



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

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

Wednesday, August 17, 2016, at 6:30 p.m.

The public may comment on Closed Session items prior to the City Council recessing to Closed Session. In order to address the City Council on Closed Session items, please complete a Public Comment Card. Time allotted per speaker: 3 minutes. The City Council will convene in Open Session at 7:30 p.m.

CALL TO ORDER: Mayor Diana Mahmud

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

PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS ONLY

(Time limit is three minutes per person)

The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Deputy City Clerk prior to the meeting. Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda (Government Code Section 54954.2).

CLOSED SESSION AGENDA ITEMS

A. Initiation of Litigation

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

Number of Cases: 1

B. Existing Litigation

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

Name of Case: City of Gardena v. Los Angeles Regional Water Quality Control Board and State Water Resources Control Board, Los Angeles County Superior Court Case No. BS156342

C. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6:

Public Employee: City Manager

City Negotiator: Teresa L. Highsmith City Attorney

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

8/12/2016

Date



Desiree Jimenez,
Deputy City Clerk



**CITY OF SOUTH PASADENA
CITY COUNCIL / REDEVELOPMENT SUCCESSOR AGENCY
JOINT REGULAR MEETING AGENDA**

**Amedee O. "Dick" Richards, Jr. Council Chamber
1424 Mission Street, South Pasadena, CA 91030**

Wednesday, August 17, 2016, at 7:30 p.m.

*In order to address the City Council, please complete a Public Comment Card.
Time allotted per speaker is three minutes.
No agenda item may be taken after 11:00 p.m.*

CALL TO ORDER: Mayor Diana Mahmud

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

INVOCATION: Councilmember Khubesrian
**In permitting a nonsectarian invocation, the City does not
intend to proselytize, advance, or disparage any faith or
belief. Neither the City nor the City Council endorses any
particular belief or form of invocation.*

PLEDGE OF ALLEGIANCE: Councilmember Khubesrian

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

PRESENTATIONS

- 2. Presentation of South Pasadena Tournament of Roses 2016 Float Picture and 2017 Float Design**
- 3. Presentation of a Certificate of Recognition to Priority One Credit Union to Celebrate 90 Years of Service to the South Pasadena Community**
- 4. Presentation of the FY 2015-16 Annual Report of the Cultural Heritage Commission**
- 5. Presentation of the FY 2015-16 Annual Report of the Freeway & Transportation Commission**

COMMUNICATIONS

6. Councilmembers Communications

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

7. City Manager Communications

8. Reordering of and Additions to the Agenda

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

The City Council welcomes public input. Members of the public may address the City Council by completing a public comment card and giving it to the Deputy City Clerk prior to the meeting. At this time, the public may address the City Council on items that are not on the agenda. Pursuant to state law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

In order to address the City Council, please complete a Public Comment card. Time allotted per speaker is three minutes. Items listed under the consent calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless an audience member or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

CONSENT CALENDAR

9. Minutes of the City Council Meetings of July 20, 2016

Recommendation

Approve the Minutes of the City Council Meetings of July 20, 2016.

10. Prepaid Warrants, General City Warrants, Redevelopment Successor Agency Check Summary, and PayrollRecommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 194540 through 194698 in the amount of \$1,313,462.10; General City Warrants Nos. 194699 through 194933 in the amount of \$1,472,939.58 and Payrolls, dated July 22, 2016, July 29, 2016, and August 12, 2016 in the amount of \$1,157,705.37. Seated as the Successor Agency to the Community Redevelopment Agency, approve Payroll, dated July 29, 2016, in the amount of \$2,659.35 (included in the above totals).

11. Monthly Investment Reports for June 2016Recommendation

Receive and file the Monthly Investment Reports for June 2016 for the City Council, the Successor Agency to the Community Redevelopment Agency, and the Public Financing Authority.

12. Second Reading and Adoption of an Ordinance to Amend the South Pasadena Municipal Code by Adopting by Reference and Amending Chapter 96, Earthquake Hazard Reduction, for Existing Unreinforced Masonry Bearing Wall Buildings of the 2014 Los Angeles Building CodeRecommendation

Adopt an Ordinance entitled "An Ordinance of the City Council of the City of South Pasadena, California, amending the South Pasadena Municipal Code Title I (In General) of Chapter 9 (Buildings) by adopting by reference and amending Chapter 96, Earthquake Hazard Reduction, for existing unreinforced masonry bearing wall buildings, of the 2014 County of Los Angeles Building Code and Repealing Article III (Earthquake and Hazard Reduction) of Chapter 9 (Buildings)," and waive further reading.

13. Approval of South Pasadena Tournament of Roses Committee Slate of Officers and Committee Chairs, 2015-16 Ending Financial Statement, 2016-17 Budget, and BylawsRecommendation

Approve the annual South Pasadena Tournament of Roses Committee Slate of Officers and Committee Chairs, 2015-16 Ending Financial Statement, 2016-17 Budget, and Bylaws.

14. Adoption of a Resolution to Destroy Expired Records Per the City of South Pasadena Records Retention ScheduleRecommendation

Adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, approving the destruction of certain City records from the Management Services Department."

15. Award of Contract to Integrated Consulting Group, Inc., in the Amount of \$125,590 for the Next Phase of the Community Center Feasibility Study

Recommendation

1. Approve a contract, subject to the approval by the City Attorney, with Integrated Consulting Group, Inc.
2. Authorize the City Manager to enter into a contract with Integrated Consulting Group, Inc.
3. Approve an appropriation and transfer of \$125,590 from the Community Center/Maintenance Yard Designated Reserve account to Account No. 105-9000-9195-9195.

16. Award of Contract to Vido Samarzich, Inc., for the Construction of the Monterey Road Street Improvement Project

Recommendation

1. Accept a bid dated August 2, 2016, from Vido Samarzich, Inc., for the construction of the Monterey Road Street Improvement Project and authorize the City Manager to enter into a contract with Vido Samarzich, Inc., for an amount not-to-exceed \$1,552,360.
2. Reject all other bids received.

17. Award of Contract to KOA Corporation for Inspection and Construction Management Services for the Monterey Road Street Improvement Project

Recommendation

1. Accept a proposal dated May 26, 2016, from KOA Corporation for inspection and construction management services for the Monterey Road Street Improvement Project and authorize the City Manager to execute an agreement with KOA Corporation for an amount not-to-exceed \$60,480.
2. Reject all other proposals received.

18. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Arroyo Seco Golf Course Sanitary Sewer Lift Station Project and Authorization to Release Retention Payment in the Amount of \$25,167 to Toro Enterprises, Inc.

