

# CITY OF SOUTH PASADENA CITY COUNCIL AND SOUTH PASADENA HOUSING AUTHORITY

#### **AGENDA**

## SPECIAL MEETING CLOSED SESSION

WEDNESDAY, JANUARY 17, 2024, 5:00 P.M.

# AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS 1424 MISSION STREET, SOUTH PASADENA, CA 91030

#### **NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena City Council Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030 and the teleconference location. Pursuant to Assembly Bill 361 Government Code Section 54953, subdivision (e)(3), the City Council may conduct its meetings remotely and may be held via video conference.

Public Comment regarding items on the Closed Session Meeting agenda will be taken at the beginning of the meeting. The public will be released from the meeting so that the City Council may convene Closed Session discussion of items allowed under the Government Code. Any reportable action taken in Closed Session will be reported by the City Attorney during the next Open Session meeting. A separate Zoom link will be provided for the Open Session for the public to attend.

Public participation may be made as follows:

- In-Person Council Chambers, 1424 Mission Street, South Pasadena, CA 91030 and the teleconference location.
- Live Broadcast via the City website –
   http://www.spectrumstream.com/streaming/south\_pasadena/live.cfm
- Via Zoom Meeting ID: 226 442 7248
- Written Public Comment written comment must be submitted by <u>12:00 p.m.</u> the day of the meeting by emailing to <u>ccpubliccomment@southpasadenaca.gov</u>.
- Via Phone +1-669-900-6833 and entering the Zoom Meeting ID listed above.

#### Meeting may be viewed at:

- 1. Go to the Zoom website, <a href="https://zoom.us/join">https://zoom.us/join</a> and enter the Zoom Meeting information; or
- 2. Click on the following unique Zoom meeting link: <a href="https://us06web.zoom.us/j/2264427248?pwd=aEFuSGszQ2I5WjJkemloTms0RTIVUT09">https://us06web.zoom.us/j/2264427248?pwd=aEFuSGszQ2I5WjJkemloTms0RTIVUT09</a>; or
- 3. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via <a href="http://www.spectrumstream.com/streaming/south">http://www.spectrumstream.com/streaming/south</a> pasadena/live.cfm

**CALL TO ORDER:** Mayor Evelyn G. Zneimer

**ROLL CALL:** Mayor Evelyn G. Zneimer

Mayor Pro Tem Jack Donovan Councilmember Jon Primuth

Councilmember Michael A. Cacciotti

Councilmember Janet Braun

#### PUBLIC COMMENT

#### **CLOSED SESSION AGENDA ITEMS**

#### A. CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Conference with Labor Negotiators regarding labor negotiations with the following groups:

- South Pasadena Police Officers' Association
- South Pasadena Firefighters' Association
- South Pasadena Public Service Employee's Association
- South Pasadena Public Service Part Time Employees' Association
- Unrepresented Management Employees

City Negotiators: Arminé Chaparyan, City Manager; Human Resources and Risk Manager Tina Lopez

#### **B.** REAL PROPERTY NEGOTIATIONS

(Government Code Section 54956.8)

- 1. Property Addresses:
  - a. 216 Fairview Avenue, APN 5317-012-906
  - b. 217 Fremont Avenue, APN 5317-012-901
  - c. 225 Fremont Avenue, APN 5317-012-902
  - d. 1131 Columbia Street, APN 5317-012-900
  - e. 1707 Meridian Avenue, APN 5310-031-903
  - f. 1008 Hope Street & 1002 Hope Street/726 Meridian Avneue, APN 5315-013-906
  - g. 215 Fairview Avenue, APN 5317-007-903
  - h. 302 Fairview Avenue, APN 5317-012-903
  - i. 529 Prospect Avenue, APN 5317-036-904
  - j. 530 Orange Grove Avenue, APN 5317-036-900
  - k. 534 Orange Grove Avenue, APN 5317-036-903
  - I. 535 Meridian Avenue. APN 5317-036-903
  - m. 540 Prospect Avenue, APN 5317-035-901
  - n. 901 Bonita Drive, APN 5310-020-903
  - o. 885 Oneonta Drive, APN 5310-022-902; 5310-022-901; 5310-022-903
  - p. 1037 & 1039 Grevalia Avenue, APN 5315-012-903
  - g. 808 Valley View Road, APN 5310-020-901
  - r. 822 Valley View Road, APN 5310-020-902

Agency Negotiator: Arminé Chaparyan, City Manager

Negotiating Party: State of California, Department of Transportation

Under Negotiation: Price and Terms of Payment

2. Property Address: 1503 and 1507 El Centro, APN 5315-003-903 and APN 5315-003-904

Agency Negotiator: Arminé Chaparyan, City Manager Negotiating Party: Stephen Godwin and Sally Smythe Under Negotiation: Price and Terms of Payment

3. Property Address: 913 Meridian Avenue, APN 5315-020-906

Agency Negotiator: Arminé Chaparyan, Housing Authority Executive Director

Negotiating Party: South Pasadena Preservation Foundation, Inc.

Under Negotiation: Price and Terms of Payment

#### C. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

(Government Code Section 54956.9(d)(1))

1. Californians for Homeownership, Inc. v. City of South Pasadena, (LASC Case No. 22STCP01388)

#### **CERTIFICATION OF POSTING**

I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **January 17, 2024**, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City website as required by law, on the date listed below.

1/11/2024	/S/
Date	Mark Perez, Deputy City Clerk



## CITY OF SOUTH PASADENA CITY COUNCIL

#### **AMENDED AGENDA**

# REGULAR MEETING WEDNESDAY, JANUARY 17, 2024, AT 7:00 P.M.

#### AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS 1424 MISSION STREET, SOUTH PASADENA, CA 91030

#### South Pasadena City Council Statement of Civility

As your elected governing board, we will treat each other, members of the public, and City employees with patience, civility, and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all City business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

#### NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

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Public participation may be made as follows:

- In Person Council Chambers, 1424 Mission Street, South Pasadena, CA 91030.
- Live Broadcast via the City website –
   http://www.spectrumstream.com/streaming/south\_pasadena/live.cfm
- Via Zoom Webinar ID: 825 9999 2830
- Written Public Comment written comment must be submitted by <u>12:00 p.m</u>. the day of the meeting by emailing to <u>ccpubliccomment@southpasadenaca.gov</u>.
- Via Phone +1-669-900-6833 and entering the Zoom Meeting ID listed above.

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- 2. Click on the following unique Zoom meeting link: https://us06web.zoom.us/j/82599992830 or
- 3. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via <a href="http://www.spectrumstream.com/streaming/south\_pasadena/live.cfm">http://www.spectrumstream.com/streaming/south\_pasadena/live.cfm</a>

CALL TO ORDER: Mayor Evelyn G. Zneimer

ROLL CALL: Mayor Evelyn G. Zneimer

Mayor Pro Tem Jack Donovan Councilmember Jon Primuth

Councilmember Michael A. Cacciotti

Councilmember Janet Braun

PLEDGE OF ALLEGIANCE: Councilmember Jon Primuth

#### **PUBLIC COMMENT GUIDELINES**

The City Council welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item. Members of the public will have three minutes to address the City Council, however, the Mayor and City Council may adjust the time allotted, as needed.

Public Comments received in writing <u>will not be read aloud at the meeting</u>, but will be part of the meeting record. Written public comments will be uploaded to the City website for public viewing under Additional Documents. When submitting a public comment, please make sure to include the following:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than 12:00 p.m., on the day of the City Council meeting. Correspondence received after this time will be distributed the following business day.

PLEASE NOTE: The Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to adjust public comment time limit to less than three minutes, as needed.

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.

#### **CLOSED SESSION ANNOUNCEMENTS**

#### 1. CLOSED SESSION ANNOUNCEMENTS

#### **PUBLIC COMMENT**

#### 2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who submit a Public Comment card within the first 30 minutes of Public Comment period will be queued up to speak.

#### **PRESENTATION**

#### 3. STAFF INTRODUCTION

Library:

Bre Taylor, Children's Librarian

Public Works:

Michael Vartanians, Principal Engineer

- 4. CERTIFICATE OF RECOGNITION FOR THE SOUTH PASADENA TOURNAMENT OF ROSES COMMITTEE FOR FOUR CONSECUTIVE YEARS OF AWARD-WINNING FLOAT ENTRIES IN THE ROSE PARADE
- 5. <u>CERTIFICATE OF RECOGNITION FOR THE SYLVERS (ROSE FLOAT)</u>

#### CHANGES TO THE AGENDA

#### 6. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

#### **CONSENT CALENDAR**

#### **OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

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 a public comment has been received 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.

# 7. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$351,935.78; GENERAL CITY WARRANTS IN THE AMOUNT OF \$606,818.62; ONLINE PAYMENTS IN THE AMOUNT OF \$142,721.34; VOIDS IN THE AMOUNT OF \$2,814,793.36

#### Recommendation

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

## 8. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR DECEMBER 20, 2023

#### Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meeting on December 20, 2023.

# 9. CONSIDERATION OF ADOPTION OF A RESOLUTION AMENDING RESOLUTION NO. 7827, APPROVING AN INCREASE TO PURCHASE ORDER NO. 24082 WITH DELL MARKETING, LP., FOR THE AMOUNT NOT-TO-EXCEED OF \$115,000 UTILIZING THE NASPO VALUEPOINT COOPERATIVE PURCHASING PROGRAM

#### Recommendation

It is recommended that the City Council consider the adoption of a resolution amending Resolution No. 7827, approving an increase to Purchase Order No. 24082 with Dell Marketing, L.P. for the amount not to exceed \$115,000 authorizing the use of the National Association of State Procurement Officials (NASPO) ValuePoint Cooperative Purchasing Program for the purchase.

#### 10. FISCAL YEAR 2024-2025 BUDGET CALENDAR

#### Recommendation

It is recommended that the City Council review and approve the Fiscal Year 2024-2025 Budget Calendar.

# 11. CONSIDERATION OF THE ADOPTION OF RESOLUTIONS AUTHORIZING SIGNATORIES ON CITY BANKING ACCOUNTS AND RELATED BANKING DOCUMENTS, AND AUTHORIZING SIGNATORIES FOR THE INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

#### Recommendation

It is recommended that the City Council adopt:

- 1. A Resolution superseding Resolution No. 7799, Authorizing Signatories on City Bank Accounts; and
- 2. A Resolution superseding Resolution No. 7800, Authorizing Signatories for the Investment of Monies in the Local Agency Investment Fund.

# 12. <u>APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SOUTH PASADENA AND THE PART-TIME PUBLIC SERVICE EMPLOYEES' ASSOCIATION, SUPERSEDING RESOLUTION NO. 7625</u>

#### Recommendation

It is recommended that the City Council consider approving a resolution adopting a Memorandum of Understanding (MOU) between the City of South Pasadena (City) and the Part-Time Public Service Employees' Association (PT-PSEA) superseding Resolution No. 7625.

## 13. <u>CONSIDERATION OF APPOINTMENTS AND REAPPOINTMENTS TO CITY BOARDS, COMMISSIONS, AND COMMITTEES</u>

#### Recommendation

It is recommended by Mayor Zneimer that the City Council appoint the following to City Boards, Commissions, and Committees:

- 1. Leslie Albe Field to the Community Services Commission to a full-term ending December 31, 2026:
- 2. Stephen L. Plotkin to the Community Services Commission to a full-term ending December 31. 2026:
- 3. Mackenzie Z. Moore to the Community Services Commission to a full-term ending December 31, 2026;
- 4. Anthony W. Lai to the Community Services Commission to a full-term ending December 31, 2026:
- 5. Scott A. Severson to the Cultural Heritage Commission to a full-term ending December 31, 2026.
- 6. James H. Martin to the Design Review Board to a full-term ending December 31, 2026;
- 7. Y-Le Ho to the Finance Commission to a full-term ending December 31, 2026;
- 8. Stephanie Hernandez to the Finance Commission to a full-term ending December 31, 2026;
- 9. Minsun Meeker to the Library Board Trustees to a full-term ending December 31, 2026;
- 10. Emily Ng to the Natural Resources & Environmental Commission to a full-term ending December 31, 2026;
- 11. Liam R. de Villa Bourke to the Natural Resources & Environmental Commission to a partial term ending December 31, 2024;
- 12. Mark Steven Gallatin to the Planning Commission to a full-term ending December 31, 2026;
- 13. Sam S. Alison to the Planning Commission to a full-term ending December 31, 2026;
- 14. Jason Claypool to the Planning Commission to a full-term ending December 31, 2026;
- 15. Rina Krystal Velasco to the Public Art Commission to a full-term ending December 31, 2026;
- 16. Dean R. Ghaffari to the Public Art Commission to a full-term ending December 31, 2026;
- 17. Michael D. Seel to the Public Art Commission to a full-term ending December 31, 2026;
- 18. Dr. Charley Lu to the Public Safety Commission to a full-term ending December 31, 2026;
- 19. Marcos Rodriguez Holguin to the Public Safety Commission to a full-term ending December 31, 2026;

It is recommended by Mayor Zneimer that the City Council re-appoint the following to City Boards, Commissions, and Committees for a full-term ending December 31, 2026:

- 1. Conrado Lopez to the Cultural Heritage Commission
- 2. Eric Dunlap to the Mobility and Transportation Infrastructure Commission
- 3. Charles M. Trevino to the Public Works Commission
- 4. Samuel Hernandez to the Public Works Commission

#### **PUBLIC HEARING**

14. CONSIDER A RESOLUTION AMENDING THE GENERAL PLAN TO INCREASE DENSITIES IN THE MEDIUM INTENSITY AND HIGH INTENSITY LAND USE DESIGNATIONS AND AN ORDINANCE TO INCREASE THE DENSITY IN THE RESIDENTIAL MEDIUM (RM) AND RESIDENTIAL HIGH (RH) ZONES CONSISTENT WITH THE ADOPTED 6TH CYCLE HOUSING ELEMENT.

#### **ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 36 (ZONING) OF THE CITY CODE OF THE CITY OF SOUTH PASADENA RELATED TO INCREASING DENSITY IN THE RESIDENTIAL MEDIUM AND RESIDENTIAL HIGH ZONING DISTRICTS, IN COMPLIANCE WITH THE UPDATED GENERAL PLAN AND THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT

#### <u>Recommendation</u>

It is recommended that the City Council open the public hearing, receive public testimony on the project, and consider the following actions:

- 1. Adopt a Resolution amending the General Plan to increase the density of the Residential Medium Intensity land use designation from 14 units per acre to 30 units per acre, and to increase the density of the Residential High Intensity land use designation from 24 units per acre to 45 units per acre.
- 2. Introduce the Ordinance for first reading and waive full reading of the Ordinance amending certain South Pasadena Municipal Code Sections to increase residential densities in the Residential Medium (RM) and Residential High (RH) zones consistent with the General Plan Amendment and the 2021-2029 (6th Cycle) Housing Element.

#### ACTION/DISCUSSION

15. CONSIDERATION OF AN ORDINANCE OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 2.7 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADJUST THE COMPENSATION OF CITY COUNCIL MEMBERS PURSUANT TO AND CONSISTENT WITH SENATE BILL 329

#### **ORDINANCE**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 2.7 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADJUST THE COMPENSATION OF CITY COUNCIL MEMBERS PURSUANT TO AND CONSISTENT WITH SENATE BILL 329

#### Recommendation

It is recommended that the City Council consider introduction of the Ordinance for first reading and waive full reading of the Ordinance amending Section 2. 7 of the South Pasadena Municipal Code to adjust City Council member compensation consistent with Senate Bill 329.

#### **PUBLIC COMMENT - CONTINUED**

#### 16. CONTINUED PUBLIC COMMENT - GENERAL

This time is reserved for speakers in the Public Comment queue not heard during the first 30 minutes of Item No. 2. No new speakers will be accepted at this time.

#### COMMUNICATIONS

#### 17. COUNCILMEMBER COMMUNICATIONS

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

#### 18. CITY MANAGER COMMUNICATIONS

#### **ADJOURNMENT**

#### FOR YOUR INFORMATION

#### **FUTURE CITY COUNCIL MEETINGS**

February 7, 2024	Regular City Council Meeting	7:00 P.M.
February 21, 2024	Regular City Council Meeting	7:00 P.M.
March 6, 2024	Regular City Council Meeting	7:00 P.M.

#### PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council meeting agenda packets, any agenda related documents, and additional documents are available online for public viewing on the City's website: www.southpasadenaca.gov/CityCouncilMeetings2023

Regular meetings are live streamed via the internet at: http://www.spectrumstream.com/streaming/south\_pasadena/live.cfm

#### **AGENDA NOTIFICATION SUBSCRIPTION**

If you wish to receive an agenda email notification please contact the City Clerk's Division via email at <a href="mailto:CityClerk@southpasadenaca.gov">CityClerk@southpasadenaca.gov</a> or call (626) 403-7230.

#### **ACCOMMODATIONS**

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or <a href="cityclerk@southpasadenaca.gov">cityclerk@southpasadenaca.gov</a>. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. 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).

#### **CERTIFICATION OF POSTING**

I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **January 17, 2024**, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City, website as required by law, on the date listed below.

1/16/2024	/S/
Date	Mark Perez, Deputy City Clerk



## City Council Agenda Report

ITEM NO. 7.

DATE: January 17, 2024

FROM: Arminé Chaparyan, City Manager

PREPARED BY: John Downs, Finance Director

SUBJECT: Approval of Prepaid Warrants in the Amount of \$351,935.78;

General City Warrants in the Amount of \$606,818.62; Online Payments in the Amount of \$142,721.34; Voids in the Amount

of (\$4,741.66): Payroll in the Amount of \$2,814,793.36

#### Recommendation

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

#### **Fiscal Impact**

1 Todal III parac			
Prepaid Warrants:			
Warrant # 318146-318153	\$	57,095.35	
ACH	\$	294,840.43	
Voids	\$	0	
General City Warrants:			
Warrant # 318154-318302	\$	410,426.84	
ACH	\$	196,391.78	
Voids	\$	(4,741.66)	
Payroll Period Ending: 12/08/2023	\$	869,839.13	
Payroll Period Ending: 12/15/2023	\$	4,565.25	
Payroll Period Ending: 12/16/2023	\$	46,368.32	
Payroll Period Ending: 12/17/2023	\$	154,717.41	
Payroll Period Ending: 12/18/2023	\$	21,226.70	
Payroll Period Ending: 12/22/2023	\$	854,851.48	
Payroll Period Ending: 12/23/2023	\$	10,607.30	
Payroll Period Ending: 01/05/2024	\$	852,617.77	
Wire Transfers Out – To (LAIF)	\$	0	
Wire Transfers In – From (LAIF)	\$	0	
Wire Transfers (RSA)	\$	0	
Wire Transfers Out – To (Acct # 2413)	\$	0	
Wire Transfers Out – To (Acct # 1936)		0	
Online Payments	\$	142,721.34	
Prepaid Warrants	\$ \$ \$	0	
General City Warrants	\$	0	
Total	\$	3 911 527 44	

Total \$ 3,911,527.44

Approval of Warrants January 17, 2024 Page 2 of 3

#### **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

#### **Key Performance Indicators**

This item is in line with the Finance Department's Key Performance Indicators identified in the Fiscal Year 2022-2023 Budget. The Accounts Payable process is completely digital and routed via a workflow process. This cuts down staff time significantly, as well as streamlines a previously strenuous process. This process also falls in line with the City's environmental strategies by reducing the amount of paper used.

#### **Explanation of Terms**

<u>Warrant</u> – Directs the Finance Department to pay a sum of money out of the City's funds to bearer of claim/invoice (named individual, company) also known as a payable. The warrants (payments) are only released after City Council approval.

<u>Warrant Summary</u> – Summarizes all of the payments prepared during a specific cycle. The beginning of the cycle is the period after the last set of warrants were approved by Council and released as payment. The end of the cycle is the last date of invoice processing. All the warrants for the current cycle are summarized and the detail of warrants provided to Council for review and approval.

<u>Prepaid Warrant List</u> - A Prepaid Warrant directs the Finance Department to pay a sum of money out of the City's funds to bearer of claim/invoice (named individual, company) also known as a payable. The Prepaid Warrants (payments) are released prior to City Council approval, however reported to City Council as a Prepaid. Prepayments are generally time sensitive and would incur additional charges if not paid within a specific time frame.

<u>General City Warrant List</u> – Detailed listing of all payments made for a specific cycle. The beginning of the cycle is the period after the last set of warrants were approved by Council and released as payment. The end of the cycle is the last date of invoice processing.

<u>Online Payments</u> – Payments made online. These are typically for time sensitive utilities, credit card payments, and sometimes require the use of the payee's portal (SCE, So Cal Gas, Amazon, etc.).

<u>Voids</u> – Checks that were issued and voided. Examples of such instances would be lost checks that were mailed out. Checks that were on a warrant that did not get approved by Council.

<u>Payroll</u> – All payments made related to payroll, such as payroll taxes, retirement benefits, CalPERS, Garnishments, payroll etc.

Approval of Warrants January 17, 2024 Page 3 of 3

#### Attachments:

- Warrant Summary
   Prepaid Warrant List
   General City Warrant List
   Online Payments
   Voids

- 6. Payroll

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# **ATTACHMENT 1 Warrant Summary**

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City of South Pasadena				
Demand/Warrant Register Recap by fund	Fund No.	Date	1/17/2024 Amounts	
Recap by fund	runa No.	Prepaid	Written	
General Fund	101	23,663.94		367,903.06
Insurance Fund	103	31,354.07		11,340.23
Street Improvement Program Technology Surcharge Fund	104 106	-		-
Facilities & Equip.Cap. Fund	105	16,912.71		9,412.37
Programs and Projects	107	-		, <u>-</u>
Local Transit Return "A"	205	-		21,692.70
SLFRF Fund Local Transit Return "C"	206 207	-		4,028.99
TEA/Metro	208	-		-
Sewer Fund	210	-		4,454.61
CTC Traffic Improvement	211	-		-
SB2 Planning Grant Rogan HR5294 Grant	213 214	-		-
Street Lighting Fund	215	-		21,591.83
Public, Education & Govt Fund	217	-		-
Clean Air Act Fund	218	-		-
Business Improvement Tax Gold Line Mitigation Fund	220 223	-		-
Mission Meridian Public Garage	226	-		-
Housing Authority Fund	228	-		-
State Gas Tax	230	-		12,920.59
County Park Bond Fund Measure R	232 233	-		1,250.00
Measure M	236	-		10,263.75
Road Maint & Rehab (SB1)	237	-		-
MSRC Grant Fund	238	-		-
Measure W Measure H	239 241	-		22,666.00
Prop C Exchange Fund	242	-		-
Bike & Pedestrian Paths	245	-		-
BTA Grants	248	-		-
Golden Street Grant Capital Growth Fund	249 255	-		9,990.00
CDBG	260	-		-
Asset Forfeiture	270	-		-
Police Grants - State	272	-		-
Homeland Security Grant Park Impact Fees	274 275	-		-
Historic Preservation Grant	276	-		-
HSIP Grant	277	-		-
Arroyo Seco Golf Course	295	-		-
Sewer Capital Projects Fund 400 Capital Improvement Program	310 400	-		- 41,966.74
Water Fund	500	-		44,455.37
Water Efficiency Fund	503	-		5,143.07
2016 Water Revenue Bonds Fund SRF Loan - Water	505	-		-
Water & Sewer Impact Fee	506 510	266,265.60		-
Public Financing Authority	550	-		-
Payroll Clearing Fund	700	13,739.46		17,739.31
	Column Totala	254 025 70		
	Column Totals:	351,935.78		606,818.62
Recap by fund	Fund No.	D	Amounts	
RSA	227	Prepaid -	Written	_
T.C.				
RSA	Report Totals:	-		-
	City Report Totals:	-		958,754.40
		<del>-</del>		,
	Payroll Period End	ling: 12/8/2023		869,839.13
	Payroll Period End	•		4,565.25
	Payroll Period End	ling: 12/16/2023		46,368.32
	Payroll Period End			154,717.41
	Payroll Period End Payroll Period End			21,226.70 854,851.48
	Payroll Period End			10,607.30
	Payroll Period End			852,617.77
	Wire Transfer Out Wire Transfer In -			-
	Wire Transfer - RS			-
	Wire Transfer Out	- To Acct. # 2413		-
	Wire Transfer Out	- To Acct. # 1936		
	Online Payments Voids - Prepaid			142,721.34
	Voids - Frepaid Voids - General W	arrant		(4,741.66)
		-		
	Grand Report Total:	=		3,911,527.44

Evelyn G. Zneimer, Mayor

John Downs, Finance Director

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# **ATTACHMENT 2 Prepaid Warrant List**

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#### Check Detail

User: ealvarez

Printed: 01/10/2024 - 10:25AM



Check Number Check Date	Amount
CTCTCH - Columbia Telecomunications Corporation 318146 12/13/2023 Inv 23440090	
Line Item DateLine Item Description09/26/2023Re-Issue Lost Check # 317734 (CENIC W-FI Services)	2,247.45
Inv 23440090 Total	2,247.45
318146 Total:	2,247.45
CTCTCH - Columbia Telecomunications Corporation Total:	2,247.45
SLYHLDNS - Sly Holdings, Inc. 318147 12/13/2023 Inv 2609	
<u>Line Item Date</u> <u>Line Item Description</u> 12/13/2023	3,136.22
Inv 2609 Total	3,136.22
318147 Total:	3,136.22
SLYHLDNS - Sly Holdings, Inc. Total:	3,136.22
Total:	5,383.67

#### Check Detail

User: ealvarez

Printed: 01/10/2024 - 10:36AM



**Check Number Check Date Amount ENTERPRI - Enterprise FM Trust** 12/18/2023 FBN4902540 Line Item Description Line Item Date 12/06/2023 Monthly Tesla Lease Payment - December 2023 16,912.71 16,912.71 Inv FBN4902540 Total 16,912.71 0 Total: 16,912.71 **ENTERPRI - Enterprise FM Trust Total:** 16,912.71 Total:

#### Check Detail

User: ealvarez

Printed: 01/10/2024 - 10:38AM



heck Number Check Date	Amount
AN0607 - Cantu Graphics Inc.	
18148 12/21/2023 Inv 21985	
Line Item Date Line Item Description	
11/17/2023 Void & Re-Issue Invoice from Check # 318081	496.13
Inv 21985 Total	496.13
Inv 22007	
Line Item Date Line Item Description	22.00
11/28/2023 Void & Re-Issue Invoice from Check # 318081	33.02
Inv 22007 Total	33.02
Inv 22010	
<u>Line Item Date</u> <u>Line Item Description</u> 11/29/2023	241.4:
11/25/2025 Total & Re Issae invoice from check in 510001	
Inv 22010 Total	241.45
Inv 22011	
<u>Line Item Date</u> 11/29/2023  Line Item Description Void & Re-Issue Invoice from Check # 318081	62.84
Inv 22011 Total	62.84
Inv 22026	
<u>Line Item Date</u> <u>Line Item Description</u> 12/04/2023	115.77
12/04/2025 Void & Re-Issue invoice from Check # 518001	115.76
Inv 22026 Total	115.76
18148 Total:	949.20
10140 10tal.	<i>7.7.</i> 20
AN0607 - Cantu Graphics Inc. Total:	949.20
SM8030 - City of San Marino	
18149 12/21/2023 Inv 0001370	
Line Item Date Line Item Description	
01/25/2023 San Marino Command Share - 7/1/21-6/30/22	17,173.07

Inv 0001370 Total	
	17,173.07
318149 Total:	17,173.07
CSM8030 - City of San Marino Total:	17,173.07
YLDESPZA - Espinoza, Yolanda E. 318150 12/21/2023 Inv 299123468	
<u>Line Item Date</u> <u>Line Item Description</u> 11/19/2023 Parking Fine Overpayment	158.00
Inv 299123468 Total	158.00
318150 Total:	158.00
YLDESPZA - Espinoza, Yolanda E. Total:	158.00
CLIFWSNI - Snider III, Owen Clifford 318151 12/21/2023 Inv 4850	
<u>Line Item Date</u> <u>Line Item Description</u> 12/20/2023 Settlement pursuant to order date: 11/22/2023.	31,354.07
Inv 4850 Total	31,354.07
318151 Total:	31,354.07
CLIFWSNI - Snider III, Owen Clifford Total:	31,354.07
Total:	49,634.34

#### Check Detail

User: ealvarez

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Check Number (	Check Date	Amount
CSD3014 - Ca. State D		
318152 0 Inv PR 11.24.2	01/04/2024 23	
Line Item Date	Line Item Description	
11/21/2023	PR Batch 11243.11.2023 Garnishment Case # FAMSS-1406906.	903.69
Inv PR 11.24.23 T	Fotal	903.69
Inv PR 12.08.2	2023	
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> PR Batch 12082.12.2023 Garnishment Case # FAMSS-1406906.	903.69
Inv PR 12.08.202	3 Total	903.69
318152 Total:		1,807.38
CSD3014 - Ca. State I	Disbursement Unit Total:	1,807.38
SCFT0000 - Franchise 318153 0 Inv PR 11.24.2	01/04/2024	
<u>Line Item Date</u> 11/21/2023	<u>Line Item Description</u> PR Batch 11243.11.2023 Garnishment Case # 568717589	134.98
Inv PR 11.24.23 T	Total .	134.98
Inv PR 12.08.2	2023	
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> PR Batch 12082.12.2023 Garnishment Case # 568717589	134.98
Inv PR 12.08.202	3 Total	134.98
318153 Total:		269.96
SCFT0000 - Franchise	e Tax Board Total:	269.96
	Officers Association 700-0000-0000-2246-000	
0 0 Inv December	01/04/2024 2 2023	
Line Item Date	Line Item Description	
A.D. Charala Data:1 (1/10)		

<b>Check Number</b>	Check Date	Amount
12/06/2023 12/06/2023	PR Batch 12082.12.2023 SPPOA Insurance PR Batch 12082.12.2023 SPPOA - Union Dues	2,209.42 3,494.65
Inv December 2	2023 Total	5,704.07
0 Total:		5,704.07
SOU5435 - S.P. Poli	ce Officers Association Total:	5,704.07
<b>SOU5451 - S.P. Pub</b> 0	olic Service Employees Association 700-0000-0000-2248-000 01/04/2024	
Inv Decemb	per 2023	
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> PR Batch 12082.12.2023 SPPSEA - Union Dues	1,410.00
Inv December 2	2023 Total	1,410.00
Inv PR 11.2	4.23	
<u>Line Item Date</u> 11/21/2023	<u>Line Item Description</u> PR Batch 11243.11.2023 SPPSEA - Union Dues	30.00
Inv PR 11.24.23	3 Total	30.00
0 Total:		1,440.00
SOU5451 - S.P. Pub	lic Service Employees Association Total:	1,440.00
CEAP7000 - S.P. Pu	ublic Service Employees Association-PT 700-0000-0000-2249-000	
Inv Decemb	per 2023	
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> PR Batch 12082.12.2023 PART TIME ASSN. DUES / FEE	152.00
Inv December 2	2023 Total	152.00
0 Total:		152.00
CEAP7000 - S.P. Pu	ablic Service Employees Association-PT Total:	152.00
SOU5230 - S.P.Firef	fighters L-3657	
0	01/04/2024	
Inv Decemb	per 2023	
Line Item Date		
12/06/2023 12/06/2023	PR Batch 12082.12.2023 Firefighters 3657 - Union PR Batch 12082.12.2023 FFA Fire Rec Fees	1,925.00 90.00
12/06/2023	PR Batch 12082.12.2023 Fire Assn. Insurance	177.42
Inv December 2	2023 Total	2,192.42
AD CL 1 D 4 3 (1/1)	10/0024 10 42 43 0	D 2

Check Number Check Date Amount

0 Total:		2,192.42
SOU5230 - S.P.Firefight	ers L-3657 Total:	2,192.42
SSDV2018 - Sandoval, S	Sheila /04/2024	
Inv PR 11.24.23		
Line Item Date	Line Item Description	057.00
11/21/2023 11/21/2023	PR Batch 11243.11.2023 - Garnishment PR Batch 11243.11.2023 - Garnishment	956.03 125.76
Inv PR 11.24.23 Tot	tal	1,081.79
Inv PR 12.08.20	23	
<u>Line Item Date</u> 12/06/2023 12/06/2023	<u>Line Item Description</u> PR Batch 12082.12.2023 Garnishment - Sandoval PR Batch 12082.12.2023 Sandoval - Garnishment	956.03 135.81
Inv PR 12.08.2023	Total	1,091.84
0 Total:		2,173.63
SSDV2018 - Sandoval, S	Sheila Total:	2,173.63
Total:		13,739.46

#### Check Detail

User: ealvarez

Printed: 01/10/2024 - 10:41AM



**Check Number Check Date Amount SWRCB833 - State Water Resources Control Board** 01/09/2024 D1702066 Line Item Date Line Item Description Drinking Water Revolving Fund: D1702066/1910154-001C. 96,248.65 12/21/2023 12/21/2023 Drinking Water Revolving Fund: D1702066/1910154-001C. 170,016.95 266,265.60 Inv D1702066 Total 0 Total: 266,265.60 266,265.60 **SWRCB833 - State Water Resources Control Board Total:** Total: 266,265.60

## ATTACHMENT 3 General City Warrant List

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#### Check Detail

User: ealvarez

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Check Number Ch	eck Date	Amount
IMPR8032 - 4Imprint, In 318154 01/ Inv 12017514	nc. 17/2024	
<u>Line Item Date</u> 12/13/2024	<u>Line Item Description</u> Custom Mugs, Bamboo Cutlery, and Custom Water Bottles	2,298.98
Inv 12017514 Total		2,298.98
318154 Total:		2,298.98
IMPR8032 - 4Imprint, I	nc. Total:	2,298.98
ACCOEG - ACCO Engi 318155 01/ Inv 20433222	neered Systems, Inc. 17/2024	
<u>Line Item Date</u> 07/26/2023	<u>Line Item Description</u> City Buildings HVAC Maintenance - FY23/24	1,701.68
Inv 20433222 Total		1,701.68
Inv 20443257		
<u>Line Item Date</u> 08/15/2023	<u>Line Item Description</u> City Buildings HVAC Maintenance - FY23/24	747.50
Inv 20443257 Total		747.50
Inv 20445461		
<u>Line Item Date</u> 08/21/2023	<u>Line Item Description</u> City Buildings HVAC Maintenance - FY23/24	2,965.20
Inv 20445461 Total		2,965.20
Inv 20447851		
<u>Line Item Date</u> 08/29/2023	<u>Line Item Description</u> City Buildings HVAC Maintenance - FY23/24	2,396.20
Inv 20447851 Total		2,396.20
Inv 20447865		
<u>Line Item Date</u> 08/29/2023	<u>Line Item Description</u> City Buildings HVAC Maintenance - FY23/24	3,752.90

Check Number Check Date	Amount
Inv 20447865 Total	3,752.90
Inv 20448127	
Line Item DateLine Item Description08/29/2023City Buildings HVAC Maintenance - FY23/24	2,605.00
Inv 20448127 Total	2,605.00
Inv 20480887	
<u>Line Item Date</u> <u>Line Item Description</u> 11/10/2023 HVAC Repairs for Garfield Reservoir	562.50
Inv 20480887 Total	562.50
318155 Total:	14,730.98
ACCOEG - ACCO Engineered Systems, Inc. Total:	14,730.98
<b>ACTI8030 - Action Sales</b> 318156 01/17/2024	
Inv 2119584-00	
Line Item DateLine Item Description12/11/2023Fire - Station Kitchen Supplies	489.14
Inv 2119584-00 Total	489.14
318156 Total:	489.14
ACTI8030 - Action Sales Total:	489.14
AFECO - AFECO, Inc.	
318157 01/17/2024 Inv 185753	
Line Item DateLine Item Description12/18/2023SBCA Fit Test	135.00
Inv 185753 Total	135.00
318157 Total:	135.00
AFECO - AFECO, Inc. Total:	135.00
AFLA7010 - AFLAC 0 01/17/2024 Inv 479262	
Line Item Date Line Item Description	

Check Number Check Date	Amount
12/29/2023 Employee Optional Insurance - December 2023	1,665.36
Inv 479262 Total	1,665.36
0 Total:	1,665.36
AFLA7010 - AFLAC Total:	1,665.36
ALH0179 - Alhambra Car Wash	
318158 01/17/2024 Inv November 2023	
Line Item DateLine Item Description12/07/2023PD Car Washes November 2023	182.00
Inv November 2023 Total	182.00
318158 Total:	182.00
ALH0179 - Alhambra Car Wash Total:	182.00
ACMT2920 - All City Management Services, Inc. 318159 01/17/2024 Inv 89210	
<u>Line Item Date</u> <u>Line Item Description</u> 11/15/2023	9,865.59
Inv 89210 Total	9,865.59
Inv 89576	
<u>Line Item Date</u> <u>Line Item Description</u> 11/29/2023	6,999.76
Inv 89576 Total	6,999.76
inv 893/0 Totai	0,777.10
318159 Total:	16,865.35
ACMT2920 - All City Management Services, Inc. Total:	16,865.35
ALLI3041 - Alliant Insurance Services, Inc.	
318160 01/17/2024 Inv 68922774	
<u>Line Item Date</u> <u>Line Item Description</u> 12/05/2023	103.53
	103.53
Inv 68922774 Total	103.33

103.53 103.53
103.53
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103.53
103.53
103.53
103.53
103.53
414.12
414.12
17.29
17.29
17.29
17.29
44.09 83.08
127.17
45.52
30.54
76.06

7 - 24

Check Number Check Date Amount

Inv 1GY9-7G4N	N-VRRY	
Line Item Date 12/18/2023	Line Item Description	259.
12/18/2023	Supplies for Camp Med air hockey table and wireless headsets.  Supplies for Camp Med air hockey table and wireless headsets.	259.
12/18/2023	Supplies for Camp Med air hockey table and wireless headsets.	129.
Inv 1GY9-7G4N-V	ZRRY Total	400.
Inv 1MK3-YDJ	W-C36K	
Line Item Date	<u>Line Item Description</u> Credit Memo for CSD	7
12/04/2023	Credit Memo for CSD	-7.
Inv 1MK3-YDJW-0	C36K Total	-7.
Inv 1MVR-QYI	FF-TLN4	
Line Item Date 12/18/2023	Line Item Description TV Wall Mount for Fire Prevention Office	63.
Inv 1MVR-QYFF-7	TLN4 Total	63.
Inv 1QPD-KF49	9-XJWR	
Line Item Date	Line Item Description Office Symplice for Description	222
12/11/2023	Office Supplies for Department	323.
Inv 1QPD-KF49-X	JWR Total	323.0
Inv 1QYM-FPK	KG-WQHP	
Line Item Date	Line Item Description	•••
12/11/2023 11/20/2023	City Hall Facility Maintenance Supplies for City Council Reorganization Reception	220. 152.
Inv 1QYM-FPKG-	WQHP Total	372.
Inv 1XW1-YPT	CJ-WP4Y	
<u>Line Item Date</u> 12/11/2023	<u>Line Item Description</u> Sustainability Grant supplies	143.
Inv 1XW1-YPTJ-W	VP4Y Total	143.
Inv 1Y9R-CNR	4-TKRJ	
Line Item Date 12/04/2023	<u>Line Item Description</u> Senior Center event supplies	106.
Inv 1Y9R-CNR4-T	KRJ Total	106.
tal:		1,605.
	n Capital Services, Inc. Total:	1,605.

