

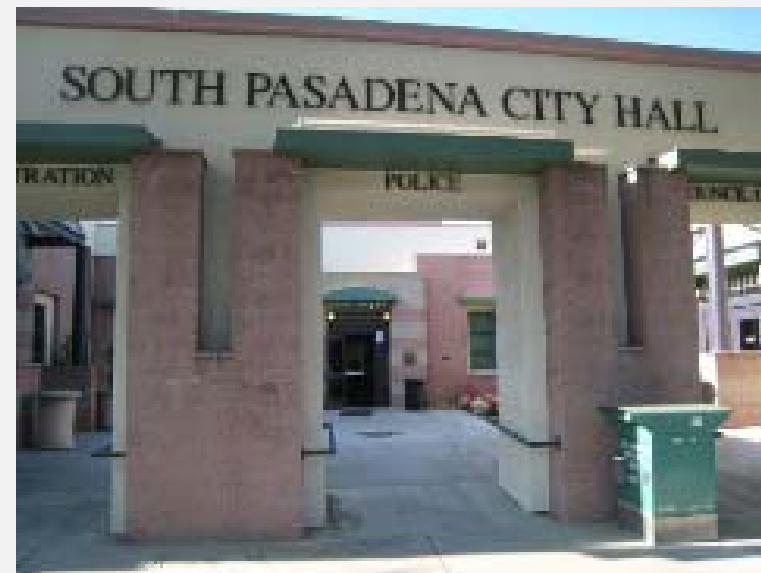
SEWER

- **Sewer Line Repairs & Replacements (\$75,000)**
 - Sewer Fund
- **Sewer Master Plan & Sanitary Sewer Management Plan (\$250,000)**
 - Sewer Fund



WATER CONSERVATION

- **City Hall Impervious Surface Removal & Drought Tolerant Landscaping (\$85,000)**
 - \$15,000 in 18-19 FY for Design (funded)
 - \$85,000 in 19-20 FY for Construction (proposed)
 - Water Conservation Reserve Fund



PARKS

- **Berkshire Pocket Park (\$50,000)**
 - \$50,000 in 19-20 FY for Design
 - \$300,000 in 20-21 FY for Construction
 - Park Impact Fee
- **Grevalia Pocket Park**
 - \$50,000 in 19-20 FY for Design
 - \$175,000 in 21-22 FY for Construction
 - Park Impact Fee & Measure A



2019-2024 PROPOSED CIP BY CATEGORY

Description	Total Five Year Estimates	Appropriated FY 2019	Proposed FY 2020	Proposed FY 2021	Proposed FY 2022	Proposed FY 2023	Proposed FY 2024 and Beyond
Municipal Buildings and Facilities	\$ 4,965,963	\$ 367,535	\$ 500,000	\$ 1,948,692	\$ 533,050	\$ 695,855	\$ 920,831
Streets and Streetscapes	\$ 109,003,407	\$ 3,382,592	\$ 6,422,123	\$ 91,352,123	\$ 2,806,323	\$ 2,452,123	\$ 2,588,123
Street and Traffic Lighting	\$ 2,035,400	\$ 1,235,400	\$ 800,000	\$ -	\$ -	\$ -	\$ -
Water	\$ 25,330,000	\$ 7,000,000	\$ 6,750,000	\$ 1,450,000	\$ 3,220,000	\$ 6,030,000	\$ 880,000
Information Technology Projects	\$ 844,000	\$ 284,000	\$ 80,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Stormwater	\$ 5,603,477	\$ 20,477	\$ 100,000	\$ 100,000	\$ 151,000	\$ 2,050,000	\$ 3,182,000
Sewer	\$ 2,350,000	\$ -	\$ 325,000	\$ 75,000	\$ 1,800,000	\$ 75,000	\$ 75,000
Water Conservation	\$ 150,000	\$ 65,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -
Parks	\$ 575,000	\$ -	\$ 100,000	\$ 300,000	\$ 175,000	\$ -	\$ -
Grand Total	\$ 150,857,247	\$ 12,355,004	\$ 15,162,123	\$ 95,345,815	\$ 8,805,373	\$ 11,422,978	\$ 7,765,954

NEXT STEPS

- Review and Gather Input
- Public Works Commission on May 8, 2019
- Planning Commission on May 14, 2019
- Finance Commission on May 23, 2019
- Proposed Adoption June 5, 2019
- Present City Council Quarterly Updates
- Update Annually during Budget

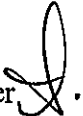


**City of South Pasadena
Community Services**

Memo

Date: May 1, 2019

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager 

From: Sheila Pautsch, Community Services Director

Re: May 1, 2019 City Council Meeting Item No. 20 Additional Document – Approval of the 2019 Co-sponsorship Policy and List of Co-sponsored Organizations and Events

This additional document provides clarification regarding the South Pasadena Art Council (SPARC) and the Restoration Concert Series.