Recommendation

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the Arroyo Seco Golf Course Sanitary Sewer Lift Station Project.
2. Authorize release of retention payment to Toro Enterprises, Inc., in the amount of \$25,167 subsequent to the recordation of the Notice of Completion with the Los Angeles County Registrar-Recorder/County Clerk.

19. State Route 110 Safety Enhancement Project Notice of Preparation Comment Letter

Recommendation

Authorize a public comment letter regarding the State Route 110 Safety Enhancement Project Notice of Preparation.

20. Award of Contract to AKD Consulting for Management of the Water Facilities Capital Improvement Programs

Recommendation

Award a contract to AKD Consulting for a not-to-exceed amount of \$168,000 for project management services associated with the implementation of the water facilities Capital Improvement Program for an initial one-year period, with an option to renew the contract for two additional one-year periods under the same terms and conditions.

21. Adoption of a Resolution Approving the Annual Auditor’s Report and Authorizing the Collection of the Library Special Tax for Fiscal Year 2016-17

Recommendation

Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, approving the Annual Auditor’s Report and setting the rate of the Library Special Tax to finance Library services for Fiscal Year 2016-17.”

22. Award of Contract to Raftelis Financial Services, Inc. to Conduct a Cost of Service Study for Water Utility Operations

Recommendation

1. Award a professional services agreement to Raftelis Financial Services, Inc. to conduct a comprehensive Cost of Service Study for water utility operations, and authorize the City Manager to execute an agreement with Raftelis Financial Services, Inc. for a not-to-exceed amount of \$55,465.

2. Reject all other proposals received.

ACTION/DISCUSSION

23. Consideration of a Special Permit Application to Keep More Than Three (3) Dogs at 1936 Hanscom Drive

Recommendation

1. Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, approving a special permit for the keeping of more than three (3) dogs at 1936 Hanscom Drive;” or

2. Deny the application to keep more than three (3) dogs at 1936 Hanscom Drive.

24. First Reading and Introduction of Ordinance to Amend Sections 5.26 (Number of Dogs Which May Be Kept By An Individual) and 5.36 (Seeing Eye Dogs Exempt from Fee Provisions) of the South Pasadena Municipal Code and Associated Resolution

Recommendation

1. Introduce an Ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, amending Sections 5.26 (Number of dogs which may be kept by an individual) and 5.36 (Seeing eye dogs exempt from fee provisions) of Article III (Dogs) of the South Pasadena Municipal Code,” and waive further reading.
2. Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, establishing procedures and criteria for the issuance of special permits for the keeping of more than three dogs.”

25. Approval of a Second Amendment for a Three Year Extension of the Arroyo Seco Golf Course Operations Management Agreement with Donovan Bros. Golf, LLC

Recommendation

Approve a second amendment for a three-year extension of the Arroyo Seco Golf Course Operations Management Agreement with Donovan Bros. Golf, LLC.

26. Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District

Recommendation

1. Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, initiating proceedings for the formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1.”
2. Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, declaring the City Council’s intention to form Landscape and Lighting Maintenance District No. 2016-1 and to levy annual assessments commencing with Fiscal Year 2017-18; accepting and approving the Engineer's Report; to conduct a property owner official assessment ballot proceeding on the matter of the new assessments; and setting a time and place for the Public Hearing on these matters.” The Public Hearing will be scheduled for October 19, 2016, at 7:30 p.m.

REPORTS

27. Receive and File the Year End Financial Report for the Arroyo Seco Golf Course

Recommendation

Receive and file the Year End Financial Report for the Arroyo Seco Golf Course.

COUNCILMEMBERS COMMUNICATIONS (continued)

ADJOURNMENT

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

September 7, 2016	Regular City Council Meeting	Council Chamber	7:30 p.m.
September 21, 2016	Regular City Council Meeting	Council Chamber	7:30 p.m.
October 5, 2016	Regular City Council Meeting	Council Chamber	7:30 p.m.

**PUBLIC ACCESS TO CITY COUNCIL MEETING AGENDA PACKETS, DOCUMENTS
DISTRIBUTED BEFORE A MEETING, AND BROADCASTING OF MEETINGS**

Prior to meetings, City Council Meeting agenda packets are available at the following locations:

- South Pasadena Public Library, 1100 Oxley Street, South Pasadena, CA 91030;
- City Clerk’s Division, City Hall, 1414 Mission Street, South Pasadena, CA 91030; and
- City website at: www.southpasadenaca.gov/citycouncilmeetings

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk’s Division at (626) 403-7230. Any disclosable public records related to an Open Session item appearing on a regular meeting agenda and distributed by the City of South Pasadena to all or a majority of the legislative body fewer than 48 hours prior to that meeting are available for public inspection at the City Clerk’s Division prior to the meeting. During the meeting, these documents will be included as part of the “Reference Binder” of the agenda packet kept in the Amedee O. “Dick” Richards, Jr., Council Chamber at 1424 Mission Street, South Pasadena, CA 91030. Documents distributed during the meeting will be available following the meeting at the City Clerk’s Division. For those submitting letters or other documents relating to items on the agenda: Materials received after 4:00 p.m. on the day prior to the Council meeting may not be reviewed by the City Council.

Regular meetings are broadcast live on Time-Warner Cable Channel 19 and AT&T Channel 99. Meetings are also streamed live via the Internet at www.southpasadenaca.gov. Six months of archived meetings, indexed by agenda item, are also available online. A DVD of regularly scheduled meetings is available for checkout at the South Pasadena Public Library can be purchased from the City Clerk’s Division.

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

8/12/2016

Date

Desiree Jimenez

Desiree Jimenez,
Deputy City Clerk

CITY OF SOUTH PASADENA

CERTIFICATE OF RECOGNITION



Priority One Credit Union 90th Anniversary

In recognition of 90 years of service by providing opportunities for residents to obtain auto loans, home loans, personal loans, and student loans and for generous contributions to local events and organizations that collectively support the economic vitality of the South Pasadena community



Dated this 17th day of August, 2016

Diana Mahmud, Mayor

Evelyn G. Zneimer, City Clerk

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City of South Pasadena

Date: August 17, 2016
To: Honorable Mayor and Members of the Council
From: James McLane, Chair
Re: FY 2015-2016, Annual Report of the Cultural Heritage Commission

This report covers Fiscal Year (July 1, 2015 to June 30, 2016).

HISTORIC PRESERVATION ORDINANCE

Adoption of the Ordinance in reasonably short order is the Cultural Heritage Commission's (CHC) highest priority.

Background:

In 2013 and 2014, the CHC met several times in special sessions to refine language and prepare the final draft for review by City Staff and the City Council. On November 19, 2014, the City Council took comments. On November 24, 2014, then Councilmember Mahmud provided helpful comments to the CHC. We followed up by incorporating her detailed comments in a revised draft that was submitted to the City Attorney for a comprehensive review of the entire ordinance.