Check Number Check Date Amount

AME0229 - Ameritas		
0 (Inv December	01/17/2024 2023	
Line Item Date	Line Item Description	
12/01/2023	EE Vision Plan Premiums - December 2023	2,204.40
Inv December 202	23 Total	2,204.40
0.77.4.1		2,204.40
0 Total:		2,204.40
AME0229 - Ameritas	Total:	2,204.40
ANTLAGRP - Anneal	ta Group 01/17/2024	
Inv 2893		
<u>Line Item Date</u> 08/07/2023	<u>Line Item Description</u> Street Improvement Program Management July23	3,086.25
	Street improvement i rogram Management 3th/25	
Inv 2893 Total		3,086.25
Inv 2952		
<u>Line Item Date</u> 01/03/2024	<u>Line Item Description</u> Street Improvement Program Management Aug23	1,253.75
Inv 2952 Total		1,253.75
Inv 2966		
Line Item Date	Line Item Description	
10/02/2023	Street Improvement Program Management Sep 23	4,425.00
Inv 2966 Total		4,425.00
Inv 3001		
<u>Line Item Date</u> 11/15/2023	<u>Line Item Description</u> Street Improvement Program Management Oct23	821.25
Inv 3001 Total		821.25
Inv 3036		
Line Item Date	Line Item Description	
12/04/2023	Street Improvement Program Management Nov23	677.50
Inv 3036 Total		677.50
318162 Total:		10,263.75
ANTLAGRP - Annealta Group Total:		10,263.75
EMPI5011 - Aramsco,	Inc. (Formerly Empire Cleaning Supply)	
	1909 4 - 2 42 DV 0	

Check Number C	Check Date	Amount
	1/17/2024	
Inv S6137704.		
<u>Line Item Date</u> 11/08/2023	<u>Line Item Description</u> Fire Station Cleaning Supplies	621.74
Inv S6137704.001	Total	621.74
318163 Total:		621.74
EMPI5011 - Aramsco,	Inc. (Formerly Empire Cleaning Supply) Total:	621.74
ARCD6011 - ARC Doc		
318164 0 Inv 12276666	1/17/2024	
Line Item Date	Line Item Description	
10/27/2023	Printing Service	126.24
Inv 12276666 Tota	al	126.24
Inv 12311210		
<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Printing Service	176.95
Inv 12311210 Tota	al	176.95
318164 Total:		303.19
ARCD6011 - ARC Doc	rument Solutions, LLC Total:	303.19
AT&T5011 - AT&T		
318165 0	1/17/2024	
Inv 248134610	02105	
<u>Line Item Date</u> 12/01/2023	<u>Line Item Description</u> AN 248 134-6100 210 5 Services for 12/1-12/31/23	18.82
Inv 248134610021	05 Total	18.82
Inv 331841075	663432	
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> AN 331 841-0756 343 2 Services for 12/7/23-1/6/24	31.64
Inv 331841075634	132 Total	31.64
Inv 331841080	23436	
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> AN 331 841-0802 343 6 Services for 12/7/23-1/6/24	31.63
Inv 331841080234	136 Total	31.63
AD CL 1 D . 1 (1/10)	2024 2 42 DMC	~ =

**Check Number Check Date Amount** 82.09 318165 Total: 318166 01/17/2024 000021003565 Inv Line Item Date Line Item Description 12/20/2023 BAN 9391062308 Service for 11/20/23 - 12/19/23 19,561.24 Inv 000021003565 Total 19,561.24 000021003891 Line Item Description Line Item Date 12/20/2023 BAN 9391081369 Service for 11/20/23 - 12/19/23 89.84 89.84 Inv 000021003891 Total 318166 Total: 19,651.08 19,733.17 ATCN9011 - AT&T Total: CIN4011 - AT&T Mobility 318167 01/17/2024 287288006612 Inv Line Item Date Line Item Description 12/02/2023 AN287288006612 Consolidated Cell Phones Citywide Srv11/3-12/2 3,433.29 Inv 287288006612 Total 3,433.29 287312118886 Line Item Date Line Item Description 12/02/2023 AN287312118886 Consolidated Cell Phones Citywide Srv11/3-12/2 2,512.43 Inv 287312118886 Total 2,512.43 318167 Total: 5,945.72 5,945.72 CIN4011 - AT&T Mobility Total: AVAL5270 - Avalos, Lisa 318168 01/17/2024 133653 Line Item Date Line Item Description 12/18/2023 Refund of deposit for the reservation of WMB. 561.00

Inv 133653 Total

318168 Total:

561.00

561.00

Check Number Che	eck Date	Amount
AVAL5270 - Avalos, Lisa	Total:	561.00
BFWB4011 - Badge Fran	ne, Inc.	
0 01/1 Inv 4136	7/2024	
Line Item Date	Line Item Description	
11/15/2023	Retirement artwork for Lt. Jacobs	260.72
Inv 4136 Total		260.72
0 Total:		260.72
BFWB4011 - Badge Fran	ne, Inc. Total:	260.72
<b>BAK0369 - Baker &amp; Tay</b> 0 01/1	lor Books 7/2024	
Inv 2037819218		
<u>Line Item Date</u> 11/22/2023	<u>Line Item Description</u> Books FY2023-24	257.84
Inv 2037819218 Tota	al	257.84
Inv 2037831022		
<u>Line Item Date</u> 12/04/2023	<u>Line Item Description</u> Books FY2023-24	485.33
Inv 2037831022 Tota	al	485.33
Inv 2037834316		
Line Item Date	Line Item Description	
12/01/2023	Books FY2023-24	728.05
Inv 2037834316 Total	al	728.05
Inv 2037883398		
<u>Line Item Date</u> 12/08/2023	<u>Line Item Description</u> Books FY2023-24	1,173.17
Inv 2037883398 Tota	al	1,173.17
Inv 2037908594		
<u>Line Item Date</u> 12/11/2023	<u>Line Item Description</u> Books FY2023-24	626.60
Inv 2037908594 Tota	al	626.60
Inv 2037930244		
<u>Line Item Date</u> 12/08/2023	<u>Line Item Description</u> Books FY2023-24	601.33

**Check Number** 

**Check Date** 

Amount

ck Number Check Date	Amoun
Inv 2037930244 Total	601.3
Inv 2037941058	
<u>Line Item Date</u> <u>Line Item Description</u> 12/08/2023 Books FY2023-24	494.0
Inv 2037941058 Total	494.0
Inv 2037946375	
<u>Line Item Date</u> <u>Line Item Description</u> 12/08/2023 Books FY2023-24	219.8
Inv 2037946375 Total	219.8
Inv 2037948413	
<u>Line Item Date</u> <u>Line Item Description</u> 11/30/2023 Books FY2023-24	920.2
Inv 2037948413 Total	920.2
Inv 2037948981	
<u>Line Item Date</u> <u>Line Item Description</u> 12/08/2023 Books FY2023-24	114.5
Inv 2037948981 Total	114.5
Inv 2037951713	
Line Item Date Line Item Description 12/04/2023 Books FY2023-24	433.8
Inv 2037951713 Total	433.8
Inv 2037956951	
Line Item Date Line Item Description	
12/07/2023 Books FY2023-24	559.7
Inv 2037956951 Total	559.7
Inv 2037964131	
<u>Line Item Date</u> <u>Line Item Description</u> 12/06/2023 Books FY2023-24	331.0
Inv 2037964131 Total	331.0
Inv 2037967100	
<u>Line Item Date</u> <u>Line Item Description</u> 12/08/2023 Books FY2023-24	393.
Inv 2037967100 Total	393.5

Check Number Check	Date	Amount
Inv 2037971432		
	e Item Description oks FY2023-24	1,346.37
Inv 2037971432 Total		1,346.37
Total:		8,685.57
AK0369 - Baker & Taylor	ooks Total:	8,685.57
AK0366 - Baker & Taylor		
01/17/2 Inv H66890670	24	
	e Item Description /Ds/CDs - FY 2023-24	50.23
	D8/CD8 - F1 2025-24	
Inv H66890670 Total		50.23
Inv H66932740		
	e Item Description 'Ds/CDs - FY 2023-24	89.12
Inv H66932740 Total		89.12
Inv H66936750		
	e Item Description Ds/CDs - FY 2023-24	147.74
Inv H66936750 Total		147.74
Inv H66979420		
Line Item Date L	e Item Description	
11/20/2027 D	'Ds/CDs - FY 2023-24	55.00
Inv H66979420 Total		55.00
Inv H66982490		
	e Item Description /Ds/CDs - FY 2023-24	46.25
Inv H66982490 Total		46.25
Inv H67023580		
	e Item Description (Ds/CDs - FY 2023-24	39.53
Inv H67023580 Total		39.53
Inv H67029880		
	e Item Description	
AP-Check Detail (1/10/2024 -		Page 11

Check Number Check Date	Amount
11/30/2023 DVDs/CDs - FY 2023-24	58.69
Inv H67029880 Total	58.69
Inv H67050890	
Line Item DateLine Item Description11/30/2023DVDs/CDs - FY 2023-24	94.87
Inv H67050890 Total	94.87
Inv H67233530	
Line Item DateLine Item Description12/14/2023DVDs/CDs - FY 2023-24	74.36
Inv H67233530 Total	74.36
0 Total:	655.79
BAK0366 - Baker & Taylor Entertainment Total:	655.79
BERM6410 - Bee Removers 318169 01/17/2024 Inv 601913	
Line Item DateLine Item Description11/03/2023Urgent bee removal service -1703 Milan Ave. Parkway Tree	185.00
Inv 601913 Total	185.00
318169 Total:	185.00
BERM6410 - Bee Removers Total:	185.00
BB&K - Best Best & Krieger LLP 0 01/17/2024 Inv 983425	
<u>Line Item Date</u> <u>Line Item Description</u> 12/07/2023   Legal Services - November 2023	310.50
Inv 983425 Total	310.50
0 Total:	310.50
BB&K - Best & Krieger LLP Total:	310.50
<b>LEBE8032 - Betts, Lemar</b> 318170 01/17/2024	

Check Number C	Check Date	Amount
Inv SkateSideI	DEC23	
<u>Line Item Date</u> 12/20/2023	<u>Line Item Description</u> Contract Class Instructor Skateboarding After School DEC 23	101.50
Inv SkateSideDEC	223 Total	101.50
318170 Total:		101.50
LEBE8032 - Betts, Ler	nar Total:	101.50
BLSP8010 - Blackston		
0 0 Inv 2131402	1/17/2024	
Line Item Date	Line Item Description	100.02
12/06/2023	Books/DVDs/CDs	100.83
Inv 2131402 Total		100.83
Inv 2133354		
<u>Line Item Date</u> 12/18/2023	<u>Line Item Description</u> Books/DVDs/CDs	29.34
Inv 2133354 Total		29.34
0 Total:		130.17
BLSP8010 - Blackston	e Publishing Total:	130.17
	iana 101-8030-8021-8267-000	
0 0 Inv DecMoYog	1/17/2024 ga	
<u>Line Item Date</u> 12/21/2023	Line Item Description Dec Monthly Senior Yoga-Contract Instructor	153.60
Inv DecMoYoga T	Total Cotal	153.60
Inv DecWalkin	nYoga	
<u>Line Item Date</u> 12/21/2023	<u>Line Item Description</u> Dec Walk-in Senior Yoga-Contract Instructor	204.00
		204.00
Inv DecWalkinYo	ga 10tat	204.00
0 Total:		357.60
DABN8267 - Bohan, D	piana Total:	357.60
TYBL7000 - Borrello,	Tyler	

Check Number Check Date	Amount
318171 01/17/2024 Inv 11/17/2023	
Line Item Date Line Item Description Line Item Description	20.70
12/19/2023 Lunch Reimbursement for Police Offi	
Inv 11/17/2023 Total	30.78
Inv 12/11/23	
Line Item Date     Line Item Description       12/19/2023     Mandatory Firearms Training for CPL	. Borrello 12/11/23 39.17
Inv 12/11/23 Total	39.17
318171 Total:	69.95
TYBL7000 - Borrello, Tyler Total:	69.95
<b>DBAR3011 - Brink's Incorporated</b> 0 01/17/2024	
Inv 12477531	
<u>Line Item Date</u> <u>Line Item Description</u> 12/09/2023	1,905.76
Inv 12477531 Total	1,905.76
0 Total:	1,905.76
DBAR3011 - Brink's Incorporated Total:	1,905.76
<b>TNYBRTTN - Brittin, Tanya</b> 318172 01/17/2024	
Inv 12/14-15/23	
<u>Line Item Date</u> <u>Line Item Description</u> 12/19/2023 <u>Line Item Description</u> Public Records Act Training Reimburg	ement for Clerk Brittin 52.88
12/19/2023 Public Records Act Training Reimburs	ement for Clerk Brittin 327.92
Inv 12/14-15/23 Total	380.80
318172 Total:	380.80
TNYBRTTN - Brittin, Tanya Total:	380.80
PMAB8021 - Budka, Pamela Avry	
318173 01/17/2024 Inv ChairYogaWIDec	
Line Item Date 12/21/2023 Line Item Description Chair Yoga Walk-in Dec - Contract In	structor 104.00

**Check Number** 

**Check Date** 

Amount

Check Number C	heck Date	Amount
Inv ChairYogaWII	Dec Total	104.00
Inv Meditation	MoDec	
<u>Line Item Date</u> 12/21/2023	<u>Line Item Description</u> Meditation monthly Dec - Contract Instructor	38.40
Inv MeditationMol	Dec Total	38.40
Inv Meditation	WIDec	
<u>Line Item Date</u> 12/21/2023	<u>Line Item Description</u> Meditation Walk-in Dec - Contract Instructor	110.40
Inv MeditationWII	Dec Total	110.40
318173 Total:		252.80
PMAB8021 - Budka, Pa	amela Avry Total:	252.80
BUR4018 - Burro Cany 318174 01 Inv 3092	yon Shooting Park 1/17/2024	
<u>Line Item Date</u> 12/09/2023	Line Item Description PD range fees	100.00
Inv 3092 Total		100.00
318174 Total:		100.00
BUR4018 - Burro Cany	yon Shooting Park Total:	100.00
<b>CAP4010 - CA Ass'n of</b> 318175 01 Inv 12903	f Property & Evidence 1/17/2024	
<u>Line Item Date</u> 12/19/2023	<u>Line Item Description</u> Annual Prop and Evidence Training Seminar 2024 For PA Zavala	400.00
Inv 12903 Total		400.00
318175 Total:		400.00
CAP4010 - CA Ass'n of	Property & Evidence Total:	400.00
CAL5236 - CA Linen S 318176 01 Inv 2206891	Services 1/17/2024	
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Linen Cleaning Services - FY 2023-24	117.88

Check Number C	heck Date	Amount
Inv 2206891 Total		117.88
Inv 2209591		
<u>Line Item Date</u> 12/14/2023	<u>Line Item Description</u> Linen Cleaning Services - FY 2023-24	117.88
Inv 2209591 Total		117.88
318176 Total:		235.76
CAL5236 - CA Linen S	ervices Total:	235.76
CLED2010 - CALED 318177 01 Inv 300004695	1/17/2024	
Line Item Date	Line Item Description	
06/08/2023	23-24 Membership Renewal	1,160.00
Inv 300004695 Tot	tal	1,160.00
318177 Total:		1,160.00
CLED2010 - CALED T	otal:	1,160.00
CAL6695 - California A 318178 01 Inv 10/20-11/2	1/17/2024	
<u>Line Item Date</u> 11/28/2023	<u>Line Item Description</u> Wilson Well 2 Water Purchased November 2023	258.45
Inv 10/20-11/21/23	3 Total	258.45
318178 Total:		258.45
CAL6695 - California A	American Water Total:	258.45
	ia Association of Tactical Officers	
Line Item Date	Line Item Description	
12/19/2023	Critical Incident Leadership Training for Officer Kim	325.00
Inv 23-50 Total		325.00
318179 Total:		325.00
	2024 - 2.42 M.G	

CAMERPL - California Metro Patrol & EMS, Inc.	
Inv 5263  Line Item Date 12/01/2023 Security Guard Concierge Srves at City Hall 11/20 - 12/1/23  Inv 5263 Total  Inv 5367  Line Item Date 12/15/2023 Security Guard Concierge Srves at City Hall - 12/4 - 12/15/23  Inv 5367 Total  318180 Total:  CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Public Notice Published in August 2023	
Inv 5263 Total  Inv 5367  Line Item Date 12/15/2023 Security Guard Concierge Srves at City Hall 11/20 - 12/1/23  Inv 5367  Line Item Date 12/15/2023 Security Guard Concierge Srves at City Hall - 12/4 - 12/15/23  Inv 5367 Total  318180 Total:  CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024  Inv 0011616701  Line Item Date 11/30/2023 Line Item Description Public Notice Published in August 2023	
Inv 5367  Line Item Date 12/15/2023 Security Guard Concierge Srvcs at City Hall - 12/4 - 12/15/23  Inv 5367 Total  318180 Total:  CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024  Inv 0011616701  Line Item Date 11/30/2023 Public Notice Published in August 2023	
Inv 5367  Line Item Date Line Item Description 12/15/2023 Security Guard Concierge Srves at City Hall - 12/4 - 12/15/23  Inv 5367 Total  318180 Total:  CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date Line Item Description 11/30/2023 Public Notice Published in August 2023	2,466.60
Line Item Date 12/15/2023 Line Item Description Security Guard Concierge Srvcs at City Hall - 12/4 - 12/15/23 Linv 5367 Total  318180 Total:  CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Line Item Date 11/30/2023 Line Item Date 11/30/2023 Line Item Date Public Notice Published in August 2023	2,466.60
Inv 5367 Total  Security Guard Concierge Srvcs at City Hall - 12/4 - 12/15/23  Inv 5367 Total  CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership  0 01/17/2024  Inv 0011616701  Line Item Date 11/30/2023 Line Item Description Public Notice Published in August 2023	
Inv 5367 Total  318180 Total:  CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Line Item Description Public Notice Published in August 2023	2 200 00
CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Public Notice Published in August 2023	3,288.80
CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Line Item Description Public Notice Published in August 2023	3,288.80
CAMERPL - California Metro Patrol & EMS, Inc. Total:  CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Line Item Description Public Notice Published in August 2023	5.755.40
CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Line Item Description Public Notice Published in August 2023	5,755.40
CFNSPR - California Newspapers Partnership 0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Line Item Description Public Notice Published in August 2023	5,755.40
0 01/17/2024 Inv 0011616701  Line Item Date 11/30/2023 Public Notice Published in August 2023	
Line Item Date 11/30/2023  Line Item Description Public Notice Published in August 2023	
11/30/2023 Public Notice Published in August 2023	
Inv 0011616701 Total	683.31
	683.31
- 001/207/2	
Inv 0011633763	
Line Item DateLine Item Description11/30/2023Public Notice Published in November 2023	425.83
Inv 0011633763 Total	425.83
0 Total:	1,109.14
CFNSPR - California Newspapers Partnership Total:	1,109.14
CAN0607 - Cantu Graphics Inc.	
318181 01/17/2024 Inv 21796	
Line Item Date Line Item Description	
12/20/2023 Charette Materials (Maps)	622.31
Inv 21796 Total	622.31
Inv 22005	
<u>Line Item Date</u> <u>Line Item Description</u>	

11/27/2023	South Pasadena Historical Canvas Photos	932.
	South Fasaucha Historical Calivas Filotos	
Inv 22005 Total		932.
Inv 22031		
<u>Line Item Date</u> 12/05/2023	<u>Line Item Description</u> 11 x 17" Print and Mounted images	56.
Inv 22031 Total		56.
Inv 22042		
Line Item Date 11/27/2023	<u>Line Item Description</u> Gallery Canvas Wrap	198.
Inv 22042 Total		198.
Inv 22044		
Line Item Date 12/07/2023	Line Item Description	200
	Fire Department Envelopes	308.
Inv 22044 Total		308.
Inv 22045		
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Fire - Safety Inspection Forms	340.
Inv 22045 Total		340.
Inv 22047		
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Slow Streets Program foam board	188.
Inv 22047 Total		188.
Inv 22049		
Line Item Date	Line Item Description	
12/08/2023	Business cards for Sean Faye, Bre Taylor, and Jennifer Reyes	165.
Inv 22049 Total		165
Inv 22053		
<u>Line Item Date</u> 12/11/2023	<u>Line Item Description</u> Community Development Order to Color Copies	448.
Inv 22053 Total		448.
Inv 22054		
Line Item Date	Line Item Description	212
12/11/2023	Holiday outreach cards	249.
Inv 22054 Total		249.

Check Number Check Date	Amount
Inv 22055	
<u>Line Item Date</u> <u>Line Item Description</u> 12/12/2023 General Plan Maps	522.59
Inv 22055 Total	522.59
	022.07
Inv 22068	
Line Item DateLine Item Description12/12/2023Employee Holiday Luncheon Supplies	71.03
Inv 22068 Total	71.03
Inv 22099	
<u>Line Item Date</u> <u>Line Item Description</u> 12/28/2023	72.77
Inv 22099 Total	72.77
18181 Total:	4,176.14
AN0607 - Cantu Graphics Inc. Total:	4,176.14
WNC2501 - Carl Warren & Company	
01/17/2024 Inv 2039407-2039435	
<u>Line Item Date</u> <u>Line Item Description</u>	
12/31/2023 Legal Matters - December 2023	1,165.50
Inv 2039407-2039435 Total	1,165.50
Inv 2039840-2039848	
<u>Line Item Date</u> <u>Line Item Description</u> 12/31/2023   Legal Matters - December 2023	462.00
Inv 2039840-2039848 Total	462.00
Total:	1,627.50
WNC2501 - Carl Warren & Company Total:	1,627.50
IM4011 - Charter Communications 01/17/2024	
Inv 0070193120123	
<u>Line Item Date</u> 12/01/2023	83.95
Inv 0070193120123 Total	83.95
	****

Inv 02249641	20823	
<u>Line Item Date</u> 12/08/2023	<u>Line Item Description</u> AN 8448200080357905 1414 Mission St. Service 12/08/23 - 1/7/2024	54.10
Inv 02249641208	23 Total	54.10
Inv 03559901	20223	
Line Item Date 12/02/2023	<u>Line Item Description</u> AN 8448 30 008 0355990 416 Garfield Ave. Srv12/02/23-1/1/24	652.28
Inv 03559901202	23 Total	652.28
Inv 03579051	20523	
<u>Line Item Date</u> 12/05/2023	<u>Line Item Description</u> AN 8448200080357905 815 Mission St. Service 11/5/23 - 01/04/24	261.04
Inv 03579051205	23 Total	261.04
Total:		1,051.37
IM4011 - Charter Co	ommunications Total:	1,051.37
18182 (1902/12-02/12-02/12-01/	01/17/2024	
12/19/2023	Radar And Lidar Operator Training for Officer Kim 02/12-02/15/23	170.00
Inv 02/12-02/15/2	23 Total	
IIIV 02/12-02/13/2		170.00
		170.00
18182 Total:	cey, Stephen A Total:	
TPHCHCY - Chaund CHWCONST - Chaw 18183		170.00
18182 Total: TPHCHCY - Chaund HWCONST - Chaw	cey, Stephen A Total:  kins Communications Consulting, Inc. 01/17/2024  Line Item Description	170.00
18182 Total:  FPHCHCY - Chaune  HWCONST - Chaw  18183 (  Inv 1063  Line Item Date	cey, Stephen A Total: kins Communications Consulting, Inc. 01/17/2024	170.00
18182 Total:  TPHCHCY - Chaune  HWCONST - Chaw  18183 ( Inv 1063  Line Item Date  01/02/2024	cey, Stephen A Total:  kins Communications Consulting, Inc. 01/17/2024  Line Item Description	170.00 170.00 2,535.00
18182 Total:  FPHCHCY - Chaune  HWCONST - Chaw  18183 ( Inv 1063  Line Item Date 01/02/2024  Inv 1063 Total	cey, Stephen A Total:  kins Communications Consulting, Inc. 01/17/2024  Line Item Description	170.00 170.00 2,535.00

Check Number	Check Date	Amount
Inv 1074		
<u>Line Item Date</u> 01/02/2024	<u>Line Item Description</u> Electrification Project Stakeholder Coordination Services Jan24	1,365.00
Inv 1074 Total		1,365.00
318183 Total:		6,240.00
CHWCONST - Cha	wkins Communications Consulting, Inc. Total:	6,240.00
CHGANGLA - Choi		
318184 Inv 6354533	01/17/2024 30	
Line Item Date	Line Item Description	204.00
12/20/2023	Refund of the deposit for the reservatin of GYH.	294.00
Inv 63545330 T	Cotal	294.00
318184 Total:		294.00
CHGANGLA - Choi	ng, Angela Total:	294.00
CINTA3 - Cintas Co	orporation	
318185 Inv 4170921	01/17/2024 1995	
Line Item Date 10/16/2023	<u>Line Item Description</u> Public Works Uniform Cleaning Services	19.26
10/16/2023	Public Works Uniform Cleaning Services	6.42
10/16/2023	Public Works Uniform Cleaning Services	37.78
10/16/2023	Public Works Uniform Cleaning Services	36.27
10/16/2023	Public Works Uniform Cleaning Services	15.54
10/16/2023	Public Works Uniform Cleaning Services	4.10
10/16/2023	Public Works Uniform Cleaning Services	17.29
Inv 4170921995	5 Total	136.66
Inv 4171560	0230	
Line Item Date	Line Item Description	
10/23/2023	Public Works Uniform Cleaning Services	37.78
10/23/2023	Public Works Uniform Cleaning Services	17.29
10/23/2023	Public Works Uniform Cleaning Services	15.54
10/23/2023	Public Works Uniform Cleaning Services	19.26
10/23/2023	Public Works Uniform Cleaning Services	6.42
10/23/2023	Public Works Uniform Cleaning Services	36.27
10/23/2023	Public Works Uniform Cleaning Services	4.10
Inv 4171560230	O Total	136.66
Inv 4172283	3077	
Line Item Date	Line Item Description	
ND Chaol: Datail (1/1	10/2024 - 2 42 DV 0	Daga 21

Check Number	Check Date	Amount
10/30/2023	Public Works Uniform Cleaning Services	19.26
10/30/2023	Public Works Uniform Cleaning Services	15.54
10/30/2023	Public Works Uniform Cleaning Services	17.29
10/30/2023	Public Works Uniform Cleaning Services	37.78
10/30/2023	Public Works Uniform Cleaning Services	73.74
10/30/2023	Public Works Uniform Cleaning Services	4.10
10/30/2023	Public Works Uniform Cleaning Services	36.27
Inv 417228307	77 Total	203.98
Inv 417298	39847	
Line Item Date	<u>Line Item Description</u>	
11/06/2023	Public Works Uniform Cleaning Services	36.27
11/06/2023	Public Works Uniform Cleaning Services	17.29
11/06/2023	Public Works Uniform Cleaning Services	41.40
11/06/2023	Public Works Uniform Cleaning Services	37.78
11/06/2023	Public Works Uniform Cleaning Services	4.10
11/06/2023	Public Works Uniform Cleaning Services	19.26
11/06/2023	Public Works Uniform Cleaning Services	15.54
Inv 417298984	47 Total	171.64
Inv 417372	21820	
Line Item Date		27.70
11/13/2023	Public Works Uniform Cleaning Services	37.78
11/13/2023	Public Works Uniform Cleaning Services	15.54
11/13/2023	Public Works Uniform Cleaning Services	19.26 4.10
11/13/2023 11/13/2023	Public Works Uniform Cleaning Services	17.29
11/13/2023	Public Works Uniform Cleaning Services	36.27
11/13/2023	Public Works Uniform Cleaning Services Public Works Uniform Cleaning Services	16.74
Inv 417372182	20 Total	146.98
Inv 417493	33794	
Line Item Date	e Line Item Description	
11/22/2023	Sanitary Scheduled Cleaning for Public Park Restrooms.	448.20
Inv 417493379	94 Total	448.20
Inv 417523	39968	
Line Item Date		
11/27/2023	Public Works Uniform Cleaning Services	37.78
11/27/2023	Public Works Uniform Cleaning Services	36.27
11/27/2023	Public Works Uniform Cleaning Services	19.26
11/27/2023	Public Works Uniform Cleaning Services	17.29
11/27/2023	Public Works Uniform Cleaning Services	4.10
11/27/2023	Public Works Uniform Cleaning Services	16.74
11/27/2023	Public Works Uniform Cleaning Services	15.54
Inv 417523996	68 Total	146.98
Inv 417589	93925	
Line Item Date	<u>Line Item Description</u>	
AD CL 1 D : 1/1/1	(10/0004 - 0.40 PM)	D 22

Check Number (	Check Date	Amount
11/27/2023	Public Works Uniform Cleaning Services	15.54
11/27/2023	Public Works Uniform Cleaning Services	37.78
11/27/2023	Public Works Uniform Cleaning Services	19.26
11/27/2023	Public Works Uniform Cleaning Services	4.10
11/27/2023	Public Works Uniform Cleaning Services	17.29
11/27/2023	Public Works Uniform Cleaning Services	36.27
11/27/2023	Public Works Uniform Cleaning Services	16.74
Inv 4175893925 T	Total	146.98
Inv 417660229	91	
Line Item Date	Line Item Description	10.26
12/11/2023	Public Works Uniform Cleaning Services	19.26
12/11/2023 12/11/2023	Public Works Uniform Cleaning Services Public Works Uniform Cleaning Services	17.29 80.84
12/11/2023	Public Works Uniform Cleaning Services  Public Works Uniform Cleaning Services	36.27
12/11/2023	Public Works Uniform Cleaning Services  Public Works Uniform Cleaning Services	15.54
12/11/2023	Public Works Uniform Cleaning Services	37.78
12/11/2023	Public Works Uniform Cleaning Services	4.10
Inv 4176602291 7	Total	211.08
Inv 417707476	66	
Line Item Date	Line Item Description	
12/14/2023	Sanitary Scheduled Cleaning for Public Park Restrooms.	448.20
Inv 4177074766 T	Total	448.20
318185 Total:		2,197.36
318186 0	01/17/2024	
Inv 924168550	00	
<u>Line Item Date</u> 12/14/2023	<u>Line Item Description</u> First Aid Cabinet & AED Monthly Services for CSD	153.25
Inv 9241685500 T	Fotal Cotal	153.25
Inv 92498816	79	
	Lina Itam Description	
<u>Line Item Date</u> 12/01/2023	<u>Line Item Description</u> FY 2023-24 Eye Wash Stations	441.00
Inv 9249881679 T	Total	441.00
Inv 924994344	44	
Line Item Date	Line Item Description	
12/05/2023	First Aid Cabinet & AED Monthly Services for CSD	153.25
Inv 9249943444 7	Fotal	153.25
210104 T-4-1.		747.50
318186 Total:		747.30

CINTAS - Cintas Corpo	oration Total:	2,944.86
CINFIRE - Cintast Cor	paration No. 2	
	/17/2024	
Inv 0F1966573	3	
<u>Line Item Date</u> 09/19/2023	<u>Line Item Description</u> FY 2023-24 Fire Extinguisher Service- Sept 2023	841.50
Inv 0F19665733 To	otal	841.50
Inv 0F1967268	8	
Line Item Date	Line Item Description	
10/31/2023	FY 2023-24 Fire Extinguisher Service- Oct 2023	572.00
Inv 0F19672688 To	otal	572.00
Inv 0F1967430	1	
Line Item Date	Line Item Description	700.20
11/30/2023	FY 2023-24 Fire Extinguisher Service	798.38
Inv 0F19674301 To	otal	798.38
318187 Total:		2,211.88
CINFIRE - Cintast Con	poration No. 2 Total:	2,211.88
<b>PAS4012 - City of Pasa</b> 318188 01	dena /17/2024	
Inv 30023209		
<u>Line Item Date</u> 12/05/2023	<u>Line Item Description</u> Forensics 23-02223, 23-03346, 23-04872, 223-15399, 23-15903	451.00
Inv 30023209 Tota	1	451.00
318188 Total:		451.00
PAS4012 - City of Pasa	dena Total:	451.00
CMDRLA - Commerica 318189 01	al Door of Los Angeles /17/2024	
Inv 22010	/1//2024	
Line Item Date	Line Item Description	
11/28/2023	Removal and Replacement of Senior Center Kitchen Door	3,740.00
Inv 22010 Total		3,740.00
318189 Total:		3,740.00
AP Check Detail (1/10/2	2024 2 42 70 0	Page 24

