



**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, July 17, 2019, 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 Marina Khubesrian, M.D.

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

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation (Government Code Section 54956.9(d)(2))

Number of Potential Cases: 2

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.

07/11/2019

Date

Miriam Ferrel

Interim Deputy City Clerk



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

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030**

July 17, 2019, 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 Marina Khubesrian, M.D.

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

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Robert S. Joe

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

PRESENTATIONS

- 2. Arts Invocation Jimmy O’Balles and Alejandro Chavez**
- 3. State of the District and Local Water Supply Update - Upper San Gabriel Valley Municipal Water District General Manager Tom Love and Director Charles Trevino**
- 4. South Pasadena Preservation Foundation – Annual Report of Historical Covenants for Caltrans Surplus Properties in June 2019**
- 5. Presentation by South Pasadena Little League Challenger Division**

COMMISSION APPOINTMENTS

6. Commission Appointments

Recommendations

1. Appoint the following individuals to full school year terms as non-voting youth members: Amber X. Chen as the student delegate to the Natural Resources and Environmental Commission (commencing on September 2, 2019 ending June 30, 2020); and Max Jimenez as the alternate student delegate to the Natural Resources and Environmental Commission (commencing on September 2, 2019 ending June 30, 2020).
2. Appoint the following individuals to partial terms: Kris Kuramitsu to the Public Art Commission (term ending December 31, 2020); Eavie Porter to the Animal Commission (term ending December 31, 2021)

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.

COMMUNICATIONS

7. 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.

8. City Manager Communications

9. Reordering of and Additions to the Agenda

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

10. Minutes of the City Council Meetings on May 1, 2019, May 15, 2019, June 5, 2019, and June 19, 2019

Recommendation

Approve the minutes of the May 1, 2019 and May 15, 2019, June 5, 2019, and June 19, 2019 City Council meetings.

11. Prepaid Warrants, General City Warrants, and Payroll

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 307430 – 307621 in the amount of \$565,539.97; General City Warrants Nos. 307622 – 307795 in the amount of \$1,315,852.71; Payroll dated June 14, 2019 in the amount of \$763,082.44 and June 28, 2019 in the amount of \$614,335.15; Wire Transfers (LAIF) in the amount of \$2,000,000.00; Wire Transfers (Acct #2413) in the amount of \$22,000.00 and Wire Transfers (Acct #1936) in the amount of \$5,000.00.

12. Monthly Investment Reports for May 2019

Recommendation

Receive and file the monthly investment reports for May 2019.

13. Adoption of a Resolution Approving the Annual Auditor’s Report and Authorizing the Collection of the Library Special Tax for Fiscal Year 2019-20

Recommendation

Adopt the attached resolution approving the Annual Auditor’s Report for the levy of the Fiscal Year 2019-20 Library Special Tax.

14. Approve Initial Projects for Funding by the 21st Century Committee for the Library

Recommendation

Approve the initial projects for which the 21st Century Committee for the Library, a new division of the Friends of the South Pasadena Public Library, will raise funds.

15. Authorize a Contract Amendment with Willdan Engineering for On-Call Construction Management and Inspection Services for an Amount Not-to-Exceed \$64,160 for a Total Not-to-Exceed Contract Amount of \$183,484

Recommendation

Authorize the City Manager to execute a Contract Amendment with Willdan Engineering, for an additional not-to-exceed amount of \$64,160, for on-call construction management and inspection services for the CNG Fueling and Electric Vehicle Charging Station Upgrades and Bike Parking at Various Locations Projects.

16. Adoption of a Resolution to Implement a Six-hour Parking Restriction in the Area Adjacent to 209 Fair Oaks Avenue and Repeal Resolution No. 7570 in its Entirety

Recommendation

Adopt a resolution to implement a six-hour parking restriction on the west side of Fair Oaks Avenue from the red curb at the southwest corner with Columbia Street; southerly 215 feet to the north side of the existing driveway and repeal Resolution No. 7570 in its entirety.

17. Receive and File Final 2018 Comprehensive Annual Financial Report and Statement on Auditing Standards Letters 114 (Auditor Communication) and 115 (Internal Controls)

Recommendation

Receive and file the Final 2018 Comprehensive Annual Financial Report and Statement on Auditing Standards Letters 114 (Auditor Communication) and 115 (Internal Controls).

18. Change to August 2019 City Council Meeting Schedule

Recommendation

Approve the proposed City Council meeting schedule for August 2019.

19. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Replace Current Cabling Infrastructure in Several City Facilities Project

Recommendation

1. Accept the current cabling; infrastructure replacement in Several City Facilities Project as complete; and
2. Authorize the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk.

20. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Fiscal Year 2018-19 Sidewalk Replacement and ADA Access Ramps Project and Authorization to Release Retention Payment to CT&T Concrete Paving, Inc. in the Amount of \$6,056.65

Recommendation

1. Accept the Fiscal Year 2018-19 Sidewalk Replacement and ADA Access Ramps Project as complete;
2. Authorize the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorize release of retention payment to CT&T Concrete Paving, Inc., in the amount of \$6,056.65.

21. Approval of Support if Amended Position on SB 54 and AB 1080 Related to Single-Use Plastics

Recommendation

Approve a letter to take a position of support if amended on Senate Bill 54 and Assembly Bill 1080 - the California Circular Economy and Plastic Pollution Reduction Act, dealing with regulations for single use plastic packaging.

22. Adoption of Resolution Vacating Utility easement on Magnolia Street between Fair Oaks Avenue and Mound AvenueRecommendation

1. Adopt Resolution to vacate a utility easement between Fair Oaks Avenue and Mound Avenue, pursuant to Streets and Highways Code Sections 8330-8336; and
2. Authorize the recordation of the vacation of the utility easement between Fair Oaks Avenue and Mound Avenue with the Los Angeles County Registrar-Recorder/County Clerk Office.

23. Approve an Agreement with the City of Pasadena to Provide them with Supplemental Law Enforcement Services for a Period of Three Years, Not-to-Exceed \$72,000Recommendation

Approve an agreement for supplemental law enforcement services with the City of Pasadena Police Department for large-scale, preplanned events. This is a three-year term, not-to-exceed \$24,000 per year, for a total of \$72,000.

24. Approval of Resolutions: Adopting a Memorandum of Understanding (MOU) Between the City of South Pasadena (City) and the South Pasadena Firefighters' Association, Superseding Resolution No. 7539 and Approving Job Description for Full-Time Fire Inspector; Adopting an MOU Between the City and the Police Officers' Association, Superseding Resolution No. 7530; Adopting an MOU Between the City and the Public Service Employees' Association, Superseding Resolution No. 7527 and Resolution No. 7586; Adopting an MOU Between the City and the Public Service Employees' Association – Part Time Unit , Superseding Resolution No. 7383 and Resolution No. 7480; and Approving Unrepresented Management Employee Benefits Listing and Management Salary Schedule Superseding Resolution No. 7612 and Approving Job Descriptions for Deputy Police Chief and Police Lieutenant and the Reclassification of Police Captain to Deputy Police ChiefRecommendation

It is recommended that the City Council approve the following:

1. A resolution adopting an MOU between the City and the South Pasadena Firefighters' Association (FFA) superseding Resolution No. 7539 and approving job description for full-time Fire Inspector;
2. A resolution adopting an MOU between the City and the South Pasadena Police Officers' Association (POA), superseding Resolution No. 7530;
3. A resolution adopting an MOU between the City and the Public Service Employees' Association (PSEA), superseding Resolution No. 7527 and Resolution No. 7586;
4. A resolution adopting an MOU between the City and the South Pasadena Public Service Employees' Association – Part Time Unit superseding Resolution No. 7383 and Resolution No. 7480; and

5. A resolution approving unrepresented management employee benefits listing and management salary schedule superseding Resolution No. 7612 and approving job descriptions for Deputy Police Chief and Police Lieutenant and the reclassification of Police Captain to Deputy Police Chief.

25. Approval of a Professional Services Agreement with Emanuels Jones and Associates for \$47,450 for Legislative Advocacy Services for a Period of 18 Months

Recommendation

Approve a professional services agreement with Emanuels Jones and Associates (EJA) for Legislative Advocacy Services for the remainder of the current legislative session (18 months, ending December 2020) for a total amount of \$47,450.

26. Adoption of the Resolutions Authorizing Signatories on City Banking Accounts and Related Banking Documents

Recommendation

1. Adopt a resolution superseding Resolution No. 7602, Authorizing Signatures on City Bank Accounts; and
2. Adopt a resolution superseding Resolution No. 7573, Authorizing Signatures on the City's Local Agency Investment Fund Account.

PUBLIC HEARING ITEMS

27. Public Hearing Confirming Charges Assessed by the County of Los Angeles Department of Agricultural Commissioner/Weights and Measures for the Abatement of Hazardous Vegetation on Respective Parcels of Unimproved Private Properties Constituting a Fire Hazard

Recommendation

After holding a Public Hearing to allow property owners with pending weed abatement charges the opportunity to question or receive an explanation of pending charges, confirm the 2019 declaration list of charges.

28. First Reading and Introduction of an Ordinance Amending Division 36.410 Zoning Approvals or Disapprovals of Article 4 Zoning Code of Title 36 of the South Pasadena Municipal Code to Establish a Predevelopment Plan Review and Adoption of a Resolution Establishing the Predevelopment Plan Review Fee of \$1,000

Note: Continued to a date uncertain.

ACTION/DISCUSSION

29. Consideration of Ballot Measure to Complete the Conversion of the Elected City Clerk Position to the Appointive Position of Chief City Clerk

Recommendation

Consider a ballot measure to convert the elected City Clerk position to the appointive Chief City Clerk position and adopt a resolution submitting to the qualified voters a proposed ordinance to delegate all responsibilities of the City Clerk Office to the appointed Chief City Clerk for the Special Municipal Election on Tuesday, November 5, 2019.

REPORTS

30. Receive and File the Fiscal Year 2018-19 Strategic Plan Fourth Quarter Update

Recommendation

Receive and file the fourth quarter update of the Fiscal Year 2018-19 Strategic Plan Objectives.

31. Receive and File the End of Fiscal Year 2018-19 Capital Improvement Plan Project Updates

Recommendation

Receive and file the end of Fiscal Year 2018-19 Capital Improvement Plan Project updates.

32. Receive and File a Report on the City’s Efforts to Address Homelessness

Recommendation

Receive and file a report on South Pasadena’s efforts to address and reduce homelessness.

ADJOURNMENT

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

August 7, 2019	CANCELED		
August 21, 2019	Regular City Council Meeting	Council Chamber	7:30 p.m.
September 4, 2019	CANCELED		
September 18, 2019	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 the 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.

7/11/19

Date

Miriam Ferrel
Interim Deputy City Clerk



Wednesday, May 1, 2019
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 Khubesrian on Wednesday, May 1, 2019, at 7:54 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

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

Absent: None

City Staff

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

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Robert S. Joe led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

A. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6 Conference with Labor Negotiators regarding labor negotiations with the following groups:

- Unrepresented Management Employees
- South Pasadena Police Officers' Association
- South Pasadena Firefighters' Association
- South Pasadena Public Service Employees' Association
- South Pasadena Public Service Part Time Employees' Association - City Attorney

City Negotiators: City Manager Stephanie DeWolfe and Teresa L. Highsmith City Attorney

B. Anticipated Litigation

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation (Gov.t Code § 54956.9(d)(2) Number of Potential Cases: 2

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

PRESENTATIONS

Mayor Khubesian stated that Item No. 3 would come before Item No. 2.

3. Animal Adoption

Lonnie Watson, South Pasadena Humane Society, presented a cat that is up for adoption.

2. Presentation by Athens Services on Organic Waste and Recycling Program

Christian Warner, Vice President of Government of Affairs with Athens Services, presented an update on organic waste and recycling programs offered by Athens Services and responded to City Council inquiries.

PUBLIC COMMENTS

Daniel Wheatley, South Pasadena Resident, discussed the temporary closure of the South Pasadena Skatepark.

John Hole, South Pasadena Resident, discussed blight and a resident parking multiple cars on the street.

Lenny Dodge-Kahn, Member of the Public, discussed the temporary closure of the South Pasadena Skatepark.

Sean Abajian, South Pasadena Resident, discussed minimum wage; sales process for the Caltrans homes.

Daniel Villareal, Member of the Public, discussed the officer involved shooting on August 30, 2018.

Dexter Bernath, Member of the Public, discussed the temporary closure of the South Pasadena Skatepark.

Cyndy Fujikawa, South Pasadena Resident, discussed the officer involved shooting on August 30, 2018.

Alan Ehrlich, South Pasadena Resident, discussed parking concerns near the YMCA facility; traffic on Fremont; and Metro funding for local transportation projects.

COMMUNICATIONS

4. Councilmembers Communications

Councilmember Mahmud shared a photo of a former homeless resident placed into permanent housing; discussed attending the San Gabriel Valley Council of Governments General Assembly; discussed homeless volunteer opportunities offered by Union Station.

Councilmember Cacciotti shared a flyer of the upcoming 626 Golden Streets event.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, to provide \$200 from his discretionary fund for a recognition event for Laura Farber, South Pasadena resident and Tournament of Roses President.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD (with the conditions below), to provide \$100 from his discretionary fund for the Destination Imagination group.

Councilmember Mahmud seconded Councilmember Cacciotti's motion with the following conditions: Destination Imagination Group would have to provide a budget; provide a report to the City Council after the event; provide final cost accounting with receipts at the conclusion of the event.

MOTION BY MAYOR PRO TEM JOE, SECOND BY MAYOR KHUBESRIAN (with the same conditions stated by Councilmember Mahmud), to provide \$100 from his discretionary fund for the Destination Imagination group.

Mayor Pro Tem Joe shared a photo of the recent Eggstravaganza event.

Mayor Khubesrian discussed the recent Eclectic Music Festival and Arts Crawl event; shared a flyer for the upcoming Memorial Day event; shared a flyer of an upcoming mosquito awareness seminar.

5. City Manager Communications

City Manager DeWolfe discussed a community survey being conducted by True North Research regarding a potential sales tax measure; the departure of Chief City Clerk Donohue.

6. Reordering of and Additions to the Agenda

Councilmember Mahmud requested that Item No. 21 immediately follow the Consent Calendar. There were no objections.

CONSENT CALENDAR

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve Consent Calendar Items Nos. 7-15.

7. Minutes of the City Council Meeting on April 17, 2019 and the April 18, 2019 Special City Council Meeting

Approved the minutes of the April 17, 2019 and April 18, 2019 City Council Meetings.

8. Prepaid Warrants, General City Warrants, and Payroll

Approved the City of South Pasadena Prepaid Warrants Nos. 306693 through 306750 in the amount of \$137,554.95 General City Warrants Nos. 306752 through 306841 in the amount of \$289,969.75; and Payroll dated April 19, 2019, in the amount of \$724,277.75.

9. Award of Construction Contract to Sequel Contractors, Inc., for the Bushnell Avenue and Diamond Avenue Street Improvement Project in an Amount Not-to-Exceed \$1,089,855

1. Accepted a bid dated March 28, 2019, from Sequel Contractors, Inc., for the construction of the Bushnell Avenue and Diamond Avenue Street Improvement Project (Project); and
2. Authorized the City Manager to enter into a contract with Sequel Contractors, Inc. (Contractor) for a not-to-exceed amount of \$1,089,855; and
3. Authorized a construction contingency ten percent in the amount of \$108,986 for total amount of \$1,198,841.

10. Discretionary Fund Request from Mayor Khubesrian for the Purpose of Memorial Day Ceremonial Items

Approved a Discretionary Fund request by Mayor Khubesrian designating \$550 to the Memorial Day Ceremony.

11. Discretionary Fund Request from Councilmember Schneider for the Purpose of “Be Kind to Animals”

Approved a Discretionary Fund request by Councilmember Schneider designating \$25 to the “Be Kind to Animals” society/organization.

12. Authorize the First Contract Amendment with Pacific Hydrotech Corporation to Abate Asbestos Containing Material at the Graves Reservoir Project in an amount Not-to Exceed \$194,282.34 for a Total Not-to-Exceed Contract Amount of \$9,506,682

Authorized the City Manager to execute the first contract amendment with Pacific Hydrotech Corporation for the Graves Reservoir Replacement Project.

13. Adoption of a Resolution Approving the Fiscal Year 2019-20 Engineer's Report Declaring the City's Intention to Provide for an Annual Levy and Collection of Assessments and Setting a Date and Time for a Public Hearing for the FY 2019-20 Lighting and Landscaping Maintenance District

1. Adopted the attached resolution approving the Fiscal Year (FY) 2019-20 Engineer's Report declaring the City of South Pasadena's (City) intention to provide for an annual levy and collection of assessments; and
2. Scheduled the Public Hearing for the FY 2019-20 Lighting and Landscaping Maintenance District (LLMD) for June 5, 2019, at 7:30 p.m. in the Amedee O. "Dick" Richards, Jr. Council Chamber.

14. Award of Contract to Plumbers Depot, Inc. for Replacement of Sewer Televising Equipment/System for an Amount Not-to-Exceed \$82,610.41

1. Accepted a bid dated March 1, 2019, from Plumbers Depot, Inc. for the Replacement of Sewer Televising Equipment and System (Project); and
2. Authorized the City Manager to enter into a contract with Plumbers Depot, Inc. for an amount not-to-exceed \$82,610.41.

15. Authorize a Third Contract Amendment with Great Match Consulting to Provide Supplemental Temporary Staffing on an As-Needed Basis in an Amount Not-to-Exceed \$40,000 of non-budgeted expenditures for a Total Not-to-Exceed Contract Amount of \$160,000

Authorized the City Manager to execute a third contract amendment with Great Match Consulting, in an additional not-to-exceed amount of \$40,000, to provide supplemental temporary staffing on an as-needed basis.

ACTION/DISCUSSION

21. Consider Amending the Fiscal Year 2019-20 Strategic Plan to include a Minimum Wage Ordinance

City Attorney Highsmith presented the staff report and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

The following spoke in favor of including a minimum wage ordinance in the Fiscal Year 2019-20 Strategic Plan:

1. Madeline DiGiorgi, South Pasadena Resident
2. Thea McCallie, South Pasadena Resident
3. Anne Bagaso, South Pasadena Resident
4. John Srebalus, South Pasadena Resident
5. Jonathan M. Eisenberg, South Pasadena Resident
6. Amber Chen, South Pasadena Resident
7. Raquel Chatfield Taylor, South Pasadena Resident
8. Ed Washatka, Pasadena Organizing for Progress
9. Jake Manzo, South Pasadena Resident
10. Juliana Serrano, Pasadena Organizing for Progress
11. Linda Krausen, South Pasadena Resident

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item at length and staff answered related questions.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR PRO TEM JOE, CARRIED 4-0-1, WITH COUNCILMEMBER SCHNEIDER ABSTAINING, to keep the strategic plan as is.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY COUNCILMEMBER CACCIOTTI, to bring back the potential formation of a Citizens Committee regarding the minimum wage issue to a future City Council meeting.

After further City Council discussion about the formation of a Citizens Committee, Councilmember Cacciotti withdrew his second and the motion died.

The City Council encouraged the residents who came to speak about the minimum wage issue to conduct additional research and provide their findings to the City Council at a later date.

PUBLIC HEARING ITEMS

16. Adoption of a Resolution Identifying the Proposed Projects in Fiscal Year 2019-20 to be funded by Senate Bill 1: The Road Repair and Accountability Act

Interim Public Works Director Ojeda provided a staff report and presentation and responded to City Council inquires.

Mayor Khubesrian opened the public hearing.

Kim Hughes, South Pasadena Resident, stated that the Public Works Commission should have the ability to review the list of projects.

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public hearing.

The City Council discussed the item at length and staff answered related questions.

Councilmember Mahmud stated she would like the recommended action to also include the ability to modify the list of proposed projects if funding sources were to change.

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

1. Adopt a resolution identifying the proposed projects to be funded by Senate Bill 1 (SB1): The Road Repair and Accountability Act, with the ability to modify the list of proposed projects; and
2. Authorize the City Manager or their designee to sign the application and all related documents.

Mayor Khubesrian called for a recess at 10:20 p.m.

Mayor Khubesrian reconvened the meeting at 10:28 p.m.

17. Adoption of Resolution Amending Master Schedule of Fees

City Manager DeWolfe introduced Courtney Ramos from Matrix Consulting Group who delivered a presentation and responded to City Council inquiries.

Mayor Khubesrian opened the public hearing.

Ellen Wood, South Pasadena Resident, recommended that the master schedule of fees go before the Finance Commission for their review.

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public hearing.

The City Council discussed the item at length and staff answered related questions.

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

1. Approve the Planning and Building fees only; and
2. Commence the 60-day public comment period so the fees can be effective July 1, 2019; and
3. Continue the public hearing on the balance of the user fees; and
4. Create a City Council Ad-Hoc Committee to work with staff to develop cross-recovery policies and set recommended recovery rates for user fees.

By consensus, the City Council nominated Mayor Khubesrian and Councilmember Mahmud to sit on the Ad-Hoc Committee.

18. Presentation and Discussion of Capital Improvement Plan for Fiscal Years 2020-2024

Deputy Public Works Director Courdy provided a presentation and responded to City Council inquiries.

Mayor Khubesrian opened the public hearing.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public hearing.

This item was informational only, therefore no action was taken.

19. Public Hearing for Adoption of a Resolution Approving the Community Development Block Grant (CDBG) Senior Nutrition Program for Fiscal Year 2019-2020

City Manager DeWolfe provided a staff report.

Mayor Khubesrian opened the public hearing.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public hearing.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to conduct a public hearing and adopt a resolution to approve the Community Development Block Grant (CDBG) Senior Nutrition Program for Fiscal Year 2019-2020.

ITEMS MOVED TO A FUTURE CITY COUNCIL MEETING

ACTION/DISCUSSION

20. Approval of the 2019 Co-sponsorship Policy and List of Co-sponsored Organizations and Events

This item was moved to a future City Council meeting.

REPORTS

22. Economic Development Strategy Presentation (no staff report)

This item was moved to a future City Council meeting.

ADJOURNMENT

There being no further business, at 11:10 p.m. Mayor Khubesian adjourned the meeting in memory of Sarah Wong, who recently passed away in a construction accident in the City of Seattle.

Evelyn G. Zneimer
City Clerk

Marina Khubesian, M.D.
Mayor



Wednesday, May 15, 2019
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 Khubesrian on Wednesday, May 15, 2019, at 7:40 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

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

Absent: Mayor Pro Tem Joe

City Staff

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

PLEDGE OF ALLEGIANCE

Mayor Khubesrian led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

A. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6 Conference with Labor Negotiators regarding labor negotiations with the following groups:

- Unrepresented Management Employees
- South Pasadena Police Officers' Association
- South Pasadena Firefighters' Association
- South Pasadena Public Service Employees' Association
- South Pasadena Public Service Part Time Employees' Association - City Attorney

City Negotiators: City Manager Stephanie DeWolfe and Teresa L. Highsmith City Attorney

B. Anticipated Litigation

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation (Gov.t Code § 54956.9(d)(2) Number of Potential Cases: 1

C. Existing Litigation

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation (Gov.t Code § 54956.9(d)(1) Name of Case: *City of Gardena, et al. v. Regional Water Quality Control Board, et al.*

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

PRESENTATIONS

2. Arts Invocation- Be Kind to Animals Artwork

Erin Flemming, Animal Commission, discussed the recent Be Kind to Animals week and showcased artwork.

COMMISSION APPOINTMENTS

3. Commission Appointments

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, the City Council by consensus, appointed the following individuals to partial terms: Jason Samuel Rosner to the Animal Commission (term ending December 31, 2020); and Colin Wong to the Youth Commission (7th Grade, term ending June 30, 2020).

PUBLIC COMMENTS

Shlomo Nitzani, South Pasadena Resident, expressed concerns about the recent community survey; stated that he contacted the City Manager's Office and has not received a response; shared a photo of damage done to his car by a local peacock.

Joseph Payne, South Pasadena Resident, thanked the City Council for their recent discretionary fund contributions to the 4th of July/Festival of Balloons Committee; announced the winners of the recent 4th of July/Festival of Balloons Committee art contest.

COMMUNICATIONS

4. Councilmembers Communications

Councilmember Schneider stated he would like to update the Fremont Traffic Study sometime in the near future.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY COUNCILMEMBER CACCIOTTI, to bring back a City Council discussion of Metro's capacity enhancing projects.

Councilmember Cacciotti shared a flyer of the upcoming 626 Golden Streets event; shared photos of a tour of South Pasadena churches by the South Pasadena Preservation Foundation; shared a photo from a City of Covina City Council meeting; shared a photo of a timer at the City of Glendora City Council meeting; a memorial received by the City of Glendora from a Sister City.

Councilmember Mahmud discussed the launch of the Green Leader Program by the Clean Power Alliance; commended Michelle Hammond from the Munch Company for being recognized as part of the Green Leader Program; reminded the community to clean after their dogs while walking them around the City; reminded the residents not to dump bulky items on the sidewalk.

MOTION BY MAYOR KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, to recognize Michelle Hammond at a future City Council meeting.

MOTION BY MAYOR KHUBESRIAN, SECOND BY COUNCILMEMBER MAHMUD, to task the Animal Commission to develop a campaign to educate the community on cleaning up after their dogs.

Mayor Khubesrian called for a moment of silence to recognize Peace Officers Memorial Day and asked that the meeting be adjourned in memory of Peace Officers Ray Rodgers and Kevin Sandoval; discussed the recent Southern California Association of Governments (SCAG) General Assembly and shared photos from the Assembly; shared a photo of a banner of the upcoming 626 Golden Streets event in the City of Alhambra; shared a photo of a recent meeting with the Transition Pasadena Group at South Pasadena City Hall; shared photos of her recent trip to the City of New Orleans.

5. City Manager Communications

City Manager DeWolfe recognized South Pasadena Police Officers Tyler Barillo and Tim Kim for an award they received from Mothers Against Drunk Driving.

6. Reordering of and Additions to the Agenda

None.

CONSENT CALENDAR

City Manager DeWolfe requested to move Item Nos. 7 & 11 to a future City Council meeting.

A member of the public requested to pull Item No. 12 for separate discussion.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 4-0, to approve Consent Calendar Items Nos. 8-10, 13-19.

8. Prepaid Warrants, General City Warrants, and Payroll

Approved the City of South Pasadena Prepaid Warrants Nos. 30675, 306842 through 306923 in the amount of \$279,378.66; General City Warrants Nos. 306924 through 307022 in the amount of \$757,632.23; and Payroll dated April 19, 2019 in the amount of \$695,039.49.

9. Monthly Investment Reports for March 2019

Received and filed the monthly investment reports for March 2019.

10. Approve the Creation of a New City Sponsored Event to Celebrate Women's Leadership in South Pasadena and Authorize use of Mayor Khubesrian's Discretionary Funds in the Amount of \$2,350

1. Approved the Creation of a Women's Leadership Conference; and
2. Authorized \$2,350 from Mayor Khubesrian's Discretionary Fund to fund the event.

13. Award of Construction Contract to New Art Construction, Inc. in the Amount of \$87,800, for the Mission-Meridian Garage Emergency Power Generator Replacement Project

1. Awarded the construction contract to New Art Construction, Inc. in the amount of \$87,800 for Mission Meridian Village; and
2. Authorized a construction contingency (10%) in the amount of \$8,700 for a total amount of \$96,580.

14. Resolution Approving Final Parcel Map No. 74132 for the Property Located at 1426 Bank Street

Adopted a resolution approving Final Parcel Map No. 74132 for the property located at 1426 Bank Street and authorize the recordation of the Final Parcel Map with the Los Angeles County Registrar-Recorder/County Clerk.

15. Discretionary Fund Request from Councilmember Cacciotti, for the Purpose of South Pasadena Tournament of Roses Float

Approve a Discretionary Fund request by Councilmember Cacciotti, for the purpose of assisting with the cost of South Pasadena Tournament of Roses event.

16. Approval of the 2019 Co-sponsorship Policy and List of Co-sponsored Organizations and Events

Approved the City of South Pasadena 2019 Co-sponsorship Policy and list of Co-sponsored organizations and events.

17. Award of Contract to KOA Corporation for Engineering Design Services for Fiscal Year 2018-19 Street Improvement Project for a Not-to-Exceed Amount of \$124,894

Accepted a proposal dated March 20, 2019 from KOA Corporation for Engineering Design Services for Fiscal Year (FY) 2018-19 Street Improvement Project and authorize the City Manager to execute an agreement with KOA Corporation for a not-to-exceed amount of \$124,894.

18. Discretionary Fund Request from Councilmember Cacciotti for “Destination Imagination”

Approved a Discretionary Fund request by Councilmember Cacciotti designating \$100 to the “Destination Imagination” group.

19. Discretionary Fund Request from Mayor Pro Tem Joe for “Destination Imagination”

Approved a Discretionary Fund request by Mayor Pro Tem Joe designating \$100 to the “Destination Imagination” group.

ITEMS PULLED FROM THE CONSENT CALENDAR

7. Minutes of the City Council Meeting on May 1, 2019

This item was moved to a future City Council meeting.

11. Approve a Project List for Funding by the 21st Century Committee for the Library

This item was moved to a future City Council meeting.

12. Award of Contract for On-call Construction Management and Inspection Services to Willdan Engineering for a Not-to-Exceed Amount of \$119,324 and Interwest Consulting Group, Inc., for a Not-to-Exceed Amount of \$232,875

Mayor Khubesrian opened the public comment period.

Shlomo Nitzani, South Pasadena Resident, expressed concerns with the proposed contract.

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public comment period.

Interim Public Works Director Ojeda presented the staff report and clarified that these contracts are for on-call construction management for upcoming public works projects.

The City Council discussed the item and staff answered related questions.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 4-0, to:

1. Accept a proposal dated January 17, 2019 from Willdan Engineering for on-call construction management and inspection services for the Monterey Road (Phase Three) and Traffic Signal Installation at Monterey Road & Orange Grove Avenue Projects;
2. Authorize the City Manager to execute an agreement with Willdan Engineering for a not-to-exceed amount of \$119,324;
3. Accept a proposal dated January 17, 2019 from Interwest Consulting Group, Inc., for on-call construction management and inspection services for the Alpha Avenue & Camino Del Sol and Bushnell Avenue & Diamond Avenue Street Improvement Projects; and
4. Authorize the City Manager to execute an agreement with Interwest Consulting Group, Inc. (Interwest) for a not-to-exceed amount of \$232,875.

PUBLIC HEARING ITEMS

20. Opening of Public Hearing and Presentation of the Proposed Budget for Fiscal Year 2019-20

Finance Director Koehler introduced the item and made a presentation.

City Department Heads presented their individual department budgets, accomplishments, and goals for the upcoming Fiscal Year and responded to City Council inquiries.

Finance Director Koehler provided an email that the community can use to submit their comments about the budget and noted that the Finance Commission will discuss the budget at their upcoming meeting before its adopted by the City Council.

Mayor Khubesrian opened the public hearing.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public hearing.

By consensus, the City Council:

1. Opened the public hearing for the Fiscal Year 2019-20 Proposed Operating Budget; and
2. Continued the public hearing to the regular meeting of the City Council at 7:30 p.m. until June 5, 2019, or such other date as the City Council may determine, at which time the City Council will be asked to close the public hearing and adopt the Fiscal Year 2019-20 Operating Budget.

ACTION/DISCUSSION

21. Discussion of Potential Economic Vitality Strategies

Interim Planning & Building Director Bergman made a presentation and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item at length and staff answered related questions.

By consensus, the City Council provided direction to move forward with the proposed strategies presented by City staff.

REPORTS

22. Review of Draft Long-term Financial Sustainability Strategies

Public Information Officer Pope made a presentation of the recent financial sustainability community survey results.

City Manager DeWolfe made a presentation of the draft long-term financial sustainability strategies. She noted the next steps would be a review of the alternatives with the Finance Commission and including funding for the recommended actions in the proposed budget.

The City Council discussed the item at length and staff answered related questions.

By consensus, the City Council provided direction to move forward with the proposed action items and strategies as presented by City staff.

ADJOURNMENT

There being no further business, at 11:14 p.m. Mayor Khubesrian adjourned the meeting in memory of the Peace Officers Ray Rodgers and Kevin Sandoval.

Evelyn G. Zneimer
City Clerk

Marina Khubesrian, M.D.
Mayor



Wednesday, June 5, 2019
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 Khubesrian on Wednesday, June 5, 2019, at 7:35 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

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

Absent: None

City Staff

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

PLEDGE OF ALLEGIANCE

Amber Chen, South Pasadena Resident, led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

A. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6 Conference with Labor Negotiators regarding labor negotiations with the following groups:

- Unrepresented Management Employees
- South Pasadena Police Officers' Association
- South Pasadena Firefighters' Association
- South Pasadena Public Service Employees' Association
- South Pasadena Public Service Part Time Employees' Association - City Attorney

City Negotiators: City Manager Stephanie DeWolfe, Human Resources Manager Mariam Lee Ko, Steve Berliner, Esq, Liebert Cassidy Whitmore

B. Anticipated Litigation

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation (Gov.t Code § 54956.9(d)(2) Number of Potential Cases: 1

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

PRESENTATIONS

2. Arts Invocation – South Pasadena Arts Council (SPARC)

Mayor Khubesrian introduced Valerie Wilcox, who is featured at the SPARC Art Gallery at City Hall. Ms. Wilcox provided comments.

COMMISSION APPOINTMENTS

3. Commission Appointments

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM JOE, the City Council by consensus, appointed the following to a partial commission term: Phung Huynh to the Public Art Commission (term ending December 31, 2022).

PUBLIC COMMENTS

Theresa Lawrence, South Pasadena Resident, shared a video of the strip section of her sidewalk next to the road and asked that the City look into repairing it.

Matt Buck, California Apartment Association, introduced himself as the new representative for his organization in the area.

Cheryl Auger, South Pasadena Resident, discussed ways that the City could reduce their plastic use.

Shlomo Nitzani, South Pasadena Resident, discussed his ongoing issue with peacocks in his neighborhood.

A representative from the South Pasadena Humane Society discussed a County-wide quarantine on wild fowls and responded to City Council inquiries.

Madeline Di Giorgi, South Pasadena Resident, discussed the upcoming Plastics Free Party at Garfield Park on June 16th.

Amber Chen, South Pasadena Resident, encouraged the City to engage in sustainability tasks in the upcoming year to increase recycling efforts, food relocation programs, and other environmental projects.

Julia Lorenz, South Pasadena Resident, recommended that the City pass legislation to modify the use of single-use plastic.

Thea McCauley, South Pasadena Resident, discussed banning plastic in the City.

COMMUNICATIONS

4. Councilmembers Communications

Councilmember Cacciotti shared a photo of over-turned cars by the 110 freeway; shared a photo of the City golf course closed during the recent Party Gras event; shared a photo of the 70s themed party at the Golf Course; shared a photo of a redwood tree that was planted in the 1920s; shared a photo of a City Council meeting in the City of La Puente; shared a photo of Ace hardware loading inventory into their new store; shared a photo of the newly painted markings on the corner of Mission Street and Marengo Avenue; shared a photo of a baseball game between the police and fire department and special needs children; shared a photo of a City Council meeting in the City of Azusa; shared a photo of a City Council meeting in the City of Alhambra; shared a photo of the Concerts in the Park flyer.

Councilmember Mahmud discussed the upcoming Concerts in the Park; discussed an upcoming event at the South Pasadena Library to honor the “No On 710” group; noted that today is the 75th anniversary of D-Day; requested that the Mayor adjourn the meeting in memory of those who fought in World War II.

Mayor Pro Tem Joe discussed the recent showing of the film, “To Climb a Gold Mountain” at the South Pasadena Library.

Mayor Khubesrian discussed the upcoming South Pasadena Bites Back event on June 11th and introduced San Gabriel Valley Mosquito & Vector Control District General Manager Jared Dever, who discussed the upcoming event. Mr. Dever responded to City Council inquiries.

5. City Manager Communications

City Manager DeWolfe introduced new South Pasadena Police Officers, Isaac Gutierrez and Catalina Valdez. She also introduced Arpy Kasparian, the new Management Analyst over water conservation and sustainability.

6. Reordering of and Additions to the Agenda

Mayor Khubesrian requested to move Item Nos. 16, 17, and 18 to the consent calendar. There were no objections.

Mayor Khubesrian opened the public hearings for Item Nos. 16, 17, and 18.

There being no one desiring to speak on these items, Mayor Khubesrian closed the public hearing.

Mayor Khubesrian requested to move Item Nos. 21 and 22 as the next items on the agenda. There were no objections.

REPORTS

21. Receive and File the 2018 Fire Department Annual Statistics Report

Fire Chief Riddle made a presentation and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public comment period.

By consensus, the City Council received and filed the 2018 Fire Department Annual Statistics Report.

22. Receive and File the 2018 Police Department's Annual Report

Police Chief Ortiz made a presentation and responded to City Council inquiries.

Sergeant Robledo provided an update on homelessness in the City and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

Eric Ostby, South Pasadena Resident, expressed his concern over packages been stolen from individual's homes.

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item and staff answered related questions.

By consensus, the City Council received and filed the 2018 Police Department's Annual Report.

CONSENT CALENDAR

Councilmember Mahmud noted that additional documents were provided for Item Nos. 14 and 15 with minor changes.

Councilmember Mahmud requested to pull Item No. 17 for separate discussion.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve Consent Calendar Items Nos. 7-16 and 18, with the changes recommended by Councilmember Mahmud.

7. Prepaid Warrants, General City Warrants, and Payroll

Approved the City of South Pasadena Prepaid Warrants Nos. 307023 through 307136 in the amount of \$410,084.64; General City Warrants Nos. 307137 through 307267 in the amount of \$759,761.25; and Payroll dated May 17, 2019 in the amount of \$760,625.80.

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

Approved the City's membership in various regional, State and national organizations for Fiscal Year 2019-20.

9. Approval of the Second Amendment to the Agreement for Legal Services with Colantuono, Highsmith & Whatley, PC, Authorizing Increase in Rates

Approved the Second Amendment to the contract with Colantuono, Highsmith & Whatley, PC, for legal services authorizing an increase in rates.

10. Discretionary Fund Request from Mayor Khubesrian for \$200 for Library Multi-Media Filming Event

Approved a Discretionary Fund request by Mayor Khubesrian for \$200, for the purpose of assisting with cost of the Library multi-media filming event.

11. Discretionary Fund Request from Councilmember Mahmud for \$200 for Library Multi-Media Filming Event

Approved a Discretionary Fund request by Councilmember Mahmud for \$200, for the purpose of assisting with cost of the Library multi-media filming event.

12. Discretionary Fund Request from Councilmember Mahmud for \$2,000 for South Pasadena Beautiful

Approved a Discretionary Fund request by Councilmember Mahmud for \$2,000 for the purpose of assisting South Pasadena Beautiful, a non-profit group, with cost of the re-landscape of the Post Office.

13. Discretionary Fund Request from Councilmember Mahmud for \$400 for Self Defense Equipment for the Women's Self Defense Classes

Approved a Discretionary Fund request by Councilmember Mahmud for \$400 for the purpose of assisting with cost of equipment for the Women's Self Defense classes.

14. Adoption of a Resolution Determining and Establishing an Appropriations Limit for Fiscal year 2019-20 in Accordance with Article XIII B of the California Constitution

Adopted a resolution setting the City of South Pasadena's Fiscal Year 2019-20 Appropriations Limit.

15. Adoption of the Public Art Program Review Criteria

Adopted the Public Art Program Review Criteria.

16. Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District for Fiscal Year 2019-20

Adopted a resolution confirming the annual, levy and collection of assessments for the Lighting and Landscaping Maintenance District for Fiscal Year 2019-20.

18. Continuation of Public Hearing and Approval of a Resolution Adopting the Fiscal Year 2019-20 Operating Budget

1. Conducted a Public Hearing;
2. Approved the attached resolution adopting the Fiscal Year 2019-20 Operating Budget; and
3. Authorized the creation of a Vehicle Replacement fund with initial funding of \$100,000.

ITEMS PULLED FROM THE CONSENT CALENDAR

17. Open a Public Hearing and Approve a Resolution Adopting the Capital Improvement Plan for Fiscal Years 2020-2024

Councilmember Mahmud discussed the proposed list of projects under the Capital Improvement Plan.

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

1. Opened the public hearing to discuss the multi-year Capital Improvement Plan (CIP) for Fiscal Years (FY) 2020-2024;
2. Heard public comment and close the public hearing; and
3. Approved a resolution adopting the multi-year CIP FY 2020-2024.

PUBLIC HEARING ITEMS

All public hearing items were moved to the consent calendar.

ACTION/DISCUSSION

19. Appeal of a Decision of the Natural Resources and Environmental Commission for the Removal of Two Non-Native Trees at 1921 Illinois Drive

Interim Public Works Director Ojeda made a presentation and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

Maia Pa, Applicant, presented her case for the appeal to be granted and expressed her disappointment with the permit and appeal process of the City.

Bill Kelly, Natural Resources & Environmental Commissioner, stated that the maintenance of the trees is not a financial hardship.

Madeline Di Giorgi, Natural Resources & Environmental Commissioner, shared photos of the trees at the property and expressed her support to not grant the appeal.

Eric Ostby, South Pasadena Resident, expressed his support for granting the appeal.

Ms. Pa responded to comments made during the public comment period.

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item at length and staff answered related questions.

Councilmember Mahmud recommended the following condition to go along with the recommended action: The homeowners work with the City arborist on the placement of the replacement trees and the selection of the type of trees.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY MAYOR KHUBESRIAN CARRIED 4-1 (COUNCILMEMBER SCHNEIDER VOTING NO), to grant the appeal of a decision of the Natural Resources and Environmental Commission for the removal of two non-native trees at 1921 Illinois Drive, with the recommendation made by Councilmember Mahmud.

20. First Reading and Introduction of an Ordinance Amending Chapter 2 (Administration), Article IVB, Section 2.43. Public Safety Commission, of the South Pasadena Municipal Code

Fire Chief Riddle summarized the staff report and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item and staff answered related questions.

Councilmember Mahmud requested that paragraph H from the proposed ordinance be removed. She suggested that a code of ethics language be eventually included in the preamble of the municipal code section for boards and commissions.

City Manager DeWolfe noted that an additional document was provided to the City Council where it removed reference to animal control.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to read by title only for the first reading, waiving further reading, and introduce an Ordinance Amending Chapter 2 (Administration), Article IVB, Section 2.43 of the South Pasadena Municipal Code regarding the charge and duties of the Public Safety Commission, with the changes noted by Councilmember Mahmud and City Manager DeWolfe.

COUNCILMEMBER COMMENTS CONTINUED

Mayor Khubesrian discussed the recent South Pasadena High School graduation.

MOTION BY MAYOR KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI to place on a future City Council agenda the creation of a City Council Ad-Hoc Committee to work with the Chairs of the Public Works Commission and the Freeway and Transportation Commission to discuss options to sunset both Commissions and to establish a new Commission to focus on the CIP plan and mobility projects.

ADJOURNMENT

There being no further business, at 10:40 p.m. Mayor Khubesrian adjourned the meeting in memory of the men and women who fought on D-Day.

Evelyn G. Zneimer
City Clerk

Marina Khubesrian, M.D.
Mayor



Wednesday, June 19, 2019
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 Khubesrian on Wednesday, June 19, 2019, at 7:35 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

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

Absent: None

City Staff

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

PLEDGE OF ALLEGIANCE

Mayor Khubesrian led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

A. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6 Conference with Labor Negotiators regarding labor negotiations with the following groups:

- Unrepresented Management Employees
- South Pasadena Police Officers' Association
- South Pasadena Firefighters' Association
- South Pasadena Public Service Employees' Association
- South Pasadena Public Service Part Time Employees' Association - City Attorney

City Negotiators: City Manager Stephanie DeWolfe, Human Resources Manager Mariam Lee Ko, Steve Berliner, Esq, Liebert Cassidy Whitmore

B. Anticipated Litigation

CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation (Gov.t Code § 54956.9(d)(2) Number of Potential Cases: 1

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

PRESENTATIONS

2. Merchant Minute – Mission Gardens

Mayor Khubesrian stated this item will be moved to a future City Council Meeting.

3. South Pasadena Preservation Foundation – Annual Report of Historical Covenants for Caltrans Surplus Properties in June 2019

Mayor Khubesrian stated this item will be moved to a future City Council Meeting.

4. Animal Adoption

Mayor Khubesrian stated this item will be moved to a future City Council Meeting.

5. South Pasadena Tournament of Roses Presentation of Award and Float Rendering

Courtney Dunlap, South Pasadena Tournament of Roses Committee, presented a framed copy of the 2019 South Pasadena Tournament of Roses float. She also presented the rendering of the 2020 South Pasadena Tournament of roses float called “Victory at Last”.

6. Joint Presentation Regarding School District Development Site

City Manager DeWolfe introduced this item and introduced South Pasadena Unified School District Superintendent, Geoff Yantz.

City Manager DeWolfe and Mr. Yantz made a presentation and responded to City Council inquiries.

PUBLIC COMMENTS

Jim Fenske, South Pasadena Resident, expressed concerns over the overgrown weeds on the hillside.

Shlomo Nitzani, South Pasadena Resident, discussed his ongoing issue with peacocks in his neighborhood; expressed his opposition to the sell of the school development site.

Barbara Eisenstein, South Pasadena Resident, discussed restoration money received for Arroyo Seco projects; she encouraged the City to include the Nature Park for funding; encouraged the community to visit the Nature Park.

COMMUNICATIONS

7. Councilmembers Communications

Councilmember Cacciotti shared a photo of a peacock in the community; shared a photo of a coyote on Mission Street; shared a photo of a notice that plastic straws are required to be requested at restaurants; shared a photo of a recent train ride where a South Pasadena Police Officer was present; shared a photo of a recently trimmed tree; shared a photo from a City of South El Monte City Council meeting; shared a photo of himself with the Police Chief from the City of South El Monte; shared a photo of officers coming off a train.

Councilmember Mahmud discussed a recent meeting of the League of California Cities Environmental Policy Committee; discussed the Measure W implementation ordinance; discussed overgrown vegetation on Southern California Edison property; discussed the upcoming South Pasadena Preservation Foundation Annual Meeting.

Mayor Pro Tem Joe discussed the recent Wonderful Wednesday Library event.

MOTION BY COUNCILMEMBER MAHMUD, SECOND BY COUNCILMEMBER CACCIOTTI to direct staff to develop an ordinance and proposed fees with respect to vacant properties in the City.

Mayor Khubesrian discussed the Juneteenth Independence Day Holiday; discussed representatives from the City of New Orleans who are visiting California; discussed a Certificate of Appreciation that she'll be presenting to Library Director Fjeldsed, who is retiring; shared a PowerPoint slide of effective insect repellents; stated that the San Gabriel Valley Mosquito & Vector Control District will have a booth at an upcoming City concert series.

8. City Manager Communications

City Manager DeWolfe stated that City Hall will be closed on July 4th; the farmers market will be closed due to the July 4th holiday; the July 3rd City Council meeting will be cancelled.

Public Information Officer Pope discussed the new brochure that details the amenities at the Arroyo Seco Bike & Pedestrian Trail.

9. Reordering of and Additions to the Agenda

City Manager DeWolfe requested move Item No. 15 to a future City Council meeting.

Councilmember Cacciotti requested photos of the proposed lockers and shelters when the item is brought back to the City Council.

CONSENT CALENDAR

Councilmember Mahmud noted that additional documents were provided for Item Nos. 13 and 16 with minor changes. She requested that the motion be made to include those revisions.

Councilmember Cacciotti requested to pull Item No. 13 for separate discussion.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to approve Consent Calendar Items Nos. 10-12, 14, and 16-18 with the changes recommended by Councilmember Mahmud.

10. Prepaid Warrants, General City Warrants, and Payroll

Approve the City of South Pasadena Prepaid Warrants Nos. 307268 – 307352 in the amount of \$247,738.29; General City Warrants Nos. 307353 – 307429 in the amount of \$147,129.61; Payroll dated May 17, 2019 in the amount of \$582,811.21; Wire Transfers (LAIF) in the amount of \$2,000,000.00; Wire Transfers (Acct #2413) in the amount of \$19,000.00; and Wire Transfers (Acct #1936) in the amount of \$7,000.00.

11. Monthly Investment Reports

It is recommended that the City Council receive and file the monthly investment reports for April, 2019.

12. Second Reading of Ordinance to Modify the Charge of the Public safety Commission

It is recommended that the City Council read by title only for the second reading, waiving further reading, and adopt an Ordinance amending Chapter 2 (Administration), Article IVB, Section 2.43 of the South Pasadena Municipal Code (SPMC) regarding the charge and duties of the Public Safety Commission (PSC).

14. Adoption of the Long-Term Financial Sustainability Strategy

It is recommended that the City Council adopt the Long-Term Financial Sustainability Strategy.

15. Award of Construction Contract for Bike Lockers, Shelters and Hitches at Various Locations

This item was moved to a future City Council meeting.

16. Adoption of Resolution Approving the Reclassification of the Planning and Building Director, Including a Proposed New Job Description and Salary Range

It is recommended that the City Council adopt a Resolution approving the reclassification of the Planning and Building Director, including a proposed new job description and salary range.

17. Discretionary Fund Request from Councilmember Mahmud for \$350 to Plant a Tree on Library Grounds to Commemorate 13 Years of Service to the City of South Pasadena for Retiring Library Director Steve Fjelsted

It is recommended that the City Council approve a Discretionary Fund request by Councilmember Mahmud for \$350 to plant a tree on the library grounds to commemorate retiring library director Steve Fjelsted.

18. Discretionary Fund Request from Councilmember Mahmud for up to \$300 for a Plaque to Reflect Dedication of Exceptionally Large Tree in City Median

It is recommended that the City Council approve a Discretionary Fund request by Councilmember Mahmud for up to \$300 for a plaque to reflect dedication of exceptionally large tree in City median.

ITEMS PULLED FROM THE CONSENT CALENDAR

13. Approval of a Contract for Communications and Community Relations Services

The City Council discussed the dates of the community engagement events and the scope of work for the contract.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM JOE, CARRIED 5-0, to approve a contract with Circlepoint for Communications and Community Relations Services – Housing Feasibility Outreach in a not to exceed amount of \$29,500 in grant funds.

PUBLIC HEARING ITEMS

19. Continued Public Hearing for Adoption of Resolution Amending the Master Schedule of Fees

Finance Director Koehler summarized the staff report and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

There being no one desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item and staff answered related questions.

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

1. Resume the Public Hearing (continued from May 1, 2019) to review proposed fee adjustments;
2. Adopt a Resolution amending the Master Schedule of Fees for Service (Fee Schedule) commencing July 1, 2019, and establishing annual adjustments by Consumer Price Index (CPI); and
3. Authorize the City Manager to allow for a grace period of 30 days for certain recreational fees to allow for appropriate notification to consumers.

20. Appeal of a Planning Commission Decision – 817 Orange Grove Place (APN: 5315-018-064)

Mayor Khubesrian stated this item will be moved to a future City Council Meeting.

ACTION/DISCUSSION

21. Presentation on Community Opinion Survey Results; Approval of Resolution Declaring a Fiscal Emergency; and Resolution Calling for a Special Municipal Election on November 5, 2019

City Manager DeWolfe summarized the staff report and responded to City Council inquiries.

Timothy McLarney, True North Research, provided a presented pertaining to the community survey results and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item at length and staff answered related questions.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER MAHMUD, CARRIED 5-0, to:

1. Receive and file a report on the recent Community Opinion Survey conducted by True North Research; and

2. Adopt a Resolution declaring a fiscal emergency by a unanimous vote of the City Council in order to call and give notice of a Special Municipal Election, Tuesday, November 5, 2019, and submitted to the qualified voters a proposed Ordinance to establish a three-quarters percent transaction and use tax, to be administered by the California Department of Tax and Fee Administration.

22. Formation of an Ad Hoc Commission Committee Merger of the Freeway and Transportation Commission and Public Works Commission

Manager of Long Range Planning and Economic Development Lin summarized the staff report and responded to City Council inquiries.

Mayor Khubesrian opened the public comment period.

Kim Hughes, South Pasadena Resident, expressed her support to keep the existing commissions as is.

There being no one else desiring to speak on this item, Mayor Khubesrian closed the public comment period.

The City Council discussed the item at length and staff answered related questions.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY COUNCILMEMBER MAHMUD, to appoint Councilmember Schneider and Mayor Pro Tem Joe to the Ad Hoc Commission Committee.

MOTION BY MAYOR KHUBESRIAN, SECOND BY COUNCILMEMBER CACCIOTTI, CARRIED 5-0, to appoint Mayor Khubesrian and Councilmember Schneider to work with City Staff and the Chairs of the Freeway and Transportation Commission (FTC) and Public Works Commission (PWC) to develop a strategy to sunset the FTC and PWC and create a new Commission that focuses on the Capital Improvement Program (CIP) and mobility initiatives.

With the passing of the second motion, the first motion dies.

ADJOURNMENT

There being no further business, at 9:39 p.m. Mayor Khubesrian adjourned the meeting in memory of Officer Kevin Sandoval.

Evelyn G. Zneimer
City Clerk

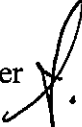
Marina Khubesrian, M.D.
Mayor



City Council Agenda Report

ITEM NO. 11

DATE: July 17, 2019

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Craig Koehler, Finance Director

SUBJECT: **Approval of Prepaid Warrants & Wire Transfers in the Amount of \$2,592,539.97 General City Warrants in the Amount of \$1,315,852.71 and Payroll in the Amount of \$1,377,417.59.**

Recommendation Action

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

Fiscal Impact

Prepaid Warrants:		
Warrant # 307430-307621		\$ 565,539.97
General City Warrants:		
Warrant # 307622-307795		\$ 1,315,852.71
Payroll 06-14-19		\$ 763,082.44
Payroll 06-28-19		\$ 614,335.15
Wire Transfers (LAIF)		\$ 2,000,000.00
Wire Transfers (Acct # 2413)		\$ 22,000.00
Wire Transfers (Acct # 1936)		\$ 5,000.00
RSA:		
Prepaid Warrants		\$ -
General City Warrants		\$ -
Total		\$ 5,285,810.27

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

Approval of Warrants
July 17, 2019
Page 2 of 3
City's website.

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 06-14-19
5. Payroll 06-28-19
6. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

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

Fund No.	Date 07.17.19			
	Prepaid	Written	Payroll	
General Fund	101	283,461.12	292,091.41	606,059.99
Insurance Fund	103	1,581.00		
Street Improvement Program	104		17,715.05	
Facilities & Equip.Cap. Fund	105	31,191.07	711.75	
Local Transit Return "A"	205	7,716.44	3,545.17	18,687.04
Local Transit Return "C"	207	80,474.18	806.21	13,115.38
TEA/Metro	208			
Sewer Fund	210	113.43	1,784.10	23,598.59
CTC Traffic Improvement	211			
Street Lighting Fund	215	15,743.49	22,076.18	9,796.47
Public,Education & Govt Fund	217			
Clean Air Act Fund	218	2,093.48		
Business Improvement Tax	220	22,000.00		
Gold Line Mitigation Fund	223			
Mission Meridian Public Garage	226		804.13	
Housing Authority Fund	228			
State Gas Tax	230	2,284.73	14,173.41	33,376.44
County Park Bond Fund	232	72.66	1,694.54	
Measure R	233			
MSRC Grant Fund	238	7,281.25		
Bike & Pedestrian Paths	245			
BTA Grants	248			
Golden Street Grant	249		118,414.38	
Capital Growth Fund	255			
CDBG	260		115,076.35	
Asset Forfeiture	270	9,800.00		
Police Grants - State	272			
Homeland Security Grant	274			
Park Impact Fees	275		378.00	
HSIP Grant	277			
Arroyo Seco Golf Course	295			
Sewer Capital Projects Fund	310	5,727.96		
Water Fund	500	68,735.45	726,582.03	97,257.22
2016 Water Revenue Bonds Fund	505			575,526.46
Public Financing Authority	550			
Payroll Clearing Fund	700	27,263.71		
Wire Transfer - LAIF		2,000,000.00		
Wire Transfer - Acct # 2413		22,000.00		
Wire Transfer - Acct # 1936		5,000.00		
Column Totals		2,592,539.97	1,315,852.71	1,377,417.59
City Report Totals			5,285,810.27	

Fund No.	Amounts			
	Prepaid	Written	Payroll	
RSA	227	-	-	
Column Totals		-	-	
RSA Report Totals		-	-	
		Amounts		
		Prepaid	Written	Payroll
		2,592,539.97	1,315,852.71	1,377,417.59
Grand Report Total		5,285,810.27		

Marina Khubesrian M.D., Mayor

Craig Koehler, Finance Director

**ATTACHMENT 2
Prepaid Warrant List**

Voided Checks

307545 \$164.00

Wire Transfers

LAIF Transfer	\$2,000,000.00
ACCT # 2413	\$22,000.00
ACCT # 1936	\$5,000.00

Accounts Payable

Check Detail

User: ealvarez
 Printed: 07/10/2019 - 10:33AM



Check Number	Check Date		Amount
ABOU5270 - Abourjeili, Alba			
307520	06/27/2019		
		Inv 102946	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		06/21/2019	STEM Challenge Camp Cancellation Due to Low Enrollment 328.00
		Inv 102946 Total	328.00
307520 Total:			328.00
ABOU5270 - Abourjeili, Alba Total:			328.00
ACTM3010 - Accountemps			
307437	06/13/2019		
		Inv 53637732	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		06/12/2019	Finance Temp. Svcs. Somin Kang w/e 6/7/19 1,856.25
		Inv 53637732 Total	1,856.25
307437 Total:			1,856.25
307481	06/20/2019		
		Inv 53670700	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		06/18/2019	Finance Temp. Kang, Somin w/e 6/14/19 1,856.25
		Inv 53670700 Total	1,856.25
307481 Total:			1,856.25
307521	06/27/2019		
		Inv 53716385	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		06/25/2019	Finance Temp Svcs. Kang, Somin w/e 6/21/19 1,856.25
		Inv 53716385 Total	1,856.25
307521 Total:			1,856.25

Check Number	Check Date		Amount
307587	07/03/2019		
Inv	53767298		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/02/2019	Finance Temp Svcs. Kang, Somin w/e 6/28/19		1,856.25
Inv 53767298 Total			1,856.25
307587 Total:			1,856.25
ACTM3010 - Accountemps Total:			7,425.00
ACHG2013 - A-Check Global			
307588	07/03/2019		
Inv	59-0584939		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Payment for Electronic Background Services Rendered May 2019		332.00
Inv 59-0584939 Total			332.00
307588 Total:			332.00
ACHG2013 - A-Check Global Total:			332.00
ATGC8530 - Acorn Technology Corp.			
307438	06/13/2019		
Inv	2012		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	CO # 180		60.00
Inv 2012 Total			60.00
Inv	2015		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	CO # 177		765.00
Inv 2015 Total			765.00
Inv	2016		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	CO # 184		25.00
Inv 2016 Total			25.00
Inv	2017		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	CO # 01-148-149-150		1,620.93
Inv 2017 Total			1,620.93

Check Number	Check Date	Amount
Inv 2018		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	CO # 183	70.00
Inv 2018 Total		70.00
Inv 2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	CO # 171	110.00
Inv 2019 Total		110.00
Inv 2020		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	CO # 175	150.00
Inv 2020 Total		150.00
Inv 2021		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	CO # 01-168	52.50
Inv 2021 Total		52.50
Inv 2022		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	CO # 172	106.25
Inv 2022 Total		106.25
Inv 2023		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	CO # 176	50.00
Inv 2023 Total		50.00
Inv 2025		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	Project 2015.0004	4,113.75
Inv 2025 Total		4,113.75
Inv 2026		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	Managed IT Monitoring	515.00
05/01/2019	General - City (Tix/Chrgs Summ)	10,326.25
05/01/2019	CO # 182	154.65
05/01/2019	Managed IT Monitoring	237.50
05/01/2019	CO # 174	85.08
Inv 2026 Total		11,318.48

Check Number	Check Date		Amount
Inv	51952		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	IT Analyst Hours		550.00
05/01/2019	Onsite IT Manager		78.75
Inv 51952 Total			628.75
307438 Total:			19,070.66
ATGC8530 - Acorn Technology Corp. Total:			19,070.66
AFLA7010 - AFLAC			
307589	07/03/2019		
Inv	403558		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	Optional Insurance 6/19 Account # J5D65		1,244.00
Inv 403558 Total			1,244.00
307589 Total:			1,244.00
AFLA7010 - AFLAC Total:			1,244.00
JNAB5270 - Alba, Juan			
307590	07/03/2019		
Inv	102298		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/09/2019	Refund Arroyo Park Reservation Cancellation 6/16/2019		150.00
Inv 102298 Total			150.00
307590 Total:			150.00
JNAB5270 - Alba, Juan Total:			150.00
ALL0197 - All Star Fire Equipment, Inc.			
307482	06/20/2019		
Inv	190611		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	Super Vac Dewalt Rechargeable Battery & 12 Voldt DC Truck Char		947.18
Inv 190611 Total			947.18
Inv	216002		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Super Vac Battery Operated Ventilation Fan W/ 2 Batteries & Char		4,913.81

Check Number	Check Date	Amount
Inv 216002 Total		4,913.81
Inv 216245		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Safety Clothing / Equipment	1,192.46
Inv 216245 Total		1,192.46
307482 Total:		7,053.45
ALL0197 - All Star Fire Equipment, Inc. Total:		7,053.45
AMZN8030 - Amazon/SYNCB		
307439	06/13/2019	
Inv 436354957778		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/27/2019	Supplies	53.99
Inv 436354957778 Total		53.99
Inv 438339456688		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/10/2019	Supplies	385.62
Inv 438339456688 Total		385.62
Inv 439987978934		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/14/2019	Supplies	38.13
Inv 439987978934 Total		38.13
Inv 443375869635		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/06/2019	Supplies	22.24
Inv 443375869635 Total		22.24
Inv 444483387458		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Supplies	243.42
Inv 444483387458 Total		243.42
Inv 446366359869		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/11/2019	Supplies	227.28
Inv 446366359869 Total		227.28

Inv 446394676477

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Supplies	419.40

Inv 446394676477 Total 419.40

Inv 446463966469

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/25/2019	Supplies	47.98

Inv 446463966469 Total 47.98

Inv 446799487387

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/30/2019	Supplies	161.55

Inv 446799487387 Total 161.55

Inv 446859757635

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/09/2019	Supplies	84.06

Inv 446859757635 Total 84.06

Inv 464684853744

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Supplies	91.64

Inv 464684853744 Total 91.64

Inv 466774855386

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/27/2019	Supplies	65.64

Inv 466774855386 Total 65.64

Inv 468956877775

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/27/2019	Supplies	38.11

Inv 468956877775 Total 38.11

Inv 468993968593

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/14/2019	Supplies	333.06

Inv 468993968593 Total 333.06

Inv 479468968443

<u>Line Item Date</u>	<u>Line Item Description</u>	
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Check Number	Check Date	Amount
04/27/2019	Supplies	5.48
Inv 479468968443	Total	5.48
Inv 494349374356		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/27/2019	Supplies	61.36
Inv 494349374356	Total	61.36
Inv 495638459477		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Supplies	120.00
Inv 495638459477	Total	120.00
Inv 499387435467		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/14/2019	Supplies	327.83
Inv 499387435467	Total	327.83
Inv 644533766576		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/14/2019	Supplies	390.38
Inv 644533766576	Total	390.38
Inv 659576565743		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/27/2019	Supplies	26.10
Inv 659576565743	Total	26.10
Inv 745456993835		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	Supplies	56.62
Inv 745456993835	Total	56.62
Inv 769583464475		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/06/2019	Supplies	5.91
Inv 769583464475	Total	5.91
Inv 837874858565		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	Supplies	133.47
Inv 837874858565	Total	133.47

Check Number	Check Date	Amount
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Inv 843997498734

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/06/2019	Supplies	67.22

Inv 843997498734 Total 67.22

Inv 859898857379

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/05/2019	Supplies	37.74

Inv 859898857379 Total 37.74

Inv 944437977658

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/11/2019	Supplies	307.03

Inv 944437977658 Total 307.03

Inv 944854967593

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/14/2019	Supplies	296.18

Inv 944854967593 Total 296.18

Inv 945859943483

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Supplies	203.74

Inv 945859943483 Total 203.74

307439 Total: 4,251.18

AMZN8030 - Amazon/SYNCB Total: 4,251.18

ARCD6011 - ARC Document Solutions

307522 06/27/2019

Inv 10175490

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Garfield Park Playground Documents	32.94

Inv 10175490 Total 32.94

307522 Total: 32.94

ARCD6011 - ARC Document Solutions Total: 32.94

AINI5010 - Arrow International Inc.

307483 06/20/2019

Check Number	Check Date	Amount
Inv 9501357355		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Medical Supplies (Needles)	817.33
Inv 9501357355 Total		817.33
307483 Total:		817.33
AINI5010 - Arrow International Inc. Total:		817.33
ARR8011 - Arroyo Parkway Self Storage		
307440	06/13/2019	
Inv 65717		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2019	Rental of Storage Unit So Pas Library	3,144.00
Inv 65717 Total		3,144.00
307440 Total:		3,144.00
ARR8011 - Arroyo Parkway Self Storage Total:		3,144.00
ASGC8520 - Arroyo Seco Golf Course		
307573	07/03/2019	
Inv 080219S		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Middle School Summer Camp Trip 8/2/2019	450.00
Inv 080219S Total		450.00
307573 Total:		450.00
ASGC8520 - Arroyo Seco Golf Course Total:		450.00
ATCN9011 - AT & T		
307591	07/03/2019	
Inv 000013211931		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	9391062308 5/20/19-6/19/19	5,647.31
Inv 000013211931 Total		5,647.31
307591 Total:		5,647.31
ATCN9011 - AT & T Total:		5,647.31

Check Number	Check Date		Amount
AT&T4011 - AT & T Mobility			
307523	06/27/2019		
Inv	104429870		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/04/2019	City Cell Phone Services 05/05/2019-06/04/2019		278.85
Inv 104429870 Total			278.85
307523 Total:			278.85
AT&T4011 - AT & T Mobility Total:			278.85
AT&T5006 - AT & T U-Verse			
307592	07/03/2019		
Inv	130464796		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/17/2019	05/18/19-06/17/19		84.25
Inv 130464796 Total			84.25
307592 Total:			84.25
AT&T5006 - AT & T U-Verse Total:			84.25
AT&T5011 - AT&T			
307524	06/27/2019		
Inv	284 134-6100		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	Monthly Service 06/01/19-06/30/19		9.34
Inv 284 134-6100 Total			9.34
Inv	331 841-0756		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Monthly Service 06/07/19-07/06/19		33.03
Inv 331 841-0756 Total			33.03
Inv	331 841-0802		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Monthly Service 06/07/19-07/06/19		33.03
Inv 331 841-0802 Total			33.03
Inv	626 405-0051		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	Monthly Service 06/11/19-07/10/19		732.52
Inv 626 405-0051 Total			732.52

Check Number	Check Date	Amount
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Inv 626 577-6657

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Monthly Service 06/13/19-07/12/19	53.91

Inv 626 577-6657 Total 53.91

307524 Total: 861.83

AT&T5011 - AT&T Total: 861.83

CIN4011 - AT&T –Cingular Wireless

307525 06/27/2019

Inv 287014917916x06

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/08/2019	City Mobile Devices 05/09/19-06/08/19	201.92

Inv 287014917916x06 Total 201.92

Inv 287269956155x06

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	PD Mobile Devices 06/07-07/06/19	731.75

Inv 287269956155x06 Total 731.75

307525 Total: 933.67

307593 07/03/2019

Inv 287288006612x06

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/02/2019	PW New Cell Phones	232.04
06/02/2019	PW New Cell Phones	340.24
06/02/2019	PW New Cell Phones	952.35

Inv 287288006612x06 Total 1,524.63

307593 Total: 1,524.63

CIN4011 - AT&T –Cingular Wireless Total: 2,458.30

ATSS6010 - Athens Services

307594 07/03/2019

Inv 6745379

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Bus Stop Barrel Pickup May 2019	2,079.41

Inv 6745379 Total 2,079.41

Check Number	Check Date	Amount
307594 Total:		2,079.41
ATSS6010 - Athens Services Total:		2,079.41
FXAV2920 - Avila, Felix		
307441	06/13/2019	
Inv	R98987/102537	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Refund Deposit for WMB	500.00
Inv R98987/102537 Total		500.00
307441 Total:		500.00
FXAV2920 - Avila, Felix Total:		500.00
AZTL1011 - Aztlan Athletics		
307484	06/20/2019	
Inv	SumCon 2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	2019 Summer Concerts Stage Setup & Takedown	2,600.00
Inv SumCon 2019 Total		2,600.00
307484 Total:		2,600.00
307526	06/27/2019	
Inv	001	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	2019 Summer Concerts in the Park - Lighting 6/16/19	140.00
Inv 001 Total		140.00
307526 Total:		140.00
AZTL1011 - Aztlan Athletics Total:		2,740.00
BLBA8010 - Bibliotheca, LLC		
307527	06/27/2019	
Inv	INV-US21338	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	Re-installation of Security Gates	1,075.00
Inv INV-US21338 Total		1,075.00
307527 Total:		1,075.00

BLBA8010 - Bibliotheca, LLC Total:	1,075.00
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TJBY5270 - Biery, Trina Jaconi

307442 06/13/2019

Inv R102354/102554

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Refund for Cancellation of Wildlife Biology	165.00

Inv R102354/102554 Total	165.00
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307442 Total:	165.00
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TJBY5270 - Biery, Trina Jaconi Total:	165.00
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BDCO8011 - Bodart Co. Library Supplies and Furnishings

307485 06/20/2019

Inv 530671

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/24/2019	Special Department Expense Library Shelves	622.60

Inv 530671 Total	622.60
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307485 Total:	622.60
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BDCO8011 - Bodart Co. Library Supplies and Furnishings Total:	622.60
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BECO8032 - Bowlero

307516 06/24/2019

Inv 590-1518

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	2019 Summer Camp Med Field Trip to Bowlero 6/26/19	1,039.20

Inv 590-1518 Total	1,039.20
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307516 Total:	1,039.20
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BECO8032 - Bowlero Total:	1,039.20
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CAL6695 - CA American Water Co.