Recent Activity:

In May 2015, the Planning staff reviewed the City Attorney's suggested edits and comments and has now completed the revisions. On August 20, 2015, the CHC, reviewed and approved the City Attorney's comments. On April 27, 2016, the Planning staff submitted our draft to the State of California, Office of Historic Preservation (OHP) and on May 17, 2016 the CHC received their written comments. We received their written comments on May 17th.

Action Plan:

On July 21, 2016, the CHC discussed the Ordinance and adopted an Action Plan that would enable the Planning staff and the CHC to complete the process of reviews, final revisions, and adoption. As our next step, the CHC subcommittee consisting of Commissioner Howell-Ardila and myself, with Senior Planner John Mayer, will hold a teleconference with the OHP. We aim to complete this process and recommend that the City Council adopt the Ordinance by December, 2016.

UPDATE TO THE CULTURAL RESOURCE INVENTORY

HRG Consulting (Consultant) has done excellent work in developing the updated Inventory.

Preliminary findings were presented at a public workshop on November 16, 2015.

In conjunction with the Planning staff, Commissioner Howell-Ardila and I have met with the Consultant multiple times and provided input regarding their findings and how to adapt recommendations for the newer properties to fit within the overall goals of the Preservation Ordinance. We should see this process completed and the final product delivered within this calendar year.

APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS

The CHC reviewed and approved 16 Certificates of Appropriateness. Of the 17 applications reviewed, 14 were approved on the first presentation, and two were continued for further development before ultimately being approved. One project was denied. This decision was appealed to the City Council, and the City Council overturned the CHC's decision and granted a Certificate of Appropriateness for the project on February 3, 2016. And one project that was approved by the CHC was appealed to the City Council where on March 16, 2016; the Council upheld the CHC's decision.

CONCEPTUAL/CHAIR REVIEWS

The CHC also considered 13 projects as discussion items, and provided guidance to the applicants on proposals. Activity has also been busy at the Planning & Building counter. I look at three to four project reviews each week. At least half of the applicants return for second or third consultations. These meetings serve two functions: 1) Provide feedback on their designs for Certificates of Appropriateness, assisting the applicants in developing their proposals before their first presentation to the CHC; and, 2) Review small projects and provide design direction as well as technical information, while assisting the applicants in getting their projects approved, without the need to obtain a formal Certificate of Appropriateness.

CHANGES IN THE COMMISSION

Steven Treffers served very capably during his short term and the CHC would like to thank the City Council for appointing him. He was a great colleague and he contributed a great deal with his preservation expertise. Early this year, you appointed Steven Friedman to the CHC. With his previous experience as a commissioner, he immediately became a valuable, contributing member. Last month, a new planning professional, Mark Gallatin, joined the CHC. He brings the valuable skill set of a professional city planner with experience in historic preservation issues. I commend the City Council and thank you for appointing him. In 2017, both Commissioner DeYoung and I will retire. Mr. DeYoung has been a very valuable contributor, and I would recommend that a new commissioner involved in real estate be appointed to fill his seat. I am presently the only architect on the Commission. Architectural

design is of paramount importance in the process of granting Certificates of Appropriateness, and I recommend that the CHC include two architects, as we have in recent years.

MILLS ACT APPLICATIONS

We received three applications this calendar year, and they are all in the process of review and approval. We appoint subcommittees to work with staff and the applicants.

Presently, we have 10 contracts in place. Of those ten, two are scheduled for review next year, and one is scheduled to be terminated next year. One will be reviewed for renewal or extension.

RIALTO THEATER

Commissioners De Young and Howell-Ardila act as our subcommittee for this property. The entire CHC remains in full support of any and all efforts to restore the property as a community resource.

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City of South Pasadena

Date: August 17, 2016
To: Honorable Mayor and Members of the City Council
From: Richard Helgeson, Chair
Re: **Fiscal Year 2015-16 Annual Report of the Freeway and Transportation Commission**

Composition of the Freeway and Transportation Commission: Richard Helgeson - Chair, Dan Evans – Vice Chair, Alan Reynolds – Secretary, Joanne Nuckols - Commissioner, and William Sherman, M.D. - Commissioner

The Freeway & Transportation Commission discussed issues relating to:

- 1) Fair Oaks Avenue Corridor Improvements
- 2) Fremont Avenue Traffic Calming
- 3) Metro 2017 Long Range Transportation Plan
 - a. Potential Ballot Measure – Expenditure Plan
- 4) Southern California Association of Governments 2016 Regional Transportation Plan and Sustainable Communities Strategy
- 5) South Pasadena Unified School District Development (Mission Place Project)
- 6) SR-110/Fair Oaks Avenue Hook-Ramp Project
 - a. Fair Oaks Avenue signal synchronization
- 7) SR-710 North Project Draft Environmental Impact Report/Environmental Impact Statement (Draft EIR/EIS)
 - a. Beyond the 710
 - b. Cost Benefit Analysis
 - c. Connecting Pasadena Plan
 - d. 5-Cities Alliance Comment Letter
 - e. City of South Pasadena's (City) Comment Letter

While each member participated in the discussions listed above, certain commissioners had more involvement with specific issues. Chair Helgeson has contributed his legal expertise and knowledge of Los Angeles County and City policies to assist in the functioning of the commission. Vice-Chair Evans serves as a board member on the Metro Gold Line Construction Authority and provides detailed updates to the Commission regarding the Metro Gold Line Foothill Extension. Secretary Reynolds has provided engineering expertise related to the SR-110 Fair Oaks Avenue Hook-Ramp Project. Commissioner Nuckols has attended numerous Metro Board meetings, Metro Committee meetings, California Transportation Commission meetings, other SR-710 Draft EIR/EIS related meetings, and has provided valuable institutional knowledge. Commissioner Sherman has served as the City's representative to the Metro SR-710 Technical Advisory Committee, attended countless Metro Board and Metro Committee meetings, and has provided insightful feedback to Metro regarding the flaws associated with the SR-710 North Project.

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Wednesday, July 20, 2016
Minutes of the Special Meeting of the City Council

CALL TO ORDER

A Special Meeting of the South Pasadena City Council was called to order by Mayor Mahmud on Wednesday, July 20, 2016, at 7:05 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

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

Absent: None.

City Staff

Present: Sergio Gonzalez, City Manager; Teresa L. Highsmith, City Attorney; Evelyn G. Zneimer, City Clerk; Anthony J. Mejia, Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

STUDY SESSION

1. Receive and File the Renewable Energy Council Report

William Kelly, William Glauz, Daniel Snowden-Ifft, and Andrew Eaton, members of the Renewable Energy Council (REC), narrated a PowerPoint presentation entitled "South Pasadena Renewable Energy Council: Report and Recommendations" and responded to City Council inquiries.