Commission   Co			
1818   9	CMDRLA - Commeric	al Door of Los Angeles Total:	3,740.00
Inv   0431104-IN	CMME4011 - Commlin	ne Inc.	
Line Rem Date   Line Rem Date   Line Rem Description	318190 01	1/17/2024	
12/13/2023   Difference in substitute antennas for FV fleet   612.00	Inv 0431104-IN	1	
18190 Total:   612.03			
Site	12/13/2023	Difference in substitute antennas for EV fleet	612.03
COMFNDVR - Community   Foundation of the Verdugos   318191   01/17/2024	Inv 0431104-IN To	otal	612.03
COMFNDVR - Community   Foundation of the Verdugos   318191   01/17/2024			
COMFNDVR - Community Foundation of the Verdugos   1819   1	318190 Total:		612.03
COMFNDVR - Community Foundation of the Verdugos   18191   01/17/2024   1nv   1204/2023 NAM     2110.00   12/04/2023   Women in Business Legislative Awards Lunch - CM's   280.00   12/04/2023   Women in Business Legislative Awards Lunch - 4 Councilmembers   280.00   1nv 1204/2023   Women in Business Legislative Awards Lunch - 4 Councilmembers   280.00   1nv 1204/2023   Women in Business Legislative Awards Lunch - 4 Councilmembers   280.00	CMMF4011 - Commlin	ne Inc Total:	612.03
18191   01/17/2024		10 10 10 10 10 10 10 10 10 10 10 10 10 1	
Inv   12042023NAM			
Line   Item   Date   Line   Item   Description     12/04/2023   Women in Business Legislative Awards Lunch - CM's   280.00			
12/04/2023   Women in Business Legislative Awards Lunch - CM's   210.00	I ine Item Date	Line Item Description	
Inv 12042023NAM Total			210.00
318191 Total: 490.00  COMFNDVR - Community Foundation of the Verdugos Total: 490.00  CRMN6010 - Core & Main LP  318192 01/17/2024  Inv U028932  Line Item Date Line Item Description 12/20/2023 Out of Services Fire Hydrant Bags 219.50  Inv U028932 Total 219.50  CRMN6010 - Core & Main LP Total: 219.50  CRSR2010 - Corodata Shredding Inc. 0 0 01/17/2024  Inv DN1441662  Line Item Date Line Item Description	12/04/2023	Women in Business Legislative Awards Lunch - 4 Councilmembers	280.00
COMFNDVR - Community Foundation of the Verdugos Total: 490.00   CRMN6010 - Core & Main LP   318192	Inv 12042023NAN	1 Total	490.00
COMFNDVR - Community Foundation of the Verdugos Total: 490.00   CRMN6010 - Core & Main LP   318192			
CRMN6010 - Core & Main LP	318191 Total:		490.00
318192	COMFNDVR - Comm	unity Foundation of the Verdugos Total:	490.00
Inv   U028932   Line   Item   Date   Line   Item   Description     12/20/2023   Out of Services Fire Hydrant Bags   219.58     Inv   U028932   Total   219.58     318192   Total   219.58     CRMN6010 - Core & Main LP Total   219.58     CRSR2010 - Corodata   Shredding Inc.   0	CRMN6010 - Core & N	Aain LP	
Line   Item   Date   Line   Item   Description		1/17/2024	
12/20/2023   Out of Services Fire Hydrant Bags   219.58	Inv U028932		
318192 Total:  CRMN6010 - Core & Main LP Total:  CRSR2010 - Corodata Shredding Inc.  0 01/17/2024  Inv DN1441662  Line Item Date Line Item Description			219.58
318192 Total:  CRMN6010 - Core & Main LP Total:  CRSR2010 - Corodata Shredding Inc.  0 01/17/2024  Inv DN1441662  Line Item Date Line Item Description	Inv U028932 Total		219.58
CRMN6010 - Core & Main LP Total:  CRSR2010 - Corodata Shredding Inc.  0			
CRSR2010 - Corodata Shredding Inc.  0 01/17/2024  Inv DN1441662  Line Item Date Line Item Description	318192 Total:		219.58
CRSR2010 - Corodata Shredding Inc.  0 01/17/2024  Inv DN1441662  Line Item Date Line Item Description			
0 01/17/2024 Inv DN1441662  Line Item Date Line Item Description	CRMN6010 - Core & M	Main LP Total:	219.58
Inv DN1441662 <u>Line Item Date</u> <u>Line Item Description</u>	CRSR2010 - Corodata	Shredding Inc.	
Line Item Date Line Item Description			
11/30/2025 Sirredding for Oxiety St., Library, and Wission StNovember 2025	<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Shredding for Oxley St., Library, and Mission StNovember 2023	144.56
	Inv DN1441662 To		144.56
			Page 25

0 Total:		144.56
CRSR2010 - Corodata	Shredding Inc. Total:	144.56
318193 01	of Los Angeles, Agricultural Commissioner 1/17/2024	
Inv 240789		
<u>Line Item Date</u> 11/20/2023	<u>Line Item Description</u> Pest Control Services for Arroyo Park - FY2023-24.	1,030.89
11/20/2023	1 CSI COURTO SCIVICES for Alloyo I aik - I 12023-24.	1,030.69
Inv 240789 Total		1,030.89
318193 Total:		1,030.89
LACTYAGC - County	of Los Angeles, Agricultural Commissioner Total:	1,030.89
<b>CPRS2995 - CPRS Adr</b> 318194 01	ministrators Section 1/17/2024	
Inv #CPRSDA		
Line Item Date 12/20/2023	Line Item Description Webinar invoice	30.00
Inv #CPRSDA23-0	0029 Total	30.00
318194 Total:		30.00
CPRS2995 - CPRS Adr	ninistrators Section Total:	30.00
MNBL8170 - Crestline	Software, LLC	
	1/17/2024	
<u>Line Item Date</u> 12/10/2023	<u>Line Item Description</u> Credit Card/Returns (NOV 2023)	1,003.38
12/10/2023	Monthly and Lock Box (Nov)	724.35
Inv INV5103 Total	I	1,727.73
Inv INV5164		
<u>Line Item Date</u> 12/10/2023	<u>Line Item Description</u> Printing and Postage (Nov 2023)	2,021.93
Inv INV5164 Total	I	2,021.93
Inv INV5481		
<u>Line Item Date</u> 12/10/2023	Line Item Description Monthly (Jan)	27,674.52
A.P. Cl 1. D. + 1/1/10/5	2024 2 42 DVO	

Check Number Ch	neck Date	Amount
Inv INV5481 Total		27,674.52
0 Total:		31,424.18
MNBL8170 - Crestline S	Software, LLC Total:	31,424.18
CRESTSPC - Crestline 318195 01/	Specialties, Inc. /17/2024	
Inv 5370562		
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Swedish Dish Cloths and Reusable Sandwich Bags with Logos	1,272.90
Inv 5370562 Total		1,272.90
318195 Total:		1,272.90
CRESTSPC - Crestline	Specialties, Inc. Total:	1,272.90
ATGC8530 - CU Techno 0 01/	ology /17/2024	
Inv 10550		
<u>Line Item Date</u> 09/01/2023	<u>Line Item Description</u> Full Service IT Support Services - FY23-24 September 2023	24,050.00
Inv 10550 Total		24,050.00
Inv 10801		
<u>Line Item Date</u> 11/01/2023	<u>Line Item Description</u> IT Services - Office365 Migration of City Email Accounts	16,087.50
Inv 10801 Total		16,087.50
Inv 10909		
<u>Line Item Date</u> 12/11/2023	<u>Line Item Description</u> IT Service for Office365 Migration and VoiP Implementation	11,030.74
Inv 10909 Total		11,030.74
0 Total:		51,168.24
ATGC8530 - CU Technology Total:		51,168.24
CSTMINK - CustomIni 318196 01 Inv 70310663	x Parent, LLC /17/2024	
Line Item Date	Line Item Description	

Check Number Check Date	Amount
12/18/2023 Cotton Canvas Tote Bags - Sustainability Grant	1,142.47
Inv 70310663 Total	1,142.47
318196 Total:	1,142.47
CSTMINK - Customink Parent, LLC Total:	1,142.47
DEL0771 - Delta Dental of California 318197 01/17/2024 Inv BE005871073	
<u>Line Item Date</u> <u>Line Item Description</u> 01/01/2024	11,794.00
Inv BE005871073 Total	11,794.00
318197 Total:	11,794.00
DEL0771 - Delta Dental of California Total:	11,794.00
DEL3011 - DELUXE 318198 01/17/2024 Inv 9003034171	
<u>Line Item Date</u> <u>Line Item Description</u> 12/30/2023 Bank Bags	277.02
Inv 9003034171 Total	277.02
318198 Total:	277.02
DEL3011 - DELUXE Total:	277.02
DIG0800 - Digital Telecommunications Corp 0 01/17/2024 Inv 49751	
<u>Line Item Date</u> 12/01/2023  Line Item Description 12/01/2023  Monthly Service Contract - 12/1/23 - 12/31/23	984.00
Inv 49751 Total	984.00
0 Total:	984.00
DIG0800 - Digital Telecommunications Corp Total:	984.00
<b>DTV5012 - DIRECTV</b> 318199 01/17/2024	
A.P. Chack Datail (1/10/2024 - 2:43 DM)	Dage 28

Check Number Chec	k Date	Amount
Inv 68653046X231	129	
	Line Item Description Cable Services for Emergency Operation Center	48.05
Inv 68653046X231129	2 Total	48.05
318199 Total:		48.05
OTV5012 - DIRECTV Tota	ત્રી:	48.05
PMLDONG - Dong, Pamel		
0 01/17/ Inv DecQiGongWI		
	Line Item Description	40.00
	Senior Tai Chi Qi Gong Dec-Contract Instructor	48.00
Inv DecQiGongWI Tot	tal	48.00
0 Total:		48.00
, Total.		
MLDONG - Dong, Pamel	la C. Total:	48.00
AUTOCSPC - Echeveria, J		
318200 01/17/ Inv 10415	/2024	
	Line Item Description	
	Vehicle Maintenance Unit #635 Vehicle Maintenance Unit #635	773.31 773.31
Inv 10415 Total		1,546.62
Inv 10420		
	Line Item Description	
	Facility Vehicle Maintenance: AC and Oil Change (Unit #612)	1,090.07
Inv 10420 Total		1,090.07
318200 Total:		2,636.69
AUTOCSPC - Echeveria, J	lose Total:	2,636.69
ELL1017 - Ellen's Silkscre	ening	
318201 01/17/ Inv EE82354		
Line Item Date	Line Item Description	
11/27/2023	City Polos and Jackets	182.41
Inv EE82354 Total		182.41

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318201 Total:	182.41
ELL1017 - Ellen's Silkscreening Total:	182.41
EMRS4010 - Emergency Response Crime Scene Cleaning 318202 01/17/2024	
Inv T2022-598	
Line Item DateLine Item Description12/04/2023Clean-up of scene DR 23-31182	700.00
Inv T2022-598 Total	700.00
318202 Total:	700.00
EMRS4010 - Emergency Response Crime Scene Cleaning Total:	700.00
ESMC5010 - Emergency Services Marketing Corp. Inc.	
318203 01/17/2024 Inv 23-41724	
Line Item Date Line Item Description	
12/12/2023 South Pasadena Cert One Year Subscription (1/19/24-1/18/25)	305.00
Inv 23-41724 Total	305.00
318203 Total:	305.00
ESMC5010 - Emergency Services Marketing Corp. Inc. Total:	305.00
EDGHITI - Engineering Consulting Services, Inc. 318204 01/17/2024	
Inv 5	
Line Item Date     Line Item Description       12/27/2023     Public Works Project Management Assistance	1,511.25
Inv 5 Total	1,511.25
318204 Total:	1,511.25
EDGHITI - Engineering Consulting Services, Inc. Total:	1,511.25
ENT5426 - Entenmann-Rovin 318205 01/17/2024 Inv 0178312-IN	
Line Item Date Line Item Description 12/11/2023 Police Department badges	641.96
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Check Number	Check Date	Amount
Inv 0178312-IN 7	Гotal	641.96
318205 Total:		641.96
ENT5426 - Entenman	nn-Rovin Total:	641.96
ENTERPRI - Enterpr 0 ( Inv FBN4932	01/17/2024	
<u>Line Item Date</u> 01/05/2024	<u>Line Item Description</u> Tesla Vehicle Fleet Lease January 2024	9,412.37
Inv FBN4932610	Total	9,412.37
0 Total:		9,412.37
ENTERPRI - Enterpr	rise FM Trust Total:	9,412.37
ENT8216 - Entersect 318206 ( Inv 1023EP30		
<u>Line Item Date</u> 12/28/2023	Line Item Description Live search database for Detectives	1,000.00
Inv 1023EP30995	5 Total	1,000.00
318206 Total:		1,000.00
ENT8216 - Entersect	Total:	1,000.00
ESOSOLT - ESO Solu 318207 ( Inv ESO-1249	01/17/2024	
<u>Line Item Date</u> 11/08/2023	<u>Line Item Description</u> ER- Fire Package Emergency Reporting (NFIRS) - 10/1/23-09/30/24	2,760.00
Inv ESO-124942	Total	2,760.00
318207 Total:		2,760.00
ESOSOLT - ESO Solutions, Inc. Total:		2,760.00
BEEVENT - Evenson, 318208	, <b>Bengte</b> 01/17/2024	
A.P. Check Datail (1/10	//2024 2:42 DM)	Page 21

Inv DW1223-0	1	
Line Item Date 12/04/2023	<u>Line Item Description</u> Residential rebate: Energy Star Dishwasher Replacement	500.00
Inv DW1223-01 To		500.00
III D W 1223 01 10		
318208 Total:		500.00
BEEVENT - Evenson,	Bengte Total:	500.00
<b>EWEM6010 - Ewing It</b> 318209 0: Inv 20513070	rigation Products, Inc. 1/17/2024	
<u>Line Item Date</u> 09/06/2023	<u>Line Item Description</u> Irrigation Supplies for Hawthorne Street Median	188.50
Inv 20513070 Tota	ıl	188.50
318209 Total:		188.50
EWEM6010 - Ewing In	rigation Products, Inc. Total:	188.50
FOST - Fair Oaks Smo 318210 0: Inv 1226	g Test 1/17/2024	
<u>Line Item Date</u> 12/20/2023	<u>Line Item Description</u> Smog Certification for Water Distribution Unit #19	60.00
Inv 1226 Total		60.00
Inv 1227		
<u>Line Item Date</u> 12/20/2023	<u>Line Item Description</u> Smog Certification for Street Dept. Unit #54	60.00
Inv 1227 Total		60.00
318210 Total:		120.00
FOST - Fair Oaks Smo	og Test Total:	120.00
FED1109 - FedEx 318211 0: Inv 8-334-1887	1/17/2024 76	
Line Item Date 12/01/2023	<u>Line Item Description</u> Shipment to background investigator	16.50
Inv 8-334-18876 T		16.50

318211 Total:	16.50
FED1109 - FedEx Total:	16.50
MGFNDZ - Fernandez, Miguel 318212 01/17/2024 Inv 1339	
Line Item Date Line Item Description 12/14/2023 Permit Refund	90.01
Inv 1339 Total	90.01
Inv 1340	
Line Item DateLine Item Description12/14/2023Permit Refund12/14/2023Permit Refund	187.33 300.00
Inv 1340 Total	487.33
318212 Total:	577.34
MGFNDZ - Fernandez, Miguel Total:	577.34
FRSTGRP - Fireside Security Group Inc. 318213 01/17/2024 Inv 10301	
<u>Line Item Date</u> <u>Line Item Description</u> 12/27/2023	13,274.24
Inv 10301 Total	13,274.24
318213 Total:	13,274.24
FRSTGRP - Fireside Security Group Inc. Total:	13,274.24
LAFOLPRV - Foland-Priver, Laura 318214 01/17/2024 Inv DT0723-03	
<u>Line Item Date</u> <u>Line Item Description</u> 12/14/2023 Residential Rebate for Water Efficient Plants	1,200.00
Inv DT0723-03 Total	1,200.00
318214 Total:	1,200.00

LAFOLPRV - Foland	l-Priver, Laura Total:	1,200.00
FOO7777 - Foothill L 318215 (1) Inv 73547	Oock & Key 01/17/2024	
<u>Line Item Date</u> 12/21/2023	<u>Line Item Description</u> Urgent door lock repair due to vandalism at Arroyo North	752.13
Inv 73547 Total		752.13
318215 Total:		752.13
FOO7777 - Foothill L	ock & Key Total:	752.13
JUFU5011 - Furtado, 318216 (Inv December	01/17/2024	
<u>Line Item Date</u> 12/20/2023	<u>Line Item Description</u> Advance Disability Pension Payment - December 2023	4,307.50
Inv December 20	23 Total	4,307.50
Inv January 2	024	
<u>Line Item Date</u> 12/20/2023	<u>Line Item Description</u> Advance Disability Pension Payment - January 2024	4,307.50
Inv January 2024	Total	4,307.50
318216 Total:		8,615.00
JUFU5011 - Furtado,	Justin Total:	8,615.00
<b>GALL5011 - Galls, LI</b> 318217 (1) Inv 02645362	01/17/2024	
<u>Line Item Date</u> 12/07/2023	Line Item Description Fire Department Class A Uniforms	225.51
Inv 026453624 T	otal	225.51
318217 Total:		225.51
GALL5011 - Galls, Ll	LC Total:	225.51
RYAN - Garcia, Ryan 318218	01/17/2024	

Check Number C	heck Date	Amount
Inv 12.15.23		
<u>Line Item Date</u> 12/15/2023	<u>Line Item Description</u> 1900 Huntington Dr (Remove/ replace broken curbstop)	13.36
Inv 12.15.23 Total		13.36
318218 Total:		13.36
RYAN - Garcia, Ryan T	Total:	13.36
MRKGEE - Gee, Mark		
318219 01 Inv DW1223-0	1/17/2024 2	
Line Item Date	Line Item Description	500.00
12/11/2023	Rebate for Energy Star Dishwasher	500.00
Inv DW1223-02 To	otal	500.00
318219 Total:		500.00
ARKGEE - Gee, Mark	c Total:	500.00
GERCSTZA - Gerard		
318220 01 Inv 02142024	1/17/2024	
<u>Line Item Date</u> 12/12/2023	<u>Line Item Description</u> Senior Center Valentines Day Entertainment	325.00
Inv 02142024 Tota	ıl	325.00
318220 Total:		325.00
GERCSTZA - Gerard (	Constanzo Music Total:	325.00
GLBI4011 - Global Ind	lustrial	
318221 01 Inv 121259852	1/17/2024	
<u>Line Item Date</u> 11/24/2023	<u>Line Item Description</u> New desk for Facilities and Parks Supervisor Office	1,419.57
Inv 121259852 Tot	tal	1,419.57
318221 Total:		1,419.57
GLBI4011 - Global Ind	lustrial Total:	1,419.57
		·
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GLO4010 - Glock Profe 318222 01	essional, Inc. //17/2024	
Inv TRP/10019		
Line Item Date	Line Item Description	250.00
12/19/2023	Basic Glock Armorer's Course for Officer Gramajo	250.00
Inv TRP/10019124	·I Total	250.00
Inv TRP/10019	1490	
<u>Line Item Date</u> 12/19/2023	<u>Line Item Description</u> Basic Glock Armorer's Course for Officer Godoy	250.00
Inv TRP/10019149	0 Total	250.00
318222 Total:		500.00
510 <b>222</b> 10 <b></b> .		
GLO4010 - Glock Profe	essional, Inc. Total:	500.00
MRTNGMBT - Gombe		
318223 01 Inv 2024-209	./17/2024	
Line Item Date	Line Item Description	
12/20/2023	Transit Division Assessment Study Period 1 -Sept 5 - Nov 30,2023	18,388.00
Inv 2024-209 Total		18,388.00
010000 T 1		10 200 00
318223 Total:		18,388.00
MRTNGMBT - Gombe	ert, Martin Total:	18,388.00
CRSGRUND - Gruenev		
318224 01 Inv 11/27-12/1/	/17/2024 23	
Line Item Date	Line Item Description	
12/19/2023 12/19/2023	Basic Traffic Collision Training Reimbursement for Gruenewald  Basic Traffic Collision Training Reimbursement for Gruenewald	597.82 736.81
Inv 11/27-12/1/23		1,334.63
1117 11127 1211123	100.	7
318224 Total:		1,334.63
CRSGRUND - Gruenewald, Christopher Total:		1,334.63
ISGU4011 - Gutierrez,		
318225 01 Inv 12/07/2023	/17/2024	
Line Item Date	Line Item Description	

Check Number Check Date	Amount
12/19/2023 Mandatory Firearms Training for Officer Gutierrez	39.17
Inv 12/07/2023 Total	39.17
318225 Total:	39.17
ISGU4011 - Gutierrez, Issac Total:	39.17
HAKO8031 - Hakobian, Christine Lucy 318226 01/17/2024 Inv 01455P	
<u>Line Item Date</u> <u>Line Item Description</u> 12/20/2023 <u>Reimbursement for L.Hakobian (staff) for employee Holiday photo</u>	500.00
Inv 01455P Total	500.00
318226 Total:	500.00
HAKO8031 - Hakobian, Christine Lucy Total:	500.00
RIHZ6601 - Hernandez, Ricardo 318227 01/17/2024  Inv 12.10.23  Line Item Date 12/10/2023 Line Item Description Mileage for PW Staff 12/10/2023  Inv 12.10.23 Total	8.91 8.91
318227 Total:	8.91
RIHZ6601 - Hernandez, Ricardo Total:  ADHA6116 - Herrera, Adam 318228 01/17/2024 Inv 12.16.23	8.91
<u>Line Item Date</u> <u>Line Item Description</u> 12/16/2023	26.86
Inv 12.16.23 Total	26.86
318228 Total:	26.86
ADHA6116 - Herrera, Adam Total:	26.86
<b>HQAB8100 - Hi Quality Auto Body Inc.</b> 0 01/17/2024	

Check Number C	Check Date	Amount
Inv 19755		
<u>Line Item Date</u> 12/21/2023	<u>Line Item Description</u> Fleet Maintenance Repairs - Street Division	9,992.96
Inv 19755 Total		9,992.96
0 Total:		9,992.96
IQAB8100 - Hi Qualit	ty Auto Body Inc. Total:	9,992.96
	er deLlamas & Associates 1/17/2024	
<u>Line Item Date</u> 12/20/2023	<u>Line Item Description</u> Contract Services - Sales Tax & Audit Services (Oct-Dec 2023)	1,902.81
Inv SIN033901 To	otal	1,902.81
318229 Total:		1,902.81
IDLC3010 - Hinderlit	er deLlamas & Associates Total:	1,902.81
HRSCHPIP - Hirsche I 318230 0: Inv 9272883	Pipe & Supply 1/17/2024	
Line Item Date 12/19/2023	<u>Line Item Description</u> Replace stolen soap dispensers at Orange Grove Park restrooms	267.03
Inv 9272883 Total		267.03
318230 Total:		267.03
IRSCHPIP - Hirsche l	Pipe & Supply Total:	267.03
10NYAKU - Honyaku 318231 01 Inv 23667	uSA INC. 1/17/2024	
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Leaf Blower Courtesy Letter Translation - Chinese & Spanish	160.00
Inv 23667 Total		160.00
318231 Total:		160.00
HONYAKU - Honyaku	ı USA INC. Total:	160.00
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	tery Systems of Eastern Los Angeles	
Inv 177953858	7/2024	
<u>Line Item Date</u> 12/19/2023	<u>Line Item Description</u> Battery Replacement for Water Division Air Compressor	154.09
Inv 177953858 Total		154.09
Inv 177953876		
Line Item Date 12/21/2023	<u>Line Item Description</u> Raymond Tank SCAPA Backup Batteries	129.98
Inv 177953876 Total		129.98
318232 Total:		284.07
INT6115 - Interstate Rat	tery Systems of Eastern Los Angeles Total:	284.07
<b>JSAR4011 - Jack's Auto</b> 318233 01/	Repair 7/2024	
Inv 18766		
<u>Line Item Date</u> 12/18/2023	<u>Line Item Description</u> Routine 45 Day Inspection#78 +2 new sway bar links	190.07
Inv 18766 Total		190.07
Inv 18827		
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Routine 45 Day Inspection for # 79 & new interior light	77.02
Inv 18827 Total		77.02
Inv 18850		
<u>Line Item Date</u> 12/12/2023	<u>Line Item Description</u> Unit #1404 headlight replacement	50.64
Inv 18850 Total		50.64
Inv 18851		
<u>Line Item Date</u> 12/12/2023	<u>Line Item Description</u> Unit #1405 headlight replacement	50.64
Inv 18851 Total		50.64
Inv 18861		
<u>Line Item Date</u> 12/14/2023	<u>Line Item Description</u> Unit #198 oil change and filter replacements	203.78
Inv 18861 Total		203.78

Check Number	Check Date	Amount
Inv 18866		
Line Item Date 12/18/2023	<u>Line Item Description</u> Unit #1404 brake lamp replacement	57.27
Inv 18866 Total	• •	57.27
318233 Total:		629.42
JSAR4011 - Jack's Au	uto Repair Total:	629.42
JFHL4011 - Jeff Holl		
318234 Inv 12/11/202	01/17/2024 23	
Line Item Date	Line Item Description	20.17
12/19/2023	Mandatory Firearms Training for Officer Holland 12/11/23	39.17
Inv 12/11/2023 T	Total Control of the	39.17
318234 Total:		39.17
JFHL4011 - Jeff Holl	and Total:	39.17
JHMS8020 - JHM Su		
0 Inv 344148/1	01/17/2024	
Line Item Date 12/11/2023	<u>Line Item Description</u> Irrigation Supplies for Repairs at City Parks, Medians, and Land	1,011.07
Inv 344148/1 To	tal	1,011.07
Inv K43329/1		
<u>Line Item Date</u> 12/11/2023	<u>Line Item Description</u> Irrigation Supplies for Repairs at City Parks, Medians, and Land	1,727.93
Inv K43329/1 To	otal	1,727.93
0 Total:		2,739.00
JHMS8020 - JHM Su	apply Total:	2,739.00
KNPY8010 - Kanopy	Inc.	
0 Inv KDEP-21	01/17/2024 1723	
Line Item Date	Line Item Description	
12/11/2023	Digital Resources - Kanopy Streaming Services for Library	12,000.00
Inv KDEP-21723	3 Total	12,000.00

0 Total:		12,000.00
KNPY8010 - Kanopy Inc. Tot	al:	12,000.00
<b>KMTM4011 - Kim, Timothy</b> 318235 01/17/20	24	
Inv 12/04/2023		
<u>Line Item Date</u> <u>Lin</u> 12/19/2023 DU	te Item Description  JI Planning and Mgmt. Training Reimbursement for Officer Kim	42.76
Inv 12/04/2023 Total		42.76
Inv 12/7/23		
<u>Line Item Date</u> <u>Lin</u>	ne Item Description	
	andatory Firearms Training for Officer Kim 12/7/23 andatory Firearms Training for Officer Kim 12/7/23	47.17 10.00
Inv 12/7/23 Total		57.17
318235 Total:		99.93
KMTM4011 - Kim, Timothy	Total:	99.93
STKRCHN - Kirchen, Stepha		
318236 01/17/20 Inv DW1223-03	24	
	ne Item Description	
	sidential rebate for Energy Star Dishwasher Replacement.	500.00
Inv DW1223-03 Total		500.00
318236 Total:		500.00
STKRCHN - Kirchen, Stepha	nnie Total:	500.00
LANGFOOT - Lango Foothil		
318237 01/17/20 Inv SPAN-NOV23	24	
	ne Item Description	
	ass Instructor Payment- Spanish Class Nov 23	1,301.30
Inv SPAN-NOV23 Total		1,301.30
318237 Total:		1,301.30

LANGFOOT - Lango Foothills LLC Total:	1,301.30
LEE1111 - Lee, Richard 318238 01/17/2024 Inv 12/04-12/05/23	
Line Item DateLine Item Description12/19/2023Semi-Auto Shotgun Transition Training Reimbursement for Det. Lee	565.98
Inv 12/04-12/05/23 Total	565.98
318238 Total:	565.98
LEE1111 - Lee, Richard Total:	565.98
LEOWEB - Leo Web Protect Inc. 318239 01/17/2024 Inv 5161	
Line Item DateLine Item Description12/06/2023Web privacy services	166.66
Inv 5161 Total	166.66
318239 Total:	166.66
LEOWEB - Leo Web Protect Inc. Total:	166.66
DEBLWS - Lewis, Deborah 318240 01/17/2024 Inv 121823	
<u>Line Item Date</u> 12/19/2023 <u>Line Item Description</u> Notary Services for PCO Applicant Flores 12/18/23	50.00
Inv 121823 Total	50.00
318240 Total:	50.00
DEBLWS - Lewis, Deborah Total:	50.00
LOCMEDIN - Locality Media, Inc. 318241 01/17/2024 Inv 4341	
<u>Line Item Date</u> <u>Line Item Description</u> 12/31/2023	12,250.00
Inv 4341 Total	12,250.00

Check Number Ch	neck Date	Amount
318241 Total:		12,250.00
LOCMEDIN - Locality	Media, Inc. Total:	12,250.00
<b>CYNTLPEZ - Lopez, C</b> 318242 01/	ynthia 17/2024	
Inv DI1223-01		
<u>Line Item Date</u> 12/19/2023	Line Item Description Residential rebate for Drip Irrigation (Amended)	191.50
Inv DI1223-01 Tota	1	191.50
318242 Total:		191.50
CYNTLPEZ - Lopez, C	ynthia Total:	191.50
LOU7778 - Louie, Sand		
318243 01/ Inv DT1223-01	17/2024	
<u>Line Item Date</u> 12/19/2023	<u>Line Item Description</u> Residential rebate for water efficient plants	51.57
Inv DT1223-01 Tota	al	51.57
318243 Total:		51.57
LOU7778 - Louie, Sand	y Total:	51.57
<b>KVMC6710 - Machado</b> , 318244 01/ Inv 12.15.23	Kelvin 17/2024	
Line Item Date 12/15/2023	<u>Line Item Description</u> 1571 Indiana Ave (Water Main Break) @ 9:50AM	21.88
Inv 12.15.23 Total		21.88
Inv 12.15.23 A		
<u>Line Item Date</u> 12/15/2023	<u>Line Item Description</u> 1900 Huntington Drive @ 1:15PM (Water Turn Off)	21.88
Inv 12.15.23 A Tota	1	21.88
318244 Total:		43.76
KVMC6710 - Machado,	Kelvin Total:	43.76

CHRMDLA - Mandala, C		
	7/2024	
Inv 11152023		
<u>Line Item Date</u> 11/15/2023	<u>Line Item Description</u> Reimbursement for CACEO Conference	523.82
Inv 11152023 Total		523.82
318245 Total:		523.82
318243 Iotal.		323.02
CHRMDLA - Mandala, (	Chuic Total	523.82
CHRIDDA - Mandaia,	Cillis Iviai.	323.02
MCM2352 - McMaster C	Carr Supply Co	
	7/2024	
Inv 18832117		
Line Item Date	Line Item Description	
12/20/2023	Strap Wrench to remove water softener filters	26.67
Inv 18832117 Total		26.67
219246 T-4-1		26.67
318246 Total:		20.07
MCM2352 - McMaster C	Carr Supply Co Total:	26.67
	Rapid Defense Group Rentals LLC	
	7/2024	
Inv INV-R-5122		
Line Item Date	<u>Line Item Description</u>	
12/13/2023	9 Meridian Vehicle Barriers for Holiday Lighting Traffic Control	2,381.40
Inv lNV-R-5122 Tota		2,381.40
111/11/1/1/1/1/1/1/1/1/1/1/1/1/1/1/1/1/1	•	,
318247 Total:		2,381.40
		2 201 40
MERPDRTS - Meridian	Rapid Defense Group Rentals LLC Total:	2,381.40
MREG1400 - Merrimac	Potroloum Inc	
	7/2024	
Inv 2228287		
Lima Itana D	Lina Itam Dagarintian	
Line Item Date 11/28/2023	<u>Line Item Description</u> Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	566.75
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	566.75
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	566.75
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	566.75
		2 267 00
Inv 2228287 Total		2,267.00

Inv 2228288		
Line Item Date	Line Item Description	
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	1,103.86
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel ( 1500 Gal.) for PW	551.93
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	1,103.86
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	220.77
11/28/2023 11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	386.35 689.91
11/28/2023	Diesel (500 Gal.) and Unleaded Fuel (1500 Gal.) for PW	1,462.60
Inv 2228288 Total		5,519.28
318248 Total:		7,786.28
310210 10441.		
MREG1400 - Merrima	c Petroleum, Inc. Total:	7,786.28
MERPLMBN - Merry		
318249 01 Inv 4676811152	1/17/2024 23	
Line Item Date	Line Item Description	
11/30/2023	Urgent Plumbing Repairs for City Facilities	2,712.81
Inv 46768111523 7	Total	2,712.81
318249 Total:		2,712.81
MERPLMBN - Merry	Plumbing Co., Inc. Total:	2,712.81
MBII9190 - Michael Ba		
	1/17/2024	
Inv 1198641		
Line Item Date	Line Item Description	
12/19/2023	CEQA Compliance for Berkshire and Grevalie Pocket Parks	2,815.00
Inv 1198641 Total		2,815.00
0 Total:		2,815.00
MBII9190 - Michael Ba	aker International Inc. Total:	2,815.00
MVCH3011 - MV Cher		
	I/17/2024 Д	
<u>Line Item Date</u> 01/03/2024	<u>Line Item Description</u> Temporary Staffing Services - Senior Accountant (December	5,175.00
01/03/2024	2023)	5,1/3.00
Inv 12/31/2023 A 7	Total	5,175.00

Check Number Ch	neck Date	Amount
Inv 12/31/2023	F	
<u>Line Item Date</u> 12/27/2023	<u>Line Item Description</u> Temporary Staffing Services - Accounting Manager - December 2023	6,300.00
Inv 12/31/2023 F To		6,300.00
318250 Total:		11,475.00
MVCH3011 - MV Chen	g & Associates Inc. Total:	11,475.00
HIRNADA - Nada Bus,		
318251 01/ Inv 51667	/17/2024	
<u>Line Item Date</u> 12/04/2023	<u>Line Item Description</u> Charter Bus Service-Senior Excursion to Rogers Garden	1,120.00
Inv 51667 Total		1,120.00
Inv 51686		
<u>Line Item Date</u> 12/11/2023	Line Item Description Charter Bus Services for Senior Excursion Program-Ronald Regan	1,120.00
Inv 51686 Total		1,120.00
318251 Total:		2,240.00
HIRNADA - Nada Bus,	Inc. Total:	2,240.00
PEG4590 - NUFIC		
318252 01/ Inv December 2	/17/2024 023	
Line Item Date	Line Item Description	
12/22/2023 12/22/2023	Premium for EE Benefits of AD&D Basic Coverage - December 2023  Premium for EE Benefits of AD&D Optional Coverage - Dec 2023	208.50 854.55
Inv December 2023	Total	1,063.05
318252 Total:		1,063.05
PEG4590 - NUFIC Tota	I:	1,063.05
	al Health Centers of California	
318253 01/ Inv 16994728	/17/2024	
<u>Line Item Date</u> 12/12/2023	<u>Line Item Description</u> Breath Alcohol Test + New employee onboarding	395.00
Inv 16994728 Total		395.00
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318253 Total:		395.00
IICC8025 - Occupationa	l Health Centers of California Total:	395.00
OVDR8011 - OverDrive		
0 01/2 Inv 01148CO234	17/2024 20883	
Line Item Date	Line Item Description	
11/16/2023	eBooks / eAudiobooks for FY2023-24	124.96
Inv 01148CO234208	283 Total	124.96
Inv 01148CO234	43417	
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> eBooks / eAudiobooks for FY2023-24	954.66
12/00/2023	CHOOKS / CAUGIOUOUKS IOI I 12023-24	
Inv 01148CO234434	H7 Total	954.66
Inv 01148CO234	43418	
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> eBooks / eAudiobooks for FY2023-24	2,471.27
Inv 01148CO234434	H8 Total	2,471.27
Inv 01148CO234	43424	
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> eBooks / eAudiobooks for FY2023-24	736.46
Inv 01148CO234434	124 Total	736.46
Inv 01148DA234	16081	
<u>Line Item Date</u> 11/13/2023	<u>Line Item Description</u> eBooks / eAudiobooks for FY2023-24	6.99
Inv 01148DA234160		6.99
Inv 01148DA234	÷17751	
<u>Line Item Date</u> 11/14/2023	Line Item Description eBooks / eAudiobooks for FY2023-24	27.50
Inv 01148DA234177	751 Total	27.50
0 Total:		4,321.84
OVDR8011 - OverDrive	Inc. Total:	4,321.84
<b>PALM6711 - Palmieri, L</b> 318254 01/3	orenzo 17/2024	
A.P. Chack Datail (1/10/20		Page 47