307528 06/27/2019

Inv 101521002151102

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	Water Svcs. Wilson Well 04/24/19-05/22/19	11.80

Inv 101521002151102 Total	11.80
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Check Number	Check Date	Amount
307528 Total:		11.80
CAL6695 - CA American Water Co. Total:		11.80
CCCA2010 - CA Contract Cities Association		
307574	07/03/2019	
Inv 2746		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/27/2019	CCCA Membership Dues 7/1/19-6/30/2020	3,400.00
Inv 2746 Total		3,400.00
307574 Total:		3,400.00
CCCA2010 - CA Contract Cities Association Total:		3,400.00
CPC4011 - CA Police Chiefs Ass'n		
307443	06/13/2019	
Inv 042519		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/25/2019	Tuition CA Police Chiefs Executive Leadership Institute Brian S.	9,800.00
Inv 042519 Total		9,800.00
307443 Total:		9,800.00
CPC4011 - CA Police Chiefs Ass'n Total:		9,800.00
CSD3014 - Ca. State Disbursement Unit		
307430	06/13/2019	
Inv P/R/E 6/9/2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Garnishment Case # 2000 0000 1609 311	814.15
Inv P/R/E 6/9/2019 Total		814.15
307430 Total:		814.15
307517	06/27/2019	
Inv P/R/E 6/23/19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Garnishment Case # 2000 0000 1609 311	814.15
Inv P/R/E 6/23/19 Total		814.15
307517 Total:		814.15

CSD3014 - Ca. State Disbursement Unit Total: 1,628.30

CALB4011 - Calibre Press

307529 06/27/2019
 Inv 71814

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	PD Training Class Gutierrez, Hang, Pech, Valdez	996.00
Inv 71814 Total		996.00

307529 Total: 996.00

CALB4011 - Calibre Press Total: 996.00

CAPI2010 - CAPIO

307575 07/03/2019
 Inv 7284

<u>Line Item Date</u>	<u>Line Item Description</u>	
07/31/2019	Membership Renewal August 2019 - August 2020	225.00
Inv 7284 Total		225.00

307575 Total: 225.00

CAPI2010 - CAPIO Total: 225.00

CDW5246 - CDW Government Inc

307530 06/27/2019
 Inv SQG1862

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	MS GSA Office Pro Plus 2019 - Arpy Kasparian	386.56
Inv SQG1862 Total		386.56

Inv SQJ8718

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	ADO Acro Pro 2017 AOO	417.91
Inv SQJ8718 Total		417.91

Inv SQJ8735

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	ADO ACRO PRO 2017 AOO	417.91
Inv SQJ8735 Total		417.91

Check Number	Check Date		Amount
Inv	SQN3580		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	CDW Library CO 181		2,012.44
Inv SQN3580 Total			2,012.44
Inv	SQX2022		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/12/2019	CDW Library CO 181		1,905.43
Inv SQX2022 Total			1,905.43
Inv	SQX4833		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/13/2019	CDW Library CO 181		725.79
Inv SQX4833 Total			725.79
Inv	SRT8097		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/17/2019	ABBY FineReader Standard - Olivia Shea (Library)		120.40
Inv SRT8097 Total			120.40
Inv	SVK0585		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/25/2019	Surface Pro 6 I716, Dock & Black Cover CO 01-188		2,093.48
Inv SVK0585 Total			2,093.48
Inv	SVM0176		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	18 MS GSA Office Standard 2019		5,106.78
Inv SVM0176 Total			5,106.78
307530 Total:			13,186.70
CDW5246 - CDW Government Inc Total:			13,186.70
CBSE6010 - Cell Business Equipment			
307531	06/27/2019		
Inv	63897975		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/01/2019	Public Works Copier 06/01/19-06/30/19		251.61
Inv 63897975 Total			251.61
307531 Total:			251.61

Check Number	Check Date	Amount
CBSE6010 - Cell Business Equipment Total:		251.61
CHAR4010 - Charlie's Trio Restaurant		
307532	06/27/2019	
Inv	05.19.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/19/2019	Food Supply for Annual 626 Golden Streets	242.27
Inv 05.19.2019 Total		242.27
Inv	06.25.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Food Supplied for Annual Captains' Meeting 6/25/2019	314.27
Inv 06.25.2019 Total		314.27
307532 Total:		556.54
307595	07/03/2019	
Inv	06/12/2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Food Supplied for Citizen's Academy Graduation	165.90
Inv 06/12/2019 Total		165.90
307595 Total:		165.90
CHAR4010 - Charlie's Trio Restaurant Total:		
		722.44
CITTF000 - CIT Technology Financial Services, Inc.		
307486	06/20/2019	
Inv	33623600	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/04/2019	Financc / Planning Copier	802.67
Inv 33623600 Total		802.67
307486 Total:		802.67
CITTF000 - CIT Technology Financial Services, Inc. Total:		
		802.67
SOU5402 - City of South Pasadena PD Petty Cash		
307533	06/27/2019	
Inv	06.25.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Reimb. Petty Cash	110.81
06/25/2019	Reimb. Petty Cash	113.52

Check Number	Check Date		Amount
06/25/2019	Reimb. Petty Cash		59.52
06/25/2019	Reimb. Petty Cash		73.61
06/25/2019	Reimb. Petty Cash		9.25
Inv 06.25.2019 Total			366.71
307533 Total:			366.71
SOU5402 - City of South Pasadena PD Petty Cash Total:			366.71
CSPF5011 - City of South Pasadena-FD			
307487	06/20/2019		
Inv	06.11.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	Reimb. Petty Cash		83.57
06/11/2019	Reimb. Petty Cash		17.39
06/11/2019	Reimb. Petty Cash		57.95
Inv 06.11.2019 Total			158.91
Inv	06.14.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	Reimb. Petty Cash		60.64
Inv 06.14.2019 Total			60.64
307487 Total:			219.55
CSPF5011 - City of South Pasadena-FD Total:			219.55
SOU5343 - City of South Pasadena-Recreation			
307444	06/13/2019		
Inv	05.24.19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/24/2019	Reimb. Petty Cash		91.00
Inv 05.24.19 Total			91.00
Inv	05.28.19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/28/2019	Reimb. Petty Cash		196.76
Inv 05.28.19 Total			196.76
Inv	05.30.19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/30/2019	Reimb. Petty Cash		30.00
Inv 05.30.19 Total			30.00

Check Number	Check Date		Amount
Inv	05.31.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Reimb. Petty Cash		39.88
Inv 05.31.2019 Total			39.88
Inv	06.05.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/05/2019	Reimb. Petty Cash		110.83
06/05/2019	Reimb. Petty Cash		8.47
Inv 06.05.2019 Total			119.30
Inv	06.07.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Reimb. Petty Cash		162.13
Inv 06.07.2019 Total			162.13
Inv	06.10.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/10/2019	Reimb. Petty Cash		49.79
Inv 06.10.2019 Total			49.79
307444 Total:			688.86
307534	06/27/2019		
Inv	06.14.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	Reimb. Petty Cash		116.30
06/14/2019	Reimb. Petty Cash		270.15
06/14/2019	Reimb. Petty Cash		97.36
Inv 06.14.2019 Total			483.81
Inv	06.25.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/25/2019	Reimb. Petty Cash		146.51
Inv 06.25.2019 Total			146.51
307534 Total:			630.32
SOU5343 - City of South Pasadena-Recreation Total:			1,319.18
SOU5401 - City of South Pasadena-Sr.Center			
307445	06/13/2019		

Check Number	Check Date		Amount
Inv	06.10.19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/10/2019	Reimb. Petty Cash		352.26
06/10/2019	Reimb. Petty Cash		35.05
Inv 06.10.19 Total			387.31
307445 Total:			387.31
SOU5401 - City of South Pasadena-Sr.Center Total:			387.31
CFLC8272 - Clean Fuel Connection			
307535	06/27/2019		
Inv	8882		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/03/2019	CNG Station Upgrade Project FY2017-04		7,281.25
06/03/2019	CNG Station Upgrade Project FY2017-04		80,000.00
Inv 8882 Total			87,281.25
307535 Total:			87,281.25
CFLC8272 - Clean Fuel Connection Total:			87,281.25
SMCF5270 - Clifton, Samantha			
307596	07/03/2019		
Inv	102510		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	Refund Request for Noah Clifton		138.00
Inv 102510 Total			138.00
307596 Total:			138.00
SMCF5270 - Clifton, Samantha Total:			138.00
CDPS1020 - Code Publishing Inc.			
307536	06/27/2019		
Inv	63722		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Municipal Code - Web Update 5/17/19 Ordinance # 2331		132.65
Inv 63722 Total			132.65
Inv	63795		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Standard Web Hosting - Annual Web Fee's June 2019 - June 2020		1,130.00

Check Number	Check Date	Amount
Inv 63795 Total		1,130.00
307536 Total:		1,262.65
CDPS1020 - Code Publishing Inc. Total:		1,262.65
CHWP2010 - Colantuono, Highsmith & Whatley, PC		
307446	06/13/2019	
Inv 39335		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	General Services	9,560.32
Inv 39335 Total		9,560.32
Inv 39336		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	adv.	2,312.40
Inv 39336 Total		2,312.40
Inv 39337		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	ADV.	1,081.00
Inv 39337 Total		1,081.00
Inv 39338		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Labor & Employment	2,209.00
Inv 39338 Total		2,209.00
Inv 39339		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Misc. Litigation	4,600.92
Inv 39339 Total		4,600.92
Inv 39340		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Special Projects	2,694.86
Inv 39340 Total		2,694.86
Inv 39341		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Tax & Assesment	2,420.50
Inv 39341 Total		2,420.50

Check Number	Check Date	Amount
Inv 39342		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Gardena v. RWQCB	1,950.50
Inv 39342 Total		1,950.50
Inv 39343		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Water & Utilities	752.00
Inv 39343 Total		752.00
307446 Total:		27,581.50
CHWP2010 - Colantuono,Highsmith & Whatley,PC Total:		27,581.50
CORE8264 - Corniche Entertainment		
307447	06/13/2019	
Inv 06.30.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/30/2019	Band for 2nd Summer Concert in the Park	700.00
Inv 06.30.2019 Total		700.00
307447 Total:		700.00
CORE8264 - Corniche Entertainment Total:		700.00
CRDA1021 - Corodata Records Management		
307537	06/27/2019	
Inv RS4503217		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Record Management Services May 2019	439.37
Inv RS4503217 Total		439.37
307537 Total:		439.37
CRDA1021 - Corodata Records Management Total:		439.37
CRSR2010 - Corodata Shredding Inc.		
307538	06/27/2019	
Inv DN 1229809		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Removal of Bins at City Hall / SC / Library	246.48
Inv DN 1229809 Total		246.48

Check Number	Check Date	Amount
307538 Total:		246.48
CRSR2010 - Corodata Shredding Inc. Total:		246.48
ATCR5011 - Corrao, Anthony		
307448	06/13/2019	
Inv	P32537	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/24/2019	Reimb. for Paramedic License Renewal # P32537	200.00
Inv P32537 Total		200.00
307448 Total:		200.00
ATCR5011 - Corrao, Anthony Total:		200.00
CSAC2012 - CSAC Excess Insurance Authority		
307576	07/03/2019	
Inv	20400057	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Employee Assistance Program July - September 2019	1,471.80
Inv 20400057 Total		1,471.80
307576 Total:		1,471.80
CSAC2012 - CSAC Excess Insurance Authority Total:		1,471.80
DSP0755 - D & S Printing		
307539	06/27/2019	
Inv	8280	
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/25/2019	Library Card Applications	657.00
Inv 8280 Total		657.00
307539 Total:		657.00
DSP0755 - D & S Printing Total:		657.00
DJPM8032 - D and J Piano Mover		
307488	06/20/2019	
Inv	69739	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/20/2019	Move Yamaha Upright From Senior Center to Recreation Bldg.	140.00

Check Number	Check Date	Amount
Inv 69739 Total		140.00
307488 Total:		140.00
DJPM8032 - D and J Piano Mover Total:		140.00
DAW5550 - Dawson, Ruth		
307597	07/03/2019	
Inv 06.27.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Refund for Property Tax Payment	34.01
06/27/2019	Refund for Property Tax Payment	78.92
Inv 06.27.2019 Total		112.93
307597 Total:		112.93
DAW5550 - Dawson, Ruth Total:		112.93
DBEL5010 - DB Electronics		
307489	06/20/2019	
Inv 851		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	EOC Antennas & Satellite WiFi - MCT	5,568.09
Inv 851 Total		5,568.09
Inv 859		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	EOC Portable Consule UHF/VHF, Mobile Radios	8,412.70
Inv 859 Total		8,412.70
Inv 860		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Emergency Preparedness & Operation EOC Portable HAM Band	3,490.68
Inv 860 Total		3,490.68
Inv 917		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Emergency Preparedness & Disaster Operation Antenna Array (UH	6,510.35
Inv 917 Total		6,510.35
307489 Total:		23,981.82

Check Number	Check Date	Amount
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DBEL5010 - DB Electronics Total: 23,981.82

DEL4000 - Dell Marketing L.P.

307540 06/27/2019

Inv 10323178017

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Dell 23 Inch Monitor - E2318H Arpy Kasparian	128.32

Inv 10323178017 Total 128.32

Inv 10323383174

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Dell Latitude 5590 XCTO & Dell Universal Dock D6000	1,617.44

Inv 10323383174 Total 1,617.44

Inv 10323615089

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Dell Latitude 5590 XCTO	1,405.47

Inv 10323615089 Total 1,405.47

307540 Total: 3,151.23

307598 07/03/2019

Inv 10323868660

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Dell P2319H 23 inch Monitor	204.97

Inv 10323868660 Total 204.97

307598 Total: 204.97

DEL4000 - Dell Marketing L.P. Total: 3,356.20

DEL0771 - Delta Dental

307577 07/03/2019

Inv BE003464070

<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Dental Ins. July 2019 Acct# 05-1063400000	10,077.17

Inv BE003464070 Total 10,077.17

307577 Total: 10,077.17

DEL0771 - Delta Dental Total: 10,077.17

Check Number	Check Date		Amount
DPVNS270 - Dip, Vincent			
307599	07/03/2019		
Inv	101106		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	Park Reservation Cancellation 103116 & 103117		37.50
06/28/2019	Park Reservation Cancellation 103116 & 103117		37.50
Inv 101106 Total			75.00
307599 Total:			75.00
DPVNS270 - Dip, Vincent Total:			75.00
DOO0805 - Dooley Enterprises Inc			
307449	06/13/2019		
Inv	56309		
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/19/2019	WC402 40 SOW 180 GR Brass Enclosed Base		3,167.85
Inv 56309 Total			3,167.85
307449 Total:			3,167.85
DOO0805 - Dooley Enterprises Inc Total:			3,167.85
DREA8032 - Dream Shapers			
307450	06/13/2019		
Inv	DSEC1620-2307		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	Camp Med Magician Entertainment - Week # 3 (6-26-19)		300.00
Inv DSEC1620-2307 Total			300.00
307450 Total:			300.00
DREA8032 - Dream Shapers Total:			300.00
DBAR3011 - Dunbar Armored Inc.			
307451	06/13/2019		
Inv	4422124		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	Armored Car Svcs. 6/19		940.28
06/01/2019	Armored Car Excess Svcs. 5/19		622.53
06/01/2019	Armored Car Svcs. 6/19		940.28
Inv 4422124 Total			2,503.09

Check Number	Check Date	Amount
307451 Total:		2,503.09
DBAR3011 - Dunbar Armored Inc. Total:		2,503.09
DNAU5270 - Duncan, Aubri		
307541	06/27/2019	
Inv	R101677/102987	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Refund for Class due to Error w/ Meeting Date	14.17
Inv R101677/102987 Total		14.17
307541 Total:		14.17
DNAU5270 - Duncan, Aubri Total:		14.17
ELL1017 - Ellen's Silkscreening		
307452	06/13/2019	
Inv	EE71235	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	2019 Recreation Office Staff Polo Shirts	130.85
Inv EE71235 Total		130.85
Inv	EE71268	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	City Council Jacket w/ Logo	44.29
Inv EE71268 Total		44.29
307452 Total:		175.14
307490	06/20/2019	
Inv	EE71361	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Uniform for Transit Staff	360.75
Inv EE71361 Total		360.75
307490 Total:		360.75
ELL1017 - Ellen's Silkscreening Total:		535.89
EJAS2010 - Emanuels Jones & Associates		
307542	06/27/2019	

Check Number	Check Date	Amount
Inv F19-06-20		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	EJA South Pasadena Strategy Session Oct. 24-25 2018	700.00
Inv F19-06-20 Total		700.00
307542 Total:		700.00
EJAS2010 - Emanuels Jones & Associates Total:		700.00
FDBC8025 - Fast Deer Bus Charter Inc.		
307453	06/13/2019	
Inv 144018		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/08/2019	Summer Camp Med Excersion Week 2 & 3	1,846.11
Inv 144018 Total		1,846.11
307453 Total:		1,846.11
307578	07/03/2019	
Inv 144020		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/03/2019	Recreation Summer Camp Excursions Week 5	3,106.80
Inv 144020 Total		3,106.80
307578 Total:		3,106.80
FDBC8025 - Fast Deer Bus Charter Inc. Total:		4,952.91
FED1109 - FedEx		
307600	07/03/2019	
Inv 6-582-96858		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	HR Overnight Shipping	25.50
Inv 6-582-96858 Total		25.50
307600 Total:		25.50
FED1109 - FedEx Total:		25.50
FSCBR803 - First Student Inc.		
307579	07/03/2019	

Check Number	Check Date	Amount
Inv 80362295		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/15/2019	Comm. Svcs. Bus Rental Camp Med	482.62
Inv 80362295 Total		482.62
307579 Total:		482.62
FSCBR803 - First Student Inc. Total:		482.62
COBR7131 - Flex Advantage		
307580	07/03/2019	
Inv 112089		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Reimb. Retirees Invoice June 2019 Admin Fees	66.00
Inv 112089 Total		66.00
Inv P/R/E 6/28/19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Reimb. Retirees Batch ID: 995519	1,626.49
Inv P/R/E 6/28/19 Total		1,626.49
307580 Total:		1,692.49
COBR7131 - Flex Advantage Total:		1,692.49
FUYU5270 - Fu, Yu		
307543	06/27/2019	
Inv 101859		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	Client Cancellation of Park Reservation (101859)	37.50
Inv 101859 Total		37.50
307543 Total:		37.50
FUYU5270 - Fu, Yu Total:		37.50
FUGU2920 - Fuqua, Christine		
307454	06/13/2019	
Inv R98111/102533		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Refund Deposit for WMB 6/1/19	500.00
Inv R98111/102533 Total		500.00

Check Number	Check Date	Amount
307454 Total:		500.00
FUGU2920 - Fuqua, Christine Total:		500.00
THR5910 - George L.Throop Co.		
307544	06/27/2019	
Inv 1336		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Concrete for Meridian Ave.	158.21
Inv 1336 Total		158.21
Inv 1373		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Street Maintenance Division Supplies	775.85
Inv 1373 Total		775.85
Inv 1388		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Concrete for Meridian Ave.	237.31
Inv 1388 Total		237.31
Inv 1400		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Concrete for La Senda	374.23
Inv 1400 Total		374.23
307544 Total:		1,545.60
THR5910 - George L.Throop Co. Total:		1,545.60
NCGY7000 - Godoy, Nicholas		
307545	06/27/2019	
Inv 102978		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Class Cancellation due to Low Enrollment	164.00
Inv 102978 Total		164.00
307545 Total:		164.00
NCGY7000 - Godoy, Nicholas Total:		164.00

Check Number	Check Date		Amount
GDVN5270 - Godoy, Vania			
307601	07/03/2019		
Inv	102978		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	Class Cancellation due to Low Enrollment		164.00
Inv 102978 Total			164.00
307601 Total:			164.00
GDVN5270 - Godoy, Vania Total:			164.00
GPPT9090 - Gopher Patrol			
307546	06/27/2019		
Inv	344647		
<u>Line Item Date</u>	<u>Line Item Description</u>		
04/04/2019	Gopher Patrol for Pasadena Median		95.00
Inv 344647 Total			95.00
307546 Total:			95.00
GPPT9090 - Gopher Patrol Total:			95.00
GOV1249 - Gov't Finance Officers Ass'n			
307547	06/27/2019		
Inv	0123001		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/04/2019	Renewal of Craig Koehler's Membership (Basic) Gov't Fin. Offr. A		225.00
Inv 0123001 Total			225.00
307547 Total:			225.00
GOV1249 - Gov't Finance Officers Ass'n Total:			225.00
JMGE8032 - He, James			
307491	06/20/2019		
Inv	T0617-3		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/18/2019	Res. Rebate HET # T0617-3		100.00
Inv T0617-3 Total			100.00
307491 Total:			100.00

Check Number	Check Date	Amount
JMGE8032 - He, James Total:		100.00
HESM4011 - Heartsmart.com		
307455	06/13/2019	
Inv	73677	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/23/2019	PD Cardiac Science Adult AED Electrode Pads	102.00
Inv 73677 Total		102.00
307455 Total:		102.00
HESM4011 - Heartsmart.com Total:		102.00
RNHZ2920 - Hernandez, Rina		
307456	06/13/2019	
Inv	R95491/102531	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Refund Deposit WMB 5/25/19	500.00
Inv R95491/102531 Total		500.00
307456 Total:		500.00
RNHZ2920 - Hernandez, Rina Total:		500.00
MRHR2920 - Herrera, Marianna		
307457	06/13/2019	
Inv	R101665/102377	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Refund Deposit for WMB 1/4/2020	375.00
Inv R101665/102377 Total		375.00
307457 Total:		375.00
MRHR2920 - Herrera, Marianna Total:		375.00
H DLC3010 - Hinderliter deLlamas & Associates		
307492	06/20/2019	
Inv	0031394-IN	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Contract Svcs. - Sales Tax 2nd Qtr. & Audit Svcs - Sales Tax Qt 4	1,267.80
Inv 0031394-IN Total		1,267.80

Check Number	Check Date	Amount
307492 Total:		1,267.80
HDLC3010 - Hinderliter deLlamas & Associates Total:		1,267.80
HOM1515 - Home Depot Credit Services		
307458	06/13/2019	
Inv	2285677	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/16/2019	Citywide Supplies	144.67
Inv 2285677 Total		144.67
Inv	2616078	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	Citywide Supplies	10.06
Inv 2616078 Total		10.06
Inv	2761692	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/21/2019	Citywide Supplies	185.06
Inv 2761692 Total		185.06
Inv	4102823	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	Citywide Supplies	79.57
Inv 4102823 Total		79.57
Inv	4744465	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	Citywide Supplies	271.02
Inv 4744465 Total		271.02
Inv	5773566	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2019	Citywide Supplies	85.11
Inv 5773566 Total		85.11
Inv	7126028	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/06/2019	Citywide Supplies	39.73
Inv 7126028 Total		39.73
Inv	761154	
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date		Amount
05/13/2019		Citywide Supplies	178.76
Inv 761154 Total			178.76
Inv 7971641			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/16/2019		Citywide Supplies	455.08
Inv 7971641 Total			455.08
Inv 80006			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/23/2019		Citywide Supplies	418.19
Inv 80006 Total			418.19
Inv 92730			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/13/2019		Citywide Supplies	51.90
Inv 92730 Total			51.90
Inv 9901398			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/14/2019		Refrigerator Teen Center & Refridgerator OG Recreation	1,522.18
Inv 9901398 Total			1,522.18
Inv 9971291			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/14/2019		Citywide Supplies	841.20
Inv 9971291 Total			841.20
307458 Total:			4,282.53
HOM1515 - Home Depot Credit Services Total:			4,282.53
HRDY2013 - HR Dynamics & Performance Management Inc.			
307493	06/20/2019		
Inv 06/10/2019			
<u>Line Item Date</u>		<u>Line Item Description</u>	
06/19/2019		Comprehensive Compensation & Benefits Study (June 10th 2019)	19,305.00
Inv 06/10/2019 Total			19,305.00
307493 Total:			19,305.00
HRDY2013 - HR Dynamics & Performance Management Inc. Total:			19,305.00

Check Number	Check Date	Amount
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ITCR2501 - Intercare Holdings Insurance Svcs

307602	07/03/2019	
Inv	76-005748	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Workers Comp. Claims Admin. 5/19	1,581.00
Inv 76-005748 Total		1,581.00
307602 Total:		1,581.00

ITCR2501 - Intercare Holdings Insurance Svcs Total: 1,581.00

RBJE1022 - Joe, Robert S.

307459	06/13/2019	
Inv	06.10.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Reimb. for Regional Conference & General Assembly (SCAG) 2015	192.76
Inv 06.10.2019 Total		192.76
307459 Total:		192.76

RBJE1022 - Joe, Robert S. Total: 192.76

AKIM8031 - Kim, Anthony

307548	06/27/2019	
Inv	06.21.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	Reimb. Movie in the Park 6/21/19 Snack Bar Supplies (Smart & Fi)	139.65
Inv 06.21.2019 Total		139.65
307548 Total:		139.65

AKIM8031 - Kim, Anthony Total: 139.65

LOS2226 - L.A.C. Registrar-Recorder

307460	06/13/2019	
Inv	06.04.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Negative Declaration 1532 Indiana Ave.	75.00
Inv 06.04.2019 Total		75.00
307460 Total:		75.00

Check Number	Check Date	Amount
LOS2226 - L.A.C. Registrar-Recorder Total:		75.00
LAGLX803 - LA Galaxy		
307581	07/03/2019	
Inv	02/01/2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/02/2019	2019 Middle School Trip LA Galaxy	175.00
Inv 02/01/2019 Total		175.00
307581 Total:		175.00
LAGLX803 - LA Galaxy Total:		175.00
LGBG8032 - Langenberg, Peter		
307461	06/13/2019	
Inv	T0611-1	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Residential HET Rebate Acct# 0000696369-001474334	100.00
Inv T0611-1 Total		100.00
307461 Total:		100.00
LGBG8032 - Langenberg, Peter Total:		100.00
CHLE5270 - Lee, Cherry		
307494	06/20/2019	
Inv	R102335/102575	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Refund Class (Medical)	164.00
Inv R102335/102575 Total		164.00
307494 Total:		164.00
CHLE5270 - Lee, Cherry Total:		164.00
MAYE3032 - Lee, May		
307549	06/27/2019	
Inv	T0624-4	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Residential HET Rebate Acct# 879432-001480844	100.00
Inv T0624-4 Total		100.00

Check Number	Check Date	Amount
307549 Total:		100.00
MAYE3032 - Lee, May Total:		100.00
LCW7456 - Liebert Cassidy Whimore		
307582	07/03/2019	
Inv	1479096	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	ERC Membership July 2019 - June 2020	3,045.00
Inv 1479096 Total		3,045.00
307582 Total:		3,045.00
LCW7456 - Liebert Cassidy Whimore Total:		3,045.00
LIFE822 - Life-Assist Inc.		
307495	06/20/2019	
Inv	923847	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Medical Supplies	1,211.06
Inv 923847 Total		1,211.06
Inv	925357	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	CERT Account Supplies	543.38
Inv 925357 Total		543.38
307495 Total:		1,754.44
LIFE822 - Life-Assist Inc. Total:		1,754.44
AGLR8025 - Loera, Angela		
307550	06/27/2019	
Inv	06.13.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Reimb. Equipment Purchase for Camp Med Week # 1	61.40
06/13/2019	Reimb. Equipment Purchase for Camp Med Week # 1	9.82
Inv 06.13.2019 Total		71.22
307550 Total:		71.22
AGLR8025 - Loera, Angela Total:		71.22

Check Number	Check Date	Amount
LOU7778 - Louie, Sandy		
307551	06/27/2019	
Inv	DT0624-1	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/13/2019	Residential Rebate for Drought Tolerant Plants	278.09
Inv DT0624-1 Total		278.09
307551 Total:		278.09
LOU7778 - Louie, Sandy Total:		278.09
MCOA8030 - M Coach		
307462	06/13/2019	
Inv	63862	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	Bus to Longbeach Aquarium May 2019 & Bus to Getty Center June	684.12
Inv 63862 Total		684.12
307462 Total:		684.12
MCOA8030 - M Coach Total:		684.12
MNMC5270 - Mancini, Michelle F.		
307603	07/03/2019	
Inv	102501	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/02/2019	Refund for Additional Enrollment for JiuJitsu	32.00
Inv 102501 Total		32.00
307603 Total:		32.00
MNMC5270 - Mancini, Michelle F. Total:		32.00
MCSD2010 - Matrix Consulting Group		
307463	06/13/2019	
Inv	19-06 #4	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Prof. Svcs. Matrix Consulting Grp. Comprehensive Fee Study	7,883.00
Inv 19-06 #4 Total		7,883.00
307463 Total:		7,883.00

Check Number	Check Date		Amount
MCS2010 - Matrix Consulting Group Total:			7,883.00
MDCR5270 - Maund, Carol			
307604	07/03/2019		
Inv	102843/102483		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/02/2019	Client Cancellation of Camp Med		138.00
07/02/2019	Client Cancellation of Camp Med		128.00
Inv 102843/102483 Total			266.00
307604 Total:			266.00
MDCR5270 - Maund, Carol Total:			266.00
MXWH5270 - Max, Whitney			
307464	06/13/2019		
Inv	R102035/102553		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	Refund for Cancellation of Cute Cuddly Animals		165.00
Inv R102035/102553 Total			165.00
307464 Total:			165.00
307496	06/20/2019		
Inv	R100820/102603		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	Refund Summer Camp Class Deposit		165.00
Inv R100820/102603 Total			165.00
307496 Total:			165.00
MXWH5270 - Max, Whitney Total:			330.00
MHVA5270 - Mehta, Vaishalee			
307605	07/03/2019		
Inv	102324		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/02/2019	Class Cancellation of Brit-West Camp June 2019		259.00
Inv 102324 Total			259.00
307605 Total:			259.00

Check Number	Check Date	Amount
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MHVA5270 - Mehta, Vaishalee Total:		259.00
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MER2145 - Merit Oil Company

307552 06/27/2019

Inv 523579

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	General - MGMT Svcs. - Vehicle Maint.	135.45
06/21/2019	General - Police Fuel	5,824.24
06/21/2019	General - Fire Fuel	541.79
06/21/2019	General - PW Vehicle Maint.	135.44
06/21/2019	General - P&B Vehicle Maint.	135.45

Inv 523579 Total		6,772.37
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307552 Total:		6,772.37
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MER2145 - Merit Oil Company Total:		6,772.37
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JFMS2920 - Mestrandrea, Jeffrey

307465 06/13/2019

Inv R101303/102532

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/25/2019	Refund Deposit GP Youth House	250.00

Inv R101303/102532 Total		250.00
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307465 Total:		250.00
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JFMS2920 - Mestrandrea, Jeffrey Total:		250.00
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VRMZ7000 - Munoz, Valerie

307431 06/13/2019

Inv P/R/E 06/09/19

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Garnishment	750.00

Inv P/R/E 06/09/19 Total		750.00
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307431 Total:		750.00
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307518 06/27/2019

Inv P/R/E 6/23/19

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Garnishment	750.00

Inv P/R/E 6/23/19 Total		750.00
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Check Number	Check Date	Amount
307518 Total:		750.00
VRMZ7000 - Munoz, Valerie Total:		1,500.00
MVCH3011 - MV Cheng & Associates Inc.		
307553	06/27/2019	
Inv	06/30/2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/30/2019	Contract Services Budge Analyst May/June 2019	8,960.00
Inv 06/30/2019 Total		8,960.00
307553 Total:		8,960.00
MVCH3011 - MV Cheng & Associates Inc. Total:		8,960.00
WOFL4011 - National Auto Fleet Group		
307554	06/27/2019	
Inv	PC95111	
<u>Line Item Date</u>	<u>Line Item Description</u>	
10/02/2018	Purchase PD 2019 Ford Interceptor contract #120716	31,191.07
Inv PC95111 Total		31,191.07
307554 Total:		31,191.07
WOFL4011 - National Auto Fleet Group Total:		31,191.07
NRAC8268 - Neon Retro Arcade		
307497	06/20/2019	
Inv	m8ibyzg8	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Middle School Trip Camp Med Week # 2	300.00
Inv m8ibyzg8 Total		300.00
307497 Total:		300.00
NRAC8268 - Neon Retro Arcade Total:		300.00
NWP8032 - Newport Dunes Waterfront Resort		
307583	07/03/2019	
Inv	07.10.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/10/2019	Summer Camp Med Week 5 Excursion	2,200.00

Check Number	Check Date	Amount
Inv 07.10.2019 Total		2,200.00
307583 Total:		2,200.00
NWP8032 - Newport Dunes Waterfront Resort Total:		2,200.00
NXPX2920 - Nexus Plex		
307555	06/27/2019	
Inv	INV31115	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	4th of July Print & Advertisement	230.00
Inv INV31115 Total		230.00
307555 Total:		230.00
NXPX2920 - Nexus Plex Total:		230.00
CRNG5270 - Ng, Christina		
307498	06/20/2019	
Inv	R100381/102736	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Refund Cancelled Class Due to Instructor	61.00
Inv R100381/102736 Total		61.00
307498 Total:		61.00
CRNG5270 - Ng, Christina Total:		61.00
PEG4590 - NUFIC		
307606	07/03/2019	
Inv	P/R/E 6/28/19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	A.D.D Ins. - Basic - June 2019	189.00
06/27/2019	A.D.D Ins. - Voluntary - June 2019	733.65
Inv P/R/E 6/28/19 Total		922.65
307606 Total:		922.65
PEG4590 - NUFIC Total:		922.65
PAS8032 - Pasadena Ice Skating Center		
307584	07/03/2019	

Check Number	Check Date	Amount
Inv 198		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/02/2019	2019 Middle School Summer Camp Mini Trip	405.00
Inv 198 Total		405.00
307584 Total:		405.00
PAS8032 - Pasadena Ice Skating Center Total:		405.00
PWP4465 - Pasadena Water & Power		
307556	06/27/2019	
Inv 80176-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/17/2019	Water Usage 60 E. State Street 04/11-05/13/19	2,628.14
Inv 80176-1 Total		2,628.14
307556 Total:		2,628.14
307607	07/03/2019	
Inv 80176-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/17/2019	Water Usage 60 E. State St. 5/13/19-06/12/19	2,314.67
Inv 80176-1 Total		2,314.67
307607 Total:		2,314.67
PWP4465 - Pasadena Water & Power Total:		4,942.81
PATC3011 - PayTech		
307608	07/03/2019	
Inv SIN016765		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/29/2019	Contract for Implementation Svcs. for ADP Setup	1,800.00
Inv SIN016765 Total		1,800.00
Inv SIN017154		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Contract for Implementation Svcs. for ADP Sctup	3,900.00
Inv SIN017154 Total		3,900.00
Inv SIN017628		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	Contract for Implementation Svcs. for ADP Setup	2,700.00

Check Number	Check Date	Amount
Inv SIN017628 Total		2,700.00
Inv SIN017774		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	Contract for Implementation Svcs. for ADP Setup	5,805.00
Inv SIN017774 Total		5,805.00
Inv SIN017788		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Contract for Implementation Svcs. for ADP Setup	2,700.00
Inv SIN017788 Total		2,700.00
307608 Total:		16,905.00
PATC3011 - PayTech Total:		16,905.00
SMPR5270 - Persi, Samantha		
307499	06/20/2019	
Inv 102503 /639-40		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Cancelled Summer Camp Class Brit West Soccer	318.00
Inv 102503 /639-40 Total		318.00
307499 Total:		318.00
SMPR5270 - Persi, Samantha Total:		318.00
PTAM8030 - Petersen Automotive Museum		
307480	06/18/2019	
Inv 06.19.2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Summer Camp Week 2 Exccrsion (06/19/2019) Petersen Auto Muse	605.00
Inv 06.19.2019 Total		605.00
307480 Total:		605.00
PTAM8030 - Petersen Automotive Museum Total:		605.00
PIT8031 - Pitney Bowes-Reserve Account		
307500	06/20/2019	
Inv 35756428		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date		Amount
06/06/2019	Reimb. Reserve Account # 35756428		500.00
06/06/2019	Reimb. Reserve Account # 35756428		1,000.00
06/06/2019	Reimb. Reserve Account # 35756428		650.00
Inv 35756428 Total			2,150.00
307500 Total:			2,150.00
PIT8031 - Pitney Bowes-Reserve Account Total:			2,150.00
JHPV5270 - Popovic, Kat			
307609	07/03/2019		
Inv	100461		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	Client Cancellation Camp Med (103196 / 103195)		131.00
06/28/2019	Client Cancellation Camp Med (103196 / 103195)		131.00
Inv 100461 Total			262.00
307609 Total:			262.00
JHPV5270 - Popovic, Kat Total:			262.00
PRPC5012 - ProPac			
307501	06/20/2019		
Inv	365445		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	CERT Vest, Manual, Instructor/Participant Flashdrive		5,112.93
Inv 365445 Total			5,112.93
307501 Total:			5,112.93
PRPC5012 - ProPac Total:			5,112.93
PUWA8020 - Pure Water			
307585	07/03/2019		
Inv	201814852		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/01/2019	FD Supplies July 2019		87.39
Inv 201814852 Total			87.39
307585 Total:			87.39
PUWA8020 - Pure Water Total:			87.39

Check Number	Check Date		Amount
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QNFL5270 - Quintero, Felicia

307610	07/03/2019		
Inv	101493		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/02/2019	Cancellation of Gazebo		75.00
Inv 101493 Total			75.00
307610 Total:			75.00

QNFL5270 - Quintero, Felicia Total: 75.00

CHA3010 - S.P.Chamber of Commerce

307466	06/13/2019		
Inv	6941		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/10/2019	Special Allocation to Support Eclectic Music Festival		22,000.00
Inv 6941 Total			22,000.00
307466 Total:			22,000.00

CHA3010 - S.P.Chamber of Commerce Total: 22,000.00

SOU5230 - S.P.Firefighters L-3657

307432	06/13/2019		
Inv	P/R/E 06/09/19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/13/2019	Union & Association Ins. 6/19		180.74
06/13/2019	Union & Association Dues 6/19		2,450.00
Inv P/R/E 06/09/19 Total			2,630.74
307432 Total:			2,630.74

SOU5230 - S.P.Firefighters L-3657 Total: 2,630.74

SOU5435 - S.P.P. O. A.

307433	06/13/2019		
Inv	P/R/E 06/09/19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/13/2019	Union & Association Ins. 6/19		1,882.89
06/13/2019	Union & Association Dues 6/19		2,665.20
Inv P/R/E 06/09/19 Total			4,548.09

Check Number	Check Date	Amount
307433 Total:		4,548.09
SOU5435 - S.P.P. O. A. Total:		4,548.09
SOU5451 - S.P.Public Srvc Empl. Ass'n		
307434	06/13/2019	
Inv	P/R/E 6/9/19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Ass. Dues 6/19	1,350.00
Inv P/R/E 6/9/19 Total		1,350.00
307434 Total:		1,350.00
SOU5451 - S.P.Public Srvc Empl. Ass'n Total:		1,350.00
SGVM2010 - San Gabriel Valley CM Association		
307467	06/13/2019	
Inv	06.12.19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Spring Workshop (Demirjian, Pautsch, Binns, Lin, Aceves)	240.00
06/06/2019	Spring Workshop (Demirjian, Pautsch, Binns, Lin, Aceves)	60.00
Inv 06.12.19 Total		300.00
307467 Total:		300.00
SGVM2010 - San Gabriel Valley CM Association Total:		300.00
SSDV2018 - Sandoval, Sbeila		
307435	06/13/2019	
Inv	P/R/E 6/9/19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Garnishment	725.82
06/13/2019	Garnishment	876.92
Inv P/R/E 6/9/19 Total		1,602.74
307435 Total:		1,602.74
307519	06/27/2019	
Inv	P/R/E 6/23/19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Garnishment	499.10
06/27/2019	Garnishment	876.92
Inv P/R/E 6/23/19 Total		1,376.02

Check Number	Check Date	Amount
307519 Total:		1,376.02
SSDV2018 - Sandoval, Sheila Total:		2,978.76
SCF1400 - SC Fuels		
307611	07/03/2019	
Inv	1448597-IN	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Unleaded Fuel for PW Service Yard June 2019	4,380.00
Inv 1448597-IN Total		4,380.00
307611 Total:		4,380.00
SCF1400 - SC Fuels Total:		4,380.00
SHNSD527 - Shannon, Sandy		
307557	06/27/2019	
Inv	100631	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	Client Cancellation of Park Reservation (100631)	37.50
Inv 100631 Total		37.50
307557 Total:		37.50
SHNSD527 - Shannon, Sandy Total:		37.50
SHZC0000 - Shao, Zach (Zixuan)		
307468	06/13/2019	
Inv	R101159/102534	
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/08/2019	Refund Deposit for Rental of Eddie Park House June 8th 2019	250.00
Inv R101159/102534 Total		250.00
307468 Total:		250.00
SHZC0000 - Shao, Zach (Zixuan) Total:		250.00
SHI5011 - Shift Calendars Inc		
307558	06/27/2019	
Inv	22536	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	Single Sheet Appoitment Style Desk Pads	509.11

Check Number	Check Date	Amount
Inv 22536 Total		509.11
307558 Total:		509.11
SHI5011 - Shift Calendars Inc Total:		509.11
RBSH5270 - Shin, Robyn		
307612	07/03/2019	
Inv 100470		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	Client Cancellation for Week 1 Summer Camp	138.00
Inv 100470 Total		138.00
307612 Total:		138.00
RBSH5270 - Shin, Robyn Total:		138.00
SHO7777 - Showcases		
307559	06/27/2019	
Inv 312372		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	CD, BluRay, DVD Cases	566.78
Inv 312372 Total		566.78
307559 Total:		566.78
SHO7777 - Showcases Total:		566.78
WLST8267 - Shuttic, William		
307560	06/27/2019	
Inv June 2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Instructor for "Functional Fitness" Class	550.00
Inv June 2019 Total		550.00
307560 Total:		550.00
WLST8267 - Shuttic, William Total:		550.00
SOU6666 - So. CA Edison Co.		
307469	06/13/2019	

Check Number	Check Date	Amount
Inv 3-002-4472-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	4/25/19-05/24/19	1,252.37
Inv 3-002-4472-77 Total		1,252.37
Inv 3-002-4472-78		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/25/19-05/24/19	515.92
Inv 3-002-4472-78 Total		515.92
Inv 3-011-4089-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/25/19-05/24/19	32.67
Inv 3-011-4089-57 Total		32.67
Inv 3-023-3283-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	4/25/19-05/24/19	12.68
Inv 3-023-3283-79 Total		12.68
Inv 3-023-6580-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/25/19-05/24/19	12.19
Inv 3-023-6580-86 Total		12.19
Inv 3-023-7844-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/25/19-05/24/19	10.51
Inv 3-023-7844-31 Total		10.51
Inv 3-026-3223-65		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/26/19-05/28/19	13.88
Inv 3-026-3223-65 Total		13.88
Inv 3-028-7013-82		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	4/25/19-05/24/19	38.53
Inv 3-028-7013-82 Total		38.53
Inv 3-028-7594-32		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	4/25/19-05/24/19	1,527.73

Check Number	Check Date	Amount
Inv 3-028-7594-32 Total		1,527.73
Inv 3-029-2458-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/26/19-05/28/19	30.73
Inv 3-029-2458-05 Total		30.73
Inv 3-032-4192-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/26/19-05/28/19	20.20
Inv 3-032-4192-98 Total		20.20
Inv 3-048-3504-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	4/25/19-05/24/19	627.78
Inv 3-048-3504-98 Total		627.78
Inv 3-048-3508-41		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	4/25/19-05/24/19	22.09
Inv 3-048-3508-41 Total		22.09
Inv 3-048-3508-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/25/19-05/24/19	0.48
Inv 3-048-3508-62 Total		0.48
Inv 3-048-3508-76		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	4/25/19-05/24/19	937.95
Inv 3-048-3508-76 Total		937.95
Inv 3-048-3509-87		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/25/19-05/24/19	2.61
Inv 3-048-3509-87 Total		2.61
Inv 3-048-3512-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	04/25/19-05/24/19	210.33
Inv 3-048-3512-00 Total		210.33

Check Number	Check Date		Amount
Inv	3-048-3518-27		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	4/25/19-05/24/19		1.46
Inv 3-048-3518-27 Total			1.46
Inv	3-048-3534-21		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	04/25/19-05/24/19		15.40
Inv 3-048-3534-21 Total			15.40
Inv	3-048-3587-38		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	04/26/19-05/28/19		2.35
Inv 3-048-3587-38 Total			2.35
Inv	3-048-3594-16		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	04/26/19-05/28/19		8.74
Inv 3-048-3594-16 Total			8.74
Inv	3-048-3599-58		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	04/26/19-05/28/19		15.40
Inv 3-048-3599-58 Total			15.40
307469 Total:			5,312.00
307502	06/20/2019		
Inv	3-008-8091-11		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	05/01/19-06/01/19		2,209.80
Inv 3-008-8091-11 Total			2,209.80
Inv	3-008-8091-12		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	05/01/19-06/01/19		476.11
Inv 3-008-8091-12 Total			476.11
Inv	3-008-8091-13		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	05/01/19-06/01/19		7,265.30
Inv 3-008-8091-13 Total			7,265.30

Check Number	Check Date	Amount
Inv	3-008-8091-14	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/01/19-06/01/19	10.52
Inv 3-008-8091-14 Total		10.52
Inv	3-008-8091-16	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	49.72
Inv 3-008-8091-16 Total		49.72
Inv	3-008-8091-17	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	21.46
Inv 3-008-8091-17 Total		21.46
Inv	3-008-8091-18	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	20.65
Inv 3-008-8091-18 Total		20.65
Inv	3-008-8091-19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	16.43
Inv 3-008-8091-19 Total		16.43
Inv	3-008-8091-20	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	26.29
Inv 3-008-8091-20 Total		26.29
Inv	3-008-8091-21	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	44.46
Inv 3-008-8091-21 Total		44.46
Inv	3-008-8091-22	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	17.52
Inv 3-008-8091-22 Total		17.52
Inv	3-008-8091-23	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	28.43

Check Number	Check Date	Amount
Inv 3-008-8091-23 Total		28.43
Inv 3-008-8091-24		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	26.15
Inv 3-008-8091-24 Total		26.15
Inv 3-008-8436-55		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	37.95
Inv 3-008-8436-55 Total		37.95
Inv 3-022-6898-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	04/30/19-05/30/19	10.50
Inv 3-022-6898-28 Total		10.50
Inv 3-025-4910-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	41.46
Inv 3-025-4910-19 Total		41.46
Inv 3-026-6343-40		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/06/19-06/05/19	8.34
Inv 3-026-6343-40 Total		8.34
Inv 3-045-0630-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	05/01/19-06/01/19	12.98
Inv 3-045-0630-89 Total		12.98
Inv 3-048-3733-54		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	04/30/19-05/30/19	0.28
Inv 3-048-3733-54 Total		0.28
Inv 3-048-7781-73		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	04/01/19-04/04/19	178.02
06/26/2019	04/04/19-05/01/19	1,710.98
Inv 3-048-7781-73 Total		1,889.00

Check Number	Check Date		Amount
Inv	3-048-7784-31		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	04/01/19-04/04/19		41.27
06/26/2019	04/04/19-05/01/19		396.71
Inv 3-048-7784-31 Total			437.98
Inv	3-048-7785-04		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	04/01/19-04/04/19		0.17
06/26/2019	04/04/19-05/01/19		1.63
Inv 3-048-7785-04 Total			1.80
Inv	3-048-7785-92		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	04/04/19-05/01/19		790.92
06/26/2019	04/01/19-04/04/19		82.29
Inv 3-048-7785-92 Total			873.21
Inv	3-048-7970-18		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/26/2019	04/04/19-05/01/19		3.79
Inv 3-048-7970-18 Total			3.79
307502 Total:			13,530.13
307613	07/03/2019		
Inv	3-000-5950-21		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/21/2019	05/21/19-06/20/19		12.39
Inv 3-000-5950-21 Total			12.39
Inv	3-000-5950-22		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/21/2019	04/25/19-05/24/19		7.31
Inv 3-000-5950-22 Total			7.31
Inv	3-000-7125-63		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/21/2019	04/25/19-05/24/19		9.83
Inv 3-000-7125-63 Total			9.83
Inv	3-000-7125-66		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/21/2019	04/25/19-05/24/19		18.67

Check Number	Check Date	Amount
Inv 3-000-7125-66 Total		18.67
Inv 3-000-7152-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/29/19-05/29/19	10.43
Inv 3-000-7152-57 Total		10.43
Inv 3-000-8455-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	30.76
Inv 3-000-8455-69 Total		30.76
Inv 3-000-9969-52		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/21/19-06/20/19	5.62
06/21/2019	05/21/19-06/20/19	5.61
Inv 3-000-9969-52 Total		11.23
Inv 3-001-1810-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	29.15
Inv 3-001-1810-93 Total		29.15
Inv 3-001-1810-94		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	18.89
Inv 3-001-1810-94 Total		18.89
Inv 3-001-1810-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/17/19-06/18/19	42,736.56
Inv 3-001-1810-98 Total		42,736.56
Inv 3-001-1811-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	3,142.49
Inv 3-001-1811-29 Total		3,142.49
Inv 3-001-1811-44		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/21/19-06/20/19	57.08
06/21/2019	05/21/19-06/20/19	57.07
Inv 3-001-1811-44 Total		114.15

Inv 3-001-1811-45

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/21/19-06/20/19	34.94
06/21/2019	05/21/19-06/20/19	34.93

Inv 3-001-1811-45 Total 69.87

Inv 3-001-1811-48

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/24/19-05/23/19	28.84

Inv 3-001-1811-48 Total 28.84

Inv 3-001-1811-56

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	38.71

Inv 3-001-1811-56 Total 38.71

Inv 3-001-1811-58

<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	28.01

Inv 3-001-1811-58 Total 28.01

Inv 3-001-1811-59

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/24/19-05/23/19	27.00

Inv 3-001-1811-59 Total 27.00

Inv 3-001-1811-63

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	10.58
06/21/2019	04/25/19-5/24/19	69.41

Inv 3-001-1811-63 Total 79.99

Inv 3-001-1811-67

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/24/19-05/23/19	27.24

Inv 3-001-1811-67 Total 27.24

Inv 3-001-1811-69

<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	21.07

Inv 3-001-1811-69 Total 21.07

Check Number	Check Date	Amount
Inv 3-001-1811-75		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/24/19-05/23/19	47.41
Inv 3-001-1811-75 Total		47.41
Inv 3-001-1811-76		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/24/19-05/23/19	36.42
Inv 3-001-1811-76 Total		36.42
Inv 3-001-1811-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/24/19-05/23/19	26.45
Inv 3-001-1811-77 Total		26.45
Inv 3-001-1811-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	25.33
Inv 3-001-1811-79 Total		25.33
Inv 3-001-1811-80		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	25.89
Inv 3-001-1811-80 Total		25.89
Inv 3-001-1811-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	10.85
Inv 3-001-1811-86 Total		10.85
Inv 3-001-1811-87		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	14.69
Inv 3-001-1811-87 Total		14.69
Inv 3-001-1811-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	14.01
03/21/2019	05/01/19-06/01/19	14.00
Inv 3-001-1811-89 Total		28.01
Inv 3-001-1811-90		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
06/21/2019	05/01/19-05/31/19	26.00
Inv 3-001-1811-90 Total		26.00
Inv 3-001-1811-91		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	43.89
Inv 3-001-1811-91 Total		43.89
Inv 3-001-1811-92		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	12.97
Inv 3-001-1811-92 Total		12.97
Inv 3-001-1811-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	34.75
Inv 3-001-1811-93 Total		34.75
Inv 3-001-1811-95		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	12.02
Inv 3-001-1811-95 Total		12.02
Inv 3-001-1811-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	13.79
Inv 3-001-1811-98 Total		13.79
Inv 3-001-1812-06		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	18.23
Inv 3-001-1812-06 Total		18.23
Inv 3-001-1812-07		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/21/19-06/20/19	13.20
Inv 3-001-1812-07 Total		13.20
Inv 3-001-1812-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/24/19-05/23/19	38.80
Inv 3-001-1812-08 Total		38.80

Check Number	Check Date	Amount
Inv	3-001-1812-09	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	255.02
Inv 3-001-1812-09 Total		255.02
Inv	3-001-1812-10	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	38.64
Inv 3-001-1812-10 Total		38.64
Inv	3-001-1812-11	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	24.23
Inv 3-001-1812-11 Total		24.23
Inv	3-001-1812-12	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	14.25
Inv 3-001-1812-12 Total		14.25
Inv	3-001-1812-25	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/29/19-05/29/19	10.59
Inv 3-001-1812-25 Total		10.59
Inv	3-001-1812-26	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/29/19-05/29/19	407.83
Inv 3-001-1812-26 Total		407.83
Inv	3-001-1812-27	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/29/19-05/29/19	31.10
Inv 3-001-1812-27 Total		31.10
Inv	3-001-1812-31	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/30/19-05/30/19	25.32
Inv 3-001-1812-31 Total		25.32
Inv	3-001-1812-32	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	12.55

Check Number	Check Date	Amount
Inv 3-001-1812-32 Total		12.55
Inv 3-001-1812-35		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/01/19-05/31/19	13.32
Inv 3-001-1812-35 Total		13.32
Inv 3-001-1812-36		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/30/19-05/30/19	33.81
Inv 3-001-1812-36 Total		33.81
Inv 3-001-1812-38		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/01/19-05/31/19	10.44
Inv 3-001-1812-38 Total		10.44
Inv 3-001-1812-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	05/01/19-05/31/19	33.89
Inv 3-001-1812-39 Total		33.89
Inv 3-001-9413-97		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/26/19-05/28/19	1,787.50
Inv 3-001-9413-97 Total		1,787.50
Inv 3-002-4372-43		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	04/25/19-05/24/19	36.33
Inv 3-002-4372-43 Total		36.33
Inv 3-002-4472-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	1,837.68
Inv 3-002-4472-77 Total		1,837.68
Inv 3-002-4472-78		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	763.44
Inv 3-002-4472-78 Total		763.44

Check Number	Check Date	Amount
Inv	3-002-4473-12	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	10.85
Inv 3-002-4473-12 Total		10.85
Inv	3-003-7341-83	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	10.52
Inv 3-003-7341-83 Total		10.52
Inv	3-004-3214-58	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	17.61
Inv 3-004-3214-58 Total		17.61
Inv	3-004-4562-56	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	33.07
Inv 3-004-4562-56 Total		33.07
Inv	3-011-4089-57	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	37.07
Inv 3-011-4089-57 Total		37.07
Inv	3-016-0678-82	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	45.20
Inv 3-016-0678-82 Total		45.20
Inv	3-022-6051-15	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-05/31/19	46.65
Inv 3-022-6051-15 Total		46.65
Inv	3-022-6897-57	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	11.02
Inv 3-022-6897-57 Total		11.02
Inv	3-022-6897-72	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	11.34

Check Number	Check Date	Amount
Inv 3-022-6897-72 Total		11.34
Inv 3-022-6897-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	10.31
Inv 3-022-6897-89 Total		10.31
Inv 3-022-6897-99		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	10.51
Inv 3-022-6897-99 Total		10.51
Inv 3-022-6898-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	10.10
Inv 3-022-6898-05 Total		10.10
Inv 3-022-6898-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/30/19-05/30/19	11.28
Inv 3-022-6898-17 Total		11.28
Inv 3--023-6580-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	12.05
Inv 3--023-6580-86 Total		12.05
Inv 3-023-7462-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	69.07
Inv 3-023-7462-29 Total		69.07
Inv 3-023-7844-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	11.78
Inv 3-023-7844-31 Total		11.78
Inv 3-023-8283-79		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	14.36
Inv 3-023-8283-79 Total		14.36

Check Number	Check Date	Amount
Inv 3-028-7013-82		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	43.34
Inv 3-028-7013-82 Total		43.34
Inv 3-028-7594-32		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	1,617.73
Inv 3-028-7594-32 Total		1,617.73
Inv 3-032-0513-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	31.57
Inv 3-032-0513-93 Total		31.57
Inv 3-032-2521-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	5/23/19-06/24/19	20.19
Inv 3-032-2521-62 Total		20.19
Inv 3-035-6502-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	564.83
Inv 3-035-6502-21 Total		564.83
Inv 3-037-6075-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	5/23/19-06/24/19	32.09
Inv 3-037-6075-39 Total		32.09
Inv 3-045-8045-41		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	11.84
Inv 3-045-8045-41 Total		11.84
Inv 3-046-7147-27		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	1,189.87
Inv 3-046-7147-27 Total		1,189.87
Inv 3-048-3503-18		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	0.60

Check Number	Check Date	Amount
Inv 3-048-3503-18 Total		0.60
Inv 3-048-3503-31		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	6.18
Inv 3-048-3503-31 Total		6.18
Inv 3-048-3504-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	0.37
Inv 3-048-3504-12 Total		0.37
Inv 3-048-3504-73		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	6.64
Inv 3-048-3504-73 Total		6.64
Inv 3-048-3504-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	1,725.94
Inv 3-048-3504-98 Total		1,725.94
Inv 3-048-3505-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	5.82
Inv 3-048-3505-86 Total		5.82
Inv 3-048-3506-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	3.61
Inv 3-048-3506-21 Total		3.61
Inv 3-048-3506-72		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	6.74
Inv 3-048-3506-72 Total		6.74
Inv 3-048-3507-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	10.22
Inv 3-048-3507-28 Total		10.22

Check Number	Check Date	Amount
Inv 3-048-3508-41		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	33.16
Inv 3-048-3508-41 Total		33.16
Inv 3-048-3508-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	0.80
Inv 3-048-3508-62 Total		0.80
Inv 3-048-3508-76		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	1,555.65
Inv 3-048-3508-76 Total		1,555.65
Inv 3-048-3509-87		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	2.02
Inv 3-048-3509-87 Total		2.02
Inv 3-048-3512-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	625.06
Inv 3-048-3512-00 Total		625.06
Inv 3-048-3515-02		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	0.16
Inv 3-048-3515-02 Total		0.16
Inv 3-048-3515-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	23.98
Inv 3-048-3515-19 Total		23.98
Inv 3-048-3515-96		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	9.78
Inv 3-048-3515-96 Total		9.78
Inv 3-048-3518-27		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	2.49

Check Number	Check Date	Amount
Inv 3-048-3518-27 Total		2.49
Inv 3-048-3520-99		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	1.02
Inv 3-048-3520-99 Total		1.02
Inv 3-048-3524-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	19.99
Inv 3-048-3524-22 Total		19.99
Inv 3-048-3528-66		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	15.69
Inv 3-048-3528-66 Total		15.69
Inv 3-048-3529-42		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	19.91
Inv 3-048-3529-42 Total		19.91
Inv 3-048-3530-52		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/25/19-05/24/19	0.39
Inv 3-048-3530-52 Total		0.39
Inv 3-048-3534-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/24/19-06/25/19	17.45
Inv 3-048-3534-21 Total		17.45
Inv 3-048-3587-48		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	7.96
Inv 3-048-3587-48 Total		7.96
Inv 3-048-3587-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	0.82
Inv 3-048-3587-62 Total		0.82

Check Number	Check Date	Amount
Inv	3-048-3593-95	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	16.01
Inv 3-048-3593-95 Total		16.01
Inv	3-048-3593-98	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	18.89
Inv 3-048-3593-98 Total		18.89
Inv	3-048-3594-36	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	2.64
Inv 3-048-3594-36 Total		2.64
Inv	3-048-3599-01	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	1,995.60
Inv 3-048-3599-01 Total		1,995.60
Inv	3-048-3599-97	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	22.18
Inv 3-048-3599-97 Total		22.18
Inv	3-048-3600-65	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	12.94
Inv 3-048-3600-65 Total		12.94
Inv	3-048-3601-53	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/26/19-05/28/19	1,063.18
Inv 3-048-3601-53 Total		1,063.18
Inv	3-048-3608-21	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	03/27/19-04/26/19	291.60
03/21/2019	04/26/19-05/28/19	325.09
Inv 3-048-3608-21 Total		616.69
Inv	3-048-3659-74	
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
03/21/2019	04/29/19-05/29/19	150.72
Inv 3-048-3659-74 Total		150.72
Inv 3-048-3662-71		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/29/19-05/29/19	13.86
Inv 3-048-3662-71 Total		13.86
Inv 3-048-3664-38		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/29/19-05/29/19	0.33
Inv 3-048-3664-38 Total		0.33
Inv 3-048-3670-65		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/29/19-05/29/19	0.21
Inv 3-048-3670-65 Total		0.21
Inv 3-048-3735-77		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/30/19-05/30/19	13.24
Inv 3-048-3735-77 Total		13.24
Inv 3-048-3736-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/30/19-05/30/19	17.75
Inv 3-048-3736-11 Total		17.75
Inv 3-048-3750-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/30/19-05/30/19	0.80
Inv 3-048-3750-12 Total		0.80
Inv 3-048-3807-64		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-05/31/19	15.97
Inv 3-048-3807-64 Total		15.97
Inv 3-048-3810-70		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-05/31/19	0.29
Inv 3-048-3810-70 Total		0.29

Check Number	Check Date	Amount
Inv 3-048-3817-68		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-05/31/19	0.20
Inv 3-048-3817-68 Total		0.20
Inv 3-048-3819-71		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-05/31/19	9.95
Inv 3-048-3819-71 Total		9.95
Inv 3-048-3823-92		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-05/31/19	25.69
Inv 3-048-3823-92 Total		25.69
Inv 3-048-4954-40		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/22/19-05/21/19	44.52
03/21/2019	04/22/19-05/21/19	44.53
Inv 3-048-4954-40 Total		89.05
Inv 3-048-4960-02		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/22/19-05/21/19	1.60
Inv 3-048-4960-02 Total		1.60
Inv 3-048-4960-34		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/22/19-05/21/19	55.63
03/21/2019	04/22/19-05/21/19	55.64
Inv 3-048-4960-34 Total		111.27
Inv 3-048-4961-25		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/22/19-05/21/19	2.02
Inv 3-048-4961-25 Total		2.02
Inv 3-048-5123-18		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	21.69
Inv 3-048-5123-18 Total		21.69

Check Number	Check Date	Amount
Inv 3-048-5123-44		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	5/23/19-06/24/19	9.90
Inv 3-048-5123-44 Total		9.90
Inv 3-048-5125-68		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	29.91
Inv 3-048-5125-68 Total		29.91
Inv 3-048-5125-73		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	20.07
Inv 3-048-5125-73 Total		20.07
Inv 3-048-5126-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	0.39
Inv 3-048-5126-22 Total		0.39
Inv 3-048-5127-24		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	11.04
Inv 3-048-5127-24 Total		11.04
Inv 3-048-5129-43		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	0.88
Inv 3-048-5129-43 Total		0.88
Inv 3-048-5129-59		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	11.24
Inv 3-048-5129-59 Total		11.24
Inv 3-048-5131-46		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	0.47
Inv 3-048-5131-46 Total		0.47
Inv 3-048-5131-47		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	10.63

Check Number	Check Date	Amount
Inv 3-048-5131-47 Total		10.63
Inv 3-048-5132-96		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	5/23/19-06/24/19	21.25
Inv 3-048-5132-96 Total		21.25
Inv 3-048-5135-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	26.65
Inv 3-048-5135-05 Total		26.65
Inv 3-048-5135-50		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	456.63
Inv 3-048-5135-50 Total		456.63
Inv 3-048-5135-90		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	05/23/19-06/24/19	73.36
Inv 3-048-5135-90 Total		73.36
Inv 3-048-5136-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	18.20
Inv 3-048-5136-08 Total		18.20
Inv 3-048-5142-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	04/24/19-05/23/19	12.46
Inv 3-048-5142-29 Total		12.46
Inv 3-048-7780-74		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	1.81
Inv 3-048-7780-74 Total		1.81
Inv 3-048-7781-02		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	7.63
Inv 3-048-7781-02 Total		7.63

Check Number	Check Date	Amount
Inv 3-048-7781-59		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	64.32
Inv 3-048-7781-59 Total		64.32
Inv 3-048-7782-47		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	11.35
Inv 3-048-7782-47 Total		11.35
Inv 3-048-7782-87		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	1.81
Inv 3-048-7782-87 Total		1.81
Inv 3-048-7783-35		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	3.63
Inv 3-048-7783-35 Total		3.63
Inv 3-048-7786-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/21/2019	05/01/19-06/01/19	3.82
03/21/2019	05/01/19-06/01/19	3.81
Inv 3-048-7786-19 Total		7.63
307613 Total:		65,237.96
SOU6666 - So. CA Edison Co. Total:		84,080.09
MART8031 - SoSound		
307503	06/20/2019	
Inv IN-0052		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	6/21/19 Movie in the Park Audio/Visual Services	1,100.00
Inv IN-0052 Total		1,100.00
307503 Total:		1,100.00
MART8031 - SoSound Total:		1,100.00
CEAP7000 - South Pasadena Part Time Employees Assn.		
307436	06/13/2019	

Check Number	Check Date	Amount
Inv P/R/E 06/09/19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Ass. Dues 6/19	384.00
Inv P/R/E 06/09/19 Total		384.00
307436 Total:		384.00
CEAP7000 - South Pasadena Part Time Employees Assn. Total:		384.00
SPRE7011 - South Pasadena Review		
307504	06/20/2019	
Inv F66024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	Quarter Page Ad - 2019 Summer Concerts in the Park (6/14/19) Pub	252.00
Inv F66024 Total		252.00
307504 Total:		252.00
307561	06/27/2019	
Inv E65816		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/10/2019	Public Notice Hearing for Proposed Budget (5/10/19) Publish Date	82.50
Inv E65816 Total		82.50
Inv E65927		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/24/2019	Public Notice Hearing for FY19-20 Budget (5/24/19) Publish Date	97.50
Inv E65927 Total		97.50
307561 Total:		180.00
SPRE7011 - South Pasadena Review Total:		432.00
STA5219 - Staples Business Advantage		
307562	06/27/2019	
Inv 3403131218		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/26/2019	PD Office Supplies (Credit Memo)	-43.57
Inv 3403131218 Total		-43.57
Inv 3403337583		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/30/2019	PD Office Supplies	524.46

Check Number	Check Date	Amount
Inv 3403337583	Total	524.46
Inv 3405227256		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/15/2019	PD Office Supplies	378.26
Inv 3405227256	Total	378.26
Inv 3405227357		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/15/2019	PD Office Supplies	120.34
Inv 3405227357	Total	120.34
Inv 3407224723		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/02/2019	PD Office Supplies	76.54
Inv 3407224723	Total	76.54
Inv 3407224724		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/02/2019	PD Office Supplies	410.42
Inv 3407224724	Total	410.42
Inv 3407224725		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/02/2019	PD Office Supplies	267.60
Inv 3407224725	Total	267.60
Inv 3407224726		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/2019	PD Office Supplies	191.67
Inv 3407224726	Total	191.67
Inv 3407224727		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/03/2019	PD Office Supplies	4.76
Inv 3407224727	Total	4.76
Inv 3407471258		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/08/2019	PD Office Supplies	4.65
Inv 3407471258	Total	4.65

Check Number	Check Date	Amount
Inv 3407672442		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/09/2019	PD Office Supplies	123.48
Inv 3407672442 Total		123.48
Inv 3408029686		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/15/2019	PD Office Supplies	142.62
Inv 3408029686 Total		142.62
Inv 3408571910		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/22/2019	PD Office Supplies	265.49
Inv 3408571910 Total		265.49
Inv 3408762913		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/23/2019	PD Office Supplies	386.25
Inv 3408762913 Total		386.25
Inv 3408762914		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/23/2019	PD Office Supplies	109.48
Inv 3408762914 Total		109.48
Inv 3409355850		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/30/2019	PD Office Supplies	311.76
Inv 3409355850 Total		311.76
Inv 3409912116		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/04/2019	PD Office Supplies	184.03
Inv 3409912116 Total		184.03
Inv 3409994808		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/05/2019	PD Office Supplies	43.44
Inv 3409994808 Total		43.44
Inv 3410542503		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/06/2019	PD Office Supplies	404.45

Check Number	Check Date	Amount
Inv 3410542503 Total		404.45
Inv 3410674933		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/10/2019	PD Office Supplies	341.10
Inv 3410674933 Total		341.10
Inv 3410747314		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/11/2019	PD Office Supplies	220.00
Inv 3410747314 Total		220.00
Inv 3410820965		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/12/2019	PD Office Supplies	6.01
Inv 3410820965 Total		6.01
Inv 3411307802		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/18/2019	PD Office Supplies	315.27
Inv 3411307802 Total		315.27
Inv 3411677198		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/23/2019	PD Office Supplies	73.45
Inv 3411677198 Total		73.45
Inv 3411881167		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/25/2019	PD Office Supplies	198.22
Inv 3411881167 Total		198.22
Inv 3413447094		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	PD Office Supplies	684.11
Inv 3413447094 Total		684.11
Inv 3413447095		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	PD Office Supplies	811.48
Inv 3413447095 Total		811.48

Check Number	Check Date		Amount
Inv	3414518470		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/23/2019	CS Office Supplies		196.22
Inv 3414518470 Total			196.22
Inv	3415025278		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/30/2019	CS Office Supplies		70.49
Inv 3415025278 Total			70.49
Inv	3415963930		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/05/2019	MS Office Supplies		246.44
Inv 3415963930 Total			246.44
Inv	3416606453		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	P&B Office Supplies		66.90
06/14/2019	Finance Office Supplies		266.09
Inv 3416606453 Total			332.99
Inv	3416606454		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	Finance Office Supplies		50.14
Inv 3416606454 Total			50.14
307562 Total:			7,452.05
307614	07/03/2019		
Inv	3416937305		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/16/2019	MS Office Supplies		286.73
Inv 3416937305 Total			286.73
Inv	3416937306		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/16/2019	PW Office Supplies		164.22
Inv 3416937306 Total			164.22
307614 Total:			450.95
STA5219 - Staples Business Advantage Total:			7,903.00

Check Number	Check Date	Amount
SWRC6711 - State Water Resources Control Board		
307621	07/09/2019	
Inv	S1907249	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Interest on Principle Balance Contract # D1702066 SWRCB	5,727.96
Inv S1907249 Total		5,727.96
307621 Total:		5,727.96
SWRC6711 - State Water Resources Control Board Total:		5,727.96
STKR5011 - STRYKER		
307563	06/27/2019	
Inv	7421065 DM	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	EMS Equipment Stair Chair Pro # 6252	3,670.61
Inv 7421065 DM Total		3,670.61
307563 Total:		3,670.61
STKR5011 - STRYKER Total:		3,670.61
SWA2992 - Swank Motion Pictures, Inc		
307505	06/20/2019	
Inv	DB 2688134	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Movie License Fee 1st Summer Movie in the Park (Lego Movie 2)	665.00
Inv DB 2688134 Total		665.00
307505 Total:		665.00
SWA2992 - Swank Motion Pictures, Inc Total:		665.00
TMKR5270 - Tamis, Karen		
307506	06/20/2019	
Inv	102450-637-638	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	Cancelled Class Brit West Soccer	318.00
Inv 102450-637-638 Total		318.00
307506 Total:		318.00

Check Number	Check Date	Amount
TMKR5270 - Tamis, Karen Total:		318.00
TNLA5270 - Tan, Linda		
307564	06/27/2019	
Inv	102949	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	STEM Challenge Camp Cancelled Due to Low Enrollment	164.00
Inv 102949 Total		164.00
307564 Total:		164.00
TNLA5270 - Tan, Linda Total:		164.00
TECH8025 - Tech Air of California		
307586	07/03/2019	
Inv	04931389	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/30/2019	FD Oxygen Rental	157.50
Inv 04931389 Total		157.50
307586 Total:		157.50
TECH8025 - Tech Air of California Total:		157.50
SOU5030 - The Gas Company		
307565	06/27/2019	
Inv	072 519 1300 5	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	05/15/19-06/14/19	15.78
Inv 072 519 1300 5 Total		15.78
Inv	080 919 2900 3	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	05/15/19-06/14/19	193.03
Inv 080 919 2900 3 Total		193.03
Inv	080 919 3600 8	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	05/15/19-06/14/19	8.96
Inv 080 919 3600 8 Total		8.96
Inv	083 019 3600 4	
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
06/18/2019	05/15/19-06/14/19	31.96
Inv 083 019 3600 4 Total		31.96
Inv 137 619 3700 5		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	05/15/19-06/14/19	76.52
Inv 137 619 3700 5 Total		76.52
Inv 148 220 0900 8		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	05/15/19-06/14/19	85.48
Inv 148 220 0900 8 Total		85.48
307565 Total:		411.73
307615	07/03/2019	
Inv 196-493-8529 1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	CNG Fuel for Vehicles	113.43
06/06/2019	CNG Fuel for Vehicles	113.43
06/06/2019	CNG Fuel for Vehicles	113.43
06/06/2019	CNG Fuel for Vehicles	113.43
06/06/2019	CNG Fuel for Vehicles	113.43
Inv 196-493-8529 1 Total		567.15
307615 Total:		567.15
SOGA6501 - The Gas Company Total:		978.88
PTSP2011 - The Print Spot		
307566	06/27/2019	
Inv 1886		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Arroyo Seco Foldable Maps	510.00
Inv 1886 Total		510.00
307566 Total:		510.00
PTSP2011 - The Print Spot Total:		510.00
TSCS8030 - The Sauce Creative Services		
307470	06/13/2019	

Check Number	Check Date	Amount
Inv 3415		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	2019 Summer Concert Poster Design & Printing (75 Copies)	439.25
Inv 3415 Total		439.25
307470 Total:		439.25
TSCS8030 - The Sauce Creative Services Total:		439.25
TIM4011 - Time Warner Cable		
307471	06/13/2019	
Inv 008 0357905		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Camp Med/ Teen Center Internet 6/5/19-7/4/19	110.49
Inv 008 0357905 Total		110.49
307471 Total:		110.49
307567	06/27/2019	
Inv 008 0012005		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	1100 Oxley St. 05/25/19-06/28/19	5.25
Inv 008 0012005 Total		5.25
Inv 008 0070193		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/08/2019	06/01/19-06/30/19 SP Police Department	78.95
Inv 008 0070193 Total		78.95
Inv 008 0224964		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/08/2019	Account # 8448 30 008 0224964 06/08-07/07/19	381.26
Inv 008 0224964 Total		381.26
Inv 008 0311688		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/08/2019	1100 Oxley St. 06/11/19-07/10/19	1,223.00
Inv 008 0311688 Total		1,223.00
Inv 008 0311704		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	825 Mission St. 06/11/19-07/10/19	1,223.00

Check Number	Check Date	Amount
Inv 008 0311704 Total		1,223.00
Inv 008 0311712		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	1414 Mission Street 06/11/19-07/10/19	1,190.00
Inv 008 0311712 Total		1,190.00
Inv 008 0355990		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	06/02/19-07/01/19 416 Garfield Ave.	399.30
Inv 008 0355990 Total		399.30
307567 Total:		4,500.76
307616	07/03/2019	
Inv 008 0269985		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	City Hall 2nd Modem 6/17-7/19/19	174.67
Inv 008 0269985 Total		174.67
Inv 899 0029763		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	PD Cable 6/16-7/15/19	228.79
Inv 899 0029763 Total		228.79
307616 Total:		403.46
TIM4011 - Time Warner Cable Total:		5,014.71
TOM4455 - Tom's Clothing & Uniforms Inc		
307568	06/27/2019	
Inv 13916		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Fire Department Uniform & Supplies	577.05
Inv 13916 Total		577.05
307568 Total:		577.05
TOM4455 - Tom's Clothing & Uniforms Inc Total:		577.05
UMPQ3010 - UMPQUA Bank		
307507	06/20/2019	

Inv 04.29.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
04/29/2019	Cookies & Dessert for Police Chief Ceremony	63.89

Inv 04.29.2019 Total 63.89

Inv 05.01.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	Council Dinner	116.61

Inv 05.01.2019 Total 116.61

Inv 05.03.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/03/2019	Lunch for PD Hosting Area C Chaplain's Meeting	227.65

Inv 05.03.2019 Total 227.65

Inv 05.07.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/07/2019	Mother's Day Event for Senior Center Cake	121.98

Inv 05.07.2019 Total 121.98

Inv 05.10.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/10/2019	Andrew DuBois CA Taser Crew Instructor Class	495.00

Inv 05.10.2019 Total 495.00

Inv 05.14.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/14/2019	Oral Rater Lunch	78.08

Inv 05.14.2019 Total 78.08

Inv 05.15.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Employee Appreciation Luncheon Food	175.18
05/15/2019	Council Dinner	166.73

Inv 05.15.2019 Total 341.91

Inv 05.16.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/16/2019	Senior Center Supplies	200.25

Inv 05.16.2019 Total 200.25

Inv 05.20.2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
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Check Number	Check Date		Amount
05/20/2019		Employee Appreciation Luncheon Supplies	76.53
05/20/2019		Employee Appreciation Luncheon Supplies	21.88
05/20/2019		Employee Appreciation Luncheon Supplies	229.41
Inv 05.20.2019 Total			327.82
Inv 05.21.2019			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/21/2019		Employee Appreciation Luncheon Food	1,514.88
Inv 05.21.2019 Total			1,514.88
Inv 05.23.2019			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/23/2019		Finance Commission Dinner	182.01
05/23/2019		Lunch for Park Supervisor Oral Board	44.70
Inv 05.23.2019 Total			226.71
Inv 05.24.2019			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/24/2019		Senior Center Memorial Day Event Supplies	115.50
Inv 05.24.2019 Total			115.50
307507 Total:			3,830.28
307508	06/20/2019		
Inv 05.10.2019			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/10/2019		Cathy Billings Membership Dues	147.00
Inv 05.10.2019 Total			147.00
Inv 05.15.2019			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/15/2019		Postcards Printed for Library	99.73
Inv 05.15.2019 Total			99.73
307508 Total:			246.73
307509	06/20/2019		
Inv 05.05.2019			
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/05/2019		SCAG General Assembly Mayor Marina K	273.46
Inv 05.05.2019 Total			273.46
307509 Total:			273.46

Check Number	Check Date	Amount
UMPQVTRV - UMPQUA Bank Total:		4,350.47
UMPQ1226 - UMPQUA Bank		
307510	06/20/2019	
Inv	05.29.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/29/2019	City Clerk Panel Lunch	71.87
Inv 05.29.2019 Total		71.87
Inv	05.30.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/30/2019	Lunch for Supervisor Kathryn Barger's Staff	56.29
Inv 05.30.2019 Total		56.29
307510 Total:		128.16
307511	06/20/2019	
Inv	05.09.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	Karen Aceves Women's Leadership Summit	170.00
05/09/2019	Margaret Lin Women's Leadership Summit	145.00
Inv 05.09.2019 Total		315.00
307511 Total:		315.00
307512	06/20/2019	
Inv	05.12.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/12/2019	Unlimited Report Membership	26.82
Inv 05.12.2019 Total		26.82
307512 Total:		26.82
307513	06/20/2019	
Inv	05.05.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/05/2019	Equipment for PD Department	227.67
Inv 05.05.2019 Total		227.67
307513 Total:		227.67
UMPQ8767 - UMPQUA Bank Total:		697.65

Check Number	Check Date		Amount
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UPP7789 - Upper S.G.Mun. Water Dist.