Discussion ensued relative to various energy generating and power purchasing options, including overall financial feasibility and payback periods. It was noted that the County of Los Angeles is exploring the feasibility of Community Choice Aggregation (CCA) which could be available to cities as soon as mid-2017.

Mayor Pro Tem Cacciotti voiced support for the installation of solar panels at the City Hall parking lot, noting that energy generated could be utilized for vehicle charging stations. Mayor Mahmud requested that the REC prepare an addendum to address potential ongoing maintenance costs associated with the report's recommendations.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to receive and file the Renewable Energy Council report entitled "A Clean Energy Pathway for South Pasadena," and provide direction as appropriate.



Wednesday, July 20, 2016
Minutes of the Regular Meeting of the
Joint City Council/Redevelopment Successor Agency

CALL TO ORDER

A Regular Meeting of the South Pasadena Joint City Council/Redevelopment Successor Agency was called to order by Mayor Mahmud on Wednesday, July 20, 2016, at 7:35 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

Present: Councilmembers/Redevelopment Successor Agency Members Joe, Khubesrian, and Schneider; Mayor Pro Tem/Agency Vice Chair Cacciotti; and Mayor/Agency Chair Mahmud.

Absent: None.

City Staff

Present: Sergio Gonzalez, City Manager/Agency Executive Director; Teresa L. Highsmith, City Attorney/Agency Counsel; Evelyn G. Zneimer, City Clerk/Agency Secretary; Anthony J. Mejia, Chief City Clerk/Chief Agency Secretary were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

INVOCATION

Councilmember Schneider gave the invocation.

PLEDGE OF ALLEGIANCE

Councilmember Schneider led the Pledge of Allegiance.

CLOSED SESSION ANNOUNCEMENTS**1. Closed Session Announcements**

The Regular Closed Session of the City Council of July 20, 2016, was called to order by Mayor Mahmud at 6:00 p.m., with all Councilmembers present, except Mayor Pro Tem Cacciotti.

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

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

Number of Cases: 2

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

Name of Case: City of Gardena v. Los Angeles Regional Water Quality Control Board and State Water Resources Control Board, Los Angeles County Superior Court Case No. BS156342

- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Pursuant to Government Code Section 54957 (b)(1):

Performance Evaluation of City Manager

City Negotiator: Teresa L. Highsmith, City Attorney

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

Properties: 1107 Grevelia Street (68499-01-01); and 2006 Berkshire Avenue (64544-01-01)

Agency Negotiators: Sergio Gonzalez, City Manager; Teresa L. Highsmith, City Attorney

Negotiating Party: California Department of Transportation (Caltrans)

Under Negotiation: Price and Terms of Payment

City Attorney Highsmith reported that the City Council by unanimous consensus (with Mayor Pro Tem Cacciotti being absent) added Closed Session Item D to the Closed Session Agenda, because the need for action came to the City's attention subsequent to the agenda being posted and action was needed prior to the next City Council meeting; announced that the City Council provided direction to staff regarding Closed Session Items A, B and D, but did not take any reportable action; announced that the City Council will reconvene into Closed Session to discuss Closed Session Items A and C immediately following the Regular Business Meeting.

PRESENTATIONS**2. Southern California Gas Company Update on a Pipeline Safety Project, including Garfield Avenue and Huntington Drive**

Helen Romero Shaw, representing the Southern California Gas Company (Gas Company), narrated a PowerPoint presentation entitled "PSEP Overview – South Pasadena"; invited the community to attend a project workshop on July 30, 2016, at Oneonta Congregational Church; responded to City Council inquiries.

Mayor Pro Tem Cacciotti requested that the Gas Company provide the City Council with information regarding air quality monitoring that will take place while venting the subject pipelines.

Councilmember Schneider stated that he feels that the City Council was deceived, noting that following the San Bruno pipeline explosion in 2010, he inquired whether there were high-pressure gas pipelines running in South Pasadena and was assured by the Gas Company that no such pipelines within the City limits.

Ms. Shaw explained that there are no high-pressure transmission pipelines within South Pasadena; however, there may have been confusion between high-pressure supply pipelines versus high-pressure transmission pipelines.

Mayor Mahmud requested that the Gas Company post information regarding this project on its website and requested that City staff include a link to such information on the City's website.

COMMISSION APPOINTMENT**3. Cultural Heritage Commission Appointment**

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to appoint Mark Gallatin to the Cultural Heritage Commission for a partial-term ending December 31, 2017.

Mark Gallatin, South Pasadena resident, expressed gratitude to the City Council for appointing him to the Cultural Heritage Commission; advised that he recently retired after 30 years of working as an urban planner for cities in the San Gabriel Valley.

COMMUNICATIONS**4. Councilmembers Communications**

Councilmember Joe spoke on the tragic incidents in Dallas, Texas, and Baton Rouge, Louisiana; expressed gratitude to the South Pasadena Police Department and to Police Chief Miller for his leadership.

Councilmember Khubesrian thanked Police Chief Miller for his leadership and the South Pasadena Police Department for their service to the community; noted that Police Chief Miller attended the funerals of fallen officers in Dallas, Texas.

At the request of Councilmember Khubesrian, Police Chief Miller noted that the South Pasadena Police Department has not had a significant use of force in recent times because officers receive appropriate training and understand boundaries; noted that he recently attended the funerals of fallen Dallas officers; stated that it was evident that the nation supports law enforcement, citing the outpouring of community support in Dallas; thanked the South Pasadena community and City Council for its support of the Police Department.

Councilmember Khubesrian requested that staff expeditiously consider the recommendations of the Natural Resources and Environmental Commission related to banning polystyrene products and to bring the matter forward to the City Council, seconded by Mayor Pro Tem Cacciotti.

Councilmember Schneider requested that staff expeditiously develop an implementation plan for the Renewable Energy Council's recommendations, including assessing the feasibility of entering into a power purchase agreement, seconded by Mayor Mahmud.

Mayor Pro Tem Cacciotti encouraged residents to participate in the San Pascual Stables Lease Subcommittee meetings; voiced frustration regarding overcrowding on the Metro Gold Line trains; directed staff to invite a Metro Board Member or a high-level representative to a future City Council meeting to address overcrowding on the Metro Gold Line, seconded by Councilmember Joe.

Mayor Mahmud encouraged residents to sign-up for the free women's self-defense courses hosted by the South Pasadena Police Department and requested that staff post the course flyer on the City's website.