Check Number Cl	neck Date	Amount
Inv 12.11.2023		
<u>Line Item Date</u> 12/20/2023	<u>Line Item Description</u> Safety Boots Reimbursement	250.00
Inv 12.11.2023 Tota	al	250.00
		250.00
318254 Total:		250.00
PALM6711 - Palmieri, I	Lorenzo Total:	250.00
PRCFCA - Parks Coffee 318255 01	e California /17/2024	
Inv 80026977		
<u>Line Item Date</u> 01/02/2024	<u>Line Item Description</u> Coffee Supplies & Monthly Servicing - FY23/24	95.81
Inv 80026977 Total		95.81
318255 Total:		95.81
PRCFCA - Parks Coffee	e California Total:	95.81
	Landscape Maintenance, Inc.	
318256 01 Inv 106394	/17/2024	
Line Item Date	Line Item Description	1 700 00
11/30/2023 11/30/2023	Citywide Landscape Maint. Services - Water Distribution Citywide Landscape Maint. Services - Prop "A" Maint.	1,700.00 1,250.00
11/30/2023	Citywide Landscape Maint. Services - Median Strips	5,431.84
11/30/2023	Citywide Landscape Maint. Services - Park Maint.	43,512.38
Inv 106394 Total		51,894.22
Inv 106459		
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Brush Clearance for Peterson Ave	15,885.00
Inv 106459 Total		15,885.00
318256 Total:		67,779.22
318230 Iotal:		01,719.22
PRKWOD - Parkwood	Landscape Maintenance, Inc. Total:	67,779.22
<b>PSLSV802 - Pasadena I</b> 318257 01.	Live Scan Service /17/2024	
Inv 94		
<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Pre-Employment Live Scan Services - November 2023	557.00

Check Number C	Check Date	Amount
Inv 94 Total		557.00
318257 Total:		557.00
PSLSV802 - Pasadena	Live Scan Service Total:	557.00
<b>PWP4465 - Pasadena</b> 318258 0 Inv 11/14-12/1	01/17/2024	
<u>Line Item Date</u> 12/14/2023	<u>Line Item Description</u> Water purchased from City of Pasadena December 2023 # 1973816780	2,836.36
Inv 11/14-12/13/2	23 Total	2,836.36
318258 Total:		2,836.36
PWP4465 - Pasadena	Water & Power Total:	2,836.36
PERZHOIE - Perez, Z 318259 0	<b>Zhoie</b> 01/17/2024	
Inv 00421719		
<u>Line Item Date</u> 11/20/2023	<u>Line Item Description</u> Reimbursement Check for Subpoena Fee	15.00
Inv 00421719 Tot	al	15.00
318259 Total:		15.00
PERZHOIE - Perez, Z	Zhoie Total:	15.00
	ervices 01/17/2024	
Inv 682 <u>Line Item Date</u>	Line Item Description	
12/08/2023	Invoice	590.38
Inv 682 Total		590.38
318260 Total:		590.38
PRMTSCS - Permit So	ervices Total:	590.38
<b>CGPH4011 - Phillips,</b> 318261 0	Craig 01/17/2024	

Check Number C	heck Date	Amount
Inv 12/11/23		
Line Item Date	Line Item Description	20.17
12/19/2023	Mandatory Firearms Training for Sgt Phillips 12/11/23	39.17
Inv 12/11/23 Total		39.17
318261 Total:		39.17
CGPH4011 - Phillips, C	Craig Total:	39.17
	wes Global Financial Services LLC	
318262 01 Inv 310641785	1/17/2024 2	
<u>Line Item Date</u> 12/21/2023	<u>Line Item Description</u> Lease of postage meter for CSD	54.90
12/21/2023	Lease of postage meter for CSD	54.90
12/21/2023	Lease of postage meter for CSD	54.90
12/21/2023	Lease of postage meter for CSD	54.90
Inv 3106417852 To	otal	219.60
18262 Total:		219.6
18202 Total:		217.00
BGF8031 - Pitney Bov	wes Global Financial Services LLC Total:	219.60
OS5265 - Post Alarm	Systems 1/17/2024	
Inv 1645595		
Line Item Date	Line Item Description	
12/04/2024	Alarm Services for War Memorial Bldg.	59.70
12/04/2024	Alarm Services for War Memorial Bldg.	59.70
Inv 1645595 Total		119.52
Total:		119.52
OS5265 - Post Alarm	Systems Total:	119.52
	ional Gifts USA, Corp. 1/17/2024	
Inv 2209704		
Line Item Date	Line Item Description	
12/08/2024	Sprout Pencils with Laser Imprint	1,296.3
Inv 2209704 Total		1,296.3
		,
318263 Total:		1,296.31
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PROMGFTS - Promotional Gifts USA, Corp. Total:		1,296.31
PUWA8020 - Pure Water		
0 01/17/2024 Inv 204600		
<u>Line Item Date</u> <u>Line Item Description</u> 12/16/2023	aber	66.24
Inv 204600 Total		66.24
0 Total:		66.24
PUWA8020 - Pure Water Total:		66.24
PRCMIN - Purple Communications, Inc.		
318264 01/17/2024 Inv 76416-126115		
<u>Line Item Date</u> <u>Line Item Description</u> 12/06/2023	ware	300.00
Inv 76416-126115 Total		300.00
318264 Total:		300.00
PRCMIN - Purple Communications, Inc. Total:		300.00
RGWA2980 - Rangwala, Kaizer		
318265 01/17/2024 Inv 2307		
<u>Line Item Date</u> <u>Line Item Description</u> 12/14/2023	ent, Urban Design & Urban Planning	5,731.00
Inv 2307 Total		5,731.00
318265 Total:		5,731.00
RGWA2980 - Rangwala, Kaizer Total:		5,731.00
<b>MIRAPHAE - Raphael, Michael</b> 318266 01/17/2024		
Inv DI0723-02		
<u>Line Item Date</u> <u>Line Item Description</u> 12/18/2023		300.00
Inv DI0723-02 Total		300.00

Check Number Ch	eck Date	Amount
Inv DT0723-02		
<u>Line Item Date</u> 12/18/2023	<u>Line Item Description</u> Water Efficient Plants Rebate	1,200.00
Inv DT0723-02 Tota	I	1,200.00
NT0700 00		
	Line Item Description	
<u>Line Item Date</u> 12/18/2023	Line Item Description Native Trees Rebate	200.00
Inv NT0723-02 Total	I	200.00
18266 Total:		1,700.00
IRAPHAE - Raphael, l	Michael Total:	1,700.00
CTM3010 - Robert Hal	f International Inc	
01/1	7/2024	
Inv 0216621C		
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Professional Services - Temporary Staffing - November 2023	4,028.99
Inv 0216621C Total		4,028.99
Total:		4,028.99
CTM3010 - Robert Hal	f International, Inc. Total:	4,028.99
	lerson, Malody & Scott LLP	
01/1 Inv 74266	///2024	
Line Item Date	Line Item Description	
12/31/2023 12/31/2023	Audit Services FY 2022-23 Audit Services FY 2022-23	3,960.00 5,040.00
Inv 74266 Total		9,000.00
Total:		9,000.00
AMS3041 - Rogers And	lerson, Malody & Scott LLP Total:	9,000.00
ON1111 - Ronnie, Matt	hew	
18267 01/1	7/2024	
Inv 12/07/23		
<u>Line Item Date</u> 12/19/2023	<u>Line Item Description</u> Mandatory Firearms Training for Sergeant Ronnie 12/7/23	39.17
Inv 12/07/23 Total		39.17
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318267 Total:		39.17
RON1111 - Ronnie, Ma	atthew Total:	39.17
BENR8021 - Rushing,	Ben	
318268 0	1/17/2024	
Inv 01032024 <u>Line Item Date</u>	Line Item Description	
01/02/2024	Senior New Year Luncheon entertainment	150.00
Inv 01032024 Tota	al	150.00
318268 Total:		150.00
BENR8021 - Rushing,	Ben Total:	150.00
RTTKLLP - Rutan & 7 318269 0	Tucker, LLP 1/17/2024	
Inv 978936		
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> Holy Family Specific Plan Legal Services	900.00
Inv 978936 Total		900.00
318269 Total:		900.00
RTTKLLP - Rutan &	Tucker, LLP Total:	900.00
	l Valley Council of Governments 1/17/2024	
Inv SGV-ULA		
<u>Line Item Date</u> 10/17/2023	<u>Line Item Description</u> Reimb for billing and cost sharing of admin and sharing for CIMP	12,064.00
Inv SGV-ULAR-2	24-15 Total	12,064.00
318270 Total:		12,064.00
SAN4961 - San Gabrie	l Valley Council of Governments Total:	12,064.00
	riel Valley Medical Center 1/17/2024	
Inv 915710		
<u>Line Item Date</u> 12/27/2023	<u>Line Item Description</u> Blood alcohol withdrawal for Medical medical record #915710	48.00
A.D. Cl. 1. D. (1/1/10)	2024 2 42 DVC	

Check Number C	heck Date	Amount
Inv 915710 Total		48.00
Inv 915836		
<u>Line Item Date</u> 12/27/2023	<u>Line Item Description</u> Blood alcohol withdrawal for medical record #915836	48.00
Inv 915836 Total		48.00
318271 Total:		96.00
SGVMC111 - San Gabi	riel Valley Medical Center Total:	96.00
<b>SAN4958 - San Marino</b> 318272 01	Security System 1/17/2024	
Inv 43310	U1 1/1 2024	
<u>Line Item Date</u> 01/01/2024	<u>Line Item Description</u> 2024 Annual Security System Monitoring	432.00
Inv 43310 Total		432.00
318272 Total:		432.00
SAN4958 - San Marino	Security System Total:	432.00
MICH4011 - Sanchez, N 318273 01	Michael 1/17/2024	
Inv 12/07/2023		
<u>Line Item Date</u> 12/19/2023 12/19/2023	<u>Line Item Description</u> Mandatory Firearms Training for Corporal Sanchez Mandatory Firearms Training for Corporal Sanchez	47.17 10.00
Inv 12/07/2023 Tot	tal	57.17
Inv 12/11/2023		
<u>Line Item Date</u> 12/19/2023	<u>Line Item Description</u> PAS Operation Training Reimbursement for Corporal Sanchez	42.89
Inv 12/11/2023 Tot	tal	42.89
318273 Total:		100.06
MICH4011 - Sanchez, I	Michael Total:	100.06
<b>SAXE2013 - Saxe-Cliff</b> 318274 01	ord PH.D, Susan 1/17/2024	

Check Number Check Date	Amount
Inv 23-1207-8	
<u>Line Item Date</u> <u>Line Item Description</u> 12/07/2023	450.00
Inv 23-1207-8 Total	450.00
Inv 23-1211-8	
<u>Line Item Date</u> <u>Line Item Description</u> 12/19/2023	450.00
Inv 23-1211-8 Total	450.00
Inv 23-1214-10	
<u>Line Item Date</u> <u>Line Item Description</u> 12/14/2023	450.00
Inv 23-1214-10 Total	450.00
Inv 23-1221-15	
<u>Line Item Date</u> <u>Line Item Description</u> 12/21/2023	900.00
Inv 23-1221-15 Total	900.00
318274 Total:	2,250.00
SAXE2013 - Saxe-Clifford PH.D, Susan Total:	2,250.00
SCAT6710 - Scott's Automotive 318275 01/17/2024 Inv 18129	
<u>Line Item Date</u> <u>Line Item Description</u> 09/13/2023	331.11
Inv 18129 Total	331.11
318275 Total:	331.11
SCAT6710 - Scott's Automotive Total:	331.11
SMWL2990 - Shute, Mihaly & Weinberger LLP	
318276 01/17/2024 Inv 283346	
Line Item Date Line Item Description  10/25/2023 Legal Assistance Regarding Moffat Street	512.63
Inv 283346 Total	512.63

Check Number C	heck Date	Amount
Inv 283724		
<u>Line Item Date</u> 11/27/2023	<u>Line Item Description</u> Legal Assistance Regarding Moffat Street	585.10
	Zogan i Bobanico Togan ding 110 dai 5000	585.10
Inv 283724 Total		383.10
318276 Total:		1,097.73
SMWL2990 - Shute, M	ihaly & Weinberger LLP Total:	1,097.73
THES8267 - Siegel, Th	eodore 1/17/2024	
Inv 1082024	I/1//2024	
<u>Line Item Date</u> 12/12/2023	<u>Line Item Description</u> Presentation & screening for January 2024 Woman of the Year	150.00
Inv 1082024 Total		150.00
318277 Total:		150.00
HES8267 - Siegel, Th	eodore Total:	150.00
OGA6501 - SoCalGA		
318278 02 Inv 11/1/23-12/	1/17/2024 /1/23	
Line Item Date	Line Item Description	00.57
12/07/2023 12/07/2023	CNG for City Vehicles (PW and Transit) CNG for City Vehicles (PW and Transit)	88.57 88.57
12/07/2023	CNG for City Vehicles (PW and Transit)	88.57
12/07/2023	CNG for City Vehicles (PW and Transit)	88.57
12/07/2023	CNG for City Vehicles (PW and Transit)	88.57
Inv 11/1/23-12/1/2	3 Total	442.85
318278 Total:		442.85
OGA6501 - SoCalGA	S Total:	442.85
<b>6CAQ6010 - South Co</b> 318279 01	ast A.Q.M.D. 1/17/2024	
Inv P75984		
<u>Line Item Date</u> 11/16/2023	<u>Line Item Description</u> AQMD Violation penalty for Permit N25830 at Civic Ctr (Resolved)	585.00
Inv P75984 Total		585.00
318279 Total:		585.00
	2024 - 2.42 M.O	
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SCAQ6010 - South Coa	st A.Q.M.D. Total:	585.00
SPEC5011 - Spectrum		
318280 01 Inv 00604100	/17/2024	
<u>Line Item Date</u> 11/30/2023	Line Item Description Oxygen Medical Supplies	524.67
Inv 00604100 Tota		524.67
IIIV 00004100 10ta	ı	324.07
Inv 00849690		
Line Item Date	Line Item Description	
11/30/2023	Oxygen Medical Supplies	54.00
Inv 00849690 Tota	I	54.00
318280 Total:		578.67
SPEC5011 - Spectrum	Gas Products Total:	578.67
CDDIZ C · 1 I II	U. C. HO	
SPBK - Springbrook H 0 01	/17/2024	
Inv INV-01554	4	
Line Item Date	Line Item Description	
01/07/2024	CivicPay Nov 2023	112.00
Inv INV-015544 Te	otal	112.00
0 Total:		112.00
SPBK - Springbrook H	olding Company, LLC Total:	112.00
COMO2012 St C	I M P TOP :	
<b>SGMC2013 - St. Georg</b> 0 01	/17/2024	
Inv 134663		
Line Item Date	Line Item Description	200.20
01/04/2022	Pre-Employment and Physical Exams	200.00
Inv 134663 Total		200.00
Inv 136755		
	Line Item Description	
<u>Line Item Date</u> 05/13/2022	Pre-Employment and Physical Exams	75.00
Inv 136755 Total		75.00
1117 130733 10tal		75.00

ck Number C	Check Date	Amount
Inv 141145		
<u>Line Item Date</u> 10/10/2023	<u>Line Item Description</u> Pre-Employment and Physical Exams - October 2023	120.0
Inv 141145 Total		120.00
		1200
Inv 144625		
<u>Line Item Date</u> 10/05/2023	<u>Line Item Description</u> Pre-Employment and Physical Exams - October 2023	75.00
Inv 144625 Total		75.00
Inv 144844		
Line Item Date 10/20/2023	Line Item Description	175.00
10/20/2023	Pre-Employment and Physical Exams - October 2023	175.00
Inv 144844 Total		175.00
Inv 144849		
<u>Line Item Date</u> 10/20/2023	<u>Line Item Description</u> Pre-Employment and Physical Exams - October 2023	175.00
Inv 144849 Total		175.00
Inv 144906		
Line Item Date	Line Item Description	
10/25/2023	Pre-Employment and Physical Exams - October 2023	175.00
Inv 144906 Total		175.00
otal:		995.00
1C2013 - St. Georg	ge's Medical Clinic Total:	995.00
5219 - Staples Bus		
0 Inv 355376411	1/17/2024 13	
Line Item Date	Line Item Description	
12/07/2023	Employee Holiday luncheon supplies	137.43
Inv 3553764113 T	Cotal Cotal	137.43
Inv 355417477	70	
<u>Line Item Date</u> 12/05/2023	<u>Line Item Description</u> Public Works Department- Street/ Sewer Division Office Supplies	594.04
Inv 3554174770 T	Total Control of the	594.04
Inv 355417477	71	
Inv 355417477		
Line Item Date	<u>Line Item Description</u>	

7 - 78

Check Number Che	eck Date	Amount
12/05/2023	Community Development - General Supplies	176.33
Inv 3554174771 Total	al	176.33
Inv 3554174772		
<u>Line Item Date</u> 12/05/2023	Line Item Description PD office supplies	581.88
Inv 3554174772 Total	al	581.88
Inv 3554174773		
<u>Line Item Date</u> 12/05/2023	<u>Line Item Description</u> PD office supplies	155.79
Inv 3554174773 Total	al	155.79
Inv 3554174774		
<u>Line Item Date</u> 12/05/2023	<u>Line Item Description</u> PD office supplies	40.66
Inv 3554174774 Tota		40.66
Inv 3554239921		
Line Item Date	Line Item Description	
12/04/2023	Paper, coffee, lanyard, ID badge holder, receipt book	85.00
Inv 3554239921 Total	al	85.00
Inv 3554308153		
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> Shipping labels	43.04
Inv 3554308153 Total	al	43.04
Inv 3554383226		
<u>Line Item Date</u> 12/07/2023	<u>Line Item Description</u> Coffee, letter opener, pencil sharpener	40.04
Inv 3554383226 Tota		40.04
	ai	10.01
Inv 3554557155 <u>Line Item Date</u>	Line Item Description	
12/09/2023	City Council Meeting Supplies	110.30
Inv 3554557155 Total	al	110.30
Inv 3554711884		
Line Item Date 12/12/2023	<u>Line Item Description</u> Toner, dry erase markers	52.09
Inv 3554711884 Tota		52.09
1117 JJJ 7 / 1100 + 100	M.	32.07

heck Number Ch	eck Date	Amount
Inv 3554771513		
<u>Line Item Date</u> 12/14/2023	<u>Line Item Description</u> Fire - Printer Cartridges	89.94
Inv 3554771513 Tot	al	89.94
Inv 3554875011		
Line Item Date	Line Item Description	444.00
12/15/2023	PD office supplies	156.98
Inv 3554875011 Tot	al	156.98
Inv 3554875012		
<u>Line Item Date</u> 12/15/2023	<u>Line Item Description</u> PD office supplies	338.94
Inv 3554875012 Tot	al	338.94
Inv 3556377349		
<u>Line Item Date</u> 01/04/2024	Line Item Description Office Supplies	204.25
Inv 3556377349 Tot	al	204.25
Inv 3556699092		
<u>Line Item Date</u> 01/09/2024	Line Item Description Office Supplies	23.69
Inv 3556699092 Tot	al	23.69
Total:		2,830.40
ΓΑ5219 - Staples Busin	ess Advantage Total:	2,830.40
	er Resources Control Board	
01/ Inv SW-0269589	17/2024	
<u>Line Item Date</u> 11/09/2023	Line Item Description NPDES and WDR Annual Fees	10,602.00
Inv SW-0269589 To		10,602.00
Inv WD-023120	4	
Line Item Date	Line Item Description	
11/29/2023	NPDES and WDR Annual Fees	3,746.00
Inv WD-0231204 To	otal	3,746.00
Total:		14,348.00
P-Check Detail (1/10/20	24 - 2:43 PM)	Page 60

SWRCB833 - State Water Resources Control Board Total:	14,348.00
TRSL5011 - Target Solutions Learning, LLC 318281 01/17/2024 Inv INV79083	
Line Item DateLine Item Description09/01/2023Premier Membership	1,867.14
Inv INV79083 Total	1,867.14
318281 Total:	1,867.14
TRSL5011 - Target Solutions Learning, LLC Total:	1,867.14
THEARGRP - The Arroyo Group 318282 01/17/2024 Inv 9958-1	
Line Item DateLine Item Description12/22/2021South Pasadena Slow Streets Phase 1, Work Period: July-August 20	9,990.00
Inv 9958-1 Total	9,990.00
318282 Total:	9,990.00
THEARGRP - The Arroyo Group Total:	9,990.00
HAFR7000 - The Hartford 318283 01/17/2024 Inv 085036731422	
<u>Line Item Date</u> <u>Line Item Description</u> 12/01/2023	1,012.50
Inv 085036731422 Total	1,012.50
318283 Total:	1,012.50
HAFR7000 - The Hartford Total:	1,012.50
NYT8011 - The New York Times 318284 01/17/2024 Inv 355284C22350	
<u>Line Item Date</u> <u>Line Item Description</u> 12/17/2023	1,349.05
Inv 355284C22350 Total	1,349.05

Cneck Number Cneck Date	Amount
318284 Total:	1,349.05
NYT8011 - The New York Times Total:	1,349.05
PTSP2011 - The Print Spot 318285 01/17/2024 Inv 7456	
Line Item DateLine Item Description12/19/2023Senior Mailer12/19/2023Senior Mailer	2,000.00 8,525.20
Inv 7456 Total	10,525.20
318285 Total:	10,525.20
PTSP2011 - The Print Spot Total:	10,525.20
URBP8035 - The Urban Pet 318286 01/17/2024 Inv 220001309845	
Line Item DateLine Item Description12/07/2023Dog food for K9 "Zaggy".	159.98
Inv 220001309845 Total	159.98
318286 Total:	159.98
URBP8035 - The Urban Pet Total:	159.98
TOM4455 - Tom's Men's Wear & Uniform's, Inc. 318287 01/17/2024 Inv 23508	
<u>Line Item Date</u> <u>Line Item Description</u> 12/08/2023 <u>Jacket for Cadet</u>	102.48
Inv 23508 Total	102.48
318287 Total:	102.48
TOM4455 - Tom's Men's Wear & Uniform's, Inc. Total:	102.48
FNRT4011 - Toyetta L. Beukes, A Professional Nursing Corp. 318288 01/17/2024 Inv 11302023	
Line Item DateLine Item Description12/01/2023SART Exam for DR 23-30988	1,750.00

**Check Number** Check Date

Amount

Check Number Ch	neck Date	Amount
Inv 11302023 Total		1,750.00
318288 Total:		1,750.00
FNRT4011 - Toyetta L.	Beukes, A Professional Nursing Corp. Total:	1,750.00
TRUPINT - TruePoint S 318289 01/2 Inv 23-1456	Solutions, LLC /17/2024	
<u>Line Item Date</u> 11/15/2023	<u>Line Item Description</u> Accela Implementation - Gray Quarter (7/6/23-7/5/24)	13,000.00
Inv 23-1456 Total		13,000.00
Inv 23-1457		
<u>Line Item Date</u> 12/13/2023	<u>Line Item Description</u> Accela Implementation Services - November 2023	3,712.50
Inv 23-1457 Total		3,712.50
Inv 23-1578		
<u>Line Item Date</u> 12/29/2023	<u>Line Item Description</u> Accela Implementation Services - December 2023	2,925.00
Inv 23-1578 Total		2,925.00
318289 Total:		19,637.50
TRUPINT - TruePoint S	Solutions, LLC Total:	19,637.50
UCL6115 - UCLA Cash 318290 01/ Inv 3013-711	iering Department /17/2024	
<u>Line Item Date</u> 12/01/2023	<u>Line Item Description</u> Continuing Education, Certification, and Licensing for Fire	2,349.91
Inv 3013-711 Total		2,349.91
318290 Total:		2,349.91
UCL6115 - UCLA Cash	iering Department Total:	2,349.91
ULIN8021 - Uline, Inc. 0 01/ Inv 171356792	/17/2024	
Line Item Date	Line Item Description	

Check Number Check Date	Amount
12/18/2023 Senior Center Supplies	181.12
Inv 171356792 Total	181.12
Inv 171801893	
<u>Line Item Date</u> <u>Line Item Description</u> 12/18/2023	231.81
Inv 171801893 Total	231.81
0 Total:	412.93
ULIN8021 - Uline, Inc. Total:	412.93
UQMS8010 - Unique Management Services, Inc.	
0 01/17/2024 Inv 6119869	
<u>Line Item Date</u> <u>Line Item Description</u> 12/01/2023 <u>Library Agency Recovery Services - FY2023-2024</u>	179.35
Inv 6119869 Total	179.35
0 Total:	179.35
UQMS8010 - Unique Management Services, Inc. Total:	179.35
UPP7789 - Upper San Gabriel Valley MWD	
318291 01/17/2024 Inv 2/11-23	
<u>Line Item Date</u> <u>Line Item Description</u> 12/15/2023	88.33
Inv 2/11-23 Total	88.33
218201 T.4-1	88.33
318291 Total:	00.33
UPP7789 - Upper San Gabriel Valley MWD Total:	88.33
STEURSUA - Ursua, Steve 318292 01/17/2024 Inv 12.13.23 Boot	
<u>Line Item Date</u> <u>Line Item Description</u>	
12/19/2023 Boot Reimbursement for PW Staff	250.00
Inv 12.13.23 Boot Total	250.00
318292 Total:	250.00
A.P. Check Datail (1/10/2024 2:43 PM)	Page 64

STEURSUA - Ursua, Steve Total:	250.00
STEORSUA - Olsua, Steve Istai.	250.00
LUVA8110 - Vazquez, Luis 318293 01/17/2024	
Inv 12/7/23	
<u>Line Item Date</u> <u>Line Item Description</u> 12/07/2023 Reimbursement for SBCA Spectacle Kit Lenses	168.00
Inv 12/7/23 Total	168.00
318293 Total:	168.00
310275 Iotal.	10000
LUVA8110 - Vazquez, Luis Total:	168.00
VERW6711 - Verizon Wireless	
318294 01/17/2024 Inv 9949545317	
<u>Line Item Date</u> <u>Line Item Description</u> 11/17/2023 AN 8423110663-00002 Service for 10/18/23-11/17/23	734.82
Inv 9949545317 Total	734.82
Inv 9950637003	
<u>Line Item Date</u> <u>Line Item Description</u> 12/01/2023 AN 542443342-00001 Service for 11/2/23-12/1/23	52.33
Inv 9950637003 Total	52.33
Inv 9950655893	
<u>Line Item Date</u> <u>Line Item Description</u> 12/01/2023 AN 642443919-00001 Service for 11/02/23-12/01/23	1,174.42
Inv 9950655893 Total	1,174.42
318294 Total:	1,961.57
VERW6711 - Verizon Wireless Total:	1,961.57
VTMS4011 - Vital Medical Services, LLC	
318295 01/17/2024 Inv 4327	
<u>Line Item Date</u> <u>Line Item Description</u> 11/30/2023	1,628.00
Inv 4327 Total	1,628.00

Check Number	Check Date	Amount
318295 Total:		1,628.00
VTMS4011 - Vital M	ledical Services, LLC Total:	1,628.00
	ICT LLC 01/17/2024	
Inv 10633		
<u>Line Item Date</u> 12/05/2023	Line Item Description  Latex Gloves for Sewer Division	650.00
Inv 10633 Total		650.00
318296 Total:		650.00
VIZCOM - Vizocom	ICT LLC Total:	650.00
KUNGWG - Wang, l		
318297 Inv DW1223	01/17/2024 3-04	
<u>Line Item Date</u> 12/14/2023	<u>Line Item Description</u> Residential rebate for Energy Star Dishwasher	500.00
Inv DW1223-04	Replacement  Total	500.00
318297 Total:		500.00
KUNGWG - Wang, l	Kuo-Nung Total:	500.00
WES4152 - West Coa	ast Arborists, Inc. 01/17/2024	
0 Inv 208309	01/1//2024	
<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Citywide Urban Forestry Services - Street Tree Maint.	1,190.00
Inv 208309 Tota	ıl	1,190.00
Inv 208310		
<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Citywide Urban Forestry Services - Street Tree Maint.	2,640.00
Inv 208310 Tota	.1	2,640.00
Inv 208311		
<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Citywide Urban Forestry Services - Annual Tree Planting &	5,670.00
Inv 208311 Tota	Removal I	5,670.00
AD CL. 1 D 4 1 (1/1	0/2024 - 2.42 PM	

0 Total:	- -	9,500.00
WES4152 - West Coast A	rborists, Inc. Total:	9,500.00
	Tardware 7/2024	
Inv 14304078		
<u>Line Item Date</u> 11/30/2023	Line Item Description Remote gate openers	92.59
Inv 14304078 Total		92.59
Inv 14304084		
<u>Line Item Date</u> 11/30/2023	Line Item Description Refund	-92.59
Inv 14304084 Total		-92.59
Inv 14304098		
<u>Line Item Date</u> 10/12/2023	Line Item Description Sewer Division Tools	661.45
10/12/2023	Sewer Division Products	186.20
Inv 14304098 Total		847.65
Inv 14304111		
<u>Line Item Date</u> 10/17/2023	Line Item Description Key Copies for Parks	23.08
Inv 14304111 Total		23.08
Inv 14304112		
Line Item Date 11/30/2023	<u>Line Item Description</u> 2 Key Copies for Units	11.00
Inv 14304112 Total		11.00
Inv 14304117		
<u>Line Item Date</u> 10/19/2023	<u>Line Item Description</u> Management Services/ PD A/C Unit	96.06
Inv 14304117 Total		96.06
Inv 14304118		
<u>Line Item Date</u> 10/19/2023	<u>Line Item Description</u> Paint for City Hall Patch + Battery for Replacement	395.32
Inv 14304118 Total		395.32

ck Number Cho	eck Date	Amo
Inv 14304122		
Line Item Date 10/19/2023	<u>Line Item Description</u> Paint for Library	4
Inv 14304122 Total		4
Inv 14304123		
Line Item Date	Line Item Description PD Sensor Truck Stock	s
10/19/2023	PD Sensor Truck Stock	
Inv 14304123 Total		5
Inv 14304128		
<u>Line Item Date</u> 10/23/2023	<u>Line Item Description</u> Senior Center Supplies as requested by Lucy H. (Comm. Services)	3
Inv 14304128 Total		3
Inv 14304131		
<u>Line Item Date</u> 10/23/2023	<u>Line Item Description</u> Library Lighting	17
Inv 14304131 Total		17
Inv 14304132		
Line Item Date 10/23/2023	<u>Line Item Description</u> 308 San Pasqual House Rodent Traps	1:
Inv 14304132 Total	300 San i asquar riouse Rodent Traps	15
Inv 14304133		
<u>Line Item Date</u> 10/23/2023	Line Item Description Stock Items for Graffiti Removal	13
Inv 14304133 Total		13
Inv 14304134		
Line Item Date 10/24/2023	Line Item Description Library Planting Project	26
Inv 14304134 Total		26
Inv 14304135		
<u>Line Item Date</u> 10/24/2023	Line Item Description PD Wall- Wall Patch Work	5
Inv 14304135 Total		5
Inv 14304145		
Line Item Date	Line Item Description	
10/25/2023	Irrigation screws and lock tight for valve box	1

ck Number Ch	eck Date	Amour
Inv 14304145 Total		13.
Inv 14304148		
Line Item Date 10/26/2023	<u>Line Item Description</u> Supplies for Library Planters	69.:
Inv 14304148 Total		69.:
Inv 14304153		
<u>Line Item Date</u> 10/26/2023	Line Item Description Bulbs for Mission Street	254.0
Inv 14304153 Total		254.0
Inv 14304158		
<u>Line Item Date</u> 10/30/2023	<u>Line Item Description</u> Employee Parking Lot PD/Fire	88.
Inv 14304158 Total		88.
Inv 14304170		
<u>Line Item Date</u> 11/01/2023	Line Item Description Library Park Mulch	59.
11/01/2023	Hand Tools	52.8
Inv 14304170 Total		112.3
Inv 14304172	The Decision	
<u>Line Item Date</u> 11/02/2023	Line Item Description Pressure Washer and Batteries	374.7
Inv 14304172 Total		374.7
Inv 14304173		
Line Item Date 11/02/2023	<u>Line Item Description</u> Ordered Vests- did not receive them	-92.5
11/02/2023	Ordered Vests- did not receive them	-92.5
Inv 14304173 Total		-185.
Inv 14304174		
<u>Line Item Date</u> 11/02/2023	<u>Line Item Description</u> Windshield wipers for PW truck	48
Inv 14304174 Total		48.
Inv 14304182		
<u>Line Item Date</u> 11/06/2023	<u>Line Item Description</u> Library Planting Project	331.
Inv 14304182 Total		331.3

Inv 14304183		
<u>Line Item Date</u> 11/06/2023	Line Item Description Drain Cleaner for Library	16.53
Inv 14304183 Total		16.53
Inv 14304186		
<u>Line Item Date</u> 11/06/2023	<u>Line Item Description</u> Library Planting Project	86.91
Inv 14304186 Total		86.91
Inv 14304188		
<u>Line Item Date</u> 11/06/2023	Line Item Description Senior Center Rodent Products	146.54
Inv 14304188 Total		146.54
Inv 14304192		
Line Item Date	Line Item Description	
11/07/2023	Lightbulb Stock & Projects	534.57
Inv 14304192 Total		534.57
Inv 14304198		
<u>Line Item Date</u> 11/13/2023	<u>Line Item Description</u> Street Division Stock Products	520.00
Inv 14304198 Total		520.00
Inv 14304210		
<u>Line Item Date</u> 11/13/2023	<u>Line Item Description</u> Arroyo Park plug and Meridian Parking Garage	46.89
Inv 14304210 Total		46.89
Inv 14304212		
Line Item Date	Line Item Description	
11/14/2023	Library Project- Mulch	101.29
Inv 14304212 Total		101.29
Inv 14304214		
<u>Line Item Date</u> 11/14/2023	<u>Line Item Description</u> Cover Asphalt Storage Yard	121.26
Inv 14304214 Total		121.26
Inv 14304219		
Line Item Date	Line Item Description	

	neck Date	Amou
11/15/2023	Library Wall Covering	132
Inv 14304219 Total		132
Inv 14304224		
<u>Line Item Date</u> 11/15/2023	<u>Line Item Description</u> Shower handle for Fire Department	18
Inv 14304224 Total		18.
Inv 14304236		
Line Item Date 11/21/2023	<u>Line Item Description</u> Tools	79
Inv 14304236 Total		79.
Inv 14304241		
<u>Line Item Date</u> 11/24/2023	<u>Line Item Description</u> Library- Goof Off Spray for Staff	130.
Inv 14304241 Total		130.
Inv 14304246		
<u>Line Item Date</u> 11/28/2023	Line Item Description Materials Stock Items	429
Inv 14304246 Total		429
Inv 14304252		
<u>Line Item Date</u> 11/28/2023	<u>Line Item Description</u> Material for Heritage Park	212
Inv 14304252 Total		212
Inv 14304253		
Line Item Date 11/28/2023	<u>Line Item Description</u> Screens for the Library	33
Inv 14304253 Total		33.
Inv 14304256		
Line Item Date 11/29/2023	<u>Line Item Description</u> Arroyo Park Cement and Library Park Mulch	223
Inv 14304256 Total		223
Inv 14304257		
<u>Line Item Date</u> 11/29/2023	<u>Line Item Description</u> Shop Restock- Graffiti	141
		141

Inv 14304261		
<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Arroyo Park Snack Shack	
Inv 14304261 Total		
Inv 14304262		
Line Item Date 11/30/2023	<u>Line Item Description</u> Truck restock opener batteries	
11/30/2023	Truck restock opener batteries	
Inv 14304262 Total		
Inv 14304264		
<u>Line Item Date</u> 11/30/2023	<u>Line Item Description</u> Material for Meridian lights and repair	1
Inv 14304264 Total		1
Inv 14304277		
Line Item Date 12/04/2023	<u>Line Item Description</u> Kitchen Supplies and Locks	1
Inv 14304277 Total	Tarville Supplies and Zooks	
Inv 14304282		
Line Item Date	Line Item Description	
12/05/2023	Paint	1
Inv 14304282 Total		1
Inv 14304287		
Line Item Date 12/06/2023	<u>Line Item Description</u> Mulch for City Hall	
Inv 14304287 Total		
Inv 14304290		
<u>Line Item Date</u> 12/06/2023	<u>Line Item Description</u> Sewer Division Tools	4
Inv 14304290 Total		2
Inv 14304308		
<u>Line Item Date</u> 12/20/2023	Line Item Description Water Production Small tools	1
	mace Froduction Small tools	
Inv 14304308 Total		1
tal:		7,5

7,585.52 WLHD8020 - Westlake Hardware Total: WHI6410 - Whittier Fertilizer Co. 318298 01/17/2024 406312 Inv Line Item Date Line Item Description 12/11/2023 Clean dirt to backfill Huntington Drive Median at 2040 76.24 Inv 406312 Total 76.24 318298 Total: 76.24 76.24 WHI6410 - Whittier Fertilizer Co. Total: WIT6353 - Wittman Enterprises LLC 318299 01/17/2024 2310059 Inv Line Item Description Line Item Date 12/20/2023 Paramedic Billing Services - FY 2023-24 26,255.07 26,255.07 Inv 2310059 Total 26,255.07 318299 Total: 26,255.07 WIT6353 - Wittman Enterprises LLC Total: PUFG8267 - Wong, Pauline Sam 01/17/2024 AdultWIDec Line Item Date Line Item Description 12/21/2023 Adult Line dance Walk-In - Contract Instructor 97.50 Inv AdultWIDec Total 97.50 SeniorDecWalkin Inv Line Item Date Line Item Description 12/21/2023 Senior Line dance Walk-In - Contract Instructor 112.00 Inv SeniorDecWalkin Total 112.00 209.50 0 Total: PUFG8267 - Wong, Pauline Sam Total: 209.50 **GRA1244 - Woods Maintenance Services, Inc.** 318300 01/17/2024

**Check Number** 

**Check Date** 

**Amount** 

Check Number Ch	eck Date	Amount
Inv SPAS1123		
Line Item Date 12/01/2023	<u>Line Item Description</u> Citywide Graffiti Removal Services FY23-24	1,653.00
Inv SPAS1123 Total		1,653.00
318300 Total:		1,653.00
GRA1244 - Woods Main	tenance Services, Inc. Total:	1,653.00
RXF5010 - Xerox Fina 318301 01/ Inv 5108064	ncial Services 17/2024	
<u>Line Item Date</u> 12/02/2023	<u>Line Item Description</u> Xerox Lease Contract - FY2023-24 Service for 11/22/23-12/21/23	2,965.16
Inv 5108064 Total		2,965.16
318301 Total:		2,965.16
RXF5010 - Xerox Fina	ncial Services Total:	2,965.16
<b>TI1023 - Y Tire Perfor</b> 318302 01/ Inv 36859	mance LLC 17/2024	
<u>Line Item Date</u> 12/14/2023	<u>Line Item Description</u> New tires for water distribution meter reader truck (Unit #8)	561.10
Inv 36859 Total		561.10
318302 Total:		561.10
TI1023 - Y Tire Perfor	mance LLC Total:	561.10
ONYEE - Yee, Connie	17/2024	
Inv FFDEC	17/2027	
<u>Line Item Date</u> 12/22/2023	<u>Line Item Description</u> Functional Fitness- Contract Instructor	222.00
Inv FFDEC Total		222.00
Inv HIITDEC		
Line Item Date 12/22/2023	Line Item Description HIIT Class- Contract Instructor	162.50
Inv HIITDEC Total		162.50

Check Number Check Date	Amount
0 Total:	384.50
CONYEE - Yee, Connie Total:	384.50
Total:	606,818.62

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## ATTACHMENT 4 Online Payments

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## SOUTH PASADENA

Online Payment Log			
Date	Vendor	Amount	Description
12/14/2023	So Cal Edison	\$35,639.91	Online Payment for City Owned Electric Accounts.
12/15/2023	Pitney Bowes Reserve Account	\$2,000.00	Pre-load of Postage Funds to Civic Center Postage Meter.
12/21/2023	Pitney Bowes	\$968.10	Postage Meter Lease (09/30/2023-12/29/2023).
12/21/2023	UMPQUA Bank	\$18,761.26	Online Payment City City's November 2023 Credit Card Transactions.
1/2/2024	So Cal Gas	\$1,729.80	Online Payment for City's So Cal Gas Accounts (11/14/23- 12/13/23).
1/2/2024	So Cal Edison	\$83,622.27	Online Payment for City Owned Master Account # 11581.