307569	06/27/2019		
Inv	2/04-19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/14/2019	MWD Water Supply Charge April 2019 for Kolle Ave. Monterey Rd		230.60
Inv 2/04-19 Total			230.60
Inv	2/05-19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	MWD Water Supply Charge May 2019 for Kolle Ave. Monterey Rd		230.60
Inv 2/05-19 Total			230.60
307569 Total:			461.20

UPP7789 - Upper S.G.Mun. Water Dist. Total: 461.20

VEBU3010 - Verizon Business Svcs, MCI Comm Service

307472	06/13/2019		
Inv	7DE37177		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/17/2019	Phone Conferencing Svcs.		35.71
Inv 7DE37177 Total			35.71
307472 Total:			35.71

307571	06/27/2019		
Inv	71147677		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/20/2019	Phone Conferencing Svcs. 5/19		7.29
Inv 71147677 Total			7.29
307571 Total:			7.29

307617	07/03/2019		
Inv	7DE37177		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/17/2019	Phone Conferencing Svcs. 6/19		35.71
Inv 7DE37177 Total			35.71
307617 Total:			35.71

Check Number	Check Date	Amount
VEBU3010 - Verizon Business Svcs, MCI Comm Service Total:		78.71
VERW6711 - Verizon Wireless		
307473	06/13/2019	
Inv	9830945358	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Managment Services & FD Mobile Act # 270619551-00002	613.36
Inv 9830945358 Total		613.36
307473 Total:		613.36
307618	07/03/2019	
Inv	9832467073	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	Ipad Services April 19 - June 19	298.28
Inv 9832467073 Total		298.28
307618 Total:		298.28
VERW6711 - Verizon Wireless Total:		911.64
VEWI8020 - Vision Electric Wholesale Inc.		
307474	06/13/2019	
Inv	34507	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2019	City Hall Electrical Breakers	23.00
Inv 34507 Total		23.00
307474 Total:		23.00
VEWI8020 - Vision Electric Wholesale Inc. Total:		23.00
VTDL8180 - VTD LLP		
307475	06/13/2019	
Inv	VT24196	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Professional Services provided by R. Martinez 3/20/2019	640.00
Inv VT24196 Total		640.00
307475 Total:		640.00
VTDL8180 - VTD LLP Total:		640.00

Check Number	Check Date		Amount
VUL6601 - Vulcan Materials Co. & Affiliates			
307476	06/13/2019		
Inv	72137320		
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/22/2019	Cold Mix, Crushed Aggregate, Washed Concrete, used for street re		833.83
Inv 72137320 Total			833.83
Inv	72219908		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/05/2019	Vulcan Materials (Cold Mix, Crushed Agg. Base, Sand, Tack, and P		739.13
Inv 72219908 Total			739.13
Inv	72223210		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Cold Mix, Crushed Aggregate, Washed Concrete, used for street re		763.54
Inv 72223210 Total			763.54
Inv	72223211		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Cold Mix, Crushed Aggregate, Washed Concrete, used for street re		1,118.37
Inv 72223211 Total			1,118.37
307476 Total:			3,454.87
VUL6601 - Vulcan Materials Co. & Affiliates Total:			3,454.87
WES4011 - Western Graphix			
307619	07/03/2019		
Inv	51959		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/13/2019	Employee ID Badges		314.56
Inv 51959 Total			314.56
307619 Total:			314.56
WES4011 - Western Graphix Total:			314.56
JNNG5270 - Wong, Jeannie			
307477	06/13/2019		
Inv	R101700/102551		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	Refund for Cancellation of Cute Cuddly Animals		165.00

Check Number	Check Date	Amount
Inv R101700/102551 Total		165.00
307477 Total:		165.00
JNNGS270 - Wong, Jeannie Total:		165.00
CHWR5270 - Wright, Chelsea		
307478	06/13/2019	
Inv R102094/102552		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Refund for Cancellation of Cute Cuddly Animals	165.00
Inv R102094/102552 Total		165.00
307478 Total:		165.00
CHWR5270 - Wright, Chelsea Total:		165.00
RRXF5010 - Xerox Financial Svcs		
307572	06/27/2019	
Inv 1652100		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/10/2019	Copier Lease Payment May - July 2019	3,786.22
Inv 1652100 Total		3,786.22
307572 Total:		3,786.22
307620	07/03/2019	
Inv 1664073		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/16/2019	Copier Lease Payment 5/6-7/5/19	546.34
Inv 1664073 Total		546.34
307620 Total:		546.34
RRXF5010 - Xerox Financial Svcs Total:		4,332.56
YT11023 - Y Tire Sales		
307514	06/20/2019	
Inv 0010713		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	4 Tires for 2006 GMC Sierra 1500 Pickup (Parts & Installation)	619.67
Inv 0010713 Total		619.67

Check Number	Check Date	Amount
307514 Total:		619.67
YTH1023 - Y Tire Sales Total:		619.67
EYEE5220 - Yee, Edmond		
307479	06/13/2019	
Inv	T0611-2	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Residential Rebate for HET Acct# 0000699552-001506164	100.00
Inv T0611-2 Total		100.00
307479 Total:		100.00
EYEE5220 - Yee, Edmond Total:		100.00
ZOLL8021 - Zoll Medical Copr. GPO		
307515	06/20/2019	
Inv	2081826	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Hazardous Materials Sensor Equipment	557.41
Inv 2081826 Total		557.41
307515 Total:		557.41
ZOLL8021 - Zoll Medical Copr. GPO Total:		557.41
Total:		565,539.97

ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: ealvarez
Printed: 07/10/2019 - 2:10PM



Check Number	Check Date		Amount
JOAF2920 - Africa, Jose			
307622	07/17/2019		
Inv	R101901/103351		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/02/2019	Refund Deposit for War Memorial Building use on 6/22/2019.		250.00
Inv R101901/103351 Total			250.00
307622 Total:			250.00
JOAF2920 - Africa, Jose Total:			250.00
ALC4018 - Alco Target Company			
307623	07/17/2019		
Inv	23230		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/13/2019	Miscellaneous Targets.		216.78
Inv 23230 Total			216.78
Inv 67625			
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/27/2019	Training targets; brass cleaning supplies.		128.18
Inv 67625 Total			128.18
307623 Total:			344.96
ALC4018 - Alco Target Company Total:			344.96
ALH0179 - Alhambra Car Wash			
307624	07/17/2019		
Inv	060319		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/03/2019	Car Washes. May 2019.		90.00
Inv 060319 Total			90.00
307624 Total:			90.00

Check Number	Check Date		Amount
ALH0179 - Alhambra Car Wash Total:			90.00
ACMT2920 - All City Management			
307625	07/17/2019		
Inv	61547		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/09/2019	Crossing Guard Services FY18-19 (4/21/19-5/4/19)		7,618.03
Inv 61547 Total			7,618.03
Inv	62165		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/05/2019	Crossing Guard Services FY18-19 (5/19-6/1/19)		6,868.44
Inv 62165 Total			6,868.44
Inv	62378		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/19/2019	Crossing Guard Services FY18-19 (6/2-6/15/19)		2,165.48
Inv 62378 Total			2,165.48
307625 Total:			16,651.95
ACMT2920 - All City Management Total:			16,651.95
ALL0197 - All Star Fire Equipment, Inc.			
307626	07/17/2019		
Inv	216251		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	Safety Equipment / Clothing		316.78
Inv 216251 Total			316.78
307626 Total:			316.78
ALL0197 - All Star Fire Equipment, Inc. Total:			316.78
ALLCT298 - Alliance Construction Team			
307627	07/17/2019		
Inv	8422137		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/17/2019	Refund Unuscd Fund from Temporary Constrction Meter Deposit		651.41
Inv 8422137 Total			651.41

Check Number	Check Date	Amount
307627 Total:		651.41
ALLCT298 - Alliance Construction Team Total:		651.41
AIS0107 - Alliant Insurance Svcs, Inc.		
307628	07/17/2019	
Inv	04/01-06/30/19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	Special Events Reporting 04/01-06/30/19	1,011.12
Inv 04/01-06/30/19 Total		1,011.12
307628 Total:		1,011.12
AIS0107 - Alliant Insurance Svcs, Inc. Total:		1,011.12
AMBB9289 - American Business Bank		
307629	07/17/2019	
Inv	10	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Graves Reservoir Project Escrow Account for Project Retention	33,281.50
Inv 10 Total		33,281.50
307629 Total:		33,281.50
AMBB9289 - American Business Bank Total:		33,281.50
ANPL6710 - Anthony's Backflow Testing		
307630	07/17/2019	
Inv	04954	
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/05/2018	Blackflow Testing for Devices Through-out the City	2,117.00
Inv 04954 Total		2,117.00
307630 Total:		2,117.00
ANPL6710 - Anthony's Backflow Testing Total:		2,117.00
ANT0243 - Antrim's Security Co., Inc.		
307631	07/17/2019	
Inv	54531	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	City Pad Locks (18)	396.90

Check Number	Check Date	Amount
Inv 54531 Total		396.90
Inv 54532		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	New Lock Set for City Clerks Main Entrance.	248.06
Inv 54532 Total		248.06
307631 Total:		644.96
ANT0243 - Antrim's Security Co., Inc. Total:		644.96
ASGC8520 - Arroyo Seco Golf Course		
307790	07/17/2019	
Inv 080219S		
<u>Line Item Date</u>	<u>Line Item Description</u>	
08/02/2019	Middle School Trip 8/2/19	450.00
Inv 080219S Total		450.00
307790 Total:		450.00
ASGC8520 - Arroyo Seco Golf Course Total:		450.00
BEE9190 - B & E Engineers		
307632	07/17/2019	
Inv 15502		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/23/2019	Berkshire Park / Grevelia Park Topo Suvey	378.00
Inv 15502 Total		378.00
307632 Total:		378.00
BEE9190 - B & E Engineers Total:		378.00
BAK0369 - Baker & Taylor Books		
307633	07/17/2019	
Inv 3022821830		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Books C011478	32.11
Inv 3022821830 Total		32.11
Inv 4012419433		
<u>Line Item Date</u>	<u>Line Item Description</u>	
12/28/2018	Books	76.28

Check Number	Check Date	Amount
Inv 4012419433 Total		76.28
Inv 4012517258		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/10/2019	Books	336.34
Inv 4012517258 Total		336.34
Inv 4012524383		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/18/2019	Books	619.63
Inv 4012524383 Total		619.63
Inv 4012524471		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/18/2019	Books	80.49
Inv 4012524471 Total		80.49
Inv 4012528975		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/23/2019	Books	28.54
Inv 4012528975 Total		28.54
Inv 4012536046		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/30/2019	Books	148.22
Inv 4012536046 Total		148.22
Inv 4012538407		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/30/2019	Books	21.58
Inv 4012538407 Total		21.58
Inv 4012539231		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Books	23.43
Inv 4012539231 Total		23.43
Inv 4012545048		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/23/2019	Books	215.82
Inv 4012545048 Total		215.82

Check Number	Check Date	Amount
Inv 4012545848		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	Books	170.82
Inv 4012545848 Total		170.82
Inv 4012547524		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Books	3,210.44
Inv 4012547524 Total		3,210.44
Inv 4012547525		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Books	3,115.58
Inv 4012547525 Total		3,115.58
Inv 4012547733		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	Books	1,538.13
Inv 4012547733 Total		1,538.13
Inv 4012551263		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Books	12.67
Inv 4012551263 Total		12.67
Inv 4012554150		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	Books	593.88
Inv 4012554150 Total		593.88
Inv 4012558760		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/22/2019	Books	192.89
Inv 4012558760 Total		192.89
Inv 4012559798		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Books	2,541.33
Inv 4012559798 Total		2,541.33
Inv 4012560924		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/30/2019	L446460	653.01

Check Number	Check Date	Amount
Inv 4012560924	Total	653.01
Inv 4012565128		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Books	245.44
Inv 4012565128	Total	245.44
Inv 4012567542		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Books	199.69
Inv 4012567542	Total	199.69
Inv 4012568543		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Books	47.17
Inv 4012568543	Total	47.17
Inv 4012568659		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Books	146.08
Inv 4012568659	Total	146.08
Inv 4012568674		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Books L100586	905.18
Inv 4012568674	Total	905.18
Inv 4012569410		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Books	34.96
Inv 4012569410	Total	34.96
307633	Total:	15,189.71
BAK0369 - Baker & Taylor Books	Total:	15,189.71
BAK0366 - Baker & Taylor Entertainment		
307634	07/17/2019	
Inv H34563230		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2019	CDs, DVDs & Other Library Materials	126.38
Inv H34563230	Total	126.38

Check Number	Check Date	Amount
Inv H35305530		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/22/2019	CDs, DVDs & Other Library Materials	34.00
Inv H35305530 Total		34.00
Inv T03685090		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	CDs, DVDs & Other Library Materials	12.96
Inv T03685090 Total		12.96
Inv T03831390		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/07/2019	CDs, DVDs & Other Library Materials	57.44
Inv T03831390 Total		57.44
Inv T03874430		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2019	CDs, DVDs & Other Library Materials	18.87
Inv T03874430 Total		18.87
Inv T03892910		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2019	CDs, DVDs & Other Library Materials	23.49
Inv T03892910 Total		23.49
Inv T03896950		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/13/2019	CDs, DVDs & Other Library Materials	99.10
Inv T03896950 Total		99.10
Inv T03916240		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	CDs, DVDs & Other Library Materials	15.39
Inv T03916240 Total		15.39
Inv T04069770		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/14/2019	CDs, DVDs & Other Library Materials	61.57
Inv T04069770 Total		61.57
Inv T04122590		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
05/15/2019	CDs, DVDs & Other Library Materials	10.53
Inv T04122590	Total	10.53
Inv T04154230		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/16/2019	CDs, DVDs & Other Library Materials	9.71
Inv T04154230	Total	9.71
Inv T04167440		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/16/2019	CDs, DVDs & Other Library Materials	20.25
Inv T04167440	Total	20.25
Inv T04185800		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/21/2019	CDs, DVDs & Other Library Materials	9.71
Inv T04185800	Total	9.71
Inv T04275980		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/20/2019	CDs, DVDs & Other Library Materials	15.39
Inv T04275980	Total	15.39
Inv T04309630		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/21/2019	CDs, DVDs & Other Library Materials	15.39
Inv T04309630	Total	15.39
Inv T04311060		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/21/2019	CDs, DVDs & Other Library Materials	381.67
Inv T04311060	Total	381.67
Inv T04341900		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/22/2019	CDs, DVDs & Other Library Materials	32.85
Inv T04341900	Total	32.85
Inv T04349830		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/22/2019	CDs, DVDs & Other Library Materials	10.53
Inv T04349830	Total	10.53

Check Number	Check Date	Amount
Inv T04365900		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/23/2019	CDs, DVDs & Other Library Materials	10.53
Inv T04365900 Total		10.53
Inv T04392820		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/24/2019	CDs, DVDs & Other Library Materials	8.90
Inv T04392820 Total		8.90
Inv T04403630		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/24/2019	CDs, DVDs & Other Library Materials	12.15
Inv T04403630 Total		12.15
Inv T04427350		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	CDs, DVDs & Other Library Materials	29.84
Inv T04427350 Total		29.84
Inv T04491710		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	CDs, DVDs & Other Library Materials	28.73
Inv T04491710 Total		28.73
Inv T04503270		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/29/2019	CDs, DVDs & Other Library Materials	89.12
Inv T04503270 Total		89.12
Inv T04518250		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/29/2019	CDs, DVDs & Other Library Materials	26.74
Inv T04518250 Total		26.74
Inv T04534030		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/30/2019	CDs, DVDs & Other Library Materials	11.33
Inv T04534030 Total		11.33
Inv T04593480		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	CDs, DVDs & Other Library Materials	15.39

Check Number	Check Date	Amount
Inv T04593480	Total	15.39
Inv T04629740		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	CDs, DVDs & Other Library Materials	13.76
Inv T04629740	Total	13.76
Inv T04643700		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	CDs, DVDs & Other Library Materials	13.76
Inv T04643700	Total	13.76
Inv T04722060		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	CDs, DVDs & Other Library Materials	11.33
Inv T04722060	Total	11.33
Inv T04728870		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	CDs, DVDs & Other Library Materials	129.63
Inv T04728870	Total	129.63
Inv T04817580		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	CDs, DVDs & Other Library Materials	121.54
Inv T04817580	Total	121.54
Inv T04865790		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	CDs, DVDs & Other Library Materials	20.50
Inv T04865790	Total	20.50
307634	Total:	1,498.48
BAK0366 - Baker & Taylor Entertainment	Total:	1,498.48
BARBS260 - Barbatoc, Judy		
307635	07/17/2019	
Inv 06539		
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/23/2019	Request for Refund for Lost & Paid Library Materials	19.00
Inv 06539	Total	19.00

Check Number	Check Date	Amount
307635 Total:		19.00
BARB5260 - Barbatoc, Judy Total:		19.00
ELBE5270 - Bell, Elissa		
307636	07/17/2019	
Inv	05312019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Garfield Park Gazebo B reservation cancelled for June 23, 2019	37.50
Inv 05312019 Total		37.50
307636 Total:		37.50
ELBE5270 - Bell, Elissa Total:		37.50
BLBA8010 - Bibliotheca, LLC		
307637	07/17/2019	
Inv	INV-US21342	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	Annual Support of Lib. Security & Self-Check Equipment	4,190.44
Inv INV-US21342 Total		4,190.44
307637 Total:		4,190.44
BLBA8010 - Bibliotheca, LLC Total:		4,190.44
BLSP8010 - Blackstone Publishing		
307638	07/17/2019	
Inv	1114131	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Audio Books & CDs for FY 18-19	2,415.48
Inv 1114131 Total		2,415.48
Inv	1115022	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	Audio Books & CDs for FY 18-19	135.77
Inv 1115022 Total		135.77
Inv	1115725	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Audio Books & CDs for FY 18-19	65.90

Check Number	Check Date	Amount
Inv 1115725 Total		65.90
Inv 1117405		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/22/2019	Audio Books & CDs for FY 18-19	131.78
Inv 1117405 Total		131.78
Inv 1121175		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Audio Books & CDs for FY 18-19	95.48
Inv 1121175 Total		95.48
Inv 1122197		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/02/2019	Audio Books & CDs for FY 18-19	29.34
Inv 1122197 Total		29.34
307638 Total:		2,873.75
BLSP8010 - Blackstone Publishing Total:		2,873.75
DABN8267 - Bohan, Diana		
307639	07/17/2019	
Inv June 2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/30/2019	Inst. Yoga class for June	198.40
Inv June 2019 Total		198.40
307639 Total:		198.40
DABN8267 - Bohan, Diana Total:		198.40
TYBL7000 - Borrello, Tyler		
307640	07/17/2019	
Inv 06.10-06.14		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	Training Class June 10-14 2019 (Ofr. Borrello)	117.72
Inv 06.10-06.14 Total		117.72
307640 Total:		117.72
TYBL7000 - Borrello, Tyler Total:		117.72

Check Number	Check Date		Amount
BRSMS010 - Brady Sheet Metal			
307641	07/17/2019		
Inv	28237		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Emergency Preparedness and disaster operation		2,789.33
Inv 28237 Total			2,789.33
307641 Total:			2,789.33
BRSMS010 - Brady Sheet Metal Total:			2,789.33
PMAB8021 - Budka, Pamela Avry			
307642	07/17/2019		
Inv	4693		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/30/2019	Substitute Mediation Instructor for June 2019 (3 classes)		99.00
Inv 4693 Total			99.00
307642 Total:			99.00
PMAB8021 - Budka, Pamela Avry Total:			99.00
BUR0480 - Burgos, Arthur			
307643	07/17/2019		
Inv	06.10-06.14.19		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/25/2019	Training class on June 10-14, 2019 for Det/SRO Burgos		117.72
Inv 06.10-06.14.19 Total			117.72
307643 Total:			117.72
BUR0480 - Burgos, Arthur Total:			117.72
BUR4018 - Burro Canyon Shooting Park			
307644	07/17/2019		
Inv	1924		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/20/2019	Range Fees for 6/10 & 6/17/2019.		90.00
Inv 1924 Total			90.00
307644 Total:			90.00

Check Number	Check Date	Amount
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BUR4018 - Burro Canyon Shooting Park Total: 90.00

CAL5236 - CA Linen Services

307645 07/17/2019

Inv 1648158

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/10/2019	FD Department Supplies	87.34

Inv 1648158 Total 87.34

Inv 1651307

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	FD Department Supplies	94.44

Inv 1651307 Total 94.44

Inv 1653641

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Department Supplies	99.75

Inv 1653641 Total 99.75

307645 Total: 281.53

307791 07/17/2019

Inv 1656784

<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Fire Department Supplies	94.79

Inv 1656784 Total 94.79

307791 Total: 94.79

CAL5236 - CA Linen Services Total: 376.32

CAME2015 - CA Maintenance & Environmental

307646 07/17/2019

Inv 30211

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Underground Storage Tank- Monthly Inspection May 2019	125.00

Inv 30211 Total 125.00

Inv 30212

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Underground Storage Tank- Monthly Inspection May 2019	125.00

Inv 30212 Total 125.00

Check Number	Check Date	Amount
307646 Total:		250.00
CAME2015 - CA Maintenance & Environmental Total:		250.00
DACA4011 - Calderon, David		
307647	07/17/2019	
Inv	06.09-06.10.19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Training class on June 9-10, 2019 for Ofcr. Calderon	16.00
Inv 06.09-06.10.19 Total		16.00
307647 Total:		16.00
DACA4011 - Calderon, David Total:		16.00
CAN0607 - Cantu Graphics		
307648	07/17/2019	
Inv	5526	
<u>Line Item Date</u>	<u>Line Item Description</u>	
03/29/2019	Business Cards for Jose Ramirez.	32.80
Inv 5526 Total		32.80
Inv	5586	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	Department Supplies	284.65
Inv 5586 Total		284.65
Inv	5590	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	P&B Office Supplies	118.26
Inv 5590 Total		118.26
307648 Total:		435.71
CAN0607 - Cantu Graphics Total:		435.71
CAT0700 - Catering Systems Inc.		
307649	07/17/2019	
Inv	5138	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	Sr. Center Meals June 24-28 2019	2,003.40
Inv 5138 Total		2,003.40

Check Number	Check Date	Amount
307649 Total:		2,003.40
CAT0700 - Catering Systems Inc. Total:		2,003.40
CHA1111 - Chan, Anthony		
307650	07/17/2019	
Inv	06.18-06.20.19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Training Class from June 18-20 for Reserve Officer Chan	61.12
Inv 06.18-06.20.19 Total		61.12
307650 Total:		61.12
CHA1111 - Chan, Anthony Total:		61.12
CHE6010 - Chem Pro Laboratory, Inc.		
307651	07/17/2019	
Inv	649467	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/23/2019	Monthly Service Sep. 2018 - June 2019	164.00
Inv 649467 Total		164.00
307651 Total:		164.00
CHE6010 - Chem Pro Laboratory, Inc. Total:		164.00
ALH4011 - City of Alhambra		
307652	07/17/2019	
Inv	SoPas-3/19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Inmate housing - 3/19.	2,752.00
Inv SoPas-3/19 Total		2,752.00
307652 Total:		2,752.00
ALH4011 - City of Alhambra Total:		2,752.00
COIT8031 - COIT		
307653	07/17/2019	
Inv	SOC-C-001082447	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	Clean Three Panels of Commercial Drapes (Senior Center)	546.00

Check Number	Check Date	Amount
Inv SOC-C-001082447 Total		546.00
307653 Total:		546.00
COIT8031 - COIT Total:		546.00
CMME4011 - Commline Inc.		
307654	07/17/2019	
Inv 0151277-IN		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Unit # 1201 Repairs	706.62
Inv 0151277-IN Total		706.62
307654 Total:		706.62
CMME4011 - Commline Inc. Total:		706.62
ACSG8170 - Community Partners fbo Active SGV		
307655	07/17/2019	
Inv 201941		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Project Mgmt. and Coordination 626 Golden Streets Mission to Mis	45,609.38
Inv 201941 Total		45,609.38
307655 Total:		45,609.38
ACSG8170 - Community Partners fbo Active SGV Total:		45,609.38
CONN6711 - Conney Safety		
307656	07/17/2019	
Inv 05725451		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Safety Supplies for Street Trees	260.49
Inv 05725451 Total		260.49
307656 Total:		260.49
CONN6711 - Conney Safety Total:		260.49
CON9152 - Control Automation Design Inc		
307657	07/17/2019	

Check Number	Check Date	Amount
Inv 19-035		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	City SCADA system rerdrum level transmitter at wilson res.	435.00
Inv 19-035 Total		435.00
307657 Total:		435.00
CON9152 - Control Automation Design Inc Total:		435.00
COP0708 - CopWare, Inc		
307658	07/17/2019	
Inv 84663		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	California Peace Officers Legal Sourcebook (36-50 Ofrs.)	1,105.00
Inv 84663 Total		1,105.00
307658 Total:		1,105.00
COP0708 - CopWare, Inc Total:		1,105.00
CORE6011 - CoreLogic Information Solutions, Inc.		
307659	07/17/2019	
Inv 81965550		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Public Record and Property Information for the monthn of May '19	300.00
Inv 81965550 Total		300.00
307659 Total:		300.00
CORE6011 - CoreLogic Information Solutions, Inc. Total:		300.00
CTCC9264 - CT&T Concrete Paving, Inc.		
307660	07/17/2019	
Inv CT5459		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	FY2018-19 ADA Sidewalk Replacement Project	115,076.35
Inv CT5459 Total		115,076.35
307660 Total:		115,076.35
CTCC9264 - CT&T Concrete Paving, Inc. Total:		115,076.35

Check Number	Check Date		Amount
DSP0755 - D & S Printing			
307661	07/17/2019		
Inv	8336		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/06/2019	2M All Night Parking Permit		416.10
Inv 8336 Total			416.10
Inv	8346		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/19/2019	Full Color Door Hangers		350.40
Inv 8346 Total			350.40
Inv	8347		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/19/2019	Red door hangers for Water Off Notice		257.33
Inv 8347 Total			257.33
Inv	8356		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	Printing May & June 2018 Senior Center Newsletter		438.00
Inv 8356 Total			438.00
Inv	8358		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	1M Crime Alert Notice: Print 2 Sides		284.70
Inv 8358 Total			284.70
307661 Total:			1,746.53
DSP0755 - D & S Printing Total:			1,746.53

DOJ4011 - Dept of Justice

307662	07/17/2019		
Inv	367259		
<u>Line Item Date</u>	<u>Line Item Description</u>		
04/04/2019	Application Fingerprinting March 2019		354.00
Inv 367259 Total			354.00
Inv	373254		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/03/2019	Application fingerprinting. April 2019.		900.00
Inv 373254 Total			900.00

Check Number	Check Date	Amount
Inv 379210		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Application Fingerprinting May 2019	608.00
Inv 379210 Total		608.00
307662 Total:		1,862.00
DOJ4011 - Dept of Justice Total:		1,862.00
DGHT4011 - Dignity Health Northridge Hospital Medical Center		
307663	07/17/2019	
Inv 61019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	SART Exam - DR-19-1105	1,020.00
Inv 61019 Total		1,020.00
307663 Total:		1,020.00
DGHT4011 - Dignity Health Northridge Hospital Medical Center Total:		1,020.00
DOO0805 - Dooley Enterprises Inc		
307664	07/17/2019	
Inv 56645		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	WC402 (40 S&W 180gr. Brass Enclosed Case)	1,583.93
Inv 56645 Total		1,583.93
307664 Total:		1,583.93
DOO0805 - Dooley Enterprises Inc Total:		1,583.93
DUNN9257 - Dunn Edwards Paints		
307665	07/17/2019	
Inv 2170056257		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/22/2019	Council Chambers Window Side Pairs to match blinds	115.65
Inv 2170056257 Total		115.65
307665 Total:		115.65
DUNN9257 - Dunn Edwards Paints Total:		115.65

Check Number	Check Date		Amount
DGSI6010 - Duthie Generator Svc Inc.			
307666	07/17/2019		
Inv	A64802		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/22/2019	Generator Preventative Maint.		754.96
Inv A64802 Total			754.96
Inv	A64803		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/22/2019	Generator Preventative Maint. Civic Center		584.89
Inv A64803 Total			584.89
Inv	S64809		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/22/2019	Generator Preventative Maint.		481.80
Inv S64809 Total			481.80
307666 Total:			1,821.65
DGSI6010 - Duthie Generator Svc Inc. Total:			1,821.65
ELL1017 - Ellen's Silkscreening			
307667	07/17/2019		
Inv	EE70943		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/24/2019	2019 Senior Division Shirts		231.87
Inv EE70943 Total			231.87
Inv	EE71065		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/21/2019	2019 Recreation Facility/Camp/Event Staff Polo Shirts		425.96
Inv EE71065 Total			425.96
Inv	EE71278		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/06/2019	2019 Recreation Specialist Jacket		72.22
Inv EE71278 Total			72.22
307667 Total:			730.05
ELL1017 - Ellen's Silkscreening Total:			730.05
EMRS4010 - Emergency Response			

Check Number	Check Date		Amount
307668	07/17/2019		
Inv	T2019-216		
<u>Line Item Date</u>	<u>Line Item Description</u>		
03/21/2019	Decon patrol unit #1404		250.00
Inv T2019-216 Total			250.00
307668 Total:			250.00
EMRS4010 - Emergency Response Total:			250.00
EWEM6010 - Ewing Irrigation El Monte			
307669	07/17/2019		
Inv	7291585		
<u>Line Item Date</u>	<u>Line Item Description</u>		
04/25/2019	Street Tree Supplies		478.09
Inv 7291585 Total			478.09
307669 Total:			478.09
EWEM6010 - Ewing Irrigation El Monte Total:			478.09
PRFL2010 - Fellers, Paige			
307670	07/17/2019		
Inv	05		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	Logo Design for SoPas Library		165.00
Inv 05 Total			165.00
307670 Total:			165.00
PRFL2010 - Fellers, Paige Total:			165.00
GALS5010 - Galls			
307671	07/17/2019		
Inv	012919839		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	1 5ll Ttactical TDU Poly/Cotton Shirt for Ofcr. Catalina Valdez		54.74
Inv 012919839 Total			54.74
Inv	012919882		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	1 5ll Ttactical Lite Pro Shirt & Pants for Ofcr. David Calderon		114.95
Inv 012919882 Total			114.95

Check Number	Check Date	Amount
Inv 012919884		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	1 511 Ttactical Lite Pro Shirt & Pants for Ofcr. Carlos Pech.	114.95
Inv 012919884 Total		114.95
307671 Total:		284.64
GALS5010 - Galls Total:		284.64
GADL8011 - Gandell, Scott		
307672	07/17/2019	
Inv 061901		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Advertising	100.00
Inv 061901 Total		100.00
307672 Total:		100.00
GADL8011 - Gandell, Scott Total:		100.00
GAR5011 - Garvey Equipment Co		
307673	07/17/2019	
Inv 120351		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Equipment & Maint. for Parks Division	152.00
06/12/2019	Equipment & Maint. for Parks Division	338.03
Inv 120351 Total		490.03
307673 Total:		490.03
GAR5011 - Garvey Equipment Co Total:		490.03
GAY8856 - Gaylord Bros., Inc.		
307674	07/17/2019	
Inv 2601594		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/24/2019	Technical Services Supplies	384.58
Inv 2601594 Total		384.58
307674 Total:		384.58

Check Number	Check Date	Amount
GAY8856 - Gaylord Bros., Inc. Total:		384.58
THR5910 - George L.Throop Co.		
307675	07/17/2019	
Inv 1047		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/01/2019	Concrete for Fremont Ave.	197.77
Inv 1047 Total		197.77
Inv 1085		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/06/2019	Street Maintenance Division Supplies	257.14
Inv 1085 Total		257.14
Inv 1099		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/08/2019	Concrete for Street Work	197.77
Inv 1099 Total		197.77
Inv 1167		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Concrete for Gillette Crescent	316.42
Inv 1167 Total		316.42
Inv 1173		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Concrete for Gillette Crescent	237.31
Inv 1173 Total		237.31
Inv 1418		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Concrete for Edgewood Drive	158.21
Inv 1418 Total		158.21
Inv 1450		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	Concrete for Street Work	474.63
Inv 1450 Total		474.63
Inv 1474		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	Street Maintenance Division Supplies	632.84
Inv 1474 Total		632.84

Check Number	Check Date	Amount
Inv 1482		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	Street Maintenance Division Supplies	1,289.04
Inv 1482 Total		1,289.04
Inv 860		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/10/2019	Concrete for Street Work	221.06
Inv 860 Total		221.06
Inv 914		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/16/2019	Concrete for Camden	632.84
Inv 914 Total		632.84
Inv 948		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/18/2019	Concrete for Camden	1,133.92
Inv 948 Total		1,133.92
Inv 976		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/22/2019	Concrete for Street Work	316.42
Inv 976 Total		316.42
Inv 986		
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/23/2019	Sun Protection	50.72
Inv 986 Total		50.72

307675 Total: 6,116.09

THR5910 - George L.Throop Co. Total: 6,116.09

CHGL8021 - Gitan, Chaim

307676 07/17/2019

Inv 05232019

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Department Expense	200.00

Inv 05232019 Total 200.00

Check Number	Check Date	Amount
307676 Total:		200.00
CHGL8021 - Gitan, Chaim Total:		200.00
GOL6652 - Golden West Electric		
307677	07/17/2019	
Inv 3259		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Trouble Shoot and Repair Soft Start Stranger at Garfield Res.	440.00
Inv 3259 Total		440.00
307677 Total:		440.00
GOL6652 - Golden West Electric Total:		440.00
GPPT9090 - Gopher Patrol		
307678	07/17/2019	
Inv 354727		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Gopher Patrol	250.00
Inv 354727 Total		250.00
Inv 355055		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Gopher Patrol	95.00
Inv 355055 Total		95.00
307678 Total:		345.00
GPPT9090 - Gopher Patrol Total:		345.00
GRA1244 - Graffiti Control Systems		
307679	07/17/2019	
Inv SPA0519		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Graffiti Removal throughout the City for the month of May 2019	343.00
Inv SPA0519 Total		343.00
307679 Total:		343.00
GRA1244 - Graffiti Control Systems Total:		343.00

Check Number	Check Date		Amount
GRA6601 - Grainger			
307680	07/17/2019		
Inv	9204912290		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/13/2019	Replace Fan Belt for Chlorine Room Vent Fan at Wilson Res.		49.67
Inv 9204912290 Total			49.67
307680 Total:			49.67
GRA6601 - Grainger Total:			49.67
GRE6116 - Great Match Consulting			
307681	07/17/2019		
Inv	1690003997		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/21/2019	Parks Temporary Staff		905.52
05/21/2019	Facility Dept. Maint. Temp Staff w/		740.88
Inv 1690003997 Total			1,646.40
Inv 1690004003			
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/05/2019	Facility Dept. Maint. Temp Staff w/ Micah Van Zandt&Isidro Ortiz		1,955.10
Inv 1690004003 Total			1,955.10
307681 Total:			3,601.50
GRE6116 - Great Match Consulting Total:			3,601.50
GRE1270 - Greg's Automotive Services			
307682	07/17/2019		
Inv	14478		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/15/2019	Vehicle Maint. for Street Division Vehicles		326.44
Inv 14478 Total			326.44
307682 Total:			326.44
GRE1270 - Greg's Automotive Services Total:			326.44
ISGU4011 - Gutierrez, Issac			
307683	07/17/2019		
Inv	06112019		
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date	Amount
06/11/2019	Training class on June 9-10, 2019 for Ofcr. Gutierrez	16.00
Inv 06112019 Total		16.00
307683 Total:		16.00
ISGU4011 - Gutierrez, Issac Total:		16.00
LUGM2920 - Gutierrez-Mora, Luis		
307684	07/17/2019	
Inv R100688/103347		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/08/2019	Refund Deposit for War Memorial Building Use on 6/22/2019	428.75
Inv R100688/103347 Total		428.75
307684 Total:		428.75
LUGM2920 - Gutierrez-Mora, Luis Total:		428.75
RYHG4010 - Hang, Ryan		
307685	07/17/2019	
Inv 062619-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Training class on June 26, 2019 for Ofcr. Hang	118.54
Inv 062619-4 Total		118.54
307685 Total:		118.54
RYHG4010 - Hang, Ryan Total:		118.54
HRAS6201 - Harris & Associates		
307686	07/17/2019	
Inv 1800480001		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Professional Services for Annual Admin. & Levy Services Fy19-20	1,480.00
Inv 1800480001 Total		1,480.00
307686 Total:		1,480.00
HRAS6201 - Harris & Associates Total:		1,480.00
HYBS8180 - Haynes Building Services LLC		
307687	07/17/2019	

Check Number	Check Date	Amount
Inv 39078		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Haynes Building Services	14,495.39
Inv 39078 Total		14,495.39
Inv 39079		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Haynes Building Services	1,394.87
Inv 39079 Total		1,394.87
307687 Total:		15,890.26
HYBS8180 - Haynes Building Services LLC Total:		15,890.26
HEN6201 - Henry's Towing		
307688	07/17/2019	
Inv 5248		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Towing Service for Street Division	68.00
Inv 5248 Total		68.00
Inv 5396		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Towing Service for Street Division	125.00
Inv 5396 Total		125.00
Inv 5397		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Towing Service for Street Division	125.00
Inv 5397 Total		125.00
307688 Total:		318.00
HEN6201 - Henry's Towing Total:		318.00
HNGL8032 - Hernandez, Gloria		
307689	07/17/2019	
Inv DI0624-02/S0624		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Resd. Rebate Drip Irrigation, Drought Plants, HE Sprinkler Nozzl	780.00
Inv DI0624-02/S0624 Total		780.00

Check Number	Check Date	Amount
307689 Total:		780.00
HNGL8032 - Hernandez, Gloria Total:		780.00
HOL8888 - Holmes, George		
307690	07/17/2019	
Inv	June 2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	Basic Computer Class June 2019	100.00
Inv June 2019 Total		100.00
307690 Total:		100.00
HOL8888 - Holmes, George Total:		100.00
HPCC1021 - HPC Computers Inc.		
307792	07/17/2019	
Inv	27270	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/02/2019	Feeder Problems HP Laserjet M525 Printer	95.00
Inv 27270 Total		95.00
307792 Total:		95.00
HPCC1021 - HPC Computers Inc. Total:		95.00
INT6115 - Interstate Batteries		
307691	07/17/2019	
Inv	71753	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	Batteries for Backup Generator at Westside Reservoir	450.84
Inv 71753 Total		450.84
307691 Total:		450.84
INT6115 - Interstate Batteries Total:		450.84
INCG6011 - Interwest Consulting Group		
307692	07/17/2019	
Inv	49837	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/23/2019	Professional Traffic Engineering Consulting Svcs FY 18-19	1,402.50

Check Number	Check Date	Amount
Inv 49837 Total		1,402.50
Inv 50081		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	PW Admin Professional Services	10,875.00
Inv 50081 Total		10,875.00
Inv 50082		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	On-Call Construction Management & Inspection (Alpha Ave. & Cam	1,245.00
Inv 50082 Total		1,245.00
307692 Total:		13,522.50
INCG6011 - Interwest Consulting Group Total:		13,522.50
HICC8025 - Irwindale Industrial Clinic		
307693	07/17/2019	
Inv 279976-892474		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Drug Screen for Juan Navarro - Invoice #279976-892474	75.00
Inv 279976-892474 Total		75.00
307693 Total:		75.00
HICC8025 - Irwindale Industrial Clinic Total:		75.00
JSAR4011 - Jack's Auto Repair		
307694	07/17/2019	
Inv 16,199		
<u>Line Item Date</u>	<u>Line Item Description</u>	
01/29/2019	PD Annual Vehicle Maint. Purchase Order	85.53
Inv 16,199 Total		85.53
Inv 16,223		
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/21/2019	PD Annual Vehicle Maint. Purchase Order	236.70
Inv 16,223 Total		236.70
Inv 16,299		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	PD Annual Vehicle Maint. Purchase Order	70.54
Inv 16,299 Total		70.54

Check Number	Check Date	Amount
Inv 16,310		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	Transit Division FY18-19 Vehicle Maint.	66.03
Inv 16,310 Total		66.03
Inv 16,312		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/17/2019	Transit Division FY18-19 Vehicle Maint.	55.00
Inv 16,312 Total		55.00
Inv 16,332		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Transit Division FY18-19 Vehicle Maint.	55.00
Inv 16,332 Total		55.00
Inv 16,333		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	PD Annual Vehicle Maint. Purchase Order	621.26
Inv 16,333 Total		621.26
Inv 16,347		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	Transit Division FY18-19 Vehicle Maint.	78.87
Inv 16,347 Total		78.87
Inv 16,349		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	PD Annual Vehicle Maint. Purchase Order	805.78
Inv 16,349 Total		805.78
Inv 16,351		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Public Works Engineering Vehicle	187.24
Inv 16,351 Total		187.24
Inv 16,353		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	PD Annual Vehicle Maint. Purchase Order	1,013.46
Inv 16,353 Total		1,013.46
Inv 16,357		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
06/28/2019	Transit Division FY18-19 Vehicle Maint.	121.03
Inv 16,357 Total		121.03
307694 Total:		3,396.44
JSAR4011 - Jack's Auto Repair Total:		3,396.44
JHMS8020 - JHM Supply		
307695	07/17/2019	
Inv 113819/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Irrigation Equipment & Supplies	149.34
Inv 113819/1 Total		149.34
Inv 113820/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Irrigation Equipment & Supplies	46.27
Inv 113820/1 Total		46.27
Inv 114030/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Bike Pedestrian Path Water Main Box and Supplies	138.52
Inv 114030/1 Total		138.52
Inv 177555/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/16/2019	Irrigation Equipment & Supplies	79.05
Inv 177555/1 Total		79.05
Inv 180108/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Irrigation Equipment & Supplies	442.28
Inv 180108/1 Total		442.28
Inv 180160/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Irrigation Equipment & Supplies	55.02
Inv 180160/1 Total		55.02
Inv K14030/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Safety Supplies for Parks Division	27.83

Check Number	Check Date	Amount
Inv K14030/1 Total		27.83
307695 Total:		938.31
JHMS8020 - JHM Supply Total:		938.31
HOJI4610 - Jin, Hongming		
307696	07/17/2019	
Inv 150838		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	Annual Overnight Parking Permit Refund.	110.00
Inv 150838 Total		110.00
307696 Total:		110.00
HOJI4610 - Jin, Hongming Total:		110.00
JCRS5011 - Jones Coffee Roasters		
307697	07/17/2019	
Inv 45777		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Department Supplies	139.05
Inv 45777 Total		139.05
Inv 45919		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	Fire Department Supplies	139.05
Inv 45919 Total		139.05
307697 Total:		278.10
JCRS5011 - Jones Coffee Roasters Total:		278.10
JORA5270 - Jose, Ramirez		
307698	07/17/2019	
Inv 102296		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Arroyo Park Gazebo A reservation cancelled for June 09, 2019	37.50
Inv 102296 Total		37.50
307698 Total:		37.50

Check Number	Check Date	Amount
JORA5270 - Jose, Ramirez Total:		37.50
KAR1897 - Karbelnig, Dr. Alan		
307699	07/17/2019	
Inv	06.20.2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	Pre-Employment Psychological Exam for PD Assistant	400.00
Inv 06.20.2019 Total		400.00
307699 Total:		400.00
KAR1897 - Karbelnig, Dr. Alan Total:		
		400.00
KLSR8032 - Kidz Love Soccer		
307700	07/17/2019	
Inv	Spring 2019 2nd	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/02/2019	Class Instructor. Payment for Soccer, 3 classes	939.25
Inv Spring 2019 2nd Total		939.25
307700 Total:		939.25
KLSR8032 - Kidz Love Soccer Total:		
		939.25
TIKI4011 - Kim, Timothy		
307701	07/17/2019	
Inv	06122019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	Training class on June 9-10, 2019 for Ofcr. Kim	16.00
Inv 06122019 Total		16.00
307701 Total:		16.00
TIKI4011 - Kim, Timothy Total:		
		16.00
KOAC6010 - KOA		
307702	07/17/2019	
Inv	JB83108-5	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Traffic Engineering Svcs. (SSAR) Preperation	16,470.05
Inv JB83108-5 Total		16,470.05

Check Number	Check Date	Amount
307702 Total:		16,470.05
KOAC6010 - KOA Total:		16,470.05
LOKR4660 - Kreefft, Lourdes		
307703	07/17/2019	
Inv	150077	
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/15/2019	Resident purchased annual overnight permit and was issued a temp	82.00
Inv 150077 Total		82.00
307703 Total:		82.00
LOKR4660 - Kreefft, Lourdes Total:		82.00
LDCR6410 - LandCare USA LLC		
307704	07/17/2019	
Inv	220253	
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/26/2019	May 2019 Monthly Landscape	50.31
04/26/2019	May 2019 Monthly Landscape	50.31
04/26/2019	May 2019 Monthly Landscape	50.32
04/26/2019	May 2019 Monthly Landscape	50.32
Inv 220253 Total		201.26
Inv	230117	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/25/2019	May 2019 Monthly Landscape	18,587.16
05/25/2019	May 2019 Monthly Landscape	1,644.23
05/25/2019	May 2019 Monthly Landscape	1,617.48
05/25/2019	May 2019 Monthly Landscape	3,733.02
Inv 230117 Total		25,581.89
307704 Total:		25,783.15
LDCR6410 - LandCare USA LLC Total:		25,783.15
LSLL6010 - Laser, LLC.		
307705	07/17/2019	
Inv	201906-01	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	Public Works Management Svcs.	6,875.00
06/29/2019	Public Works Management Svcs.	6,875.00
Inv 201906-01 Total		13,750.00

Check Number	Check Date	Amount
Inv 201906-02		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/29/2019	Professional Services - Stormwater Mgmt.	650.00
Inv 201906-02 Total		650.00
307705 Total:		14,400.00
LSLL6010 - Laser, LLC. Total:		14,400.00
HLLU3012 - Lau, Helen		
307706	07/17/2019	
Inv D10624-1		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Residential Rebate for Drip Irrigation System	150.00
Inv D10624-1 Total		150.00
307706 Total:		150.00
HLLU3012 - Lau, Helen Total:		150.00
LEXI4011 - Lexipol LLC		
307793	07/17/2019	
Inv 29408		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/08/2019	LEXIPOL 1 Year Subscription (7/1/2019-6/30/2020)	8,673.00
Inv 29408 Total		8,673.00
307793 Total:		8,673.00
LEXI4011 - Lexipol LLC Total:		8,673.00
LIN7766 - Linn & Associates		
307707	07/17/2019	
Inv 18.06		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Project 2034 Billing Period (04/17-06/30/19)	3,420.00
Inv 18.06 Total		3,420.00
307707 Total:		3,420.00
LIN7766 - Linn & Associates Total:		3,420.00

Check Number	Check Date		Amount
LPC4011 - Lynn Peavey Company			
307708	07/17/2019		
Inv	358669		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Police Dept Evidence Room Supplies		236.89
Inv 358669 Total			236.89
307708 Total:			236.89
LPC4011 - Lynn Peavey Company Total:			236.89
MAC7777 - Macdonald, Anthea			
307709	07/17/2019		
Inv	Spring 2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	Class Instructor Payment for Scottish County Dancing Spring 2019		353.60
Inv Spring 2019 Total			353.60
307709 Total:			353.60
MAC7777 - Macdonald, Anthea Total:			353.60
AMMA5270 - Marietta, Amy			
307710	07/17/2019		
Inv	102300		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Garfield Gazebo reservation cancelled for May 26 2019		75.00
Inv 102300 Total			75.00
307710 Total:			75.00
AMMA5270 - Marietta, Amy Total:			75.00
MAT5563 - Matt Chlor Inc			
307711	07/17/2019		
Inv	20842		
<u>Line Item Date</u>	<u>Line Item Description</u>		
08/09/2019	Purchase of Sodim Hypochlorite Chlorine for westside reser.		45.36
Inv 20842 Total			45.36
Inv 21026			
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date	Amount
08/31/2019	Purchase of Sodim Hypochlorite Chlorine for Breakpoint	1,337.40
Inv 21026 Total		1,337.40
307711 Total:		1,382.76
MAT5563 - Matt Chlor Inc Total:		1,382.76
ANME2920 - Mendez, Analuz		
307712	07/17/2019	
Inv 103271		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/02/2019	Refund Deposit for War Memorial Building Use on 6/15/2019	500.00
Inv 103271 Total		500.00
307712 Total:		500.00
ANME2920 - Mendez, Analuz Total:		500.00
MJMZ8032 - Menza, Marjorie		
307713	07/17/2019	
Inv SH0624-1T0624-5		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Residential Rebates HE Toilet & HE Showerhead	125.00
Inv SH0624-1T0624-5 Total		125.00
307713 Total:		125.00
MJMZ8032 - Menza, Marjorie Total:		125.00
MRCS2996 - Meridian Consultants LLC		
307714	07/17/2019	
Inv 3261		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Drafting EIR, Preperation of Technical Studies (Mission-Bell)	7,756.25
Inv 3261 Total		7,756.25
Inv 3421		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/23/2019	Drafting EIR, Preperation of Technical Studies (Mission-Bell)	7,445.00
Inv 3421 Total		7,445.00
307714 Total:		15,201.25

Check Number	Check Date		Amount
MRCS2996 - Meridian Consultants LLC Total:			15,201.25
MMV9126 - Mission Meridian Village POA			
307715	07/17/2019		
Inv	06252019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/25/2019	POA Dues - Parking COM002		1,730.17
06/25/2019	POA Dues - Hospital COM001		804.13
Inv 06252019 Total			2,534.30
307715 Total:			2,534.30
MMV9126 - Mission Meridian Village POA Total:			2,534.30
MJZ2233 - MJZ			
307716	07/17/2019		
Inv	F83675		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	Refund Filming Deposit (Walmart Job)		560.00
Inv F83675 Total			560.00
307716 Total:			560.00
MJZ2233 - MJZ Total:			560.00
MOR2900 - Morrow & Holman Plumbing Inc			
307717	07/17/2019		
Inv	P-03-5265		
<u>Line Item Date</u>	<u>Line Item Description</u>		
04/26/2019	Fire Dept. Copper Pipe Leak Repair		105.00
Inv P-03-5265 Total			105.00
Inv	P-5-10610		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/16/2019	Replace Pressure Relief Valve at Civic Center		384.23
Inv P-5-10610 Total			384.23
307717 Total:			489.23
MOR2900 - Morrow & Holman Plumbing Inc Total:			489.23
NSSC6710 - National Stock Sign Co. Inc.			

Check Number	Check Date		Amount
307718	07/17/2019		
Inv	100968		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/25/2019	No Parking Signs		344.93
Inv 100968 Total			344.93
307718 Total:			344.93
NSSC6710 - National Stock Sign Co. Inc. Total:			344.93
NGSI6010 - Natural Gas Systems Inc.			
307719	07/17/2019		
Inv	5969		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/03/2019	Monthly Inspection for CNG Station Pumps May 2019		375.00
Inv 5969 Total			375.00
307719 Total:			375.00
NGSI6010 - Natural Gas Systems Inc. Total:			375.00
NNYR2013 - Nelson Nygaard Consult. Assoc.			
307720	07/17/2019		
Inv	74165R		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/22/2019	Ramona Street Neighborhood Traffic Mgmt Plan		8,006.25
Inv 74165R Total			8,006.25
307720 Total:			8,006.25
NNYR2013 - Nelson Nygaard Consult. Assoc. Total:			8,006.25
NV5R9266 - NV5			
307721	07/17/2019		
Inv	125505		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/23/2019	Construction Mgmt & Inspections Svcs - Graves Reservoir Replacm		40,140.40
Inv 125505 Total			40,140.40
307721 Total:			40,140.40
NV5R9266 - NV5 Total:			40,140.40

Check Number	Check Date	Amount
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OREI6711 - O' Reilly Automotive Inc.