5. City Manager Communications

City Manager Gonzalez spoke on the need for residents to conserve electricity, noting that Southern California Edison is predicting that rolling black-outs will be necessary this summer; noted that the City's Library and Senior Center are designated cooling centers during periods of high heat; announced that the August 3, 2016 Regular City Council Meeting was previously cancelled and that the next meeting will be held on August 17, 2016.

6. Reordering of and Additions to the Agenda

None.

PUBLIC COMMENTS

Una Morris, Altadena resident, asserted that people are being overly politically correct and that it should be reported that police officers are being assassinated.

CONSENT CALENDAR

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the Consent Calendar Item Nos. 8 through 17, with Item Nos. 7, 11, and 15 pulled for separate discussion, and Item No. 18 removed from the agenda.

8. Prepaid Warrants, General City Warrants, Redevelopment Successor Agency Check Summary, and Payroll

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 194316 through 194400 in the amount of \$548,432.25; General City Warrants Nos. 194401 through 194539 in the amount of \$3,495,097.10, and Payroll, dated July 15, 2016, in the amount of \$481,647.10. Seated as the Successor Agency to the Community Redevelopment Agency, approve Payroll, dated July 15, 2016, in the amount of \$1,843.97 (included in the above totals).

9. Monthly Investment Reports for May 2016

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to receive and file the Monthly Investment Reports for May 2016 for the City Council, the Successor Agency to the Community Redevelopment Agency, and the Public Financing Authority.

10. Second Reading and Adoption of an Ordinance Creating Article XIII of the South Pasadena Municipal Code to Comply with the Uniform Public Construction Cost Accounting Act

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to adopt Ordinance No. 2299 entitled "An Ordinance of the City Council of the City of South Pasadena, California, creating Article XIII of the South Pasadena Municipal Code to comply with the Uniform Public Construction Cost Accounting Act," and waive further reading.

12. Award of Contract to Vido Samarzich, Inc., for the Construction of the Fletcher Avenue Street Improvement Project

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

1. Accept a bid dated July 5, 2016, from Vido Samarzich, Inc., for the construction of the Fletcher Avenue Street Improvement Project and authorize the City Manager to enter into a contract with Vido Samarzich, Inc., for an amount not-to-exceed \$882,440.
2. Reject all other bids received.

13. Award of Contract to Hardy and Harper, Inc., for the Street Preventative Maintenance Project at Various Locations

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

1. Accept a bid dated June 21, 2016, from Hardy and Harper, Inc., for the construction of the Street Preventative Maintenance Project at Various Locations and authorize the City Manager to enter into a contract with Hardy and Harper, Inc., for an amount not-to-exceed \$282,000.
2. Reject all other bids received.

14. Award of Contract to GK & Associates for Inspection and Construction Management Services for the Fletcher Avenue Street Improvement Project and Street Preventative Maintenance Project

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

1. Accept a proposal dated May 26, 2016, from GK & Associates for inspection and construction management services for the Fletcher Avenue Street Improvement Project (Project No. 1) and the Street Preventative Maintenance Project (Project No. 2) and authorize the City Manager to execute an agreement with GK & Associates for an amount not-to-exceed \$91,080.
2. Reject all other proposals received.

16. Approval of a Co-Sponsorship and Fee Waiver for the South Pasadena Rotary Club Chili Cook-Off and Beer Tasting Fundraiser

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve a co-sponsorship and fee waiver for the South Pasadena Rotary Club Chili Cook-Off and Beer Tasting fundraiser.

17. Adoption of a Resolution Authorizing Submittal of a Grant Application to Participate in the Used Oil Payment Program

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

1. Adoption of Resolution No. 7471 entitled "A Resolution of the City Council of the City of South Pasadena, California, authorizing the submittal of a grant application to participate in the Used Oil Payment Program Cycle 7 (Fiscal Year 2016-17) from the State of California Department of Resources Recycling and Recovery."
2. Authorize the City Manager to execute all documents required to obtain the grant.

18. Approval of a Memorandum of Understanding (MOU) with the City of West Covina Regarding the City's Participation with the West Covina Police Department's Special Enforcement Team

At the request of City Manager Gonzalez, this item was removed from the agenda.

ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION

7. Minutes of the City Council Meeting of July 6, 2016

MOTION BY MAYOR MAHMUD, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve the Minutes of the July 6, 2016 City Council Meeting, as amended.

11. Award of Contract to Pierce Manufacturing, Inc., in the Amount of \$696,335, for the Purchase of a 2017 Pierce Arrow XT Fire Engine

In response to City Council inquiry, Deputy Fire Chief Riddle stated that Pierce Manufacturing is aware of the industry's interest in a compressed natural gas (CNG) powered fire engine and has begun exploring this possibility.

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

1. Award a contract to Pierce Manufacturing, Inc., at the proposed competitive procurement price utilizing Houston-Galveston Area Council nationwide government procurement service for the purchase of a Pierce Arrow XT Fire Engine, in the amount of \$696,335.
2. Authorize the City Manager to execute the Offer and Purchase Agreement.

15. Award of Contract to Haaker Equipment Company in the Amount of \$426,485.39 for the Purchase of a Combination Vacuum Sewer Jet Truck and Declare as Surplus and Direct Staff to Dispose of the 1995 Sewer Rodding Truck

Mayor Pro Tem Cacciotti thanked staff for pursuing a grant to help offset the cost of purchasing a CNG truck rather than a diesel powered truck.

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

1. Accept a bid dated June 21, 2016, from Haaker Equipment Co., for the purchase of a Combination Vacuum Sewer Jet Truck and authorize the City Manager to enter into a contract with Haaker Equipment Co., in the amount of \$426,485.39.
2. Reject all other bids received.
3. Declare the Public Works Department 1995 Sewer Rodding Truck as surplus and instruct staff to dispose of the item in accordance with South Pasadena Municipal (SPMC) Code 2.99-29 and City Surplus Disposal Policy 8

PUBLIC HEARING**19. Public Hearing Confirming Charges Assessed for the Abatement of Seasonal Growth of Hazardous Weeds on Respective Parcels of Land of Unimproved Private Properties Constituting a Fire Hazard**

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

Mayor Mahmud opened and closed the Public Hearing, there being no one desiring to speak on this item.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to conduct a Public Hearing to hear any objections or protests from property owners related to the cost of abating the seasonal growth of hazardous weeds to prevent the spread of uncontrolled fires and confirm the weed clearance charges.

ACTION/DISCUSSION**20. Approval of a Request for Proposals to Update the General Plan and Mission Street Specific Plan**

Planning and Building Director Watkins presented the staff report and responded to City Council inquiries.