Total: \$142,721.34

# SOUTH PASADENA

November 2023 Credit Card Expense Summary					
Date	Description	Amount			
10.30.2023	Pavilions - Strategic Plan	\$451.35			
10.30.2023	Gus's BBQ - Staff Working Lunch	\$54.44			
10.30.2023	So Cal Base	\$74.68			
10.31.2023	Heirloom - Strategic Plan Council and Directors Session Lunch	\$189.32			
10.31.2023	CalCities Conference	\$2,100.00			
10.31.2023	Krispy Kreme - Employee Engagement	\$134.95			
10.31.2023	Camp Med Supplies	\$104.21			
10.31.2023	Camp Med Supplies for Halloween party	\$115.53			
10.31.2023	12 Gallon crate and treats to hand out for Halloween at Fire Station	\$224.30			
10.31.2023	Menorah.net	\$2,000.00			
11.05.2023	Loews Hotel - MMASC Conference	\$513.42			
11.1.2023	LCM-News Inc (Outlook Newspaper)	\$225.00			
11.1.2023	Fiore Market Café - Discover South Pas Prize	\$50.00			
11.1.2023	CNG fuel for Dial a Ride van	\$39.20			
11.1.2023	CNG fuel for Dial a Ride van	\$75.91			
11.1.2023	Loews Hotel - MMASC Conference 11/1/23	\$15.00			
11.1.2023	Loews Hotel - MMASC Conference 11/1/23	\$11.00			
11.1.2023	Loews Hotel - MMASC Conference 11/1/23	\$47.00			
11.1.2023	Gus' BBQ - New Deputy City Clerk Luncheon	\$67.92			
11.1.2023	Tesla Inc Supercharger	\$16.20			
11.1.2023	So Cal Base Pasadena - CNG	\$11.34			
11.1.2023	So Cal Base Pasadena - CNG	\$71.26			
11.10.2023	DVDs - Annual 50% off sale	\$506.91			
11.10.2023	American Library Association books	\$285.32			
11.10.2023	Westin - CCMF Future CM Conference	\$44.00			
11.10.2023	Tesla Inc Supercharger	\$9.36			
11.10.2023	Grocery Outlet camp snacks	\$217.53			
11.10.2023	Michael's - Camp Tree	\$330.74			
11.10.2023	All Track Music License	\$357.00			
11.12.2023	Chevron	\$28.66			
11.12.2023	Tesla Inc Supercharger	\$9.72			
11.12.2023	Tesla Inc Supercharger	\$12.95			
11.13.2023	Association of Workplace/Investigation Basics Virtual	\$275.00			
11.13.2023	Lunch for interview panels	\$123.97			
11.14.2023	CalCities Legislative Webinar - Tamara Binns	\$25.00			
11.14.2023	SoCal News Group	\$155.97			
11.14.2023	SCWUA Membership Dues	\$100.59			
11.14.2023	Loews Hotel - MMASC Conference	\$563.17			
11.14.2023	Government Finance Officers Association	\$85.00			
11.14.2023	Government Finance Officers Association	\$85.00			
11.14.2023	Government Finance Officers Association	\$85.00			
11.14.2023	Government Finance Officers Association	\$85.00			
11.15.2023	Costco - Thanksgiving desserts seniors	\$63.90			
11.15.2023	Smart and Final - Nutrition program	\$111.62			
11.15.2023	CSMFO	\$200.00			
11.15.2023	CSMFO	\$135.00			
11.15.2023	CSMFO	\$200.00			
11.16.2023	Gus' BBQ - City Council Meeting Dinner 11/16/23	\$481.98			

11.16.2023	Chevron	\$31.58
11.17.2023	IMSAFWS Certification - Traffic Signal Workshop	\$395.00
11.17.2023	LUBAAVITCH Center - Holiday Menorah Purchase	\$125.00
11.17.2023	Air purifier replacement filters	\$196.25
11.17.2023	Tesla Inc Supercharger	\$26.10
11.17.2023	Tesla Inc Supercharger	\$25.52
11.17.2023	ACE Hardware - batteries	\$67.22
11.17.2023	Stay Golden - Photo booth for Breakfast with Santa	\$100.00
11.18.2023	Canva - Graphic Design Supplies	\$36.55
11.19.2023	Smart and Final - Coffee and Treat Event	\$96.36
11.2.2023	So Cal Base - Gas	\$51.76
11.2.2023	So Cal Base - Gas	\$22.46
11.2.2023	So Cal Base - Gas	\$49.91
11.2.2023	So Cal Base - Gas	\$0.51
11.2.2023	Charlie's Trio - Staff Working Lunch	\$131.36
11.2.2023	Smart and Final - District 5 Town Hall	\$65.94
11.2.2023	Loews Hotel - MMASC Conference	\$10.00
11.2.2023	Loews Hotel - MMASC Conference	\$11.00
11.2.2023	Tesla Inc Supercharger	\$5.76
11.2.2023	Chevron	\$34.26
11.2.2023	Trader Joes Senior Halloween center pieces	\$94.63
11.20.2023	Clear document holders	\$27.56
11.20.2023	Tesla Inc Supercharger	\$21.46
11.21.2023	Chevron	\$29.57
11.21.2023	Chevron	\$26.81
11.21.2023	Rite Aid - Breakfast with Santa Supplies	\$61.65
11.22.2023	ACE Hardware - rubber mallet	\$23.14
11.22.2023	Pavilions - Paint and Sip Supplies	\$14.24
11.22.2023	Michaels's - Breakfast with Santa tree	\$349.79
11.23.2023	Phone headset	\$39.99
11.23.2023	Tesla Inc Supercharger	\$11.96
11.23.2023	ACE Hardware - refund	-\$5.51
11.26.2023	Tesla Inc Supercharger	\$19.98
11.27.2023	Stay Golden - Holiday Event Office Supplies	\$395.00
11.27.2023	Gus' BBQ-Rater Lunch - Facilities & Parks Supervisors	\$125.23
11.27.2023	Equipment for K9 Zaggy	\$297.65
11.28.2023	Best buy - Computer Equipment for IT	\$110.30
11.28.2023	ACE Hardware - Computer Equipment	\$47.39
11.28.2023	Regional shotguntraining course for Detective Lee	\$719.97
11.28.2023	Chevron	\$21.30
11.28.2023	Chevron	\$24.48
11.29.2023	Camp Med Supplies	\$122.22
11.29.2023	Rental of table covers for State of City	\$142.22
11.29.2023	Tesla Inc Supercharger	\$9.45
11.29.2023	Tesla Inc Supercharger	\$9.18
11.29.2023	Tesla Inc Supercharger	\$18.40
11.3.2023	American Library Association Early Literacy Calendar	\$29.76
11.3.2023	Loews Hotel - MMASC Conference	\$15.00
11.3.2023	Loews Hotel - MMASC Conference	\$11.00
11.3.2023	Loews Hotel - MMASC Conference	\$271.71
11.3.2023	Loews Hotel - MMASC Conference	-\$256.71
11.3.2023	Tesla Inc Supercharger	\$13.00
11.3.2023	Tesla Inc Supercharger	\$24.48
11.30.2023	Tesla Inc Supercharger	\$19.32
11.30.2023	Chevron	\$25.35

11.30.2023	Amazon	\$152.41
11.30.2023	Government Tax Seminar	\$575.00
11.5.2023	Constant Contact - Subscription	\$232.00
11.5.2023	Dollar King - District 5 Town Hall	\$21.49
11.5.2023	Tesla Inc Supercharger	\$15.00
11.5.2023	Chevron	\$27.40
11.5.2023	Tesla Inc Supercharger	\$3.24
11.5.2023	Chevron	\$25.45
11.5.2023	Renaissance Hotel - Conference stay transit	\$519.08
11.5.2023	Netflix	\$15.49
11.6.2023	Spindrift Inn {Chris Mandala-CACEO/Conference Lodging)	\$590.97
11.6.2023	CNG fuel for Dial a Ride van	\$32.60
11.6.2023	CNG fuel for Dial a Ride van	\$17.46
11.6.2023	CNG fuel for Dial a Ride van	\$59.09
11.7.2023	Southern California	\$70.00
11.7.2023	GOMSA.NET	\$35.00
11.7.2023	Dessert for Veterans Day luncheon	\$118.93
11.7.2023	Special event storage containers	\$126.75
11.7.2023	Camp Med supplies	\$19.83
11.7.2023	Camp Med holiday decoration	\$101.53
11.7.2023	Tesla Inc Supercharger	\$4.68
11.7.2023	Tesla Inc Supercharger	\$22.32
11.7.2023	Tesla Inc Supercharger	\$11.88
11.7.2023	Tesla Inc Supercharger	\$17.28
11.7.2023	Batteries	\$46.28
11.8.2023	Zoom	\$17.19
11.8.2023	Conference - Inspirational Women's Forum & leadership Awards - Travel	\$66.09
11.8.2023	Conference - Inspirational Women's Forum & leadership Awards - Travel	\$62.87
11.8.2023	CNG fuel for Dial a Ride van	\$70.53
11.9.2023	Spindrift Inn (Chris Mandala-CACEI/Conference Lodging)	\$119.49
Total:		\$18,761.26

# ATTACHMENT 5 Prepaid &Warrant Voids

### Accounts Payable

#### Void Check Proof List

User: ealvarez

Printed: 12/19/2023 - 2:48PM

Batch: 00006.12.2023



Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: CAN0607	Cantu Graphics	Inc.								
Check No: 318081	Check Date: 33.02	12/20/2023 22007	11/28/2023	Business cards for PD employee					No	0
101-4010-4011-8050-000	496.13	21985	11/17/2023	Traffic Safety Signs					No	0
101-4010-4011-8050-000		22011	11/29/2023	Print and Foamboards - Berkshire					No	0
101-2010-2011-8050-000										
101-2010-2011-8050-000	36.33	21942	10/30/2023	Halloween Decorating Winner Yard Si					No	0
101-2010-2011-8050-000	115.76	22026	12/04/2023	Foamboard - State of the City					No	0
101-2010-2011-8050-000	241.45	22010	11/29/2023	Print and Foamboards - Berkshire					No	0
Check Total:	985.53									
Vendor Total:	985.53									
Report Total:	985.53									

### Accounts Payable

#### Void Check Proof List

User: ealvarez

Printed: 12/13/2023 - 12:04PM

Batch: 00005.12.2023



<b>Account Number</b>	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: MZLN8267 Check No: 0 101-8030-8032-8267-000	Maria Zeledon Check Date: 1,301.30	12/20/2023 SPAN-NOV23	12/12/2023	Contract Class Instructor p	payment Spanish class Nov 23				No	0
Check Total:	1,301.30									
Vendor Total:	1,301.30									
Report Total:	1,301.30									

### Accounts Payable

#### Void Check Proof List

User: ealvarez

Printed: 12/13/2023 - 9:11AM

Batch: 00004.12.2023



Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: CTCTCH Check No: 317734	Columbia Telec Check Date: 2,247.45	comunications C 11/01/2023 23440090	09/26/2023	CENIC WI-FI - Cenic Bı	oadband for FY23-24 @ Library.			24117	No	1
101-8010-8011-8151-000										
Check Total:	2,247.45									
Vendor Total:	2,247.45									
Vendor: LIFE822	Life-Assist Inc.									
Check No: 317850	Check Date: 207.38	11/15/2023 1348108	10/23/2023	Annual Fire Medical Sup	plies - FY 2023-2024.			24084	No	1
101-5010-5011-8025-000					F					_
Check Total:	207.38									
Vendor Total:	207.38									
Report Total:	2,454.83									

# **ATTACHMENT 6 Payroll Summary**

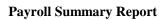
### **Payroll**

#### **Payroll Summary Report**



Payroll Date:	12/8/2023	Regular			
Checks				\$	2,378.66
Direct Deposits				\$	537,754.14
IRS Payments				\$	112,498.74
EDD - State of CA				\$	36,177.32
PERS Pension				\$	152,376.95
Deferred Comp				\$	28,653.32
PERS Health				\$	-
			Subtotal:	\$	869,839.13
Payroll Date:	12/15/2023	Off-Cycle			
Checks				\$	-
Direct Deposits				\$	4,371.25
IRS Payments				\$	169.00
EDD - State of CA				\$	25.00
PERS Pension				\$ \$ \$	-
Deferred Comp				\$	-
PERS Health				\$	-
			Subtotal:	\$	4,565.25
Payroll Date:	12/16/2023	Off-Cycle			
Checks				\$	-
Direct Deposits				\$	38,340.79
IRS Payments				\$	6,261.59
EDD - State of CA				\$	1,765.94
PERS Pension				\$ \$ \$ \$	-
Deferred Comp				\$	-
PERS Health				\$	-
			Subtotal:	\$	46,368.32
Payroll Date:	12/17/2023	Off-Cycle			
Checks				\$	-
Direct Deposits				\$	116,649.05
IRS Payments				\$	27,444.76
EDD - State of CA				\$	10,623.60
PERS Pension				\$ \$ \$	-
Deferred Comp					-
PERS Health				\$	-
			Subtotal:	\$	154,717.41

### **Payroll**





Payroll Date:	12/18/2023	Off-Cycle			
Checks				\$	-
Direct Deposits				\$	16,611.61
IRS Payments				\$	3,448.10
EDD - State of CA				\$	1,166.99
PERS Pension				\$	-
Deferred Comp				\$	-
PERS Health				\$	-
			Subtotal:	\$	21,226.70
Payroll Date:	12/22/2023	Regular			
Checks				\$	5,111.80
Direct Deposits				\$	543,972.61
IRS Payments				\$	105,714.78
EDD - State of CA				\$	33,161.94
PERS Pension				\$ \$ \$	137,763.29
Deferred Comp				\$	29,127.06
PERS Health				\$	-
			Subtotal:	\$	854,851.48
Payroll Date:	12/23/2023	Off-Cycle			
Checks				\$	-
Direct Deposits				\$ \$	7,010.13
IRS Payments				\$	2,704.44
EDD - State of CA				\$	892.73
PERS Pension				\$ \$ \$ \$	-
Deferred Comp				\$	-
PERS Health				\$	-
			Subtotal:	\$	10,607.30
Payroll Date:	1/5/2024	Regular			
Checks				\$	2,436.65
Direct Deposits				\$	527,008.52
IRS Payments				\$	113,962.76
EDD - State of CA				\$	37,061.25
PERS Pension				\$	142,750.87
Deferred Comp				\$ \$ \$ \$ \$ \$	29,397.72
PERS Health				\$	-
1 LKS Health					
i EKS ficatui			Subtotal:	\$	852,617.77



# City Council Agenda Report

ITEM NO. 8.

DATE:

January 17, 2024

FROM:

Arminé Chaparyan, City Manager

PREPARED BY:

Luis Frausto, Management Services Director

Tiara Solorzano, Management Assistant

SUBJECT:

Consideration of Approval of City Council Meeting Minutes for

**December 20, 2023** 

#### Recommendation

It is recommended that the City Council consider the approval of the minutes for the Regular Meeting on December 20, 2023.

#### **Executive Summary**

Attached for the City Council's consideration and approval are meeting minutes for various dates as listed on the agenda and hereby included as attachments to this staff report.

#### Background

The City Clerk's Division is responsible for producing meeting minutes for the City Council meetings. Meeting minutes are used as the official record of the actions taken by the City at the direction of the City Council.

#### Key Performance Indicators and Strategic Plan

This item aligns with the Management Services Department's Key Performance Indicator to provide quick access to information and accountability, ensuring public transparency.

#### Fiscal Impact

There is no fiscal impact anticipated as Division staff is facilitating the work related to this project.

#### Attachments:

1. December 20, 2023, Regular City Council Meeting Minutes

## **ATTACHMENT**

December 20, 2023, Regular City Council Meeting Minutes



#### CITY OF SOUTH PASADENA REGULAR MEETING OF THE CITY COUNCIL

## MINUTES WEDNESDAY, DECEMBER 20, 2023, AT 7:00 P.M.

#### **CALL TO ORDER:**

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Primuth on Wednesday, December 20, 2023, at 7:24 P.M. in the City Council Chambers, 1424 Mission Street, South Pasadena, California 91030.

#### **ROLL CALL:**

PRESENT Mayor Jon Primuth

Mayor Pro Tem Evelyn G. Zneimer Councilmember Jack Donovan

Councilmember Michael A. Cacciotti

Councilmember Janet Braun

All councilmembers were present.

ABSENT None

Mark Perez, Deputy City Clerk, announced a quorum.

#### **CITY STAFF PRESENT:**

Arminé Chaparyan, City Manager; Roxanne Diaz, City Attorney; and Mark Perez, Deputy City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

#### PLEDGE OF ALLEGIANCE

Councilmember Cacciotti led the Flag Salute.

#### **CLOSED SESSION ANNOUNCEMENTS**

#### 1. CLOSED SESSION ANNOUNCEMENT

City Attorney Diaz stated no reportable action for closed session items discussed during closed session.

#### **PUBLIC COMMENT**

#### 2. PUBLIC COMMENT

#### In-Person Public Comment:

Yvonne LaRose spoke about comments submitted in writing and Sundown Town proclamation and requested open forum.

Sally Kilby spoke about the upcoming Crunch Time Party.

Sherry Platkin spoke about an upcoming event for the Womens Club of South Pasadena.

Erica Nam and Cassandra Carmona presented a certificate of recognition to outgoing Mayor Primuth on behalf of Assemblymember Mike Fong.

#### **Zoom Public Comments:**

None.

#### RECOGNITIONS / INTRODUCTION

#### 3. STAFF INTRODUCTION

#### Finance Department:

Terry Kim, Finance Manager

Yana Pedan, Accountant

Wendy Liu, Accountant Technician

Finance Director John Downs introduced Finance Department staff.

#### Police Department:

Tanya Brittin, Police Records Clerk

Police Chief Brian Solinsky introduced staff.

#### 4. OUTGOING COMMISSIONER RECOGNITIONS

Mayor Primuth presented certificates to outgoing commissioners.

## 5. PRESENTATION OF THE 2023 EMPLOYEE RECOGNITION AND SERVICE AWARDS

Director of Management Services Luis Frausto introduced the item and played short video recognizing staff.

#### **PRESENTATION**

#### 6. OUTGOING MAYOR REMARKS

Mayor Primuth made outgoing remarks.

#### 7. PRESENTATION TO OUTGOING MAYOR

City Manager Chaparyan made a presentation to the outgoing Mayor.

Councilmember Cacciotti made comments.

#### 8. OUTGOING MAYOR PRO TEM REMARKS

Mayor Pro Tem Zneimer made outgoing remarks and introduced her supporters present in the Chamber.

#### **ELECTION OF OFFICERS**

#### 9. ELECTION OF MAYOR AND MAYOR PRO TEM FOR THE 2024 TERM

#### In-Person Public Comment:

Anne Bagasao spoke regarding her support for Evelyn Zneimer.

Deputy City Clerk Mark Perez read the nomination procedures for election of Mayor.

#### **COUNCIL MOTION AND ACTION:**

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to nominate Evelyn G. Zneimer for Mayor. The nomination carried 3-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan

Mayor Zneimer led the remainder of the City Council Meeting.

A motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to nominate Jack Donovan for Mayor Pro Tem. The nomination carried 3-0, by the following vote:

AYES: Braun, Cacciotti, Donovan

#### ADMINISTRATION OF OATH OF OFFICE

#### 10. ADMINISTRATION OF OATH OF OFFICE TO MAYOR

Deputy City Clerk Mark Perez administered oath of office to incoming Mayor Zneimer.

#### 11. ADMINISTRATION OF OATH OF OFFICE TO MAYOR PRO TEM

Deputy City Clerk Mark Perez administered oath of office to incoming Mayor Pro Tem Jack Donovan.

#### CITY COUNCIL REORGANIZATION

#### 12. CITY COUNCIL REORGANIZATION ON DAIS

City Council seats changed on dais.

#### CHANGES TO THE AGENDA

### 13. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

None.

#### **CONSENT CALENDAR**

#### OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

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 a public comment has been received 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.

#### **COUNCIL MOTION AND ACTION:**

Councilmember Cacciotti requested to pull item no. 14 for separate discussion. A motion was made by Councilmember Cacciotti and seconded by Councilmember Braun to approve Item Nos. 15, 16, and 17 of the consent calendar as modified by the additional documents. The motion carried 5-0, by the following vote:

AYES: Braun, Cacciotti, Donovan, Primuth, Mayor Zneimer

NOES: None.
ABSENT: None.
ABSTAINED: None.

# 14. <u>APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$8,253.79;</u> <u>GENERAL CITY WARRANTS IN THE AMOUNT OF \$499,940.10; ONLINE PAYMENTS IN THE AMOUNT OF \$128,694.61; VOIDS IN THE AMOUNT OF (\$2,332.82): PAYROLL IN THE AMOUNT OF \$865,734.24</u>

#### Recommendation

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

Councilmember Cacciotti pulled the item for separate discussion.

Staff responded to questions from Councilmember Cacciotti related to warrants.

#### **COUNCIL MOTION AND ACTION:**

Councilmember Cacciotti requested to pull item no. 14 for separate discussion. A motion was made by Councilmember Cacciotti and seconded by Councilmember Primuth to approve Item No. 14. The motion carried 5-0, by the following vote:

AYES: Braun, Cacciotti, Donovan, Primuth, Mayor Zneimer

NOES: None.
ABSENT: None.
ABSTAINED: None.

# 15. CONSIDERATION OF APPROVAL OF CITY COUNCIL MEETING MINUTES FOR NOVEMBER 01, 2023, NOVEMBER 15, 2023, AND DECEMBER 6, 2023

#### Recommendation

It is recommended that the City Council consider the approval of the minutes for the Special and Regular Meetings of November 01, 2023, November 15, 2023, and December 6, 2023.

A motion was made to approve recommendation on the Consent Calendar.

# 16. CONSIDERATION OF APPOINTMENT OF ROBERT JOE TO THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

#### Recommendation

It is recommended by Mayor Primuth that the City Council consider the reappointment of Robert Joe to serve as the City's representative to the San

Gabriel Valley Mosquito and Vector Control District Board of Trustees effective January 1, 2024, for a two-year term.

A motion was made to approve recommendation on the Consent Calendar.

# 17. CONSIDER ESTABLISHING METRO LOCAL RETURN FUND SPECIAL PROJECT ACCOUNTS AND APPROVING METRO LOCAL RETURN FUND BUDGET APPROPRIATIONS FOR EXISTING TRANSPORTATION PROGRAMS

#### Recommendation

It is recommended that the City Council consider:

- Creating a special Capital Improvement Program (CIP) project account to expend Metro Local Return funds, in lieu of using the General Fund, for transportation related projects; and
- 2. Transfer \$50,000 from Measure R Local Return fund (233) and appropriate \$50,000 for a new CIP Special Transportation Projects Account No. 400-9000-9010-9421-000 to fund various transportation related installations; and
- 3. Transfer \$50,000 from Measure M Local Return fund (236) and appropriate \$50,000 into a new CIP Special Transportation Projects Account No. 400-9000-9010-9421-000 to fund various transportation related installations; and
- 4. Appropriate \$30,000 from the Proposition C Local Return Fund into a new Public Works Proposition C Professional Services Account No. 207-6010-6011-8170-000 to partially fund the City's Council-approved Pavement Management Program; and
- 5. Appropriate \$105,570 from the Measure M Local Return Fund into Public Works Measure M Professional Services Account No. 236-6010-6011-8170-000 to partially fund the City's Council-approved Slow Streets Program.

A motion was made to approve recommendation on the Consent Calendar.

#### ACTION/DISCUSSION

## 18. <u>CONSIDERATION AND ADOPTION OF THE 2021-2026 STRATEGIC PLAN REVISE</u>

#### Recommendation

It is recommended that the City Council consider and adopt the 2021-2026 Strategic Plan Revise.

Assistant to the City Manager Tamara Binns presented the item.

Councilmember Braun supported Sidewalk Repair, Economic Development, Fleet Management Vehicle Replacement, and Technology Replacement Programs being added to Strategic Plan as mentioned in staff report.

Councilmember Primuth supported the Sidewalk Repair Program being included.

Councilmember Cacciotti supported the Sidewalk Repair Program be included in Strategic Plan with waiving of fees included as well.

Public Works Director Ted Gerber responded to inquiries from the Council regarding Sidewalk Repair Program.

Councilmember Cacciotti suggested possible infrastructure addition at water reservoir to build for storage, like his previous suggestion made years ago for Garfield Reservoir building. Cacciotti also supports Golf Course Master Plan and recommends City requests reimbursement from groups using space to reimburse City for money lost by the City for resources used by user groups.

Cacciotti would like to see fee schedule come to Council, as recommended for the third time in a City Council Meeting.

Staff and Deputy City Manager Domenica Megerdichian responded to Councilmember inquiries.

Councilmember Primuth suggested City review the City Co-Sponsorship program.

Councilmember Cacciotti stated for the third time in a City Council meeting that is not fiscally responsible for the City to continue to allow groups to use City resources and not receive compensation for expenses lost.

Councilmember Cacciotti motioned for staff to bring back to Council for discussion an interim fee schedule for the City to charge a fee to anyone using the golf course, during the implementation and creation of the Citywide fee schedule, to receive compensation. Councilmember Braun supported that motion.

After extensive discussion, City Manager Chaparyan directed by Council to bring rental fees for Golf Course loss revenue discussion back to Council for further discussion and direction by February 2024.

Councilmember Cacciotti suggested the San Gabriel Valley Crisis Assistance

Response and Engagement program is underutilized and motioned for staff come back to City Council with L.A. Cada to evaluate resource allocation and reassess the program to better utilize for our city. Councilmember Primuth and Braun supported that motion.

Staff responded to questions from Councilmember Cacciotti regarding quarterly newsletter and gas-powered leaf blowers.

Councilmember Cacciotti requested staff come back with metrics on Gas-Powered Leaf Blowers and for the City Attorney to work with staff on absentee landlords related to code enforcement notices. Councilmember Primuth added that the City ensure we have a protocol for contesting compliance notices.

#### **COUNCIL MOTION AND ACTION:**

After extensive discussion and recommendations, a motion was made by Councilmember Braun and seconded by Councilmember Cacciotti to approve the item inclusive of the four items in staff report, Sidewalk Repair, Economic Development, Fleet Management Vehicle Replacement, and Technology Replacement Programs. The motion also included the direction given by Council during discussion, and the revision as presented in the additional document. The motion carried 5-0, by the following vote:

AYES: Braun, Cacciotti, Donovan, Primuth, Mayor Zneimer

NOES: None. ABSENT: None. ABSTAINED: None.

## 19. CONSIDER CREATION OF A LIBRARY/COMMUNITY CENTER COMPREHENSIVE SITE PLAN AD HOC COMMITTEE

#### Recommendation

It is recommended that the City Council consider creation of an Ad Hoc Committee (Committee) to assist with developing a Comprehensive Site Plan (Site Plan) for the current Library/Senior Center complex, that will address the need for a new, modern library facility and consider the need to provide other community services at the site.

Deputy City Manager Domenica Megerdichian made a presentation.

#### In-Person Public Comments:

Sally Kilby spoke on upgrading the Library.

Bianca Richards, current member of Library Board of Trustees, expressed concerns for this item.

Dean Serwin, current member of the Library Board of Trustees, discussed the

Library facility and his support for its development.

#### Zoom Public Comments:

None.

Councilmember Primuth suggested having two councilmembers on the Ad Hoc Committee and having them come back to Council and determine the committee slate. All councilmembers in agreement.

Library Ad Hoc Committee was created with two members of the council. Councilmember Primuth and Mayor Pro Tem Donovan supported Councilmember Braun and Mayor Zneimer joining the committee.

Council has requested that staff work with the City Council Ad Hoc members to work the logistics of the committee with timeline recommendations and bring back to City Council at a future City Council meeting.

#### **PUBLIC COMMENT - CONTINUED**

#### 20. CONTINUED PUBLIC COMMENT - GENERAL

None.

#### COMMUNICATIONS

#### 21. COUNCILMEMBER COMMUNICATIONS

Mayor Pro Tem Donovan commented on attending the Mobility and Transportation Infrastructure Commission meeting and inquired on bringing Slow Streets Program item to City Council.

Councilmember Braun thanked staff and fellow colleagues. Congratulated the Mayor and Mayor Pro Tem.

Councilmember Primuth commented on attending Clean Power Alliance and Arroyo Verdugo Joint Power Alliance meetings. Councilmember Primuth requested the City take a stance on the Measure relating to Metro Gold Line public safety issue and draft a letter of support. Councilmember Cacciotti supported the request made by Primuth and requested the City Manager also look at the Council of Governments stand on the issue.

Councilmember Cacciotti commented on various events and meetings attended throughout the San Gabriel Valley. Described his visits to L.A. Cada, the Giving

Bank, the multi-chamber mixer in West Covina, as well as the 130<sup>th</sup> anniversary of the birth of Flying Tiger General Chennault.

Mayor Zneimer thanked her colleagues for their support and provided information regarding the South Pasadena Rose Parade Float.

#### 22. CITY MANAGER COMMUNICATIONS

City Manager Chaparyan reported on Management Analyst Mary Jerejian developing the City's Year in Review. City Manager is looking forward to the year ahead in serving our community and wishes everyone safe and healthy holiday season.

#### **ADJOURNMENT**

There being no further matters, Mayor Zneimer adjourned the Meeting of the City Council at 10:39 P.M.

Council at 10:39 P.M.	
	Respectfully submitted:
	Mark Perez Deputy City Clerk
	APPROVED:
	Evelyn G. Zneimer Mayor
ATTEST:	
Mark Perez Deputy City Clerk	
Approved at City Council Meeting:	



## City Council Agenda Report

ITEM NO. 9.

DATE:

January 17, 2024

FROM:

Arminé Chaparyan, City Manager

PREPARED BY:

Luis Frausto, Management Services Director

SUBJECT:

Consideration of Adoption of a Resolution Amending Resolution No. 7827, Approving an Increase to Purchase Order No. 24082 with Dell Marketing, L.P., for the Amount Not-To-Exceed of \$115,000 Utilizing the NASPO ValuePoint Cooperative

**Purchasing Program** 

#### Recommendation

It is recommended that the City Council consider the adoption of a resolution amending Resolution No. 7827, approving an increase to Purchase Order No. 24082 with Dell Marketing, L.P. for the amount not to exceed \$115,000 authorizing the use of the National Association of State Procurement Officials (NASPO) ValuePoint Cooperative Purchasing Program for the purchase.

#### **Executive Summary**

On August 16, 2023, the City Council passed Resolution No. 7827, which approved a purchase order with Dell Marketing, L.P. for an amount not exceeding \$75,000. This purchase was facilitated through the National Association of State Procurement Officials (NASPO) ValuePoint Cooperative Purchasing Program. Following this approval, the City staff utilized the purchase order to acquire various hardware components, including laptops, monitors, all-in-one desktops, docking stations, and towers.

Despite careful planning in allocating funds, additional expenses emerged, primarily related to aging computer equipment that must be replaced, and hardware warranty renewals and licenses procured through Dell. These unforeseen costs have led to the depletion of the initially allocated \$75,000.

The City Council is asked to consider a proposal to amend Resolution No. 7827. This amendment would increase the purchase order amount with Dell Marketing, L.P. by an additional \$40,000 for a total not-to-exceed amount of \$115,000. The primary objective of this increase is to further the modernization of the City's aging IT infrastructure. Staff is not requesting additional funding for this effort- sufficient funds are available in the department's existing budet.

Purchasing directly from Dell has demonstrated fiscal and operational benefits compared to previous procurement methods. While several options have been explored, the primary

Dell Hardware Replacements January 17, 2024 Page 2 of 3

recommendation is in line with the City's strategic objectives for technological enhancement and meets the performance indicators set for the fiscal year 2024.

#### **Background**

The Management Services Department is responsible for the oversight and modernization of the City's IT infrastructure. A significant portion of the City's workstations and related hardware is approaching the end of its useful life, necessitating warranty and license renewals.

The efficiency of City operations heavily relies on functioning computers. Outdated and sluggish systems hinder effective service delivery, and the evolving requirements of modern software are increasingly incompatible with older machines. Adopting the proposed resolution will facilitate the acquisition of essential hardware upgrades.

#### **Current Procurement Mechanism**

The City has a longstanding partnership with Dell for computer-related purchases, managed by the IT consultant, Acorn Technologies. However, Resolution No. 7828 has modified this arrangement, enabling City staff to directly interact with Dell for orders. The City continues to benefit from a dedicated sales representative from Dell, who addresses the needs of both Acorn Technologies and the City. Direct purchasing from Dell has proven to be more efficient, while maintaining access to competitive pricing.

Despite successfully ordering and deploying some hardware, the full funding for the first year's technology replacement was not realized due to unexpected expenses from Dell, such as renewing outdated warranties and acquiring licenses for specialized software. These additional costs have exhausted the original budget of \$75,000, leading to a request for an additional \$40,000 to complete the procurement of the remaining hardware.

#### Hardware Replacement Initiative

In Fiscal Year 2022-2023, the department focused on replacing specific workstations that were either at the end of their lifecycle or non-functional. This effort also included standardizing monitors, laptops, and docking stations for staff use. The Fiscal Year 2023-2024 marks the commencement of the City's three-year plan for equipment renewal and upgrading.