1. Within the List of Co-sponsored Events, the Restoration Concert Series was added to SPARC which is actually Co-sponsored by the Friends of the Library. Restoration Concert Series is being removed under SPARC.

Additional Material
AGENDA ITEM # 20
5/1/19 City Council Mtg.



City of South Pasadena
City Clerk's Division

Memo

Date: May 1, 2019

To: Agenda Packet Reference Binder

Via: Stephanie DeWolfe, City Manager *SD*

From: Marc Donohue, Chief City Clerk *MD*

Re: May 1, 2019 City Council Meeting Item No. 21 Additional Document – Consider Amending the Fiscal Year 2019-20 Strategic Plan to include a Minimum Wage Ordinance

Attached are comments received from the South Pasadena Chamber of Commerce in relation to Item No. 21.

South Pasadena Chamber of Commerce

Memo to: Stephanie DeWolfe, City Manager
CC: South Pasadena Chamber of Commerce Board of Directors
Date: April 18, 2019
From: Laurie Wheeler
Subject: Data for Minimum Wage Information

At the April 17, 2019 City Council Meeting, there was a lengthy discussion about the Fiscal Year 2019-2020 Objectives for the 2018-2023 Strategic Plan. The Council had identified specific objectives and the discussion focused on whether to include an ordinance to raise the minimum wage in the City. During the discussion, the following questions/requests were made of the Chamber:

“What impacts [if an accelerated wage ordinance were to pass] do they see on their businesses?”

“What impact, if any, will this have on non-profit organizations?”

“How many businesses are impacted by this proposed ordinance?”

The Chamber currently has 265 members. A recent report on the licensed businesses in South Pasadena suggests that there are over 1,500 active/current licensed businesses.

To accurately and adequately address these questions, the Chamber would need a complete listing of all the licensed businesses in the city to include:

- Where the business is located/headquartered
- Number of employees at the business
- Type of business
- Contact information on the business owner, including name, e-mail address, phone number, etc.

Once that information has been received, the Chamber would need to categorize, analyze and evaluate that list for completeness and accuracy. A questionnaire would have to be developed and distributed, then results tabulated.

If the Chamber were to undertake this project, additional resources – staffing as well as funding – would have to be procured. At this time, we do not have an estimate of what that would entail as that would require preliminary research.



SUSTAINABLE ECONOMIC VITALITY STRATEGY

MAY 1, 2019

City of South Pasadena

Additional Material
AGENDA ITEM #22
5/1/19 City Council Mtg.