Mayor Mahmud questioned whether the estimated project budget should be lowered and the project timeline be shortened, in light that the updates are intended to be focused. Director Watkins expressed concern that reducing the estimated project budget may result in proposals cutting from the public engagement program; opined that 18-24 months is an appropriate project timeline based on the anticipated number of public meetings.

Mayor Mahmud opened the Public Comment period.

Kelly Koldus, Planning Commissioner, expressed support for the proposed request for proposals, noting that proposers will need to line item each project component; noted that the proposals will include the environmental analysis which is a significant portion of the project cost; noted that this update will guide the City's planning goals for the next 20 years and residents need an opportunity to engage in the process.

Councilmember Schneider and Mayor Pro Tem Cacciotti noted that the City has a robust Commission infrastructure in which to solicit input and questioned whether the workscope could be reduced to further conserve funding. Director Watkins opined that community workshops allow for broader community engagement, pointing out that Commission will still be actively engaged in the update process. City Manager Gonzalez pointed out that certain aspects of the update process require professional expertise and analysis on matters such as greenhouse gas emissions.

Councilmember Joe noted that the proposed project budget exceeds the available funding and questioned whether staff will later be seeking an allocation from undesignated General Fund reserves. Director Watkins and City Manager Gonzalez noted that development impact fees will continue to be collected as the update process is underway; pointed out that the update process will continue into the next fiscal year in which the funding gap can be closed.

Kris Morrish, Planning Commissioner, urged the City Council to approve the proposed request for proposals; spoke in the importance of updating the City's planning goals and the significance of the proposed addition of an Economic Development Element; voiced opposition to reducing the workscope or estimated budget.

Steve Dahl, Chair of the Planning Commission, expressed support for the request for proposals; cautioned against lowering the estimated budget, noting that the proposals will offer a menu of options of which the City can select specific options; opined that the project timeline is appropriate, noting that the City of Pasadena's General Plan update took five years to complete.

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

Councilmember Khubesrian commended the Planning Commission subcommittee for their thoroughness in preparing the request for proposals; spoke on the importance of receiving input from residents for the future planning of the City, noting that climate changes and health are emerging issues.

Councilmember Schneider spoke on the importance of this update process being citizen-led and receiving input from newer residents.

MOTION BY MAYOR MAHMUD, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve the Request for Proposals for updating the General Plan and the Mission Street Specific Plan, with the following modifications:

- a. Add to the General Plan Scope of Work, a task to address compliance with the City's stormwater discharge permit requirements.
- b. Delete "~~Ability to function as part of the General Plan team~~" from the Evaluation Process and Criteria.
- c. Add a statement indicating that the City's resources are limited and the City will favor proposals which seek to leverage the City's robust citizen engagement infrastructure.

21. First Reading and Introduction of an Ordinance to Amend the South Pasadena Municipal Code by Adopting by Reference and Amending Chapter 96, Earthquake Hazard Reduction, for Existing Unreinforced Masonry Bearing Wall Buildings of the 2014 Los Angeles Building Code

Planning and Building Director Watkins and Building Official Melicher presented the staff report. In response to City Council inquiries, Building Official Melicher explained that the proposed ordinance will only address multi-family unreinforced masonry (URM) buildings and that it is highly unlikely that property owners are unaware of the URM status of their buildings; opined that the ordinance has flexibility to accommodate an acceleration to the timeline in which a property owner must comply with the ordinance, if desired.

Mayor Mahmud opened the Public Comment period.

Jana Riegel, South Pasadena resident, noted that she is a property manager and that her tenants were notified that her property may be a URM building; stated that the property owner reinforced the building in 2002 and the City has misidentified the property; voiced concern that the City is not allocating any funding to assist property owners; recommended that City staff communicate with property owners prior to sending notices to tenants.

Tom Webb, South Pasadena resident, stated that his property was stick-built and should not be on the City's URM list; questioned how a property owner can be removed from the listing.

Paul Hittner, South Pasadena resident, stated that his property was retrofitted in the 1980s and the Planning and Building Department is inaccurately listing his property on the URM list; stated that the Planning and Building Department is asserting that a final permit was not filed; opined that it should be the City's burden to prove that the building was not retrofitted.

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

In response to City Council inquiries, Building Official Melicher explained that notices were sent to property owners and tenants which indicated that their buildings may potentially be a URM building and that property owners have 180 days to demonstrate that the building was already reinforced; stated that he personally visited each property on the current URM list and conducted a visual inspection; opined that property owners have the burden to prove their buildings have been retrofitted.

Mayor Mahmud opined that the proposed timeline as outlined in the ordinance should be shortened from 36 months to 30 months, noting that URM buildings pose a serious threat and that earthquakes can strike at any time.

Mayor Mahmud requested that future mailed notices be sent to property owners first, offering them a chance to object to being on the URM list. City Manager Gonzalez agreed that staff will send future notices to property owners first; stated that if properties which were already noticed can prove that a retrofit was previously completed, staff will send follow-up letters to the tenants indicating as to such.

MOTION BY MAYOR MAHMUD, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to introduce an Ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, amending the South Pasadena Municipal Code Title I (In General) of Chapter 9 (Buildings) by adopting by reference and amending Chapter 96, Earthquake Hazard Reduction, for existing unreinforced masonry bearing wall buildings, of the 2014 County of Los Angeles Building Code and Repealing Article III (Earthquake and Hazard Reduction) of Chapter 9 (Buildings),” and waive further reading, with the following modifications to the “Compliance by Alteration” timeline:

- a. Section 1. A. i) Change ~~180 days~~ to 120 days.
- b. Section 1. A. ii) Change ~~180 days~~ to 120 days.
- c. Section 1. C. change ~~24 months~~ to 18 months.
- d. Section 1. D. change ~~24 months~~ to 21 months.
- e. Section 1. E. change ~~36 months~~ to 30 months.

REPORTS

22. Status Report Regarding the June 2016 Presidential Primary Election

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

Mayor Mahmud opened the Public Comment period.

Kelly Koldus, South Pasadena resident, advised that she served as a pollworker during the June 2016 Presidential Primary Election; opined that the LA County Registrar’s pollworker training should be improved, particularly regarding crossover ballots and provisional ballots; opined that her polling location was too small to accommodate the consolidation of two precincts; suggested that the City could encourage its employees to serve as pollworkers by allowing them to do so during work hours.

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

In response to City Council inquiry, Chief City Clerk Mejia summarized how residents may volunteer to serve as a pollworker or for their residence to be used as a polling location; noted that Los Angeles County is expected to rollout new advanced voting booths by 2020; explained that selecting polling locations and whether to consolidate precincts is determined by the Los Angeles County Registrar; explained that presidential primary elections present unique challenges due to crossover ballots and political party designated voting booths.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to receive and file a status report regarding the June 2016 Presidential Primary Election.