Reliable and up-to-date technology is crucial for the City's ability to deliver efficient services. The approval of this resolution is vital for the continuation of the necessary hardware procurement, ensuring that City employees have the tools they need to provide quality services to the community.

#### **Analysis**

Utilizing the NASPO ValuePoint Cooperative Purchasing Program for direct procurement from Dell has demonstrated efficiency for the City. This method has resulted in faster delivery of orders and additional discounts.

Dell Hardware Replacements January 17, 2024 Page 3 of 3

In alignment with South Pasadena Municipal Code's Section 2.99-29(19) and the City's Purchasing Policy, the City is authorized to participate in cooperative procurement. This practice enables the City to leverage the competitive bidding processes established by other public agencies for its purchases. The City plans to continue its engagement with the NASPO ValuePoint contract for future acquisitions.

Per the City's Purchasing Policy, any procurement exceeding \$30,000 requires the approval of the City Council. The forthcoming Resolution, once approved, will grant the City Manager, or an authorized delegate, the authority to manage purchases from Dell, with a cap set at \$115,000. This authorization is intended to streamline the process while adhering to the City's procurement guidelines.

#### **Alternatives**

The City Council has the option to consider various alternatives to the primary recommendation outlined in this report, which include:

Not Approve the Proposed Resolution: Instead of replacing obsolete workstations and related equipment, the staff could operate with the current end-of-life hardware and only address replacements as devices fail. Staff would return to the City Council with purchases above the \$30,000 threshold. Although the exact fiscal impact of this option is unknown, addressing failing equipment once it reaches an obsolete state may be more costly.

#### **Fiscal Impact**

No additional appropriation is required for this contract amendment. The Management Services Department has sufficient funds in the Management Services Department to cover the increase in this contract. Management Services will work with the Finance Department to complete inter-departmental transfers as allowed by the City's Finance policies.

#### **Key Performance Indicators and Strategic Plan**

This item aligns with Strategic Plan Priority 6d, which aims to enhance technology. It also matches the Department's key performance indicator for FY 2024: initiating the first phase in a three-year technology hardware replacement cycle.

Following City Council's direction at the December 20, 2023 City Council Meeting and Strategic Plan Revise, a Technology Replacement Program will be established moving forward, and staff will be able to shift to a more proactive budgeting and planning for technology needs. Once we are able to deliver the agency's immediate needs for service.

#### Attachments:

- 1. Proposed Resolution
- 2. Resolution No. 7827

## **ATTACHMENT 1**

Proposed Resolution

#### RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING RESOLUTION NO. 7827 APPROVING AN INCREASE TO PURCHASE ORDER NO. 24082 WITH DELL MARKETING, L.P., IN THE AMOUNT NOT TO EXCEED OF \$115,000 FOR THE FIRST PHASE OF THE THREE-YEAR WORKSTATION REPLACEMENT PROGRAM, UTILIZING THE NASPO VALUEPOINT COOPERATIVE PURCHASING PROGRAM

**WHEREAS,** the City requires the use of technology hardware, including computers and related equipment for City operations and routinely replaces computers and related equipment that have reached the end of their useful life; and

**WHEREAS,** on August 16, 2023, the City Council approved Resolution No. 7827, ("Original Resolution") approving a purchase order with Dell Marketing, L.P., in the amount not to exceed o \$75,000 for the first phase of the three year workstation replacement program, utilizing the NASPO ValuePoint Cooperative Purchasing Program; and

**WHEREAS,** Staff has processed payments in the amount of \$75,000 under Purchase Order No. 7827, and requires additional funding, in the amount of \$40,000, for a new total amount not to exceed of \$115,000 to continue the City's workstation replacement program.

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

**SECTION 1.** Amendment of Section 3 of the Original Resolution. Section 3 of the Original Resolution is hereby amended in full as follows:

"Section 3. The City Council approves the purchase of technology hardware, software, and related services from Dell Marketing, L.P., in an amount not to exceed \$115,000 ("Purchase")."

**SECTION 2**. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

**SECTION 3.** Certification. The City Clerk shall certify the passage and adoption hereof.

**PASSED, APPROVED AND ADOPTED** on this 17th day of January 2024.

	Evelyn G. Zneimer, Mayor
ATTEST:	APPROVED AS TO FORM:
Mark Perez,	 Roxanne Diaz,
Deputy City Clerk	City Attorney
	going resolution was duly adopted by the City a, California, at a regular meeting held on the 17 <sup>th</sup> vote:
NOES:	
ABSENT:	
ABSTAIN:	
Mark Perez, Deputy City Clerk	

## **ATTACHMENT 2**

Resolution No. 7827

### **RESOLUTION NO. 7827**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING A PURCHASE ORDER WITH DELL MARKETING, L.P., IN THE AMOUNT NOT TO EXCEED OF \$75,000 FOR THE FIRST PHASE OF THE THREE-YEAR WORKSTATION REPLACEMENT PROGRAM, UTILIZING THE NASPO VALUEPOINT COOPERATIVE PURCHASING PROGRAM

WHEREAS, the City requires the use of technology hardware, including computers and related equipment for City operations and routinely replaces computers and related equipment that have reached the end of their useful life; and

WHEREAS, the National Association of State Procurement Officials' ("NASPO") has established a cooperative purchasing consortium referred to as ValuePoint; and

WHEREAS, the State of California participates in the NASPO ValuePoint Cooperative Purchasing Program with Dell Marketing L.P. through California Participating Addendum 7-15-70-34-003 in which state and non-state government entities can use to procure technology hardware, software, and related services; and

WHEREAS, the City desires to participate in the cooperative purchasing agreement negotiated by NASPO ValuePoint to purchase laptops, desktop monitors and related peripherals, software and related services from Dell Marketing L.P.; and

WHEREAS, Section 2.99-29(19) of the South Pasadena Municipal Code ("Municipal Code") and the City's Purchasing Policy allows for the City to engage in cooperative purchasing whereby the City uses another public agency's competitive bid process as its own to purchase goods that it needs; and

WHEREAS, Dell Marketing, L.P. has a valid pricing agreement publicly bid by NASPO ValuePoint referred to as #MNWNC-108, which is a cooperative procurement pursuant to the Municipal Code and which said pricing agreement is on file with the Department of Management Services; and

WHEREAS, Staff anticipates that the total cost of products purchased from Dell Marketing, L.P. will exceed \$30,000, and the City's Purchasing Policy provides that cooperative procurements exceeding \$30,000 require City Council approval.

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

**Section 1.** The recitals above are true and correct and incorporated herein as if set forth in full.

The City Council hereby authorizes the use of the NASPO ValuePoint Cooperative Purchasing Program described in the Recitals to purchase technology hardware, software, and related services from Dell Marketing, L.P., pursuant to Municipal Code Section 2.99-29(19) and the City's Purchasing Policy.

**Section 3.** The City Council approves the purchase of technology hardware, software, and related services from Dell Marketing, L.P., in an amount not to exceed \$75,000 ("Purchase")

Section 4. The City Council authorizes the City Manager, or designee, to effectuate the Purchase, including the issuance of purchase orders to Dell Marketing, L.P., under the terms of the NASPO cooperative purchasing agreement and the California Participating Addendum, and in conformance with this Resolution.

PASSED, APPROVED AND ADOPTED on this 16th day of August 2023.

ATTEST:

APPROVED AS TO FORM:

**Deputy City Clerk** 

Roxanne Diaz, 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 16<sup>th</sup> day of August, by the following vote:

AYES:

Braun, Cacciotti, Donovan, Mayor Primuth

NOES:

None.

**ABSENT:** 

Zneimer

**ABSTAIN:** 

None.

Mark Perse,

**Deputy City Clerk** 



## City Council Agenda Report

**ITEM NO**. 10.

DATE:

January 17, 2023

FROM:

Arminé Chaparyan, City Manager

PREPARED BY:

John Downs, Finance Director

**SUBJECT:** 

Fiscal Year 2024-2025 Budget Calendar

### Recommendation

It is recommended that the City Council review and approve the Fiscal Year 2024-2025 Budget Calendar.

### **Executive Summary**

Staff will provide an overview of the Budget Process and Budget Calendar

### **Background**

The budget calendar included for fiscal year 2024-2025 includes meeting dates for the community, Finance Commission, and City Council.

### **Fiscal Impact**

The objective of the calendar is to provide a time frame for the budget development process that includes dates and times for milestones as well as meetings, including public outreach.

### **Key Performance Indicators and Strategic Plan**

This item aligns with Strategic Priority Area A-Develop and Implement Fiscal Policy to Ensure Finance Future.

### **Commission Review and Recommendation**

This item will be presented to the Finance Commission on January 24, 2023

### Attachment:

Fiscal Year 2024-2025 Budget Calendar

## **ATTACHMENT**

Fiscal Year 2024-2025 Budget Calendar

## <u>City of South Pasadena</u> 2024-25 PROPOSED BUDGET CALENDAR

Feb 21	Joint Special Meeting with City Council and Finance Commission: Mid-year Budget Report
Feb 26	Budget request forms, narratives, KPIs distributed to departments; budget survey out to community for input
Feb 26	Budget Kickoff meeting for budget reps
Mar 11	Budget request forms due to Finance
Mar 18	Revenue/Expenditure projections (23-24) to Finance
Mar 19	All forms closed to departments at 12:00PM
Mar 28	Budget Kickoff with Finance Commission
April 3	Finance delivers department budget requests to City Manager
April 3	Narratives and Performance Indicators due to Finance
April 9	Meeting with Analyst Cohort (tentative)
April 15-18	Department review with City Manager and Finance Director
Apr 18	Executive Team Budget Meeting
Apr 22-25	Finance prepares Proposed Operating and Capital Improvement Program (CIP) budgets
Apr 29-May 2	Individual Councilmember meetings with City Manager and Department Heads
May 7	Notice of Public Hearing published for Budget and CIP
May 8	Citywide Budget Presentation for employees
May 9	Public Community Meeting morning & evening
May 15	Joint Special Meeting with Council - Preliminary Budget to Finance Commission, City Council and Community Input
May 23	Budget Workshop and Community Input (overview)
May 29	Final Budget to Finance Commission and Community Input
Jun 5	Joint Special Meeting with City Council and Finance Commission: Public Hearing/Adoption of Budget, CIP, Fees, GANN



## City Council Agenda Report

ITEM NO. 11.

DATE:

January 17, 2024

FROM:

Arminé Chaparyan, City Manager

PREPARED BY:

John Downs, Finance Director Terry Kim, Finance Manager

SUBJECT:

Consideration of the Adoption of Resolutions Authorizing Signatories on City Banking Accounts and Related Banking Documents, and Authorizing Signatories for the Investment of

Monies in the Local Agency Investment Fund

### Recommendation

It is recommended that the City Council adopt:

- 1. A Resolution superseding Resolution No. 7799, Authorizing Signatories on City Bank Accounts; and
- 2. A Resolution superseding Resolution No. 7800, Authorizing Signatories for the Investment of Monies in the Local Agency Investment Fund.

### **Background**

The City Council previously updated the resolution for signature on City bank accounts and Local Agency Investment Fund (LAIF) account on January 18, 2023, Resolution No. 7799 and 7800 respectively. The new resolutions will update the signatory authorities to reflect the current Mayor, City Treasurer, and City Staff as appropriate. The bank requires action from the City Council documenting approval of these changes as does the State with respect to the City's LAIF account.

### Discussion/Analysis

By adopting the attached resolutions, that update all prior resolutions, Mayor Evelyn G. Zneimer and City Treasurer Zhen Tao will have signatory authority on the City of South Pasadena's (City) bank accounts and related banking documentation. The resolution will also reflect updated City staff within the Finance Department to have authority related to the deposits or withdrawals of funds in the City's LAIF account.

### **Fiscal Impact**

The adoption of the updated resolutions will update the authority to ensure accurate personnel have authorization. There is no fiscal impact to the adoption of these resolutions.

Resolution Authorizing Signatories January 17, 2024 Page 2 of 2

### Attachments:

- 1. Resolution Superseding Resolution No.7799, Authorizing Signatories on City Bank Accounts.
- 2. Resolution Superseding Resolution No.7800, Authorizing Signatories for the Investment of Monies in the Local Agency Investment Fund.

## **ATTACHMENT**

Resolution Superseding Resolution No. 7799, Authorizing Signatories on City Bank Accounts

### RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, SUPERSEDING RESOLUTION NO. 7799, AUTHORIZING SIGNATURES ON CITY BANK ACCOUNTS

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

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

- **SECTION 1.** To authorize Evelyn G. Zneimer, Mayor, effective January 18, 2024, as a signatory on all City of South Pasadena bank accounts and related documentation.
- **SECTION 2.** The use of the facsimile signature of Evelyn G. Zneimer is hereby authorized and said bank is hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are countersigned by one other signatory.
- **SECTION 3.** To authorize Zhen Tao, City Treasurer, effective January 18, 2024, as a signatory on all City bank accounts and related documentation.
- **SECTION 4.** The use of the facsimile signature of Zhen Tao, City Treasurer, is hereby authorized and said bank is hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are countersigned by one other signatory.
- **SECTION 5**. To authorize Finance Director John Downs and Finance Manager Terry Kim as signatories on all City of South Pasadena bank accounts and related documentation.
- **SECTION 6.** This resolution shall become effective immediately upon its adoption.
- **SECTION 7.** Resolution No. 7799 is hereby superseded by the adoption of this Resolution.
- **SECTION 8.** The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

## PASSED, APPROVED AND ADOPTED ON this 17th day of January, 2024.

	Evelyn G. Zneimer, Mayor		
ATTEST:	APPROVED AS TO FORM:		
Mark Perez, Deputy City Clerk	Roxanne Diaz, City Attorney		
Council of the City of South Pasadena day of January, 2024, by the following	regoing resolution was duly adopted by the City a, California, at a regular meeting held on the 17 <sup>th</sup> g vote:		
AYES:			
NOES:			
ABSENT:			
ABSTAINED:			
Mark Perez, Deputy City Clerk			

## **ATTACHMENT**

Resolution Superseding Resolution No. 7800, Authorizing Signatories for the Investment of Monies in the Local Agency Investment Fund

### RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, SUPERSEDING RESOLUTION NO. 7800, AUTHORIZING SIGNATORIES FOR THE INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

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

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

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

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

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

Finance Director John Downs
Finance Manager Terry Kim

**SECTION 3**. Resolution No. 7780 is hereby superseded by the adoption of this Resolution.

**SECTION 4.** 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 17<sup>th</sup> day of January, 2024.

	Evelyn G. Zneimer, Mayor	
ATTEST:	APPROVED AS TO FORM:	
Mark Perez, Deputy City Clerk	Roxanne Diaz, City Attorney	
	regoing resolution was duly adopted by the City a, California, at a regular meeting held on the 17 <sup>th</sup> vote:	
AYES:		
NOES:		
ABSENT:		
ABSTAINED:		
Mark Perez, Deputy City Clerk		



## City Council Agenda Report

ITEM NO. 12.

**DATE:** January 17, 2024

FROM: Arminé Chaparyan, City Manager

PREPARED BY: Luis Frausto, Management Services Director

SUBJECT: Approval of a Memorandum of Understanding between the City

of South Pasadena and the Part-time Public Service Employees'

Association, Superseding Resolution No. 7625

### Recommendation

It is recommended that the City Council consider approving a resolution adopting a Memorandum of Understanding (MOU) between the City of South Pasadena (City) and the Part-Time Public Service Employees' Association (PT-PSEA) superseding Resolution No. 7625.

### **Executive Summary**

The prior Memorandum of Understanding between the City and the Part-Time Public Service Employees Association was signed on July 18, 2019 and expired on June 30th 2022. In order to invest in our part-time employees, the salaries that were negotiated address gaps between part-time and full-time employees who have the same job functions and perform at the same level, only at a part-time capacity.

Further, in order to achieve a sustainable organization, the City has committed to invest in its workforce. As a service organization, people are the City most valuable resource. Without qualified committed employees, current service levels cannot be maintained and part-time employees are an integral part in our organization and for continuity of operations.

### **Background and Analysis**

The City and PT-PSEA have agreed to a two-year agreement with an end date of June 30, 2025. As part of the agreement there is a proposed increase in hourly rates for all classifications. The City will extend the same across-the-board salary increases as the Public Service Employees' Association (PSEA) beginning the first full pay period after Council approval, with a retroactive date of October 9, 2023. For the remaining term of the contract, the City agrees that, if, during the term of this MOU, the Public Service Employees' Association (PSEA), is given an across-the-board increase, then the City will extend the same across-the-board salary increase to PT-PSEA represented employees on the same terms and the same effective date.

When negotiations began with the bargaining groups in 2022, the PT-PSEA group did not respond to the City's meet and confer requests. After a year of attempting to meet and

Resolution Approving Part-time Public Service Employees' Association MOU January 17, 2024
Page 2 of 2

we were able negotiated and finalize an agreement, which is attached hereto. The City did attempt to negotiate in good faith and in a timely manner therefore, we do not believe it appropriate to pay retroactive salaries past October 9, 2023.

Further, in accordance with State of California Minimum Wage Order, effective January 1, 2024, the hourly wage has increased to \$16.00 per hour and the salary schedule has been adjusted to meet the requirement of the Minimum Wage Order.

### **Fiscal Impact**

The proposed salary increases were not budgeted for in FY2023-2024 due to the amount of time that it took to negotiate an agreement between the City and PT-PSEA. There will be a mid-year budget request to adjust for the fiscal impact in the amount of \$179,723.59 and moving forward they will be included in our FY2024-2025 budget requests. Following are the funds that will be impacted:

101	General Fund	\$177,486.60
205	Proposition "A" Local Return Fund	\$1,496.85
503	Water Efficiency Fund	\$740.13

### **Key Performance Indicators and Strategic Plan**

These items align with the Management Services Department's Key Performance Indicators and the City's Strategic Plan, which is committed to support and promote the Employee Experience by increasing retention and reducing employee turnover.

Attachment: Resolution

Proposed Memorandum of Understanding (MOU)

## **ATTACHMENT**

Resolution

### **RESOLUTION NO.**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA ADOPTING A MEMORANDUM OF UNDERSTANDIN BETWEEN THE CITY OF SOUTH PASADENA PART-TIME PUBLIC SERVICE EMPLOYEES ASSOCIATION SUPERSEDING RESOLUTION NO. 7625

THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES HEREBY RESOLVE:

**WHEREAS**, California Government Code Section 3500, et seq., (the Meyers-Milias-Brown Act) requires that public employees meet and confer regarding wages, hours, and other terms and conditions of employment, and

**WHEREAS**, the City's negotiating team met and conferred with the South Pasadena Part-Time Public Service Employees Association (PT-PSEA) representatives on numerous occasions to discuss the terms and conditions of employment; and

**WHEREAS**, the City and the PT-PSEA has agreed to the terms included in the attached Memorandum of Understanding attached hereto as "Exhibit A."

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

**SECTION 1.** As agreed upon by the PT-PSEA, the City will extend the same across-the-board salary increases as the Public Service Employees' Association (PSEA) for all PT-PSEA classifications.

**SECTION 2.** In accordance with State of California Minimum Wage Order, effective January 1, 2024, the hourly salary scales for the following shall be adjusted and updated to meet the requirements of the Minimum Wage Order and to address any compaction issues for classifications belonging within a series.

**SECTION 3.** As agreed upon by the PT-PSEA, the new pay rate and first salary scheduled attached hereto (Appendix B of Exhibit A – PT-SPEA Hourly Salary Schedule) shall be effective the first pay period following ratification.

**SECTION 3.** Exhibit A is approved and adopted by the City Council of the City of South Pasadena.

**SECTION 4.** The City Clerk of the City of South Pasadena shall certify 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.

## Evelyn G. Zneimer, Mayor ATTEST: APPROVED AS TO FORM: Mark Perez, Deputy City Clerk Roxanne Diaz, City Attorney (seal) 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 January 2024, by the following vote: AYES: NOES: **ABSENT:** ABSTAIN: Mark Perez, Deputy City Clerk (seal)

PASSED, APPROVED AND ADOPTED ON this 17th day January, 2024.

### **EXHIBIT A**

## **ATTACHMENT**

Proposed Memorandum of Understanding (MOU)

## **MEMORANDUM OF UNDERSTANDING**

between the

## PART-TIME PUBLIC SERVICE EMPLOYEES' ASSOCIATION (PT-PSEA)

and the

CITY

of

SOUTH PASADENA

2023-2025

*EFFECTIVE JANUARY 17, 2024 – JUNE 30, 2025* 

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### 1. CLASSIFICATIONS REPRESENTED

The wages, hours, and conditions of employment are set forth in this Memorandum of Understanding (hereinafter called "MOU") shall apply to all the employees of the City of South Pasadena working part-time in the classifications set forth in Appendix "A." Limited-term, temporary and extra help positions are unrepresented employees, not covered by PT-PSEA.

The terms and conditions of employment that are set forth in this MOU have been discussed in good faith between City of South Pasadena officials and the Part-Time Public Service Employees Association (PT-PSEA) representative(s). Upon ratification of the terms of this MOU by PT-PSEA and the incorporation in full of all terms and conditions of employment as set forth herein in a resolution of the South Pasadena City Council, all the terms and conditions of this MOU so incorporated shall become effective without any further action by either party.

### 2. PT-PSEA RECOGNITION

The PT-PSEA is the recognized bargaining representative formally acknowledged as such by the City of South Pasadena for all part-time employees in the job classifications listed in Appendix "A" to this MOU.

### 3. PT-PSEA ORGANIZATION

- (A) PT-PSEA representatives are those elected or appointed in accordance with the Constitution and Bylaws of PT-PSEA. The PT-PSEA agrees to provide the City a copy of the PT-PSEA bylaws and Constitution (if applicable).
  - (1) The PT-PSEA shall notify the City Management Representative, in writing, of the names and job class titles of its officers, employee representatives, and other representatives each time an election is held or new appointments are made.
  - (2) An employee elected or appointed as an officer or employee representative of PT-PSEA shall be required to work full-time in their respective job class and shall not interrupt the work of other employees.
- (B) Officers and representatives (subject to the provisions of 3(A)(2)) of PT-PSEA shall be permitted to visit employee work locations for the purpose of observing conditions under which employees are working, provided such visit shall not interrupt the work of such employees, interfere with the normal operations of the department, or with established safety requirements.
  - (1) Such officers and representatives shall not enter any work location without the knowledge of the Department Head, Division Head, or other appropriate supervisor and City Management Representative.

- (2) Solicitation of membership and all activities concerned with the internal management of PT-PSEA, such as collecting dues, holding membership meetings, preparation of petitions or grievance material, preparation of proposals, campaigning for office, conducting elections, and distributing literature shall not be conducted during working hours.
- (C) In the event that PT-PSEA is formally meeting and conferring with representatives of CITY OF SOUTH PASADENA on matters within the scope of representation during regular City business hours, a reasonable number of officers, employee representatives, or other officials of PT-PSEA shall be allowed reasonable time off without loss of compensation or other benefits.
  - (1) Such officers, employee representatives, and other representatives shall not leave their duties, workstations, or assignments without the knowledge of their appropriate manager or supervisor and City Management Representative.
  - (2) Such meetings are subject to scheduling in a manner consistent with operating needs and work schedules.
- (D) CITY OF SOUTH PASADENA shall allow PT-PSEA to conduct meetings in City facilities.
  - (1) Such meetings shall be scheduled in accordance with the regulations governing use of public meeting rooms at City facilities.

### 4. GENERAL PROVISIONS

### (A) SEVERABILITY

If any Article or Section of this MOU document, or any Addendum thereto, should be held invalid of operation of law, or by any tribunal or office of competent jurisdiction, or if compliance with or enforcement of Any Article or Section should be restrained by such office or tribunal, the remainder of this document shall not be affected thereby and the parties shall enter into immediate negotiations for the purpose of arriving at a mutually satisfactory replacement for such Article or section.

### (B) EFFECT

It is understood and agreed that this 2019-2023 MOU document shall not become effective for any purpose or be binding on either party until approved by the City Council, and nothing herein shall be construed as obligating the City Council to approve in whole or in part.

If the City Council approves in full, then this document shall become immediately effective. If the City Council fails to approve in full without modification, then this document shall become null and void.

### 5. ASSOCIATION RIGHTS

### (A) MONTHLY CHANGE OF STATUS REPORT

The City shall provide the Association with a change of status record of those Association members who are terminated, on leave of absence, or temporarily disabled, upon request.

### (B) NEW EMPLOYEE INFORMATION

The City shall provide each new employee eligible for Association in representation with a membership statement, provided by the Association, and notify the Association President that such person has been hired and provide the Association President with the employee name, classification and department.

### (C) DUES AND BENEFITS DEDUCTIONS

- 1. The City shall deduct dues and Association sponsored benefit program premiums on a regular basis from the pay of all classifications and positions recognized to be represented by the Association, who voluntarily authorizes the deduction. The City shall remit such funds to the Association within 30 days following the deduction. The Association shall send the City's Human Resources Department a certified list of all individuals who have agreed to membership in the Association and the amount of dues the employee authorized to be deducted. The Association shall maintain the original dues authorizations forms and shall present them to the City on request, including when there is a dispute regarding the employee's membership status and/or authorization to deduct dues. The Association shall promptly send an updated certified list as members are added or withdraw from membership.
- 2. Hold Harmless Clause The Association agrees to hold harmless and indemnify the City against any claims, causes of action, or lawsuits arising as a result of the deductions or transmittal of such funds to the Association, except the intentional failure of the City to transmit monies deducted from the employees pursuant to this Article to the Association.

### 6. MANAGEMENT RIGHTS

(a) The City retains all its exclusive rights and authority under federal and state law and the City Code, and expressly and exclusively reserves, retains, and is vested with all rights to manage the City. The constitutional, statutory, city code, or inherent rights, powers, authority, and functions shall remain exclusively vested with the City pursuant to Government Code Section 3500 et seq. These rights include, but are not limited to:

- 1. The exclusive right to determine the mission of its constituent departments, commissions, boards and manage the City.
- 2. To determine the necessity, organization, and standards to implement any service or activity conducted by the City and set standards and levels of service.
- 3. To recruit, select, hire, evaluate, promote, and discipline, and determine the procedures and standards of selection for employment and promotions.
- 4. Direct its employees.
- 5. Establish and enforce dress and grooming standards.
- 6. Determine the methods and means to relieve its employees from duty because of lack of work or other lawful reasons.
- 7. Maintain the efficiency of governmental operation.
- 8. Determine the methods, means and numbers and kinds of personnel by which government operations are to be conducted.
- 9. Determine methods of financing.
- 10. Determine style and/or types of City-issued wearing apparel, equipment or technology to be used.
- 11. Determine and/or change the facilities, methods, technology means or organizational structure and size and composition of the work force and allocate and assign work by which the City operations are to be conducted.
- 12. Determine and change the number of locations, relocations and types of operations, processes and materials to be used in carrying out all City functions including, but not limited to, the right to contract for or subcontract any work or operations of the City.
- 13. To assign work to and schedule employees in accordance with requirements as determined by the City and to establish and change work schedules and assignments upon reasonable notice.
- 14. Establish and modify productivity and performance programs and standards.

- 15. Discharge, suspend, demote, reprimand, without salary increases and benefits or otherwise discipline employees in accordance with applicable law.
- 16. Establish employee performance standards including, but not limited to, quality and quantity standards, and to require compliance therewith.
- 17. Take all necessary actions to carry out its mission in emergencies.
- 18. Exercise complete control and discretion over its organization and the technology of performing its work.
- 19. All rights, powers, authority, and functions of management, whether heretofore or hereinafter exercised, shall remain vested exclusively with the City.
- 20. In the case of an emergency (act of God, war, or riot), suspend the provisions of this Agreement.
- (b) The exercise by the City of its management rights shall not in any way, directly or indirectly, be subject to the grievance procedure herein and shall not supersede the City Personnel Rules, Memoranda of Understanding, and Administrative Policies. Except in emergencies or when the City is required to make changes in its operations because of the requirements of law, whenever the exercise of management rights shall impact members of the bargaining unit in their wages, hours, or other terms and conditions of employment, the City agrees to meet and confer on terms and conditions of employment and meet and confer with representatives of the Association, at their request, regarding the impacts of the exercise of such rights, unless the matter of the exercise of such rights is provided for in this MOU document or in the Personnel Rules and Salary resolutions or Administrative Policies. By agreeing to meet and confer with the Association as to the impacts of the exercise of the foregoing management rights, management's discretion in the exercise of these rights shall not be diminished.

#### (c) Management Generalist Series

- The parties have agreed to a part-time management generalist series, to be within the part-time unit and represented by PSEA, comprised of the following classifications: Management Aide, Management Assistant, Management Analyst, Senior Management Analyst and Principal Management Analyst.
- City has the management right to promote any employee holding a PSEA PTrepresented Management Generalist position to a position outside of PSEA PTrepresented bargaining unit within the full-time Management Generalist series without meeting and conferring regarding either its decision to promote, or the impacts of its decision to promote.

- 3. City will not promote a PSEA PT-represented employee to any position within the Part Time Management Generalist series or to the full-time Management Generalist series without the employee's consent.
- 4. City will respect and honor the decision of any PSEA PT-represented employee who does not want to promote to any position within either the part-time or full-time Management Generalist Series.
- 5. As with all other part time positions, positions within the part time Management Generalist series are subject to the City's "Part Time Hours Policy."
- 6. PSEA waives the right to grieve or challenge in any administrative or judicial forum City's decision to promote a PSEA PT-represented employee to any position within the full-time of part-time Management Generalist series.
- 7. PSEA waives the right to grieve or challenge in any administrative or judicial forum City's decision to appoint a PSEA PT-represented employee to any position within full-time or part-time Management Generalist series.

#### 7. GRIEVANCES

#### **DEFINITION OF GRIEVANCE**

A claimed violation, misinterpretation, inequitable application, or non-compliance with the provisions of the current Memorandum of Understanding, any supplemental agreements and personnel rules and regulations. It is not to include a mere difference of opinion involving a management or department head exercise of discretion.

City Personnel Rules 13.2, Steps 1 and 2 only, shall be applicable to part-time unit members. This means that part-time unit members shall be authorized to pursue a grievance through meetings with the immediate Supervisor and the Department Head, with the Department Head (and not the City Manager) issuing a final and binding grievance determination that shall not be subject to any further administrative appeal.

#### 8. MEAL AND REST PERIODS

After completion of five consecutive hours of work during a designated shift, each such affected employee shall be provided a thirty-minute, unpaid meal break. In addition, at the conclusion of each four (4) consecutive hour period of work during a single designated shift, the affected employee shall be provided a ten-minute paid rest period. Use of either or both meal and rest periods shall be subject to prior approval by the employee's supervisor. Although use of the time shall not be unreasonably withheld, the parties agree that the needs of the City shall prevail over those of the employee in determining whether or not to grant the meal or rest period. Denial of a meal or rest period shall not be subject to the grievance procedure or to any other form of challenge.

#### 9. CONDUCT OF ASSOCIATION BUSINESS

PT-PSEA representatives shall be prohibited from engaging in Association-related business during scheduled hours of work, unless prior written authorization to do so is provided by a supervisor. Reasonable requests for such leave time shall be accommodated, consistent with City needs taking priority. This section does not impact the statutory leave time provided to unit members while literally involved in the meet and confer process.

The type of "Association Business" for which leave time may be granted, is confined to existing grievance-related investigations, preparation meetings, and meetings with a supervisor and/or department head. However, "Association Business" leave time shall not be paid by the City (unlike paid statutory leave time for the meet and confer process) and shall be capped at a maximum of one hour for each scheduled workshift unless otherwise approved in writing by the employee's supervisor.

#### 10. SERVICE RECOGNITION

Service Pins and certificates will be given to all part-time employees upon the completion of every five years of service to the City.

#### 11. PARTICIPATION IN 457 PLAN

Association members will be eligible to participate in the City's 457 plan, subject to the City's rules, procedures and policies governing that program, for so long as the City elects to maintain such a program. Participation in the City's 457 program shall be cost neutral to the City. Any cost associated with association members' participation in the 457 program will be the responsibility of the association member.

#### 12. PARTICIPATION IN OPTIONAL SUPPLEMENTAL INSURANCE PLAN

Association members will be eligible to participate in the City's Optional Supplemental Insurance Plan, subject to the City's rules, procedures and policies governing that program, for so long as the City elects to maintain such a program. Participation in the City's Optional Supplemental Insurance Plan program shall be cost neutral to the City. Any cost associated with association members' participation in the Optional Supplemental Insurance Plan program will be the responsibility of the association member.

#### 13. COMPENSATION

City Management shall be responsible for recommending wages, rates, and salary schedules for each job class in Appendix "A." Wages for the various classifications shall be set forth in Appendix "B" attached to this MOU and by this reference made a part thereof.

Effective beginning with the first full pay period starting after ratification by the City Council, the salary schedule will reflect an increase of three percent (3%), retroactive to October 9, 2023 and an increase of two percent (2%), that will be effective the first full pay period in July 2024 and set forth in Appendix "B" shall be applicable. Appendix "B" will align the PT-PSEA salary schedules to that of full-time employees in the same classification.

For the remaining term of the contract, the City agrees that, if, during the term of this MOU, the Public Service Employees' Association (PSEA), is given an across-the-board increase, then the City will extend the same across-the-board salary increase to PT-PSEA represented employees on the same terms and the same effective date. The Parties agree that this "Me Too Clause" will sunset at the end effective DATE, and will not be included in the subsequent successor MOU. This Me-Too Clause shall not apply to any compensation increase that are for specific classifications or a result of reclassification(s) unless agreed upon by the City.

Employees shall be paid at least the California minimum wage.

#### 14. REOPENERS

(A) AFFORDABLE CARE ACT

The City and PT-PSEA agreed to a Part-Time Hours Policy, as follows:

- (a) Category 1: All Part Time Employees in the Transit Division of the Community Services Department: All part time employees in the Transit Division of the Community Services Department, including the positions of Lead Transportation Driver, Transit Assistant, Transportation Coordinator and Transportation Driver, shall be restricted to working no more than 28 hours per week and no more than 112 hours per calendar month.
- (b) Category 2: All Part Time Employees Hired On or After July 1, 2013 Not in Category 1: All part time employees hired on or after July 1, 2013 who are not in Category 1 shall be restricted to working no more than 18 hours per week, no more than 72 hours per calendar month, and no more than 936 hours per fiscal year. This category also applies to all part-time employees who are not in Category 1 and who are not enrolled in CalPERS as of July 1, 2013.
- (c) Category 3: Part Time Employees Enrolled in CalPERS as of July 1, 2013: All part time employees enrolled in CalPERS as of July 1, 2013, shall be restricted to working no more than 28 hours per week and no more than 112 hours per calendar month.

In addition, the City Manager reserves the right to allow additional classifications not listed in the above categories to work up to 28 hours per week and no more than 112 hours per a calendar month.

#### (B) SALARY

This MOU shall be subject to a reopener at direction of the City Council, upon adoption by the City Council of a Resolution evidencing a finding by the Council that any or all of the following events have occurred during the fiscal year:

- 1. Five percent (5%) or greater reduction in general fund revenues during each fiscal year for the period July 1 through December 31 compared to the immediately preceding same period of time; and/or the period January 1 through June 30 and the same preceding period of time. The decline, if any, shall be measured by receipts during the applicable period of time, (Revenue reductions attributed to state withholding of local funds, shall be included in measuring the five percent (5% reduction) or,
- 2. A determination by the City Council to implement this Section 1. shall not be subject to administrative challenge.

Although invocation of this Article shall not in and of itself constitute a revocation of terms and conditions of employment in force and effect prior to this MOU, such provisions shall be subject to the meet and confer process conducted pursuant to this reopener.

#### (C) PERSONNEL RULES

During the term of this MOU, the City Manager may reopen the meet and confer process regarding the amendment of existing personnel rules and regulations and adoption of successor rules and regulations.

#### 15. SICK LEAVE

The City shall conform with the California Healthy Families Act of 2014. Employees shall receive 40 hours of paid sick leave on July 1 of each year. Unused sick leave shall not carry over to the following fiscal year. At no time, will sick leave exceed 40 hours per year.