Opportunities

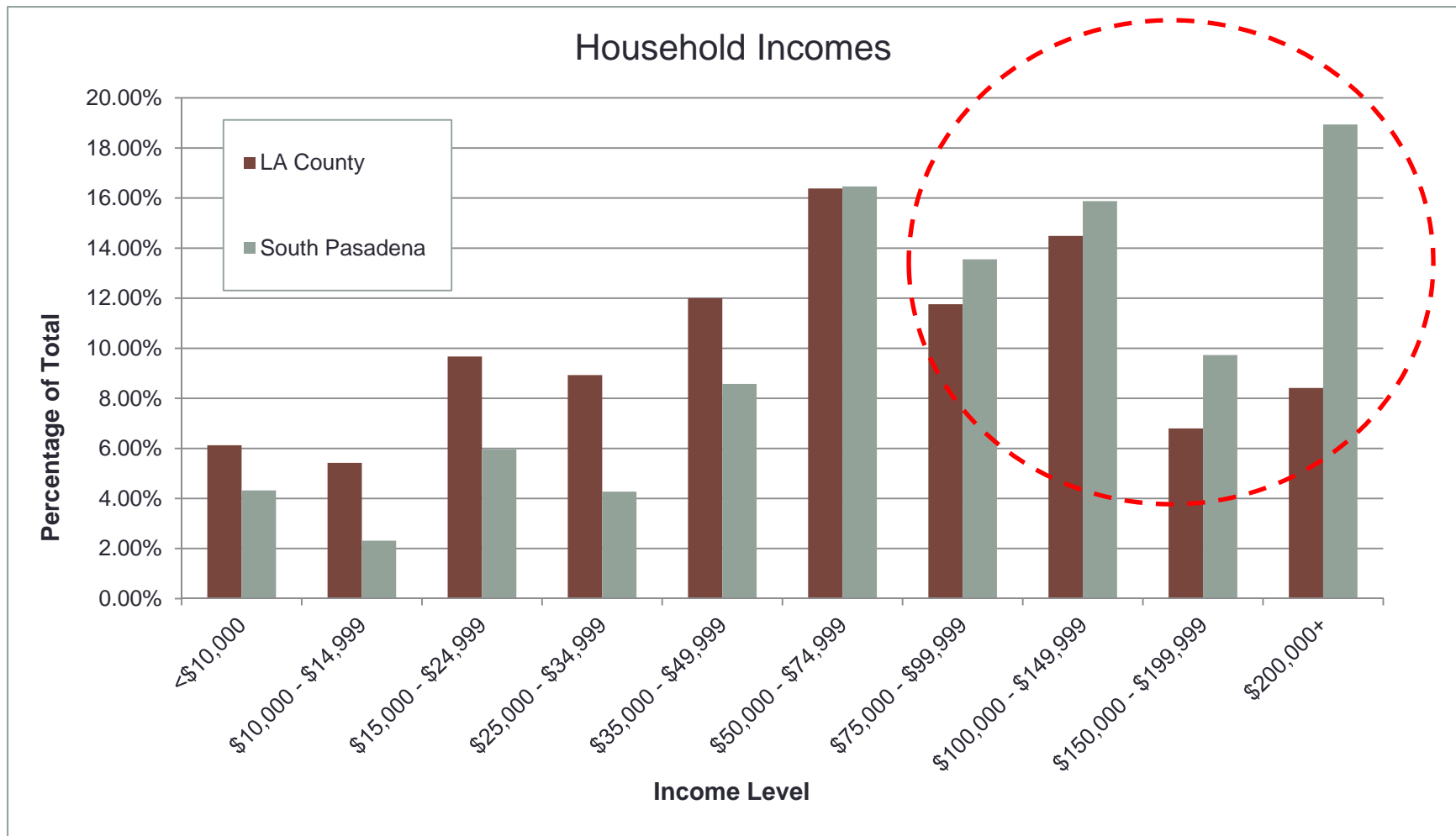
- Prosperous and dynamic market center
- Population within a 10 minute drive:
 - Average household income of over \$102,000
 - Compared to \$85,000 for Los Angeles County
- Average household income in South Pasadena is just under \$134,000
- Approximately \$275 Million in potential retail sales from South Pasadena residents
 - \$1.8 Billion from nearly 250,000 people who live within a 10 minute drive