307722 07/17/2019

Inv 3213-125775

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Tire Repair Kits for Vehicles	33.97

Inv 3213-125775 Total 33.97

Inv 3213-127469

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Wiper Blade for F250 Truck	16.63

Inv 3213-127469 Total 16.63

307722 Total: 50.60

OREI6711 - O' Reilly Automotive Inc. Total: 50.60

OFF4011 - Office Solutions

307723 07/17/2019

Inv I-01590399

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	15 Cartons of JDIC Paper	801.90

Inv I-01590399 Total 801.90

Inv I-01595904

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	PD Executive Leather Charis & Faux Leather Manager's Chair	760.73

Inv I-01595904 Total 760.73

Inv I-01596583

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/26/2019	PD Office Chairs & Assembly	3,150.95

Inv I-01596583 Total 3,150.95

307723 Total: 4,713.58

OFF4011 - Office Solutions Total: 4,713.58

OMEG4011 - Omega Polygraph

307724 07/17/2019

Inv 01675

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/30/2019	Pre-Employemtn Polygraph Examination	750.00

Check Number	Check Date	Amount
Inv 01675 Total		750.00
307724 Total:		750.00
OMEG4011 - Omega Polygraph Total:		750.00
ORA4011 - Orange County Sheriff's Dept		
307794	07/17/2019	
Inv 07.22-07.24.19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/08/2019	Training Class from July 22-24 2019 (Cpl. Sanchez)	65.00
Inv 07.22-07.24.19 Total		65.00
307794 Total:		65.00
ORA4011 - Orange County Sheriff's Dept Total:		65.00
OVD8011 - OverDrive Inc.		
307725	07/17/2019	
Inv 01148CO19043080		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	Books & Periodicals for Audiobooks & Ebooks	678.40
Inv 01148CO19043080 Total		678.40
Inv 01148CO19113344		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	eBooks & eAudiobooks FY 18-19	134.99
Inv 01148CO19113344 Total		134.99
Inv 01148CO19113345		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	eBooks & eAudiobooks FY 18-19	444.43
Inv 01148CO19113345 Total		444.43
Inv 01148CO19118525		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/20/2019	Books & Periodicals for Audiobooks & Ebooks	2,986.55
Inv 01148CO19118525 Total		2,986.55
Inv 01148CO19118942		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/21/2019	Books & Periodicals for Audiobooks & Ebooks	6,633.28
Inv 01148CO19118942 Total		6,633.28

Check Number	Check Date	Amount
307725 Total:		10,877.65
OVDR8011 - OverDrive Inc. Total:		10,877.65
CNPO4011 - Pacheco, Cynthia		
307726	07/17/2019	
Inv	06.24.19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Training Class for P.A. Pacheco	147.20
Inv 06.24.19 Total		147.20
307726 Total:		147.20
CNPO4011 - Pacheco, Cynthia Total:		147.20
PHCP9255 - Pacific Hydrotech Corp.		
307727	07/17/2019	
Inv	10	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/03/2019	Graves Reservoir Replacement Project	632,348.50
Inv 10 Total		632,348.50
307727 Total:		632,348.50
PHCP9255 - Pacific Hydrotech Corp. Total:		632,348.50
PHS4011 - Pasadena Humane Society		
307728	07/17/2019	
Inv	JUN2019SoPas	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Animal contr. Services - Jun 2019	9,408.25
Inv JUN2019SoPas Total		9,408.25
307728 Total:		9,408.25
PHS4011 - Pasadena Humane Society Total:		9,408.25
PAS8032 - Pasadena Ice Skating Center		
307729	07/17/2019	
Inv	Spring 2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/20/2019	Class Instructor for Ice Skating (05/30-06/27/19)	128.00

Check Number	Check Date	Amount
Inv Spring 2019 Total		128.00
307729 Total:		128.00
PAS8032 - Pasadena Ice Skating Center Total:		128.00
CRPC7000 - Pech, Carlos		
307730	07/17/2019	
Inv 06.09-06.10		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	Training Class from June 9-10th 2019	50.80
Inv 06.09-06.10 Total		50.80
307730 Total:		50.80
CRPC7000 - Pech, Carlos Total:		50.80
PRCT4011 - Perez, Christoper		
307731	07/17/2019	
Inv 06.10-06.14.19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/24/2019	Training Class from June 10-14 2019 (Ofcr. Perez)	117.72
Inv 06.10-06.14.19 Total		117.72
307731 Total:		117.72
PRCT4011 - Perez, Christoper Total:		117.72
CGPH4011 - Phillips, Craig		
307732	07/17/2019	
Inv 06062019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Training class on June 27-28, 2019 for Cpl. Phillips	529.44
Inv 06062019 Total		529.44
307732 Total:		529.44
CGPH4011 - Phillips, Craig Total:		529.44
PHOE4610 - Phoenix Group Information Systems		
307733	07/17/2019	

Check Number	Check Date	Amount
Inv 052019184		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Citation / Permit Processing May 2019	2,319.14
Inv 052019184 Total		2,319.14
307733 Total:		2,319.14
PHOE4610 - Phoenix Group Information Systems Total:		2,319.14
PBPP8010 - Pitney Bowes Reserve Account		
307734	07/17/2019	
Inv 21706007		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Replenish Reserve Account # 21706007	300.00
Inv 21706007 Total		300.00
307734 Total:		300.00
PBPP8010 - Pitney Bowes Reserve Account Total:		300.00
TOPL8267 - Plasil, Tony		
307735	07/17/2019	
Inv June 2019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	Class Instructor Ballroom Dance June 2019	120.00
Inv June 2019 Total		120.00
307735 Total:		120.00
TOPL8267 - Plasil, Tony Total:		120.00
PDI417 - Plumbers Depot Inc.		
307736	07/17/2019	
Inv PD-42394		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	Sewer Maintenance Equipment, Materials & Products	32.37
06/17/2019	Sewer Maintenance Equipment, Materials & Products	1,653.93
Inv PD-42394 Total		1,686.30
307736 Total:		1,686.30
PDI417 - Plumbers Depot Inc. Total:		1,686.30

Check Number	Check Date	Amount
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PODV8267 - Podvoll, Candace

307737 07/17/2019

Inv June 2019

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	Instruct Meditation June 2019	33.00

Inv June 2019 Total	33.00
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307737 Total:	33.00
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PODV8267 - Podvoll, Candace Total:	33.00
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PWCW6710 - Pollard Water

307738 07/17/2019

Inv 0139871

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/29/2019	Aluminum Caps for GAC Outlet at Wilson Reservoir	188.21

Inv 0139871 Total	188.21
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307738 Total:	188.21
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PWCW6710 - Pollard Water Total:	188.21
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POSS265 - Post Alarm Systems

307739 07/17/2019

Inv 1177372

<u>Line Item Date</u>	<u>Line Item Description</u>	
06/05/2019	Monthly Monitoring Fee for War Memorial Building & Orange Gro	50.23
06/05/2019	Monthly Monitoring Fee for War Memorial Building & Orange Gro	50.23

Inv 1177372 Total	100.46
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307739 Total:	100.46
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POSS265 - Post Alarm Systems Total:	100.46
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PEDS6010 - Prime Electric Distributors

307740 07/17/2019

Inv S1392367.001

<u>Line Item Date</u>	<u>Line Item Description</u>	
05/21/2019	LED Lamps for War Memorial Building	301.13

Inv S1392367.001 Total	301.13
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Check Number	Check Date	Amount
Inv	S1392599.001	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/22/2019	LED Lamps for City Wide Facilities	301.13
Inv S1392599.001 Total		301.13
307740 Total:		602.26
PEDS6010 - Prime Electric Distributors Total:		602.26
PGXI4011 - Prime Graphix Inc.		
307741	07/17/2019	
Inv	2689	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/27/2019	Full Vehicle Graphics for SPPD Ford Intercep. KP Unit	711.75
Inv 2689 Total		711.75
307741 Total:		711.75
PGXI4011 - Prime Graphix Inc. Total:		711.75
POSU8132 - Prudential Overall Supply		
307742	07/17/2019	
Inv	52247134	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/07/2019	Uniform Svcs for the Public Works Staff	33.59
05/07/2019	Uniform Svcs for the Public Works Staff	34.69
Inv 52247134 Total		68.28
Inv	52247135	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/07/2019	Scraper Mats for Garfield Reservoir	12.47
Inv 52247135 Total		12.47
Inv	52251420	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/21/2019	Scraper Mats for Garfield Reservoir	12.47
Inv 52251420 Total		12.47
Inv	52251421	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/21/2019	Scraper Mats for Service Yard	3.87
05/21/2019	Scraper Mats for Service Yard	3.87
05/21/2019	Scraper Mats for Service Yard	3.87
05/21/2019	Scraper Mats for Service Yard	3.87

Check Number	Check Date	Amount
05/21/2019	Scrapers Mats for Service Yard	3.87
Inv 52251421	Total	19.35
Inv 52253874		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Uniform Svcs for the Public Works Staff	26.55
05/28/2019	Uniform Svcs for the Public Works Staff	34.69
Inv 52253874	Total	61.24
Inv 52253875		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Scrapers Mats for Garfield Reservoir	12.47
Inv 52253875	Total	12.47
Inv 52253876		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Scrapers Mats for Service Yard	3.87
05/28/2019	Scrapers Mats for Service Yard	3.87
05/28/2019	Scrapers Mats for Service Yard	3.87
05/28/2019	Scrapers Mats for Service Yard	3.87
05/28/2019	Scrapers Mats for Service Yard	3.87
Inv 52253876	Total	19.35
Inv 52253877		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Uniform Svcs for the Public Works Staff	9.65
05/28/2019	Uniform Svcs for the Public Works Staff	28.57
05/28/2019	Uniform Svcs for the Public Works Staff	11.45
05/28/2019	Uniform Svcs for the Public Works Staff	9.65
05/28/2019	Uniform Svcs for the Public Works Staff	14.38
Inv 52253877	Total	73.70
Inv 52256082		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	Scrapers Mats for Garfield Reservoir	12.47
Inv 52256082	Total	12.47
Inv 52258406		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Scrapers Mats for Garfield Reservoir	34.69
06/11/2019	Scrapers Mats for Garfield Reservoir	26.55
Inv 52258406	Total	61.24
Inv 52258407		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Scrapers Mats for Garfield Reservoir	12.47

Check Number	Check Date	Amount
Inv 52258407	Total	12.47
Inv 52258408		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Scrapers Mats for Service Yard	3.87
06/11/2019	Scrapers Mats for Service Yard	3.87
06/11/2019	Scrapers Mats for Service Yard	3.87
06/11/2019	Scrapers Mats for Service Yard	3.87
06/11/2019	Scrapers Mats for Service Yard	3.87
Inv 52258408	Total	19.35
Inv 52258409		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Uniform Svcs for the Public Works Staff	14.38
06/11/2019	Uniform Svcs for the Public Works Staff	28.57
06/11/2019	Uniform Svcs for the Public Works Staff	11.45
06/11/2019	Uniform Svcs for the Public Works Staff	9.65
06/11/2019	Uniform Svcs for the Public Works Staff	9.65
Inv 52258409	Total	73.70
Inv 52260606		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Uniform Svcs for the Public Works Staff	34.69
06/18/2019	Uniform Svcs for the Public Works Staff	26.55
Inv 52260606	Total	61.24
Inv 52260607		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Scrapers Mats for Garfield Reservoir	12.47
Inv 52260607	Total	12.47
Inv 52260608		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Scrapers Mats for Service Yard	3.87
06/18/2019	Scrapers Mats for Service Yard	3.87
06/18/2019	Scrapers Mats for Service Yard	3.87
06/18/2019	Scrapers Mats for Service Yard	3.87
06/18/2019	Scrapers Mats for Service Yard	3.87
Inv 52260608	Total	19.35
Inv 52260609		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Uniform Svcs for the Public Works Staff	14.38
06/18/2019	Uniform Svcs for the Public Works Staff	9.65
06/18/2019	Uniform Svcs for the Public Works Staff	11.45
06/18/2019	Uniform Svcs for the Public Works Staff	28.57
06/18/2019	Uniform Svcs for the Public Works Staff	9.65

Check Number	Check Date	Amount
Inv 52260609 Total		73.70
Inv 52262802		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Uniform Svcs for the Public Works Staff	26.55
06/25/2019	Uniform Svcs for the Public Works Staff	34.69
Inv 52262802 Total		61.24
Inv 52262803		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Uniform Svcs for the Public Works Staff	12.47
Inv 52262803 Total		12.47
Inv 52262804		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Uniform Svcs for the Public Works Staff	3.87
06/25/2019	Uniform Svcs for the Public Works Staff	3.87
06/25/2019	Uniform Svcs for the Public Works Staff	3.87
06/25/2019	Uniform Svcs for the Public Works Staff	3.87
06/25/2019	Uniform Svcs for the Public Works Staff	3.87
Inv 52262804 Total		19.35
Inv 52262805		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/25/2019	Uniform Svcs for the Public Works Staff	14.38
06/25/2019	Uniform Svcs for the Public Works Staff	11.45
06/25/2019	Uniform Svcs for the Public Works Staff	9.65
06/25/2019	Uniform Svcs for the Public Works Staff	9.65
06/25/2019	Uniform Svcs for the Public Works Staff	28.57
Inv 52262805 Total		73.70
307742 Total:		792.08
POSU8132 - Prudential Overall Supply Total:		792.08
RED8995 - Red Wing Shoe Store		
307743	07/17/2019	
Inv 989-1-13849		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/23/2019	Safety Boots Stephen Houlemard	89.61
06/23/2019	Safety Boots Stephen Houlemard	128.66
Inv 989-1-13849 Total		218.27
Inv 989-1-14107		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date		Amount
06/11/2019		Safety Boots	228.19
		Inv 989-1-14107 Total	228.19
		Inv 989-1-14194	
<u>Line Item Date</u>		<u>Line Item Description</u>	
06/13/2019		Safety Boots	250.00
		Inv 989-1-14194 Total	250.00
		Inv 989-1-14646	
<u>Line Item Date</u>		<u>Line Item Description</u>	
06/23/2019		Safety Boots Eddie Munoz	250.00
		Inv 989-1-14646 Total	250.00
307743 Total:			946.46
RED8995 - Red Wing Shoe Store Total:			946.46
REF6601 - Refrigeration Supplies Distrib			
307744	07/17/2019		
		Inv 1501191-00	
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/28/2019		Facility Filters	331.74
		Inv 1501191-00 Total	331.74
		Inv 1501951-00	
<u>Line Item Date</u>		<u>Line Item Description</u>	
05/28/2019		Boiler Water Heater Elec. Digital Control	297.21
		Inv 1501951-00 Total	297.21
		Inv 1502895-00	
<u>Line Item Date</u>		<u>Line Item Description</u>	
06/04/2019		Replacc Air Conditioning Filters	138.89
		Inv 1502895-00 Total	138.89
		Inv 1503362-00	
<u>Line Item Date</u>		<u>Line Item Description</u>	
06/04/2019		Copper Air Conditioning Tube Installation	34.69
		Inv 1503362-00 Total	34.69
		Inv 1503363-00	
<u>Line Item Date</u>		<u>Line Item Description</u>	
06/04/2019		Replace Air Conditioning Filters	165.56

Check Number	Check Date	Amount
Inv 1503363-00 Total		165.56
307744 Total:		968.09
REF6601 - Refrigeration Supplies Distrib Total:		968.09
RHAL9158 - RHA Landscape Architects-Planners		
307745	07/17/2019	
Inv 0519027		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/25/2019	Design Development & Preperation of Documents for City Hall Cou	1,095.00
Inv 0519027 Total		1,095.00
307745 Total:		1,095.00
RHAL9158 - RHA Landscape Architects-Planners Total:		1,095.00
ROWI2011 - Right of Way Inc.		
307746	07/17/2019	
Inv 45014		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/29/2019	Traffic Control Plans / Equipment Rental 626 Golden Streets Mis	72,805.00
Inv 45014 Total		72,805.00
307746 Total:		72,805.00
ROWI2011 - Right of Way Inc. Total:		72,805.00
RHCC7101 - Rio Hondo College		
307747	07/17/2019	
Inv S19-246-ZSPS		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	Fee to conduct pre-employment tests Leroy Avington, Dane Loomis	27.24
Inv S19-246-ZSPS Total		27.24
Inv X19-34-ZSPS		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	Training Class Det. Burgos, Ofers. Borello, Perez, Zamora	152.00
Inv X19-34-ZSPS Total		152.00
307747 Total:		179.24

Check Number	Check Date		Amount
RHCC7101 - Rio Hondo College Total:			179.24
RIO2546 - Rio Hondo College RTC			
307748	07/17/2019		
Inv	X19-15-ZSPS		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/11/2019	Training class on Jun 3-5, 2019 for Ofer. Randy Wise		30.00
Inv X19-15-ZSPS Total			30.00
307748 Total:			30.00
RIO2546 - Rio Hondo College RTC Total:			30.00
MLRV004 - Rivas, Manuel			
307749	07/17/2019		
Inv	043520		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/10/2019	Refund Permit Fee (No Job Performed)		691.21
Inv 043520 Total			691.21
307749 Total:			691.21
MLRV004 - Rivas, Manuel Total:			691.21
RIPU8540 - Roadline Products Inc. USA			
307750	07/17/2019		
Inv	14999		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/30/2019	Street Division Supplies, Materials, Equipment Maintenance		1,445.40
Inv 14999 Total			1,445.40
307750 Total:			1,445.40
RIPU8540 - Roadline Products Inc. USA Total:			1,445.40
SAN4958 - San Marino Security System			
307751	07/17/2019		
Inv	R10400		
<u>Line Item Date</u>	<u>Line Item Description</u>		
04/01/2019	Garfield Reservoir for Alarm Monitoring Fcc		267.00
Inv R10400 Total			267.00

Check Number	Check Date		Amount
Inv	R10441		
<u>Line Item Date</u>	<u>Line Item Description</u>		
04/01/2019	Wilson Reservoir and Elevated Tanks Level Alarm/Fire alarm		435.00
Inv R10441 Total			435.00
307751 Total:			702.00
SAN4958 - San Marino Security System Total:			702.00
SCAT6710 - Scott's Automotive			
307752	07/17/2019		
Inv	14524		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/20/2019	Replacement of Brake Pads PW Vehicle F250		157.04
Inv 14524 Total			157.04
307752 Total:			157.04
SCAT6710 - Scott's Automotive Total:			157.04
SDSI0107 - Security Design Systems, Inc.			
307753	07/17/2019		
Inv	222109		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	Police Dept. Access Control System Maintenance		60.00
Inv 222109 Total			60.00
Inv	222110		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	Police Dept. Access Control System Maintenance		226.00
Inv 222110 Total			226.00
Inv	222112		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	Police Dept. Access Control System Maintenance		305.13
Inv 222112 Total			305.13
Inv	222113		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	Police Dept. Access Control System Maintenance		136.98
Inv 222113 Total			136.98

Check Number	Check Date		Amount
Inv	222114		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/01/2019	Police Dept. Access Control System Maintenance		201.36
Inv 222114 Total			201.36
Inv	222117		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	FD, City Hall & Chambers Gates Access Control System		584.92
Inv 222117 Total			584.92
307753 Total:			1,514.39
307795	07/17/2019		
Inv	222540		
<u>Line Item Date</u>	<u>Line Item Description</u>		
07/01/2019	Maint. on Cameras		65.18
Inv 222540 Total			65.18
307795 Total:			65.18
SDSI0107 - Security Design Systems, Inc. Total:			1,579.57
SER6856 - Service Pro Pest Mgmt Company			
307754	07/17/2019		
Inv	18553		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/25/2019	Citywide Pest Control February 2019		401.67
Inv 18553 Total			401.67
Inv	19696		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/27/2019	City Wide Pest Control May 2019		401.67
Inv 19696 Total			401.67
Inv	20077		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/24/2019	City Wide Pest Control June 2019		401.67
Inv 20077 Total			401.67
307754 Total:			1,205.01
SER6856 - Service Pro Pest Mgmt Company Total:			1,205.01

Check Number	Check Date		Amount
SHO6666 - Shono, Jean			
307755	07/17/2019		
Inv	June 2019		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/30/2019	June Crochet/ Knitting Class		12.00
Inv June 2019 Total			12.00
307755 Total:			12.00
SHO6666 - Shono, Jean Total:			12.00
REP6115 - Siemens Mobility, Inc.			
307756	07/17/2019		
Inv	5610164903		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/22/2019	Fair Oaks / Oxley - BBS Batteries		1,275.16
Inv 5610164903 Total			1,275.16
Inv	5610170531		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/12/2019	Traffic Signal Maint. May 2019		2,163.63
Inv 5610170531 Total			2,163.63
Inv	5610170935		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/28/2019	Traffic Signal Maint. April 2019		2,163.63
Inv 5610170935 Total			2,163.63
Inv	5620013213		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/12/2019	Traffic Signal Response Call Outs May 2019		1,871.04
Inv 5620013213 Total			1,871.04
Inv	5620018619		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/28/2019	Traffic Signal Response Call Outs April 2019		2,083.13
Inv 5620018619 Total			2,083.13
307756 Total:			9,556.59
REP6115 - Siemens Mobility, Inc. Total:			9,556.59

Check Number	Check Date		Amount
SIR8011 - SirsiDynix			
307757	07/17/2019		
Inv	INVCT104391		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Annual Products and Services - Library Information Systems 6/1/1		20,000.00
Inv INVCT104391 Total			20,000.00
307757 Total:			20,000.00
SIR8011 - SirsiDynix Total:			20,000.00
SPRE7011 - South Pasadena Review			
307758	07/17/2019		
Inv	F66003		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/07/2019	Public Notice 817 Orange Grove Place		247.50
Inv F66003 Total			247.50
Inv	F66027		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	Public Notice 1532 Indiana Ave.		217.50
Inv F66027 Total			217.50
Inv	F66028		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/14/2019	Public Notice 728 Bonita Drive		232.50
Inv F66028 Total			232.50
Inv	F66111		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/28/2019	Public Notice Code Amend. Pre-Dev. Pl.		195.00
Inv F66111 Total			195.00
307758 Total:			892.50
SPRE7011 - South Pasadena Review Total:			892.50
SPKWR401 - Speak Write			
307759	07/17/2019		
Inv	d0cc53f4		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	Transcription of critical incident body worn camera videos.		456.00
Inv d0cc53f4 Total			456.00

Check Number	Check Date	Amount
307759 Total:		456.00
SPKWR401 - Speak Write Total:		456.00
SPOH8032 - Spohn Ranch, Inc.		
307760	07/17/2019	
Inv	SP013	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/02/2019	Removal of Damaged Skatelite Sheets @ Skate Park FY18-19	6,437.71
Inv SP013 Total		6,437.71
307760 Total:		6,437.71
SPOH8032 - Spohn Ranch, Inc. Total:		6,437.71
STA5219 - Staples Business Advantage		
307761	07/17/2019	
Inv	3411381975	
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/19/2019	PW Office Supplies	90.63
Inv 3411381975 Total		90.63
Inv	3412153800	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/27/2019	PW Office Supplies	389.60
Inv 3412153800 Total		389.60
Inv	3413447096	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/09/2019	PW Office Supplies	83.91
Inv 3413447096 Total		83.91
Inv	3413712922	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/11/2019	PW Office Supplies	39.85
Inv 3413712922 Total		39.85
Inv	3413911312	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/15/2019	PW Office Supplies	53.71
Inv 3413911312 Total		53.71

Check Number	Check Date	Amount
Inv 3414830612		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	212.77
Inv 3414830612 Total		212.77
Inv 3414830615		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/25/2019	PW Office Supplies	30.69
Inv 3414830615 Total		30.69
Inv 3415341674		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	178.64
Inv 3415341674 Total		178.64
Inv 3415793150		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2019	Fire Department Office Supplies	205.82
Inv 3415793150 Total		205.82
Inv 3415793156		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2019	Library Office Supplies	177.38
Inv 3415793156 Total		177.38
Inv 3415860787		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	6.56
Inv 3415860787 Total		6.56
Inv 3415963931		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	26.27
Inv 3415963931 Total		26.27
Inv 3415963932		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	72.26
Inv 3415963932 Total		72.26
Inv 3415963933		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	19.48

Check Number	Check Date	Amount
Inv 3415963933	Total	19.48
Inv	3415963934	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	29.66
Inv 3415963934	Total	29.66
Inv	3415963935	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	25.39
Inv 3415963935	Total	25.39
Inv	3415963936	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	35.14
Inv 3415963936	Total	35.14
Inv	3415963937	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	26.93
Inv 3415963937	Total	26.93
Inv	3415963938	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/15/2019	Special Department Expense	72.26
Inv 3415963938	Total	72.26
Inv	3416109786	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Fire Department Office Supplies	458.45
Inv 3416109786	Total	458.45
Inv	3416370558	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/09/2019	P&B Office Supplies	106.28
Inv 3416370558	Total	106.28
Inv	3416393566	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	PW Office Supplies	10.83
Inv 3416393566	Total	10.83

Check Number	Check Date	Amount
Inv 3416459968		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Office Supplies.	104.67
Inv 3416459968 Total		104.67
Inv 3416459969		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	PW Office Supplies	9.19
Inv 3416459969 Total		9.19
Inv 3416459970		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	PW Office Supplies	103.05
Inv 3416459970 Total		103.05
Inv 3416459971		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/12/2019	CS Meal Program Supplies	23.75
Inv 3416459971 Total		23.75
Inv 3416606459		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	P&B Office Supplies	28.46
Inv 3416606459 Total		28.46
Inv 3416606460		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Office Supplies.	623.34
Inv 3416606460 Total		623.34
Inv 3416606461		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	Transit Office Supplies	64.68
Inv 3416606461 Total		64.68
Inv 3416606462		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	CS Office Supplies	97.67
Inv 3416606462 Total		97.67
Inv 3416841667		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Office Supplies.	33.50

Check Number	Check Date	Amount
Inv 3416841667 Total		33.50
307761 Total:		3,440.82
STA5219 - Staples Business Advantage Total:		3,440.82
SRYC5011 - Stericycle Inc.		
307762	07/17/2019	
Inv 3004725483		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/01/2019	Hazardous Materials	137.84
Inv 3004725483 Total		137.84
307762 Total:		137.84
SRYC5011 - Stericycle Inc. Total:		137.84
SSSG6116 - Sundays Silk Screening		
307763	07/17/2019	
Inv 2805		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	Shirts for PW Staff	130.78
06/04/2019	Shirts for PW Staff	130.79
06/04/2019	Shirts for PW Staff	130.78
06/04/2019	Shirts for PW Staff	130.78
Inv 2805 Total		523.13
307763 Total:		523.13
SSSG6116 - Sundays Silk Screening Total:		523.13
SUVA8022 - Sunset Vans Inc.		
307764	07/17/2019	
Inv 17023		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	60 Day Ramp Inspection for vehicles 80 & 75 done on 6/14/19	150.00
Inv 17023 Total		150.00
Inv 17024		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/14/2019	60 Day Ramp Inspection for vehicles 80 & 75 done on 6/14/19	90.00
Inv 17024 Total		90.00

Check Number	Check Date	Amount
307764 Total:		240.00
SUVA8022 - Sunset Vans Inc. Total:		240.00
SSSS8267 - Super Soccer Stars		
307765	07/17/2019	
Inv	Spring 2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/09/2019	Class Instructor for Soccer (5/15-6/12/19)	936.00
Inv Spring 2019 Total		936.00
307765 Total:		936.00
SSSS8267 - Super Soccer Stars Total:		936.00
JESW5200 - Sweeden, Jeff		
307766	07/17/2019	
Inv	044280	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/14/2019	Electrical permit issued for incorrect city.	207.80
Inv 044280 Total		207.80
307766 Total:		207.80
JESW5200 - Sweeden, Jeff Total:		207.80
TERE6201 - Terex Utilities Inc.		
307767	07/17/2019	
Inv	90955106	
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/10/2019	Vchicle Maint. & Repair for the City Electrician's Boom Truck	4,599.70
Inv 90955106 Total		4,599.70
307767 Total:		4,599.70
TERE6201 - Terex Utilities Inc. Total:		4,599.70
HODE8011 - The Home Depot Pro		
307768	07/17/2019	
Inv	497874412	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Building Maintenance Janitorial Supplies for Library	389.82

Check Number	Check Date	Amount
Inv 497874412 Total		389.82
307768 Total:		389.82
307769	07/17/2019	
Inv 495530438		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	Library Supplies	316.20
Inv 495530438 Total		316.20
Inv 496273897		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Library Supplies	115.53
Inv 496273897 Total		115.53
307769 Total:		431.73
SPWS8020 - The Home Depot Pro Total:		821.55
TOM4455 - Tom's Clothing & Uniforms Inc		
307770	07/17/2019	
Inv 14019		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/19/2019	Fire Department Supplies	261.71
Inv 14019 Total		261.71
307770 Total:		261.71
TOM4455 - Tom's Clothing & Uniforms Inc Total:		261.71
TRA5998 - Transtech Engineers Inc.		
307771	07/17/2019	
Inv 20191756		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Professional Svcs. for the Provision of Bldg.and Safety Svcs.	20,928.97
Inv 20191756 Total		20,928.97
Inv 20191757		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Professional Svcs. for the Provision of Bldg.and Safety Svcs.	14,642.84
Inv 20191757 Total		14,642.84

Check Number	Check Date		Amount
Inv	20191758		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Engineering 3rd Party Soils Review		1,009.98
Inv 20191758 Total			1,009.98
Inv	20191759		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Engineering 3rd Party Soils Review		744.60
Inv 20191759 Total			744.60
Inv	20191760		
<u>Line Item Date</u>	<u>Line Item Description</u>		
05/31/2019	Professional Svcs. for the Provision of Bldg.and Safety Svcs.		666.06
Inv 20191760 Total			666.06
307771 Total:			37,992.45
TRA5998 - Transtech Engineers Inc. Total:			37,992.45
UCL6115 - UCLA Center for Prehospital Care			
307772	07/17/2019		
Inv	2233		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	FD Education & Training		1,985.92
Inv 2233 Total			1,985.92
307772 Total:			1,985.92
UCL6115 - UCLA Center for Prehospital Care Total:			1,985.92
UND6710 - Underground Service Alert			
307773	07/17/2019		
Inv	18dsbfee2955		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	Fecs Paid to California State Board for Regulatory Costs		101.07
Inv 18dsbfee2955 Total			101.07
Inv	520190695		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/01/2019	Underground Service Alert May 2019		155.20
Inv 520190695 Total			155.20

Check Number	Check Date	Amount
307773 Total:		256.27
UND6710 - Underground Service Alert Total:		256.27
UQMS8010 - Unique Mgmt Svcs Inc.		
307774	07/17/2019	
Inv	553909	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/01/2019	Contract Services Recovering Agency Svcs.	161.10
Inv 553909 Total		161.10
307774 Total:		161.10
UQMS8010 - Unique Mgmt Svcs Inc. Total:		161.10
VALD4011 - Valdez, Catalina		
307775	07/17/2019	
Inv	06.09.06.10.19	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/11/2019	Training class on June 9-10, 2019 for Ofc. Valdez	16.00
Inv 06.09.06.10.19 Total		16.00
307775 Total:		16.00
VALD4011 - Valdez, Catalina Total:		16.00
SAVA5220 - Vallette, Sally		
307776	07/17/2019	
Inv	00406711	
<u>Line Item Date</u>	<u>Line Item Description</u>	
04/29/2019	Refund to resident for a private property tree removal inspectio	154.50
Inv 00406711 Total		154.50
307776 Total:		154.50
SAVA5220 - Vallette, Sally Total:		154.50
VTIN4010 - Ven Tek International		
307777	07/17/2019	
Inv	116862	
<u>Line Item Date</u>	<u>Line Item Description</u>	
02/01/2019	Annual Fee, Server Hosting, Cellular Service, Paystation Process	1,815.00

Check Number	Check Date	Amount
Inv 116862 Total		1,815.00
307777 Total:		1,815.00
VTIN4010 - Ven Tek International Total:		1,815.00
VEWI8020 - Vision Electric Wholesale Inc.		
307778	07/17/2019	
Inv 35113		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/04/2019	Facility Electrical Supplies for Orange Grove Dungan	28.17
Inv 35113 Total		28.17
Inv 35154		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/30/2019	LED Streetlight 360 Degree Replacement Bulbs	499.82
Inv 35154 Total		499.82
Inv 35194		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/12/2019	LED Streetlight 360 Degree Replacement Bulbs	499.93
Inv 35194 Total		499.93
Inv 35248		
<u>Line Item Date</u>	<u>Line Item Description</u>	
07/18/2019	Street Electrical Receptables Replacement	180.68
Inv 35248 Total		180.68
307778 Total:		1,208.60
VEWI8020 - Vision Electric Wholesale Inc. Total:		1,208.60
MEWA5270 - Wagner, Melanie		
307779	07/17/2019	
Inv 102299		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/31/2019	Garfield Gazebo reservation cancelled for July 7 2019	75.00
Inv 102299 Total		75.00
307779 Total:		75.00
MEWA5270 - Wagner, Melanie Total:		75.00

Check Number	Check Date	Amount
WES4011 - Western Graphix		
307780	07/17/2019	
Inv 51958		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/13/2019	Department Supplies.	17.93
Inv 51958 Total		17.93
307780 Total:		17.93
WES4011 - Western Graphix Total:		17.93
WIL5896 - Willdan Associates		
307781	07/17/2019	
Inv 00221159		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/17/2019	On-Call Consultant for Code Enforcement Services	4,095.00
Inv 00221159 Total		4,095.00
307781 Total:		4,095.00
WIL5896 - Willdan Associates Total:		4,095.00
WIS2563 - Wise, Randy		
307782	07/17/2019	
Inv 06.03-06.05.19		
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/07/2019	Training class on June 3-5, 2019 for Ofer. Wise	70.40
Inv 06.03-06.05.19 Total		70.40
307782 Total:		70.40
WIS2563 - Wise, Randy Total:		70.40
WIT6353 - Wittman Enterprises LLC		
307783	07/17/2019	
Inv 1904059		
<u>Line Item Date</u>	<u>Line Item Description</u>	
05/28/2019	Paramedic Payment April 2019	5,533.82
Inv 1904059 Total		5,533.82
Inv 1905059		
<u>Line Item Date</u>	<u>Line Item Description</u>	

Check Number	Check Date	Amount
06/11/2019	Paramedic Payment May 2019	4,717.37
Inv 1905059	Total	4,717.37
307783 Total:		10,251.19
WIT6353 - Wittman Enterprises LLC Total:		10,251.19
PUFG8267 - Wong, Pauline		
307784	07/17/2019	
Inv	June 2019	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/28/2019	Instruct Line Dance Class June 2019	176.00
Inv June 2019	Total	176.00
307784 Total:		176.00
PUFG8267 - Wong, Pauline Total:		176.00
WSIC6601 - Wright's Supply, Inc.		
307785	07/17/2019	
Inv	230465	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/18/2019	Council Chamber AC Unit Fan Motor Replacement	305.86
Inv 230465	Total	305.86
307785 Total:		305.86
WSIC6601 - Wright's Supply, Inc. Total:		305.86
XFSW5006 - Xerox Financial Svcs LLC		
307786	07/17/2019	
Inv	1626365	
<u>Line Item Date</u>	<u>Line Item Description</u>	
06/06/2019	Copier/Printer at Garfield Reservoir	273.17
Inv 1626365	Total	273.17
307786 Total:		273.17
XFSW5006 - Xerox Financial Svcs LLC Total:		273.17
PTZM4011 - Zamora, Patrick		
307787	07/17/2019	

Check Number	Check Date		Amount
Inv	06101419		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/25/2019	Training class on Jun 10-14 2019 for Ofcr. Zamora		117.72
Inv 06101419 Total			117.72
307787 Total:			117.72
PTZM4011 - Zamora, Patrick Total:			117.72
ZOLL8021 - Zoll Medical Copr. GPO			
307788	07/17/2019		
Inv	2885584		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/08/2019	Medical Supplies		459.90
Inv 2885584 Total			459.90
307788 Total:			459.90
ZOLL8021 - Zoll Medical Copr. GPO Total:			459.90
ZUMAR103 - Zumar Industries, Inc.			
307789	07/17/2019		
Inv	84010		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/13/2019	Street Name Signs & Supplies		4,313.92
Inv 84010 Total			4,313.92
Inv	84033		
<u>Line Item Date</u>	<u>Line Item Description</u>		
06/21/2019	Post & Anchors for Street Signs		1,086.20
Inv 84033 Total			1,086.20
307789 Total:			5,400.12
ZUMAR103 - Zumar Industries, Inc. Total:			5,400.12
Total:			1,315,852.71

ATTACHMENT 4
Payroll 06/14/2019
Payroll 06/28/2019

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 06.14.2019

Account Number	Account Name	07.17.19
101-0000-0000-1010-000	General Fund - Payroll cash	550,882.76
	Other Withholding Payables	\$ 247,249.49
101-0000-0000-1010-000	Net General Fund - Payroll Cash	<u>303,633.27</u>
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	8,348.54
207-0000-0000-1010-000	Prop C - Payroll Cash	6,464.58
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	10,601.78
211-0000-0000-1010-000	CTC Traffic Improvement	
215-0000-0000-1010-000	Street Lighting & Landscape Aessment - PR Ca	4,401.76
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	14,859.90
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	44,209.97
700-0000-0000-2210-000	Internal Revenue Service	61,789.72
700-0000-0000-2220-000	Employment Development Dept.	23,735.72
700-0000-0000-2230-000	Internal Revenue Service	18,348.94
700-0000-0000-2240-000	PERS Pension	91,999.42
700-0000-0000-2260-000	Deferred Comp - Empower	13,044.93
700-0000-0000-2262-000	PERS Health - Actives	113,160.74
101-3011-3041-7131-000	PERS Health - Retirees	48,483.17
Total Checks & Direct Deposits		<u>763,082.44</u>
Checks		16,030.11
Direct Deposits		376,489.69
I.R.S Payments		80,138.66
E.D.D. - State of CA		23,735.72
PERS Pension		91,999.42
Deferred Comp - Empower		13,044.93
PERS Health		161,643.91
		<u>763,082.44</u>
To 700		623,739.18
Other PR Payable		247,249.49
ACH Payable		<u>376,489.69</u>

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 06.28.2019

<u>Account Number</u>	<u>Account Name</u>	<u>07.17.19</u>
101-0000-0000-1010-000	General Fund - Payroll cash	654,631.82
	Other Withholding Payables	\$ 352,205.10
101-0000-0000-1010-000	Net General Fund - Payroll Cash	<u>302,426.72</u>
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	10,338.50
207-0000-0000-1010-000	Prop C - Payroll Cash	6,650.80
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	12,996.81
211-0000-0000-1010-000	CTC Traffic Improvement	
215-0000-0000-1010-000	Street Lighting & Landscape Aessment - PR Ca	5,394.71
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	18,516.54
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	53,047.25
700-0000-0000-2210-000	Internal Revenue Service	59,194.35
700-0000-0000-2220-000	Employment Development Dept.	22,555.36
700-0000-0000-2230-000	Internal Revenue Service	19,583.10
700-0000-0000-2240-000	PERS Pension	89,815.15
700-0000-0000-2260-000	Deferred Comp - Empower	13,815.86
700-0000-0000-2262-000	PERS Health - Actives	
101-3011-3041-7131-000	PERS Health - Retirees	
Total Checks & Direct Deposits		<u>614,335.15</u>
Checks		20,278.97
Direct Deposits		389,092.36
I.R.S Payments		78,777.45
E.D.D. - State of CA		22,555.36
PERS Pension		89,815.15
Deferred Comp - Empower		13,815.86
PERS Health		
		<u>614,335.15</u>
To 700		741,297.46
Other PR Payable		352,205.10
ACH Payable		<u>389,092.36</u>

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

Agency Warrants **07.17.19**

<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					\$ -
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Marina Khubesrian M.D., Agency Chair

Evelyn G. Zneimer, Agency Secretary



Craig Koehler, Agency Treasurer



City Council Agenda Report

ITEM NO. 12

DATE: July 17, 2019
FROM: Stephanie DeWolfe, City Manager
PREPARED BY: Craig Koehler, Finance Director
SUBJECT: Monthly Investment Reports for May 2019

Recommendation Action

It is recommended that the City Council receive and file the monthly investment reports for May 2019.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

There were no significant changes in the City of South Pasadena's (City) investments from the prior months. The amounts shown for the 2016 Water Revenue Bonds Escrow Fund are for information only. Since these funds are not accessible to the City or available for City use, they are no longer being included as part of the City's total investments.

Background

As required by law, a monthly investment report, including water bond funds, is presented to the City Council disclosing investment activities, types of investments, dates of maturities, amounts of deposits, rates of interest, and securities with a maturity of more than 12 months at current market values.

The reports reflect all investments at the above-referenced date and are in conformity with the City Investment Policy as stated in Resolution No. 7476. A copy of the Resolution is available at the City Clerk's Office.

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

The investments herein provide sufficient cash flow liquidity to meet the estimated expenditures, as required in the investment policy.

Monthly Investment Reports for May 2019

Page 2 of 2

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: City Investment Reports for May 2019

Exhibit A
City of South Pasadena
INVESTMENT REPORT
May 31, 2019

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:					
LAIF City	ON DEMAND	2.450%	54.56%	20,145,224.59	20,145,224.59
SUBTOTAL			54.56%	<u>20,145,224.59</u>	<u>20,145,224.59</u>
MORGAN STANLEY SMITH BARNEY					
Government Securities	See Exhibit B-1	1.25%	32.27%	11,914,438.97	11,920,130.65
Corporate Bonds	See Exhibit B-1	2.88%	13.17%	4,862,503.40	4,860,122.56
SUBTOTAL			45.44%	<u>16,776,942.37</u>	<u>16,780,253.21</u>
TOTAL INVESTMENTS			100.00%	<u>\$36,922,166.96</u>	<u>\$36,925,477.80</u>

2016 WATER REVENUE BONDS ESCROW FUND **

** Information Only - Funds held in escrow are managed solely by the 2016 Bond Trustees. The funds are not accessible by the City and not available for City use. They are, therefore, not included in the Total Investments.

Wells Fargo Govt. Securities	See Exhibit B-2	1.750%		40,909,600.35	40,003,414.32
Wells Fargo Uninvested Cash Balance				1,092.52	1,092.52

BANK ACCOUNTS:

Bank of the West Account Balance:				\$5,506,008.99	
Morgan Stanley Uninvested Cash Balance:				\$97,668.79	
Morgan Stanley Unsettled Transactions				-	
BNY Mellon Uninvested Cash Balance				888.13	

Required Disclosures:

Average weighted maturity of the portfolio 197 DAYS

Average weighted total yield to maturity of the portfolio 2.120%

The City's investment liquidity is sufficient for it to meet its expenditure requirements for the next 180 days.

All investments are in conformity with the City Investment Policy.

* Current market valuation is required for investments with maturities of more than twelve months.

Exhibit B-1
Funds and Investments
Held by Contracted (Third) Parties
May 31, 2019

Morgan Stanley Investments

Investment Type	Issuer	CUSIP	Par Value	Adjusted Premium	Adjusted Cost	Market Value	Current YTM	Unrealized Gain/Loss
1 Gov't. Securities	U.S. Treasury Note	912828G95	822,000.00	100.070	822,571.40	818,596.92	1.625%	(3,974.48)
2 Gov't. Securities	U.S. Treasury Note	912828G95	164,000.00	99.781	163,641.33	163,321.04	1.625%	(320.29)
3 Gov't. Securities	U.S. Treasury Note	912828H52	259,000.00	98.461	255,013.73	257,158.51	1.250%	2,144.78
4 Gov't. Securities	U.S. Treasury Note	912828H52	35,000.00	99.566	34,848.24	34,751.15	1.250%	(97.09)
5 Gov't. Securities	U.S. Treasury Note	912828H52	15,000.00	99.914	14,987.12	14,893.35	1.250%	(93.77)
6 Gov't. Securities	U.S. Treasury Note	912828H52	97,000.00	100.209	97,203.00	96,310.33	1.250%	(892.67)
7 Gov't. Securities	U.S. Treasury Note	912828L32	250,000.00	98.641	246,601.50	247,675.00	1.375%	1,073.50
8 Gov't. Securities	U.S. Treasury Note	912828L32	74,000.00	100.431	74,319.00	73,311.80	1.375%	(1,007.20)
9 Gov't. Securities	U.S. Treasury Note	912828L32	329,000.00	100.428	330,407.90	325,940.30	1.375%	(4,467.60)
10 Gov't. Securities	U.S. Treasury Note	912828N89	498,000.00	99.469	495,354.62	492,726.18	1.375%	(2,628.44)
11 Gov't. Securities	U.S. Treasury Note	912828N89	150,000.00	100.472	150,708.12	148,411.50	1.375%	(2,296.62)
12 Gov't. Securities	U.S. Treasury Note	912828N89	280,000.00	100.484	281,356.12	277,034.80	1.375%	(4,321.32)
13 Gov't. Securities	U.S. Treasury Note	912828B90	736,000.00	100.309	738,271.33	735,911.68	2.000%	(2,359.65)
14 Gov't. Securities	U.S. Treasury Note	912828F96	494,000.00	100.191	494,943.37	494,869.44	2.000%	(73.93)
15 Gov't. Securities	U.S. Treasury Note	912828WZ9	494,000.00	99.883	493,421.03	491,722.66	1.750%	(1,698.37)
16 Gov't. Securities	U.S. Treasury Note	912828WZ9	279,000.00	95.836	267,382.16	277,713.81	1.750%	10,331.65
17 Gov't. Securities	U.S. Treasury Note	9128282P4	413,000.00	99.816	412,241.73	412,595.26	1.940%	353.53
18 Gov't. Securities	U.S. Treasury Note	9128282P4	579,000.00	99.211	574,431.11	578,432.58	1.940%	4,001.47
19 Gov't. Securities	U.S. Treasury Note	9128282P4	25,000.00	97.887	24,471.68	24,975.50	1.940%	503.82
20 Gov't. Securities	U.S. Treasury Note	912828S35	434,000.00	96.477	418,708.44	424,538.80	1.375%	5,830.36
21 Gov't. Securities	U.S. Treasury Note	912828W71	719,000.00	99.168	713,017.92	724,953.32	2.125%	11,935.40
22 Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	309,000.00	100.005	309,016.18	308,453.07	1.250%	(563.11)
23 Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	309,000.00	100.145	309,137.57	308,453.07	1.250%	(684.50)
24 Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	20,000.00	100.072	20,014.33	19,964.60	1.250%	(49.73)
25 Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	345,000.00	100.044	345,150.96	344,389.35	1.250%	(761.61)
26 Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADM8	480,000.00	100.095	480,456.83	478,262.40	1.250%	(2,194.43)
27 Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADR7	500,000.00	100.295	501,475.02	495,920.00	1.375%	(5,555.02)
28 Gov't. Securities	Fed. Home Loan Bank	3130A8QS5	665,000.00	99.305	660,378.25	653,635.15	1.180%	(6,743.10)
29 Gov't. Securities	Fed. National Mtg. Assn.	3135G0A78	568,000.00	100.022	568,127.10	565,540.56	1.625%	(2,586.54)
30 Gov't. Securities	Fed. National Mtg. Assn.	3135G0H55	401,000.00	101.641	407,581.81	400,089.73	1.875%	(7,492.08)
31 Gov't. Securities	Fed. National Mtg. Assn.	31350GOU43	225,000.00	101.093	227,459.25	233,025.75	2.875%	5,566.50
32 Gov't. Securities	Fed. National Mtg. Assn.	31350GOU43	140,000.00	102.121	142,969.49	144,993.80	2.875%	2,024.31
33 Gov't. Securities	Fed. National Mtg. Assn.	3135GOV34	833,000.00	100.693	838,771.33	851,559.24	2.500%	12,787.91

Exhibit B-1
Funds and Investments
Held by Contracted (Third) Parties
May 31, 2019

Morgan Stanley Investments

Investment Type	Issuer	CUSIP	Par Value	Adjusted Premium	Adjusted Cost	Market Value	Current YTM	Unrealized Gain/Loss
Subtotal Gov't. Securities			11,941,000.00		11,914,438.97	11,920,130.65	1.252%	5,691.68
34 Corporate Bond	Caterpillar Financial	14912L6B2	78,000.00	100.015	78,011.93	77,995.32	2.100%	(16.61)
35 Corporate Bond	Home Depot Inc. (Callable)	437076BE1	32,000.00	100.016	32,005.26	31,989.44	2.000%	(15.82)
36 Corporate Bond	Home Depot Inc. (Callable)	437076BE1	8,000.00	100.010	8,000.80	7,997.36	2.000%	(3.44)
37 Corporate Bond	Home Depot Inc. (Callable)	437076BE1	2,000.00	100.017	2,000.33	1,999.34	2.000%	(0.99)
38 Corporate Bond	Home Depot Inc. (Callable)	437076BE1	38,000.00	100.027	38,010.44	37,987.46	2.000%	(22.98)
39 Corporate Bond	Berkshire Hathaway Inc.	084670BL1	111,000.00	100.058	111,063.92	110,903.43	2.100%	(160.49)
40 Corporate Bond	Berkshire Hathaway Inc.	084670BL1	7,000.00	100.086	7,006.05	6,993.91	2.100%	(12.14)
41 Corporate Bond	Berkshire Hathaway Inc.	084670BL1	45,000.00	100.098	45,044.32	44,960.85	2.100%	(83.47)
42 Corporate Bond	Honeywell Internatoinal	438516BJ4	82,000.00	99.468	81,563.76	81,636.74	1.420%	72.98
43 Corporate Bond	Proctor & Gamble Co.	742718EG0	105,000.00	100.130	105,136.52	104,737.50	1.920%	(399.02)
44 Corporate Bond	Proctor & Gamble Co.	742718EG0	13,000.00	100.114	13,014.84	12,967.50	1.920%	(47.34)
45 Corporate Bond	Proctor & Gamble Co.	742718EG0	3,000.00	100.173	3,005.20	2,992.50	1.920%	(12.70)
46 Corporate Bond	Proctor & Gamble Co.	742718EG0	40,000.00	100.330	40,132.04	39,900.00	1.920%	(232.04)
47 Corporate Bond	Costco Wholesale Group	22160KAF2	81,000.00	100.317	81,256.72	80,616.87	1.700%	(639.85)
48 Corporate Bond	BB&T Corp. (Callable)	05531FAS2	81,000.00	100.331	81,268.22	80,888.22	2.450%	(380.00)
49 Corporate Bond	Cisco Systems Inc.	17275RAH5	79,000.00	101.057	79,835.02	79,949.58	4.340%	114.56
50 Corporate Bond	PNC Funding Corp.	693476BJ1	101,000.00	101.889	102,907.93	102,661.45	5.125%	(246.48)
51 Corporate Bond	PNC Funding Corp.	693476BJ1	6,000.00	101.931	6,115.87	6,098.70	5.125%	(17.17)
52 Corporate Bond	PNC Funding Corp.	693476BJ1	2,000.00	101.942	2,038.83	2,032.90	5.125%	(5.93)
53 Corporate Bond	PNC Funding Corp.	693476BJ1	34,000.00	102.185	34,743.03	34,559.30	5.125%	(183.73)
54 Corporate Bond	Comcast Corp.	20030NBA8	98,000.00	102.067	100,025.37	99,852.20	5.150%	(173.17)
55 Corporate Bond	Comcast Corp.	20030NBA8	8,000.00	102.291	8,183.30	8,151.20	5.150%	(32.10)
56 Corporate Bond	Comcast Corp.	20030NBA8	2,000.00	102.368	2,047.35	2,037.80	5.150%	(9.55)
57 Corporate Bond	Comcast Corp.	20030NBA8	38,000.00	102.666	39,013.16	38,718.20	5.150%	(294.96)
58 Corporate Bond	Comcast Corp.	20030NBA8	5,000.00	102.442	5,122.09	5,094.50	5.150%	(27.59)
59 Corporate Bond	Wal-Mart	931142CU5	76,000.00	102.555	77,941.89	77,148.36	3.625%	(793.53)
60 Corporate Bond	Target Corp.	87612EAV8	39,000.00	102.521	39,983.35	39,622.83	3.875%	(360.52)
61 Corporate Bond	Target Corp.	87612EAV8	36,000.00	102.572	36,926.01	36,574.92	3.875%	(351.09)
62 Corporate Bond	United Health Group Inc.	91324PCM2	53,000.00	100.516	53,273.50	53,118.72	2.700%	(154.78)
63 Corporate Bond	United Health Group Inc.	91324PCM2	7,000.00	100.598	7,041.89	7,015.68	2.700%	(26.21)
64 Corporate Bond	United Health Group Inc.	91324PCM2	18,000.00	101.186	18,213.52	18,040.32	2.700%	(173.20)
65 Corporate Bond	United Health Group Inc.	91324PCM2	42,000.00	100.924	42,388.25	42,094.08	2.700%	(294.17)
66 Corporate Bond	Intel Corp.	458140AQ3	56,000.00	100.292	56,163.39	56,015.12	2.450%	(148.27)
67 Corporate Bond	Intel Corp.	458140AQ3	3,000.00	100.387	3,011.61	3,000.81	2.450%	(10.80)
68 Corporate Bond	Intel Corp.	458140AQ3	20,000.00	101.000	20,200.02	20,005.40	2.450%	(194.62)
69 Corporate Bond	State Street Corp.	857477AS2	54,000.00	101.035	54,558.77	54,089.64	2.550%	(469.13)
70 Corporate Bond	State Street Corp.	857477AS2	24,000.00	101.068	24,256.38	24,039.84	2.550%	(216.54)
71 Corporate Bond	The Walt Disney Co.	25468PDE3	60,000.00	100.198	60,118.85	59,859.60	2.150%	(259.25)
72 Corporate Bond	The Walt Disney Co.	25468PDE3	20,000.00	101.097	20,219.43	19,953.20	2.150%	(266.23)
73 Corporate Bond	Bank of America	06051GFT1	163,000.00	100.424	163,691.49	163,044.01	2.650%	(647.48)
74 Corporate Bond	Coca-Cola Co.	191216BT6	62,000.00	100.441	62,273.13	61,646.60	1.875%	(626.53)
75 Corporate Bond	Coca-Cola Co.	191216BT6	19,000.00	100.641	19,121.77	18,891.70	1.875%	(230.07)

Exhibit B-1
Funds and Investments
Held by Contracted (Third) Parties
May 31, 2019

Morgan Stanley Investments

Investment Type	Issuer	CUSIP	Par Value	Adjusted Premium	Adjusted Cost	Market Value	Current YTM	Unrealized Gain/Loss	
76 Corporate Bond	Chubb INA Holdings Inc	00440EAT4	61,000.00	100.652	61,397.80	60,959.13	2.300%	(438.67)	
77 Corporate Bond	Chubb INA Holdings Inc	00440EAT4	62,000.00	100.496	62,307.79	61,958.46	2.300%	(349.33)	
78 Corporate Bond	Johnson & Johnson	478160CH5	83,000.00	100.067	83,055.69	82,657.21	1.950%	(398.48)	
79 Corporate Bond	Chevron Corp. (Callable)	166764AY6	55,000.00	100.900	55,495.21	55,140.25	2.419%	(354.96)	
80 Corporate Bond	Chevron Corp. (Callable)	166764AY6	25,000.00	100.981	25,245.15	25,063.75	2.419%	(181.40)	
81 Corporate Bond	VISA	92826CAA0	162,000.00	100.323	162,523.77	161,706.78	2.200%	(816.99)	
82 Corporate Bond	Occidental Petroleum Corp. (Callable)	674599BY0	75,000.00	103.174	77,380.43	76,518.75	4.100%	(861.68)	
83 Corporate Bond	Occidental Petroleum Corp. (Callable)	674599BY0	88,000.00	102.157	89,898.15	89,782.00	4.100%	(116.15)	
84 Corporate Bond	Exxon Mobil Corp. (Callable)	30231GAV4	162,000.00	100.897	163,453.08	161,878.50	2.222%	(1,574.58)	
85 Corporate Bond	JP Morgan Chase	46625HHZ6	151,000.00	104.450	157,719.74	156,923.73	4.625%	(796.01)	
86 Corporate Bond	3M Co. (Callable)	88579YAU5	65,000.00	100.058	65,037.52	64,022.40	1.625%	(1,015.12)	
87 Corporate Bond	3M Co. (Callable)	88579YAU5	17,000.00	99.207	16,865.19	16,744.32	1.625%	(120.87)	
88 Corporate Bond	MasterCard, Inc.	57636QAF1	164,000.00	99.249	162,768.36	162,576.48	2.000%	(191.88)	
89 Corporate Bond	Microsoft Corp.	594918BA1	82,000.00	100.724	82,593.90	82,305.04	2.375%	(288.86)	
90 Corporate Bond	American Express Credit (Callable)	0258M0EG0	162,000.00	101.298	164,103.27	162,646.38	2.700%	(1,456.89)	
91 Corporate Bond	Burlington North Santa Fe (Callable)	12189LAH4	79,000.00	102.419	80,910.87	80,258.47	3.050%	(652.40)	
92 Corporate Bond	Apple Inc.	037833BF6	160,000.00	101.713	162,740.77	161,512.00	2.740%	(1,228.77)	
93 Corporate Bond	Oracle Corp.	68389XBB0	81,000.00	101.054	81,853.71	81,026.73	2.500%	(826.98)	
94 Corporate Bond	Gilead Sciences Inc	375558BC6	164,000.00	100.147	164,240.66	167,258.68	3.250%	3,018.02	
95 Corporate Bond	Intercontinental Exchange Inc	45866FAE4	168,000.00	98.558	165,577.44	165,774.00	2.350%	196.56	
96 Corporate Bond	Bank of New York Mellon Corp	06406RAE7	168,000.00	99.109	166,503.12	170,007.60	2.950%	3,504.48	
97 Corporate Bond	Amazon	023135AW6	125,000.00	98.568	123,210.00	124,755.00	2.400%	1,545.00	
98 Corporate Bond	General Dynamics Corp	369550BD9	163,000.00	101.520	165,477.88	168,799.54	3.375%	3,321.66	
99 Corporate Bond	Cisco Systems Inc.	17275RBH4	84,000.00	97.479	81,882.36	83,207.04	2.200%	1,324.68	
100 Corporate Bond	John Deere Capital Corp.	24422EUM9	161,000.00	103.647	166,871.42	168,161.28	3.650%	1,289.86	
101 Corporate Bond	Intercontinental Exchange Inc	45866FAA2	80,000.00	104.431	83,544.90	84,376.00	4.000%	831.10	
102 Corporate Bond	BB&T Corp.	05531FBF9	121,000.00	102.405	123,909.67	126,219.94	3.750%	2,310.27	
Subtotal Corporate Bonds			4,819,000.00		4,862,503.40	4,860,122.56	2.883%	(2,380.84)	2,380.84

Exhibit B-1
Funds and Investments
Held by Contracted (Third) Parties
May 31, 2019

Morgan Stanley Investments

Investment Type	Issuer	CUSIP	Par Value	Adjusted Premium	Adjusted Cost	Market Value	Current YTM	Unrealized Gain/Loss
Money Market	Liquid Asset Fund		-					
Uninvested Cash			-			97,668.79		
Accrued Interest								
Subtotal Cash & Cash Equivalents						97,668.79		
Grand Totals			16,760,000.00		16,776,942.37	16,877,922.00	1.715%	3,310.84
Unsettled Transactions						0.00		
Subtotal Unsettled Transactions						-		
Totals incl. Unsettled Transactions			16,760,000.00		16,776,942.37	16,877,922.00		3,310.84
Totals per Bank Statement			16,760,000.00		16,776,942.37	16,877,922.00		3,310.84

16,881,232.84

Exhibit B-2

Funds and Investments
Held by Contracted (Third) Parties
May 31, 2019

2016 Water Revenue Bonds

Investment Type	Issuer	Settlement Date	Par Value	Coupon Rate	Market Value	Current YTM	Maturity Date	Days to Maturity	CUSIP Account Number
BNY Mellon Project Fund									
1	Cash		888.13	0.010%	888.13	0.010%		1	
2	Morgan Stanley Treasury Portfolio		155,463.75	0.250%	155,463.75	0.250%		1	
Subtotal Cash & Cash Equivalents			156,351.88	0.249%	156,351.88	0.249%		1	
Total Project Fund			156,351.88	0.249%	156,351.88	0.249%		1	
Wells Fargo 2016 Water Refunding Escrow Fund -- Information Only									
1	Cash		1,092.52	0.100%	1,092.52	0.100%		1	
Subtotal Cash & Cash Equivalents			1,092.52	0.100%	1,092.52	0.100%		1	
2	Gov't. Securities U.S. Treasury Note	9/30/2014	40,909,600.35	1.750%	40,003,414.32	1.750%	9/30/2019	122	912828F39
Subtotal Securities			40,909,600.35	1.750%	40,003,414.32	1.750%		122	
Total Escrow Fund			40,910,692.87	1.750%	40,004,506.84	1.750%		122	

Exhibit C

City of South Pasadena
Investment Report

Summary of Invested Funds -- Last Day of the Month

MONTH	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
JULY	20,273,657	13,579,652	11,604,558	14,003,563	17,332,153	20,958,651	26,306,572	28,541,631	74,033,803	33,187,829
AUGUST	20,608,628	12,099,372	11,595,476	13,043,563	17,330,985	12,658,088	26,294,151	28,405,544	73,122,925	31,258,493
SEPTEMBER	17,292,659	11,000,410	11,582,026	11,783,420	16,331,557	19,715,369	22,058,959	27,049,892	70,952,657	31,219,168
OCTOBER	17,297,628	10,757,440	10,575,907	11,795,960	13,841,158	17,221,779	22,325,114	27,023,005	70,917,973	26,989,542
NOVEMBER	16,621,046	10,499,526	8,992,178	11,800,260	13,836,635	17,221,849	22,287,418	73,246,265	26,547,176	26,916,772
DECEMBER	18,487,198	10,634,416	10,185,282	11,805,140	16,837,192	20,603,990	22,253,300	71,499,585	28,949,643	27,028,835
JANUARY	20,210,860	12,629,088	9,186,793	11,816,031	18,846,359	26,309,319	27,399,997	71,229,735	32,878,042	35,305,506
FEBRUARY	19,519,072	12,619,768	9,184,331	13,818,580	18,845,663	26,260,788	30,108,605	71,084,575	33,013,420	34,571,287
MARCH	18,448,613	12,610,790	9,126,552	13,319,038	13,145,894	26,315,158	28,939,924	72,604,964	32,833,141	32,568,840
APRIL	19,317,280	12,605,200	11,130,863	17,327,604	13,153,853	26,326,876	28,276,276	75,018,330	33,064,100	32,242,202
MAY	16,191,609	12,595,623	11,128,155	19,327,983	23,452,878	26,310,240	28,429,928	76,053,277	32,879,674	36,925,478
JUNE	15,871,761	12,581,680	10,275,475	19,323,510	22,452,628	29,289,712	26,594,581	75,918,587	33,102,349	


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City Council Agenda Report

ITEM NO. 13

DATE: July 17, 2019

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Cathy Billings, Acting Library Director

SUBJECT: **Adoption of a Resolution Approving the Annual Auditor's Report and Authorizing the Collection of the Library Special Tax for Fiscal Year 2019-20**

Recommendation Action

It is recommended that the City Council adopt the attached resolution approving the Annual Auditor's Report for the levy of the Fiscal Year (FY) 2019-20 Library Special Tax (Tax).

Commission Review and Recommendation

This matter was reviewed by the Library Board of Trustees at its regular meeting on July 11, 2019.

Discussion/Analysis

On June 7, 1994, South Pasadena voters established the City of South Pasadena's (City) Library Special Tax. The Library Special Tax was renewed by voters in 1999, 2005, and 2009. On November 3, 2015, voters once again approved an extension of the Tax through June 30, 2024, with a 33% rate increase in FY 2016-17 and a Consumer Price Index (CPI)-based increase for each of the subsequent seven years.

Collection of the special tax continues to be keyed into maintaining a baseline operational budget (maintenance of effort, or MOE) calculated from an initial "Required Amount" of \$761,000 originally set by Section 2.89-5(b)(1) of the South Pasadena Municipal Code (SPMC). For FY 2019-20 the initial "Required Amount" was increased by the total percent increase of the Urban Consumers Price Index (CPI-U) since 1995, making the FY 2019-20 minimum MOE requirement \$1,271,637.

Background

The June 2019 Los Angeles-Long Beach-Anaheim area All Urban Consumers (CPI-U) figure used to calculate the Library Special Tax rate was released by the United States Department of Labor, Bureau of Labor Statistics in its July 11, 2019 News Release. This June 2019 figure results in a compounded increase of 3.34% for FY 2019-20 over and above the special tax rates levied in FY 2018-19. The City Council has approved a Library Budget for FY 2019-20 of \$1,874,491, with \$330,000 of this amount estimated to come from the Library Special Tax and \$1,544,491 from the City's General Fund. This amount exceeds the minimum MOE requirement. The City uses a consulting audit firm, Community Economic Solutions, Inc., to prepare

Library Special Tax Resolution and Auditor's Report

July 17, 2019

Page 2 of 2

documentation sufficient to establish the Tax each year. The audit firm's estimate of total revenue to be generated from the Tax for FY 2019-20 is \$340,000. This estimate is premised on a calculation derived from total taxable parcels. However, the actual amount collected may be slightly less due to non-payment or default on property tax. Therefore, for FY 2019-20 the City's adopted budget assumes revenue of \$330,000.

Next Step

1. Community Economic Solutions, Inc. will transmit the necessary documents to the Los Angeles County Assessor's Office to continue to collect the tax at the rate approved with the annual property tax bill.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

Collection of the Library Special Tax for FY 2019-20 will provide an estimated \$330,000 in General Fund Revenue.

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 approving the Annual Auditor's Report
(With Exhibit A - Library Special Tax FY 2019-20 Auditor's Report)

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING THE ANNUAL AUDITOR'S REPORT AND
SETTING THE RATE OF THE LIBRARY SPECIAL
TAX TO FINANCE LIBRARY SERVICES FOR
FISCAL YEAR 2019-20**

WHEREAS, on November 3, 2015, the voters of the City of South Pasadena approved the extension of the Library Special Tax until June 30, 2024; and

WHEREAS, that approval also extends Chapter 2, Article VI of the South Pasadena Municipal Code (SPMC) which established procedures for determining the rate and method of apportionment of the Library Special Tax, the maximum rate to be levied and enabling the collection of such tax; and

WHEREAS, the City Council has caused to be prepared by a tax consultant a report entitled "Library Special Tax, Auditor's Report, Fiscal Year 2019-20, City of South Pasadena" (Auditor's Report), which is presented to the City Council and attached hereto as Exhibit "A"; and

WHEREAS, the City Council has budgeted and appropriated the required amount, which combined with the Library Special Tax, will provide all the elements of a foundation program of library services consistent with the California Education Code Section 18015.

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 has duly considered the Auditor's Report, attached hereto as Exhibit "A" and incorporated herein for reference, and hereby approves said report as filed.

SECTION 2. The City Council has adopted the Budget for FY 2019-20 which provides for a total Library Budget for FY 2017-18 in the amount of \$1,874,491.

SECTION 3. The City Council hereby establishes the tax rates as set forth in the Auditor's Report for the FY commencing July 1, 2019 and ending June 30, 2020.

SECTION 4. The City Council hereby resolves that proceeds from any funds collected from the Library Special Tax shall be expended only for library services in accordance with SPMC Section 2.89-4.

SECTION 5. The City Council hereby declares that the Library Special Tax shall be collected in the same manner and subject to the same penalties as other charges and taxes collected on behalf of the City by the County of Los Angeles.

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 17th day of July, 2019.

Marina Khubesrian, 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 18th day of July, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

LIBRARY SPECIAL TAX

**AUDITOR'S REPORT
Fiscal Year 2019-20**

**CITY OF
SOUTH PASADENA**



July 11, 2019

**AUDITOR'S REPORT
CITY OF SOUTH PASADENA
LIBRARY SPECIAL TAX
2019-20 FISCAL YEAR**

The undersigned, acting on behalf of Community Economic Solutions, respectfully submits the enclosed report as directed by the City Council.

Dated: July 11, 2019


Charles F. Crandall, C.P.A.

I HEREBY CERTIFY that the enclosed Auditor's Report, together with Tax Roll thereto attached, was filed with me on the ____ day of _____, 2019.

City Clerk
City of South Pasadena
Los Angeles County, California

By _____

I HEREBY CERTIFY that the enclosed Auditor's Report, together with Tax Roll thereto attached, was approved and confirmed by the City Council of the City of South Pasadena, California, on the ____ day of _____, 2019.

City Clerk
City of South Pasadena
Los Angeles County, California

By _____

**AUDITOR'S REPORT
CITY OF SOUTH PASADENA
LIBRARY SPECIAL TAX
2019-20 FISCAL YEAR**

INTRODUCTION

On June 7, 1994, the voters approved the establishment of the City of South Pasadena Library Special Tax. On November 3, 2015, voters approved a measure to extend the City of South Pasadena Library Special Tax to June 30, 2024.

The above proceedings approved the manner of the levy and the maximum amounts to be taxed until June 30, 2024. This report is for the purpose of establishing the tax rates for Fiscal-Year 2019-20, in accordance with the methodology as set forth in the approved Rate and Method of Apportionment. The City has retained Community Economic Solutions to prepare the Auditor's Report.

ESTIMATE OF REVENUES GENERATED

The revenues needed by the City of South Pasadena to provide library services are proposed to be provided through several sources including the special tax. The total estimated revenue to be generated from the Library Special Tax for FY 2019-20 is \$340,000.

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAXES

CATEGORIES OF SPECIAL TAX

Single Residential Category:

Single Residential Category includes each Parcel within the City which is designated as "01" (Single Residential) by the Los Angeles County Assessor's property use classification codes, and includes both Single Family Residential and Condominium uses.

The special tax that may be levied annually on Taxable Property within the Single Residential Category through the Fiscal Year ending June 30, 2017 shall not exceed:

- \$ 32 per Dwelling Unit for a home with Building Area of less than 2,000 sf.
- \$ 48 per Dwelling Unit for a home with Building Area of 2,001 sf to 4,000 sf.
- \$ 64 per Dwelling Unit for a home with Building Area of more than 4,000 sf.

Multiple Family Residential Category:

Multiple Family Residential (MFR) Category includes each Parcel within the City which is designated as "02", "03", "04", "05", "06" or "07" by the Los Angeles County Assessor's property use classification codes.

The special tax that may be levied annually on Taxable Property within the MFR Category through the Fiscal Year ending June 30, 2017 shall not exceed:

- \$ 16 per Dwelling Unit located on a MFR Parcel.

Non-Residential Category:

The Non-Residential Category includes each Parcel in the City which is *not* designated as "01", "02", "03", "04", "05", "06" or "07" (residential) by the Los Angeles County Assessor's property use classification codes.

The special tax that may be levied annually on Taxable Property within the Non-Residential Category through the Fiscal Year ending June 30, 2017 shall not exceed:

- \$ 32 per Parcel with Lot Area of ¼ acre or less.
- \$ 64 per Parcel with Lot Area of over ¼ acre to ½ acre.
- \$ 96 per Parcel with Lot Area of over ½ acre to ¾ acre.
- \$128 per Parcel with Lot Area of more than ¾ acre.

In fiscal year 2017-18, and in each subsequent fiscal year the maximum rates for the special tax imposed by this article shall increase according to the increase, if any, in the Consumer Price Index for All Urban Consumers (CPI-U, Los Angeles Area) prepared by the Bureau of Labor Statistics of the United States Department of Labor for the Los Angeles-Riverside-Orange County region, or any successor index thereto.

This CPI increase results in a compounded increase of 3.34% for fiscal year 2019-20 over and above the special tax rates levied in fiscal year 2018-19 as set forth below:

July 1, 2018 to June 30, 2019 Consumer Price Index:

June 30, 2019	274.380
<u>July 1, 2018</u>	<u>-265.522</u>
	8.858 / 265.522 = 0.0334 or 3.34%

SPECIAL TAX LEVY FOR FY 2019-20

The Rate and Method of Apportionment describes the maximum special tax rates to be levied for Library Services within the City of South Pasadena. For Fiscal Year 2019-20, the maximum special tax rates will be levied.

A summary of parcel information relative to the Special Tax is shown on the table below. This information has been based upon the records of the Los Angeles County Assessor.

PARCEL SUMMARY INFORMATION TABLE

Special Tax Category	Basic Unit	No. of Units	Tax Rate	Total Tax Amount
Single Family Residential and Condominiums				
0 sf - 2,000 sf home	DU	3,368	\$35.14 /DU	\$118,352
2,001 sf - 4,000 sf home	DU	1,906	\$52.72 /DU	\$100,484
+ 4,000 sf home	DU	189	\$70.30 /DU	\$13,287
Multiple Family Residential	DU	5,441	\$17.57 /DU	\$95,598
Non-Residential				
0 acre - ¼ acre lot	parcel	168	\$35.14 /pcl	\$5,904
¼ acre - ½ acre lot	parcel	68	\$70.30 /pcl	\$4,780
½ acre - ¾ acre lot	parcel	18	\$105.43 /pcl	\$1,898
+ ¾ acre lot	parcel	28	\$140.58 /pcl	\$3,936
TOTAL AMOUNT GENERATED:				\$344,239

DEFINITIONS

Administrative Expenses means any or all of the following: the direct and indirect expenses incurred by the City in carrying out its duties with respect to the special tax (including, but not limited to, the levy and collection of the special taxes) including the fees and expenses of its counsel, any fees of the County related to the collection of special taxes, an allocable share of the salaries of City staff directly related thereto and a proportionate amount of the City's general administrative overhead related thereto, any amounts paid by the City from its general fund with respect to the special tax, and expenses incurred by the City in undertaking action to foreclose on properties for which the payment of special taxes is delinquent, and all other costs and expenses of the City.

Building Area means the total living area, based upon the records of the Los Angeles County Assessor, as of the March 1 preceding such July 1.

City means the City of South Pasadena.

Consumer Price Index means the Consumer Price Index for All Urban Consumers (CPI-U, Los Angeles Area) prepared by the Bureau of Labor Statistics of the United States Department of Labor for the Los Angeles-Riverside-Orange County region, or any successor index thereto.

Dwelling Unit means the same as Sec.36.24(D) Dwelling Unit.

Fiscal Year means the period starting on July 1 and ending the following June 30.

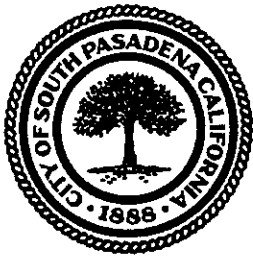
Lot Area means the total area of the Parcel, based upon the records of the Los Angeles County Assessor, as of the March 1 preceding such July 1.

Parcel means any Los Angeles County Assessor's Parcel that is within the boundaries of the City based on the equalized tax rolls of the County.

Special Tax Liability for any Fiscal Year is an amount sufficient to pay the costs of the services included in the special tax, to include: (i) costs for library services, including material acquisition and special services and programs; and (ii) administrative expenses.

Tax Categories are those categories set forth in the body hereof.

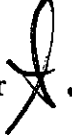
Taxable Property is all real property within the boundaries of the City which is not exempt from the special tax pursuant to law, except that the following property shall not be taxed: any acres of land owned, conveyed or irrevocably offered for dedication to a public agency; or land which is a public right of way or which is an unmanned utility easement making impractical its utilization for other than the purpose set forth in the easement; or any Parcel of land which is designated as vacant by the Los Angeles County Assessor's property use classification codes; or any Parcel of land designated as "71" (churches or houses of God) by the Los Angeles County Assessor's property use classification codes; or any Parcel of land owned by a charitable organization or community service organization as identified by Chapter 2101 of the Federal Tax Code.



City Council Agenda Report

ITEM NO. 14

DATE: July 17, 2019

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Cathy Billings, Acting Director of Library, Arts, and Culture

SUBJECT: **Approve Initial Projects for Funding by the 21st Century Committee for the Library**

Recommendation Action

It is recommended that the City Council approve the initial projects for which the 21st Century Committee for the Library (21CCL), a new division of the Friends of the South Pasadena Public Library (FOL), will raise funds.

Commission Review and Recommendation

The Library Board of Trustees, at its February 11, 2019 meeting, approved a recommendation that proposed the 21CCL to the Friends of the South Pasadena Public Library, a 501(c) 3 nonprofit. The 21CCL will serve as a new fundraising division of the FOL and operate to raise funds for major Library initiatives for which no funding is available.

Background

The "South Pasadena Public Library Operations Study (LOS) was approved by the Library Board of Trustees (LBT) and presented to the City Council on May 4, 2016 as a receive and file report. One of the recommendations the LOS presented to the City Council at that time calls for the formation of a library foundation to fundraise and provide an additional source of revenue to complete remaining major projects outlined in official studies. The 21CCL will also seek finances to meet future capital needs of the Library. Since the City does not have a library foundation, the FOL agreed to have the 21CCL become the City fundraising group for major unfunded Library projects and operate under its organization's structure. The LBT recognizes that the Library and the many users it serves would greatly benefit from an endowment that would provide additional funds to complete targeted major projects.

Discussion/Analysis

The LBT and FOL believe fundraising dollars should be used to supplement the existing library budget, and that regular building maintenance and operational needs are not generally appropriate fundraising targets for the 21CCL, as they are not anticipated to be attractive to prospective donors.

With staff input, the LBT and FOL recommend two major projects as the focus of the initial fundraising efforts of the 21CCL:

1. The Library first floor interior design remodel, including lighting, electrical, flooring, décor, shelving, and furnishings.
2. A Radio-Frequency Identification (RFID) system for streamlining materials handling, enhancing customer self-service options, improving collection management capabilities, generating management reports, and theft detection.

Various documents were consulted to identify appropriate projects for the 21CCL's initial fundraising efforts, including the Library Operations Study (2016), the Library Strategic Plan (2017-2022), and the Facility Condition Assessment Report (June 6, 2017).

The LBT and staff recommended that the facility's first floor remodel be given top priority since the project would be noticeable by all upon entering the library. Further, since the interior redesign of the library's first floor is underway with the implementation of a smaller service desk, increased computers, and a self-checkout kiosk, it is a natural progression to begin fundraising for similar projects for which there is already momentum. Continuing to make improvements to make the Library's appearance more aesthetically pleasing would help the fundraising group achieve success early on.