#### (A) USE OF SICK LEAVE

Though employees may accumulate sick leave hours, sick leave usage may not be excessive and/or abused. The City does recognize that there may be extraordinary circumstances in which an employee may experience a catastrophic illness or accident that may require the use of a large amount of sick leave. Accumulated sick leave may only be used for scheduled shifts and may be used for the following:

- 1. Employee's own illness, or for the diagnosis, care, or treatment of an existing health condition of, or preventive care for, the employee.
- 2. The employee may use up to 40 hours of accrued but unsaved sick leave per year for the following purposes:
  - (a) For the diagnosis, care, or treatment of an existing health condition or preventative care for, any of the following of the employee's family members: child of any age or dependency status; parent; parent in-law; spouse, registered domestic partner, grandparent; grandchild; or sibling.

#### (B) VERIFICATION OF SICK LEAVE

In addition, the City may require written verification or medical documentation of the reason for the employee's use of sick leave when:

- 1. The employee requests approval for the use of four (4) hours or more of sick leave for a single doctor's appointment.
- 2. The employee has a history or pattern of misuse or overuse of sick leave, or if the sick leave usage is higher than the average use. Examples of such misuse and overuse include, but are not limited to:
  - (a) Use of sick leave on a Monday, Friday, or in conjunction with Sundays, holidays, floating holidays, flex days, and vacations.
  - (b) Frequent late arrival to or early departure from work for medical or dental appointments.
  - (c) Frequent medical or dental appointments.
- 3. The employee has been sent three (3) or more workdays or used forty (40) hours of sick leave, whichever is greater, that involves the illness of the employee or family member in a calendar year.

#### 16. PEACEFUL PERFORMANCE OF CITY SERVICES

For the life of the Agreement, the Association, its officers, and/or members agree that they will not cause, condone, or participate in any concerted effort which affects the performance of their assigned duties and responsibilities. This shall include the withholding of services or other interference with City operations, including compliance with the request of other employees and/or labor organizations to engage in said activities.

The City may take whatever action is deemed appropriate provided it does not violate any employee's rights under applicable statutes.

In the event of any concerted effort, the President or authorized representative of the Association shall, within twenty-four (24) hours, publicly disavow such conduct and request the employees to return to work and attempt to bring about prompt resumption of normal operations. The Association shall notify the City within twenty-four (24) hours after the commencement of such work interruption as to the measures taken to comply with these provisions.

This Section shall not be interpreted to limit an employee's statutory or constitutional rights.

#### 17. RATIFICATION AND IMPLEMENTATION

The City and the Association acknowledge effect until ratified by the PT-PSEA and ad Council of the City of South Pasadena. So executed and authorized by the design Association and entered into on this	opted in the form of a resolution by the City ubject to the foregoing, this MOU is hereby ated representatives of the City and the
PART-TIME SOUTH PASADENA PUBLIC SERVICE EMPLOYEES ASSOCIATION (PT-PSEA)	CITY OF SOUTH PASADENA
Logan How, President	Evelyn Zneimer, Mayor
	Arminé Chaparyan, City Manager

#### **APPENDIX A**

#### **Represented Classifications**

Principal Management Analyst

Senior Management Analyst

Management Analyst

Community Services Coordinator

Management Assistant

Reference Librarian

Librarian

Management Aide

Program Specialist

Film Liaison

Management Intern (Incumbent)

Management Intern (hired after 11/5/14)

Fire Prevention Specialist

Recreation Camp Director

Maintenance Assistant

Lead Transportation Driver

**Transportation Driver** 

Recreation Leader

Site Manager

Typist Clerk II

Parking Control Aide

Intern (Incumbent)

Intern (hired after 11/5/14)

Typist Clerk I

Police Cadet

Accounting Clerk

Library Aide II

Library Aide I

High School Intern (Incumbent)

High School Intern (hired after 11/5/14)

**APPENDIX B** 

#### Part-Time Public Service Employees Association Hourly Salary Schedule

Effective January 17, 2024 (retroactive to October 9, 2023)

	Α	В	С	D	E
Principal Management Analyst	\$49.21	\$51.67	\$54.25	\$56.97	\$59.82
Senior Management Analyst	\$40.19	\$42.20	\$44.31	\$46.52	\$48.85
Management Analyst	\$34.75	\$36.50	\$38.32	\$40.23	\$42.24
Community Services Coordinator	\$30.91	\$32.46	\$34.07	\$35.78	\$37.57
Management Assistant	\$29.93	\$31.43	\$33.00	\$34.65	\$36.39
Reference Librarian	\$32.75	\$34.38	\$36.10	\$37.91	\$39.81
Librarian	\$32.75	\$34.38	\$36.10	\$37.91	\$39.81
Management Aide	\$26.87	\$28.21	\$29.63	\$31.11	\$32.66
Program Specialist	\$26.87	\$28.21	\$29.63	\$31.11	\$32.66
Film Liaison	\$29.48	\$30.95	\$32.50	\$34.13	\$35.83
Management Intern (Incumbent)	\$23.92	\$25.11	\$26.37	\$27.69	\$29.07
Management Intern (hired after 11/05/14)	\$23.92	\$25.11	\$26.37		
Fire Prevention Specialist	\$23.20	\$24.36	\$25.57	\$26.85	\$28.19
Recreation Camp Director	\$23.20	\$24.36	\$25.57	\$26.85	\$28.19
Maintenance Assistant	\$22.09	\$23.20	\$24.36	\$25.57	\$26.85
Lead Transportation Driver	\$22.09	\$23.20	\$24.36	\$25.57	\$26.85
Transportation Driver	\$20.41	\$21.43	\$22.51	\$23.63	\$24.81
Recreation Leader	\$17.60	\$18.48	\$19.41	\$20.37	\$21.39
Site Manager	\$17.60	\$18.48	\$19.41	\$20.37	\$21.39
Typist Clerk II	\$17.17	\$18.03	\$18.93	\$19.88	\$20.87
Parking Control Aide	\$17.01	\$17.86	\$18.75	\$19.68	\$20.67
Intern (Incumbent)	\$16.84	\$17.69	\$18.57	\$19.50	\$20.47
Intern (hired after 11/05/14)	\$16.84	\$17.69	\$18.57		
Typist Clerk I	\$16.22	\$17.04	\$17.88	\$18.78	\$19.71
Police Cadet	\$16.62	\$17.46	\$18.32	\$19.24	\$20.20
Accounting Clerk	\$16.60	\$17.43	\$18.30	\$19.22	\$20.18
Library Aide II	\$16.45	\$17.27	\$18.14	\$19.04	\$20.00
Library Aide I	\$16.22	\$17.04	\$17.88	\$18.78	\$19.71
High School Intern Incumbent)	\$16.00	\$16.80	\$17.63	\$18.52	\$19.44
High School Intern (hired 11/5/14)	\$16.00	\$16.80	\$17.63		

## Part-Time Public Service Employees Association Hourly Salary Schedule Effective first full pay period in July 2024 (2%)

	Α	В	С	D	Е
Principal Management Analyst	\$50.20	\$52.70	\$55.34	\$58.11	\$61.01
Senior Management Analyst	\$40.99	\$43.04	\$45.19	\$47.45	\$49.83
Management Analyst	\$35.45	\$37.23	\$39.09	\$41.03	\$43.08
Community Services Coordinator	\$31.53	\$33.10	\$34.75	\$36.50	\$38.33
Management Assistant	\$30.53	\$32.05	\$33.66	\$35.34	\$37.12
Reference Librarian	\$33.41	\$35.07	\$36.82	\$38.67	\$40.61
Librarian	\$33.41	\$35.07	\$36.82	\$38.67	\$40.61
Management Aide	\$27.41	\$28.77	\$30.22	\$31.73	\$33.31
Program Specialist	\$27.41	\$28.78	\$30.22	\$31.73	\$33.31
Film Liaison	\$30.07	\$31.57	\$33.15	\$34.81	\$36.55
Management Intern (Incumbent)	\$24.39	\$25.61	\$26.90	\$28.24	\$29.65
Management Intern (hired after 11/05/14)	\$24.39	\$25.61	\$26.90		
Fire Prevention Specialist	\$23.66	\$24.85	\$26.09	\$27.39	\$28.75
Recreation Camp Director	\$23.66	\$24.85	\$26.09	\$27.39	\$28.75
Maintenance Assistant	\$22.54	\$23.66	\$24.85	\$26.08	\$27.39
Lead Transportation Driver	\$22.54	\$23.66	\$24.85	\$26.09	\$27.39
Transportation Driver	\$20.82	\$21.86	\$22.96	\$24.10	\$25.31
Recreation Leader	\$17.95	\$18.85	\$19.79	\$20.78	\$21.82
Site Manager	\$17.95	\$18.85	\$19.79	\$20.78	\$21.82
Typist Clerk II	\$17.51	\$18.39	\$19.31	\$20.28	\$21.29
Parking Control Aide	\$17.35	\$18.22	\$19.12	\$20.08	\$21.09
Intern (Incumbent)	\$17.18	\$18.04	\$18.94	\$19.89	\$20.88
Intern (hired after 11/05/14)	\$17.18	\$18.04	\$18.94		
Typist Clerk I	\$16.55	\$17.38	\$18.24	\$19.15	\$20.11
Police Cadet	\$16.96	\$17.81	\$18.69	\$19.63	\$20.60
Accounting Clerk	\$16.94	\$17.78	\$18.67	\$19.60	\$20.58
Library Aide II	\$16.78	\$17.62	\$18.50	\$19.43	\$20.39
Library Aide I	\$16.55	\$17.38	\$18.24	\$19.15	\$20.11
High School Intern Incumbent)	\$16.32	\$17.14	\$17.98	\$18.89	\$19.52
High School Intern (hired 11/5/14)	\$16.32	\$17.14	\$17.98		



## City Council Agenda Report

ITEM NO. 13.

**DATE:** January 17, 2024

**FROM:** Evelyn G. Zneimer, Mayor

PREPARED BY: Mark Perez, Deputy City Clerk

SUBJECT: Consideration of Appointments and Reappointments to City

**Boards, Commissions, and Committees** 

#### Recommendation

It is recommended by Mayor Zeimer that the City Council appoint the following to City Boards, Commissions, and Committees:

- 1. Leslie Albe Field to the Community Services Commission to a full-term ending December 31, 2026;
- 2. Stephen L. Plotkin to the Community Services Commission to a full-term ending December 31, 2026;
- 3. Mackenzie Z. Moore to the Community Services Commission to a full-term ending December 31, 2026;
- 4. Anthony W. Lai to the Community Services Commission to a full-term ending December 31, 2026;
- 5. Scott A. Severson to the Cultural Heritage Commission to a full-term ending December 31, 2026;
- 6. James H. Martin to the Design Review Board to a full-term ending December 31, 2026:
- 7. Y-Le Ho to the Finance Commission to a full-term ending December 31, 2026;
- 8. Stephanie Hernandez to the Finance Commission to a full-term ending December 31, 2026;
- 9. Minsun Meeker to the Library Board Trustees to a full-term ending December 31, 2026;
- 10. Emily Ng to the Natural Resources & Environmental Commission to a full-term ending December 31, 2026;
- 11. Liam R. de Villa Bourke to the Natural Resources & Environmental Commission to a partial term ending December 31, 2024;
- 12. Mark Steven Gallatin to the Planning Commission to a full-term ending December 31, 2026;
- 13. Sam S. Alison to the Planning Commission to a full-term ending December 31, 2026;

City Board, Commission, and Committee Appointments and Re-Appointments January 17, 2024 Page 2 of 2

- 14. Jason Claypool to the Planning Commission to a full-term ending December 31, 2026;
- 15. Rina Krystal Velasco to the Public Art Commission to a full-term ending December 31, 2026;
- 16. Dean R. Ghaffari to the Public Art Commission to a full-term ending December 31, 2026;
- 17. Michael D. Seel to the Public Art Commission to a full-term ending December 31, 2026;
- 18. Dr. Charley Lu to the Public Safety Commission to a full-term ending December 31, 2026;
- 19. Marcos Rodriguez Holguin to the Public Safety Commission to a full-term ending December 31, 2026;

It is recommended by Mayor Zneimer that the City Council re-appoint the following to City Boards, Commissions, and Committees for a full-term ending December 31, 2026:

- 1. Conrado Lopez to the Cultural Heritage Commission
- 2. Eric Dunlap to the Mobility and Transportation Infrastructure Commission
- 3. Charles M. Trevino to the Public Works Commission
- 4. Sam Hernandez to the Public Works Commission

#### Discussion

The South Pasadena Municipal Code (SPMC) Section 2.23(a) states that, "Unless otherwise specified in this article, all boards and commissions shall consist of five adult members, all board and commission members to be appointed by the mayor of the city with at least three affirmative votes of the city council." Vacancies other than by expiration of a term shall be filled by the mayor, with approval of the city council, for the unexpired portion of the term SPMC Section 2.26(a). The term of office for commissions is three years for a full term, running from January 1 through December 31 SPMC Section 2.25(a).

The City has continued community outreach to solicit applications to fill these and other advisory body vacancies. Existing unscheduled vacancies and vacancies occurring in 2023 have been posted on the City's website consistent with the Maddy Act. For residents interested in serving on a City advisory body, the application is available on the City website or in the City Clerk's Office.

#### Fiscal Impact

Cost for onboarding, training, and conducting commission meetings have been accounted for in department budgets.



# City Council Agenda Report

ITEM NO. 14

DATE:

January 17, 2024

FROM:

Arminé Chaparyan, City Manager

PREPARED BY:

Angelica Frausto-Lupo, Community Development Director

Alison Becker, AICP, Deputy Community Development Director

Robert (Dean) Flores, Senior Planner Ben Jarvis, AICP, Interim Senior Planner

SUBJECT:

Consider a Resolution Amending the General Plan to Increase Densities in the Medium Intensity and High Intensity Land Use Designations and an Ordinance to Increase the Density in the Residential Medium (RM) and Residential High (RH) Zones Consistent with the Adopted 6<sup>th</sup> Cycle Housing Element.

#### Recommendation

It is recommended that the City Council open the public hearing, receive public testimony on the project, and consider the following actions:

- Adopt a Resolution amending the General Plan to increase the density of the Residential Medium Intensity land use designation from 14 units per acre to 30 units per acre, and to increase the density of the Residential High Intensity land use designation from 24 units per acre to 45 units per acre.
- Introduce the Ordinance for first reading and waive full reading of the Ordinance amending certain South Pasadena Municipal Code Sections to increase residential densities in the Residential Medium (RM) and Residential High (RH) zones consistent with the General Plan Amendment and the 2021-2029 (6<sup>th</sup> Cycle) Housing Element.

**Executive Summary** 

The adopted Housing Element calls for higher densities in the RM and RH zones. When the new General Plan was adopted in September 2023, the increased RM and RH densities were not adopted. The proposed General Plan Amendment (GPA) and Zoning Text Amendment (ZTA) (Project) would complete the rezoning contemplated by the Housing Element as envisioned in Program 3.a. Adoption of the Downtown Specific Plan and Mixed Use Overlay, along with the various amendments to the zoning ordinances, addressed the other rezoning obligations.

The changes were contemplated in the Housing Element and the potential impacts were analyzed in the Environmental Assessment (EA) prepared for the Housing Element, as

General Plan and Zoning: Increased Density January 17, 2024 Page 2 of 8

well as within the Program Environmental Impact Report (PEIR) prepared for the General Plan Update, Dowtown Specific Plan and Housing Element Implementation project.

#### **Background**

On May 30, 2023, the City Council certified the Environmental Assessment prepared for the Housing Element and adopted the 2021-2029 (6<sup>th</sup> Cycle) Housing Element, thereby commencing the 120-day period in which the City was required to adopt changes to the Zoning Ordinance to support the Housing Element and its programs. These changes also required the City to adopt a new General Plan and Downtown Specific Plan that were consistent with the Housing Element.

On September 27, 2023, the City Council certified the PEIR prepared for the project and adopted the updated General Plan and new Downtown Specific Plan (DTSP). This action occurred within the timelines required pursuant to a stipulated judgment (Judgment) binding on the City. In response to community input, and due in part to ambiguity in the Housing Element, the Council opted not to increase the RM and RH densities while adopting the other rezonings contemplated by the Housing Element programs. While this was arguably consistent with the obligation to plan for the 2,775 units required by the California Department of Housing & Community Development (HCD), this action was not consistent with the current language of the Housing Element that commits to increase the RM and RH densities.

On October 4, 2023, the City received written notice from Californians for Homeownership asserting that the City was in violation of the Judgment and that the organization would move forward with an enforcement action.

On January 3, 2024, the City Council directed staff to proceed with a Public Hearing to consider a GPA and ZTA to increase densities in the RM and RH zones. In keeping with Council direction, staff scheduled a Public Hearing at the next available City Council meeting: January 17, 2024, and drafted the necessary materials and public notice.

#### **Project Description**

The Project includes a GPA to amend the General Plan to accommodate the necessary density increases to the Residential Medium Intensity and Residential High Intensity land use designations. The Project also includes an associated ZTA to reflect the increased density for the RM and RH zones. No development would be approved as part of this Project. The Project does not involve a change to the City's adopted Zoning Map or Land Use Designation Map.

#### General Plan Amendment

Table I shows the proposed density increases for the Residential Medium Intensity and Residential High Intensity land use designations:

<sup>&</sup>lt;sup>1</sup> Californians for Homeownership v. City of South Pasadena, Los Angeles County Superior Court Case No. 22STCP01388.

**Table I: Proposed General Plan Amendment Increased Densities** 

Land Use Designation	and Use Designation Current Density (units/acre) Proposed Density	
Residential Medium Intensity	Maximum: 14	Maximum: 30
Residential High Intensity	Maximum: 24	Maximum: 45

The land use designation descriptions found on General Plan page 60 will be updated to reflect the new maximum densities. No other amendments to the General Plan are required. Redline changes are included as part of the draft Resolution that is attached to this staff report (Attachment 1).

#### Zone Text Amendment

The proposed ZTA will implement the Housing Element's goal of increased density. The proposed changes would only affect the RM and RH zones. While the focus of the ZTA is to increase the allowable maximum density in the RM and RH zones, the amendment would likewise adjust the minimum densities for each zone. This is consistent with the existing Zoning Ordinance that lists minimum densities for both zones. Table II shows the previous and proposed densities:

**Table II: Proposed Zone Text Amendment Increased Densities** 

Land Use Designation	Current Density (units/acre)	Proposed Density (units/acre)
Residential Medium Density	Minimum 5.1; Maximum: 14	Minimum: 5.1; Maximum: 30
Residential High Density	Minimum 14.1; Maximum: 24	Minimum 30.1; Maximum: 45

#### Housing Element Suitable Sites Clarification/Text Clean-up

In addition to the changes listed above, staff also recommends that the City Council take this opportunity to further support the Housing Element by adding language to SPMC Section 36.340.020 to confirm that parcels included in the Housing Element Sites Inventory list (Table VI-50) are not subject to Hillside Development Standards. This would preclude applicants from potentially having to use Density Bonus incentives for relief from hillside standards. Sites listed in Table VI-50 are areas where the City supports housing development. While only Site 3 and Site 6 would be affected, the action would remove a barrier to the development of affordable housing. While it can be inferred that the sites listed in Table VI-50 should be developed to the fullest extent possible, this change to the SPMC would clarify the issue and affirm the City's commitment to planning for the growth required by RHNA.

As part of the project, staff also recommends that Table 2-1 in SPMC Chapter 36.200.020 be updated to reflect the correct General Plan land use designations. A redline exhibit of the proposed Zone Text Amendment can be found in Exhibit A to the draft Ordinance attached to this staff report.

General Plan and Zoning: Increased Density January 17, 2024 Page 4 of 8

#### **General Plan Amendment Findings**

SPMC Section 36.620.070(A) stipulates that a General Plan Amendment may be approved only if certain findings are met:

1. The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan;

The proposed General Plan Amendment is internally consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6<sup>th</sup> Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the project would support the following:

Housing Element Goal 3.0: Provide opportunities to increase housing

production.

Housing Element Program 3.a: Rezone and Redesignate Sites to Meet RHNA.

The Housing Element is one of the elements required by State law. Adopting a General Plan Amendment that implements the policies and programs of the 2021-2029 Housing Element would make the documents internally consistent and would support the City's goals to plan for more housing opportunities. Therefore, the City Council can make this finding in support of the Project.

2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City;

The General Plan Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would achieve internal consistency with the adopted 2021-2029 Housing Element. Therefore, the City Council can make this finding in support of the Project.

 If applicable, the site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested/anticipated project.

The General Plan Amendment would apply to all land in the City located in the Residential Medium Intensity and Residential High Intensity (and the corresponding RM and RH zones), in an effort to implement the policies and programs of the 2021-2029 Housing Element and to support the production of housing. RM and RH areas affected by the proposed GPA are served by applicable utilities and have adequate site access. Any future development that may occur would be subject to the City's development standards and review process, taking into account the unique aspects of specific development sites. As the proposed GPA supports the adopted Housing Element, and as any future development would require separate approval including adherence to all development codes, the City Council can make this finding.

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As stated above, the City Council can make all of the necessary findings listed in SPMC Chapter 36.620.070(A) to adopt the General Plan Amendment.

#### **Zoning Amendment Findings**

SPMC Section 36.620.070(B) stipulates that a Zoning Amendment may be approved only if the following findings are met:

- 1. Findings required for all Zoning Code/Map amendments;
  - a. The proposed amendment is consistent with the actions, goals, objectives, policies, and programs of the General Plan;

The proposed ZTA is consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6th Cycle) Housing Element that was adopted on May 30, 2023. The Housing Element is one of the elements required by State law. Therefore, adopting the ZTA that implements the policies and programs of the 2021-2029 Housing Element would consistent with the General Plan. Further, the proposed ZTA supports the following General Plan and Housing Element goals, policies, actions, or programs:

General Plan Policy P3.6: Increase the number of affordable housing units

to stabilize rents and prices;

Housing Element Goal 3.0: Provide opportunities to increase housing

production; and

Housing Element Program 3.a: Rezone and Redesignate Sites to Meet RHNA.

As the proposed Zone Text Amendment is consistent with the General Plan/Housing Element policies, goals, and programs listed above, therefore, the City Council can make this finding in support of the Project.

b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City

The ZTA would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would support both the adopted General Plan and the adopted 2021-2029 Housing Element. Therefore, the City Council can make this finding.

2. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.

The proposed ZTA is internally consistent with other applicable provisions of the Zoning Code. While the ZTA would increase densities in the RM and RH zones, all other provisions of the Municipal Code would remain in force. Therefore, the City Council can make this finding.

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3. Additional finding for Zoning Map amendments. The site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects.

The Project does not include a Zoning Map Amendment. Therefore, this finding does not apply.

A Draft Ordinance, including a redline exhibit showing the proposed changes (Exhibit A) is attached to this staff report as Attachment 2.

#### **Environmental Analysis**

#### Housing Element Environmental Assessment

An Initial Study in conformity with 14 CCR 15080(c) and an Environmental Assessment (EA) in conformity with 14 CCR 15140, et seq., were prepared for the preparation and adoption of the City's 2021-2029 (6th Cycle) Housing Element. Based on the analysis presented in the EA, and as more thoroughly described therein, implementation of the proposed Project would result in the following significant and unavoidable impacts after implementation of feasible mitigation measures: Air Quality (Air Quality Management Plan Consistency, Air Quality Standards Violation; Cumulative Air Quality Impacts); Greenhouse Gas Emissions (GHG Emissions); Noise (Direct and Cumulative Construction and Exterior Traffic Noise Standard Violation); and, Population and Housing (Population Growth). Table ES-1 (within the EA) presents a summary of significant environmental impacts identified in Sections 3.1 through 3.16 of the Environmental Assessment, Mitigation Measures (MMs) that reduce any significant impacts, and the level of significance of each impact after mitigation. Significant irreversible environmental changes and growth-inducing impacts are addressed in Section 5.0, Other CEQA Considerations of the Environmental Assessment. As the impacts of the Project were analyzed as part of the Housing Element EA, no further CEQA review is required, and all mitigation measures will remain in full force and effect.

#### Tribal Consultation

The Project is subject to consultation from local Tribes as required by Assembly Bill (AB) 52 and Senate Bill (SB) 18, and the required consultation was completed prior to the General Plan being adopted in September 2023. On April 21, 2021, the City initiated consultation under SB 18 and AB 52. One Tribe responded to the City's request for consultation. On June 10, 2021, the City met with the Gabrieleño/Tongva Tribe. The Gabrieleño/Tongva Tribe has ancestral ties to the South Pasadena area and is aware that Tribal Cultural Resources may be encountered as part of future development. Consultation concluded with the Tribe desiring to have the opportunity to participate in Native American monitoring if mitigation measures or conditions of approval require such monitoring in the future. An inquiry was also made to the Native American Heritage Commission (NAHC) to request review of the Sacred Lands File (SLF) database. The NAHC completed its SLF search on July 15, 2020. The search was positive, meaning there are sites within the project area that are known to be significant/sacred to local

General Plan and Zoning: Increased Density January 17, 2024
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Tribes. There are no known Gabrieleño/Tongva tribal cultural resources within the City limits beyond those that were listed on the SLF search. No further consultation or analysis is required in that these amendments were contemplated as part of the project for purposes of the prior environment review.

#### General Plan/DTSP Update PEIR

The EA prepared for Housing Element satisfied the CEQA analysis requirement for the Housing Element; however, project impacts were also analyzed in the PEIR that was certified by the City Council on September 27, 2023 (State Clearinghouse Document No. 2018011050). Based on the analysis presented in the PEIR, implementation of the new General Plan and DTSP, along with the implementation programs contained in the 2021-2029 Housing Element, would result in the following significant and unavoidable impacts after implementation of feasible mitigation measures:

- 1. Aesthetics (Visual Character at a program and cumulative level);
- Air Quality (Air Quality Management Plan Consistency, Regional Construction and Operational Emissions Standards Violation, and Cumulative Emissions at a program and cumulative level; Local Construction Emissions Standards Violation at a program level);
- 3. Cultural Resources (Historic Resources at a program and cumulative level);
- 4. Greenhouse Gas Emissions (GHG Emissions at a cumulative level);
- 5. Noise (Construction and Exterior Traffic Noise Standards Violation at a program and cumulative level); and
- 6. Population and Housing (Population Growth at a program and cumulative level).

A Statement of Overriding Considerations was adopted by the City Council as part of the PEIR certification/adoption. The Statement of Overriding Considerations documented the physical, social, and economic benefits of the General Plan and DTSP would outweigh the adverse impacts associated with the updated community vision and guiding documents. No further analysis is required.

#### Conclusion

Based on the evidence presented in this staff report and the adopted 2021-2029 Housing Element, the City Council can make the findings to approve the Project. As such, a draft Resolution to amend the General Plan (Attachment 1) and an Ordinance to amend the Zoning Code have been prepared (Attachment 2). The Resolution would take effect immediately and the Ordinance would take effect 30 days after the Second Reading.

#### **Next Steps**

February 7, 2024: Assuming the project is approved on January 17, 2024, with

the First Reading of the Ordinance, conduct a Second

Reading and adopt said Ordinance.

General Plan and Zoning: Increased Density January 17, 2024 Page 8 of 8

#### **Alternatives**

If the City Council chooses not to take action on the proposed General Plan and Zoning Text Amendments, the item could be considered at a later City Council meeting. Staff can also pursue other actions as determined by the City Council.

#### **Fiscal Impact**

The General Fund will be impacted by personnel costs associated with the time required to make the necessary revisions to the SPMC, however these costs are included in the FY 2023-24 budget.

#### **Key Performance Indicators and Strategic Plan**

This project supports Priority 5 of the Strategic Plan: Plan for affordable housing to comply with state mandates and respond to community needs.

#### **Planning Commission Recommendation**

The proposed Project was initially considered by the Planning Commission on August 8, 21, and 23, 2023. At the conclusion of the Public Hearing on August 23, the Planning Commission adopted Resolution 23-08, recommending the City Council adopt an ordinance to amend various sections of SPMC Chapter 36 (Zoning), including increased densities in the RM and RH zones. As the Project is associated with the original General Plan and Zone Text Amendment adoption that was contemplated by the Planning Commission in August 2023, and as the proposed General Plan Amendment and Zone Text Amendment remain substantially the same as what was previously considered, the City Council can rely on the Planning Commission's previous recommendation to approve the project.

#### Legal Review

The City Attorney has reviewed this item.

#### **Public Notification of Agenda Item**

A public notice for this Public Hearing was published in the Pasadena Star News on January 5, 2024. The public was also made aware of the Public Hearing through its inclusion in the legally publicly noticed agenda, posted physically at City Hall and also on the City's website.

As of the writing of the staff report, the City has received no comment letters on the project.

#### **Attachments**

- 1. Draft Resolution
- 2. Draft Ordinance
  - a. Exhibit A Draft Zone Text Amendment
- 3. PC Resolution No. 23-08

### **ATTACHMENT**

**Draft Resolution** 

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#### RESOLUTION NO. \_\_\_\_

#### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A GENERAL PLAN AMENDMENT

**WHEREAS**, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

WHEREAS, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019 and started to updating the 2021-2029 (6<sup>th</sup> Cycle) Housing Element; and

**WHEREAS**, the City of South Pasadena was sued by Californians for Homeownership for non-compliance with State Law for failing to have adopted a compliant Housing Element by October 15, 2021 (*Californians for Homeownership v. City of South Pasadena*), LASC Case Nos. 22STCP01388 & 22STCP01161); and

**WHEREAS,** the City entered into a Settlement Agreement with Californians for Homeownership to resolve the lawsuit, which was adopted by the Court as a Stipulated Judgement; and

**WHEREAS,** on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the Housing Element and then adopted the Housing Element,; and

**WHEREAS**, on July 24, 2023, the Draft General Plan and Downtown Specific Plan (DTSP) were released for public comments; and

WHEREAS, a Program Environmental Impact Report (PEIR) was prepared for the General Plan Update and DTSP Project, including related Housing Element implementation actions, and the Planning Commission considered the Draft PEIR and, after duly noticed Public Hearings adopted Resolution No. P.C. 23-05, recommending the City Council of the City of South Pasadena certify the final PEIR, adopt required findings of fact, and adopt a Mitigation Monitoring and Reporting Program; adopted Resolution No. P.C. 23-06 recommending the City Council approve the General Plan and DTSP; and adopted Resolution P.C. 23-08 recommending the City Council approve a Zone Text Amendment to implement the General Plan, Housing Element, and DTSP; and

Reso	lution	No.	

WHEREAS, the City Council considered the project at a Study Session and duly noticed public hearings, and at the conclusion of the Public Hearing adopted Resolution 7832 certifying the PEIR prepared for the project, including a Mitigation Monitoring and Reporting Program and a Statement of Overriding Considerations, Resolution 7833, adopting a new General Plan and Downtown Specific Plan that supported the adopted Housing Element without increased densities in the Residential Medium Intensity and Residential High Intensity land use designations, and introduced for First Reading Ordinance 2379 that implemented the Housing Element "120 Programs" including certain rezoning tasks with the exception of increasing densities in the RM and RH zones; and

**WHEREAS,** all legal prerequisites to the adoption of this Resolution have occurred.

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

**SECTION 1:** The above recitals are hereby declared to be true and correct and are incorporated herein as findings of the South Pasadena City Council.

**SECTION 2:** Based upon substantial evidence presented to the City Council during the Public Hearing, including public testimony and written and oral staff reports, and the environmental documentation, the City Council finds:

- A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;
- B. That the environmental impacts of the Project have been adequality analyzed and addressed, and that the City Council, through this Resolution, adopts and approves the project.

SECTION 3: CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FINDINGS. The City Council finds that the proposed General Plan Amendment and Zoning Text Amendment (Project) are within the scope of the Environmental Assessment adopted in conjunction with the Housing Element on March 30, 2023, through Resolution 7817. The City Council also finds that potential impacts with the proposed Project were also analyzed under the Final Program Environmental Impact Report (PEIR) that was certified by the City Council on September 27, 2023, through Resolution 7832, and that all tribal consultation required by Senate Bill 18 and Assembly Bill 52 was concluded as part of the PEIR.

**SECTION 4:** <u>GENERAL PLAN FINDINGS</u>. South Pasadena Municipal Code (SPMC) Section 36.620.070(A) stipulates that a General Plan Amendment may be approved only if certain findings are met:

1. The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan;

The proposed General Plan Amendment is internally consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6<sup>th</sup> Cycle) Housing Element that was adopted on May 30, 2023. Specifically, the project would support the following:

Housing Element Goal 3.0: Provide opportunities to increase housing

production.

Housing Element Program 3.a: Rezone and Redesignate Sites to Meet

RHNA.("...increase the allowable zoning within the Medium Density Residential zone to at least 30 dwelling units per acre (du/ac) and to at least 45 du/ac within the

High Density Residential zone.")

The Housing Element is one of the elements required by State law. Adopting a General Plan Amendment that implements the policies and programs of the 2021-2029 Housing Element would make the documents internally consistent and would support the City's goals to plan for more housing opportunities. Therefore, the City Council can make this finding in support of the Project.

2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City;

The General Plan Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would achieve internal consistency with the adopted 2021-2029 Housing Element. The General Plan Amendment would also satisfy the requirements of the Court Order and completing the rezoning contemplated by Housing Element Program 3 a. Therefore, the City Council can make this finding in support of the Project.

3. If applicable, the site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested/anticipated project.

The General Plan Amendment would apply to all land in the City located in the Residential Medium Intensity and Residential High Intensity (and the corresponding RM and RH zones), in an effort to implement the policies and programs of the 2021-2029 Housing Element and to support the production of housing. RM and RH areas affected by the proposed GPA are served by applicable utilities and have adequate site access. Any development that may occur would be subject to the City's development standards and review process, taking into account the unique aspects of specific development sites. As the proposed GPA supports the adopted Housing Element, and as any

future development would require separate approval including adherence to all development codes, the City Council can make this finding.

As stated above, the City Council can make all of the necessary findings listed in SPMC Chapter 36.620.070(A) to adopt the General Plan Amendment.

**SECTION 5:** Based upon the foregoing, the City Council:

A. Adopts the General Plan Amendment, thereby making the General Plan internally consistent with the adopted 2021-2029 Housing Element. Specifically, the General Plan Amendment includes the following changes to General Plan, Part B, Chapter 3, Subsection D (Planning Designations):

"Medium Intensity: This land use classification permits attached housing types, such as courtyard housing, townhomes, bungalow court, and multiplexes, including single-family homes on smaller lots.

**Scale:** House-scale. Attached, semi-detached, and detached buildings.

Intensity: Max 44 30 units/acre.

Height: 1-3 stories.

**High Intensity:** This land use classification permits multi-family residential development. It is intended to identity and conserve existing concentrations of such development in the city. These areas are characterized by multi-story apartments and condominiums.

**Scale:** House-scale and some block-scale buildings. Attached, semi-detached, and detached buildings.

Intensity: Max 24 45 units/acre.

**Height:** 1-4 stories."

**SECTION 6:** This Resolution shall take effect immediately upon its adoption and after the close of the statute of limitations under the California Environmental Quality Act.