Photo Credit: Umberto Rayi



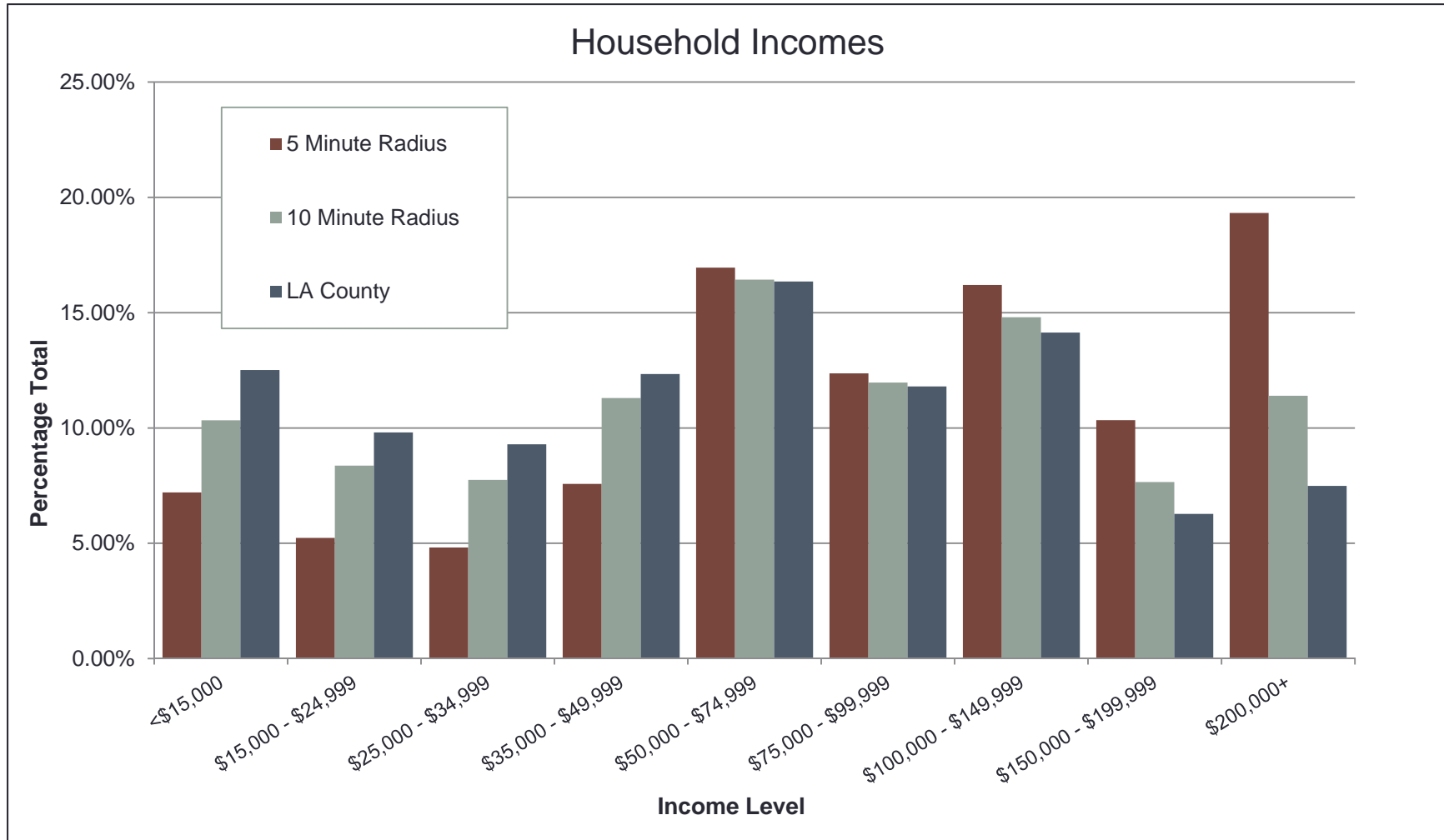
South Pasadena



Source: 2017 American Community Survey



Market Area



Source: 2018 U.S. Census



Challenges

- Missed economic potential
- Majority of retail purchases are conducted in other cities
 - Except for grocery stores
- Residents must leave the for shopping, dining and entertainment
- Need for greater mix of attractions in commercial areas
 - Shopping
 - Entertainment
 - Dining



Retail Sales Per Person

Category	Sales Per Person
Motor Vehicle and Parts Dealers	(\$1,838)
Home Furnishings and Appliance Stores	(\$246)
Building Material and Garden Equipment and Supplies Dealers	(\$203)
Food and Beverage Stores	\$607
Gasoline Stations	(\$26)
Clothing and Clothing Accessories Stores	(\$911)
General Merchandise Stores	(\$1,084)
Food Services and Drinking Places	(\$201)
Other Retail Group	(\$778)
Total Retail and Food Services	(\$4,681)
All Other Outlets	(\$3,365)
Total All Outlets	(\$8,045)