An RFID system is also considered a priority, as it enhances customer service and increases efficiency by automating many workflow tasks. Combining radio-frequency-based technology and microchip technology, RFID detects the unauthorized removal of library materials, reduces the amount of time required to perform circulation tasks, simplifies and speeds patron self-check, and supports electronic inventorying and shelf searching. RFID is becoming the standard in public libraries, and the South Pasadena Public Library should not fall behind its peers in the use of technology to improve services.

Fiscal Impact

The full remodel of the first floor would not be expected to exceed \$1,000,000. The cost of RFID conversion, including any remodeling required to accommodate an automated materials handling system, is not expected to exceed \$300,000. These funds would be raised by the 21CCL. The remodel would impact City resources in the form of staff time required to manage the project. Annual maintenance costs for the RFID system and equipment would be paid from the Library's regular budget, and are estimated to be comparable to existing security system maintenance costs.

Legal Review

The City Attorney has reviewed this item.

Approve Initial Projects for Funding by the 21st Century Committee for the Library
July 17, 2019
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*.

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City Council Agenda Report

ITEM NO. 15

DATE: July 17, 2019

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

PREPARED BY: Daniel Ojeda, P.E., Interim Public Works Director *[Signature]*
Kristine Courdy, P.E., Deputy Public Works Director *[Signature]*

SUBJECT: **Authorize a Contract Amendment with Willdan Engineering for On-Call Construction Management and Inspection Services for an Amount Not-to-Exceed \$64,160 for a Total Not-to-Exceed Contract Amount of \$183,484**

Recommendation Action

It is recommended that the City Council authorize the City Manager to execute a Contract Amendment with Willdan Engineering, for an additional not-to-exceed amount of \$64,160, for on-call construction management and inspection services for the CNG Fueling and Electric Vehicle Charging Station Upgrades and Bike Parking at Various Locations Projects.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

On May 15, 2019 the City Council awarded a contract to Willdan Engineering for an amount not-to-exceed \$119,324 for On-Call Construction Management and Inspection Services for the Monterey Road (Phase Three) and Traffic Signal Installation at Monterey Road & Orange Grove Avenue Projects.

With the construction of additional Capital Improvement Plan (CIP) projects coming online this year, staff proposes to expand Willdan Engineering's scope of work under their current contract to include construction management and inspection services for the following two CIP projects:

1. CNG Fueling and Electrical Vehicle Charging Station Upgrades
2. Bike Parking at Various Locations

This proposed contract amendment will not affect the term of the original contract which expires on May 14, 2023.

Willdan Engineering is a full-service engineering firm based in the City of Industry and specializing in traffic engineering design services, environmental services, staff augmentation

services, and other general civil engineering services to municipal agencies. They have provided similar on-call construction management and inspection services to the Cities of Long Beach, Pomona, and Riverside. In addition to their current contract with the City, Willdan Engineering previously provided construction management and inspection services to the City for such projects as Oak Hill Avenue and Saint Albans Avenue Street Improvement Project, Mission Street Business District Pedestrian Improvement, and Garfield Avenue Resurfacing Project.

Based on Willdan Engineering's experience, qualifications and track record with the City, staff recommends approving this contract amendment.

Background

The CNG and Electrical Vehicle Charging Station Upgrades project includes removal and re-installation of two existing non-functional slow-fill CNG dispensers, new compressor unit, equipment protection safety bollards, and entrance gate modifications. The project also includes installation of the electrical power point-of-connection for the electronic valve panel and dispenser. This project will also upgrade the existing electrical service at the City Yard, which includes replacing the existing Milbank pedestal panel, install a new DC Fast Charger to charge the City's electric shuttle bus and remove the existing Level 2 charger. The project is nearing the end of the design phase and it is anticipated that construction will begin in mid-July.

The Bike Parking at Various Locations project will provide for the secure storage of bicycles at various locations. More specifically this project includes the installation of bicycle parking at Heritage Plaza, Arroyo Seco Trail, Arroyo Park, Library Park and Garfield Park. Bicycle parking will also be installed, along with concrete sidewalk improvements at various locations throughout the City. Approximately 190 bicycle parking spaces will be installed throughout the City. The construction contract for this project is scheduled for award in August and work on this project is expected to begin in October.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

This contract amendment for additional construction management and inspection services will be funded through the different CIP projects account numbers listed: Bike Parking at Various Locations; Account No. 248-9000-9388-9388; CNG Fueling & Electrical Vehicle Charging Station Upgrades: Account No's. 207-8030-8025-8520, 238-9000-9307-9307, 210-6010-6501-8520, and 205-8030-8024-8520.

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*.

Authorize a Contract Amendment with Willdan Engineering for On-Call Construction Management and Inspection Services

July 17, 2019

Page 3 of 3

Attachments:

1. Proposed Amendment
2. Original Agreement

ATTACHMENT 1
Proposed Amendment

FIRST AMENDMENT TO
AGREEMENT FOR SERVICES

THIS AMENDMENT (“First Amendment”) is made and entered into on the 18th day of July, 2019, by and between the CITY OF SOUTH PASADENA (“City”) and WILLDAN ENGINEERING (“Consultant”).

RECITALS

WHEREAS, on May 15, 2019, the City and Consultant entered into an Agreement to provide On-Call Construction Management and Inspection Services; and

WHEREAS, the Term of the Agreement is through May 14, 2023, unless extended by written agreement of both parties and be effective if authorized in advance by the City in writing and incorporated in written amendments to the Agreement; and

WHEREAS, the Payment for Services in the Agreement shall not exceed the authorized amount of \$119,324 unless the City has given specific advance approval in writing; and

WHEREAS, on July 18, 2019, the City Council approved the First Amendment to the Agreement for Services (“First Amendment”) to increase the Payment for Services by an amount not-to-exceed \$64,160 for the existing Term of the Agreement through May 14, 2023; and

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

1. Paragraph 3.1 “Scope of Services” is amended to add Exhibit A-1 (“Additional Scope of Services”) and incorporated herein by this reference.
2. Paragraph 3.2 “Agreement Administrator” is amended to remove Daniel Ojeda, Interim Public Works Director as the Agreement Administrator and replace him with Shahid Abbas, Public Works Director, as the Agreement Administrator.
3. Paragraph 3.3 “Approved Fee Schedule” is amended to add Exhibit B-1 (“Additional Approved Fee Schedule”) and incorporated herein by this reference.
4. Paragraph 3.4 “Maximum Amount” is amended to read as follows:
“The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is One Hundred Eighty-Three Thousand, Four Hundred Eighty-Four Dollars (\$183,484), which includes the compensation for the original

Agreement scope of services of \$119,324 and compensation for the First Amendment additional scope of services in the amount of \$64,160.

5. Paragraph 3.6 "Termination Date" to remain as: "May 14, 2023".

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

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

"CITY"
City of South Pasadena

"CONSULTANT"
WILLDAN ENGINEERING

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: _____

EXHIBIT A-1

ADDITIONAL SCOPE OF SERVICES

Provide On-Call Construction Management and Inspection Services for the following projects:

- CNG and Electric Vehicle Fueling/Charging Station Upgrade Project
- Citywide Bike Parking Project

Project Specific Work Plan

Task 1 – Construction Management

1. Review contractor's safety program in consultation with City Staff.
2. Through Consultant's system of project control, monitor activities related to the project such that the project is constructed pursuant to contract documents, and in a timely fashion.
3. Log, track, and process submittals, RFIs, RFCs, CCOs, field directives, NOPCs, Non-Conformance Reports (NCRs), construction schedule, and detailed traffic control plan.
4. Closely review schedule and advise contractor to take action on schedule slippage.
5. Document contractor's 20-day notices, mechanic's liens, and stop notices.
6. Monitor and coordinate activities of design engineering support, surveying, testing, and work by utilities or other agencies.
7. Prepare weekly statement of working days and submit to the contractor and City.
8. Provide monthly progress report.
9. Establish and conduct weekly construction progress meetings to:
 - Resolve all old business issues to the maximum extent possible
 - Address all items of new business as presented by any party
 - Review project schedule and address any deviations
 - Review submittal log in terms of items needed and resubmittals required and review RFI, RFC, CCO, NCR, and NOPC logs
 - List status of construction items recently undertaken or ongoing
 - List planned construction items for the next two weeks, usually known as the two-week look ahead schedule
 - Review SWPPP issues
 - Review contractor's safety program
10. Prepare minutes for the weekly construction progress meeting.
11. Provide claims mitigation monitoring, including proactively applying foresight to discover unforeseen conflicts prior to contractor encounter.
12. Evaluate and respond to the contractor's requests for clarification of plans and specifications.

13. Ensure that all questions, conflicts, and issues are immediately brought to the City's attention and addressed with appropriate directives to the contractor.
14. Conduct special site meetings, when necessary, with the contractor and City staff to review job progress, scheduling, and coordination.
15. Perform quantity, time, and cost analyses required for negotiation of contract changes.
16. Negotiate and prepare change orders, including memorandum of explanation and cost estimates to substantiate change order costs and provide to City for review.
17. Monitor and perform immediate and thorough analysis of validity of all potential claims that arise.
18. Maintain all data for change orders and record information with regard to the time of dispute, time of notification by the contractor, and action taken by the inspector.
19. Monitor materials documentation and testing results and enforce corrections.
20. Review for approval the contractor's progress payment requests; negotiate differences over the amount with the contractor; and process payments through the City's Project Manager.

Task 2 – Construction Inspection

1. Review plans, specifications, and all other contract- and construction-related documents.
2. Conduct a field investigation of the project area to become familiar with the existing facilities and the project environment.
3. Become familiar with traffic control plans, construction schedule, construction sequence, and permit requirements from other agencies.
4. Verify that the contractor conforms to the design survey line and grades.
5. Attend weekly progress meetings with the City, contractor, and subcontractors.
6. Provide part-time and as-needed construction inspection of the work to monitor materials and methods for compliance with plans, specifications, and contract documents; address and document non-conforming items as they are discovered.
7. Monitor compliance with Cal OSHA requirements and compliance with all local, state, and federal regulations. Although Consultant will monitor the activities, it is the contractor's sole responsibility to provide workers with a safe working environment.
8. Provide Consultant's labor compliance manager with federally-compliant labor and equipment reports, EEO interviews, and assist with certified payroll review. Consultant's inspector will work with our Labor Compliance Manager to monitor and verify specified DBEs, if applicable.
9. Monitor compliance with the Clean Air Act and the Clean Water Act (National Pollutant Discharge Elimination System – NPDES best management practices). Also, monitor the contractor's compliance with approved SWPPP.
10. Meet with the contractor at the beginning of each day on site and review the proposed work plan, including specific details that may affect progress.

11. Conduct measurements of quantities of work with the contractor.
12. Review actual contractor performance throughout the day and discuss discrepancies with the contractor as they occur.
13. Assist in coordination of engineering support, surveying, specialty inspections, and fieldwork by utility companies.
14. Ensure compliance of Underground Service Alert notification/delineation.
15. Evaluate the contractor's operation and production with respect to quality and progress and report to the resident engineer.
16. Photograph continuous property frontages along the street alignment once prior to construction and once immediately following construction. Maintain a photographic record of key elements of each major operation of work each day, with increased detail in situations of potential changes or claims.
17. Closely monitor testing results and require the contractor to provide corrective measures to achieve compliance.
18. Maintain copies of all permits needed to construct the project and enforce special requirements of each.
19. Prepare and maintain detailed daily diary inspector reports on construction progress.
20. Prepare clear and concise letters and memoranda, as needed. Establish a solid paper trail.
21. Maintain field file bound workbooks during construction, including a cumulative record of quantities constructed, daily and weekly reports, working day reports, change order documentation, photographs, and other documentation.
22. Review the construction schedule and enforce requirements for updating schedules and maintaining appropriate progress of the work.
23. Analyze delays and review claims on a timely basis and make recommendations to the construction manager.
24. Assist with the review and evaluation of change order work.
25. Provide complete measurements and calculations documented to administer progress payments.
26. Maintain and submit a clean set of plans marked in red for as-built corrections on record drawings to be filed with the City. (City's design consultant will transfer the contractor's record drawings to original Mylar drawings.)
27. Prepare a punch list at substantial completion and follow up with the contractor regarding progress of corrections.
28. Schedule a final inspection with the City and applicable agencies; prepare, distribute, and inspect corrections to the final punch list for completion; and recommend final acceptance.

Task 3 – Labor Compliance

1. Verify and document job-site posting of wage rate information and labor compliance posters.
2. Receive and review labor compliance documentation from public works observers or inspectors and compare with contractor-submitted documents. Monitor contractor-submitted payroll documentation on a continuous basis, including weekly certified payroll reports, fringe benefit statements, apprenticeship documentation, and payroll deduction authorizations.
3. Follow up with contractor by telephone, email, and/or certified mail regarding required document submittals and payroll discrepancies and deficiencies. Provide detailed description of alleged deficiencies; outline corrective action to be taken; and enforce regulatory deadlines for compliance.
4. Receive, pursue, and document labor complaints; prepare violation reports to oversight agencies as required; recommend special action to be taken if contractor continuously fails to comply with requests and requirements.
5. Coordinate with City staff the withholding of progress and/or retention payments if contractor fails to abide by labor compliance requirements.
6. Maintain content and format of federal labor compliance file in conformance with applicable Los Angeles County and Caltrans requirements.
7. Coordinate project file reviews by appropriate County and Caltrans staff.
8. Submit complete federal labor compliance file to City for retention. (Note: federal labor compliance files are to be retained for a period of no less than three (3) years.)

Deliverables:

1. Preconstruction Minutes. Consultant shall provide the preconstruction minutes the day after the preconstruction meeting.
2. Daily Logs. Consultant inspection personnel shall provide the detailed daily logs at the end of each work week.
3. Weekly Report. Detailed weekly reports shall be submitted at the end of each work week including any applicable BMP reports.
4. Monthly Report. The required monthly report will be submitted with the monthly progress payments.
5. As Built Plans. As-Built plans will be provided on a weekly basis and the final plans will be submitted within five days after the cessation of the work.
6. Progress Payments. Payments will be submitted monthly and will conclude Consultants payment recommendations.
7. Final Consultant Files. Final Consultant files will be submitted within fifteen days after the cessation of the work. Consultant shall submit all final files to the City before final Consultant payment is processed.

EXHIBIT B-1

ADDITIONAL APPROVED FEE SCHEDULE

CNG and Electric Vehicle Fueling/Charging Station Upgrade Project

Classification	Project Manager \$185/Hr	Construction Manager/Inspector \$130/Hr	Labor Compliance Specialist \$115/Hr	Total Hrs.	Total
Preconstruction	2	20	0	22	\$2,970
Construction	4	160	0	164	\$21,540
Labor Compliance	0	0	40	40	\$4,600
Postconstruction	2	20	0	22	\$2,970
Total Not-to-Exceed Fee					\$32,080

Citywide Bike Parking Project

Classification	Project Manager \$185/Hr	Construction Manager/Inspector \$130/Hr	Labor Compliance Specialist \$115/Hr	Total Hrs.	Total
Preconstruction	2	20	0	22	\$2,970
Construction	4	160	0	164	\$21,540
Labor Compliance	0	0	40	40	\$4,600
Postconstruction	2	20	0	22	\$2,970
Total Not-to-Exceed Fee					\$32,080

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES**

(City of South Pasadena / Willdan Engineering)

1. IDENTIFICATION

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the City of South Pasadena, a California municipal corporation ("City"), and Willdan Engineering ("Consultant").

2. RECITALS

- 2.1. City has determined that it requires the following professional services from a consultant: On-call Construction Management and Inspection Services for the Monterey Road (Phase Three) and Traffic Signal Installation at Monterey Road & Orange Grove Avenue Projects
- 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 January 17, 2019 proposal to City attached hereto as "Exhibit A" and incorporated herein by this reference.
- 3.2. "Agreement Administrator": The Agreement Administrator for these projects is Daniel Ojeda, Interim Public Works Director. The Agreement Administrator shall be the principal point of contact at the City for these projects. 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 One Hundred Nineteen Thousand Three Hundred Twenty-four Dollars (\$119,324).
- 3.5. "Commencement Date": May 15, 2019.
- 3.6. "Termination Date": May 14, 2022.

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. Chris Baca 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,

Professional Services Agreement – Consultant Services

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Approved For Use 11/15/16

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." 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: On-call Construction Management and Observation Services for the Monterey Road (Phase Three) and Traffic Signal Installation at Monterey Road & Orange Grove Avenue Projects
 - 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 projects 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: Public Works Department, 1414 Mission Street, 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:

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

If to Consultant:

Chris Baca
Willdan Engineering
13191 Crossroads Parkway North
Industry, CA 91746
Telephone: (562) 364-8198
Facsimile: (562) 695-2120
E-mail: cbaca@willdan.com

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

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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.

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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

By: J. Hildebrand

Signature

Printed: Stephanie Dewolf

Title: City Manager

Date: 05/15/2019

"Consultant"

Willdan Engineering

By: Chris Baca

Signature

Printed: CHRIS BACA

Title: Director CM

Date: 3-29-19

Attest:

By: Evelyn G. Zreimer

Evelyn G. Zreimer, City Clerk

Date: 05/15/2019

Approved as to form:

By: Teresa L. Highsmith

Teresa L. Highsmith, City Attorney

Date: 05/15/2019

EXHIBIT A

SCOPE OF WORK

Project Approach

Goals

Willdan has had two primary objectives since our inception in 1964:

- Ensuring the success of our clients
- Enhancing their communities

Working steadily toward these goals we gained a notable reputation for project understanding, technical excellence, cost effectiveness, and client responsiveness. It is these attributes that our construction management and inspection team bring to each project. To these goals, we add individual project oriented goals that include:

- Continuous communication with City staff, contractor, and design team
- Impeccable recordkeeping and reporting
- Rigorous budget control – minimizing change orders and applying value engineering where applicable
- Comprehensive schedule control – keeping the project moving while resolving design, contractor, or other project related challenges

Our ultimate goal is to surpass our clients' expectations and provide a completed project that benefits City staff, Council members, business owners, and residents.

Methodology

Willdan's construction management and inspection team strives to anticipate or diminish potential conflicts/issues before they arise through continual review of project plans, specifications, contractor's schedule, and other contract documents. Our team is adept at:

- Anticipating job site conflicts/issues
- Calling job site conflicts/issues to the Project Manager's and/or contractor's attention
- Offering constructive recommendations and achieving cooperation from the contractor
- Dealing with issues in a professional, straightforward fashion

Our approach to issue resolution is to:

- Obtain and document the facts surrounding the issue
- Develop reasonable solutions in conjunction with the contractor and Project Manager
- Respond quickly and effectively so that job progress and quality do not suffer

Through close communication with the City's project staff, timely corrective action is taken to alleviate potential adverse impacts of work progress, costly change orders, and construction claims.

Project Administration

Our construction management services focus on coordination, review, tracking, reporting, public outreach, cost control, and field inspections to ensure the quality of the work complies with applicable federal funding requirements, LAPM, and the contract documents. Willdan's resident engineer/construction manager and public works inspector(s) will coordinate and work proactively to assist the general contractor's construction efforts and maintain fluid channels of communication with the City's design consultants to technically support the construction effort and the efforts of the City in achieving a successful completion with minimum complications.

Initial project administration protocols include:

- Construction document review for constructability
- Engineer's cost estimate review for accuracy and completeness
- State and federal funding assistance, if required by City
- Project construction CPM schedule development
- General contractor selection assistance, if desired by City
- Preconstruction meeting with general contractor, City representatives, designer, and others deemed necessary by City or Willdan
-

Once construction has begun, Willdan will:

- Review and monitor work as constructed along with supporting documentation that establishes technical adequacy of construction, timely schedule of implementation, and project budget
- Track progress and quality of construction
- Log and process submittals, RFIs, RFCs, and CCOs
- Initiate employee interviews
- Track labor and equipment pursuant to LAPM requirements
- Review and assist with resolution of all technical data and issues
- Provide daily, weekly, and monthly reports to City on construction progress and technical and economic parameters
-

Willdan's team is unique in that it has a natural quality assurance/control system. Through its structure as an integrated unit with close communication between team members and interlocking responsibilities that provide good coverage of all elements of construction engineering, it incorporates minimal overlap of duties to avoid misunderstandings of assigned responsibilities and reduces costs.

The assigned resident engineer/construction manager is responsible for daily decisions and assignments of specific duties while monitoring the success and completion of project construction. The resident engineer has specific administrative duties that include review of field activities. He will institute a system of periodic reviews of the field file for conformance with Willdan's in-house filing system and LAPM. The inspectors will have specific assignments and move the products of their reporting to the resident engineer/construction manager. This bi-level approach has proved effective for Willdan because the likelihood of a missed or incorrect item is essentially eliminated with this multi-level control.

Additionally, our construction manager will maintain a project first philosophy with the contractor. When this is achieved, construction is easy, straight forward, and accomplished with a minimum of issues. We are a team; and right is right and wrong is wrong for all parties. When this is established, it creates a fair environment for all and project success is achieved.

Key/Critical Issue Identification

There are many routine aspects that are common to the way every construction project is performed in terms of construction administration and inspection as outlined in our scope of work. However, there are some very important areas, also mentioned in our scope of work, that require special attention and are not part of the routine process. These are:

- Institution of standard procedures for project records and inspection processes conforming to the highest standards for permit inspection is necessary to have effective mitigation of future maintenance issues.
- Schedule and cost management are priority areas for Willdan's land development inspection team. Our team provides weekly and monthly reports detailing cost to date and projected final cost estimates.
- A project specific quality assurance program is essential on complex projects to maintain orderly, cost effective, and comprehensive materials quality control.

Project Controls

City Liability Mitigation: Our staff understands the importance of accurate documentation and filing to ensure that the City's liability is protected. Applying a uniform standard of excellence is the only way to ensure that documents are written and filed adequately for effective claims avoidance and/or mitigation and resolution. To maintain quality, provide proper quality control, and mitigate the City's potential liability, our inspection staff is provided with detailed check sheets for a myriad of inspections, including but not limited to slurry seal, ARHM overlay, asphalt overlay, traffic signal, storm drain, sewer, water, and other appurtenant work.

Traffic and Safety: Willdan's in-house seminars include WATCH Manual and MUTCD compliance; storm water abatement and QSP/QSD training; materials testing and placement; and mass grading. Our inspectors are fully knowledgeable in the latest regulations for WATCH

Manual, California OSHA, and MUTCD. Our construction managers and inspectors have the authority and capability to quickly identify any flaws in the contractor's traffic control and safety plans and meet with the contractor to immediately rectify the issue with agreed upon solutions that meet the requirement standards while avoiding project delays.

Contractor Compliance: Our inspection staff has extensive experience with a myriad of public works projects and our staff has a clear understanding of the issues surrounding inspection of the work. For example, when constructing sidewalks and ADA compliant ramps, our inspection will ensure adequate subgrade compaction has been achieved. Inspectors will monitor the work for conformance with the plans, specifications, and ADA requirements. The concrete ticket will be checked to ensure materials match the approved mix design. A smart level will be used to check forms and the contractor will not be allowed to place concrete until the inspector is assured the work meets all City and other applicable standards.

Willdan's inspectors will monitor the contractor's operations for conformance with City compaction standards by working with the City's approved material testing lab and will not accept any trench backfill or allow any pavement repair until proper compaction is verified by the lab. Also, the inspector will verify that the base and asphalt mix design meets City standards.

In terms of asphalt overlay and other asphalt related activities, Willdan's inspectors will meet with the contractor prior to asphalt placement to ensure the proper mix design has been approved by the City, review traffic control and planned haul routes, measure the street section and provide the City's Project Manager with an estimate for the work, monitor cold milling and other preparatory work for conformance with the plans and specifications, monitor paving to ensure minimum compaction requirements are being met, monitor traffic control during the entire operation and report deficiencies to the City's Project Manager, work with the City's material testing lab to monitor the asphalt plant, and ensure adequate temporary traffic control is installed.

After paving has been completed, our inspector will monitor installation of the final striping. The final striping should be installed within the time specified in the project specifications. The contractor will be required to cat track all areas that are to receive striping and our inspector will work with the City's Traffic Engineer or designated representative to monitor the final installation for conformance with applicable City standards and plans.

Project Specific Quality Assurance Plan: Quality assurance and control procedures are critical to ensuring that sound practices and quality deliverables are provided to our clients throughout project construction. Willdan's Project Manager, Mr. Baca, will prepare project specific quality assurance plans and oversee their implementation and use throughout the term of each project. The basic goal of the quality assurance plan is to provide quality work delivered on time and within budget. It is a primary tool of the project effort with periodic team meetings to:

- Address contractor coordination issues

- Identify key dates to maintain the project schedule
- Investigate constructability
- Discuss construction sequencing
- Track progress

This project specific plan will include, at a minimum, the project description and objectives; required services; project organization; construction schedule; standards of practice; project procedures; procedures for preparing calculations, drawings, and reports; and procedures for logging, disseminating, and filing correspondence, meeting minutes, and other project specific documentation.

Although the project is not federally funded, Willdan has adopted the Caltrans Construction Manual and will incorporate Caltrans' prescribed standards and procedures by superimposing Caltrans' Construction Manual/City quality assurance program testing frequency tables and applying the data to construction materials used for the project. A matrix will be generated from the correlation of these documents that summarizes in detail the testing and frequency required for materials entering the project. All Willdan team members will be fully cognizant of the materials testing matrix – leaving no room for error. As a secondary benefit, decisions regarding testing will have been formulated before construction begins.

Our team understands the importance of the quality assurance process and is committed to strict adherence to the projectspecific plan throughout construction.

Permit Tracking

Willdan is currently providing these same types of services to La Puente, Maywood, Loma Linda, Banning, Colton, Canyon Lake, March Joint Power Authority, Highland, Calimesa, Morongo Band of Mission Indians, and other municipalities and agencies throughout the state.

Willdan utilizes two systems for tracking of both building and public works permits. The first system utilizes a simple spreadsheet. The second system utilizes Willdan's proprietary Plan Check Tracking System software to monitor permit activity. The system allows the permittee and City officials to use the web based program to view the current budget and status of each permit.

Project Specific Work Plan

One of the keys to avoiding construction issues is to begin with a well-defined work plan. Willdan will provide a construction management work plan for each of the City's projects to provide for any scope required – from simple inspection to complete program and construction management, including oversight and management of the design team, administration of the general contractor's contract, project scheduling, project budget, project controls, building inspections, public works inspection, and materials testing compliance. Upon receiving an assignment, our construction manager will prepare a work plan that fully addresses staffing and assignments, scope of work, deliverables, budget, and a project schedule. The work plan will

provide definitive directions to the project team as agreed to by the City. At a minimum, the plan will address project team meetings, effective communication mediums, and scheduled quality control processes.

The work plan incorporates our standard procedures for document control and recordkeeping. Our staff is well aware of construction field issues – such as traffic control, testing procedures, public safety, and contractor relations – that may affect a project. Our staff knows the importance of accurate documentation to ensure the City’s liability is protected. Applying a uniform standard of excellence is the only way to ensure documents are written and filed appropriately for effective claims avoidance and/or mitigation and resolution. In line with this, Willdan adopted Caltrans' Construction Manual and Bridge Construction Records and Procedures Manual, Volumes 1 and 2, as our standard procedures over 25 years ago.

Work Plan

Presented herein is Willdan's typical project work plan. Because our standard procedures already incorporate Caltrans standards and manuals, our typical work plan is fully compliant with requirements for federally funded projects without any adjustment to our normal construction management and inspection processes. As presented in the previous section, Willdan will develop a work plan that is specific to each project awarded.

Task 1-Construction Review:

1. Conduct a thorough review of the construction plans and specifications, including analysis of quantities and costs, check of construction phasing, full analysis of the contractor’s schedule, and applicable requirements for federal funding and reimbursement submittals.
2. Identify the elements of construction that could be substituted with more efficient materials and associated methods.
3. Provide a thorough review of the construction sequence necessary to complete the improvements included in the construction contract.
4. Verify through in-house design support consultation that each identified item of concern is interpreted properly.
5. Once a set of recommended corrections is developed, verify that time constraints do not impact implementation.
6. Prepare a report of findings and outline recommendations to reconcile issues discovered and generally to expedite the project.

Task 2-Resident Engineer:

1. Conduct thorough review of soils report, construction plans, and specifications and review schedule section of proposed project specifications for conformance with Caltrans standards.
2. Prepare list incorporating items of concern such as difficulties completing any construction element, conflicts between elements or environment, elements of

construction that could be substituted with more efficient materials and methods, or elements of construction that are not appropriately compensated by bid schedule and include potential recommended corrections

3. Review project quantities and bid items and provide review engineer's estimate of work.
4. Review documentation for compliance with stakeholder agencies' requirements for traffic control plans, construction scheduling and sequencing, and permitting, including DBE good faith efforts if applicable.
5. Confirm that the contractor's SWPPP plan meets QSD/QSP requirements and all storm water permits are in place.
6. Verify method for determining weather related construction delays is included in contract.
7. Verify that specifications include appropriate language requiring on-the-job training.
8. Verify that specifications require contractor to submit monthly schedule updates with progress payment requests and weekly submission of two-week look ahead schedule.
9. Revise City's boilerplate specifications to include requirement for contractor to submit conditional releases with each progress payment request and unconditional releases with final payment request.
10. Provide thorough review of construction schedule.
11. Attend prebid site meeting.
12. Coordinate design revisions, requests for information (RFIs), and other appurtenant work with City's design consultant.
13. Attend bid opening.
14. Review three lowest bids and DBE good faith efforts.
15. Verify low bidder's qualifications and prepare bid summary, contract award recommendation, and notice of award.

Task 3-Construction Management:

1. Assist City with public awareness and information program to keep residents and local stakeholders advised of project status along with impacts to traffic flow circulation, including answering public's questions about project.
2. Prepare construction file. A copy of Willdan's LAPM file checklist can be provided upon request.
3. Ensure contractor distributes public construction notices and places construction and information signs.
4. Prepare special concerns to be presented at preconstruction conference.
5. Conduct preconstruction meeting, prepare meeting minutes, and distribute to attendees.
6. Review contractor's safety program in consultation with City staff.
7. Through Willdan's system of project control, monitor activities related to project such that project is constructed in timely fashion pursuant to contract documents and LAPM.
8. Log, track, and process submittals, RFIs, releases for construction (RFCs), contract change orders (CCOs), field directives, notices of proposed change (NOPCs), nonconformance reports (NCRs), construction schedule, and detailed traffic control plan.

9. Closely review schedule and advise contractor to take action on schedule slippage.
10. Document contractor's 20-day notices, mechanic's liens, and stop notices.
11. Assume responsibility for coordination with inspection staff and City staff.
12. Monitor and coordinate activities of design engineering support, surveying, testing, and work by utilities or other agencies.
13. Coordinate contractor's field work with utility companies and other agencies.
14. Prepare weekly statement of working days and submit to contractor and City.
15. Provide monthly progress report. A sample of Willdan's monthly report can be provided upon request.
16. Establish and conduct weekly construction progress meetings to:
 - Resolve all old business issues to maximum extent possible
 - Address all items of new business as presented by any party
 - Review project schedule and address any deviations
 - Review submittal log in terms of items needed and resubmittals required and review RFI, RFC, CCO, NCR, and NOPC logs
 - List status of construction items recently undertaken or ongoing
 - List planned construction items for next two weeks (two week look ahead schedule)
 - Review SWPPP issues
 - Review contractor's safety program
17. Prepare minutes for weekly construction progress meeting.
18. Provide claims mitigation monitoring, including proactively applying foresight to discover unforeseen conflicts prior to contractor encounter.
19. Evaluate and respond to contractor's requests for clarification of plans and specifications.
20. Ensure that all questions, conflicts, and issues are immediately brought to City's attention and addressed with appropriate directives to contractor.
21. Conduct special site meetings, when necessary, with contractor and City staff to review job progress, scheduling, and coordination.
22. Perform quantity, time, and cost analyses required for negotiation of contract changes.
23. Negotiate and prepare change orders, including memorandum of explanation and cost estimates, to substantiate change order and send to City for review.
24. Monitor and perform immediate and thorough analysis of validity of all potential claims that arise.
25. Maintain all data for change orders and record information with regard to time of dispute, time of notification by contractor, and action taken by inspector.
26. Monitor materials documentation and testing results and enforce corrections.
27. Review for approval contractor's progress payment requests, including verifying LAPM compliance status and impact on payment; negotiate differences over amount with contractor; and process payments through City's Project Manager.
28. Monitor preparation of punch list at substantial completion and follow up.
29. Routinely review construction files to ensure conformance to City standards and good construction management practices.

30. Ensure City receives as-built set of drawings at completion.
31. Assist City with stop notices and release of retention.
32. Provide memorandum of clearance to issue notice of completion.
33. Finalize and deliver all construction files and supplies to City for their records.

Task 4-Construction Inspection:

1. Review plans, specifications, and all other contract and construction related documents.
2. Conduct field investigation to become familiar with existing facilities and project environment.
3. Become familiar with traffic control plans, construction schedule, construction sequence, and permit requirements from other agencies.
4. Verify that contractor conforms to design survey line and grades.
5. Attend weekly progress meetings with resident engineer, contractor, and subcontractors.
6. Provide full-time and as-needed construction inspection, including night inspection, of work to monitor materials and methods for compliance with plans, specifications, and contract documents; address and document non-conforming items as they are discovered.
7. Monitor compliance with Cal OSHA requirements and compliance with all local, state, and federal regulations. Although Willdan will monitor activities, it is contractor's sole responsibility to provide workers with safe working environment.
8. Assist City's labor compliance manager with federally compliant labor and equipment reports, labor classification interviews, and assist with certified payroll review.
9. Monitor compliance with Clean Air Act and Clean Water Act (National Pollutant Discharge Elimination System NPDES best management practices). Also, monitor contractor's compliance with approved SWPPP.
10. Meet with contractor at beginning of each day and review proposed work plan, including specific details that may affect progress.
11. Conduct daily measurements of quantities of work with contractor.
12. Review actual contractor performance throughout day and discuss discrepancies with contractor as they occur.
13. Assist in coordination of engineering support, surveying, special inspections, and field work by utility companies.
14. Ensure compliance of Underground Service Alert notification/delineation.
15. Evaluate contractor's operation and production with respect to quality and progress and report to resident engineer.
16. Photograph continuous property frontages along street alignment once prior to construction and once immediately following construction. Maintain photographic record of key elements of each major operation of work each day, with increased detail in situations of potential changes or claims.
17. Closely monitor testing results and require contractor to provide corrective measures to achieve compliance.

18. Maintain copies of all permits needed to construct project and enforce special requirements of each.
19. Prepare and maintain detailed daily diary inspector reports on construction progress.
20. Prepare clear and concise letters and memoranda, as needed. Establish solid paper trail.
21. Maintain field file bound workbooks during construction, including cumulative record of quantities constructed, daily and weekly reports, working day reports, change order documentation, photographs, and other documentation.
22. Review construction schedule and enforce requirements for updating schedules and maintaining appropriate progress of work.
23. Analyze delays and review claims on timely basis; make recommendations to construction manager.
24. Assist with review and evaluation of change order work.
25. Provide complete measurements and calculations documented to administer progress payments.
26. Maintain and submit red-lined set of plans for as-built corrections on record drawings to be filed with City.
(City's design consultant will transfer contractor's record drawings to original Mylar drawings.)
27. Prepare punch list at substantial completion and follow up with contractor on correction progress.
28. Schedule final inspection with City and applicable agencies; prepare, distribute, and inspect corrections to final punch list for completion; and recommend final acceptance.
29. Prepare documentation for final payment to contractor.
30. Upon project completion, provide finished set of project workbooks to City.

Task 5-Geotechnical and Materials Testing:

1. Attend meetings, as needed, with project team.
2. Review existing geotechnical reports and project plans and specifications.
3. Observe and test during clearing and grubbing, grading, shoring installation, foundation excavation, site utility trench backfilling, and subgrade preparation.
4. Perform laboratory testing.
5. Provide continuous soils engineering support during construction.
6. Provide certified reinforced concrete inspector during reinforcing steel placement and all structural concrete placement.
7. Verify compliance with approved project plans, specifications, and applicable code requirements.
8. Sample and test concrete for compressive strength.
9. Provide certified reinforced concrete inspector during placement of any epoxy/anchors and screw anchor placement.
10. Inspect placement of any epoxy/anchors and screw anchor placement for compliance with plans and specifications.

11. Monitor placement of any epoxy/anchors and screw anchor placement.
12. Provide qualified technician as required for concrete placement and as inspector backup for large or elevated pours and torque testing.
13. Sample and test concrete/for slump, temperature, compressive strength, and sampling rebar for testing, if required.
14. Provide engineering support, inspector/technician coordination, dispatch, material engineering review, test reporting, QA/QC, and administrative support services.
15. Submit reports/updates of ongoing tests; i.e., seven-day and off-schedule breaks.
16. Submit final report of completed laboratory tests; i.e., 28-day results for concrete.
17. Submit for City review daily field testing and inspection reports indicating information pertinent to inspections performed and compliance/non-compliance with project documents and applicable codes.

Task 6-Utility Coordination:

1. Send utility notice of preconstruction meeting to affected utility companies and agencies.
2. Review scope of work for possible conflicts with utility companies.

Deliverables:

1. Constructability Review. Willdan will provide requested reviews within 5 business days of the notice to proceed. Detailed scope can be found on page 58 of our proposal.
2. Preconstruction Minutes. Willdan's CM will provide the preconstruction minutes the day after the preconstruction meeting.
3. Daily Logs. Willdan's inspection personnel will provide detailed daily logs at the end of each work week.
4. Weekly Report. Detailed weekly reports will be submitted at the end of each work week.
5. Monthly Report. The required monthly report will be submitted with the monthly progress payment.
6. As Built Plans. As-Built plans will be provided on a weekly basis and the final plans will be submitted with 5 days after the cessation of the work.
7. Public Relations. The City will be provided with a detailed call log on a weekly basis.
8. Progress Payments. Payments will be submitted monthly and will include Willdan's payment recommendations.
9. Material Testing Results. Material testing field notes will be provided weekly basis and final reports will be submitted with the monthly report.
10. BMP Reports. BMP reports will be submitted with the weekly reports.
11. Final CM Files. Final CM file will be submitted with 15 days after the cessation of the work

Task 7 – Public Outreach

Even a project that is constructed safely, on time, and within budget can be perceived as a failure if public relations are not handled professionally and proactively. The City's projects may impact the public and require effective public relations by the project team. Willdan will act as the

primary contact during construction for the public to address concerns related to the project. All public concerns will be listened to with an empathetic ear. Contact information will be gathered and logged with the issues raised, and resolution of each issue will be proactively processed as acceptable to the City. If community outreach is required for the project, Willdan will:

1. Prepare and distribute informational flyers to residents and business owners within the project area prior to, at 50 percent, and near project completion advising:
 - when and what will take place
 - how much time it will take
 - what impacts may occur throughout the area
 - what precautions business owners and residents should take
 - what traffic control measures will be taken to minimize construction impacts to business owners and residents
 - where detours will be established – maps to be provided
 - what construction operations may affect ingress and egress to particular properties
2. Setup a 24-hour telephone number to receive complaints. Respond to complaints within 24 hours and notify the City within that time of said resolution.
3. Hold informational meetings with area residents and business owners to include two meetings prior to construction and one meeting during construction.
4. Maintain a log of telephone calls documenting complaints received and actions taken to resolve the complaint; provide the City a weekly summary sheet documenting complaints/comments filed along with the action taken and resolution selected.
5. Ensure maintenance of detours and access to businesses and resolve any issues arising from detours.

Additional Services

Labor compliance:

1. If applicable, attend pre-bid conference to present general requirements of bid preparation for project.
2. Verify applicable wage determination 10 days prior to bid opening and document verification as required. If wage determination has changed from what appears in project specifications, provide addendum and proof of receipt by bidders.
3. Verify eligibility of selected contractor and its subcontractors to receive contract awards by confirming current, active license status with State of California Contractors License Board and non-appearance on Federal List of Parties Excluded (debarment list).
4. Attend preconstruction conference to present federal labor compliance requirements to contractor and sub-contractors and prepare minutes and attendance record.
5. Verify and document jobsite posting of wage rate information and labor compliance posters.

6. Receive and review labor compliance documentation from public works inspectors and compare with contractor submitted documents. Monitor weekly payroll documentation on continuous basis, including certified payroll reports, fringe benefit statements, apprenticeship documentation, and payroll deduction authorizations.
7. Follow up with contractor by telephone and/or certified mail regarding required document submittals and payroll discrepancies.
8. Coordinate withholding of progress and/or retention payments with County staff if contractor fails to abide by labor compliance requirements.
9. Receive, pursue, and document labor complaints and recommend special action to be taken if contractor continuously fails to comply with requests and requirements.
10. Maintain content and format of federal labor compliance file in conformance with applicable government requirements.
11. Coordinate project file reviews by authorized county, state, and federal agencies.
12. Submit complete federal labor compliance file to County for retention (federal labor compliance files are to be retained for period of not less than three years).

Funding Submittals:

1. Send copy of notice of preconstruction meeting to Caltrans.
2. Prepare local agency contract award checklist.
3. Prepare detail estimate and summary and finance letter based upon low bid.
4. Obtain from contractor Local Agency Bidder –DBE Commitment (construction contracts) and Local Agency Bidder – DBE Information (construction contracts) based upon low bid.
5. Prepare resident engineer’s construction contract administration checklist to help local agency with administration of federal aid project.
6. Submit to Caltrans DLAE Item Nos. 2 through 5 along with City provided data for engineer’s final opinion of probable construction cost, contractor’s bid, bid analysis, executed contract, and as advertised plans and specifications.
7. Prepare progress invoice at least every six months based upon contractor’s contract progress reports and submit to Caltrans DLAE.
8. Prepare federal report of expenditures letter and report of expenditures checklist based upon statement of working days.
9. Prepare local agency final inspection form to initiate Caltrans’ jobsite review and verification of project completion.
10. Prepare materials certificate for resident engineer’s signature to show that results of tests on acceptance samples indicate materials incorporated in construction work and construction operations controlled by sampling and testing conformed with approved plans and specifications.

11. Prepare final invoice, final detail estimate and summary, and change order summary Caltrans exhibit forms based upon contractor's final contract progress report.
12. Submit to Caltrans DLAE Item Nos. 2 through 5 and attach Final Report – Utilization of DBE, First Tier Subcontractors and DBE Certification Status Change to initiate timely project closure and payment.
13. Following receipt of final payment check from State Controller's Office, include documents and submittals in federal funding file, and make PDF formatted file on CD for City.

EXHIBIT B

FEE SCHEDULE

As-needed Project Management, Construction Management, Contract Administration and Inspection Services

Monterey Road Phase III (Orange Grove Avenue to Pasadena Avenue)

	PROJECT MANAGER	CONSTRUCTION MANAGER	CONSTRUCTION INSPECTORS	ENGINEERING SUPPORT SERVICES	CLERICAL	TOTAL LABOR	MISC. EXPENSE	TOTAL COST
HOURLY RATE:	\$185	\$169	\$116	\$164	\$76			
TASK 1 - CONSTRUCTABILITY REVIEW	1	4			8	\$2,173	\$0	\$2,173
TASK 2 & 3 - CONSTRUCTION MANAGEMENT	2	95			1	\$18,501	\$500	\$17,001
TASK 4 - PW INSPECTION			480		8	\$58,136	\$300	\$58,436
TASK 7 - PUBLIC OUTREACH		10			9	\$2,374	\$0	\$2,374
TASK 4.26 TO 4.30	1	12	16			\$4,069	\$0	\$4,069
Subtotal	4	121	496	8	16	\$81,253	\$800	\$82,053

This not-to-exceed fee is based on a 90 working day contract, Monday through Friday 7:00 a.m. through 3:30 p.m. Additional services needed beyond the specified completion date will be provided at Willdan's standard hourly rate.

Traffic Signal at Monterey Road and Orange Grove Avenue

	PROJECT MANAGER	CONSTRUCTION MANAGER	CONSTRUCTION INSPECTORS	ENGINEERING SUPPORT SERVICES	CLERICAL	TOTAL LABOR	MISC. EXPENSE	TOTAL COST
HOURLY RATE:	\$185	\$169	\$116	\$164	\$76			
TASK 1 - CONSTRUCTABILITY REVIEW	1	4			8	\$2,173	\$0	\$2,173
TASK 2 & 3 - CONSTRUCTION MANAGEMENT	2	54			1	\$11,262	\$250	\$11,512
TASK 4 - PW INSPECTION			170		2	\$19,872	\$0	\$19,872
TASK 7 - PUBLIC OUTREACH		5			2	\$997	\$0	\$997
TASK 4.26 TO 4.30	1	4	16			\$2,717	\$0	\$2,717
Subtotal	4	77	186	8	5	\$37,021	\$250	\$37,271

This not-to-exceed fee is based on a 40 working day contract, Monday through Friday 7:00 a.m. through 3:30 p.m. Additional services needed beyond the specified completion date will be provided at Willdan's standard hourly rate.


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City Council Agenda Report

ITEM NO. 16

DATE: July 17, 2019

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Daniel Ojeda, P.E., Interim Director of Public Works 
Kristine Courdy, P.E., Deputy Director of Public Works

SUBJECT: **Adoption of a Resolution to Implement a Six-hour Parking Restriction in the area adjacent to 209 Fair Oaks Avenue and repeal Resolution No. 7570 in its entirety.**

Recommendation Action

It is recommended that the City Council adopt a resolution to implement a six-hour parking restriction on the west side of Fair Oaks Avenue from the red curb at the southwest corner with Columbia Street; southerly 215 feet to the north side of the existing driveway and repeal Resolution No. 7570 in its entirety.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Discussion/Analysis

The proposed resolution would revise the existing three-hour parking restriction to six-hours on the western side of Fair Oaks Avenue from the existing red curb area at the southwest corner with Columbia Street. As per the City of Hope's request; the three hour increase to the parking restriction will benefit patients of the City of Hope cancer treatment facility by better accommodating their treatment time. In total six of the on street parking spaces would be affected by the proposed change. The Public Works Department reviewed the request and determined the proposed modification is appropriate for the zoning and improves the public parking at the location. Staff recommends that the City Council approve the revised six hour parking restriction; Monday through Saturday, 9:00 a.m. to 6:00 p.m. on the western side of Fair Oaks Avenue as noted above. All other parking restrictions will remain the same including the east side parking on Fair Oaks Avenue.

Alternatives Considered

1. Maintain the existing three-hour parking restriction on Fair Oaks Avenue.
2. Remove the parking restrictions on Fair Oaks Avenue.

Next Steps

1. Implement the action taken by City Council in reference to the parking restriction.

Background

On August 15, 2018, the City Council adopted Resolution No. 7570 that established two hour parking restrictions on the east side of Fair Oaks Avenue from State Street to 424 Fair Oaks Avenue. At that time the western side of Fair Oaks Avenue remained unchanged with a three hour limit. Per Section 19.45 of the South Pasadena Municipal Code, parking prohibited shall be authorized by our City Council.

Legal Review

The City Attorney has reviewed this item

Fiscal Impact

The costs to implement the recommended changes are less than \$1,000 and can be covered by the Public Works Streets Division Special Department Expense (230-6116-6116-8020).

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 21084 of 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. Proposed Resolution
2. Vicinity Map
3. Resolution No. 7570

RESOLUTION NO. XXXX

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA;
IMPLEMENTING A SIX-HOUR PARKING RESTRICTION FOR THE
PARKING SPACES IN THE AREA OF 209 FAIR OAKS AVENUE AND
REPEALING RESOLUTION NO. 7570 IN ITS ENTIRETY**

WHEREAS, the City of South Pasadena (City) has created time restricted parking for the unrestricted parking spaces along north Fair Oaks Avenue to better regulate parking; and

WHEREAS, Section 22507 of the Vehicle Code of the State of California permits cities, by resolution, to prohibit or restrict the stopping, parking, or standing of vehicles; and

WHEREAS, the City is revising time restricted parking for the parking spaces on the west side of Fair Oaks Avenue between Columbia Street at the southwesterly corner to 209 Fair Oaks Avenue to better regulate the existing parking inventory in the Fair Oaks Area.

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

SECTION 1. Resolution No. 7570 is hereby repealed in its entirety.

SECTION 2. That restricted parking is hereby revised for the parking spaces on the west side of Fair Oaks Avenue between Columbia Street to the southerly end of 209 Fair Oaks Avenue, with said restricted parking applicable Monday through Saturday 9:00 a.m. to 6:00 p.m.

SECTION 3. That the parking time restriction is six (6) hours on the western side of that portion of Fair Oaks Avenue designated in Section 2 herein.

SECTION 4. That this resolution shall become effective immediately upon its adoption, however the parking restriction set forth in this resolution shall not apply until signs or markings giving adequate notice thereof have been placed.

SECTION 5. That 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 17th day of July, 2019.

Marina Khubesrian, 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 17th day of July 2019, by the following vote:

AYES: XXXX, XX

NOES: XX

ABSENT: XX

ABSTAINED: XX

Evelyn G. Zneimer, City Clerk
(Seal)



Vicinity Map

RESOLUTION NO. 7570**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
REVISING TIME RESTRICTIONS TO THE PARKING
SPACES ON NORTHERN PORTION OF FAIR OAKS
AVENUE AND REPEALING RESOLUTION NO. 7362
IN ITS ENTIRETY**

WHEREAS, the City of South Pasadena (City) is creating time restricted parking for the unrestricted parking spaces along north Fair Oaks Avenue to better regulate parking; and

WHEREAS, Section 22507 of the Vehicle Code of the State of California permits cities, by resolution, to prohibit or restrict the stopping, parking, or standing of vehicles; and

WHEREAS, the City is creating time restricted parking for the unrestricted parking spaces on the east side of Fair Oaks Avenue between State Street to 424 Fair Oaks Avenue and on the west side of Fair Oaks Avenue between State Street and Columbia Street to better regulate the existing parking inventory in the Fair Oaks Area.

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

SECTION 1. Resolution No. 7362 is hereby repealed in its entirety.

SECTION 2. That restricted parking is hereby revised for the parking spaces on the east side of Fair Oaks Avenue between State Street to 424 Fair Oaks Avenue and on the west side of Fair Oaks Avenue between State Street and Columbia Street, with said restricted parking applicable Monday through Saturday 9:00 a.m. to 6:00 p.m.

SECTION 3. That the parking time restriction is two (2) hour on the eastern side of that portion of Fair Oaks Avenue designated in Section 2 herein.

SECTION 4. That the parking time restriction is three (3) hours on the western side of that portion of Fair Oaks Avenue designated in Section 2 herein.

SECTION 5. That this resolution shall become effective immediately upon its adoption, however the parking restriction set forth in this resolution shall not apply until signs or markings giving adequate notice thereof have been placed.

SECTION 6. That 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 August, 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 15th day of August, 2018, by the following vote:

AYES: Cacciotti, Joe, Khubesrian, Mahmud, and Mayor Schneider

NOES: None

ABSENT: None

ABSTAINED: None

Evelyn G. Zneimer, City Clerk
(seal)


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City Council Agenda Report

ITEM NO. 17

DATE: July 17, 2019

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Craig Koehler, Finance Director

SUBJECT: **Presentation of Final 2018 Comprehensive Annual Financial Report (CAFR) and Statement on Auditing Standards (SAS) Letters 114 (Auditor Communication) and 115 (Internal Controls)**

Recommendation Action

It is recommended that the City Council receive and file the Final 2018 Comprehensive Annual Financial Report (CAFR) and Statement on Auditing Standards (SAS) Letters 114 (Auditor Communication) and 115 (Internal Controls).

Commission Review and Recommendation

This matter was presented to the Finance Commission on June 27, 2019, and was recommended for Council Approval.

Executive Summary

The draft CAFR for 2018 was presented to Council at the April 17, 2019 meeting, and to the Finance Commission at the April 25, 2019 meeting. In addition to the final CAFR, certain communication letters required by the AICPA and issued by the auditor, SAS 114 and SAS 115, have also been included.

Discussion/Analysis

The City of South Pasadena retained the services of Rogers, Anderson, Malody & Scott, LLP (RAMS) for the audit of the financial records for FY17-18. This was RAMS' first year of a three-year contract auditing the Financial Records and preparing the CAFR for the City. Rotation of audit firms is recommended every three years and a good practice, as it allows for new perspective and different audit areas of review to be performed. As such, the audit produced several new findings for FY17-18 that were not brought to management's attention by our former auditors, Moss, Levy & Hartzheim, LLP.

In connection with the issuance of the 2018 CAFR, required communication letters issued by the auditor, SAS 114 and SAS 115, are included. The SAS 114 Letter is a required communication letter to communicate the scope of the audit performed, significant findings, and other information, such as disagreements with management, that are not communicated in the audited financial statements. The SAS 115 Letter is utilized and issued when any significant deficiencies

or material weaknesses discussed with management during the audit, are communicated in writing. The City's auditor, in consideration of internal control over financial reporting, has identified certain deficiencies in internal control that are considered material weaknesses (2018-001, 002, 003), and significant deficiencies (2018-004, 005, 006, 007), in connection with the audit for FY2017-18, as listed below:

Material Weakness

2018-001: Year End Closing Process

The City should implement a year-end closing process and checklist so that all potential accruals and adjustments have been accounted for.

Management Response

Management agrees with this finding. Although a formal year-end checklist was not utilized, Management was working in coordination with the consultant Vavrinek, Trine, Day & Co., LLP (VTD), to prepare for year-end based on the listing provided by auditor (RAMS) – Prepared by Client (PBC). The internal checklist was maintained on the Finance shared drive, assessable by City Finance staff and VTD, to monitor the progress and completion of work needed in preparation for year-end. This work assignment listing was being used in lieu a “formal year-end checklist”. Management will implement a formal year-end checklist.

2018-002: Bank Reconciliations

Recommend that all bank accounts be reconciled monthly to the general ledger and that all suspicious reconciling items be promptly investigated and adjusted with adequate explanations.

Management Response

Management agrees with this finding. When the new Finance Director joined the City, bank reconciliations were not current. External contract staffing was engaged to assist in the process to quickly and efficiently bring the reconciliations current. They were also directed to report any suspicious reconciling items to the Finance Director, and prepare all adjusting entries for approval to record and reconcile all General Ledger transactions. There were no suspicious reconciling items to report. Additionally, the consultant was asked to provide a bank reconciliation model that could be utilized by the City. As required by the auditor, all bank reconciliations were up to date through the end of the fiscal year.

2018-003: Accounting and Management of Capital Assets

Recommend that the City utilize accounting software to assist in tracking capital asset purchases and disposals and assist in calculating depreciation expense and recording the related entries.

Management Response

Management agrees with this finding. The City's Finance Department had previously utilized an older stand-alone fixed asset program (FactsPlus) outside the Springbrook ERP financial system software in prior years to track capital asset acquisitions and disposals, but had abandoned the use of it and was utilizing Excel to record and track capital asset related entries. The FactsPlus program for the most part contained the historical data for the City's capital assets, but licensing for the program had expired and it is no longer being supported by the vendor. Attempts were made to access the program, but were unsuccessful. In the absence of the FactsPlus program, the

Excel supported information had to be relied upon by management and the auditor for the capital assets and calculation of depreciation expense.

Significant Deficiency

2018-004: Segregation of Duties

Noted that Finance Management Assistant responsible for processing payroll also had access to change employee pay rates.

Management Response

Management agrees with this finding. When the Finance Department was reorganized, one of the positions that was eliminated was the Payroll Technician with the outsourcing of payroll to a third-party processor. As a replacement, the payroll duties were then reassigned to the

Management Assistant, and Springbrook payroll access was copied from the former employee's rights. Management was not made aware of this deficiency until the auditor inquired. It was subsequently changed, to now limit payroll access for the person responsible for payroll processing to not allow pay rate changes.

2018-005: Reconciliation of Fund Balance

Noted the opening fund balance in the General Fund and Water Enterprise Fund did not agree to the prior year issued financial statements.

Management Response

Management agrees with this finding, and was not aware of the of the discrepancy in the fund balances. The opening General Fund Balance was out of balance by \$95,403; the Water Enterprise Fund was out of balance by \$1,002. For the General Fund, a series of invoices totaling \$95,403 payable to Rangwala Associates were paid in May and June of 2018, and were incorrectly charged to an equity account, thereby directly affecting the General Fund balance. A year-end adjusting journal entry was prepared by RAMS to correctly charge Professional Services for these contract related payments and correctly re-state the beginning General Fund balance by \$95,403. For the Water Enterprise Fund, at the direction of the prior auditors, a journal voucher was prepared by former Finance staff on June 30, 2017. However, the journal entry was done incorrectly and was off by \$1,002, which affected the ending balance in the Water Enterprise Fund for FY2016-17 and corresponding beginning balance for FY2017-18. A year-end adjusting journal entry was prepared by RAMS to correctly re-state the beginning Water Enterprise Fund balance by \$1,002. To address this deficiency, as part of the year-end closing process, Management will assure that all opening General Fund and Water Enterprise fund balances agree to prior issued and audited financial statements. In addition, additional review and approval processes will be implemented to verify journal entries are accurate, and equity accounts are flagged to avoid incorrect charges through the accounts payable process.

2018-006: Inventory Records

Noted that the inventory account in the Water Enterprise Fund included only the purchases of inventory, but did not include usage of such inventory throughout the year.

Management Response

Management agrees with this finding, and was not aware usage records were missing or had not been properly recorded. The inventory records in question are for water-related materials, such

as meters, hydrants, piping, and valves. Management will work in close coordination with the Water Department to assure that all corresponding documentation (copies of Work Orders or other documentation that relieve inventory balances) are properly forwarded to Finance, so that journal entries can be prepared to adjust water-related inventory records for parts usage.

2018-007: Year End Accrual of Accounts Payable

Identified a number of significant invoices related to both operating and construction costs that had not been appropriately accrued in the normal closing process.

Management Response

Management agrees with this finding. During staffing transitions, some work fell behind. An Accounting Technician I has been hired and is now fulfilling the accounts payable function, and has been properly trained on year-end accruals of accounts payable through the normal closing process. In addition, there are now additional layers of management to assist in overseeing the year-end closing process.

For each of the above referenced findings, Management has prepared a corrective action plan, which has been included in the SAS 115 Letter.

Background

The City's auditor consideration of internal control was for the limited purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal controls. Therefore, material weaknesses or significant deficiencies may exist that were not identified. A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected in a timely basis. A significant deficiency, or a combination of deficiencies, in internal control, are less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

Adherence to internal controls will assure sound and accurate financial reporting.

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:

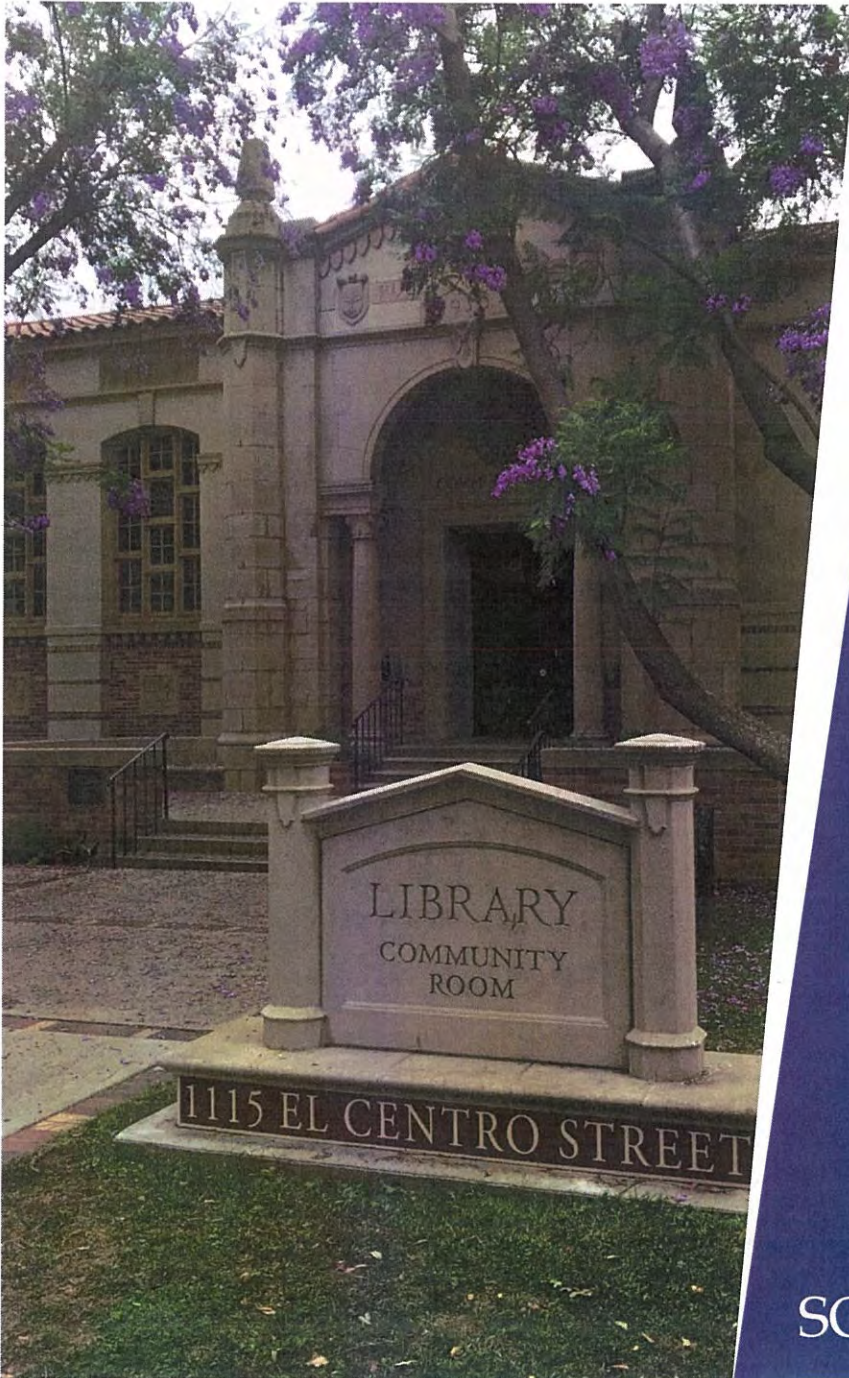
Presentation of Final Comprehensive Annual Financial Report (CAFR) and Statement on Auditing Standards (SAS) Letters 114 (Auditor Communication) and 115 (Internal Controls)
July 17, 2019

Page 5 of 5

1. Final 2018 CAFR
2. SAS 114 Letter
3. SAS 115 Letter

2017-18

COMPREHENSIVE ANNUAL FINANCIAL REPORT



CITY OF
SOUTH PASADENA

CITY OF SOUTH PASADENA, CALIFORNIA
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FISCAL YEAR ENDED JUNE 30, 2018

PREPARED BY: FINANCE DEPARTMENT

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CITY OF SOUTH PASADENA

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June 20, 2019

Honorable Mayor and Members of the City Council,

We proudly present to you the City of South Pasadena's Comprehensive Annual Financial Report (CAFR). This report consists of management's representations concerning the finances of the City of South Pasadena. It was prepared by the Finance Department in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB). Management assumes full responsibility for the completeness and reliability of all of the information presented in this report. We believe that the data presented is complete and reliable in all material respects; that it is presented in a manner designed to fairly set forth the financial activity of the City's various funds; and that all disclosures necessary to enable the reader to gain a good understanding of the City's financial activity have been included.

The City's financial statements have been audited by Rogers, Anderson, Malody & Scott, LLP, a licensed certified public accounting firm. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the fiscal year ended June 30, 2018, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City of South Pasadena's financial statements for the fiscal year ended June 30, 2018, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the report of the independent auditors in the financial section of the CAFR.

Profile of the City of South Pasadena

South Pasadena is located approximately six miles northeast of downtown Los Angeles, on the west side of the San Gabriel Valley between the cities of Pasadena, San Marino, Los Angeles and Alhambra and has a population of 25,992. Founded in 1874 by the Indiana Colony, the City encompasses 3.44 square miles and was incorporated as a General Law city of the State of California on March 2, 1888. South Pasadena is noted for its beautiful, historically significant homes on tree-lined streets, for its excellent public schools and for a small-town atmosphere in the midst of greater Los Angeles.

The City is a full-service general law city that operates under the Council-Manager form of government. The City Council consists of five members elected to four-year staggered terms of office. The Mayor is selected from the City Council members and serves a one-year term. The City's other elected officials are the City Treasurer and City Clerk, each of whom serves a four-year term of office.

The City provides a full range of services, including police and fire protection; the construction and maintenance of streets and other infrastructure; sewer services; water utility; refuse collection; public improvements; planning and zoning; recreational activities and cultural events; library operations; and general administrative and support services.

The annual budget serves as the foundation of the City's financial planning and control. The City Council holds public hearings and adopts an annual budget resolution by July 1 of each fiscal year for all funds and account groups. The City Council may modify appropriations with majority approval. The budgets are adopted and presented on a basis consistent with generally accepted accounting principles.

Changes in budget appropriations at the fund level during the year must be approved by the City Council. The legal level of expenditures is controlled at the fund level, and appropriations lapse at the end of each fiscal year unless encumbered for re-appropriation by the City Council in the following fiscal year. Department heads may, without Council approval, amend individual line items within their departments, within the same fund and only within the maintenance and operations portions of the budget, without increasing total appropriations. The City Manager may, without Council approval, amend individual line items within any fund, and between divisions and programs, in the personnel costs, maintenance and operations, capital outlay and capital projects portions of the budget without increasing total appropriations for that fund.

Factors Affecting Financial Condition

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the environment within which the City of South Pasadena operates.

Local Economy. For FY 2017/18, the City of South Pasadena, the greater Los Angeles region and the State of California, have shown increasing revenues over the last several years as the region has recovered from the 2008 recession.

Property taxes are the City's largest tax source and make up approximately half of the General Fund revenues. The City of South Pasadena experienced a net taxable value increase of 6.0% for the 2017/18 tax roll, while Los Angeles County experienced an increase in assessed values of 7.0% over the prior year due to a strong rebound in residential real estate values. In the City of South Pasadena, assessed values increased by \$274 million over FY 2016/17. Property taxes have demonstrated consistent strong increases in growth in assessed values and in corresponding tax collections, partially because the City's extremely high quality of life makes it a desirable place to live and work. Moreover, the City's proximity to commercial and cultural developments in greater Pasadena offers our residents distinct lifestyle advantages. South Pasadena's assessed values and property taxes are expected to continue performing strongly as the general economy improves. Data also show that South Pasadena retains \$0.24 for every dollar of property tax collected within the City, while new cities receive only \$0.05 for every dollar of property tax collected within their city boundaries.

The Utility Users Tax (UUT) is the second largest revenue source for the General Fund, at \$3.4 million. At the November 2018 local elections, the South Pasadena community voted to extend the UUT for four years, while retaining the amount at the current 7.5%.

Overall, South Pasadena continues to remain in satisfactory financial condition thanks to a relatively diverse and stable revenue base. Our core services have remained consistent despite certain revenue losses to the State as a result of the dissolution of redevelopment agencies. However, with the shifting of the former property tax increment back to affected taxing agencies, the City has been recovering some of this lost revenue.

Long-Term Financial Planning for Infrastructure. In 2009, the City established a long-range vision for its sewer and water enterprises by issuing bonds and adjusting charges for service to finance many critically needed improvements. Since then, the water and sewer rates needed for the restoration and rehabilitation of the aging water and sewer infrastructure have increased by over 100%. Since 2009, the City has spent approximately \$37.0 million upgrading the water system, and \$7.08 million upgrading the sewer system. The City expects to spend an additional \$10 million over the next two years on these projects. For the last five fiscal years, the City Council has also voted to commit at least \$2 million annually towards the rehabilitation of city streets.

Internal Controls. The management of the City is responsible for establishing and maintaining an internal control structure to ensure that the assets of the City are protected from loss, theft or misuse, and to ensure that adequate account data is compiled for the preparation of financial statements, in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control structure should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits require estimates and sound judgments by management.

Awards and Acknowledgements

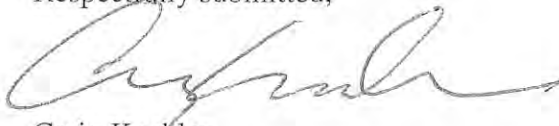
The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of South Pasadena for its CAFR for the fiscal year ended June 30, 2017. The Certificate of Achievement is a prestigious national award, recognizing conformance with the highest standards for preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized CAFR, whose contents conform to program standards. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. The City of South Pasadena has received a Certificate of Achievement for the last 30 consecutive years (fiscal years ended 1987 through 2017). We believe our current report continues to conform to the Certificate of Achievement program requirements, and will again submit it to GFOA for award consideration.

The preparation and publication of this report is made possible through the dedication of the entire Finance Department staff, and especially from Armine Trashian, Accounting Manager. This report would also not have been possible without the leadership of the City Manager, Stephanie DeWolfe, and continued commitment from the City Council in conducting the financial operations and corresponding financial disclosures of the City in an open, public and transparent manner. Finally, thanks are extended to the firm of Rogers, Anderson, Malody & Scott, LLP, for their contributions towards improving our financial reporting.