PASSED, APPROVED, AND ADOPTE	<b>D</b> on this 17 <sup>th</sup> day of January, 2024.
	Evelyn G. Zneimer, Mayor
ATTEST:	APPROVED AS TO FORM:
Mark Perez, Deputy City Clerk	Roxanne Diaz, City Attorney
	ing Resolution No was duly adopted outh Pasadena, California, at a regular y, 2024, by the following vote:
AYES:	
NOES:	
ABSENT:	
ABSTAINED:	
	Mark Perez, Deputy City Clerk

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### ATTACHMENT Draft Ordinance

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### [DRAFT] CITY OF SOUTH PASADENA ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 36 (ZONING) OF THE CITY CODE OF THE CITY OF SOUTH PASADENA RELATED TO INCREASING DENSITY IN THE RESIDENTIAL MEDIUM AND RESIDENTIAL HIGH ZONING DISTRICTS, IN COMPLIANCE WITH THE UPDATED GENERAL PLAN AND THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT

**WHEREAS**, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

**WHEREAS**, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019 and started to updating the 2021-2029 (6<sup>th</sup> Cycle) Housing Element; and

**WHEREAS**, the City of South Pasadena was sued by Californians for Homeownership for non-compliance with State Law for failing to have adopted a compliant Housing Element by October 15, 2021 (*Californians for Homeownership v. City of South Pasadena*), LASC Case Nos. 22STCP01388 & 22STCP01161); and

**WHEREAS**, the City entered into a Settlement Agreement with Californians for Homeownership to resolve the lawsuit which was adopted by the Court Order as a Stipulated Judgment; and

**WHEREAS,** on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the Housing Element and then adopted the Housing Element; and

**WHEREAS,** on July 24, 2023, the Draft General Plan and Downtown Specific Plan (DTSP) were released for public comments; and

WHEREAS, a Program Environmental Impact Report (PEIR) was prepared for the General Plan Update and DTSP Project, including related Housing Element implementation actions, and the Planning Commission considered the Draft PEIR and after duly noticed Public Hearings adopted Resolution No. P.C. 23-05, recommending the City Council of the City of South Pasadena certify the final PEIR, adopt required findings of fact, and adopt a Mitigation Monitoring and Reporting

Program; adopted Resolution No. P.C. 23-06 recommending the City Council approve the General Plan and DTSP; and adopted Resolution P.C. 23-08 recommending the City Council approve the Zone Text Amendment to implement the General Plan, Housing Element, and DTSP; and

WHEREAS, the City Council considered the Project in a Study Session meeting and duly noticed public hearings and at the conclusion of the Public Hearing adopted Resolution 7832 certifying the PEIR prepared for the project, including a Mitigation Monitoring and Reporting Program and a Statement of Overriding Considerations, Resolution 7833 adopting a new General Plan and Downtown Specific Plan that supported the adopted Housing Element without increased densities in the Residential Medium Intensity and Residential High Intensity land use designations, and introduced for First Reading Ordinance 2379 that implemented the Housing Element "120 Programs" including certain rezoning tasks with the exception of increasing densities in the RM and RH zones; and

**WHEREAS,** on January 17, 2024, the City Council considered this Ordinance at a duly noticed Public Hearing as prescribed by law, at which time staff and interested persons had an opportunity to, and did, testify either in support or opposition to this matter; and

**WHEREAS,** all legal prerequisites to the adoption of this Resolution have occurred.

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

**SECTION 1.** The facts set forth in the recitals of this Ordinance are true and correct.

**SECTION 2:** Based upon substantial evidence presented, including public testimony and written and oral staff reports, and the environmental documentation, the City Council finds:

- A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;
- B. That the proposed Zoning Amendment complies with the Housing Goals in the 2021-2029 (6<sup>th</sup> Cycle) Housing Element and updated General Plan.

**SECTION 3.** <u>CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)</u> <u>FINDINGS</u>. The City Council finds that the proposed General Plan Amendment and Zoning Text Amendment (Project) are within the scope of the Environmental

Assessment adopted in conjunction with the Housing Element on March 30, 2023, through Resolution 7817. The City Council also finds that potential impacts with the proposed Project were also analyzed under the Final Program Environmental Impact Report (PEIR) that was certified by the City Council on September 27, 2023, through Resolution 7832, and that all tribal consultation required by Senate Bill 18 and Assembly Bill 52 was concluded as part of the PEIR.

**SECTION 4:** ZONING AMENDMENT FINDINGS. South Pasadena Municipal Code (SPMC) Section 36.620.070(B) stipulates that Zoning Amendments and Zoning Map Amendments may be approved if the following findings are made:

1. Findings required for all Zoning Code/Map amendments;

a. The proposed amendment is consistent with the actions, goals, objectives, policies, and programs of the General Plan;

The proposed ZTA is consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6th Cycle) Housing Element that was adopted on May 30, 2023. The Housing Element is one of the elements required by State law. Therefore, adopting the ZTA that implements the policies and programs of the 2021-2029 Housing Element would be consistent with the General Plan. Further, the proposed ZTA supports the following General Plan and Housing Element goals, policies, actions, or programs:

General Plan Policy P3.6: Increase the number of affordable

housing units to stabilize rents and

prices;

Housing Element Goal 3.0: Provide opportunities to increase

housing production; and

Housing Element Program 3.a: Rezone and Redesignate Sites to Meet

RHNA. ("...increase the allowable zoning within the Medium Density Residential zone to at least 30 dwelling units per acre (du/ac) and to at least 45 du/ac within the High Density

Residential zone.")

As the proposed Zone Text Amendment is consistent with the General Plan/Housing Element policies, goals, and programs listed above, therefore, the City Council can make this finding in support of the Project.

b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City

The ZTA would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would support both the adopted General Plan and the adopted 2021-2029 Housing Element. Furthermore, the proposed ZTA would be in the public interest and would support the general welfare of the City by complying with the Court Order and completing the rezoning contemplated by Housing Element Program 3 a. Therefore, the City Council can make this finding.

2. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.

The proposed ZTA is internally consistent with other applicable provisions of the Zoning Code. While the ZTA would increase densities in the RM and RH zones, all other provisions of the Municipal Code would remain in force. Therefore, the City Council can make this finding.

3. Additional finding for Zoning Map amendments. The site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects.

The Project does not include a Zoning Map Amendment. Therefore, this finding does not apply.

**SECTION 5.** The City Council hereby amends various sections of Chapter 36 (Zoning) of the City Code of the City of South Pasadena to incorporate the text changes set forth in Exhibit A, attached hereto and incorporated herein by reference, with all sections of Chapter 36 that have no amendments identified in Exhibit A remaining in effect without amendment.

**SECTION 6.** Severability. If any section subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, the remaining sections and/or provisions of this Ordinance shall remain valid. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, regardless of the fact that any one or more section(s) or provision(s) may be declared invalid or unconstitutional or contravened via legislation.

**SECTION 7.** This Ordinance shall take effect thirty (30) days after its final passage, and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance

and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

PASSED, APPROVED AND ADO 2024.	<b>DPTED ON</b> this 17 <sup>th</sup> day of January,
AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
ATTEST:	Evelyn G. Zneimer, Mayor  APPROVED AS TO FORM:
Mark Perez, Deputy City Clerk	Roxanne Diaz, City Attorney

## CITY OF SOUTH PASADENA

## CITY CLERK'S DIVISION

## **CERTIFICATION OF ORDINANCE**

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF SOUTH PASADENA)
SS

I, Mark Perez, Deputy City Clerk of the City of South Pasadena, do hereby certify that
Ordinance No, was duly and regularly approved and adopted at a Regular meeting
of the City Council on this 17th day of January, 2024, by the following votes as the same
appears on file and of record in the Office of the City Clerk.
AYES:
NOES:
ABSENT:
ABSTAIN:
Mark Perez Deputy City Clerk
Debuty City Citik

## **ATTACHMENT**

Exhibit A – Draft Zone Text Amendment

## EXHIBIT A City of South Pasadena Chapter 36 Zoning Focused Amendments to Various Sections

36.200.020 Zoning Map and Zoning Districts.

TABLE 2-1. ZONING DISTRICTS				
Zoning District Symbol	Zoning District Name	General Plan Land Use Classification Implemented by Zoning District		
Residential Districts				
RE	Residential Estate	Very Low <del>Density</del> <u>Intensity</u> Neighborhood		
RS	Residential Single Family	Low <del>Density</del> <u>Intensity</u> Neighborhood		
RM	Residential Medium Density	Medium <del>Density</del> <u>Intensity</u> Neighborhood		
RH	Residential High Density	High <del>Density</del> <u>Intensity</u> Neighborhood		

### **36.220.020** Purposes of Residential Zoning Districts.

- C. RM (Residential Medium Density) district. The RM zoning district applies to areas appropriate for a variety of housing types. Typical residential land uses include single-family bungalow courts, courtyard housing, townhomes, duplexes, triplexes, multiplexes, and other attached dwellings on smaller lots. The allowable residential density ranges from 5.1 to 44 30 dwelling units per acre. The RM zoning district is consistent with the Medium Density Neighborhood land use designation of the General Plan.
- D. RH (Residential High Density) district. The RH zoning district is intended for areas appropriate for high density attached dwelling units, including courtyard housing, townhouses, condominiums, and apartments. The allowable residential density ranges from 14.1 30.1 to 24 45 dwelling units per acre. The RH zoning district is consistent with the High Density Neighborhood land use designation of the General Plan.

**36.220.040** Residential Zoning District General Development Standards.

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	RE	RS	RM	RH
Allowable density	Maximum of 3 du/acre	Maximum of 5 du/acre	5.1_to <u>14</u> <u>30</u> du/acre	14.1 30.1 to 45 24 du/acre

### SPMC Division 36.340 Hillside Protection

Paragraph B of South Pasadena Municipal Code Section 36.340.020 (Applicability) shall be amended as follows, with all other provisions of Section 36.340.020 remaining in effect without amendment:

"B. Exceptions. The provisions of Section 36.340.050 (Hillside Project Development Standards) shall not apply to parcels within the AM (Altos de Monterey) overlay zone, which are instead subject to the requirements of Section 36.250.030 (Altos de Monterey (AM) Overlay District). Additionally, Hillside Project Development Standards shall not apply to parcels identified as potential suitable sites for affordable housing as listed in the Housing Element (Table VI-50 for the 2021-2029 (6<sup>th</sup> Cycle) Housing Element)."

## **ATTACHMENT**

PC Resolution No. 23-08

### P.C. RESOLUTION NO. 23-08

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA, CALIFORNIA, RECOMMENDING THE CITY COUNCIL ADOPT AMENDMENTS TO THE ZONING MAP AND PROPOSED AMENDMENTS TO SOUTH PASADENA MUNICIPAL CODE (SPMC) CHAPTER 36 (ZONING) RELATED TO INCREASED DENSITY BY REZONING THE EXISTING FOCUSED AREA OVERLAY ZONE TO MIXED-USE OVERLAY ZONE AND INCREASE DENSITY IN THE RESIDENTIAL ZONING DISTRICTS IN COMPLIANCE WITH THE UPDATED GENERAL PLAN AND THE 2021-2029 (6<sup>TH</sup> CYCLE) HOUSING ELEMENT.

**WHEREAS,** Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

**WHEREAS,** in strategic planning sessions in 2014 and 2015, the City Council identified the need to update the General Plan and the Mission Street Specific Plan (Project); and

WHEREAS, The City Council directed staff to expand the Mission Street Specific Plan to include the Fair Oaks Avenue Corridor, and the proposed Downtown Specific Plan (DTSP) will apply to the Fair Oaks Corridor, generally bounded by SR110 to the north and Lyndon Street to the south, and Mission Street Corridor generally bounded to the north by Hope Street and to the south by El Centro Street, and to the east to Brent Avenue and Indiana Avenue to the west.

**WHEREAS,** Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019 and started to updating the 2021-2029 (6<sup>th</sup> Cycle) Housing Element: and

**WHEREAS,** on April 12, 2022, the City of South Pasadena was sued by Californians for Homeownership for non-compliance with State housing Law for failing to have adopted a compliant Housing Element by October 15, 2021 (Californians for Homeownership v. City of South Pasadena), LASC Case Nos. 22STCP01388 & 22STCP01161); and

WHEREAS, on August 15, 2022, the City entered into a Settlement Agreement with Californians for Homeownership to resolve the lawsuit, and that the Settlement Agreement committed the City to a number of actions, including but not limited to: completing the necessary rezoning to support the Housing Element within 120 days of the adoption of the Housing Element; and addition of a program to seek,

through voter approval, the removal of the City's existing 45-foot height limit for at least any parcel identified in the Housing Element for which the base density is anticipated to exceed 50 dwelling units per acre; and

**WHEREAS,** on August 19, 2022, the Settlement Agreement was adopted as the Court Order and committed the City to adopting a housing element certified by or eligible for certification by HCD no later than May 31, 2023; and

WHEREAS, on May 30, 2023, the City Council held a duly noticed Public Hearing to consider the Draft Housing Element. After hearing public testimony on the project, considering the staff report, staff presentation, and Council discussion, in keeping with the stipulations of the Court Order, the City Council adopted the Housing Element, thereby commencing the 120-day period in which the City must adopt changes to the Zoning Ordinance to support the Housing Element and its programs; and

**WHEREAS,** on June 3, 2023, and June 17, 2023, public workshops on the General Plan and DTSP were held wherein the community received a presentation and provided input on the Project; and

**WHEREAS,** on July 24, the Draft General Plan and DTSP were released for public comments; and

WHEREAS, on August 8, 2023, the Planning Commission held a duly noticed Public Hearing and continued to the Public Hearing to August 21, 2023, wherein the Planning Commission received a staff presentation, considered the staff report, public testimony, Planning Commission discussion, and all other materials and evidence, whether written or oral; and

WHEREAS, a Program Environmental Impact Report (PEIR) was prepared for the Project, including related Housing Element implementation actions included in the proposed text amendments, and the Planning Commission considered the Draft PEIR and at a duly noticed Public Hearing that commenced on August 8, 2023 and continued on August 21, 2023, through Resolution No. P.C. 23-05, recommended the City Council of the City of South Pasadena certify the final PEIR, adopt required findings of fact, and adopt a Mitigation Monitoring and Reporting Program; and

WHEREAS, on August 8, 2023, the Planning Commission held a duly noticed Public Hearing and continued to the Public Hearing to August 21, 2023, at which time the Planning Commission continued the item to August 23, 2023 to consider Zone Text Amendments to implement changes to the SPMC pertaining to increased density in certain zoning districts and the establishment of a Mixed-Use Overlay; and

ZTA: Rezoning & Increased Density Page 3 of 6

**WHEREAS**, all legal prerequisites to the adoption of this Resolution have occurred.

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

**SECTION 1:** The above recitals are hereby declared to be true and correct and are incorporated herein as findings of the South Pasadena Planning Commission.

**SECTION 2:** Based upon substantial evidence presented to the Planning Commission during the Public Hearing, including public testimony and written and oral staff reports, and the environmental documentation, the Planning Commission finds:

- A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;
- B. That the proposed Zoning Amendment complies with the Housing Goals in the 2021-2029 (6<sup>th</sup> Cycle) Housing Element and updated General Plan.

**SECTION 3:** <u>ZONING AMENDMENT FINDINGS</u>. South Pasadena Municipal Code (SPMC) Section 36.620.070(B) stipulates that a Zoning Amendment and Zoning Map Amendment may be approved if the following findings are met:

- 1. Findings required for all Zoning Code/Map amendments;
  - a. The proposed amendment is consistent with the actions, goals, objectives, policies, and programs of the General Plan;

The proposed Zone Text Amendment is consistent with the actions, goals, objectives, policies, and programs of the 2021-2029 (6th Cycle) Housing Element that was adopted on May 30, 2023. The current General Plan that was adopted in 1998 is not internally consistent with the recently adopted Housing Element. The Housing Element is one of the elements required by State law. Therefore, adopting an updated General Plan that implements the policies and programs of the 2021-2029 Housing Element, and this proposed Zone Text Amendment, would make the documents internally consistent. Further, the proposed Zone Text Amendment is consistent with the following General Plan and Housing Element goals, policies, actions, or programs:

- <u>General Plan Policy P3.2</u>: Direct new growth to the Downtown, Ostrich Farm, and the three neighborhood centers along Huntington Drive;
- <u>General Plan Action A3.2b</u>: Update the development code to encourage mixed-use, walkable, and contextual development;

- <u>General Plan Policy P3.5</u>: Remove regulatory and procedural barriers to good design;
- General Plan Action A3.5a: Develop and adopt a Form-Based Code for the Downtown area and objective design standards for areas outside the Downtown area;
- Housing Element Goal 3.0: Provide opportunities to increase housing production;
- Housing Element Program 3.a: Rezone and Redesignate Sites to Meet RHNA;
- <u>Housing Element Program 3.n</u>: Zoning Changes [to update development standards of residential development projects];

Therefore, the Planning Commission can make this finding in support of the Project.

b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City

The Zoning Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would achieve internal consistency, including with the adopted 2021-2029 Housing Element. The implementation of the General Plan goals, policies, and actions further support the convenience and general welfare of the City by preserving existing single-family neighborhoods and focusing growth into specific areas where residents will have access to services and public transportation. The General Plan supports mixed-use, walkable neighborhoods, and provides the development capacity to accommodate projected future growth along with the housing programs identified in the Housing Element. Therefore, the Planning Commission can make this finding.

2. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.

The proposed Zoning Amendment is internally consistent with other applicable provisions of the Zoning Code. In addition to the proposed changes to increase density and provide objective standards for residential development projects, the proposed Zoning Amendment also includes other ancillary changes to the Zoning Code to ensure internal consistency with other sections of the Code including updated references to the newly proposed adoption of the Downtown Specific Plan (DTSP), maintenance of the single-family zones (RE and RS zones), and modifications of allowable land uses in the Mixed-Use Overlay zone. Therefore, the Planning Commission can make this finding.

3. Additional finding for Zoning Map amendments. The site is physically suitable (including absence of physical constraints, access, compatibility with adjoining land uses, and provision of utilities) for the requested zoning designations and anticipated land uses/projects.

The proposed Zoning Amendment and Zoning Map Amendment are actions taken to implement the General Plan, DTSP, and Housing Element Implementation programs. As a result of these updates, the existing Zoning Map required an update to remove the Focused Area overlay, establish the Mixed-Use overlay, remove the Mission Street Specific Plan, and establish the new DTSP boundaries. By making these changes, the requested Zoning Amendment and Zoning Map Amendment will be consistent with the updated General Plan, DTSP, and Housing Element Implementation programs. Therefore, the Planning Commission can make this finding.

As stated above, the Planning Commission can make all of the necessary findings listed in SPMC Chapter 36.620.070(B) to recommend the City Council adopt the Zoning Text and Map Amendments.

**SECTION 4:** Based upon the foregoing, the Planning Commission recommends:

A. That the City Council adopt an Ordinance to approve a Zoning Amendment and Zoning Map Amendment to make the necessary changes to the SMPC consistent with the 2021-2029 Housing Element Housing Programs and updated General Plan substantially as set forth in Exhibits A and B of this Resolution.

**SECTION 7:** This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED on this 23rd day of August, 2023.

Laura Dahl, Planning Commission Chair

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM:

David Snow, Assistant City Attorney

I HEREBY CERTIFY the foregoing Resolution No. 23-08 was duly adopted by the Planning Commission of the City of South Pasadena, California, at a special meeting held on the 23<sup>rd</sup> day of August, 2023, by the following vote:

AYES:

Dahl, Padilla, Lesak, Swanborn

NOES:

ABSENT:

Barthakur

**ABSTAINED:** 

Mark Perez, Deputy City Clerk

## Exhibits:

- A. Draft Zone Text Amendments
- B. Draft Updated Zoning Map



## City Council Agenda Report

ITEM NO. 15

DATE:

January 17, 2024

FROM:

Arminé Chaparyan, City Manager AC

PREPARED BY:

Domenica Megerdichian, Deputy City Manager

Sophia Conchas, Management Assistant

SUBJECT:

Consideration of An Ordinance of the City of South Pasadena, California, Amending Section 2.7 of the South Pasadena Municipal Code to Adjust the Compensation of City Council

Members Pursuant to and Consistent with Senate Bill 329

### Recommendation

It is recommended that the City Council consider introduction of the Ordinance for first reading and waive full reading of the Ordinance amending Section 2.7 of the South Pasadena Municipal Code to adjust City Council member compensation consistent with Senate Bill 329.

## **Executive Summary**

On June 29, 2023, Senate Bill 329 ("SB 329") was approved by Governor Gavin Newsom which amends Section 36516 of the Government Code, allowing for the first statewide City Council member pay cap increases in nearly four decades. On September 27, 2023, the City Council reviewed and discussed the purpose and impacts of SB 329 and requested that City staff prepare an ordinance consistent with the legislation to increase council member compensation as allowed by SB 329.

## **Background**

Government Code Section 36516 authorizes a City Council in general law cities to adopt an ordinance providing each member of a City Council a salary up to a certain maximum amount, as determined by the population of the city. This "maximum amount" is referred to as the "salary cap." The salary cap has stayed the same since 1984 and has not kept pace with inflation. SB 329 has increased the salary cap to account for inflation. Per the League of California Cities, California has seen an approximate 300% increase in the cost of living since 1984. The Legislature in adopting SB 329 declared that allowing cities to adjust their compensation for inflation "may help City Councils become more diverse because increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support their families." The League of California Cities in supporting the legislation said that lengthy time commitments and limited pay may discourage many individuals from running for council.

Consideration of Ordinance Amending City Council Compensation January 17, 2024 Page 2 of 3

The proposed ordinance will allow the City Council to adjust the current council compensation to align with the new monthly salary cap of \$950.

## **Analysis**

SB 329 allows City Councils to adjust their compensation to align with the new salary cap. For cities that have a population of less than 35,000 residents, the new salary cap is \$950 a month. Currently, City Council members receive \$300 a month, which was the maximum amount of the previous salary cap that has been in effect since 1984 without any increases due to inflation.

Any increases to council member compensation must be enacted by ordinance and under SB 329, the ordinance must include findings demonstrating the need for the increased compensation.

The findings set forth in the proposed ordinance including recitation of the fact that the statewide council salary cap has not been adjusted since 1984; that there has been an approximate 300% increase in the cost of living since 1984; that serving as a member of the City Council requires the expenditure of significant time and work in attending council meetings and other meeting assignments, including regional government body meetings, and attending community events; reviewing and studying agenda reports, legal documents and state legislation that impacts the city; staying informed on current local and state issues; and reviewing financial materials, budgets and reports. More importantly, the findings agree with the Legislature's declaration that increasing the compensation will assist in the creation of opportunities to encourage more diverse City Councils. Specifically, increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support themselves and their families.

Last, SB 329 did not revise the provisions as to when the adjustment in compensation takes effect. Accordingly, if adopted, this change in compensation will not apply to the current members of the council. The change will be effective until after the general municipal election in November 2024 when new council members are reelected or elected.

## **Fiscal Impact**

If the proposed ordinance is adopted, City Council compensation increase from \$300 to \$950 per month, per member. The impact to General Fund account 101-1010-1011-7000 will be an increase of \$650 monthly (\$7,800 annually) per council member, and and \$39,000 total for all five councilpersons. If approved tonight and at a second reading in February, this change would go into effect for the next City Council election (December 2024). Should a councilmember choose to forgo an increase in their stipend, staff will note that request and facilitate stipends as directed.

Consideration of Ordinance Amending City Council Compensation January 17, 2024 Page 3 of 3

## **Alternatives**

City Council may decide to direct staff to:

- 1. Not introduce the ordinance at this time; or
- 2. Increase compensation to another amount, up to \$950.

## **Commission Review and Recommendation**

This item has not been reviewed by a City Commission or Board.

## Attachments:

- 1. Proposed Ordinance
- 2. City Council Agenda Report from September 27, 2023.

## **ATTACHMENT 1**

Proposed Ordinance

ORD	INANCE NO.	

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 2.7 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADJUST THE COMPENSATION OF CITY COUNCIL MEMBERS PURSUANT TO AND CONSISTENT WITH SENATE BILL 329

**WHEREAS**, Government Code Section 36516 authorizes general law cities, including the City of South Pasadena, to pay city council members a monthly salary up to a statutory limit based on city population;

**WHEREAS**, pursuant to South Pasadena Municipal Code Section 2.7(c), the current monthly salary for city council members is three hundred dollars (\$300);

**WHEREAS**, on June 23, 2023, the Governor signed into law Senate Bill 329 ("SB 329"), which made changes both to the amount of salary council members may receive and changes to the manner in which salary adjustments can be made;

WHEREAS, SB 329 was adopted to "reset" city council salaries to take into account that the salary amounts listed in the Government Code had not been revised since 1984 and thus had not kept pace with inflation. Moreover, in adopting SB 329, the State Legislature found and declared that allowing cities to adjust council member salaries would help city councils become more diverse and would encourage more persons to consider public service as council members because the increased compensation could help individuals from across different income levels receive sufficient income to help ensure that they can continue to serve and support their families;

**WHEREAS**, the City Council reviewed and discussed the purpose and impacts of SB 329 at its meeting of September 27, 2023 and requested that City staff prepare an ordinance to make the changes pursuant to SB 329 for the City Council's consideration;

**WHEREAS**, the City Council now desires to adjust its compensation in accordance with Government Code Section 36516 as amended by SB 329;

## THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES ORDAIN AS FOLLOWS:

<u>Section 1.</u> The City Council hereby specifically finds that all of the facts set forth in the recitals of this Ordinance are true and correct and are incorporated herein as if set forth in full.

<u>Section 2.</u> Pursuant to Government Code Section 36516(g)(2), the City Council makes the following findings demonstrating the need for the increased compensation as follows: (i) the statewide compensation schedule for city council members of general law cities, which includes the City of South Pasadena, has not been adjusted since 1984, meaning that city council compensation has not kept pace with inflation; (ii) California has

had an approximate 300% increase in the cost of living since 1984; (iii) the privilege to serve on the city council requires the expenditure of significant time during weekdays and weekends to attend meetings of the City as well as other meeting assignments as well as attend events in the community; (iv) city council service also involves time and work in reviewing staff reports, other agenda reports, legal documents, and state legislation that would impact the city; attending to representative assignments at regional government body meetings; staying informed on current local and state issues; and reviewing financial materials, budgets and reports among the many duties of a council member; and (v) increasing city council compensation will reflect the time and work being performed by members of the city council but more importantly, will create opportunities to assist the city in encouraging that its council become more diverse as stated by the findings of Senate Bill 329 that increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support themselves and their families.

- <u>Section 3.</u> Paragraph (c) of Section 2.7 ("Compensation") of Article II ("Officers and Employees Generally") of Chapter 2 ("Administration") of the South Pasadena Municipal Code is hereby amended to read as follows:
  - "(c) City Councilmember: The compensation for members of the City Council shall be nine hundred and fifty dollars (\$950) per month, and may be adjusted in accordance with state law."
- <u>Section 4.</u> Pursuant to Government Code Section 36516.5, the adjustment in compensation for all City Council members provided by this ordinance shall not take effect until the commencement of the terms of any new City Council members or reelected City Council members following the general municipal election to be held in November 2024.
- <u>Section 5.</u> Severability. If any section subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, the remaining sections and/or provisions of this Ordinance shall remain valid. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, regardless of the fact that any one or more section(s) or provision(s) may be declared invalid or unconstitutional or contravened via legislation.
- <u>Section 6.</u> This ordinance shall take effect thirty (30) days after its final passage, and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

PASSED, APPROVED AND ADOPTED ON this 7th day of February, 2024.

AYES: NOES: ABSENT: ABSTAIN:	
	Evelyn Zneimer, Mayor
ATTEST:	APPROVED AS TO FORM:
Mark Perez, Deputy City Clerk	Roxanne Diaz, City Attorney

## **ATTACHMENT 2**

City Council Meeting of September 27, 2023, Item Number 17



## City Council Agenda Report

ITEM NO. 17

DATE:

September 27, 2023

FROM:

Arminé Chaparyan, City Manager 殿

PREPARED BY:

Domenica Megerdichian, Deputy City Manager

Sophia Conchas, Management Intern

**SUBJECT:** 

Review and Discussion of an Informational Report on Senate

Bill 329 and Survey Related to Councilmember Salaries

## Recommendation

It is recommended that the City Council discuss the informational report on councilmember salaries in light of Senate Bill 329 (SB 329) and receive and file the report and survey.

## **Executive Summary**

On June 29, 2023, SB 329 was approved by Governor Gavin Newsom which amends Section 36516 of the Government Code, allowing for the first city council member salary cap increase in nearly four decades. On July 9, 2023, Councilmember Cacciotti and members of City Council requested a councilmember salary survey and analysis of SB 329 be brought before the City Council for discussion. SB 329 goes into effect on January 1, 2024.

## Background

Government Code Section 36516 authorizes a city council in general law cities to adopt an ordinance providing each member of a city council a salary up to a certain maximum amount, as determined by the population of the city. This "maximum amount" is referred to as the "salary cap." The salary cap has stayed the same since 1984 and has not kept pace with inflation. SB 329 will increase the salary cap to account for inflation. Per the League of California Cities, California has seen an approximate 300% increase in the cost of living since 1984. The Legislature in adopting SB 329 declared that allowing cities to adjust their compensation for inflation "may help city councils become more diverse because increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support their families." The League of California Cities in supporting the legislation said that lengthy time commitments and limited pay may discourage many individuals from running for council.

Survey of Councilmember Salaries September 27, 2023 Page 2 of 3

In addition to raising the salary cap, SB 329 also permits cities to thereafter approve salary adjustments once each calendar year pursuant to a specific formula set forth in the statute.

## **Analysis**

SB 329 will allow city councils to adjust their compensation to align with the new maximum salary cap. The chart below illustrates the current salary caps and the new maximum salary caps effective January 1, 2024:

City Population	Current Salary Cap	New Salary Cap (eff. 1/1/2024)
0 - 35,000	\$300/month	\$950/month
35,001 - 50,000	\$400/month	\$1,275/month
50,001 - 75,000	\$500/month	\$1,600/month
75,001 - 150,000	\$600/month	\$1,900/month
150,001 - 250,000	\$800/month	\$2,550/month
over 250,000	\$1,000/month	\$3,200/month

This means, for example, that a city with a population of 40,000 may adopt an ordinance to increase the monthly salary to up to \$1,275 a month if it so desires. If amended, this is considered the "base" salary amount.

Once the base salary amount is established (in accordance with the salary cap schedule above), current law allows cities to adjust the base salary by an amount that is not more than five percent (5%) for each calendar year from the operative date of the last salary adjustment. SB 329 will now permit cities to approve salary adjustments each calendar year by the *greater* of: (i) up to five percent (5%); or (ii) an amount equal to inflation since January 1, 2024, based on the California Consumer Price Index, but not to exceed ten percent (10%).

Any increases to council member compensation, including inflation adjustments and raising overall salaries in accordance with the new maximum salary caps, must be enacted by ordinance. The ordinance must be considered during the open session of at least two regular city council meetings. In addition, the ordinance must include findings demonstrating the need for the increased compensation and may not provide for automatic future salary increases.

## **Fiscal Impact**

There is no fiscal impact related to this informational report; any future Councilmember salary adjustment would require a fiscal impact review.

Survey of Councilmember Salaries September 27, 2023 Page 3 of 3

## Attachments:

- City Council Compensation Chart for San Gabriel Valley
   Senate Bill 329

## **ATTACHMENT 1**

San Gabriel Valley Council Member Salary and Benefits

## San Gabriel Valley Council Member Salary and Benefits

City	Population	Council Members Salary	Number of Council Members	Other Benefits	
San Marino	12,039	none	5	no	
La Canada	19,752	\$300/mo.	5	yes	Medical, dental, and vision.
South Pasadena	25, 850	\$300/mo.	5	no	
San Gabriel	38,140	\$893.70/mo.	5	no	
Azusa	48,824	\$400/mo.	5	yes	Mayor: Retirement, vacation, sick leave, administrative leave, holidays, special leave, deferred compensation, flexible benefits program, short term/long term disability insurance, health retirement, 4/10 work week, and vehicle allowance (\$400)  Council: 4/10 work schedule, annual, cost of living increases thru June 30, 2024, CalPERS retirement, City-Paid Deferred Compensation, health reimbursement account contribution, education Incentive, bi-lingual

Covina	49,489	\$400/mo.	5	yes	Pay, longevity, \$1,500 monthly, flexible benefit/medical contribution (with cash- in-lieu for opt-out option)  • Life Insurance • Short-Term and Long-Term Disability Insurance • Tuition Reimbursement at 100% of Cal State rate • 10 City-paid Holidays and generous Sick, Vacation, Flexible Holiday, Administrative, and Bereavement Leaves  Vehicle stipend \$400/mo.
Arcadia	60,000	\$500/mo.	5	yes	Medical and Dental
Baldwin Park	69,455	\$1,625/mo.	5	yes	Vision, life insurance, long and short-term disability.
Alhambra	80,259	\$917.00/mo.	5	no	

Whittier	84,496	\$993.00/mo. \$393.00/mo.	5	yes	Medical, dental, and vision.
El Monte	105,312	\$732/mo.	7	yes	Medical, dental, vision, long term disability, life and accidental death & dismemberment insurance, long term care insurance, flexible spending plan, deferred compensation, employee assistance program, and monthly vehicle allowance \$400
Pomona	151,000	\$819/mo. Mayor: \$1,683/mo.	6	no	
Glendora	189,221	\$700/mo.	5	yes	Life insurance, medical, dental, vision, and deferred compensation.

## **ATTACHMENT 2**

Senate Bill 329 Summary



### Senate Bill No. 329

### **CHAPTER 27**

An act to amend Section 36516 of the Government Code, relating to local government.

[Approved by Governor June 29, 2023. Filed with Secretary of State June 29, 2023.]

### LEGISLATIVE COUNSEL'S DIGEST

SB 329, Dodd. Cities: city council members: compensation.

Existing law authorizes a city council to enact an ordinance to provide each member of the city council a salary based upon the population of the city, as specified. Existing law authorizes that amount to be increased by the city council by an amount that does not exceed 5% for each calendar year from the operative date of the last adjustment of the salary that is in effect when the increase is enacted. Existing law provides for the procedures by which a city may enact ordinances.

This bill would increase the maximum amount of salary, based upon the population of the city, that may be approved by an ordinance passed by the city council, as specified. The bill would authorize the salary of council members to be increased beyond the specified maximums to an amount not exceeding the greater of either 5% for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted, or an amount equal to inflation since January 1, 2024, based upon the California Consumer Price Index, which shall not exceed 10% for each calendar year. The bill would require the city council to consider the adoption of an ordinance to increase council member compensation in open session during at least 2 regular meetings of the city council.

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

SECTION 1. The Legislature finds and declares all of the following:

- (a) The compensation schedule for general law cities has not been adjusted since 1984, meaning that city council compensation has not kept pace with inflation.
- (b) Allowing cities to adjust their compensation for inflation since 1984 may help city councils become more diverse because increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support their families.
  - SEC. 2. Section 36516 of the Government Code is amended to read:

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- 36516. (a) (1) A city council may enact an ordinance providing that each member of the city council shall receive a salary based on the population of the city as set forth in paragraph (2).
- (2) The salaries approved by ordinance under paragraph (1) shall be as follows:
- (A) In cities up to and including 35,000 in population, up to and including nine hundred fifty dollars (\$950) per month.
- (B) In cities over 35,000 up to and including 50,000 in population, up to and including one thousand two hundred seventy-five dollars (\$1,275) per month.
- (C) In cities over 50,000 up to and including 75,000 in population, up to and including one thousand six hundred dollars (\$1,600) per month.
- (D) In cities over 75,000 up to and including 150,000 in population, up to and including one thousand nine hundred dollars (\$1,900) per month.
- (E) In cities over 150,000 up to and including 250,000 in population, up to and including two thousand five hundred fifty dollars (\$2,550) per month.
- (F) In cities over 250,000 population, up to and including three thousand two hundred dollars (\$3,200) per month.
- (3) For the purposes of this subdivision, the population of a city shall be determined by the last preceding federal census, or a subsequent census, or estimate validated by the Department of Finance.
- (4) The salary of council members may be increased beyond the amount provided in this subdivision by an ordinance or by an amendment to an ordinance, but the amount of the increase shall not exceed the greater of either of the following:
- (A) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted.
- (B) An amount equal to inflation since January 1, 2024, based upon the California Consumer Price Index, which shall not exceed 10 percent for each calendar year.
- (5) No ordinance shall be enacted or amended to provide automatic future increases in salary.
- (b) Notwithstanding subdivision (a), at any municipal election, the question of whether city council members shall receive a salary for services, and the amount of that salary, may be submitted to the electors. If a majority of the electors voting at the election favor it, all of the council members shall receive the salary specified in the election call. The salary of council members may be increased beyond the amount provided in this section or decreased below the amount in the same manner.
- (c) Unless specifically authorized by another statute, a city council may not enact an ordinance providing for compensation to city council members in excess of that authorized by the procedures described in subdivisions (a) and (b). For the purposes of this section, compensation includes payment for service by a city council member on a commission, committee, board, authority, or similar body on which the city council member serves. If the other statute that authorizes the compensation does not specify the amount

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of compensation, the maximum amount shall be one hundred fifty dollars (\$150) per month for each commission, committee, board, authority, or similar body.

- (d) Any amounts paid by a city for retirement, health and welfare, and federal social security benefits shall not be included for purposes of determining salary under this section, provided that the same benefits are available and paid by the city for its employees.
- (e) Any amounts paid by a city to reimburse a council member for actual and necessary expenses pursuant to Section 36514.5 shall not be included for purposes of determining salary pursuant to this section.
- (f) A city council member may waive any or all of the compensation permitted by this section.
- (g) (1) For the purposes of this section, a city council shall consider the adoption of an ordinance to increase compensation in open session during at least two regular meetings of the city council.
- (2) At the first meeting, the city council shall present the proposed ordinance, which shall include findings demonstrating the need for the increased compensation. The ordinance shall not be adopted at the first meeting.
- (3) At least seven days after the first meeting, the city council shall hold a second meeting to consider whether to adopt the ordinance.

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