Source: State Board of Equalization

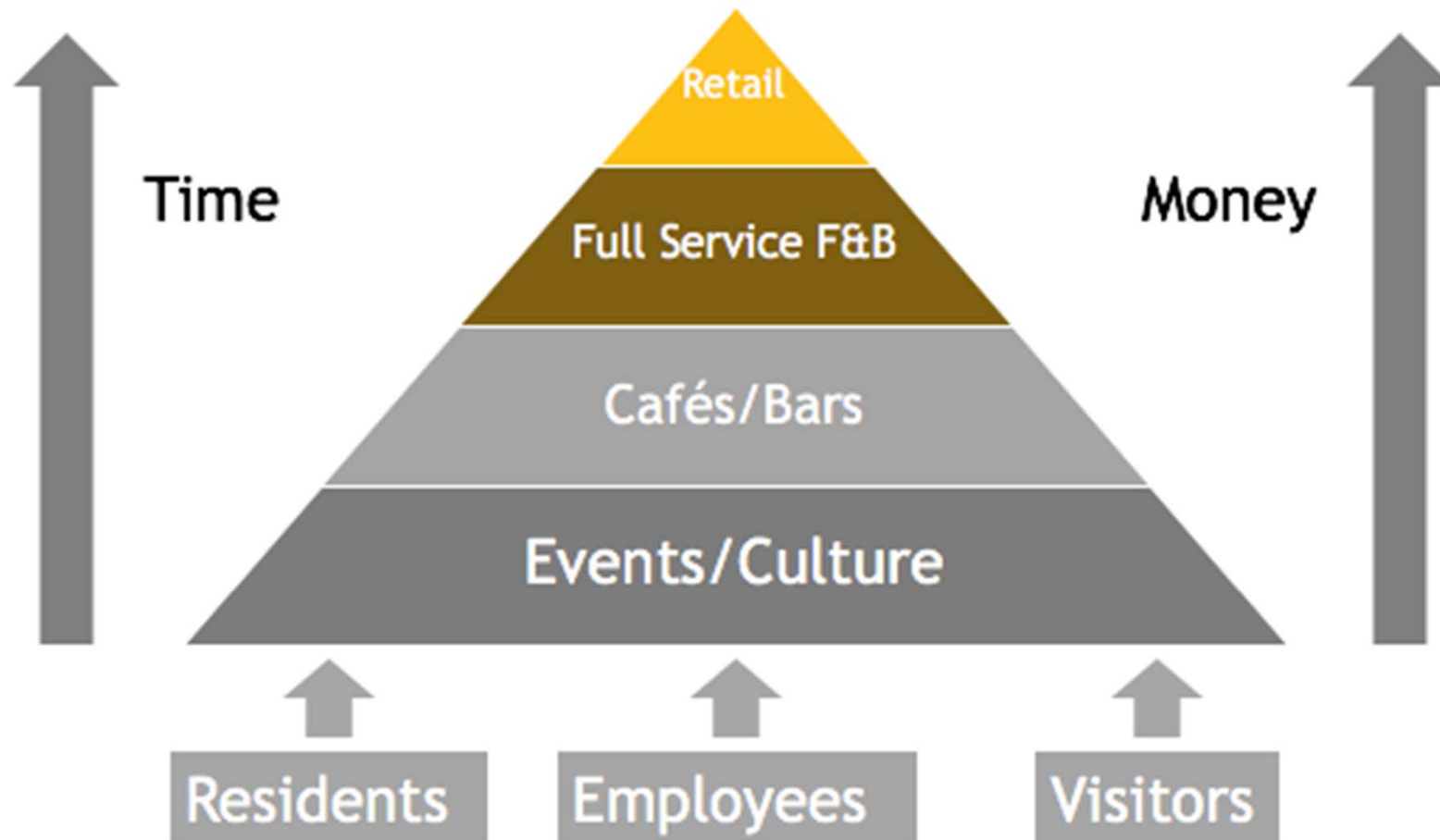


Sustainable Economic Vitality Benefits

- Vibrant commercial core
- More attractive Downtown
 - New uses
 - Diverse uses
- More local shopping and entertainment options that support community character
 - Less driving
 - Support local business
 - Keeps the pedestrian and transit oriented downtown active
- Economic activity and investment supports City revenues



Successful Business District





Sustainable Economic Vitality Strategy

- Research and outreach to identify goals and implementation steps to increase economic vitality
- Comprehensive strategy document with recommendations to achieve community vision
 - Preserve community character
 - Provide new and beneficial uses in the city
 - Align economic objectives with existing community strengths
- Approach to be presented to the Council for consideration



Photo Credit: Umberto Rayi