Respectfully submitted,

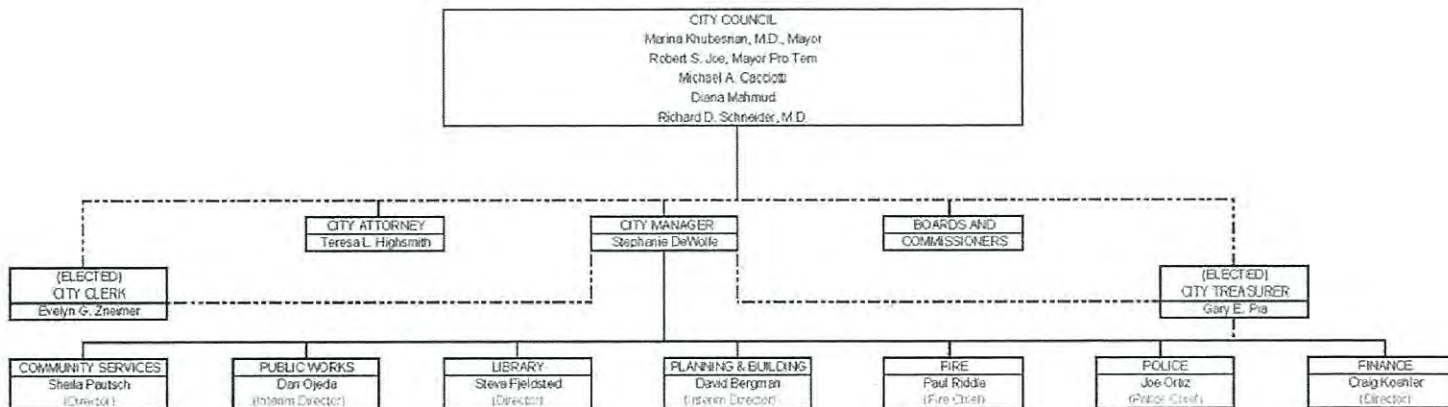


Craig Koehler
Finance Director

CITY OF SOUTH PASADENA

ORGANIZATIONAL CHART

2017 - 2018



CITY OF SOUTH PASADENA, CALIFORNIA

OFFICIALS OF THE CITY OF SOUTH PASADENA

CITY COUNCIL

Marina Khubesrian, M.D.
Mayor

Robert S. Joe
Mayor Pro Tempore

Michael A. Cacciotti
Councilmember

Diana Mahmud
Councilmember

Richard D. Schneider, M.D.
Councilmember

ADMINISTRATION AND DEPARTMENT HEADS

City Manager	Stephanie DeWolfe
City Clerk	Evelyn G. Zneimer
City Treasurer	Gary E. Pia
City Attorney	Teresa L. Highsmith
Director of Finance	Craig Koehler
Director of Library, Arts, and Culture	Steve Fjeldsted
Police Chief	Joe Ortiz
Director of Community Services	Sheila Pautsch
Fire Chief	Paul Riddle
Interim Director of Public Works	Dan Ojeda
Interim Director of Planning and Building	David Bergman



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Certificate of
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**City of South Pasadena
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2017

Christopher P. Morill

Executive Director/CEO

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FINANCIAL SECTION

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Bradferd A. Welebir, CPA, MBA, CGMA
Jay H. Zercher, CPA (Partner Emeritus)
Phillip H. Waller, CPA (Partner Emeritus)
Kirk A. Franks, CPA (Partner Emeritus)

DIRECTORS

Jenny Liu, CPA, MST

MANAGERS / STAFF

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Gardenya Duran, CPA
Brianna Schultz, CPA
Jingjie Wu, CPA
Evelyn Morentin-Barcena, CPA
Jin Gu, CPA, MT
Veronica Hernandez, CPA
Tara R. Thorp, CPA, MSA

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California Society of
Certified Public Accountants

The Honorable City Council
of the City of South Pasadena
South Pasadena, California

INDEPENDENT AUDITOR'S REPORT

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of South Pasadena, California (City), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of South Pasadena, California, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

Change in Accounting Principle

As described in Note 1, the City adopted provisions of Governmental Accounting Standards Board (GASB) Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pension*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information as noted in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of South Pasadena's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements and schedules, and the statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the nonmajor fund budgetary comparison schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 20, 2019 on our consideration of the City of South Pasadena's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of South Pasadena's internal control over financial reporting and compliance.

Rogers, Anderson, Malody & Scott, LLP.

San Bernardino, California
June 20, 2019

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CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2018

As management of the City of South Pasadena, we offer readers of the City of South Pasadena's financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2018. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal and the City's financial statements.

(A) Financial Highlights

- The assets of the City exceeded its liabilities at the close of the most recent fiscal year by \$77,650,459. Unrestricted net position in an amount of (\$18,172,491) is primarily due to the City recording the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, and information about the fiduciary net position of the City's CalPERS plans per GASB Statements No. 68 and 71 and 75.
- The City's total net position increased by \$4,953,247.
- At the close of the current fiscal year, the City's governmental funds reported combined fund balances of \$24,149,604 a decrease of \$494,660. Of this amount, \$10,308,576 or approximately 43% of total fund balances are available for spending at the City's discretion (*unassigned fund balance*).
- At the end of the current fiscal year, the unassigned fund balance for the General Fund was \$11,182,760, or 37% of the total General Fund Expenditures.
- The City's net investment in capital assets increased \$6,255,524 from the prior fiscal year.

(B) Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the City's assets, deferred outflows/inflows of resources, and liabilities, with the difference between these items reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City of South Pasadena is improving or deteriorating.

CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2018

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, with the use of the accrual basis of accounting, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned but unused vacation leave).

Both the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, public works, planning, building and safety, recreation, and debt service. The business-type activities of the City are its water, sewer, and golf course enterprises.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of South Pasadena, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City of South Pasadena maintains 30 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, which is considered to be a major fund for the purposes of this report. Data from the other 29 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these *non-major* governmental funds is provided in the form of *combining statements* elsewhere in this report.

CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2018

The City of South Pasadena adopts an annual appropriated budget for its General Fund and each of its special revenue funds. A budgetary comparison statement has been provided for each governmental fund to demonstrate compliance with this budget. The budgetary comparison statement for the General Fund is located in the basic financial statements; the budgetary comparison statements for the non-major governmental funds are presented in the Additional Financial Information section of this report.

Proprietary funds. The City of South Pasadena maintains two types of proprietary funds: enterprise fund and internal service fund. The enterprise fund is used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City uses enterprise funds to account for the operations for its water and sewer utilities, and the municipal golf course. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The internal service fund is used to accumulate and allocate costs internally among the City's functions for general liability and workers' compensation insurance. Because the internal service operations benefit both governmental and business-type functions, they have been proportionally allocated and included within the governmental and business-like activities in the government-wide financial statements. Individual fund data for the internal service fund is provided in the form of combining statements in this report.

Fiduciary funds. The City of South Pasadena maintains one type of fiduciary fund, a private purpose trust fund. *Fiduciary funds* are used to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the government's own programs. The City uses one type of fiduciary fund, a private purpose trust fund, to account for the assets and liabilities of the former Community Redevelopment Agency.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the City's progress in funding its obligation to provide pension benefits to its employees. Required supplementary information can be found in notes to the financial statements.

The combining statements referred to earlier in connection with non-major governmental funds together with information are presented immediately following the notes to the financial statements.

CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018

(C) Government-wide Financial Analysis.

Net position may serve as a useful indicator of a government's financial position. In the case of the City of South Pasadena, assets exceeded liabilities by \$77,650,459 at the close of the most recent fiscal year. This represents an increase of \$4,953,247 or 7% from the prior year, primarily due to a decrease in construction in progress relating to the Sewer Project, offset by an increase in net pension liability and the 2012 State Loan Payable. The proceeds from the 2012 State Loan Payable are used by the City for its rehabilitation and replacement of the City's sewer infrastructure. The City must expend its own funds prior to drawing on the accessible loan. Capital Assets are by far the largest portion of the City's net position; \$88,332,492 or 114% reflects its investment in non-liquid capital assets (e.g. land, infrastructure, buildings, and equipment). The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

	Governmental Activities		Business-Type Activities		Total	
	2018	2017	2018	2017	2018	2017
Current and other assets	\$ 27,717,339	\$ 27,260,514	\$ 14,274,295	\$ 14,784,133	\$ 41,991,634	\$ 42,044,647
Capital assets	62,806,755	59,774,372	74,217,620	70,811,859	137,024,375	130,586,231
Total assets	90,524,094	87,034,886	88,491,915	85,595,992	179,016,009	172,630,878
Deferred outflow of resources	9,923,516	7,031,413	6,640,100	6,712,800	16,563,616	13,744,213
Long-term liabilities	48,591,497	37,867,757	58,327,986	57,391,243	106,919,483	95,259,000
Other liabilities	3,273,859	2,174,739	3,668,754	5,217,584	6,942,613	7,392,323
Total liabilities	51,865,356	40,042,496	61,996,740	62,608,827	113,862,096	102,651,323
Deferred inflow of resources	3,649,673	3,051,477	417,397	220,528	4,067,070	3,272,005
Net investment in capital assets	62,806,755	59,774,372	25,525,737	22,302,873	88,332,492	82,077,245
Restricted	6,336,084	6,328,022	1,154,374	2,998,161	7,490,458	9,326,183
Unrestricted	(24,210,258)	(15,130,068)	6,037,767	4,178,403	(18,172,491)	(10,951,665)
Total net position	\$ 44,932,581	\$ 50,972,326	\$ 32,717,878	\$ 29,479,437	\$ 77,650,459	\$ 80,451,763

The second portion of the City net position of \$7,490,458 represents special revenue resources that are subject to external restrictions on how they may be used. Unrestricted net position shows a deficit balance of (\$18,172,491).

The City's governmental current assets increased by \$456,825 and capital assets increased by \$3,032,383. Capital assets increased due to construction activities in street projects.

The City's business-type current assets decreased by \$509,838, due to debt service payments and capital spending on the Garfield Reservoir Construction project. The City reported a net increase of \$3,405,761 in capital assets due to an increase in construction-in-progress relating to the Garfield Reservoir Capital Project and Sewer Project. Upon completion, the City will transfer the construction-in-progress costs to infrastructure.

CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018

	Governmental Activities		Business-Type Activities		Total	
	2018	2017	2018	2017	2018	2017
Program revenues:						
Charges for services	\$ 4,771,481	\$ 5,180,333	\$ 12,611,113	\$ 11,490,222	\$ 17,382,594	\$ 16,670,555
Operating contributions and grants	972,026	1,471,113	200,167	-	1,172,193	1,471,113
Capital contributions and grants	1,325,968	2,418,236	-	-	1,325,968	2,418,236
General revenues:						
Property taxes	14,135,844	13,236,932	-	-	14,135,844	13,236,932
Other taxes	8,929,003	8,915,921	-	-	8,929,003	8,915,921
Intergovernmental	-	11,660	-	-	-	11,660
Use of money and property	650,749	553,165	92,551	(2,802)	743,300	550,363
Other	130,310	38,877	216,693	171,452	347,003	210,329
Total revenues	30,915,381	31,826,237	13,120,524	11,658,872	44,035,905	43,485,109
Expenses:						
General government	5,560,722	4,324,484	-	-	5,560,722	4,324,484
Public safety	14,624,313	15,596,078	-	-	14,624,313	15,596,078
Public works	5,197,516	5,529,025	-	-	5,197,516	5,529,025
Community services	3,819,654	3,566,285	-	-	3,819,654	3,566,285
Community development	1,037,091	1,289,447	-	-	1,037,091	1,289,447
Water	-	-	7,060,363	7,028,827	7,060,363	7,028,827
Sewer	-	-	686,672	1,012,338	686,672	1,012,338
Golf course	-	-	1,096,327	1,032,358	1,096,327	1,032,358
Total expenses	30,239,296	30,305,319	8,843,362	9,073,523	39,082,658	39,378,842
Income before transfers	676,085	1,520,918	4,277,162	2,585,349	4,953,247	4,106,267
Transfers	-	24,514	-	(24,514)	-	-
Increase in net position	676,085	1,545,432	4,277,162	2,560,835	4,953,247	4,106,267
Net position, beginning, as restated	44,256,496	49,426,894	28,440,716	26,918,602	72,697,212	76,345,496
Net position, ending	\$ 44,932,581	\$ 50,972,326	\$ 32,717,878	\$ 29,479,437	\$ 77,650,459	\$ 80,451,763

Governmental Activities

Governmental activities net position increased by \$676,085, after the prior period restatement, due to GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, GASB No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*, and GASB 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*.

Business-type Activities

The City's proprietary funds (enterprise and internal service funds) provide the same type of information found in the government-wide financial statements, but offers more detail in the form of a statement of cash flows. Unrestricted net position of the fund at the end of the fiscal year shows \$6,037,767. Total net position for these funds was \$32,717,878, an increase of \$4,277,162 (15%) over the prior year, due to increases in the capital construction expenses for the Garfield Reservoir Construction project.

(D) Financial Analysis of the City's Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2018

Governmental Funds

The focus of the City's governmental funds is to provide information on near-term inflows and outflows and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, the unreserved fund balance may serve as a useful measure of the City's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$24,149,604 a decrease of \$494,660 from the prior fiscal year. Approximately 43% of fund balances constitute the unassigned fund balance, which is available for spending at the City's discretion. The remainder of the fund balance is either restricted for projects undertaken in the Special Revenue Funds (26%), committed by City Council action for specific purposes (27%), or represents net position that are non-spendable resources (4%).

The General Fund is the chief operating fund of the City. At the end of the current fiscal year, the unassigned fund balance of the General Fund was \$11,182,760, while the total fund balance reached \$17,890,983. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. The unassigned fund balance represents 44% of General Fund expenditures, while the total fund balance represents 71% of that same amount.

The fund balance of the City's General Fund increased by \$1,265,803 in the current fiscal year. This represents an increase of 8% in fund balance from FY 2017. Key factors in this increase are as follows:

- Tax revenues increased \$846,391 or 4%. Property taxes are levied based on assessed values, although increases in the assessed values of properties with no change in ownership are generally limited to 2% annually. Property taxes increased by approximately \$900,000 and sales taxes increased by approximately \$13,000.
- Charges for Services revenues increased by \$13,943 compared to the prior year.
- Public Safety and Community Development Expenditures decreased by \$337,255 compared to the prior year.

General Fund Budgetary Highlights

The City adopts annual appropriated operating budgets for its governmental funds (General Fund, Special Revenue and Capital Projects Funds) and reports the results of operations on a budgetary comparison basis. The City also uses annual financial plans as a management tool for its enterprise funds, although the City does not report the results of these funds on a budgetary comparison basis.

In preparing its budgets, the City attempts to estimate its revenues using realistic, but conservative, methods so as to budget its expenditure appropriations and activities in a prudent manner. As a result, the City Council adopts budget adjustments during the course of the fiscal year to reflect both changed priorities and availability of additional revenues to allow for expansion

CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018

of existing programs. During the course of the year, the City Council amended the originally adopted budget for various additional programs.

The General Fund reflected a net total favorable budget variance of (\$2,051,468) when comparing actual amounts to the final budget for the current fiscal year. This budget variance reflects an unfavorable variance in revenues of (\$178,093) and a favorable variance in total expenditures of \$2,229,561 due to transfers out from the General Fund.

Capital Asset and Debt Administration

Capital assets. The City's investment in capital assets for its governmental activities and business-type activities as of June 30, 2018, amounts to \$62,806,755 and \$74,217,620 (net of accumulated depreciation), respectively. This investment in capital assets includes land, buildings, park improvements, roadways, vehicles, computer equipment, furniture, other equipment, and construction in progress.

Additional information on the City's capital assets can be found in Note 3 in the Notes to Financial Statements section of this report.

Long-term debt. Proprietary fund long-term debt decreased (\$533,584) during the current fiscal year due to reduction of principal in the 2013 and 2016 Water Revenue Bonds. Further details on long-term debt can be found in Notes 5 through 7 in the Notes to Financial Statements section of this report.

	Business-Type Activities	
	<u>2018</u>	<u>2017</u>
2012 State Loan Payable	\$ 7,415,790	\$ 6,373,623
2013 Water Revenue Bonds	5,370,000	5,720,000
Issuance Premium	311,765	339,478
2016 Water Revenue Bonds	36,855,000	37,845,000
Issuance Premium	4,420,816	4,628,854
Total long-term debt	<u>\$ 54,373,371</u>	<u>\$ 54,906,955</u>

Economic Factors and Next Year's Budget

Increases in the contributions toward employee pensions through the California Public Employees Retirement System (PERS) as well as the increasing unfunded liability for Other Post-Employment Benefits remain serious concerns. In order to begin addressing these issues, the South Pasadena City Council has already committed \$1,000,000 of the General Fund balance towards funding retiree benefits and has prepaid the annual unfunded liability for both classic miscellaneous and safety employees

Sales taxes generally are a direct reflection of the general economy. The City has a mature tax base, with no big box stores or car dealerships, etc. Sales taxes have been increasing. The City has emerged from recession and receipts have moved back to pre-recession levels.

CITY OF SOUTH PASADENA

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2018

During the 2018 fiscal year, unassigned fund balance in the General Fund remained substantial at \$11,182,760. The fiscal year 2019 Budget includes funding for much-needed capital improvements to the City's streets, sewer and water systems, the latter being funded with proceeds from the 2016 Water Revenue Bond issue. It remains the intention of City management not to use fund balance reserves for purposes of meeting costs of operations.

Requests for Information

This financial report is designed to provide a general overview of the financial position of the City of South Pasadena for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be directed to the City Clerk, CityClerk@southpasadenaca.gov, 626.403.7230, or by U.S. mail: City Clerk, 1414 Mission Street, South Pasadena, CA 91030.

CITY OF SOUTH PASADENA

STATEMENT OF NET POSITION
JUNE 30, 2018

	Governmental Activities (Governmental Funds)	Business-Type Activities (Enterprise Funds)	Total
Assets			
Cash and investments	\$ 24,966,018	\$ 12,567,935	\$ 37,533,953
Receivables:			
Accounts	141,488	783,381	924,869
Taxes	836,645	-	836,645
Notes and loans	250,000	-	250,000
Accrued interest	124,835	51,383	176,218
Internal balances	600,000	(600,000)	-
Due from other governments	743,908	-	743,908
Inventories	54,445	317,222	371,667
Restricted assets:			
Cash and investments with fiscal agent	-	1,154,374	1,154,374
Capital assets, not being depreciated	4,300,537	565,013	4,865,550
Capital assets, net of accumulated depreciation	58,506,218	73,652,607	132,158,825
Total assets	90,524,094	88,491,915	179,016,009
Deferred outflows of resources			
Deferred loss on debt refunding	-	5,681,488	5,681,488
Pension related	9,365,333	872,241	10,237,574
Other post-employment benefits related	558,183	86,371	644,554
Total deferred outflows of resources	9,923,516	6,640,100	16,563,616
Liabilities			
Accounts payable	1,888,193	1,489,995	3,378,188
Accrued liabilities	580,502	24,293	604,795
Accrued interest	-	450,656	450,656
Deposits payable	805,164	273,059	1,078,223
Noncurrent liabilities:			
Due within one year	-	1,430,751	1,430,751
Due in more than one year	-	52,942,620	52,942,620
Compensated absences	801,087	42,291	843,378
Net pension liability	33,307,942	3,102,139	36,410,081
Net other post-employment benefits liability	14,482,468	2,240,936	16,723,404
Total liabilities	51,865,356	61,996,740	113,862,096
Deferred inflows of resources			
Pension related	2,391,818	222,763	2,614,581
Other post-employment benefits related	1,257,855	194,634	1,452,489
Total deferred inflows of resources	3,649,673	417,397	4,067,070
Net position			
Net investment in capital assets	62,806,755	25,525,737	88,332,492
Restricted for:			
Community development projects	1,244,049	-	1,244,049
Public safety	167,630	-	167,630
Community services	1,173,553	-	1,173,553
Public works	3,094,087	-	3,094,087
Capital projects	656,765	-	656,765
Debt service	-	1,154,374	1,154,374
Unrestricted	(24,210,258)	6,037,767	(18,172,491)
Total net position (deficit)	\$ 44,932,581	\$ 32,717,878	\$ 77,650,459

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2018

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities:				
General government	\$ 5,560,722	\$ 922,603	\$ 48,304	\$ -
Public safety	14,624,313	1,554,948	173,401	-
Community development	1,037,091	3,160	22,189	-
Community services	3,819,654	841,445	25,248	143,601
Public works	5,197,516	1,449,325	702,884	1,182,367
Total governmental activities	30,239,296	4,771,481	972,026	1,325,968
Business-type activities:				
Water	7,060,363	9,830,246	200,167	-
Sewer	686,672	1,614,351	-	-
Arroyo Seco Golf Course	1,096,327	1,166,516	-	-
Total business-type activities	8,843,362	12,611,113	200,167	-
Total Primary Government	\$ 39,082,658	\$ 17,382,594	\$ 1,172,193	\$ 1,325,968

General revenues:

Taxes:

Property taxes

Sales taxes

Franchise taxes

Business license taxes

Utility users tax

Other taxes

Motor vehicle in lieu

Use of money and property

Other

Total general revenues

Change in Net Position

Net Position - Beginning, as restated (Note 14)

Net Position - Ending

The accompanying notes are an integral part of these financial statements.

(continued)

<u>Net (Expense) Revenue and Changes in Net Position</u>		
<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
\$ (4,589,815)	\$ -	\$ (4,589,815)
(12,895,964)	-	(12,895,964)
(1,011,742)	-	(1,011,742)
(2,809,360)	-	(2,809,360)
(1,862,940)	-	(1,862,940)
<u>(23,169,821)</u>	<u>-</u>	<u>(23,169,821)</u>
-	2,970,050	2,970,050
-	927,679	927,679
-	70,189	70,189
<u>-</u>	<u>3,967,918</u>	<u>3,967,918</u>
<u>(23,169,821)</u>	<u>3,967,918</u>	<u>(19,201,903)</u>
14,135,844	-	14,135,844
3,965,016	-	3,965,016
784,736	-	784,736
389,726	-	389,726
3,345,582	-	3,345,582
430,261	-	430,261
13,682	-	13,682
650,749	92,551	743,300
130,310	216,693	347,003
<u>23,845,906</u>	<u>309,244</u>	<u>24,155,150</u>
676,085	4,277,162	4,953,247
<u>44,256,496</u>	<u>28,440,716</u>	<u>72,697,212</u>
<u>\$ 44,932,581</u>	<u>\$ 32,717,878</u>	<u>\$ 77,650,459</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

BALANCE SHEET – GOVERNMENTAL FUNDS
JUNE 30, 2018

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS			
Pooled cash and investments	\$ 17,017,102	\$ 7,886,864	\$ 24,903,966
Receivables:			
Accounts	138,048	3,440	141,488
Taxes	819,315	17,330	836,645
Notes and loans	250,000	-	250,000
Accrued interest	100,636	24,199	124,835
Due from other governments	397,102	346,806	743,908
Due from other funds	763,612	-	763,612
Advances to other funds	600,000	-	600,000
Inventories	54,445	-	54,445
Total assets	\$ 20,140,260	\$ 8,278,639	\$ 28,418,899
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 888,199	\$ 997,406	\$ 1,885,605
Accrued liabilities	566,526	13,976	580,502
Deposits payable	794,552	10,612	805,164
Due to other funds	-	763,612	763,612
Total liabilities	2,249,277	1,785,606	4,034,883
Deferred Inflows of Resources:			
Unavailable revenue	-	234,412	234,412
Fund Balances:			
Nonspendable			
Inventories	54,445	-	54,445
Notes and loans	250,000	-	250,000
Advances to other funds	600,000	-	600,000
Restricted for:			
Community development projects	-	1,244,049	1,244,049
Public safety - police	-	167,630	167,630
Community services	-	1,173,553	1,173,553
Public works - streets and roads	-	2,817,340	2,817,340
Capital projects	-	656,765	656,765
Public works - street lighting	-	276,747	276,747
Committed to:			
Capital projects	-	796,721	796,721
Arroyo Golf Course Facility	1,100,000	-	1,100,000
CalTrans Vacant Lot Purchases	750,000	-	750,000
Emergency Operations Center	300,000	-	300,000
Legal Services Reserve	500,000	-	500,000
Library Expansion	200,000	-	200,000
Maintenance Yard/Community Center Reserve	317,130	-	317,130
Monterey Road Improvements	500,000	-	500,000
Renewable Energy Sources	350,000	-	350,000
Retiree Medical Benefits	500,000	-	500,000
Retiree Pension Benefits	500,000	-	500,000
Sidewalk Improvements	180,000	-	180,000
Tree Replacement	50,000	-	50,000
General Plan Reserve	109,648	-	109,648
Stormwater Reserve	300,000	-	300,000
Library Park Drainage Reserve	147,000	-	147,000
Unassigned	11,182,760	(874,184)	10,308,576
Total fund balances	17,890,983	6,258,621	24,149,604
Total liabilities, deferred inflows of resources and fund balances	\$ 20,140,260	\$ 8,278,639	\$ 28,418,899

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF NET POSITION
JUNE 30, 2018

Fund balances of governmental funds		\$ 24,149,604
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets net of depreciation have not been included as financial resources of the governmental funds. This amount excludes capital assets reported in the internal service funds.		62,806,755
Deferred outflows and inflows of resources related to pensions have not been reported in the governmental funds. These amounts exclude pension related deferred outflow and inflows reported in the internal service funds.		
Pension related deferred outflows of resources	\$ 9,365,333	
Pension related deferred inflows of resources	(2,391,818)	
Net other post-employment benefits related deferred inflows of resources	(1,257,855)	
Net other post-employment benefits related deferred outflows of resources	<u>558,183</u>	
		6,273,843
Long-term liabilities are not due and payable in the current period and are not reported in the governmental funds.		
Compensated absences	(801,087)	
Net pension liability	(33,307,942)	
Net other post-employment benefits liability	<u>(14,482,468)</u>	
		(48,591,497)
Unavailable revenues are not available to pay for current expenditures, therefore, are deferred in the governmental funds but are recognized as revenues in the statement of activities		234,412
Internal service funds are used to charge the cost of activities to individual funds. The assets and liabilities are included in governmental activities in the statement of net position.		<u>59,464</u>
Net position of governmental activities		<u>\$ 44,932,581</u>

The accompanying notes are an integral part of these financial statements.

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CITY OF SOUTH PASADENA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues			
Taxes	\$ 21,251,027	\$ 1,576,872	\$ 22,827,899
Assessments	-	890,227	890,227
Licenses and permits	935,633	65,716	1,001,349
Intergovernmental	1,512	1,373,085	1,374,597
Charges for services	3,401,310	310,506	3,711,816
Use of money and property	579,006	71,743	650,749
Fines and forfeitures	388,061	-	388,061
Contributions	-	16,135	16,135
Miscellaneous	-	54,548	54,548
Total revenues	26,556,549	4,358,832	30,915,381
Expenditures			
Current:			
General government	4,437,568	206,307	4,643,875
Public safety	13,223,377	-	13,223,377
Community development	1,033,506	3,585	1,037,091
Community services	2,987,734	583,169	3,570,903
Public works	1,827,619	1,467,220	3,294,839
Capital outlay	1,780,942	3,859,014	5,639,956
Total expenditures	25,290,746	6,119,295	31,410,041
Net change in fund balance	1,265,803	(1,760,463)	(494,660)
Fund Balances, Beginning	16,625,180	8,019,084	24,644,264
Fund Balances, Ending	<u>\$ 17,890,983</u>	<u>\$ 6,258,621</u>	<u>\$ 24,149,604</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
 STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED JUNE 30, 2018

Net changes in fund balances - total governmental funds		\$ (494,660)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation exceeded capital outlay in the current period:		
Capital asset expenditures, net of deletions of capital assets	\$ 5,680,750	
Depreciation expense, net of deletions of capital assets	<u>(2,648,367)</u>	3,032,383
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds:		
Change in compensated absences	21,984	
Changes in net other post-employment benefits related items	(263,080)	
Changes in pension related items	<u>(1,390,600)</u>	(1,631,696)
Internal service funds are used by management to charge the costs of certain activities to individual funds. The net revenue (expense) of the internal service funds is included in the statement of activities.		<u>(229,942)</u>
Changes in net position of governmental activities		<u>\$ 676,085</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

STATEMENT OF FUND NET POSITION
 PROPRIETARY FUNDS
 JUNE 30, 2018

	Business-Type Activities - Enterprise Funds				Governmental Activities - Internal Service Fund
	Water	Sewer	Arroyo Seco Golf Course	Total	
ASSETS					
Current assets:					
Cash and investments	\$ 9,619,023	\$ 2,626,298	\$ 322,614	\$ 12,567,935	\$ 62,052
Receivables:					
Accounts	724,508	58,873	-	783,381	-
Accrued interest	43,955	7,387	41	51,383	-
Inventories	304,425	-	12,797	317,222	-
Restricted:					
Cash and investments with fiscal agent	1,154,374	-	-	1,154,374	-
Total current assets	<u>11,846,285</u>	<u>2,692,558</u>	<u>335,452</u>	<u>14,874,295</u>	<u>62,052</u>
Noncurrent assets:					
Capital assets, not depreciated	565,013	-	-	565,013	-
Capital assets, net of depreciation	62,673,842	10,057,255	921,510	73,652,607	-
Total noncurrent assets	<u>63,238,855</u>	<u>10,057,255</u>	<u>921,510</u>	<u>74,217,620</u>	<u>-</u>
Total assets	<u>75,085,140</u>	<u>12,749,813</u>	<u>1,256,962</u>	<u>89,091,915</u>	<u>62,052</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred loss on debt refunding	5,681,488	-	-	5,681,488	-
Pension related	698,203	174,038	-	872,241	-
Other post-employment benefits related	71,997	14,374	-	86,371	-
Total deferred outflows of resources	<u>6,451,688</u>	<u>188,412</u>	<u>-</u>	<u>6,640,100</u>	<u>-</u>
LIABILITIES					
Current liabilities:					
Accounts payable	1,456,943	4,010	29,042	1,489,995	2,588
Accrued liabilities	19,572	4,721	-	24,293	-
Accrued interest	450,656	-	-	450,656	-
Deposits payable	273,059	-	-	273,059	-
Compensated absences	3,757	472	-	4,229	-
Bonds payable	1,430,751	-	-	1,430,751	-
Total current liabilities	<u>3,634,738</u>	<u>9,203</u>	<u>29,042</u>	<u>3,672,983</u>	<u>2,588</u>
Noncurrent liabilities:					
Advances from other funds	-	600,000	-	600,000	-
Compensated absences	33,812	4,250	-	38,062	-
Net other post-employment benefits liability	1,868,004	372,932	-	2,240,936	-
Net pension liability	2,483,168	618,971	-	3,102,139	-
Loans payable	-	7,415,790	-	7,415,790	-
Bonds payable	45,526,830	-	-	45,526,830	-
Total noncurrent liabilities	<u>49,911,814</u>	<u>9,011,943</u>	<u>-</u>	<u>58,923,757</u>	<u>-</u>
Total liabilities	<u>53,546,552</u>	<u>9,021,146</u>	<u>29,042</u>	<u>62,596,740</u>	<u>2,588</u>
DEFERRED INFLOWS OF RESOURCES					
Pension related	178,315	44,448	-	222,763	-
Other post-employment benefits related	162,243	32,391	-	194,634	-
Total deferred inflows of resources	<u>340,558</u>	<u>76,839</u>	<u>-</u>	<u>417,397</u>	<u>-</u>
NET POSITION					
Net investment in capital assets	21,962,762	2,641,465	921,510	25,525,737	-
Restricted	1,154,374	-	-	1,154,374	-
Unrestricted	4,532,582	1,198,775	306,410	6,037,767	59,464
Total net position	<u>\$ 27,649,718</u>	<u>\$ 3,840,240</u>	<u>\$ 1,227,920</u>	<u>\$ 32,717,878</u>	<u>\$ 59,464</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION
 PROPRIETARY FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Business-Type Activities - Enterprise Funds			Total	Governmental Activities - Internal Service Fund
	Water	Sewer	Arroyo Seco Golf Course		
OPERATING REVENUES					
Sales and service charges	\$ 9,830,246	\$ 1,614,351	\$ 1,166,516	\$ 12,611,113	\$ -
Miscellaneous	216,693	-	-	216,693	-
Total operating revenues	10,046,939	1,614,351	1,166,516	12,827,806	-
OPERATING EXPENSES					
Administration and general	876,945	413,733	1,061,941	2,352,619	-
Pumping	1,162,253	-	-	1,162,253	-
Transmission/collection	2,556,035	-	-	2,556,035	-
Treatment	-	175,661	-	175,661	-
Insurance costs and claims	-	-	-	-	229,942
Depreciation expense	630,900	93,028	34,386	758,314	-
Total operating expenses	5,226,133	682,422	1,096,327	7,004,882	229,942
Operating income (loss)	4,820,806	931,929	70,189	5,822,924	(229,942)
NON-OPERATING REVENUES (EXPENSES)					
Interest revenue	77,664	14,416	471	92,551	-
Interest expense	(1,832,700)	(4,250)	-	(1,836,950)	-
Operating grants and contributions	200,167	-	-	200,167	-
Capital projects	-	-	-	-	-
Miscellaneous expenses	(1,530)	-	-	(1,530)	-
Total non-operating revenues (expenses)	(1,556,399)	10,166	471	(1,545,762)	-
Change in net position	3,264,407	942,095	70,660	4,277,162	(229,942)
NET POSITION					
Net position, beginning, as restated	24,385,311	2,898,145	1,157,260	28,440,716	289,406
Net position, ending	\$ 27,649,718	\$ 3,840,240	\$ 1,227,920	\$ 32,717,878	\$ 59,464

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

STATEMENT OF CASH FLOWS
 PROPRIETARY FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Business-Type Activities - Enterprise Funds				Governmental Activities - Internal Service Funds
	Water	Sewer	Arroyo Seco Golf Course	Total	
Cash flows from operating activities					
Cash received from customers and users	\$ 10,377,562	\$ 1,657,663	\$ 1,166,516	\$ 13,201,741	\$ -
Cash paid to suppliers for goods and services	(5,431,221)	(1,212,551)	(1,064,224)	(7,707,996)	(227,948)
Cash paid to employees for services	243,663	53,623	-	297,286	-
Cash received from (payments to) others	216,693	-	-	216,693	-
Net cash provided by (used for) operating activities	5,406,697	498,735	102,292	6,007,724	(227,948)
Cash flows from noncapital financing activities					
Cash paid to other funds	-	(150,000)	-	(150,000)	-
Cash received from operating grants	200,167	-	-	200,167	-
Net cash provided by (used for) noncapital financing activities	200,167	(150,000)	-	50,167	-
Cash flows from capital and related financing activities					
Proceeds from capital debt	-	1,042,167	-	1,042,167	-
Acquisition and construction of capital assets	(2,710,449)	(1,308,614)	(145,013)	(4,164,076)	-
Principal paid on capital debt	(1,340,000)	-	-	(1,340,000)	-
Interest paid on capital debt	(1,819,306)	(19,250)	-	(1,838,556)	-
Net cash used for capital and related financing activities	(5,869,755)	(285,697)	(145,013)	(6,300,465)	-
Cash flows from investing activities					
Interest received	42,749	9,962	516	53,227	-
Net cash provided by investing activities	42,749	9,962	516	53,227	-
Net increase (decrease) in cash and cash equivalents	(220,142)	73,000	(42,205)	(189,347)	(227,948)
Cash and cash equivalents, beginning of year	10,993,539	2,553,298	364,819	13,911,656	290,000
Cash and cash equivalents, end of year	\$ 10,773,397	\$ 2,626,298	\$ 322,614	\$ 13,722,309	\$ 62,052
Cash and investments	\$ 9,619,023	\$ 2,626,298	\$ 322,614	\$ 12,567,935	\$ 62,052
Restricted:					
Cash and investments with fiscal agent	1,154,374	-	-	1,154,374	-
Total cash and cash equivalents	\$ 10,773,397	\$ 2,626,298	\$ 322,614	\$ 13,722,309	\$ 62,052
Reconciliation of operating income (loss) to net cash provided by (used for) operating activities:					
Operating income (loss)	\$ 4,820,806	\$ 931,929	\$ 70,189	\$ 5,822,924	\$ (229,942)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:					
Depreciation	630,900	93,028	34,386	758,314	-
(Increase) decrease in operating assets:					
Accounts receivable	547,316	43,312	-	590,628	-
Inventories	(36,364)	-	(4,155)	(40,519)	-
Deferred outflows of resources	(85,301)	(18,548)	-	(103,849)	-
Increase (decrease) in operating liabilities:					
Accounts payable	(799,624)	(623,157)	1,872	(1,420,909)	1,994
Accrued liabilities	2,104	433	-	2,537	-
Compensated absences	9,612	908	-	10,520	-
Net pension liability	276,387	64,078	-	340,465	-
Net other post-employment benefits liability	(129,117)	(25,777)	-	(154,894)	-
Deferred inflows of resources	169,978	32,529	-	202,507	-
Total adjustments	585,891	(433,194)	32,103	184,800	1,994
Net cash provided by (used for) operating activities	\$ 5,406,697	\$ 498,735	\$ 102,292	\$ 6,007,724	\$ (227,948)

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2018

	<u>Private Purpose Trust Fund Successor Agency of the Former CRA</u>
Assets	
Pooled cash and investments	\$ 64,969
Interest receivable	444
Restricted assets:	
Cash and investments with fiscal agents	<u>198,743</u>
Total assets	<u>264,156</u>
Liabilities	
Accrued interest	10,928
Long-term liabilities:	
Due within one year	130,000
Due in more than one year	<u>965,000</u>
Total liabilities	<u>1,105,928</u>
Fiduciary Net Position (Deficit)	
Held in trust for other purposes	<u>\$ (841,772)</u>

The accompanying notes are an integral part of these financial statements.

CITY OF SOUTH PASADENA

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
 FIDUCIARY FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Private Purpose Trust Fund Successor Agency of the Former CRA
Revenues	
Taxes	\$ 194,258
Use of money and property	3,186
Total revenues	<u>197,444</u>
Expenses	
Interest expense	<u>71,716</u>
Total expenses	<u>71,716</u>
Change in net position	125,728
Net position (deficit) held in trust, beginning	<u>(967,500)</u>
Net position (deficit) held in trust, ending	<u>\$ (841,772)</u>

The accompanying notes are an integral part of these financial statements.

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Note 1: Summary of Significant Accounting Policies

A. Description of Entity

As required by accounting principles generally accepted in the United States of America, these financial statements present the City of South Pasadena, California (the City) and its component units, entities for which the City is considered financially accountable. Blended component units, although legally separate entities, are, in substance, part of the Government's operation, so data from these units are combined herein. The criteria used in determining the scope of the reporting entity is based on the provisions of GASB Statement No. 14 as amended by Statement 39, 61 and 80 and were as follows:

1. The members of the City Council also act as the governing body of the City of South Pasadena Housing Authority (the Authority).
2. The Authority is managed by employees of the City.
3. The Authority is financially interdependent with the City.

The City of South Pasadena was incorporated on March 2, 1888, under the general laws of the State of California. The City provides a full range of municipal services, including public safety (police and fire), streets, sanitation, refuse collection, sewer, water, parks and recreation, public improvements, planning and zoning, housing and community development, and general administrative and support services.

Blended Component Units

City of South Pasadena Housing Authority - The Authority was established pursuant to California Housing Authorities Law (Health and Safety Code Sections 34200 et seq.) on April 6, 2011. The purpose of the Housing Authority is to provide safe and sanitary housing opportunities for South Pasadena residents. The primary government has operational responsibility for the Housing Authority. Although the Housing Authority is legally separate, it is reported as if it were part of the City because the City Council also serves as the governing board of the Housing Authority. Separate financial statements of the Housing Authority are not prepared. Additionally, the Housing Authority took over the housing activities from the former Community Redevelopment Agency due to its dissolution on January 31, 2012.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e. the statement of net position and the statement of activities) report information on all the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. All fiduciary activities are reported only in the fund financial statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 1: Summary of Significant Accounting Policies (continued)

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use or directly benefit from goods, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The proprietary and private-purpose trust funds are reported using the economic resources measurement focus and the accrual basis of accounting.

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 1: Summary of Significant Accounting Policies (continued)

The City reports the following major governmental fund:

- The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The City reports the following major proprietary funds:

- The Water Fund is used to account for the construction, operation, and maintenance of the City-owned water system.
- The Sewer Fund is used to account for the provision of sewer construction, maintenance, and operation services to residents of the City.

The City's fund structure also includes the following fund types:

- The Private Purpose Trust Fund accounts for the assets and liabilities of the former community redevelopment agency and its allocated revenue to pay estimated installment payments of enforceable obligations until obligations of the former community redevelopment agency are paid in full and assets have been liquidated. Please refer to Note 10 for more information.
- The Internal Service Fund is used to accumulate and allocate costs internally among the City's functions for general liability and worker's compensation insurance. Because the internal service operations benefit both governmental and business-type functions, they have been proportionally allocated and included within the governmental and business-like activities in the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's proprietary funds function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include: 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Note 1: Summary of Significant Accounting Policies (continued)

Proprietary funds and internal service fund distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Enterprise Funds are charges to customers for sales and services. Operating expenses for Enterprise Funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The City has elected to follow all pronouncements of the GASB.

D. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity

Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. For financial statement presentation purposes, cash and cash equivalents are shown as both restricted and unrestricted cash and investments in the Governmental and Proprietary Funds.

Investments for the City, as well as for its component units, are reported at fair value. The City's policy is generally to hold investments until maturity or until market values equal or exceed cost. The State Treasurer's Investment Pool operates in accordance with appropriate state laws and regulations. The reported value of the pool is the same as the fair value of the pool shares.

Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans), or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

All trade and property tax receivables are shown net of an allowance for uncollectible amounts.

Note 1: Summary of Significant Accounting Policies (continued)

Property tax revenue is recognized in the fiscal year for which the taxes have been levied providing they become available. Available means when due, or past due and receivable within the current period and collected within the current period or expected to be collected soon enough thereafter (not to exceed 60 days) to be used to pay liabilities of the current period. The County of Los Angeles collects property taxes for the City. Tax liens attach annually as of 12:01 A.M. on the first day in January proceeding the fiscal year for which the taxes are levied. The tax levy covers the fiscal period July 1 to June 30. All secured personal property taxes and one-half of the taxes on real property are due November 1; the second installment is due February 1. All taxes are delinquent, if unpaid, after December 10 and April 10, respectively. Unsecured personal property taxes become due on the first of March each year and are delinquent after August 31.

Functional Classifications

Expenditures of the Governmental Funds are classified by function. Functional classifications are defined as follows:

General Government includes legislative activities which have a primary objective of providing legal and policy guidelines for the City. Also included in this classification are those activities which provide management or support services across more than one functional area.

Public Safety includes those activities which involve the protection of people and property.

Community Development includes those activities which involve the enhancing of the general quality of life.

Community Services includes activities such as administering the Senior Center, recreation classes, and special events committees.

Public Works includes those activities that involve the maintenance and improvement of City streets, roads and park department development and maintenance.

Capital Outlay includes those activities that account for the acquisition of capital assets.

Inventories

Inventory consisting primarily of materials and supplies is held by the Water Enterprise Fund. Such goods are valued using the average-cost method applied on a first-in, first-out (FIFO) basis. Inventories reported in the City's General Fund are charged to inventories when purchased and treated as an expenditure when issued.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 1: Summary of Significant Accounting Policies (continued)

Restricted Assets

Certain proceeds of debt issues, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet and statement of net position because their use is limited by applicable bond covenants. In addition, funds have been restricted for future capital improvements by City resolution.

Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 for non-infrastructure assets and \$25,000 for infrastructure assets (amount not rounded). Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

In accordance with GASB Statement No. 34, the City has reported current and prior year's infrastructure assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant and equipment of the primary government, as well as the component units, are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	50
Improvements other than buildings	10 - 25
Machinery and equipment	3 - 30
Vehicles	8
Infrastructure	Years
Sewer collection system	60
Storm drain system	60
Bridges	60
Hardscape	40
Parkways and medians	40
Pavement, curbs and gutters, and sidewalks	35
Streetlights	20
Electronic traffic control devices	20

Note 1: Summary of Significant Accounting Policies (continued)

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and balance sheet of governmental funds will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/ expenditure) until then.

In addition to liabilities, the statement of net position and balance sheet of governmental funds will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The government has only one item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from three sources: property taxes, special assessments, and reimbursable grants billed but not yet available. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 1: Summary of Significant Accounting Policies (continued)

Compensated Absences

It is the policy of the City to record the cost of annual vacation as accrued. Employees are 100% vested in accrued vacation after six months of employment. The entire compensated absence liability for the Enterprise Fund is accrued as earned in the Enterprise Fund. All accumulated compensated absence liability of governmental funds is accrued when incurred in the government-wide financial statements. Compensated absences are reported in governmental funds only if they have matured.

It is the policy of the City to pay sick leave as used; accordingly, the expenditures are recorded when paid. Sick leave does not vest with employees. Accordingly, employees do not receive a payout for unused sick leave upon termination, although employees do receive credit for unused sick leave upon retirement.

Pensions

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. CalPERS audited financial statements are publicly available reports that can be obtained at CalPERS' website at www.calpers.ca.gov.

GASB Statement No. 68 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used.

Valuation Date (VD)	June 30, 2016
Measurement Date (MD)	June 30, 2017
Measurement Period (MP)	July 1, 2016 to June 30, 2017

Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are reported at fair value.

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 1: Summary of Significant Accounting Policies (continued)

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date (VD)	January 1, 2017
Measurement Date (MD)	June 30, 2017
Measurement Period (MP)	July 1, 2016 to June 30, 2017

Long-Term Obligations

In the government-wide financial statements and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position.

Fund Equity

In the fund financial statements, governmental funds report the following fund balance classification:

Nonspendable include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted include amounts that are constrained on the use of resources by either (a) external creditors, grantors, contributors, or laws of regulations of other governments or (b) by law through constitutional provisions or enabling legislation.

Committed include amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest authority, City Council. The formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution of the City Council.

Assigned include amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The City Council, with Resolution No. 7152, authorized the Finance Director to assign fund balance amounts for specific purposes.

Unassigned include the residual amounts that have not been restricted, committed, or assigned to specific purposes. The General Fund is the only fund that can report a positive unassigned fund balance.

Note 1: Summary of Significant Accounting Policies (continued)

An individual governmental fund could include nonspendable resources and amounts that are restricted or unrestricted (committed, assigned, or unassigned) or any combination of those classifications. Restricted amounts are to be considered spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available and committed, assigned, and then unassigned amounts are considered to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balances classifications can be used.

The City Council adopts and amends committed and assigned fund balance amounts for specific purposes through a resolution. When expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted amounts to be used first. When expenditure is incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used, they are considered to be spent in the order as follows: committed, assigned, and then unassigned.

Net Position

In the government-wide financial statements and proprietary fund financial statements, net position is classified as follows:

Net Investment in Capital Assets – This component of net position consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of debt that are attributable to the acquisition, construction, or improvement of those assets.

Restricted – This component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets.

Unrestricted – This component of net position is the amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

E. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses, during the reporting period. Actual results could differ from those estimates.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 1: Summary of Significant Accounting Policies (continued)

F. Implementation of New Accounting Principle

GASB has issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pensions*. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for other postemployment benefits (OPEB). It also improves information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. This statement establishes standards for measuring and recognizing liabilities, deferred outflows of resources, and deferred inflows of resources, and expense/expenditures.

This pronouncement has been implemented for purposes of measuring the net OPEB liability and any related deferred outflows/inflows of resources related to OPEB, and OPEB expense/expenditures.

Note 2: Cash and Investments

Cash and investments are classified in the accompanying financial statements as follows:

Statement of net position:		
Cash and investments	\$	37,533,953
Cash and investments with fiscal agents		1,154,374
Statement of fiduciary net position:		
Cash and investments		64,969
Cash and investments with fiscal agents		198,743
		<hr/>
Total cash and cash equivalents	\$	<u>38,952,039</u>

Cash and investments at June 30, 2018, consists of the following:

Cash and cash equivalents:		
Petty cash	\$	9,235
Deposits with financial institutions		5,784,685
Investments		33,158,119
		<hr/>
Total cash and cash equivalents	\$	<u>38,952,039</u>

The City of South Pasadena maintains a cash and investment pool that is available for use for all funds. Each fund type's position in the pool is reported on the combined balance sheet as cash and investments. The City has adopted an investment policy which authorizes it to invest in various investments.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 2: Cash and Investments (continued)

A. Deposits

At June 30, 2018, the carrying amount of the City's deposits was \$5,784,684 and the bank balance was \$7,262,047. The \$1,477,363 difference represents outstanding checks and other reconciling items.

The California Government Code requires California banks and savings and loan associations to secure a City's deposits by pledging government securities with a value of 110% of a City's deposits. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150% of a City's total deposits. The City Treasurer may waive the collateral requirement for deposits which are fully insured up to \$250,000 by the FDIC. The collateral for deposits in federal and state chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department of Banking. The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an Agent of Depository. These securities are physically held in an undivided pool for all California public agency depositors.

Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an "Agent of Depository" has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California Agents of Depository are considered to be held for, and in the name of, the local governmental agency.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 2: Cash and Investments (continued)

B. Investments

Under provision of the City's investment policy, and in accordance with Section 53601 of the California Government Code, the City may invest in the following types of investments:

Authorized Investment Type	Authorized by Investment Policy	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment In One Issuer	Minimum Quality Requirements
Local Agency Bonds	Yes	5 years	None	None	N/A
U.S. Treasury Obligations	Yes	5 years	None	None	N/A
State Obligations - CA & Others	Yes	5 years	None	None	N/A
CA Local Agency Obligations	Yes	5 years	None	None	N/A
U.S. Agency Obligations	Yes	5 years	None	None	N/A
Banker's Acceptances	Yes	180 days	40%	30%	N/A
Commercial Paper - Select Agencies	Yes	270 days	25%	10%	A-1
Commercial Paper - Other Agencies	Yes	270 days	40%	None	A-1
Negotiable Certificates of Deposit	Yes	5 years	30%	None	N/A
CD Placement Service	Yes	5 years	30%	None	N/A
Repurchase Agreements	Yes	1 year	None	None	N/A
Reverse Repurchase Agreements	Yes	92 days	20%	None	N/A
Medium-Term Notes	Yes	5 years	30%	N/A	A
Mutual Funds	Yes	N/A	20%	10%	N/A
Money Market Mutual Funds	Yes	N/A	20%	10%	N/A
Collateralized Bank Deposits	Yes	5 years	None	None	N/A
Mortgage Pass-Through Securities	Yes	5 years	20%	None	AA
Bank/Time Deposits	Yes	5 years	None	None	N/A
County Pooled Investment Funds	Yes	N/A	None	None	N/A
Joint Powers Authority Pool	Yes	N/A	None	None	N/A
Local Agency Investment Fund	Yes	N/A	None	None	N/A
Voluntary Investment Program Fund	Yes	N/A	None	None	N/A

The City has monies held by trustees or fiscal agents pledged to the payment or security of certain bonds. The California Government Code provides that these monies, in the absence of specific statutory provisions governing the issuance of bonds, may be invested in accordance with the ordinance, resolutions, or indentures specifying the types of investments its trustees or fiscal agents may make.

C. Investments in State Investment Pool

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. LAIF is overseen by the Local Agency Investment Advisory Board, which consists of five members, in accordance with State statute. The State Treasurer's Office audits the fund annually. The fair value of the position in the investment pool is the same as the value of the pool shares.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 2: Cash and Investments (continued)

D. Credit Risk

The City's investment policy limits investments in medium-term notes (MTN's) to those rated "A" or better by a nationally recognized statistical rating organization. Investments in U.S. government securities are not considered to have credit risk and, therefore, their credit quality is not disclosed.

Presented below is the minimum rating required by the City's Investment Policy and the actual rating as of June 30, 2018:

Investment Type	Amount	Minimum Legal Rating	Exempt from Disclosure	Rating as of Fiscal Year End								
				AAA	AA+	AA	AA-	A+	A	A-	Not Rated	
Local Agency Investment Fund	\$ 16,835,690	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,835,690
Money Market Mutual Funds	24,294	N/A	-	-	-	-	-	-	-	-	-	24,294
U.S. Treasury Notes	6,213,256	N/A	6,213,256	-	-	-	-	-	-	-	-	-
Government Agency Securities	5,523,604	A	-	-	5,523,604	-	-	-	-	-	-	-
Medium-Term Notes	4,561,275	A	-	161,813	316,502	239,290	476,723	995,681	1,207,039	1,164,227	-	-
Total	\$ 33,158,119		\$ 6,213,256	\$ 161,813	\$ 5,840,106	\$ 239,290	\$ 476,723	\$ 995,681	\$ 1,207,039	\$ 1,164,227	\$ 16,859,984	

E. Custodial Credit Risk

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the City will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Of the bank balances, up to \$250,000 is federally insured and the remaining balances are collateralized in accordance with the California Government Code.

F. Concentration of Credit Risk

The City's investment policy imposes restrictions on the percentage that the City can invest in a single type of investment in accordance with CA Government Code. In addition, GASB 40 requires a separate disclosure if any single issuer comprises more than 5% of the total investment value. As of June 30, 2018, investments in any one issuer (other than U.S. Treasury securities, mutual funds, and external investment pools) that represent 5% or more of total City investments are as follows:

Investment Type	Issuer	Reported Amount	Interest Rate	6 months to 1 year	1 to 3 years	3 to 5 years
Federal National Mortgage Association	FNMA	\$ 2,277,157	1.625% - 1.875%	\$ 363,283	\$ 959,855	\$ 954,019
Federal Home Loan Mortgage Corporation	FHLMC	2,610,095	1.250% - 2.375%	-	-	2,610,095

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 2: Cash and Investments (continued)

G. Interest Rate Risk

The City's investment policy limits investment maturities, in accordance with CA Government Code, as a means of managing its exposure to fair value losses arising from increasing interest rates. The certificates of deposit in cash with fiscal agent below with a maturity of three to five years are governed by the debt agreements, rather than the City's investment policy. The City has elected to use the segmented time distribution method of disclosure for its interest rate risk.

As of June 30, 2018, the City had the following investments and original maturities:

Investment Type	Remaining Maturity (in months)				Total
	6 months or less	6 months to 1 year	1 to 3 years	3 to 5 years	
Local Agency Investment Fund	\$ 16,835,690	\$ -	\$ -	\$ -	\$ 16,835,690
Money Market Mutual Funds	24,294	-	-	-	24,294
U.S. Treasury Notes	1,223,549	409,370	4,580,337	-	6,213,256
Government Agency Securities	363,283	959,855	4,200,466	-	5,523,604
Medium-Term Notes	236,824	778,678	3,545,773	-	4,561,275
Total	\$ 18,683,640	\$ 2,147,903	\$ 12,326,576	\$ -	\$ 33,158,119

H. Fair Value Measurements

The definition of fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The City categorizes its fair value measurements within the fair value hierarchy established by the generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; level 3 inputs are significant unobservable inputs.

The following table presents the balances of the assets measured at fair value on a recurring basis as of June 30, 2018.

Investment by Fair Value Level	Fair Value	Level 1	Level 2	Level 3
Debt securities:				
Money Market Mutual Funds	\$ 24,294	\$ 24,294	\$ -	\$ -
U.S. Treasury Notes	6,213,256	6,213,256	-	-
Government Agency Securities	5,523,604	5,523,604	-	-
Medium-Term Notes	4,561,275	4,561,275	-	-
Total investments measured at fair value	16,322,429	\$ 16,322,429	\$ -	\$ -
Investments measured at amortized cost LAIF	16,835,690			
Total investments	\$ 33,158,119			

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 3: Capital Assets

Capital asset activity was as follows for the year ended June 30, 2018:

Governmental activities:	Balance June 30, 2017	Additions	Deletions	Balance June 30, 2018
Capital assets, not being depreciated:				
Land	\$ 2,116,515	\$ 340,480	\$ -	\$ 2,456,995
Construction in progress	1,433,113	4,940,871	(4,530,442)	1,843,542
Total capital assets, not being depreciated	<u>3,549,628</u>	<u>5,281,351</u>	<u>(4,530,442)</u>	<u>4,300,537</u>
Capital assets, being depreciated:				
Buildings	11,425,230	315,166	-	11,740,396
Improvements other than buildings	3,026,023	2,468,538	-	5,494,561
Machinery, equipment, and vehicles	10,368,805	456,175	-	10,824,980
Infrastructure	88,335,621	1,689,962	-	90,025,583
Total capital assets, being depreciated	<u>113,155,679</u>	<u>4,929,841</u>	<u>-</u>	<u>118,085,520</u>
Less accumulated depreciation for:				
Buildings	(6,601,902)	(209,161)		(6,811,063)
Improvements other than buildings	(1,029,166)	(100,613)		(1,129,779)
Machinery, equipment, and vehicles	(6,971,481)	(470,122)		(7,441,603)
Infrastructure	(42,328,386)	(1,868,471)		(44,196,857)
Total accumulated depreciation	<u>(56,930,935)</u>	<u>(2,648,367)</u>	<u>-</u>	<u>(59,579,302)</u>
Total capital assets, being depreciated, net	<u>56,224,744</u>	<u>2,281,474</u>	<u>-</u>	<u>58,506,218</u>
Total governmental activities	<u>\$ 59,774,372</u>	<u>\$ 7,562,825</u>	<u>\$ (4,530,442)</u>	<u>\$ 62,806,755</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government	\$ 47,417
Public safety	408,728
Community services	248,751
Public works	<u>1,943,471</u>
Total depreciation expense – governmental activities	<u>\$ 2,648,367</u>

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 3: Capital Assets (continued)

Business-type activities:	Balance June 30, 2017	Additions	Deletions	Balance June 30, 2018
Capital assets, not being depreciated:				
Land	\$ 84,685	\$ -	\$ -	\$ 84,685
Construction in progress	46,193,597	2,671,131	(48,384,400)	480,328
Total capital assets, not being depreciated	46,278,282	2,671,131	(48,384,400)	565,013
Capital assets, being depreciated:				
Buildings	4,171,553	-	-	4,171,553
Improvements other than buildings	3,943,701	161,920	-	4,105,621
Infrastructure	24,423,486	49,676,105	-	74,099,591
Machinery and equipment	1,783,647	39,319	-	1,822,966
Total capital assets, being depreciated	34,322,387	49,877,344	-	84,199,731
Less accumulated depreciation for:				
Buildings	(975,311)	(72,408)	-	(1,047,719)
Improvements other than buildings	(3,245,864)	(33,828)	-	(3,279,692)
Infrastructure	(4,698,676)	(567,864)	-	(5,266,540)
Machinery and equipment	(868,959)	(84,214)	-	(953,173)
Total accumulated depreciation	(9,788,810)	(758,314)	-	(10,547,124)
Total capital assets, being depreciated, net	24,533,577	49,119,030	-	73,652,607
Total business-type activities	\$ 70,811,859	\$ 51,790,161	\$ (48,384,400)	\$ 74,217,620

Depreciation expense was charged to functions/programs of the primary government as follows:

Business-type Activities:	
Water	\$ 630,900
Sewer	93,028
Arroyo Seco Golf Course	34,386
Total depreciation expense – business-type activities	\$ 758,314

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 4: Interfund Receivable, Payable and Transfers

A. Due To/From Other Funds

At June 30, 2018, the City had the following internal balances:

<u>Due From Other Funds</u>	<u>Due To Other Funds</u>	
	<u>Nonmajor Funds</u>	<u>Total</u>
General Fund	\$ 763,612	\$ 763,612

The due to General fund of \$763,612 for various nonmajor governmental funds was a result of temporary cash deficit balances in those funds.

B. Advances to/from Other Funds

The General Fund advanced \$750,000 to the Sewer Fund on July 11, 2012, in order to fund the construction of the Arroyo Drive, Marengo Ave, Meridian Ave, and Huntington Drive Sewer Improvement Project. The advance bears interest at the City's portfolio rate of return, with payments due within ten years. The balance outstanding at June 30, 2018 is \$600,000.

Note 5: Long-Term Debt

The following is a summary of changes in long-term liabilities for the year ended June 30, 2018:

	<u>Balance June 30, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2018</u>	<u>Due Within One Year</u>
Business-Type Activities:					
2012 State Loan Payable	\$ 6,373,623	\$ 1,042,167	\$ -	\$ 7,415,790	\$ -
2013 Water Revenue Bonds Issuance Premium	5,720,000	-	(350,000)	5,370,000	360,000
2016 Water Revenue Bonds Issuance Premium	339,478	-	(27,713)	311,765	27,713
	37,845,000	-	(990,000)	36,855,000	835,000
	4,628,854	-	(208,038)	4,420,816	208,038
Total Business-Type Activities	<u>\$ 54,906,955</u>	<u>\$ 1,042,167</u>	<u>\$ (1,575,751)</u>	<u>\$ 54,373,371</u>	<u>\$ 1,430,751</u>

2012 State Loan Payable

California State Water Resources Control Board loaned the City an assessable amount of \$11,000,000 over the term agreement starting December 1, 2013 through May 30, 2037. The proceeds from the loan are to be used by the City for its rehabilitation and replacement of the City's sewer infrastructure. The loan acts as an installment sale agreement, in which, the City must expend its own funds prior to drawing on the accessible loan amount for reimbursement. Repayment of project funds, together with all interest accrued thereon, by the City shall be repaid in annual installments commencing 1 year after the completion of the project. For the period ended June 30, 2018, the amount payable to the California State Water Resources Control Board was \$7,415,790.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 5: Long-Term Debt (continued)

2013 Water Revenue Bonds

In March, 2013, the South Pasadena Public Financing Authority issued \$6,995,000 Water and Wastewater Revenue Bonds, 2013 Series A. The bonds were issued to refund of a portion of the outstanding California Statewide Communities Development Authority Water and Wastewater Revenue Bonds, Series 2004A that were issued on behalf of the City of South Pasadena, to purchase a surety for a reserve fund for the Bonds, and to pay costs of issuance of the bonds. The bonds are secured by a pledge of system net revenues of the City's water system.

Bond proceeds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. In addition, funds have been restricted for future capital improvements by City resolution.

The serial bonds mature annually from October 1, 2014 to October 1, 2029, in increasing amounts from \$325,000 to \$545,000. The bonds bear interest at rates ranging from .35% to 3.4%. The term bonds mature on October 1, 2029, and carry an interest rate of 5.0%. Interest is payable semi-annually on April 1 and October 1, commencing on October 1, 2014 and October 1, 2029, respectively.

The annual requirements to amortize the outstanding bond indebtedness as of June 30, 2018, including interest are as follows:

Year Ending June 30,	Principal	Interest	Total
2019	\$ 360,000	\$ 188,988	\$ 548,988
2020	375,000	174,288	549,288
2021	390,000	158,988	548,988
2022	405,000	143,088	548,088
2023	420,000	128,688	548,688
2024-2028	2,350,000	386,663	2,736,663
2029-2030	1,070,000	33,750	1,103,750
Total	<u>\$ 5,370,000</u>	<u>\$ 1,214,453</u>	<u>\$ 6,584,453</u>

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 5: Long-Term Debt (continued)

2016 Water Revenue Bonds

In November, 2016, the City of South Pasadena issued \$37,845,000 Water Revenue Refunding Bonds. The bonds were issued to refund all of the outstanding 2009 Water Revenue Bonds, purchase a municipal bond insurance policy to guarantee payment of the principal of and interest on the 2016 bonds and to pay costs of issuance of the 2016 bonds.

The serial bonds mature annually from October 1, 2017 to October 1, 2036, in amounts from \$835,000 to \$2,610,000. The bonds bear interest at rates ranging from 2% to 5%. The term bonds mature on October 1, 2039, and carry an interest rate of 5.0%. Interest is payable semi-annually on April 1 and October 1, commencing and ending on April 1, 2017 and April 1, 2037, respectively.

The annual requirements to amortize the outstanding bond indebtedness as of June 30, 2018, including interest are as follows:

Year Ending June 30,	Principal	Interest	Total
2019	\$ 835,000	\$ 1,598,087	\$ 2,433,087
2020	850,000	1,576,988	2,426,988
2021	880,000	1,551,038	2,431,038
2022	905,000	1,519,738	2,424,738
2023	945,000	1,482,738	2,427,738
2024-2028	5,470,000	6,663,438	12,133,438
2029-2033	8,730,000	5,031,563	13,761,563
2034-2038	12,455,000	2,394,116	14,849,116
2039-2040	5,785,000	196,847	5,981,847
Total	<u>\$ 36,855,000</u>	<u>\$ 22,014,553</u>	<u>\$ 58,869,553</u>

Note 6: Compensated Absences

The City's liability at June 30, 2018 for vested and unpaid compensated absences (accrued vacation and compensatory time) is as follows:

	Balance June 30, 2017	Additions	Deletions	Balance June 30, 2018	Due Within One Year
Governmental activities	\$ 823,071	\$ 693,486	\$ (715,470)	\$ 801,087	\$ 80,109
Business-type activities	31,771	41,517	(30,997)	42,291	4,229
Total compensated absences payable	<u>\$ 854,842</u>	<u>\$ 735,003</u>	<u>\$ (746,467)</u>	<u>\$ 843,378</u>	<u>\$ 84,338</u>

Compensated absences are paid, if matured, out of the General Fund and other various special revenue funds.

Note 7: City Employees Defined Benefit Pension Plan

A. General Information about the Pension Plans

Plan Description

Miscellaneous Plan

The Plan is an agent multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). A full description of the pension plan regarding number of employees covered, benefit provisions, assumptions (for funding, but not accounting purposes), and membership information are listed in the plan's June 30, 2016 Annual Actuarial Valuation Report (funding valuation). Details of the benefits provided can be obtained in Appendix B of the actuarial valuation report. This report and CalPERS' audited financial statements are publicly available reports that can be obtained at CalPERS' website, at www.calpers.ca.gov.

Safety Plan

All qualified permanent and probationary employees are eligible to participate in the Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Plan) administered by the California Public Employees' Retirement System (CalPERS.) The Plan consists of individual rate plans (benefit tiers) within a safety risk pool (police and fire) and a miscellaneous risk pool (all other). Plan assets may be used to pay benefits for any employer rate plan of the safety and miscellaneous pools. Accordingly, rate plans within the safety or miscellaneous pools are not separate plans under GASB Statement No. 68. Individual employers may sponsor more than one rate plan in the miscellaneous or safety risk pools. The City sponsors three safety rate plans. Benefit provisions under the Plan are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS' website, at www.calpers.ca.gov.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 5 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 7: City Employees Defined Benefit Pension Plan (continued)

The Plan operates under the provisions of the California Public Employees' Retirement Law (PERL), the California Public Employees' Pension Reform Act of 2013 (PEPRA), and the regulations, procedures and policies adopted by the CalPERS Board of Administration. The Plan's authority to establish and amend the benefit terms are set by the PERL and PEPRA, and may be amended by the California state legislature and in some cases require approval by the CalPERS Board.

The Plans' provisions and benefits in effect at June 30, 2018, are summarized as follows:

	Miscellaneous	
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2% @ 55	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.426% to 2.418%	1.0% to 2.5%
Required employee contribution rates	7.00%	6.50%
Required employer contribution rates	17.718%	9.599% - Classic 6.908% - PEPRA
	Safety	
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2% @ 50	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 55	50 - 57
Monthly benefits, as a % of eligible compensation	2.0% to 2.7%	2.0% to 2.7%
Required employee contribution rates	9.00%	12.75% 17.455% - Classic
Required employer contribution rates	29.884%	12.729% - PEPRA

Employees Covered

At June 30, 2016 (valuation date), the following employees were covered by the benefit terms:

	Miscellaneous - Classic	Miscellaneous - PEPRA	Safety - Classic	Safety - PEPRA
Inactive employees or beneficiaries currently receiving benefits	144	-	138	-
Inactive employees entitled to but not yet receiving benefits	184	20	31	7
Active employees	69	37	39	11
Total	<u>397</u>	<u>57</u>	<u>208</u>	<u>18</u>

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 7: City Employees Defined Benefit Pension Plan (continued)

Contributions

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. For public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Employer contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements are classified as plan member contributions. Employer Contributions to the Plan for the fiscal year ended June 30, 2018 were \$3,082,379. The actual employer payments of \$2,808,028 made to CalPERS by the City during the measurement period ended June 30, 2017 differed from the City's proportionate share of the employer's contributions of \$3,564,563 by \$756,535, which is being amortized over the expected average remaining service lifetime in the Public Agency Cost-Sharing Multiple Employer Plan.

B. Net Pension Liability

The City's net pension liability for the Plan is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability of the Plan is measured as of June 30, 2017, using an annual actuarial valuation as of June 30, 2016 rolled forward to June 30, 2017 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is as follows:

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

Valuation Date	June 30, 2016
Measurement Date	June 30, 2017
Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market Value of Assets
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.75%
Salary Increases (1)	3.3% - 14.2%
Investment Rate of Return (2)	7.15%
Mortality Rate Table (3)	Derived using CALPERS' membership data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.75% until purchasing power protection allowance floor on purchasing power applies, 2.75% thereafter

(1) Annual increases vary by category, entry age, and duration of service

(2) Net of pension plan investment and administrative expenses; includes inflation

(3) The mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB. For more details on this table, please refer to the 2014 experience study report.

Note 7: City Employees Defined Benefit Pension Plan (continued)

All other actuarial assumptions used in the June 30, 2016, valuation were based on the results of an actuarial experience study for the period from 1997 to 2011, including updates to salary increase, mortality and retirement rates. The Experience Study report can be obtained at CalPERS' website, at www.calpers.ca.gov.

Change of Assumptions

In fiscal year 2016-17, the financial reporting discount rate for the PERF C was lowered from 7.65 percent to 7.15 percent.

Discount Rate

The discount rate used to measure the total pension liability was 7.15 percent and reflects the long-term expected rate of return for the Plan net of investment expenses and without reduction for administrative expenses. To determine whether the municipal bond rate should be used in the calculation of the discount rate for public agency plans (including PERF C), the amortization and smoothing periods adopted by the Board in 2013 were used. For the Plan, the crossover test was performed for a miscellaneous agent plan and a safety agent plan selected as being more at risk of failing the crossover test and resulting in a discount rate that would be different from the long-term expected rate of return on pension investments. Based on the testing of the plans, the tests revealed the assets would not run out. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability for PERF C. The crossover test results can be found on CalPERS' website, at www.calpers.ca.gov.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The following table reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. The target allocation shown was adopted by the CalPERS Board effective on July 1, 2014.