RECESS TO CLOSED SESSION

The City Council recessed to Closed Session at 10:15 p.m.

ADJOURNMENT

Mayor Mahmud adjourned the Joint City Council/Redevelopment Successor Agency meeting at 11:00 p.m.

Evelyn G. Zneimer
City Clerk

Diana Mahmud
Mayor

Minutes approved by the South Pasadena City Council on August 17, 2016.

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City of South Pasadena/ Redevelopment Successor Agency Agenda Report

*Diana Mahmud, Mayor/Agency Chair
Michael A. Cacciotti, Mayor Pro Tem/Agency Vice Chair
Robert S. Joe, Council/Agency Member
Marina Khubesrian, M.D., Council/Agency Member
Richard D. Schneider, M.D., Council/Agency Member*

*Evelyn G. Zneimer, City Clerk/Agency Secretary
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
 TO: Honorable Mayor and City Council
 VIA: Sergio Gonzalez, City Manager *SG*
 FROM: David Batt, Finance Director *DB*
 SUBJECT: **Approval of Prepaid Warrants in the Amount of \$1,314,221.10
 General City Warrants in the Amount of \$1,474,976.08 and Payroll
 in the Amount of \$1,160,364.72**

Recommendation

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

Fiscal Impact

Prepaid Warrants:		
Warrant # 194540 – 194698		\$ 1,313,462.10
General City Warrants:		
Warrant # 194699 – 194933		\$ 1,472,939.58
Special Payroll 07-22-16		\$ 222,788.42
Payroll 07-29-16		\$ 469,427.74
Payroll 08-12-16		\$ 465,489.21
RSA:		
Prepaid Warrants		\$ 759.00
General City Warrants		\$ 2,036.50
Payroll 07-29-16		\$ 2,659.35
Total		\$ 3,949,561.90

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website.

Approval of Warrants
August 17, 2016
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Special Payroll 07-22-16, Payroll 07-29-16 & Payroll 08-12-16
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

City of South Pasadena
Demand/Warrant Register
Recap by fund

Fund No.	Date 08.17.16			
	Prepaid	Written	Payroll	
General Fund	101	239,940.44	217,536.85	699,992.63
Insurance Fund	103			
Facilities & Equip.Cap. Fund	105			
Local Transit Return "A"	205	5,464.96	13,848.31	17,581.60
Local Transit Return "C"	207	3,648.33	1,730.17	12,156.61
Sewer Fund	210	1,972.85	2,496.68	35,867.11
CTCTraffic Improvement	211			
Street Lighting Fund	215	35,810.41	17,905.69	16,295.26
Public,Education & Govt Fund	217			
Clean Air Act Fund	218			160.30
Business Improvement Tax	220			
Gold Line Mitigation Fund	223			
Mission Meridian Public Garage	226		804.13	
Housing Authority Fund	228			
State Gas Tax	230	2,062.79	26,676.16	29,477.64
County Park Bond Fund	232	761.42	842.98	
Measure R	233			
MSRC Grant Fund	238			
Bike & Pedestrian Paths	245			
BTA Grants	248			
Golden Streets Grant	249	113,990.00	29,056.53	
Capital Growth Fund	255			
CDBG	260	710.60		
Asset Forfeiture	270	1,685.82		
Police Grants - State	272	14,319.01	21,932.12	
Police Subventions-CLEEP	273			
Homeland Security Grant	274			
Park Impact Fees	275	3,400.00	40.00	
HSIP Grant	277			
Public Library Fund Grant	280			
Arroyo Seco Golf Course	295	2,089.06	88,023.23	
Sewer Capital Projects Fund	310	112,032.45	44,077.50	
Water Fund	500	365,779.31	1,007,969.23	136,790.82
Public Financing Authority	550			
Payroll Clearing Fund	700	409,794.65		209,383.40
Redev.Oblig.Retirement Fund	927			
Column Totals		1,313,462.10	1,472,939.58	1,157,705.37
City Report Totals			3,944,107.05	

Recap by fund

Fund No.	Amounts			
	Prepaid	Written	Payroll	
RSA	227	759.00	2,036.50	2,659.35
Column Totals		759.00	2,036.50	2,659.35
RSA Report Totals			5,454.85	

Amounts		
Prepaid	Written	Payroll
1,314,221.10	1,474,976.08	1,160,364.72
Grand Report Total	3,949,561.90	

Diana Mahmud, Mayor

David Batt
David Batt, Finance Director

ATTACHMENT 2
Prepaid Warrant List

Voided Checks	
194081	\$16,920.75
192529	\$17,074.00
194226	\$321.65
194342	\$662.00
194458	\$63.47
194474	\$266.00
194459	\$149.00

Accounts Payable

Check Detail

User: mfestejo
 Printed: 08/11/2016 - 4:45PM



Check Number	Check Date		Amount
AACL2021 - A & A C LLC Line Item Account			
194589	07/28/2016		
Inv	2016-INV0155		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2016	710 CampaignWebsiteSocialMedia ConsultingSves3/16, 4/16 & 5/1	101-2010-2021-8170-000	1,500.00
Inv 2016-INV0155 Total			1,500.00
194589 Total:			1,500.00
AACL2021 - A & A C LLC Total:			1,500.00
RBAG5270 - Alegria, Rebecca Line Item Account			
194590	07/28/2016		
Inv	R73457		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Refund 1 Basketball Class	101-0000-0000-5270-002	20.00
Inv R73457 Total			20.00
194590 Total:			20.00
RBAG5270 - Alegria, Rebecca Total:			20.00
AHWY2501 - Aleshire & Wynder LLP Line Item Account			
194554	07/21/2016		
Inv	38364		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	Holy Family Church Specific Plan Sves 6/16	101-2010-2501-8160-000	325.00
Inv 38364 Total			325.00
194554 Total:			325.00
AHWY2501 - Aleshire & Wynder LLP Total:			325.00
AIS0107 - Alliant Insurance Sves,Inc. Line Item Account			
194591	07/28/2016		