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 7: City Employees Defined Benefit Pension Plan (continued)

Asset Class	Current Target Allocation	Real Return Years 1 - 10 ¹
Global Equity	47.0%	4.90%
Global Fixed income	19.0%	0.80%
Inflation Sensitive	6.0%	0.60%
Private Equity	12.0%	6.60%
Real Estate	11.0%	2.80%
Infrastructure and Forestland	3.0%	3.90%
Liquidity	2.0%	(0.40%)
Total	<u>100.0%</u>	

¹ An expected inflation of 2.5% used for this period

² An expected inflation of 3.0% used for this period

Pension Plan Fiduciary Net Position

Information about the pension plan's assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fiduciary net position are presented in CalPERS' audited financial statements, which are publicly available reports that can be obtained at CalPERS' website, at www.calpers.ca.gov. The plan's fiduciary net position and additions to/deductions from the plan's fiduciary net position have been determined on the same basis used by the pension plan, which is the economic resources measurement focus and the accrual basis of accounting. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan. Investments are reported at fair value.

The plan fiduciary net position disclosed in the GASB 68 accounting valuation report may differ from the plan assets reported in the funding actuarial valuation report due to several reasons. First, for the accounting valuations, CalPERS must keep items such as deficiency reserves, fiduciary self-insurance and Other Post-Employment Benefits (OPEB) expense included as assets. These amounts are excluded for rate setting purposes in the funding actuarial valuation. In addition, differences may result from early Comprehensive Annual Financial Report closing and final reconciled reserves.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 7: City Employees Defined Benefit Pension Plan (continued)

C. Proportionate Share of Net Pension Liability

The following table shows the Plans' proportionate share of the net pension liability over the measurement period.

Miscellaneous Plan

	Increase (Decrease)		
	Plan Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Plan Net Pension Liability (c) = (a) - (b)
Balance at: 6/30/2016 (MD)	\$ 44,689,385	\$ 33,527,426	\$ 11,161,959
Balance at: 6/30/2017 (MD)	49,340,576	36,480,686	12,859,890
Net Changes during 2016-17	4,651,191	2,953,260	1,697,931

Safety

	Increase (Decrease)		
	Plan Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Plan Net Pension Liability (c) = (a) - (b)
Balance at: 6/30/2016 (MD)	\$ 80,445,101	\$ 59,921,623	\$ 20,523,478
Balance at: 6/30/2017 (MD)	86,843,812	63,293,621	23,550,191
Net Changes during 2016-17	6,398,711	3,371,998	3,026,713

Valuation Date (VD), Measurement Date (MD)

The City's net pension liability for each of the cost sharing, multiple-employer Plans is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2017, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2016, rolled forward to June 30, 2017, using standard update procedures. The City's proportion of the net pension liability was determined by CalPERS using the output from the Actuarial Valuation System and the fiduciary net position, as provided in the CalPERS Public Agency Cost-Sharing Allocation Methodology Report, which is a publicly available report that can be obtained at CalPERS' at www.calpers.ca.gov. The City's proportionate share of the net pension liability for each Plan as of June 30, 2016, and 2017, was as follows:

	Miscellaneous	Safety
Proportionate Share of NPL - June 30, 2016	0.32131%	0.39627%
Proportionate Share of NPL - June 30, 2017	0.32622%	0.39413%
Change - Increase	0.00491%	(0.00213%)

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 7: City Employees Defined Benefit Pension Plan (continued)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability of each Plan as of the measurement date, calculated using the discount rate of 7.15 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15 percent) or 1 percentage-point higher (8.15 percent) than the current rate:

	Discount Rate - 1% (6.15%)	Current Discount Rate (7.15%)	Discount Rate + 1% (8.15%)
Miscellaneous Plan's Net Pension Liability	\$ 19,646,533	\$ 12,859,890	\$ 7,239,070
Safety Plan's Net Pension Liability	\$ 35,701,122	\$ 23,550,191	\$ 13,617,411

Subsequent Events

There were no subsequent events that would materially affect the results presented in this disclosure.

Recognition of Gains and Losses

Under GASB 68, gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time.

The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

Difference between projected and actual earnings	5 year straight-line amortization
All other amounts	Straight-line amortization over the expected average remaining service lives of all members that are provided with benefits (active, inactive and retired) as of the beginning of the measurement period

The expected average remaining service lifetime (EARSL) is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired) in the Public Agency Cost-Sharing Multiple-Employer Plan (PERF C).

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 7: City Employees Defined Benefit Pension Plan (continued)

The EARSLS for the Plan for the 2016-17 measurement period is 3.8 years, which was obtained by dividing the total service years of 490,088 (the sum of remaining service lifetimes of the active employees) by 130,595 (the total number of participants: active, inactive, and retired). Note that inactive employees and retirees have remaining service lifetimes equal to 0. Also note that total future service is based on the members' probability of decrementing due to an event other than receiving a cash refund.

D. Pension Expense and Deferred Outflows and Deferred Inflows of Resources Related to Pensions

As of the start of the measurement period (July 1, 2016), the City's net pension liability was \$31,685,437. For the measurement period ending June 30, 2017 (the measurement date), the City incurred a pension expense of \$3,946,603.

As of June 30, 2018, the City has deferred outflows and deferred inflows of resources related to pensions as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of Assumptions	\$ 5,297,794	\$ -
Differences between Expected and Actual Experience	-	(33,647)
Differences between Projected and Actual Investment Earnings	1,267,603	-
Differences between Employer's Contributions and Proportionate Share of Contributions	-	(1,239,075)
Change in Employer's Proportion	589,798	(1,341,859)
Pension Contributions Made Subsequent to Measurement Date	3,082,379	-
	<u>\$ 10,237,574</u>	<u>\$ (2,614,581)</u>

These amounts above are net of outflows and inflows recognized in the 2016-17 measurement period expense. The \$3,082,379 reported as deferred outflows of resources related to the contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in upcoming fiscal year. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in future pension expense as follows:

Fiscal Year Ended June 30,	Deferred Outflows/ (Inflows) of Resources, Net
2019	\$ 122,498
2020	3,247,373
2021	1,916,460
2022	(745,717)
2023	-
Thereafter	-

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 7: City Employees Defined Benefit Pension Plan (continued)

E. Payable to the Pension Plan

At June 30, 2018, the City reported a payable of \$0 for the outstanding amount of contributions to the pension plan required for the year ended June 30, 2018.

F. Pension Plan Summary

Miscellaneous plan NPL	\$ 12,859,890
Safety plan NPL	<u>23,550,191</u>
Combined NPL	<u>\$ 36,410,081</u>
Governmental NPL	\$ 33,307,942
Business-type NPL	<u>3,102,139</u>
Total NPL	<u>\$ 36,410,081</u>

Note 8: Other Post-Employment Benefits

A. Plan Description

The City provides certain other post-employment benefits (OPEB) through a single-employer defined benefit healthcare plan which provides health insurance for its retired employees according to the Personnel Rules and Regulations for each of the five employee groups. Benefit provisions are included annually in the Memorandum of Understanding between the City and each of its employee groups and ultimately passed by Council action. Separate financial statements for the plan are not available.

B. Employees Covered

As of the June 30, 2017 measurement date, the following numbers of participants were covered by the benefit terms under the Plan:

Active employees	239
Inactive employees or beneficiaries currently receiving benefits	97
Inactive employees entitled to, but not yet receiving benefits	<u>48</u>
Total	<u><u>384</u></u>

C. Funding Policy

The contribution requirements of plan members and the City are established and may be amended by the City, City Council and/or employee associations. Currently, contributions are not required from plan members.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 8: Other Post-Employment Benefits (continued)

The City pays for postemployment health insurance on a pay-as-you-go basis (no prefunding). For fiscal year 2017-2018, the City paid \$644,554 for other postemployment benefits.

D. Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2017 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation using the Alternative Measurement Method dated January 1, 2017 that was rolled forward to determine the June 30, 2017 total OPEB liability, based on the following actuarial methods and assumptions:

Actuarial Assumptions	June 30, 2017 Measurement Date
Actuarial Valuation Date	January 1, 2017
Contribution Policy	No pre-funding
Discount Rate	3.58%
General Inflation	2.75%
Mortality, Retirement, Disability, Termination	Based on CalPERS 1997-2011 Experience Study
Salary increases	3.00%
Medical Trend	Non-Medicare – 7.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later Medicare – 6.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later
Healthcare Participation	90% of employees hired prior to July 1, 2012 50% of employees receiving PEMHCA minimum

E. Discount Rate

A discount rate of 3.58 percent was used in the valuation for measurement date June 30, 2017.

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018
Note 8: Other Post-Employment Benefits (continued)**F. Changes in the OPEB Liability**

The changes in the net OPEB liability for the Plan are as follows:

	(a)	(b)	(a) - (b) = (c)
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2017 (6/30/16 measurement date)	\$ 17,879,331	\$ -	\$ 17,879,331
Changes recognized for the measurement period:			
Service cost	664,681	-	664,681
Interest	519,308	-	519,308
Changes in assumptions	(1,694,570)	-	(1,694,570)
Benefit payments	(645,346)	-	(645,346)
Net changes	(1,155,927)	-	(1,155,927)
Balance at June 30, 2018 (6/30/17 measurement date)	\$ 16,723,404	\$ -	\$ 16,723,404

G. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the City if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2017:

	1% Decrease (2.58%)	Current Discount Rate (3.58%)	1% Increase (4.58%)
Net OPEB Liability	\$ 19,112,462	\$ 16,723,404	\$ 14,768,641

H. Sensitivity of the Net OPEB Liability to Changes in the Health Care Trend Rates

The following presents the net OPEB liability of the City if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2017:

	1% Decrease	Current Healthcare Cost Trend Rates	1% Increase
Net OPEB Liability	\$ 15,592,763	\$ 16,723,404	\$ 18,082,578

I. OPEB Plan Fiduciary Net Position

As the City is not prefunding with an OPEB trust, Plan Fiduciary Net Position was \$0 at the June 30, 2017 measurement date.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

Note 8: Other Post-Employment Benefits (continued)

Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The net difference between projected and actual earnings on OPEB plan investments is amortized using the straight-line method over 5 years, while all other amounts are amortized over the expected average remaining service lifetime (EARSL) of plan participants.

J. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2018, the City recognized OPEB expense of \$948,342. As of fiscal year ended June 30, 2018, the City reported deferred outflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes in assumptions	\$ -	\$ 1,452,489
Contributions to OPEB plan subsequent to the measurement date	644,554	-
Total	<u>\$ 644,554</u>	<u>\$ 1,452,489</u>

The \$644,554 reported as deferred outflows of resources related to contributions subsequent to the June 30, 2017 measurement date will be recognized as a reduction of the net OPEB liability during the fiscal year ending June 30, 2019. Other amounts reported as deferred outflows or inflows of resources related to OPEB will be recognized as expense as follows:

<u>Fiscal Year Ended June 30</u>	<u>Deferred Outflows/(Inflows) of Resources</u>
2019	\$ (242,081)
2020	(242,081)
2021	(242,081)
2022	(242,081)
2023	(242,081)
Thereafter	<u>(242,084)</u>
	<u>\$ (1,452,489)</u>

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 9: Insurance

The City is partially self-insured for general liability insurance. The City is responsible for claims up to \$100,000 per occurrence. Coverage in excess of the City's self-insured retention is purchased through CSAC Excess Insurance Authority (CSAC-EIA) up to the statutory limits. The City participates in a risk pool for general liability insurance through CSAC-EIA above the City's self-insured retention of \$100,000 up to \$4,900,000 per occurrence. Reinsurance coverage in excess of the pool layer up to \$25,000,000 is purchased through CSAC-EIA. CSAC-EIA retains responsibility for claims in excess of each member's self-insured retention.

For workers' compensation insurance, the City is covered from the first dollar. Coverage between \$1 and \$5,000,000 is provided by CSAC-EIA. CSAC-EIA participates in an excess pool which provides coverage from \$5,000,000 to \$50,000,000 and purchases excess insurance above \$50,000,000 to the statutory limit.

Workers' compensation and general liability claims incurred prior to July 1, 2014 were covered through the City's participation in the California Joint Powers Insurance Authority.

Note 10: Commitments and Contingencies

Due to the occurrence of several spills from the City's sanitary sewer system, the City entered into a settlement on November 16, 2011, with the Regional Water Quality Control Board, Los Angeles Region and the state Attorney General for violations of the state's general waste discharge requirements. The settlement required the City to cover fines and attorney fees, complete repairs to its sanitary sewer system over a 10 year period, and implement specified system maintenance programs. These requirements will be monitored through an open court proceeding and, if not met; the City could be subjected to further monetary penalties.

The City is presently involved in certain matters of litigation that have arisen in the normal course of conducting City business. City management believes that based upon consultation with the City Attorney, that these cases in the aggregate are not expected to result in a material adverse financial impact on the City beyond that already accrued for in the basic financial statements. Additionally, City management believes that sufficient resources are available to the City to cover any potential losses, should an unfavorable outcome materialize.

Note 11: Successor Agency Trust for Assets of Former Community Redevelopment Agency

On December 29, 2011, the California Supreme Court upheld Assembly Bill 1X 26 ("the Bill") that provides for the dissolution of all redevelopment agencies in the State of California. This action impacted the reporting entity of the City of South Pasadena that previously had reported a community redevelopment agency within the reporting entity of the City as a blended component unit.

The Bill provides that upon dissolution of a community redevelopment agency, a "successor agency" is to be established to hold the assets until they are distributed to other units of state and local government. On January 4, 2012, the City Council elected to become the Successor Agency for the former community redevelopment agency in accordance with the Bill as part of City resolution number 7205.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

**Note 11: Successor Agency Trust for Assets of Former Community Redevelopment Agency
(continued)**

After enactment of the law, which occurred on June 28, 2011, community redevelopment agencies in the State of California cannot enter into new projects, obligations or commitments. Subject to the control of a newly established oversight board, remaining assets can only be used to pay enforceable obligations in existence at the date of dissolution (including the completion of any unfinished projects that were subject to legally enforceable contractual commitments).

Successor agencies will only be allocated revenue in the amount that is necessary to pay the estimated annual installment payments on enforceable obligations of the former community redevelopment agency until all enforceable obligations of the prior community redevelopment agency have been paid in full and all assets have been liquidated.

Cash and investments

At June 30, 2018, Cash and investments reported in the accompanying financial statements consisted of the following:

Cash and investments pooled with the City	\$	64,969
Cash and investments with fiscal agent		198,743
	<u>\$</u>	<u>263,712</u>

Long-term debt

The following is a summary of changes in long-term liabilities for the year ended June 30, 2018:

	Balance <u>June 30, 2017</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>June 30, 2018</u>	Due Within <u>One Year</u>
2000 Tax Allocation Bond	\$ 1,220,000	\$ -	\$ (125,000)	\$ 1,095,000	\$ 130,000
Total	<u>\$ 1,220,000</u>	<u>\$ -</u>	<u>\$ (125,000)</u>	<u>\$ 1,095,000</u>	<u>\$ 130,000</u>

A description of long-term debt outstanding (excluding defeased debt) of the Successor Agency as of June 30, 2018, follows:

2000 Tax Allocation Bonds

In July 2000, the Agency issued \$2,600,000 in tax allocation bonds for the Downtown Revitalization Project No. 1, which mature annually from May 1, 2001 to May 1, 2025, in increasing amounts from \$55,000 to \$195,000, plus interest at 4.4% to 6.0%, payable semiannually on May 1 and November 1, commencing on November 1, 2000. Bonds are subject to redemption at the option of the Agency beginning May 1, 2010, at a price ranging from 102% to 100% of principal value. Debt service on the bonds is provided by incremental property tax revenues generated within the Downtown Redevelopment Project Area. At June 30, 2018, \$1,095,000 was outstanding.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2018

**Note 11: Successor Agency Trust for Assets of Former Community Redevelopment Agency
 (continued)**

Pledged Revenue

The City pledged, as security for bonds issued, either directly or through the Financing Authority, a portion of tax increment revenue (including Low and Moderate Income Housing set-aside and pass through allocations) that it receives. The bonds issued were to provide financing for various capital projects, accomplish Low and Moderate Income Housing projects and to defease previously issued bonds. Assembly Bill 1X 26 provided that upon dissolution of the community redevelopment agency, property taxes allocated to community redevelopment agencies no longer are deemed tax increment but rather property tax revenues and will be allocated first to successor agencies to make payments on the indebtedness incurred by the dissolved community redevelopment agency. Total principal and interest remaining on the debt is \$1,372,970 with annual debt service requirements as indicated above. For the current fiscal year, the total property tax revenue recognized by the City and Successor Agency for the payment of indebtedness incurred by the dissolved Community Redevelopment Agency was \$194,258 and the debt service obligation on the bonds was \$71,716.

The annual requirements to amortize the outstanding bond indebtedness as of June 30, 2018, including interest are as follows:

Year Ending June 30,	Principal	Interest	Total
2019	\$ 130,000	\$ 65,570	\$ 195,570
2020	140,000	57,900	197,900
2021	145,000	49,500	194,500
2022	155,000	40,800	195,800
2023	165,000	31,500	196,500
2024-2025	360,000	32,700	392,700
Total	<u>\$ 1,095,000</u>	<u>\$ 277,970</u>	<u>\$ 1,372,970</u>

Insurance

The Successor Agency is covered under the City of South Pasadena's insurance policies. Therefore, the limitation and self-insured retentions applicable to the City also apply to the Successor Agency. Additional information as to coverage and self-insured retentions can be found in Note 9.

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 12: Deficit Fund Balances

The following funds have deficits in fund balance at June 30, 2018:

Fund	Amount
Nonmajor Governmental Funds:	
Special Revenue Funds:	
MTA Pedestrian Improvement	\$ (29,951)
CTC Traffic Improvement	(131)
Mission Merdan Public Garage	(321,560)
County Park Bond	(140,710)
CDBG	(2,437)
Homeland Security Grant	(25,397)
MSRC Grant Fund	(134,182)
BTA Grants	(134,274)
Golden Streets Grant	(46,369)
HSIP Grant	(39,173)

The City intends to fund these deficits with future revenue, transfers and reductions of expenditures in future years.

Note 13: Supplementary Budget Information

The City did not adopt a budget for the following funds: MTA Pedestrian Improvement, CTC Traffic Improvement Grant, Asset Forfeiture, CLEEP, Homeland Security Grant, MRSC Grant, and Golden Streets Grant Fund. Accordingly, such budgetary information is not included as supplementary information.

Excess of expenditures over appropriations at the fund level were as follows:

Fund	Appropriations	Expenditures	Excess
Major Governmental Funds:			
General Fund:			
General government:			
Elections	\$ 58,600	\$ 63,733	\$ (5,133)
Personnel	269,400	408,161	(138,761)
Legal services	265,000	292,772	(27,772)
Finance	708,802	795,481	(86,679)
City treasurer	9,249	9,250	(1)
Non-departmental	918,378	1,056,457	(138,079)
Public safety:			
Fire	4,617,889	4,814,959	(197,070)
Community services:			
Library	1,636,477	1,658,357	(21,880)
Non-Major Governmental Funds:			
Parking and Business Improvement	138,000	164,550	(26,550)
Gas Tax	636,608	706,374	(69,766)
County Park Bond	43,500	48,041	(4,541)
Community Development Block Grant	140,835	189,256	(48,421)
State Police Grant	75,000	83,878	(8,878)
Park Impact Fees	-	60,992	(60,992)
Housing Authority	-	3,585	(3,585)

CITY OF SOUTH PASADENA

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2018

Note 14: Change in Accounting Principle

As discussed in Note 1, the City implemented GASB Statement No. 75 (GASB 75) effective July 1, 2017. GASB 75, among other provisions, amended prior guidance with respect to reporting of postemployment benefits other than pensions (OPEB). GASB 75 establishes standards for measuring and recognizing liabilities, deferred outflows of resources, and deferred inflows of resources, and expense/expenditures. For other postemployment benefits (OPEB), the City's net OPEB pension liability was not previously recorded on the statement of net position. GASB 75 requires that accounting changes adopted to conform to the provisions of the Statement be applied retroactively by restating financial statements. Accordingly, beginning net position on the Financial Statements has been restated for changes related to GASB 75 as follows:

Government-Wide Statements

Statement of Activities - Governmental Activities

Net position, beginning of year, prior to restatement	\$ 50,972,326
Elimination of OPEB liability as calculated under GASB 45	8,203,230
Recording of initial Net OPEB liability as calculated under GASB 75	(15,483,501)
Recording of initial Net OPEB related deferred amounts as calculated under GASB 75	564,441
Restatement due to change in accounting principle	(6,715,830)
Net position, beginning of year, as restated	<u>\$ 44,256,496</u>

Government-Wide Statements

Statement of Activities - Business-Type Activities

Net position, beginning of year, prior to restatement	\$ 29,479,437
Elimination of OPEB liability as calculated under GASB 45	1,269,770
Recording of initial Net OPEB liability as calculated under GASB 75	(2,395,830)
Recording of initial Net OPEB related deferred amounts as calculated under GASB 75	87,339
Restatement due to change in accounting principle	(1,038,721)
Net position, beginning of year, as restated	<u>\$ 28,440,716</u>

Fund Statements

Statement of Revenues, Expenses, and Changes in Fund Net Position

Water Fund

Net position, beginning of year, prior to restatement	\$ 25,251,378
Elimination of OPEB liability as calculated under GASB 45	1,058,250
Recording of initial Net OPEB liability as calculated under GASB 75	(1,997,121)
Recording of initial Net OPEB related deferred amounts as calculated under GASB 75	72,804
Restatement due to change in accounting principle	(866,067)
Net position, beginning of year, as restated	<u>\$ 24,385,311</u>

Fund Statements

Statement of Revenues, Expenses, and Changes in Fund Net Position

Sewer Fund

Net position, beginning of year, prior to restatement	\$ 3,070,799
Elimination of OPEB liability as calculated under GASB 45	211,520
Recording of initial Net OPEB liability as calculated under GASB 75	(398,709)
Recording of initial Net OPEB related deferred amounts as calculated under GASB 75	14,535
Restatement due to change in accounting principle	(172,654)
Net position, beginning of year, as restated	<u>\$ 2,898,145</u>

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REQUIRED SUPPLEMENTARY INFORMATION

CITY OF SOUTH PASADENA

**GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Taxes	\$ 20,992,099	\$ 20,992,099	\$ 21,251,027	\$ 258,928
Licenses and permits	1,008,440	1,008,440	935,633	(72,807)
Intergovernmental	670,000	670,000	1,512	(668,488)
Charges for services	2,581,050	2,581,050	3,401,310	820,260
Use of money and property	632,671	632,671	579,006	(53,665)
Fines and forfeitures	367,000	367,000	388,061	21,061
Miscellaneous	483,382	483,382	-	(483,382)
Total revenues	<u>26,734,642</u>	<u>26,734,642</u>	<u>26,556,549</u>	<u>(178,093)</u>
Expenditures				
Current:				
General government:				
City council	66,389	66,388	42,847	23,541
City clerk	460,222	460,222	429,972	30,250
Elections	8,600	58,600	63,733	(5,133)
City manager	971,844	971,844	845,476	126,368
Personnel	219,400	269,400	408,161	(138,761)
Transportation planning	187,000	187,000	70,535	116,465
Legal services	265,000	265,000	292,772	(27,772)
Finance	723,802	708,802	795,481	(86,679)
City treasurer	9,249	9,249	9,250	(1)
Information services	425,645	425,645	422,884	2,761
Non-departmental	927,882	918,378	1,056,457	(138,079)
Public safety:				
Police	8,629,312	8,620,012	8,408,418	211,594
Fire	4,682,338	4,617,889	4,814,959	(197,070)
Community development:				
Community development	1,107,892	1,099,492	1,033,506	65,986
Community services:				
Library	1,636,477	1,636,477	1,658,357	(21,880)
Senior center	349,487	349,487	309,118	40,369
Recreation	251,336	246,836	192,458	54,378
After-school day care	856,063	856,063	827,801	28,262
Public works:				
Public works administration	519,453	499,453	419,153	80,300
Environmental services	315,123	304,166	207,645	96,521
Park maintenance	573,345	512,230	493,446	18,784
Facilities maintenance	730,951	729,674	707,375	22,299
Capital outlay	1,851,771	1,808,000	1,780,942	27,058
Total expenditures	<u>25,768,581</u>	<u>25,620,307</u>	<u>25,290,746</u>	<u>329,561</u>
Excess of revenues over expenditures	<u>966,061</u>	<u>1,114,335</u>	<u>1,265,803</u>	<u>151,468</u>
Other Financing Sources (Uses)				
Transfers out	(1,900,000)	(1,900,000)	-	1,900,000
Total other financing sources (uses)	<u>(1,900,000)</u>	<u>(1,900,000)</u>	<u>-</u>	<u>1,900,000</u>
Net change in fund balance	(933,939)	(785,665)	1,265,803	2,051,468
Fund balance, beginning of year	16,625,180	16,625,180	16,625,180	-
Fund balance, end of year	<u>\$ 15,691,241</u>	<u>\$ 15,839,515</u>	<u>\$ 17,890,983</u>	<u>\$ 2,051,468</u>

CITY OF SOUTH PASADENA

**REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
 AND RELATED RATIOS – COST SHARING
 LAST TEN YEARS***

<u>Measurement Date</u>	<u>Employer's Proportion of the Collective Net Pension Liability¹</u>	<u>Employer's Proportionate Share of the Collective Net Pension Liability</u>	<u>Employer's Covered Payroll</u>	<u>Employer's Proportionate Share of the Collective Net Pension Liability as a percentage of the Employer's Covered Payroll</u>	<u>Pension Plan's Fiduciary Net Position as a percentage of the Total Pension Liability</u>
6/30/2014	0.35660%	\$ 22,189,470	\$ 10,021,859	221.41%	79.82%
6/30/2015	0.35146%	24,123,577	10,601,417	227.55%	78.40%
6/30/2016	0.36618%	31,865,437	10,683,089	298.28%	74.06%
6/30/2017	0.36714%	36,410,081	11,218,719	324.55%	73.31%

¹ Proportion of the net pension liability represents the plan's proportion of PERF C, which includes both the Miscellaneous and Safety Risk Pools excluding the 1959 Survivors Risk Pool.

* Measurement date 6/30/2014 (fiscal year 2014-15) was the first year of implementation, therefore, only four years are presented.

CITY OF SOUTH PASADENA

**REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PLAN CONTRIBUTIONS – COST SHARING
LAST TEN YEARS***

<u>Fiscal Year</u>	<u>Measurement Date</u>	<u>Actuarially Determined Contribution</u>	<u>Contributions in Relation to the Actuarially Determined Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Employer's Covered Payroll</u>	<u>Contributions as a Percentage of Covered Payroll</u>
6/30/2015	6/30/2014	\$ 1,926,460	\$ (1,926,460)	\$ -	\$ 10,601,417	18.17%
6/30/2016	6/30/2015	2,445,893	(2,445,893)	-	10,683,089	22.89%
6/30/2017	6/30/2016	3,258,700	(3,258,700)	-	11,218,719	29.05%
6/30/2018	6/30/2017	3,082,379	(3,082,379)	-	11,190,390	27.54%

* Measurement period 2013-14 was the first year of implementation, therefore, only four years are presented.

Notes to Schedule:

Change in Benefit Terms: None

Change in Assumptions: In fiscal year 2018, the accounting discount rate was reduced from 7.65% to 7.15%

CITY OF SOUTH PASADENA

REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF CHANGES IN THE TOTAL OPEB LIABILITY AND RELATED RATIOS
 LAST TEN YEARS*

Fiscal Year Measurement Period	2017-18 2016-17
Total OPEB Liability	
Service cost	\$ 664,681
Interest	519,308
Changes in assumptions	(1,694,570)
Benefit payments	(645,346)
Net change in total OPEB liability	(1,155,927)
Total OPEB liability - beginning	17,879,331
Total OPEB liability - ending (a)	<u>16,723,404</u>
Plan Fiduciary Net Position	
Contributions – employer	-
Net investment income	-
Benefit payments	-
Administrative expense	-
Net change in plan fiduciary net position	-
Plan fiduciary net position - beginning	-
Plan fiduciary net position - ending (b)	<u>-</u>
Net OPEB liability - ending (a) - (b)	<u>\$ 16,723,404</u>
Plan fiduciary net position as a percentage of the total OPEB liability	0.0%
Covered-employee payroll	\$ 11,644,645
Net OPEB liability as a percentage of covered payroll	143.6%

Notes to Schedule:

Changes in assumptions: Discount rate increased from 2.85% at June 30, 2016 to 3.58% at June 30, 2017

Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

*Fiscal Year 2017-18 was the first year of implementation

CITY OF SOUTH PASADENA

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2018**

General Budget Policies

Budgetary control is an essential element in governmental financial reporting. The City, a general law city in the State of California, does not legally require a budget. However, the City Council annually reviews and adopts a budget for the General, Special Revenue, Capital Projects and Enterprise Fund types. To facilitate a greater understanding of the City's operations, budget information for the General, Special Revenue and Capital Projects Funds is included in the accompanying basic financial statements. This detailed budget document is published and is a matter of public record. Each year, the City Manager submits his proposed budget to the City Council. The City Council holds public hearings and may modify the appropriations by majority approval. The legal level of expenditures is controlled at the fund level and operating appropriations lapse at the end of each fiscal year. All budgeted amounts are reported on the same basis as the fund types and adopted on a basis consistent with accounting principles generally accepted in the United States of America. Changes in appropriations at the fund level during the year must be submitted by the City's departments for City Council review and approval. The City Manager may, without Council approval, amend individual line items within any fund and between divisions and programs, in personnel costs, maintenance and operations, capital outlay and capital projects portions of the budget without increasing total appropriations for that fund. Department heads may, without Council approval, amend individual line items within any fund in the maintenance and operation portions of the budget without increasing total appropriations for that division. Budget revisions made during fiscal year 2018 were not significant.

SUPPLEMENTARY INFORMATION

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CITY OF SOUTH PASADENA

NON-MAJOR GOVERNMENTAL FUNDS

Special Revenue Funds

Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

201-MTA Pedestrian Improvement Fund – To account for MTA grants used for the Fair Oaks/Mission pedestrian improvement projects which include pedestrian accessibility, widened bikeways, landscaping, lighting modification and aesthetics.

205-Proposition “A” Local Return Fund – To account for all revenues and expenditures associated with the one-half cent sales tax approved by Proposition A in 1980. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

207-Proposition “C” Local Return Fund – To account for all revenues and expenditures associated with the one-half cent sales tax approved by Proposition C in 1990. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

208-TEA/Metro Fund – To account for all revenues and expenditures associated with the TEA/Metro Fund. All revenues of this fund must be expended for transportation-related items.

211-CTC Traffic Improvement Grant Fund – To account for state and federal funding of street and intersection improvements relieving congestion at our busiest intersections.

215-Street Lighting and Landscaping Fund – To account for the costs associated with the City’s street lighting and median landscaping programs. These costs are deemed to benefit all property owners who are assessed their proportionate share of the costs. These assessments are placed on the property tax bill and collected and remitted to the City by the County of Los Angeles.

217-Public, Education, and Government Fund – To account for revenues and expenditures used for public education and government access charges that the City’s cable franchise collects. Monies in this fund must be used to purchase equipment related to the production of public education and government access television.

218-Clean Air Act Fund – To account for revenues and expenditures expended for air quality improvement projects as established by the South Coast Air Quality Management District.

220-Business Improvement Tax (BIT) Fund – To account for business improvement tax returns collected by the City for specified purposes within the Parking and Business Improvement Area: (1) decoration of any public place, (2) promotion of public events; (3) furnishing of music; (4) general promotion of retail trade activities.

223-Gold Line Mitigation Fund – To account for the MTA’s funding for the improvements to the Gold Line Mission Street Station.

226-Mission Meridian Public Garage Fund – To account for the revenues and expenditures of the Mission Meridian Public Garage.

CITY OF SOUTH PASADENA

NON-MAJOR GOVERNMENTAL FUNDS

228-Housing Authority Fund – To account for the revenues and expenditures for the City of South Pasadena Housing Authority.

230-State Gas Tax Fund – To account for all state gas tax related revenues and expenditures, including street repair, reconstruction and maintenance. State law requires these gasoline taxes to be used to maintain the City's street and highway system.

232-County Park Bond – To account for the revenues and expenditures for the County Park Bond related improvements.

233-Measure R Fund – To account for all revenues and expenditures associated with the one-half cent sales tax approved by Measure R in 2009. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

236-Measure M Fund – To account for all revenues and expenditures associated with the one-half cent sales tax approved by Measure M in 2016. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

238-MSRC Grant Fund – To account for the revenues and expenditures for the Mobile Source Air Pollution Reduction Review Committee projects.

245-Bike and Pedestrian Paths Fund – To account for the revenues and expenditures for bike and pedestrian facilities improvements funded by the State of California Transportation Development Act.

248-BTA Grant Fund – To account for the revenues and expenditures for the Bicycle Transportation Account (BTA) grant funded by the Los Angeles County Metropolitan Transportation Authority. This grant was awarded to fund two projects from the City's Bicycle Master Plan: the Mission Street Green Sharrow Lane Project and the South Pasadena Bicycle Parking Project.

249-Golden Streets Grant Fund – To account for the revenues and expenditures for the open streets grant funded by the Los Angeles County Metropolitan Transportation Authority. The goals of the Open Streets Grant Program is to provide opportunities for 1) riding transit, walking and riding a bike, possibly for the first time, 2) to encourage future mode shift to more sustainable transportation modes, and for 3) civic engagement to foster the development of multi-modal policies and infrastructure at the city/community level.

255-Capital Growth Requirement Fund – To account for fees paid to the City for building development to be applied towards the costs of public facilities improvements.

260-Community Development Block Grant (CDBG) Fund – To account for the revenues and expenditures for Community Development Block Grant projects.

270-Asset Forfeiture Fund – To account for proceeds received from forfeiture in narcotics investigations allocated for law enforcement activities.

CITY OF SOUTH PASADENA

NON-MAJOR GOVERNMENTAL FUNDS

272, 273 & 274-Federal and State Public Safety Grant Funds – To account for the operations of various federal and state grants, including COPS grants, and Homeland Security grants.

275- Park Impact Fees Fund – To account for the proceeds of a development fee used for the purpose of park facilities improvements and related expenditures.

277- Highway Safety Improvement Program Grant (HSIP) Fund – To account for revenues and expenditures related to street improvements funded by the grant.

Capital Projects Funds

Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

104-Street Improvements Program Fund – To account for capital expenditures related to street improvements projects.

105-Facilities and Equipment Replacement Fund - To account the replacement costs of City vehicles and equipment.

327-2000 Tax Allocation Bonds Fund – To account for capital expenditures for improvements funded by the bonds formerly held by the Successor Agency to the Community Redevelopment Agency.

CITY OF SOUTH PASADENA

COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
JUNE 30, 2018

	Special Revenue Funds		
	MTA Pedestrian Improvement	Proposition "A"	Proposition "C"
ASSETS			
Pooled cash and investments	\$ -	\$ 760,005	\$ 464,808
Receivables:			
Accounts	-	-	-
Taxes	-	-	-
Interest	-	2,822	1,683
Due from other governments	-	-	-
Total assets	\$ -	\$ 762,827	\$ 466,491
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ -	\$ 2,939	\$ 2,627
Accrued liabilities	-	3,264	2,417
Deposits payable	-	-	-
Due to other funds	29,951	-	-
Total liabilities	29,951	6,203	5,044
Deferred Inflows of Resources:			
Unavailable revenue	-	-	-
Fund Balances (Deficits):			
Restricted for:			
Community development projects	-	-	-
Public safety - police	-	-	-
Community services	-	756,624	-
Public works - streets and roads	-	-	461,447
Capital projects	-	-	-
Public works - street lighting	-	-	-
Committed to:			
Capital projects	-	-	-
Unassigned	(29,951)	-	-
Total fund balances (deficits)	(29,951)	756,624	461,447
Total liabilities, deferred inflows of resources, and fund balances	\$ -	\$ 762,827	\$ 466,491

(continued)

Special Revenue Funds				
CTC Traffic Improvement Grant	Street Lighting	Clean Air Act	Parking and Business Improvement	Gold Line Mitigation
\$ -	\$ 349,573	\$ 114,991	\$ 107,317	\$ 60,480
-	-	-	-	-
-	17,330	-	-	-
-	1,687	412	382	228
-	-	8,557	-	-
<u>\$ -</u>	<u>\$ 368,590</u>	<u>\$ 123,960</u>	<u>\$ 107,699</u>	<u>\$ 60,708</u>
\$ -	\$ 81,211	\$ -	\$ -	\$ -
-	2,249	-	-	-
-	8,383	-	-	-
131	-	-	-	-
<u>131</u>	<u>91,843</u>	<u>-</u>	<u>-</u>	<u>-</u>
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	123,960	107,699	60,708
-	276,747	-	-	-
-	-	-	-	-
(131)	-	-	-	-
<u>(131)</u>	<u>276,747</u>	<u>123,960</u>	<u>107,699</u>	<u>60,708</u>
<u>\$ -</u>	<u>\$ 368,590</u>	<u>\$ 123,960</u>	<u>\$ 107,699</u>	<u>\$ 60,708</u>

CITY OF SOUTH PASADENA

COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
JUNE 30, 2018

	Special Revenue Funds		
	Mission Meridian Public Garage	State Gas Tax	County Park Bond
ASSETS			
Pooled cash and investments	\$ -	\$ 923,350	\$ -
Receivables:			
Accounts	3,440	-	-
Taxes	-	-	-
Interest	-	3,545	-
Due from other governments	-	-	-
 Total assets	<u>\$ 3,440</u>	<u>\$ 926,895</u>	<u>\$ -</u>
 LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ -	\$ 18,501	\$ 4,713
Accrued liabilities	-	6,046	-
Deposits payable	-	-	-
Due to other funds	325,000	-	135,997
 Total liabilities	<u>325,000</u>	<u>24,547</u>	<u>140,710</u>
 Deferred Inflows of Resources:			
Unavailable revenue	-	-	-
 Fund Balances (Deficits):			
Restricted for:			
Community development projects	-	-	-
Public safety - police	-	-	-
Community services	-	-	-
Public works - streets and roads	-	902,348	-
Capital projects	-	-	-
Public works - street lighting	-	-	-
Committed to:			
Capital projects	-	-	-
Unassigned	(321,560)	-	(140,710)
Total fund balances (deficits)	<u>(321,560)</u>	<u>902,348</u>	<u>(140,710)</u>
 Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 3,440</u>	<u>\$ 926,895</u>	<u>\$ -</u>

(continued)

Special Revenue Funds				
Capital Growth Requirements	C.D.B.G	Asset Forfeiture	Bike and Pedestrian Paths	State Police Grant
\$ 363,038	\$ -	\$ 3,588	\$ 12	\$ 118,726
-	-	-	-	-
-	-	-	-	-
1,360	-	-	-	491
-	-	-	-	48,747
<u>\$ 364,398</u>	<u>\$ -</u>	<u>\$ 3,588</u>	<u>\$ 12</u>	<u>\$ 167,964</u>
\$ -	\$ -	\$ -	\$ -	\$ 3,922
-	-	-	-	-
-	-	-	-	-
-	2,437	-	-	-
-	2,437	-	-	3,922
-	-	-	-	-
-	-	-	-	-
-	-	-	12	-
-	-	3,588	-	164,042
-	-	-	-	-
-	-	-	-	-
364,398	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	(2,437)	-	-	-
<u>364,398</u>	<u>(2,437)</u>	<u>3,588</u>	<u>12</u>	<u>164,042</u>
<u>\$ 364,398</u>	<u>\$ -</u>	<u>\$ 3,588</u>	<u>\$ 12</u>	<u>\$ 167,964</u>

CITY OF SOUTH PASADENA

COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
JUNE 30, 2018

	Special Revenue Funds		
	Homeland Security Grant	Park Impact Fees	Measure R
ASSETS			
Pooled cash and investments	\$ -	\$ 435,577	\$ 926,418
Receivables:			
Accounts	-	-	-
Taxes	-	-	-
Interest	-	1,679	3,769
Due from other governments	14,514	-	-
	<u>14,514</u>	<u>-</u>	<u>-</u>
Total assets	<u>\$ 14,514</u>	<u>\$ 437,256</u>	<u>\$ 930,187</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ -	\$ 20,327	\$ 243,955
Accrued liabilities	-	-	-
Deposits payable	-	-	-
Due to other funds	25,397	-	-
	<u>25,397</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>25,397</u>	<u>20,327</u>	<u>243,955</u>
Deferred Inflows of Resources:			
Unavailable revenue	14,514	-	-
	<u>14,514</u>	<u>-</u>	<u>-</u>
Fund Balances (Deficits):			
Restricted for:			
Community development projects	-	-	-
Public safety - police	-	-	-
Community services	-	416,929	-
Public works - streets and roads	-	-	686,232
Capital projects	-	-	-
Public works - street lighting	-	-	-
Committed to:			
Capital projects	-	-	-
Unassigned	(25,397)	-	-
Total fund balances (deficits)	<u>(25,397)</u>	<u>416,929</u>	<u>686,232</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 14,514</u>	<u>\$ 437,256</u>	<u>\$ 930,187</u>

(continued)

Special Revenue Funds				
Measure M	TDA/Metro Grant Fund	Public Education	Road Maintenance & Rehab	MSRC Grant Fund
\$ 273,300	\$ 499,405	\$ 135,223	\$ 97,168	\$ -
-	-	-	-	-
922	2,383	505	256	-
-	-	-	55,090	-
<u>\$ 274,222</u>	<u>\$ 501,788</u>	<u>\$ 135,728</u>	<u>\$ 152,514</u>	<u>\$ -</u>
\$ -	\$ 8,697	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	-	-	134,182
-	8,697	-	-	134,182
-	-	-	-	-
-	-	135,728	152,514	-
-	-	-	-	-
-	-	-	-	-
274,222	493,091	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	(134,182)
<u>274,222</u>	<u>493,091</u>	<u>135,728</u>	<u>152,514</u>	<u>(134,182)</u>
<u>\$ 274,222</u>	<u>\$ 501,788</u>	<u>\$ 135,728</u>	<u>\$ 152,514</u>	<u>\$ -</u>

CITY OF SOUTH PASADENA

COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
JUNE 30, 2018

	Special Revenue Funds		
	BTA Grant Fund	Housing Authority Fund	Golden Streets Grant Fund
ASSETS			
Pooled cash and investments	\$ -	\$ 53,682	\$ -
Receivables:			
Accounts	-	-	-
Taxes	-	-	-
Interest	-	204	-
Due from other governments	-	-	217,560
Total assets	\$ -	\$ 53,886	\$ 217,560
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 106,590	\$ -	\$ -
Accrued liabilities	-	-	-
Deposits payable	-	2,229	-
Due to other funds	27,684	-	46,369
Total liabilities	134,274	2,229	46,369
Deferred Inflows of Resources:			
Unavailable revenue	-	-	217,560
Fund Balances (Deficits):			
Restricted for:			
Community development projects	-	51,657	-
Public safety - police	-	-	-
Community services	-	-	-
Public works - streets and roads	-	-	-
Capital projects	-	-	-
Public works - street lighting	-	-	-
Committed to:			
Capital projects	-	-	-
Unassigned	(134,274)	-	(46,369)
Total fund balances (deficits)	(134,274)	51,657	(46,369)
Total liabilities, deferred inflows of resources, and fund balances	\$ -	\$ 53,886	\$ 217,560

(continued)

Special Revenue Funds	Capital Projects Funds			Total Nonmajor Governmental Funds
	Facilities & Equip. Capital Project	2000 Tax Allocation Bonds Fund	Streets Improvement Program Fund	
HSIP Grant Fund				
\$ -	\$ 493,551	\$ 904,128	\$ 802,524	\$ 7,886,864
-	-	-	-	3,440
-	-	-	-	17,330
-	1,861	10	-	24,199
2,338	-	-	-	346,806
<u>\$ 2,338</u>	<u>\$ 495,412</u>	<u>\$ 904,138</u>	<u>\$ 802,524</u>	<u>\$ 8,278,639</u>
\$ 2,709	\$ -	\$ -	\$ 501,215	\$ 997,406
-	-	-	-	13,976
-	-	-	-	10,612
36,464	-	-	-	763,612
<u>39,173</u>	<u>-</u>	<u>-</u>	<u>501,215</u>	<u>1,785,606</u>
<u>2,338</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>234,412</u>
-	-	904,138	-	1,244,049
-	-	-	-	167,630
-	-	-	-	1,173,553
-	-	-	-	2,817,340
-	-	-	-	656,765
-	-	-	-	276,747
-	495,412	-	301,309	796,721
(39,173)	-	-	-	(874,184)
<u>(39,173)</u>	<u>495,412</u>	<u>904,138</u>	<u>301,309</u>	<u>6,258,621</u>
<u>\$ 2,338</u>	<u>\$ 495,412</u>	<u>\$ 904,138</u>	<u>\$ 802,524</u>	<u>\$ 8,278,639</u>

CITY OF SOUTH PASADENA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Special Revenue Funds		
	MTA Pedestrian Improvement	Proposition "A"	Proposition "C"
Revenues			
Taxes	\$ -	\$ 485,507	\$ 403,270
Assessments	-	-	-
Licenses and permits	-	-	34,387
Intergovernmental	-	-	-
Charges for services	-	4,419	-
Use of money and property	-	5,149	3,661
Contributions	-	-	-
Miscellaneous	-	14,825	-
Total revenues	-	509,900	441,318
Expenditures			
Current:			
General government	-	14,494	4,528
Community development	-	-	-
Community services	-	308,333	209,982
Public works	-	-	3,246
Capital outlay	-	78,935	496,610
Total expenditures	-	401,762	714,366
Net change in fund balance	-	108,138	(273,048)
Fund Balances (Deficit), Beginning	(29,951)	648,486	734,495
Fund Balances (Deficit), Ending	\$ (29,951)	\$ 756,624	\$ 461,447

(continued)

Special Revenue Funds				
CTC Traffic Improvement Grant	Street Lighting	Clean Air Act	Parking and Business Improvement	Gold Line Mitigation
\$ -	\$ -	\$ -	\$ 113,120	\$ -
-	890,227	-	-	-
-	-	-	31,329	-
-	-	33,211	-	-
-	-	-	-	-
-	2,509	1,005	535	327
-	16,135	-	-	-
-	14,475	-	-	-
-	923,346	34,216	144,984	327
163	-	11,251	164,550	-
-	-	-	-	-
-	-	-	-	-
-	795,549	-	-	-
-	102,165	39,427	-	-
163	897,714	50,678	164,550	-
(163)	25,632	(16,462)	(19,566)	327
32	251,115	140,422	127,265	60,381
<u>\$ (131)</u>	<u>\$ 276,747</u>	<u>\$ 123,960</u>	<u>\$ 107,699</u>	<u>\$ 60,708</u>

CITY OF SOUTH PASADENA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Special Revenue Funds		
	Mission Meridian Public Garage	State Gas Tax	County Park Bond
Revenues			
Taxes	\$ -	\$ -	\$ -
Assessments	-	-	-
Licenses and permits	-	-	-
Intergovernmental	-	550,895	30,437
Charges for services	-	65,000	-
Use of money and property	9,096	7,168	-
Contributions	-	-	-
Miscellaneous	-	-	-
Total revenues	<u>9,096</u>	<u>623,063</u>	<u>30,437</u>
Expenditures			
Current:			
General government	11,321	-	-
Community development	-	-	-
Community services	-	-	-
Public works	-	559,734	48,041
Capital outlay	-	146,640	-
Total expenditures	<u>11,321</u>	<u>706,374</u>	<u>48,041</u>
Net change in fund balance	(2,225)	(83,311)	(17,604)
Fund Balances (Deficit), Beginning	<u>(319,335)</u>	<u>985,659</u>	<u>(123,106)</u>
Fund Balances (Deficit), Ending	<u>\$ (321,560)</u>	<u>\$ 902,348</u>	<u>\$ (140,710)</u>

(continued)

Special Revenue Funds				
Capital Growth Requirements	C.D.B.G	Asset Forfeiture	Bike and Pedestrian Paths	State Police Grant
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	161,571	-	-	148,747
84,707	-	-	-	-
2,339	-	12	-	693
-	-	-	-	-
-	25,248	-	-	-
<u>87,046</u>	<u>186,819</u>	<u>12</u>	<u>-</u>	<u>149,440</u>
-	-	-	-	-
-	-	-	-	-
-	45,654	-	-	-
-	-	-	-	-
-	143,602	-	-	83,878
<u>-</u>	<u>189,256</u>	<u>-</u>	<u>-</u>	<u>83,878</u>
87,046	(2,437)	12	-	65,562
<u>277,352</u>	<u>-</u>	<u>3,576</u>	<u>12</u>	<u>98,480</u>
<u>\$ 364,398</u>	<u>\$ (2,437)</u>	<u>\$ 3,588</u>	<u>\$ 12</u>	<u>\$ 164,042</u>

CITY OF SOUTH PASADENA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Special Revenue Funds		
	Homeland Security Grant	Park Impact Fees	Measure R
Revenues			
Taxes	\$ -	\$ -	\$ 301,630
Assessments	-	-	-
Licenses and permits	-	-	-
Intergovernmental	-	-	-
Charges for services	-	156,380	-
Use of money and property	-	2,434	6,917
Contributions	-	-	-
Miscellaneous	-	-	-
Total revenues	-	158,814	308,547
Expenditures			
Current:			
General government	-	-	-
Community development	-	-	-
Community services	-	19,200	-
Public works	-	-	-
Capital outlay	-	41,792	410,531
Total expenditures	-	60,992	410,531
Net change in fund balance	-	97,822	(101,984)
Fund Balances (Deficit), Beginning	(25,397)	319,107	788,216
Fund Balances (Deficit), Ending	\$ (25,397)	\$ 416,929	\$ 686,232

(continued)

Special Revenue Funds				
Measure M	TDA/Metro Grant Fund	Public Education	Road Maintenance & Rehab	MSRC Grant Fund
\$ 273,345	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	12,068	152,302	-
-	-	-	-	-
877	3,878	708	212	-
-	-	-	-	-
-	-	-	-	-
<u>274,222</u>	<u>3,878</u>	<u>12,776</u>	<u>152,514</u>	<u>-</u>
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	343,225	-	-	134,182
-	343,225	-	-	134,182
274,222	(339,347)	12,776	152,514	(134,182)
-	832,438	122,952	-	-
<u>\$ 274,222</u>	<u>\$ 493,091</u>	<u>\$ 135,728</u>	<u>\$ 152,514</u>	<u>\$ (134,182)</u>

CITY OF SOUTH PASADENA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Special Revenue Funds		
	BTA Grant Fund	Housing Authority Fund	Golden Streets Grant Fund
Revenues			
Taxes	\$ -	\$ -	\$ -
Assessments	-	-	-
Licenses and permits	-	-	-
Intergovernmental	-	-	258,691
Charges for services	-	-	-
Use of money and property	-	19,621	-
Contributions	-	-	-
Miscellaneous	-	-	-
Total revenues	<u>-</u>	<u>19,621</u>	<u>258,691</u>
Expenditures			
Current:			
General government	-	-	-
Community development	-	3,585	-
Community services	-	-	-
Public works	-	-	41,130
Capital outlay	106,590	-	-
Total expenditures	<u>106,590</u>	<u>3,585</u>	<u>41,130</u>
Net change in fund balance	(106,590)	16,036	217,561
Fund Balances (Deficit), Beginning	<u>(27,684)</u>	<u>35,621</u>	<u>(263,930)</u>
Fund Balances (Deficit), Ending	<u>\$ (134,274)</u>	<u>\$ 51,657</u>	<u>\$ (46,369)</u>

(continued)

Special Revenue Funds	Capital Projects Funds			Total Nonmajor Governmental Funds
	Facilities & Equip. Capital Project	2000 Tax Allocation Bonds Fund	Streets Improvement Program Fund	
HSIP Grant Fund				
\$ -	\$ -	\$ -	\$ -	\$ 1,576,872
-	-	-	-	890,227
-	-	-	-	65,716
25,163	-	-	-	1,373,085
-	-	-	-	310,506
-	2,877	1,725	-	71,743
-	-	-	-	16,135
-	-	-	-	54,548
<u>25,163</u>	<u>2,877</u>	<u>1,725</u>	<u>-</u>	<u>4,358,832</u>
-	-	-	-	206,307
-	-	-	-	3,585
-	-	-	-	583,169
19,520	-	-	-	1,467,220
<u>42,478</u>	<u>517,258</u>	<u>-</u>	<u>1,171,701</u>	<u>3,859,014</u>
<u>61,998</u>	<u>517,258</u>	<u>-</u>	<u>1,171,701</u>	<u>6,119,295</u>
(36,835)	(514,381)	1,725	(1,171,701)	(1,760,463)
<u>(2,338)</u>	<u>1,009,793</u>	<u>902,413</u>	<u>1,473,010</u>	<u>8,019,084</u>
<u>\$ (39,173)</u>	<u>\$ 495,412</u>	<u>\$ 904,138</u>	<u>\$ 301,309</u>	<u>\$ 6,258,621</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
PROPOSITION "A"
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Taxes	\$ 484,086	\$ 484,086	\$ 485,507	\$ 1,421
Charges for services	5,000	5,000	4,419	(581)
Use of money and property	7,800	7,800	5,149	(2,651)
Miscellaneous	11,200	11,200	14,825	3,625
Total revenues	<u>508,086</u>	<u>508,086</u>	<u>509,900</u>	<u>1,814</u>
Expenditures				
Current:				
General government	14,312	14,312	14,494	(182)
Community services	486,873	454,832	308,333	146,499
Capital outlay	-	-	78,935	(78,935)
Total expenditures	<u>501,185</u>	<u>469,144</u>	<u>401,762</u>	<u>67,382</u>
Net change in fund balance	6,901	38,942	108,138	69,196
Fund balance, beginning	<u>648,486</u>	<u>648,486</u>	<u>648,486</u>	<u>-</u>
Fund balance, ending	<u>\$ 655,387</u>	<u>\$ 687,428</u>	<u>\$ 756,624</u>	<u>\$ 69,196</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
PROPOSITION "C"
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Taxes	\$ 401,536	\$ 401,536	\$ 403,270	\$ 1,734
Licenses and permits	40,000	40,000	34,387	(5,613)
Use of money and property	4,500	4,500	3,661	(839)
Total revenues	<u>446,036</u>	<u>446,036</u>	<u>441,318</u>	<u>(4,718)</u>
Expenditures				
Current:				
General government	30,397	30,397	4,528	25,869
Community services	230,793	230,793	209,982	20,811
Public works	-	-	3,246	(3,246)
Capital outlay	745,000	665,000	496,610	168,390
Total expenditures	<u>1,006,190</u>	<u>926,190</u>	<u>714,366</u>	<u>211,824</u>
Net change in fund balance	(560,154)	(480,154)	(273,048)	207,106
Fund balance, beginning	<u>734,495</u>	<u>734,495</u>	<u>734,495</u>	<u>-</u>
Fund balance, ending	<u>\$ 174,341</u>	<u>\$ 254,341</u>	<u>\$ 461,447</u>	<u>\$ 207,106</u>

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 STREET LIGHTING
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Assessments	\$ 890,000	\$ 890,000	\$ 890,227	\$ 227
Use of money and property	-	-	2,509	2,509
Contributions	-	-	16,135	16,135
Miscellaneous	-	-	14,475	14,475
Total revenues	<u>890,000</u>	<u>890,000</u>	<u>923,346</u>	<u>33,346</u>
Expenditures				
Current:				
Public works	955,060	935,126	795,549	139,577
Capital outlay	170,000	170,000	102,165	67,835
Total expenditures	<u>1,125,060</u>	<u>1,105,126</u>	<u>897,714</u>	<u>207,412</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(235,060)</u>	<u>(215,126)</u>	<u>25,632</u>	<u>240,758</u>
Other Financing Sources (Uses)				
Transfers in	50,000	50,000	-	50,000
Transfers out	-	-	-	-
Total other financing sources (uses)	<u>50,000</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
Net change in fund balance	(185,060)	(165,126)	25,632	190,758
Fund balance, beginning	<u>251,115</u>	<u>251,115</u>	<u>251,115</u>	<u>-</u>
Fund balance, ending	<u>\$ 66,055</u>	<u>\$ 85,989</u>	<u>\$ 276,747</u>	<u>\$ 190,758</u>

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 CLEAN AIR ACT
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 32,000	\$ 32,000	\$ 33,211	\$ 1,211
Use of money and property	1,700	1,700	1,005	(695)
Total revenues	<u>33,700</u>	<u>33,700</u>	<u>34,216</u>	<u>516</u>
Expenditures				
Current:				
General government	-	-	11,251	(11,251)
Capital outlay	52,000	52,000	39,427	12,573
Total expenditures	<u>52,000</u>	<u>52,000</u>	<u>50,678</u>	<u>1,322</u>
Net change in fund balance	(18,300)	(18,300)	(16,462)	1,838
Fund balance, beginning	<u>140,422</u>	<u>140,422</u>	<u>140,422</u>	<u>-</u>
Fund balance, ending	<u>\$ 122,122</u>	<u>\$ 122,122</u>	<u>\$ 123,960</u>	<u>\$ 1,838</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
PARKING AND BUSINESS DEVELOPMENT
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Taxes	\$ 115,000	\$ 115,000	\$ 113,120	\$ (1,880)
Licenses and permits	40,000	40,000	31,329	(8,671)
Use of money and property	-	-	535	535
Total revenues	<u>155,000</u>	<u>155,000</u>	<u>144,984</u>	<u>(10,016)</u>
Expenditures				
Current:				
General government	138,000	138,000	164,550	(26,550)
Total expenditures	<u>138,000</u>	<u>138,000</u>	<u>164,550</u>	<u>(26,550)</u>
Net change in fund balance	17,000	17,000	(19,566)	(36,566)
Fund balance, beginning	<u>127,265</u>	<u>127,265</u>	<u>127,265</u>	<u>-</u>
Fund balance, ending	<u>\$ 144,265</u>	<u>\$ 144,265</u>	<u>\$ 107,699</u>	<u>\$ (36,566)</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
GOLD LINE MITIGATION
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Use of money and property	\$ -	\$ -	\$ 327	\$ 327
Total revenues	-	-	327	327
Expenditures				
Capital outlay	40,381	40,381	-	40,381
Total expenditures	40,381	40,381	-	40,381
Net change in fund balance	(40,381)	(40,381)	327	40,708
Fund balance, beginning	60,381	60,381	60,381	-
Fund balance, ending	\$ 20,000	\$ 20,000	\$ 60,708	\$ 40,708

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 MISSION MERIDIAN PUBLIC GARAGE
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Use of money and property	\$ 990	\$ 990	\$ 9,096	\$ 8,106
Total revenues	990	990	9,096	8,106
Expenditures				
Current:				
General government	26,000	26,000	11,321	14,679
Total expenditures	26,000	26,000	11,321	14,679
Net change in fund balance	(25,010)	(25,010)	(2,225)	22,785
Fund balance (deficit), beginning	(319,335)	(319,335)	(319,335)	-
Fund balance (deficit), ending	\$ (344,345)	\$ (344,345)	\$ (321,560)	\$ 22,785

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
STATE GAS TAX
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 553,094	\$ 553,094	\$ 550,895	\$ (2,199)
Charges for services	-	-	65,000	65,000
Use of money and property	13,000	13,000	7,168	(5,832)
Total revenues	<u>566,094</u>	<u>566,094</u>	<u>623,063</u>	<u>56,969</u>
Expenditures				
Current:				
Public works	636,608	636,608	559,734	76,874
Capital outlay	149,194	-	146,640	(146,640)
Total expenditures	<u>785,802</u>	<u>636,608</u>	<u>706,374</u>	<u>(69,766)</u>
Net change in fund balance	(219,708)	(70,514)	(83,311)	(12,797)
Fund balance, beginning	<u>985,659</u>	<u>985,659</u>	<u>985,659</u>	<u>-</u>
Fund balance, ending	<u>\$ 765,951</u>	<u>\$ 915,145</u>	<u>\$ 902,348</u>	<u>\$ (12,797)</u>

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 COUNTY PARK BOND
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 43,500	\$ 43,500	\$ 30,437	\$ (13,063)
Total revenues	<u>43,500</u>	<u>43,500</u>	<u>30,437</u>	<u>(13,063)</u>
Expenditures				
Current:				
Public works	43,500	43,500	48,041	(4,541)
Total expenditures	<u>43,500</u>	<u>43,500</u>	<u>48,041</u>	<u>(4,541)</u>
Net change in fund balance	-	-	(17,604)	(17,604)
Fund balance (deficit), beginning	<u>(123,106)</u>	<u>(123,106)</u>	<u>(123,106)</u>	<u>-</u>
Fund balance (deficit), ending	<u>\$ (123,106)</u>	<u>\$ (123,106)</u>	<u>\$ (140,710)</u>	<u>\$ (17,604)</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
CAPITAL GROWTH REQUIREMENTS
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Charges for services	\$ 32,000	\$ 32,000	\$ 84,707	\$ 52,707
Use of money and property	1,000	1,000	2,339	1,339
Total revenues	<u>33,000</u>	<u>33,000</u>	<u>87,046</u>	<u>54,046</u>
Net change in fund balance	33,000	33,000	87,046	54,046
Fund balance, beginning	<u>277,352</u>	<u>277,352</u>	<u>277,352</u>	<u>-</u>
Fund balance, ending	<u>\$ 310,352</u>	<u>\$ 310,352</u>	<u>\$ 364,398</u>	<u>\$ 54,046</u>

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 CDBG
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 119,835	\$ 119,835	\$ 161,571	\$ 41,736
Miscellaneous	21,000	21,000	25,248	4,248
Total revenues	<u>140,835</u>	<u>140,835</u>	<u>186,819</u>	<u>45,984</u>
Expenditures				
Current:				
Community services	39,000	39,000	45,654	(6,654)
Capital outlay	104,555	101,835	143,602	(41,767)
Total expenditures	<u>143,555</u>	<u>140,835</u>	<u>189,256</u>	<u>(48,421)</u>
Net change in fund balance	(2,720)	-	(2,437)	(2,437)
Fund balance, beginning	-	-	-	-
Fund balance (deficit), ending	<u>\$ (2,720)</u>	<u>\$ -</u>	<u>\$ (2,437)</u>	<u>\$ (2,437)</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
BIKE AND PEDESTRIAN PATHS
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 79,198	\$ 79,198	\$ -	\$ (79,198)
Use of money and property	100	100	-	(100)
Total revenues	<u>79,298</u>	<u>79,298</u>	<u>-</u>	<u>(79,298)</u>
Expenditures				
Capital outlay	79,198	79,198	-	79,198
Total expenditures	<u>79,198</u>	<u>79,198</u>	<u>-</u>	<u>79,198</u>
Net change in fund balance	100	100	-	(100)
Fund balance, beginning	<u>12</u>	<u>12</u>	<u>12</u>	<u>-</u>
Fund balance, ending	<u>\$ 112</u>	<u>\$ 112</u>	<u>\$ 12</u>	<u>\$ (100)</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
STATE POLICE GRANT
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 115,000	\$ 115,000	\$ 148,747	\$ 33,747
Use of money and property	1,500	1,500	693	(807)
Total revenues	<u>116,500</u>	<u>116,500</u>	<u>149,440</u>	<u>32,940</u>
Expenditures				
Capital outlay	170,819	75,000	83,878	(8,878)
Total expenditures	<u>170,819</u>	<u>75,000</u>	<u>83,878</u>	<u>(8,878)</u>
Net change in fund balance	(54,319)	41,500	65,562	24,062
Fund balance, beginning	<u>98,480</u>	<u>98,480</u>	<u>98,480</u>	<u>-</u>
Fund balance, ending	<u>\$ 44,161</u>	<u>\$ 139,980</u>	<u>\$ 164,042</u>	<u>\$ 24,062</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
PARK IMPACT FEES
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Charges for services	\$ 40,000	\$ 40,000	\$ 156,380	\$ 116,380
Use of money and property	-	-	2,434	2,434
Total revenues	<u>40,000</u>	<u>40,000</u>	<u>158,814</u>	<u>118,814</u>
Expenditures				
Current:				
Community services	-	-	19,200	(19,200)
Capital outlay	-	-	41,792	(41,792)
Total expenditures	<u>-</u>	<u>-</u>	<u>60,992</u>	<u>(60,992)</u>
Net change in fund balance	40,000	40,000	97,822	57,822
Fund balance, beginning	<u>319,107</u>	<u>319,107</u>	<u>319,107</u>	<u>-</u>
Fund balance, ending	<u>\$ 359,107</u>	<u>\$ 359,107</u>	<u>\$ 416,929</u>	<u>\$ 57,822</u>

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 MEASURE R
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Taxes	\$ 301,158	\$ 301,158	\$ 301,630	\$ 472
Use of money and property	2,000	2,000	6,917	4,917
Total revenues	<u>303,158</u>	<u>303,158</u>	<u>308,547</u>	<u>5,389</u>
Expenditures				
Capital outlay	696,905	686,760	410,531	276,229
Total expenditures	<u>696,905</u>	<u>686,760</u>	<u>410,531</u>	<u>276,229</u>
Net change in fund balance	(393,747)	(383,602)	(101,984)	281,618
Fund balance, beginning	<u>788,216</u>	<u>788,216</u>	<u>788,216</u>	<u>-</u>
Fund balance, ending	<u>\$ 394,469</u>	<u>\$ 404,614</u>	<u>\$ 686,232</u>	<u>\$ 281,618</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
TDA/METRO GRANT FUND
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Use of money and property	\$ 2,000	\$ 2,000	\$ 3,878	\$ 1,878
Total revenues	<u>2,000</u>	<u>2,000</u>	<u>3,878</u>	<u>1,878</u>
Expenditures				
Capital outlay	<u>380,000</u>	<u>380,000</u>	<u>343,225</u>	<u>36,775</u>
Total expenditures	<u>380,000</u>	<u>380,000</u>	<u>343,225</u>	<u>36,775</u>
Net change in fund balance	(378,000)	(378,000)	(339,347)	38,653
Fund balance, beginning	<u>832,438</u>	<u>832,438</u>	<u>832,438</u>	<u>-</u>
Fund balance, ending	<u>\$ 454,438</u>	<u>\$ 454,438</u>	<u>\$ 493,091</u>	<u>\$ 38,653</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
PUBLIC EDUCATION
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 24,000	\$ 24,000	\$ 12,068	\$ (11,932)
Use of money and property	-	-	708	708
Total revenues	<u>24,000</u>	<u>24,000</u>	<u>12,776</u>	<u>(11,224)</u>
Net change in fund balance	24,000	24,000	12,776	(11,224)
Fund balance, beginning	<u>122,952</u>	<u>122,952</u>	<u>122,952</u>	<u>-</u>
Fund balance, ending	<u>\$ 146,952</u>	<u>\$ 146,952</u>	<u>\$ 135,728</u>	<u>\$ (11,224)</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
BTA GRANT FUND
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 418,500	\$ 418,500	\$ -	\$ (418,500)
Total revenues	<u>418,500</u>	<u>418,500</u>	<u>-</u>	<u>(418,500)</u>
Expenditures				
Current:				
Public works	44,000	44,000	-	44,000
Capital outlay	418,500	418,500	106,590	311,910
Total expenditures	<u>462,500</u>	<u>462,500</u>	<u>106,590</u>	<u>355,910</u>
Net change in fund balance	(44,000)	(44,000)	(106,590)	(62,590)
Fund balance (deficit), beginning	<u>(27,684)</u>	<u>(27,684)</u>	<u>(27,684)</u>	<u>-</u>
Fund balance (deficit), ending	<u>\$ (71,684)</u>	<u>\$ (71,684)</u>	<u>\$ (134,274)</u>	<u>\$ (62,590)</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
HOUSING AUTHORITY
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Use of money and property	\$ 21,098	\$ 9,098	\$ 19,621	\$ 10,523
Total revenues	<u>21,098</u>	<u>9,098</u>	<u>19,621</u>	<u>10,523</u>
Expenditures				
Current:				
Community development	-	-	3,585	(3,585)
Total expenditures	<u>-</u>	<u>-</u>	<u>3,585</u>	<u>(3,585)</u>
Net change in fund balance	21,098	9,098	16,036	6,938
Fund balance, beginning	<u>35,621</u>	<u>35,621</u>	<u>35,621</u>	<u>-</u>
Fund balance, ending	<u>\$ 56,719</u>	<u>\$ 44,719</u>	<u>\$ 51,657</u>	<u>\$ 6,938</u>

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 HSIP GRANT FUND
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 315,900	\$ 315,900	\$ 25,163	\$ (290,737)
Total revenues	<u>315,900</u>	<u>315,900</u>	<u>25,163</u>	<u>(290,737)</u>
Expenditures				
Current:				
Public works	-	-	19,520	(19,520)
Capital outlay	911,800	455,900	42,478	413,422
Total expenditures	<u>911,800</u>	<u>455,900</u>	<u>61,998</u>	<u>393,902</u>
Net change in fund balance	(595,900)	(140,000)	(36,835)	103,165
Fund balance (deficit), beginning	<u>(2,338)</u>	<u>(2,338)</u>	<u>(2,338)</u>	<u>-</u>
Fund balance (deficit), ending	<u>\$ (598,238)</u>	<u>\$ (142,338)</u>	<u>\$ (39,173)</u>	<u>\$ 103,165</u>

CITY OF SOUTH PASADENA

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
FACILITIES & EQUIPMENT CAPITAL PROJECT
FOR THE YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Actual Amount	Variance with Final Budget
	Original	Final		
Revenues				
Use of money and property	\$ -	\$ -	\$ 2,877	\$ 2,877
Total revenues	-	-	2,877	2,877
Expenditures				
Capital outlay	1,006,135	749,280	517,258	232,022
Total expenditures	1,006,135	749,280	517,258	232,022
Excess (deficiency) of revenues over (under) expenditures	(1,006,135)	(749,280)	(514,381)	234,899
Other financing sources				
Transfers in	385,000	385,000	-	(385,000)
Total other financing sources	385,000	385,000	-	(385,000)
Net change in fund balance	(621,135)	(364,280)	(514,381)	(150,101)
Fund balance, beginning	1,009,793	1,009,793	1,009,793	-
Fund balance, ending	\$ 388,658	\$ 645,513	\$ 495,412	\$ (150,101)

CITY OF SOUTH PASADENA

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL
 STREETS IMPROVEMENT PROGRAM CAPITAL PROJECT
 FOR THE YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Intergovernmental	\$ 150,000	\$ -	\$ -	\$ -
Total revenues	150,000	-	-	-
Expenditures				
Capital outlay	1,607,965	1,550,000	1,171,701	378,299
Total expenditures	1,607,965	1,550,000	1,171,701	378,299
Excess (deficiency) of revenues over (under) expenditures	(1,457,965)	(1,550,000)	(1,171,701)	378,299
Other financing sources				
Transfers in	1,300,000	1,300,000	-	(1,300,000)
Total other financing sources	1,300,000	1,300,000	-	(1,300,000)
Net change in fund balance	(157,965)	(250,000)	(1,171,701)	(921,701)
Fund balance, beginning	1,473,010	1,473,010	1,473,010	-
Fund balance, ending	\$ 1,315,045	\$ 1,223,010	\$ 301,309	\$ (921,701)

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STATISTICAL SECTION

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CITY OF SOUTH PASADADENA

STATISTICAL SECTION

The statistical section of the City of South Pasadena's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures and required supplementary information say about the City's overall financial health.

Contents

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain trend information to help the reader assess the factors affecting the City's ability to generate its property and sales taxes.

Debt Capacity

These schedules contain trend information to help the reader assess the affordability of the City's current levels of understanding debt and the City's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within the City's financial activities take place and to help make comparison over time and with other governments.

Operating Information

These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.

Source: Unless otherwise noted, the information in the schedules is derived from the comprehensive annual financial reports for the relevant year.

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Financial Trends

CITY OF SOUTH PASADADENA

**NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(Accrual Basis of Accounting)**

	Fiscal Year				
	2009	2010	2011	2012	2013
Governmental Activities:					
Net investment in capital assets	\$ 56,086,968	\$ 57,541,752	\$ 60,741,741	\$ 62,226,846	\$ 61,969,593
Restricted	6,609,467	4,069,279	4,438,340	2,722,783	2,328,184
Unrestricted	8,979,878	6,937,924	6,562,890	5,143,951	7,314,507
Total governmental activities net position	<u>\$ 71,676,313</u>	<u>\$ 68,548,955</u>	<u>\$ 71,742,971</u>	<u>\$ 70,093,580</u>	<u>\$ 71,612,284</u>
Business-type activities:					
Net investment in capital assets	\$ 1,890,240	\$ 1,276,626	\$ 4,550,204	\$ 4,808,013	\$ 7,448,158
Restricted	36,642,005	36,135,935	32,451,626	29,973,386	-
Unrestricted	(29,053,954)	(28,488,758)	(26,740,899)	(22,097,380)	334,901
Total business-type activities net position	<u>\$ 9,478,291</u>	<u>\$ 8,923,803</u>	<u>\$ 10,260,931</u>	<u>\$ 12,684,019</u>	<u>\$ 7,783,059</u>
Primary Government:					
Net investment in capital assets	\$ 57,977,208	\$ 58,818,378	\$ 65,291,945	\$ 67,034,859	\$ 69,417,751
Restricted	43,251,472	40,205,214	36,889,966	32,696,169	2,328,184
Unrestricted	(20,074,076)	(21,550,834)	(20,178,009)	(16,953,429)	7,649,408
Total primary government net position	<u>\$ 81,154,604</u>	<u>\$ 77,472,758</u>	<u>\$ 82,003,902</u>	<u>\$ 82,777,599</u>	<u>\$ 79,395,343</u>

(Continued)

		Fiscal Year				
2014		2015	2016	2017	2018	
\$	62,764,726	\$ 63,611,268	\$ 57,152,793	\$ 59,774,372	62,806,755	
	3,184,841	4,179,297	4,894,822	6,328,022	6,336,084	
	8,720,752	(14,506,500)	(12,620,721)	(15,130,068)	(24,210,258)	
\$	<u>74,670,319</u>	<u>\$ 53,284,065</u>	<u>\$ 49,426,894</u>	<u>\$ 50,972,326</u>	<u>\$ 44,932,581</u>	
\$	10,855,319	\$ 11,727,300	\$ 19,878,644	\$ 22,302,873	\$ 25,525,737	
	-	2,982,160	2,880,237	2,998,161	1,154,374	
	6,943,845	4,690,608	4,159,721	4,178,403	6,037,767	
\$	<u>17,799,164</u>	<u>\$ 19,400,068</u>	<u>\$ 26,918,602</u>	<u>\$ 29,479,437</u>	<u>\$ 32,717,878</u>	
\$	73,620,045	\$ 75,338,568	\$ 77,031,437	\$ 82,077,245	\$ 88,332,492	
	3,184,841	7,161,457	7,775,059	9,326,183	7,490,458	
	15,664,597	(9,815,892)	(8,461,000)	(10,951,665)	(18,172,491)	
\$	<u>92,469,483</u>	<u>\$ 72,684,133</u>	<u>\$ 76,345,496</u>	<u>\$ 80,451,763</u>	<u>\$ 77,650,459</u>	

CITY OF SOUTH PASADENA

**CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)**

	Fiscal Year			
	2009	2010	2011	2012
Expenses:				
Governmental Activities:				
General government	\$ 5,513,124	\$ 5,816,414	\$ 5,935,671	\$ 7,449,632
Public safety	11,525,403	11,589,395	10,939,183	11,596,854
Community development	839,568	920,339	911,718	948,777
Community services	2,914,235	3,033,614	3,175,891	3,052,840
Public works	5,482,505	5,484,601	4,863,335	5,306,742
Interest on long-term debt	136,769	131,539	125,032	47,185
Total Governmental Activities Expenses	26,411,604	26,975,902	25,950,830	28,402,030
Business-type activities:				
Water Utility	4,451,292	7,144,268	5,105,517	4,598,754
Sewer Utility	-	861,207	715,395	1,104,098
Arroyo Seco Golf Course	-	-	-	985,611.00
Total Business-type Activities Expenses	4,451,292	8,005,475	5,820,912	6,688,463
Total Primary Government Expenses	30,862,896	34,981,377	31,771,742	35,090,493
Program Revenues:				
Governmental Activities:				
Charges for Services:				
General government	\$ 1,409,846	\$ 1,319,410	\$ 1,472,338	\$ 1,489,846
Public safety	1,349,175	840,207	860,609	899,536
Community development	405,086	446,050	530,395	548,532
Community services	627,296	672,765	805,608	772,898
Public works	1,118,262	1,096,487	1,121,657	1,102,936
Total Charges for Services	4,909,665	4,374,919	4,790,607	4,813,748
Operating Contribution and Grants:				
General government	214,373	71,059	51,115	43,838
Public safety	108,406	478,495	437,544	779,399
Community development	-	457,670	505,547	618,435
Community services	24,322	29,449	46,012	30,937
Public works	447,962	209,762	2,600,475	184,948
Total Operating Contributions and Grants	795,063	1,246,435	3,640,693	1,657,557
Capital Contributions and Grants:				
Community development	-	-	-	-
Community services	-	-	-	-
Public works	1,868,187	820,447	1,305,657	1,415,306
Total Capital Contributions and Grants	1,868,187	820,447	1,305,657	1,415,306
Total Governmental Activities Program Revenue	7,572,915	6,441,801	9,736,957	7,886,611
Business-type Activities:				
Charges for services:				
Water Utility	4,549,062	4,270,244	4,943,874	6,903,816
Sewer Utility	-	657,045	759,680	955,204
Arroyo Seco Golf Course	-	-	-	1,195,978
Operating Contribution and Grants:				
Water Utility	-	-	-	-
Total Business-type Activities Program Revenue	4,549,062	4,927,289	5,703,554	9,054,998
Total primary government program revenues	12,121,977	11,369,090	15,440,511	16,941,609
Net (expenses) revenues:				
Governmental activities	(18,838,689)	(20,534,101)	(16,213,873)	(20,515,419)
Business-type activities	97,770	(3,078,186)	(117,358)	2,366,535
Total primary government net (expenses)/revenues	\$ (18,740,919)	\$ (23,612,287)	\$ (16,331,231)	\$ (18,148,884)

(Continued)

		Fiscal Year									
		2013	2014	2015	2016	2017	2018				
\$	4,152,804	\$	5,039,084	\$	4,354,683	\$	3,847,476	\$	4,324,484	\$	5,560,722
	11,217,279		11,012,625		12,363,366		13,218,063		15,596,078		14,624,313
	902,945		918,665		1,116,084		953,471		1,289,447		1,037,091
	3,101,910		3,132,433		3,336,626		3,153,329		3,566,285		3,819,654
	4,758,677		4,990,390		5,578,457		5,578,850		5,529,025		5,197,516
	8,288		4,465		4,335		-		-		-
	<u>24,141,903</u>		<u>25,097,662</u>		<u>26,753,551</u>		<u>26,751,189</u>		<u>30,305,319</u>		<u>30,239,296</u>
	6,135,803		5,804,509		4,772,647		5,886,309		7,028,827		7,060,363
	838,800		998,603		968,996		962,623		1,012,338		686,672
	888,930.00		930,255.00		923,660		954,898		1,032,358		1,096,327
	<u>7,863,533</u>		<u>7,733,367</u>		<u>6,665,303</u>		<u>7,803,830</u>		<u>9,073,523</u>		<u>8,843,362</u>
	<u>32,005,436</u>		<u>32,831,029</u>		<u>33,418,854</u>		<u>34,555,019</u>		<u>39,378,842</u>		<u>39,082,658</u>
\$	1,005,393	\$	1,173,376	\$	1,372,549	\$	1,126,241	\$	1,026,398	\$	922,603
	868,577		983,181		1,189,968		1,154,628		1,166,125		1,554,948
	576,063		761,632		963,987		804,309		871,571		3,160
	805,635		864,271		1,064,439		853,949		926,897		841,445
	1,103,664		1,159,519		1,226,729		1,172,172		1,189,342		1,449,325
	<u>4,359,332</u>		<u>4,941,979</u>		<u>5,817,672</u>		<u>5,111,299</u>		<u>5,180,333</u>		<u>4,771,481</u>
	32,872		53,999		21,413		164,625		312,062		48,304
	775,610		328,654		185,067		116,029		175,919		173,401
	610,355		504,312		476,886		627,488		810,749		22,189
	31,854		24,876		38,348		20,527		84,519		25,248
	255,526		348,797		212,472		399,656		87,864		702,884
	<u>1,706,217</u>		<u>1,260,638</u>		<u>934,186</u>		<u>1,328,325</u>		<u>1,471,113</u>		<u>972,026</u>
	-		-		-		-		901,436		-
	-		-		-		-		-		143,601
	93,947		1,300,814		1,220,504		734,935		1,516,800		1,182,367
	<u>93,947</u>		<u>1,300,814</u>		<u>1,220,504</u>		<u>734,935</u>		<u>2,418,236</u>		<u>1,325,968</u>
	<u>6,159,496</u>		<u>7,503,431</u>		<u>7,972,362</u>		<u>7,174,559</u>		<u>9,069,682</u>		<u>7,069,475</u>
	8,022,705		9,210,982		8,694,880		8,094,350		8,804,890		9,830,246
	1,127,843		1,256,682		1,353,233		1,543,925		1,583,362		1,614,351
	1,082,826		1,197,047		1,133,562		1,129,927		1,101,970		1,166,516
	-		-		-		-		-		200,167
	<u>10,233,374</u>		<u>11,664,711</u>		<u>11,181,675</u>		<u>10,768,202</u>		<u>11,490,222</u>		<u>12,811,280</u>
	<u>16,392,870</u>		<u>19,168,142</u>		<u>19,154,037</u>		<u>17,942,761</u>		<u>20,559,904</u>		<u>19,880,755</u>
	(17,982,407)		(17,594,231)		(18,781,189)		(19,576,630)		(21,235,637)		(23,169,821)
	<u>2,369,841</u>		<u>3,931,344</u>		<u>4,516,372</u>		<u>2,964,372</u>		<u>2,416,699</u>		<u>3,967,918</u>
\$	<u>(15,612,566)</u>	\$	<u>(13,662,887)</u>	\$	<u>(14,264,817)</u>	\$	<u>(16,612,258)</u>	\$	<u>(18,818,938)</u>	\$	<u>(19,201,903)</u>

CITY OF SOUTH PASADENA

**CHANGES IN NET POSITION (Continued)
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)**

	Fiscal Year			
	2009	2010	2011	2012
General Revenues and Other Changes in Net Position:				
Governmental activities:				
Taxes:				
Property taxes	\$ 10,404,273	\$ 10,426,753	\$ 10,667,838	\$ 10,557,651
Sales taxes	2,399,744	2,797,621	2,714,102	2,956,964
Franchise taxes	821,144	777,843	803,969	814,766
Business License taxes	352,528	323,307	347,665	347,096
Other taxes	3,942,594	4,109,696	4,143,183	4,133,582
Motor Vehicle in Lieu - Unrestricted	74,215	76,294	150,390	13,267
Use of money and property	658,997	517,079	415,280	381,165
Other	73,594	207,937	165,462	104,245
Transfers	-	(1,829,787)	-	-
Extraordinary gain/loss on dissolution of RDA	-	-	-	(442,708)
Total governmental activities	18,727,089	17,406,743	19,407,889	18,866,028
Business-type activities:				
Use of money and property	227,528	681,532	77,378	45,652
Miscellaneous	-	-	-	-
Other	13,814	12,379	13,103	10,901
Transfers	-	1,829,787	-	-
Total business-type activities	241,342	2,523,698	90,481	56,553
Total primary government	18,968,431	19,930,441	19,498,370	18,922,581
Change in Net Position:				
Governmental activities	(111,600)	(3,127,358)	3,194,016	(1,649,391)
Business-type activities	339,112	(554,488)	(26,877)	2,423,088
Total primary government	\$ 227,512	\$ (3,681,846)	\$ 3,167,139	\$ 773,697

(Continued)

Fiscal Year					
2013	2014	2015	2016	2017	2018
\$ 11,074,604	\$ 11,462,585	\$ 11,779,438	\$ 12,632,984	\$ 13,236,932	\$ 14,135,844
2,481,560	3,447,593	3,535,113	3,786,423	3,627,051	3,965,016
810,642	804,995	878,332	875,304	818,724	784,736
363,437	373,935	385,691	397,762	412,594	389,726
4,092,063	4,004,746	3,965,217	3,940,883	4,057,552	3,775,843
10,980	-	16,845	10,561	11,660	13,682
446,167	498,208	542,196	739,761	553,165	650,749
221,658	32,823	70,188	745,315	38,877	130,310
-	-	87,000	13,919	24,514	-
-	-	-	-	-	-
19,501,111	20,624,885	21,260,020	23,142,912	22,781,069	23,845,906
38,006	28,372	32,205	137,524	(2,802)	92,551
-	-	-	-	-	-
5,972	10,143	184,786	230,156	171,452	216,693
-	-	(87,000)	(13,919)	(24,514)	-
43,978	38,515	129,991	353,761	144,136	309,244
19,545,089	20,663,400	21,390,011	23,496,673	22,925,205	24,155,150
1,518,704	3,030,654	2,478,831	3,566,282	1,545,432	676,085
2,413,819	3,969,859	4,646,363	3,318,133	2,560,835	4,277,162
\$ 3,932,523	\$ 7,000,513	\$ 7,125,194	\$ 6,884,415	\$ 4,106,267	\$ 4,953,247

CITY OF SOUTH PASADENA

FUND BALANCES OF GOVERNMENTAL FUNDS
 LAST TEN FISCAL YEARS
 (MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year			
	2009	2010	2011	2012
General Fund:				
Pre-GASB 54:				
Reserved	\$ 1,550,920	\$ 947,588	\$ -	\$ -
Unreserved	9,491,709	10,251,769	-	-
GASB 54:				
Nonspendable	-	-	426,430	433,637
Restricted	-	-	-	-
Committed	-	-	2,564,280	2,563,481
Unassigned	-	-	10,541,790	11,757,341
Total General Fund	<u>11,042,629</u>	<u>11,199,357</u>	<u>13,532,500</u>	<u>14,754,459</u>
All Other Governmental Funds:				
Pre-GASB 54:				
Reserved	\$ 1,194,959	\$ 420,227	\$ -	\$ -
Unreserved, reported in:				
Special revenue funds	2,584,720	1,112,446	-	-
Capital projects funds	3,064,554	1,977,128	-	-
GASB 54:				
Nonspendable	-	-	-	-
Restricted	-	-	4,438,340	2,722,783
Committed	-	-	-	-
Assigned	-	-	-	-
Unassigned	-	-	(2,355,949)	(4,015,530.00)
Total all other governmental funds	<u>6,844,233</u>	<u>3,509,801</u>	<u>2,082,391</u>	<u>(1,292,747)</u>
Total governmental funds	<u>\$ 17,886,862</u>	<u>\$ 14,709,158</u>	<u>\$ 15,614,891</u>	<u>\$ 13,461,712</u>

(Continued)

Fiscal Year					
2013	2014	2015	2016	2017	2018
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
1,199,091	1,207,961	1,022,841	1,035,224	1,044,519	904,445
-	-	-	-	-	-
2,141,481	2,650,000	3,500,000	5,635,000	5,899,130	5,803,778
11,727,832	12,788,280	13,124,419	12,724,205	9,681,531	11,182,760
<u>15,068,404</u>	<u>16,646,241</u>	<u>17,647,260</u>	<u>19,394,429</u>	<u>16,625,180</u>	<u>17,890,983</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	-	-	-	-
2,328,184	3,184,841	4,179,297	4,894,822	6,328,022	6,336,084
579,447	611,447	461,472	696,953	2,482,803	796,721
-	-	-	-	-	-
(1,049,935.00)	(791,469)	(572,623)	(771,286)	(791,741)	(874,184)
<u>1,857,696</u>	<u>3,004,819</u>	<u>4,068,146</u>	<u>4,820,489</u>	<u>8,019,084</u>	<u>6,258,621</u>
<u>\$ 16,926,100</u>	<u>\$ 19,651,060</u>	<u>\$ 21,715,406</u>	<u>\$ 24,214,918</u>	<u>\$ 24,644,264</u>	<u>\$ 24,149,604</u>

CITY OF SOUTH PASADENA

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
 LAST TEN FISCAL YEARS
 (MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year			
	2009	2010	2011	2012
Revenues:				
Taxes	\$ 17,689,431	\$ 18,037,383	\$ 18,317,689	\$ 18,393,272
Assessment	885,515	883,681	885,387	888,619
Licenses and permits	1,004,933	934,708	1,000,988	944,680
Intergovernmental	2,635,222	1,942,882	2,572,819	2,909,377
Charges for services	2,449,932	1,982,863	2,144,589	2,222,151
Use of money and property	658,997	517,079	415,280	381,165
Fines and forfeitures	701,894	629,280	552,093	533,035
Contributions	11,050	10,050	15,637	11,285
Miscellaneous	419,952	508,025	733,700	701,995
Total Revenues	<u>26,456,926</u>	<u>25,445,951</u>	<u>26,638,182</u>	<u>26,985,579</u>
Expenditures:				
Current:				
General government	3,893,079	4,220,337	4,099,345	4,207,231
Public safety	11,134,224	11,147,779	10,608,012	11,217,259
Community development	831,613	919,697	913,862	955,648
Community services	2,764,489	2,887,103	3,024,889	2,915,639
Public works	3,217,465	3,297,647	2,806,005	3,024,746
Capital outlay	1,812,804	5,540,889	5,978,832	2,467,712
Debt service:				
Principal retirement	181,845	123,891	131,037	48,289
Interest and fiscal charges	140,221	134,275	127,929	67,064
Total expenditures	<u>23,975,740</u>	<u>28,271,618</u>	<u>27,689,911</u>	<u>24,903,588</u>
Excess/(deficiency) of Revenues Over Expenditures	<u>2,481,186</u>	<u>(2,825,667)</u>	<u>(1,051,729)</u>	<u>2,081,991</u>
Other financing sources (uses):				
Transfers in	25,758	24,136	146,179	46,729
Transfers out	(25,758)	(376,173)	(146,179)	(46,729)
Total other financing sources (uses)	<u>-</u>	<u>(352,037)</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	<u>\$ 2,481,186</u>	<u>\$ (3,177,704)</u>	<u>\$ (1,051,729)</u>	<u>\$ 2,081,991</u>
Debt service as a percentage of noncapital expenditures	1.4%	1.1%	1.2%	0.5%

(Continued)

Fiscal Year					
2013	2014	2015	2016	2017	2018
\$ 19,166,312	\$ 19,697,011	\$ 20,205,691	\$ 21,235,594	\$ 21,740,257	\$ 22,827,899
905,459	896,465	895,798	876,972	892,361	890,227
1,012,753	985,186	1,047,540	1,069,023	1,093,865	1,001,349
4,290,262	2,303,094	1,989,281	1,104,398	3,193,603	1,374,597
2,270,737	2,682,074	3,880,357	3,439,167	3,529,076	3,711,816
446,167	498,208	542,194	739,761	553,165	650,749
523,629	412,748	347,585	444,556	397,738	388,061
17,970	12,455	12,365	9,691	4,310	16,135
313,612	594,210	480,206	1,028,401	576,915	54,548
<u>28,946,901</u>	<u>28,081,451</u>	<u>29,401,017</u>	<u>29,947,563</u>	<u>31,981,290</u>	<u>30,915,381</u>
5,651,008	4,297,373	3,988,989	3,930,354	4,208,084	4,643,875
10,968,211	10,636,711	11,651,620	12,099,774	13,454,529	13,223,377
898,709	911,871	1,121,098	1,003,041	1,157,431	1,037,091
2,953,811	2,970,037	3,209,105	3,175,023	3,394,984	3,570,903
2,921,136	2,970,322	3,107,053	3,638,844	3,602,684	3,294,839
2,028,330	3,536,250	3,739,660	3,507,229	5,687,034	5,639,956
50,650	53,130	55,725	58,450	-	-
10,658	8,178	5,583	2,858	-	-
<u>25,482,513</u>	<u>25,383,872</u>	<u>26,878,833</u>	<u>27,415,573</u>	<u>31,504,746</u>	<u>31,410,041</u>
<u>3,464,388</u>	<u>2,697,579</u>	<u>2,522,184</u>	<u>2,531,990</u>	<u>476,544</u>	<u>(494,660)</u>
1,176,376	421,511	408,497	648,622	5,424,382	-
(1,176,376)	(421,511)	(625,137)	(681,100)	(5,481,580)	-
-	-	(216,640)	(32,478)	(57,198)	-
<u>\$ 3,464,388</u>	<u>\$ 2,697,579</u>	<u>\$ 2,305,544</u>	<u>\$ 2,499,512</u>	<u>\$ 419,346</u>	<u>\$ (494,660)</u>
0.3%	0.3%	0.3%	0.3%	0.0%	0.0%

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CITY OF SOUTH PASADENA

**ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**
(in thousands of dollars)

Fiscal Year Ended June 30,	Residential Property	Commercial Property	Other Property	Less: Tax-Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value ^a	Taxable Assessed Value as a Percentage of Actual Taxable Value
2009	\$ 2,850,768	\$ 217,653	\$ 141,106	\$ (29,101)	\$ 3,180,426	0.252%	N/A	N/A
2010	2,899,484	224,824	142,474	(30,931)	3,235,851	0.252%	N/A	N/A
2011	2,972,102	228,851	125,651	(32,678)	3,293,926	0.251%	N/A	N/A
2012	3,049,558	236,648	143,771	(32,852)	3,397,125	0.252%	N/A	N/A
2013	3,175,548	246,971	137,830	(33,508)	3,526,841	0.252%	N/A	N/A
2014	3,329,419	260,726	135,712	(34,820)	3,691,037	0.264%	N/A	N/A
2015	3,501,716	267,657	124,487	(32,836)	3,861,024	0.264%	N/A	N/A
2016	3,692,063	269,163	121,018	(9,974)	4,072,270	0.264%	N/A	N/A
2017	3,879,157	277,223	130,593	(9,974)	4,276,999	0.264%	N/A	N/A
2018	4,127,779	302,031	131,435	(9,974)	4,551,271	0.264%	N/A	N/A

Source: County of Los Angeles Auditor-Controller and HDL Coren & Cone

Note: ^a Estimated Actual Taxable is not available

In 1978 the voters of the State of California passed Proposition 13 which limited taxes to a total maximum rate of 1%, based upon the assessed value of the property being taxed. Each year, the assessed value of the property may be increased by an "inflation factor" (limited to a maximum of 2%)

CITY OF SOUTH PASADENA

**DIRECT AND OVERLAPPING PROPERTY TAX RATES
LAST TEN FISCAL YEARS
(rate per \$1,000 of assessed value)**

Fiscal Year	City Direct Rates		Overlapping Rates				
	General Basic Tax Levy	Total Direct Rate	Los Angeles County (1)	Educational Revenue Augmentation Fund	Los Angeles County Fire FfW	Los Angeles County Flood Control	Community College
2009	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2010	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2011	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2012	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2013	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2014	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2015	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2016	0.2400	0.2400	0.2857	0.2551	0.0060	0.0096	0.0320
2017	0.2400	0.2400	0.2856	0.2551	0.0060	0.0096	0.0320
2018	0.2400	0.2637	0.2857	0.2551	0.0060	0.0096	0.0320

Fiscal Year	School District	Overlapping Rates					Total
		Voter Approved					
		Upper San Gabriel Valley Municipal Water District	South Pasadena Unified School District	Upper San Gabriel Valley Municipal Water District	Detention Facilities	Pasadena Community College District	
2009	0.1712	0.0005	0.0860	0.00430	-	0.0174	1.1078
2010	0.1712	0.0005	0.0884	0.00430	-	0.0230	1.1158
2011	0.1712	0.0005	0.1105	0.00370	-	0.0199	1.1342
2012	0.1712	0.0005	0.1058	0.0037	-	0.0196	1.1292
2013	0.1712	0.0005	0.1011	0.00350	-	0.0206	1.1253
2014	0.1712	0.0005	0.1014	0.00350	-	0.0190	1.1240
2015	0.1712	0.0005	0.1006	0.00350	-	0.0103	1.1145
2016	0.1712	0.0005	0.0981	0.00350	-	0.0087	1.1104
2017	0.1712	0.0005	0.0993	0.00350	-	0.0089	1.1117
2018	0.1712	0.0005	0.1514	0.00350	-	0.0082	1.1631

Source: County of Los Angeles Auditor-Controller and HDL Coren and Cone

(1) - The following were included in Los Angeles County: Childrens Institutional Tuition Fund, County Sanitation District No. 16, County School Services, Development Center, and LA County General

CITY OF SOUTH PASADENA

PRINCIPAL PROPERTY TAX PAYERS
CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2018			2009		
	Taxable Assessed Value (1)	Rank	Percentage of Total City Taxable Assessed Value	Combined Taxable Value (1)	Rank	Percentage of Total City Taxable Assessed Value
625 Fair Oaks Investors LLC	\$ 20,711,100	1	0.46%			
WF Property Holdings LP	13,809,401	2	0.30%			
NNC Terraces at South Pasadena LLC	13,417,297	3	0.29%			
Sean P Vargas	12,972,295	4	0.29%			
Purrey Family Trust	12,838,502	5	0.27%			
LDW Pico Properties LLC	11,864,640	6	0.26%			
Casa De General LLC	11,731,013	7	0.26%			
99 Pasadena Avenue LLC	11,587,741	8	0.25%			
829 Croft at Melrose Place LLC	11,000,000	9	0.24%			
Golden Oaks Investment LP	10,160,147	10	0.22%	8,972,190	3	0.28%
H and O Fair Oaks Partners				15,977,350	1	0.50%
MT Olive Sepulveda LP				10,352,427	2	0.33%
NNC Terraces at South Pasadena LLC				8,853,309	4	0.28%
California Empire LP				8,593,435	5	0.27%
Kan Investment Limited				8,585,305	6	0.27%
CCCC Growth Fund LLC				7,923,397	7	0.25%
H P III Limited				7,497,385	8	0.24%
Jerry B and Roberta L Furrey Trust				7,426,078	9	0.23%
Safeway Stores				7,247,537	10	0.23%
Total	<u>\$ 130,092,136</u>		2.84%	<u>\$ 91,428,413</u>		2.88%

Source: (1) County of Los Angeles Assessor and HDL Coren and Cone

CITY OF SOUTH PASADENA

PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

Fiscal Year Ended June 30,	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage
2009	\$ 7,153,748	\$ 7,054,454	98.6%	\$ 5,987	\$ 7,060,441	98.7%
2010	7,261,945	7,237,513	99.7%	(12,883)	7,224,631	99.5%
2011	7,422,229	7,375,394	99.4%	(6,476)	7,368,918	99.3%
2012	7,669,207	7,570,264	98.7%	(17,918)	7,552,346	98.5%
2013	8,244,644	8,211,281	99.6%	(12,718)	8,198,563	99.4%
2014	8,569,818	8,389,757	97.9%	(16,427)	8,373,331	97.7%
2015	9,063,962	8,791,225	97.0%	(16,959)	8,774,266	96.8%
2016	9,607,577	9,281,790	96.6%	(19,676)	9,262,115	96.4%
2017	10,163,709	9,757,452	96.0%	(14,953)	9,742,499	95.9%
2018	10,718,463	10,421,475	97.2%	(24,757)	10,396,718	97.0%

Source: Los Angeles County Tax Collector and City of South Pasadena, Finance Division
HDL Property Tax Revenue

Debt Capacity

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CITY OF SOUTH PASADENA

**RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS**

Fiscal Year	Governmental Activities (1)			Business-type Activities		Total Primary Government	Percentage of Personal Income	Per Capita ^a
	Tax Allocation Bonds	Capital Leases	Loans	Water Revenue Bonds	State Loan			
2009	\$ 2,000,000	\$ 356,172	\$ -	\$ 51,375,000	\$ -	\$ 53,731,172	4.93%	2,099
2010	1,920,000	312,281	-	51,150,000	-	53,382,281	5.02%	2,074
2011	1,835,000	266,243	-	50,915,000	-	53,016,243	4.60%	2,048
2012	-	217,955	-	50,670,000	-	50,887,955	4.17%	1,978
2013	-	167,305	-	49,887,458	-	50,054,763	3.92%	1,936
2014	-	114,175	-	48,854,762	527,283	49,496,220	4.11%	1,903
2015	-	58,450	-	47,838,993	2,475,913	50,373,356	4.16%	1,936
2016	-	-	-	46,753,226	4,147,892	50,901,118	4.21%	1,956
2017	-	-	-	48,533,332	6,373,623	54,906,955	4.58%	2,112
2018	-	-	-	46,957,581	7,415,790	54,373,371	4.26%	2,088

Note:

Details regarding the city's outstanding debt can be found in the notes to the financial statements

^a See demographic and Economic Statistics schedule for personal income and population data. These ratios are calculated using personal income and population for the prior calendar year

CITY OF SOUTH PASADENA

**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
AS OF JUNE 30, 2018**

Fiscal Year 2016-17 Assessed Valuation : \$3,815,324,089 after deducting \$461,674,700 incremental value

	<u>Debt Outstanding</u>	<u>% Applicable (1)</u>	<u>City's Share of Debt 6/30/2018</u>
Direct Debt			
2012 State Loan Payable	\$ 7,415,790	100.0000%	\$ 7,415,790
2013 Water Revenue Bonds	\$ 5,370,000	100.0000%	5,370,000
2016 Water Revenue Bonds	\$ 36,855,000	100.0000%	36,855,000
Total Direct Debt			<u>49,640,790</u>
Overlapping Debt			
Metropolitan Water District	29,354,442	0.355%	104,172
Pasadena Area Community College District 2002, 2006 Series D	3,595,000	5.408%	194,407
Pasadena Area Community College District 2002, 2009 Series E	25,295,000	5.408%	1,367,879
Pasadena Area Community College District 2014 Ref Series A	15,325,000	5.408%	828,731
Pasadena Area Community College District 2016 Ref Series A	32,900,000	5.408%	1,779,135
South Pasadena Unified 96 Series A	1,205,000	5.408%	1,205,000
South Pasadena Unified DS 95 Series B	1,170,615	100.000%	1,170,615
South Pasadena Unified SD DS 95 S-C	4,112,868	100.000%	4,112,868
South Pasadena Unified SD DS 95 Series D	1,444,380	100.000%	1,444,380
South Pasadena USD DS 2002 Series B	1,507,583	100.000%	1,507,583
South Pasadena USD DS 2010 Ref Bond	16,685,000	100.000%	16,685,000
South Pasadena USD DS 2016 Seriesies A	34,475,617	100.000%	34,475,617
Total Overlapping Tax and Assessment Debt			<u>64,875,387</u>
Combined Total Debt			<u><u>114,516,177</u></u>

Source: (1) HDL Coren & Core, Los Angeles County Assessor

Note:

- (1) Percentage of overlapping agency's assessed valuation located within boundaries of the city
- (2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and tax allocation bonds.

Debt to Assessed Valuation Ratios:

Direct Debt	1.19%
Overlapping Debt	1.60%
Total Debt	2.79%

CITY OF SOUTH PASADENA

LEGAL DEBT MARGIN INFORMATION
 LAST TEN FISCAL YEARS
(in thousands of dollars)

Fiscal Year	Debt Limit	Total Net Debt Applicable to Limit	Legal Debt Limit	Total Net Debt Applicable to the Limit as a Percentage of Debt Limit
2009	\$ 477,064	\$ -	\$ 477,064	0.00%
2010	485,378	-	485,378	0.00%
2011	494,089	-	494,089	0.00%
2012	509,569	-	509,569	0.00%
2013	471,822	-	471,822	0.00%
2014	494,193	-	494,193	0.00%
2015	516,507	-	516,507	0.00%
2016	544,458	-	544,458	0.00%
2017	641,550	-	641,550	0.00%
2018	682,691	-	682,691	0.00%

Legal Debt Margin Calculation for Fiscal Year 2018

Assessed value	\$ 4,551,271
Debt limit (15% of assessed value)	682,691
Debt applicable to limit:	
General obligation bonds	-
Less: Amount set aside for repayment of general obligation debt	-
Total net debt applicable to limit	-
Legal debt margin	<u>\$ 682,691</u>

CITY OF SOUTH PASADENA

PLEDGED REVENUE COVERAGE
 LAST TEN FISCAL YEARS
(in thousands of dollars)

Fiscal Year	Water Revenue Bonds						
	Utility Service Charges	Less: Operating Expenses	Net Available Revenue	Debt Service		Coverage	
				Principal	Interest		
2009	\$ 4,563	\$ 3,683	\$ 880	\$ 220	\$ 635	5.34	
2010	4,283	4,490	(207)	225	2,158	1.80	
2011	4,956	2,581	2,375	235	2,439	1.85	
2012	6,911	4,086	2,825	245	2,423	2.59	
2013	8,029	5,563	2,466	255	2,046	3.49	
2014	9,221	5,674	3,547	95	2,271	3.90	
2015	8,695	4,430	4,265	1,065	2,240	2.63	
2016	8,094	4,562	3,532	1,095	2,211	2.45	
2017	8,805	6,218	2,587	340	1,142	5.94	
2018	9,627	6,371	3,256	1,195	1,802	1.09	

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements. Operating expenses do not include interest, depreciation, or amortization expenses.

The Water Revenue bonds were issued in 2013 and 2016.

Source: City of South Pasadena Finance Department

***Demographic and Economic
Information***

CITY OF SOUTH PASADENA

DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN CALENDAR YEARS

<u>Calendar Year</u>	<u>Population</u>	<u>Personal Income (In Thousands)</u>	<u>Per Capita Personal Income</u>	<u>Unemployment Rate</u>
2008	25,604	\$ 1,090,450	\$ 42,589	3.6%
2009	25,737	1,063,171	41,309	5.8%
2010	25,881	1,152,274	44,522	6.3%
2011	25,725	1,220,780	47,455	6.1%
2012	25,857	1,277,956	49,424	4.6%
2013	26,011	1,203,347	46,263	3.7%
2014	26,022	1,211,194	46,545	5.9%
2015	26,028	1,208,853	46,444	4.7%
2016	25,992	1,199,887	46,163	3.7%
2017	26,047	1,276,801	49,019	3.2%

Sources: County of Los Angeles Auditor- Controller and HDL Coren and Cone.

CITY OF SOUTH PASADENA

PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO

Employer	2017-2018			2008-2009*		
	Number of Employees	Rank	Percent of Total Employment	Number of Employees	Rank	Percent of Total Employment
South Pasadena Care Center, LLC	140	1	3.72%	-		0.00%
The Vons Companies Inc. Pavillions #2228	100	2	2.65%	-		0.00%
Trader Joe No. 18	97	3	2.57%	-		
Ralph's Grocery Co. #21	92	4	2.44%	-		0.00%
V.C.A.T..L.C. Pasadena Veterinary Specialty	91	5	2.42%	-		0.00%
Bristol Farms	78	6	2.07%	-		
Collins, Collins, Muir & Stewart, L L P	63	7	1.67%	-		
City of Hope South Pasadena	61	8	1.62%	-		0.00%
W N C Insurance Services, Inc.	60	9	1.59%	-		
The Vons Companies Inc. #3075	57	10	1.51%	-		0.00%
Total	839		22.26%	-		0.00%
 Total City Employment (3)	 3,768					

* Information not available

Source: South Pasadena Finance Department/Business License

CITY OF SOUTH PASADENA

FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program:	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
General government										
Legislative	8	8	8	8	8	8	5	5	5	5
City Manager	8	8	10	10	10	10	12	12	11	12
Finance	8	8	8	8	8	9	9	9	9	9
Public safety	81	81	81	81	81	79	81	80	80	77
Community Development	6	6	7	6	6	6	6	6	6	7
Public Works	30	30	27	28	28	20	21	21	20	21
Community Services	22	22	18	19	20	21	19	20	20	26
Water Utility	9	9	12	11	11	11	10	10	10	10
Total	<u>173</u>	<u>173</u>	<u>171</u>	<u>171</u>	<u>172</u>	<u>163</u>	<u>163</u>	<u>163</u>	<u>161</u>	<u>167</u>

Source: South Pasadena Finance Department/Adopted budget book

Operating Information

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CITY OF SOUTH PASADENA

OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
General Government:										
Number of building permits issued	282	326	380	342	476	354	349	433	424	876
Number of building inspections conducted	2,152	2,113	2,158	2,376	2,380	2,568	2,087	1,860	2,041	3,240
Refuse collection										
Refuse collected (tons per day)	89	92	90	90	85	83	69	74	77	83
Recyclables collected (tons per day)	40	38	38	38	29	28	25	29	32	30
Other public works										
Street resurfacing (miles)	0	1	3	2	1	1	2	2	0	5
Potholes repaired *	480	520	580	1,600	1,450	1,500	1,450	1,400	259	300
Water										
New connections	18	18	10	9	6	11	7	8	5	2
Water main breaks	12	4	9	5	9	10	9	6	5	4
Average daily consumption (million gallons)	4	4	4	4	4	5	3	3	3	3
Peak daily consumption (million gallons)	6	6	6	6	6	6	5	4	4	4
Fire Department										
Number of emergency calls responded to	1,850	1,780	1,760	1,664	1,594	1,695	1,775	1,880	1,483	2,584
Number of fire inspections	470	254	229	544	296	563	521	520	540	1,163
Police Department										
Arrest statistics	1,546	2,056	1,096	1,159	1,080	1,003	855	699	830	829
Traffic citations	7,641	8,216	4,734	3,468	3,753	3,717	2,847	2,288	4,313	4,038
Parking citations	12,800	10,967	9,314	9,629	10,936	11,388	8,843	10,811	9,136	7,803
Community Services										
Facility rentals	45	58	60	60	69	89	86	95	142	80
Recreation classes	181	180	419	419	441	432	399	416	465	277

Note: * Based on average sized potholes and cold patch purchased

Source: Various City Departments.

CITY OF SOUTH PASADENA

**CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS**

Function/Program	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Other public works										
Street (miles)	55	55	55	55	55	55	55	55	55	55
Traffic signals	30	31	31	31	31	31	31	31	31	31
Park and recreation										
Parks	6	6	6	6	6	6	6	6	6	6
Acreage	89	89	89	89	89	89	89	89	89	89
Playgrounds	4	4	4	4	4	4	4	4	4	4
Baseball/softball diamonds	6	6	6	6	6	6	6	6	6	6
Soccer/football fields	4	4	4	4	4	4	4	4	4	4
Community centers	5	5	5	5	5	5	5	5	5	5
Water										
Water mains (miles)	68	68	68	68	68	68	68	68	68	68
Fire hydrants	165	165	165	165	165	165	165	165	165	165
Storage capacity (million gallons)	13	13	13	13	13	13	13	13	13	13
Sewage System										
Sanitary sewers (miles)	55	55	55	55	55	55	55	55	55	55
Storm sewers (miles)	2	2	2	2	2	2	2	2	2	2

Notes: No capital asset indicators available for the general government.

Sources: Various City departments.



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To the Honorable City Council
City of South Pasadena
South Pasadena, California

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*Governmental Audit
Quality Center*

*Employee Benefit Plan
Audit Quality Center*

California Society of
Certified Public Accountants

We have audited the financial statements of City of South Pasadena (the City) as of and for the year ended June 30, 2018, and have issued our report thereon dated June 20, 2019. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated August 24, 2018, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting, material weaknesses, and material noncompliance, and other matters noted during our audit in a separate letter to you dated June 20, 2019.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note 1 to the financial statements. As described in Note 1 of the financial statements, during the year, the City adopted the provisions of Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pensions*. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

Management's estimate of the fair value of investments is based on information provided by financial institutions. We evaluated the key factors and assumptions used to develop the fair value of investments in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of capital asset depreciation is based on historical estimates of each capitalized item's useful life. We evaluated the key factors and assumptions used to develop the estimated useful lives in determining that it is reasonable in relation to the financial statements taken as a whole.

The estimate of the net pension liability and related deferred inflows and outflows of resources is based on actuarial reports provided by independent actuaries. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The estimate of the other post-employment benefit liability is based on actuarial reports provided by the City using the alternative calculation method as allowed by the Governmental Accounting Standards Board. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City's financial statements relate to:

The disclosure of fair value of investments in the notes to the financial statements represents amounts susceptible to market fluctuations.

The disclosure of accumulated depreciation in the notes to the financial statements is based on estimated useful lives, which could differ from actual useful lives of each capitalized item.

The disclosure of the net pension liability and related pension information in the notes to the financial statements is based on actuarial assumptions which will differ from actual amounts in future periods.

The disclosure of the other post-employment benefit liability information in the notes to the financial statements is based on actuarial assumptions, using the alternative calculation method, which will differ from actual amounts in future periods.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated June 20, 2019.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

This report is intended solely for the information and use of the City Council and management of the City and is not intended to be and should not be used by anyone other than these specified parties.

Rogers, Anderson, Malody & Scott, LLP.

June 20, 2019
San Bernardino, California



CITY OF SOUTH PASADENA

FINANCE DEPARTMENT
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Rogers, Anderson, Malody & Scott, LLP
735 E. Carnegie Drive, Suite 100
San Bernardino, CA 92408

This representation letter is provided in connection with your audit of the financial statements of the City of South Pasadena (the City), which comprise the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of June 30, 2018, and the respective changes in financial position and, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of June 20, 2019:

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated August 24, 2018, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 4) We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- 5) We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- 6) Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- 7) Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.

- 8) All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- 9) The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- 11) All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus* as amended, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- 12) All components of net position, nonspendable fund balance, and restricted, committed, assigned, and unassigned fund balance are properly classified and, if applicable, approved.
- 13) Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- 14) All revenues within the statement of activities have been properly classified as program revenues or general revenues.
- 15) All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- 16) All interfund and intra-entity transactions and balances have been properly classified and reported.
- 17) Deposit and investment risks have been properly and fully disclosed.
- 18) Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- 19) With regard to investments and other instruments reported at fair value:
 - a) The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - b) The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - c) The disclosures related to fair values are complete, adequate, and in accordance with U.S. GAAP.
 - d) There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.

Information Provided

- 20) We have provided you with:
 - a) Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - b) Additional information that you have requested from us for the purpose of the audit; and

- c) Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
- 21) All transactions have been recorded in the accounting records and are reflected in the financial statements.
 - 22) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - 23) We have no knowledge of any fraud or suspected fraud that affects the City and involves—
 - a) Management;
 - b) Employees who have significant roles in internal control; or
 - c) Others where the fraud could have a material effect on the financial statements.
 - 24) We have no knowledge of any allegations of fraud, or suspected fraud, affecting the City's financial statements communicated by employees, former employees, vendors, regulators, or others.
 - 25) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
 - 26) We have disclosed to you the identity of the City's related parties and all the related party relationships and transactions of which we are aware.
 - 27) There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
 - 28) The City has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
 - 29) We have disclosed to you all guarantees, whether written or oral, under which the City is contingently liable.
 - 30) We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
 - 31) There are no:
 - a) Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - b) Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with financial reporting standards.
 - c) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by financial reporting standards.
 - d) Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
 - 32) The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
 - 33) We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

We acknowledge our responsibility for Required Supplementary Information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

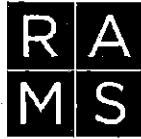
- 34) With respect to the Supplementary Information, as listed in the table of contents, of the financial statements:
- a) We acknowledge our responsibility for presenting the Supplementary Information in accordance with accounting principles generally accepted in the United States of America and we believe the Supplementary Information, including its form and content, is fairly presented in accordance with applicable criteria.
 - b) The methods of measurement or presentation have not changed from those used in the prior period and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the Supplementary Information.
 - c) When the Supplementary Information is not presented with the audited financial statements, management will make the audited financial statements readily available to the intended users of the Supplementary Information no later than the date of issuance by the City of the Supplementary Information and the auditor's report thereon.
 - d) We acknowledge our responsibility to include the auditor's report on the Supplementary Information in any document containing the Supplementary Information and that indicates the auditor reported on such Supplementary Information.
 - e) We acknowledge our responsibility to present the Supplementary Information with the audited financial statements or, if the Supplementary Information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the Supplementary Information no later than the date of issuance by the City of the Supplementary Information and the auditor's report thereon.
- 35) We believe that the actuarial assumptions and methods used to measure pension and other postemployment benefit liabilities and costs for financial accounting purposes are appropriate in the circumstances.
- 36) We agree with the findings of specialists in evaluating the GASBS 68 accounting report and have adequately considered the qualifications of the specialist in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.
- 37) We believe that the actuarial assumptions and methods used to measure pension and other postemployment benefit liabilities and costs for financial accounting purposes are appropriate in the circumstances.

Signature: _____



Title: _____

FINANCE DIRECTOR



ROGERS, ANDERSON, MALODY & SCOTT, LLP
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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Independent Auditor's Report

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Jin Gu, CPA, MT
Veronica Hernandez, CPA
Tara R. Thorp, CPA, MSA

To the Honorable City Council
City of South Pasadena

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of South Pasadena (the City) as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 20, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying *Schedule of Findings and Responses*, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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California Society of
Certified Public Accountants

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying *Schedule of Findings and Responses* to be material weaknesses (2018-001, 2018-002, 2018-003).

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying *Schedule of Findings and Responses* to be significant deficiencies (2018-004, 2018-005, 2018-006, 2018-007).

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City of South Pasadena's Response to Findings

The City's response to the findings identified in our audit are described in the accompanying *Schedule of Findings and Responses*. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Rogers, Anderson, Malody & Scott, LLP.

San Bernardino, California
June 20, 2019

City of South Pasadena

Schedule of Findings and Responses
Year Ended June 30, 2018

Finding 2018-001 Material Weakness – Year End Closing Process

Criteria

General year-end closing and reconciling procedures should be in place.

Condition and Context

There is no year-end closing process or checklist to help ensure that all items have been captured and considered at year-end. This includes a checklist of journal entries to be completed and reconciliations to third party information, such as interest income to investment statements.

Cause

The City did not have the processes noted above in place.

Effect

The City could potentially miss an accrual or adjustment, which could lead to a misstatement of the financial statements.

Recommendation

The City should implement a year-end closing process and checklist to ensure that all potential accruals and adjustments have been accounted for.

Views of Responsible Officials and Planned Corrective Actions

See accompanying "Corrective Action Plan"

Finding 2018-002 Material Weakness – Bank Reconciliations

Criteria

Bank reconciliations should be prepared, reviewed and approved in a timely manner.

Condition and Context

During our audit, we noted that bank statements for various accounts were not reconciled to the general ledger in a timely manner.

Cause

The City did not have controls in place to ensure bank reconciliations were performed in a timely manner.

Effect

Most of the problems encountered within the area of cash can be avoided if a proper system of checks and balances is incorporated into the City's procedures.

Recommendation

We recommend that all of the bank accounts be reconciled monthly to the general ledger and that all suspicious reconciling items be promptly investigated and adjusted with adequate explanations.

Views of Responsible Officials and Planned Corrective Actions

See accompanying "Corrective Action Plan"

City of South Pasadena

**Schedule of Findings and Responses
Year Ended June 30, 2018**

Finding 2018-003 Material Weakness – Accounting and Management of Capital Assets

Criteria

Capital asset listings should be complete and depreciation expense should be calculated on each asset individually, utilizing accounting software.

Condition and Context

During our audit, we noted that certain capital assets were missing from the detailed listing of capital assets, journal entries to record depreciation expense were recorded to incorrect accounts and the calculation of depreciation expense was done incorrectly and manually. We also noted that several projects were open for multiple years, project were continued to be carried as construction in progress when they have been completed and some projects were carried in the construction in progress account when the project has been abandoned and there is no plan to complete the construction.

Cause

The City did not have controls in place to ensure capital assets and related depreciation expense is properly booked.

Effect

The lack of procedures and controls over capital assets and related depreciation expense has led to inaccurate reporting of capital asset costs.

Recommendation

We recommend that the City utilize the accounting software to assist in tracking capital asset purchases and disposals and assist in calculating depreciation expense and recoding the related entries.

Views of Responsible Officials and Planned Corrective Actions

See accompanying "Corrective Action Plan"

Finding 2018-004 Significant Deficiency – Segregation of Duties

Criteria

Proper segregation of duties should be in place for those processing payroll and updating pay rates.

Condition and Context

During our audit, we noted that the Management Assistant responsible for processing payroll has access to change employee pay rates.

Cause

The City did not have proper segregation of duties in place to ensure that pay rates are to only be changed by those in management or outside of the payroll processing function.

Effect

The human resources department should approve all changes in an employee's gross pay, indicated with all appropriate approvals before this information may be entered into the payroll system.

City of South Pasadena

Schedule of Findings and Responses
Year Ended June 30, 2018

Recommendation

We recommend that management of the personnel department or someone outside of the payroll processing function input the change of pay rates. This function should be restricted to only those employees and those processing payroll should not have access to this in the system.

Views of Responsible Officials and Planned Corrective Actions

See accompanying "Corrective Action Plan"

Finding 2018-005 Significant Deficiency – Reconciliation of Fund Balance

Criteria

Opening fund balance each year should agree to the prior year issued financial statements.

Condition and Context

During our audit, we noted the opening fund balance in the General Fund and Water Enterprise Fund did not agree to the prior year issued financial statements.

Cause

Transactions were coded to the fund balance accounts of the General Fund and Water Enterprise Fund during the year under audit. However, based on our conversations with management, these transactions did not represent prior period adjustments. Thus they should not have been recorded to those accounts.

Effect

All journal entries should be scrutinized by a supervisor/manager other than the preparer and questioned when an account or explanation seems inadequate. As these transactions were overlooked, the fund balance accounts were not accurately stated.

Recommendation

We recommend that all journal entries are properly reviewed and approved.

Views of Responsible Officials and Planned Corrective Actions

See accompanying "Corrective Action Plan"

Finding 2018-006 Significant Deficiency – Inventory Records

Criteria

Inventory records should be updated and adjusted, at a minimum, on an annual basis.

Condition and Context

During our audit, we noted that the inventory account in the Water Enterprise Fund included only the purchases of inventory, but did not include usage of such inventory throughout the year.

Cause

Work orders completed by Public Works were not utilized to update inventory accounting records.

City of South Pasadena

**Schedule of Findings and Responses
Year Ended June 30, 2018**

Effect

Inventory balances at year-end are not properly valued.

Recommendation

We recommend that all work orders sent to Finance by Public Works be input on a routine basis.

Views of Responsible Officials and Planned Corrective Actions

See accompanying "Corrective Action Plan"

Finding 2018-007 Significant Deficiency – Year End Accrual of Accounts Payable

Criteria

Generally Accepted Accounting Principles require proper cut off of accounts payable at year end. As a result, goods or services incurred prior to June 30 and not paid as of the end of the year should be recorded as liabilities.

Condition and Context

During our audit process, we identified a number of significant invoices related to both operating and construction costs that had not been appropriately accrued in the normal closing process. Adjusting entries were recorded to increase accounts payable as of year-end.

Cause

Although procedures and controls may be in place, they are manual in nature and not sufficient to effectively detect material misstatement of payables and expenditures.

Effect

Failure to implement proper cut off policies and procedures exposes the City to risk of erroneous financial reporting.

Recommendation

Review the procedures and process in place at year-end to determine what changes to the process are required to ensure that year-end payables are accurately identified and recorded. Consider automating the management of invoices through the deployment of technology. Provide additional training and supervision to all personnel performing the identification process of year-end accounts payable.

Views of Responsible Officials and Planned Corrective Actions

See accompanying "Corrective Action Plan"

Corrective Action Plan

Name of contact person:

Craig Koehler, Director of Finance

Finding 2018-001 Material Weakness – Year End Closing Process

Corrective Action:

Management will utilize a formal checklist for year-end closing. A sample checklist was provided by RAMS, and will be utilized by Finance. In addition, periodic reviews will be done by the Finance Director to assure that the year-end closing process is being completed in a timely manner in accordance with the audit schedule provided by the auditor.

Proposed Completion Date:

To be implemented by June 30, 2019

Finding 2018-002 – Material Weakness – Bank Reconciliations

Corrective Action:

Management will utilize a bank reconciliation template and format that will assure that all bank reconciliations are completed by end of the month following the period being reconciled (example reconciliations for May due by June 30.) In addition, the Finance Director will be signing off on all bank reconciliations to assure that they are being completed in a timely manner.

Completion Date:

To be implemented by June 30, 2019

Finding 2018-003 Material Weakness – Accounting and Management of Capital Assets

Corrective Action:

Management will attempt to reconcile the capital assets contained in the FactsPlus (fixed asset) program with the Excel based model. Management will facilitate a download of the historical data within the FactsPlus program to be used in reconciling to the Excel based model. Once the data is reconciled, Finance will be utilizing the Excel model to track capital assets and calculate depreciation expense. In addition, a quarterly review will be done to ensure capital assets and related depreciation expense are up to date and properly recorded prior to the year-end closing.

Completion Date:

To be implemented by August 31, 2019

Finding 2018-004 Significant Deficiency – Segregation of Duties

Corrective Action:

Management recognizes that this was an oversight and corrective action has already been implemented for the current payroll processing platform with Springbrook, limiting payroll access for the person responsible for processing payroll. The City is in the process of outsourcing payroll to an external processing vendor, where additional segregation of duties and controls are possible. Going forward under the new payroll platform, further segregation of duties will be defined and delineated between Finance and Human Resources that will meet the criteria for internal controls. In the interim, while the City is continuing to process payroll through the Springbrook, periodic reviews of all City employees Springbrook access rights will be reviewed, particularly payroll access, to assure that that there is proper segregation of duties in place at all times.

Completion Date:

Implemented February 28, 2019

Finding 2018-005 Significant Deficiency – Reconciliation of Fund Balance

Corrective Action:

As part of the year-end checklist, Management will assure that opening fund balances agree to prior issued financial statements. In addition, additional review and approval processes will be implemented to verify journal entries are accurate.

Completion Date:

Implemented April 30, 2019

Finding 2018-006 Significant Deficiency – Inventory Records

Corrective Action:

Management will work in close coordination with the Water Department to assure that all inventory related transactions are being recorded throughout the year. Finance will implement a process, whereby a recap of water inventory usage records (work orders) will be reflected on a quarterly basis and recorded in the General Ledger through journal entries. In addition, Finance will coordinate an annual physical inventory count with the Water Operations at fiscal year-end.

Completion Date:

To be implemented by June 30, 2019

Finding 2018-007 Significant Deficiency – Year End Accrual of Accounts Payable

Corrective Action:

An Accounting Technician I has been properly trained in the position on accruals through the normal closing process. In addition, there are now additional layers of management to assist in overseeing the process to assure that invoices related to both operating and construction costs have been appropriately accrued in the normal closing process and recorded to the correct fiscal year.

Completion Date:

To be implemented by June 30, 2019

Signed June 20, 2019

Craig Koehler


Craig Koehler
Finance Director



City Council Agenda Report

ITEM NO. 18

DATE: July 17, 2019

FROM: Stephanie DeWolfe, City Manager 

PREPARED BY: Lucy Demirjian, Assistant to the City Manager

SUBJECT: August 2019 City Council Meeting Schedule

Recommendation Action

It is recommended that the City Council approve the proposed City Council meeting schedule for August 2019.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Discussion/Analysis

Council meetings are held on the first and third Wednesdays of each month with Closed Session at 6:30 p.m. and Open Session at 7:30 p.m. On December 5, 2018, the City Council approved the meeting schedule for the 2019 calendar year. Adopting a meeting schedule for the year gives the City Council, staff, and the community the ability to plan their schedules accordingly for the upcoming calendar year. The City Council maintains the ability to adjust, cancel, and/or add other meetings as deemed appropriate.

Staff queried the Council to see if there was interest in canceling the August 7th meeting to coincide with the school districts summer recess. The majority of the Council also confirmed they would be available for the regularly scheduled meeting on August 21st.

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

There is no fiscal impact associated with 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: Updated 2019 City Council Meeting Schedule



CITY OF SOUTH PASADENA 2019 CITY COUNCIL MEETING SCHEDULE*

City Council Meeting Date	Notes
January 2, 2019	Cancelled due to New Year's Holiday
January 16, 2019	
February 6, 2019	
February 20, 2019	
March 6, 2019	
March 20, 2019	
April 3, 2019	Cancelled due to Spring Break
April 17, 2019	
May 1, 2019	
May 15, 2019	
June 5, 2019	
June 19, 2019	
July 3, 2019	Cancelled due to Independence Day Holiday
July 17, 2019	
August 7, 2019	Cancelled due to Summer Break
August 21, 2019	
September 4, 2019	Cancelled due to Labor Day Holiday
September 18, 2019	
October 2, 2019	
October 16, 2019	
November 6, 2019	
November 20, 2019	Cancelled due to Thanksgiving Holiday
December 4, 2019	
December 18, 2019	

* Revised July 17, 2019



City Council Agenda Report

ITEM NO. 19

DATE: July 17, 2019

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

PREPARED BY: Daniel Ojeda, P.E., Interim Public Works Director *D.O.*

SUBJECT: **Acceptance of Project Completion and Authorization to File a Notice of Completion for the Replace Current Cabling Infrastructure in Several City Facilities Project**

Recommendation Action

It is recommended that the City Council:

1. Accept the current cabling; infrastructure replacement in Several City Facilities Project as complete; and
2. Authorize the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk.

Commission Review and Recommendation

This matter was not reviewed a commission.

Discussion/Analysis

The replacement of the cabling infrastructure in several city facilities has been completed for the original contract amount of \$113,008. A payment has been made to Lotus Communications, LLC in the amount of \$113,008. The Project was inspected and managed by Public Works staff. The project came in on time and on budget with no construction change orders.

Background

On February 20, 2019, the City Council awarded a contract to Lotus Communications, LLC for the Project. Replacement of the cabling infrastructure in several city facilities was needed to support the City's new Voice over Internet Protocol (VoIP) phone system, which allows for greater productivity, better communication with customers, and greater reliability. In addition, updating the cabling infrastructure allows for implementation of other new technologies including updating the Wi-Fi in the City Council Chambers, City Hall, Police Department, Fire Department, Public Works Yard, Library, Senior Center and Recreation Building. The old, unlabeled, and unreliable cabling was removed and new intermediate distribution frames were installed to allow for future expansion.

Legal Review

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

NOC – Replace the Current Cabling Infrastructure in Several City Facilities

July 17, 2019

Page 2 of 2

Fiscal Impact

The expenses pertaining to this project were budgeted in the 2018-19 Fiscal Year budget and funded under public works facilities and maintenance account numbers 105-3010-3032-8500 and 101-2010-2032-8530.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis under CEQA Guideline Section 1530, as an interior repair or remodel to an existing facility.

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: Notice of Completion

RECORDING REQUESTED BY:

City of South Pasadena

AND WHEN RECORDED MAIL TO:

City of South Pasadena - PW

1414 Mission Street

South Pasadena, CA 91030

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

A.P.N.:

Order No.:

Escrow No.:

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.

2. The FULL NAME of the OWNER is City of South Pasadena

3. The FULL ADDRESS of the OWNER is 1414 Mission Street, South Pasadena, CA 91030

4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: _____ in fee.

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

NAMES

ADDRESSES

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

NAMES

ADDRESSES

7. A work of improvement on the property hereinafter described was COMPLETED July 17, 2019

8. The work of improvement completed is described as follows:

Replace the Current Cabling Infrastructure in Several City Facilities

9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is: Lotus Communications, LLC

10. The street address of said property is Various City Facilities in the City of South Pasadena

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

Date: July 17, 2019

(Signature of Owner or agent of owner)

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

Date and Place

(Signature of owner named in paragraph 2)

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

July 17, 2019

South Pasadena

Date and Place

(Signature of person signing on behalf of owner)



City Council Agenda Report

ITEM NO. 20

DATE: July 17, 2019

FROM: Stephanie DeWolfe, City Manager *SD*

PREPARED BY: Daniel Ojeda, P.E., Interim Director of Public Works *D.O.*
Tatevik Barakazyan, Civil Engineering Assistant *T.B.*

SUBJECT: **Acceptance of Project Completion and Authorization to File a Notice of Completion for the Fiscal Year 2018-19 Sidewalk Replacement and ADA Access Ramps Project and Authorization to Release Retention Payment to CT&T Concrete Paving, Inc. in the Amount of \$6,056.65**

Recommendation Action

It is recommended that the City Council:

1. Accept the Fiscal Year (FY) 2018-19 Sidewalk Replacement and ADA Access Ramps Project (Project) as complete;
2. Authorize the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorize release of retention payment to CT&T Concrete Paving, Inc. (Contractor), in the amount of \$6,056.65.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Discussion/Analysis

The original contract amount was \$137,800 and the final contract amount is \$121,133. The reduction in the final amount was primarily due to the change in quantities of sidewalk replaced. The construction was completed within the budget and in a timely manner. The Project was managed and inspected by the City of South Pasadena engineering staff. Labor compliance requirements to comply with the Community Development Block Grant (CDBG) requirements were administered by Diana Cho & Associates.

Background

On March 6, 2019, the City Council authorized the award of a contract in the amount of \$137,800 to CT&T Concrete Paving, Inc., for the FY 2018-19 Sidewalk Replacement and ADA Access Ramps Project. The project consisted of reconstructing 11,800 square feet of localized sidewalk on Olive Ave (Pine St. to Huntington Dr.), Santa Teresa (Camino Del Sol to Cul-De-Sac), Los Laureles (Santa Teresa to Cul-De-Sac), Meridian Ave. (Grevelia St. to Oliver St.), Oliver St. (Meridian Ave. to Beacon Ave.), Beacon Ave. (Oliver St. to Cul-De-Sac), La Senda

Pl. (Huntington Dr. to Garfield Ave.) and installing nine ADA access ramps at various locations within the City (see Attachment 1).

The sidewalk repair locations were selected based on City of South Pasadena's (City) Sidewalk Inspection Report in combination with high pedestrian areas. The installation of the access ramps were selected based on service requests received from property owners reporting access barriers along the path of travel in high activity areas, followed by the staff assessment and recommendation of the proposed locations. The Project helped enhance pedestrian mobility, walkability, and reduced the City's exposure to future trip and fall claims. On January 9, 2019, the Los Angeles County Community Development Commission (CDC) reviewed and approved the Project plan and specification documents in compliance with CDBG funding guidelines.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

The Project was funded from the CDBG Account No. 260-9000-9264-9264 in the amount of \$121,133.

Environmental Analysis

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

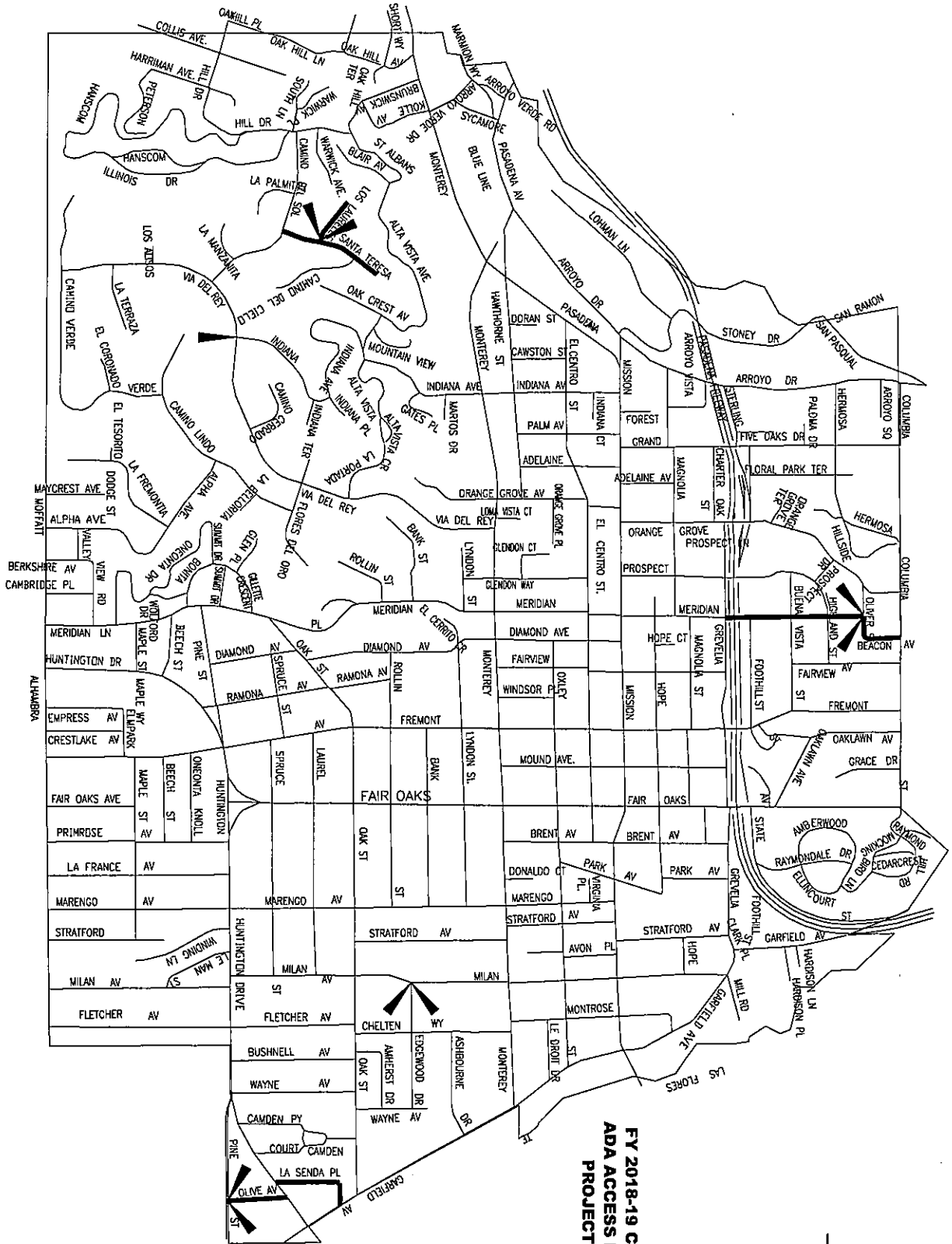
Public Notification of Agenda Item

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. Map of Locations
2. Notice of Completion

ATTACHMENT 1
Map of Locations



**FY 2018-19 CDBG SIDEWALK AND
ADA ACCESS RAMP REPLACEMENT
PROJECT LOCATION MAP**

LEGEND
 ▲ LOCATION OF INSTALLED ADA RAMP
 — LOCATION OF REPLACED SIDEWALKS

ATTACHMENT 2
Notice of Completion

RECORDING REQUESTED BY:

City of South Pasadena

AND WHEN RECORDED MAILTO:

City of South Pasadena - PW

1414 Mission Street

South Pasadena, CA 91030

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

A.P.N.:

Order No.:

Escrow No.:

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

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

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

NAMES

ADDRESSES

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

NAMES

ADDRESSES

- 7. A work of improvement on the property hereinafter described was COMPLETED July 17, 2019.

- 8. The work of improvement completed is described as follows:

The project consisted of reconstructing approximately 11,800 square feet of localized sidewalk on Olive Ave (Pine St. to Huntington Dr.), Santa Teresa (Camino Del Sol to Cul-De-Sac), Los Laureles (Santa Teresa to Cul-De-Sac), Meridian Ave. (Grevelia St. to Oliver St.), Oliver St. (Meridian Ave. to Beacon Ave.), Beacon Ave. (Oliver St. to Cul-De-Sac), La Senda Pl. (Huntington Dr. to Garfield Ave.) and 9 ADA access ramps repairs at various locations within the City of South Pasadena.

- 9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is: CT&T Concrete Paving, Inc.

- 10. The street address of said property is Various locations within South Pasadena, CA.

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

Date: July 17, 2019

(Signature of Owner or agent of owner)

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

Date and Place

(Signature of owner named in paragraph 2)

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

July 17, 2019

South Pasadena

Date and Place

(Signature of person signing on behalf of owner)

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