Check Number	Check Date		Amount
Inv	4/1-6/30/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Special Events Reporting 4/1-6/30/16	101-0000-0000-2970-001	1,686.00
Inv 4/1-6/30/16 Total			1,686.00
194591 Total:			1,686.00
AIS0107 - Alliant Insurance Svcs,Inc. Total:			1,686.00
APSG8021 - Alphabet Signs Line Item Account			
194592	07/28/2016		
Inv	58352		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2016	Outdoor Menu Display	101-8030-8021-8020-000	266.95
Inv 58352 Total			266.95
194592 Total:			266.95
APSG8021 - Alphabet Signs Total:			266.95
AE0229 - Ameritas Line Item Account			
194573	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Vision Ins. Aug-16	700-0000-0000-2268-000	3,437.84
Inv P/R/E 7/24/16 Total			3,437.84
194573 Total:			3,437.84
AME0229 - Ameritas Total:			3,437.84
ANKR7000 - Ankri, Michael Line Item Account			
194574	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Movie Detail 7/11/16	101-0000-0000-2910-200	630.00
Inv P/R/E 7/24/16 Total			630.00
194574 Total:			630.00
4681	08/11/2016		

Check Number	Check Date		Amount
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Movie Detail 8/3/16	101-0000-0000-2910-200	560.00
Inv P/R/E 8/7/16 Total			560.00
194681 Total:			560.00
ANKR7000 - Ankr1, Michael Total:			1,190.00
ATCN9011 - AT & T Line Item Account			
194593	07/28/2016		
Inv	000008153423		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0587 025 5/13-6/12/16	101-3010-3032-8150-000	126.25
Inv 000008153423 Total			126.25
Inv	000008153424		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	9465 054 5/13-6/12/16	101-3010-3032-8150-000	126.43
Inv 000008153424 Total			126.43
Inv	000008156609		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	5778 627 5/13-6/12/16	500-6010-6710-8150-000	93.13
Inv 000008156609 Total			93.13
Inv	000008159216		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	5005 942 5/13-6/12/16	500-6010-6710-8150-000	19.50
Inv 000008159216 Total			19.50
Inv	0000081715363		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	4049 244 5/13-6/12/16	101-3010-3032-8150-000	126.25
Inv 0000081715363 Total			126.25
Inv	000008177162		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	1352 024 5/13-6/12/16	101-3010-3032-8150-000	126.34
Inv 000008177162 Total			126.34
Inv	000008177163		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
06/13/2016	1986 425 5/13-6/12/16	101-3010-3032-8150-000	18.13
Inv 000008177163 Total			18.13
Inv 000008177165			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	9048 875 5/13-6/12/16	101-3010-3032-8150-000	34.94
Inv 000008177165 Total			34.94
Inv 000008177166			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	4358 152 5/13-6/12/16	500-6010-6710-8150-000	86.09
Inv 000008177166 Total			86.09
Inv 000008180586			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0905 346 5/13-6/12/16	101-3010-3032-8150-000	103.28
Inv 000008180586 Total			103.28
Inv 000008180588			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2452 103 5/13-6/12/16	101-3010-3032-8150-000	18.13
Inv 000008180588 Total			18.13
Inv 000008180999			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2870 423 5/13-6/12/16	101-3010-3032-8150-000	31.10
Inv 000008180999 Total			31.10
Inv 000008181000			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2856 294 5/13-6/12/16	101-3010-3032-8150-000	31.10
Inv 000008181000 Total			31.10
Inv 000008181001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2095 213 5/13-6/12/16	101-3010-3032-8150-000	50.64
Inv 000008181001 Total			50.64
Inv 000008181007			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2841 274 5/13-6/12/16	101-3010-3032-8150-000	31.10
Inv 000008181007 Total			31.10

Check Number	Check Date		Amount
Inv	000008181054		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	3075 470 5/13-6/12/16	101-3010-3032-8150-000	34.39
Inv 000008181054 Total			34.39
Inv	0000081880590		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	4047 783 5/13-6/12/16	101-3010-3032-8150-000	50.38
Inv 0000081880590 Total			50.38
Inv	0000081880591		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	4956 974 5/13-6/12/16	101-3010-3032-8150-000	371.08
Inv 0000081880591 Total			371.08
Inv	0000081880592		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	9100 538 5/13-6/12/16	101-3010-3032-8150-000	50.68
Inv 0000081880592 Total			50.68
Inv	000008197282		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	6412 115 5/13-6/12/16	101-3010-3032-8150-000	769.44
Inv 000008197282 Total			769.44
Inv	000008204406		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2407 991 5/13-6/12/16	101-3010-3032-8150-000	60.81
Inv 000008204406 Total			60.81
Inv	000008224592		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	8022 114 5/13-6/12/16	101-3010-3032-8150-000	210.28
Inv 000008224592 Total			210.28
Inv	000008230685		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	0086 810 5/13-6/12/16	500-6010-6710-8150-000	121.38
Inv 000008230685 Total			121.38
Inv	000008230686		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0087 658 5/13-6/12/16	101-3010-3032-8150-000	70.05

Check Number	Check Date		Amount
Inv 000008230686		Total	70.05
Inv 000008230692			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0743 422 5/13-6/12/16	101-3010-3032-8150-000	70.05
Inv 000008230692		Total	70.05
Inv 000008230715			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	3048 942 5/13-6/12/16	101-3010-3032-8150-000	43.16
Inv 000008230715		Total	43.16
Inv 000008230722			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0099 018 5/13-6/12/16	101-3010-3032-8150-000	70.05
Inv 000008230722		Total	70.05
Inv 000008230735			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	1753 935 5/13-6/12/16	101-3010-3032-8150-000	188.07
Inv 000008230735		Total	188.07
Inv 000008230736			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	1754 936 5/13-6/12/16	500-6010-6710-8150-000	191.94
Inv 000008230736		Total	191.94
Inv 000008230820			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2994 203 5/13-6/12/16	101-3010-3032-8150-000	97.11
Inv 000008230820		Total	97.11
Inv 000008232310			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0802 338 5/13-6/12/16	101-3010-3032-8150-000	33.74
Inv 000008232310		Total	33.74
Inv 000008232311			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0756 338 5/13-6/12/16	101-3010-3032-8150-000	33.74
Inv 000008232311		Total	33.74

Check Number	Check Date		Amount
Inv	00000823532		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	0951 665 5/13-6/12/16	500-6010-6710-8150-000	18.12
Inv	00000823532 Total		18.12
Inv	000008247906		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	CLADPDSOPAS 5/13-6/12/16	101-3010-3032-8150-000	320.05
Inv	000008247906 Total		320.05
Inv	000008253533		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	2319 371 5/13-6/12/16	500-6010-6710-8150-000	158.04
Inv	000008253533 Total		158.04
Inv	000008253535		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0182 661 5/13-6/12/16	101-3010-3032-8150-000	34.47
Inv	000008253535 Total		34.47
Inv	000008253536		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0384 071 5/13-6/12/16	101-3010-3032-8150-000	113.15
Inv	000008253536 Total		113.15
Inv	000008253537		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	0675 233 5/13-6/12/16	101-3010-3032-8150-000	107.57
Inv	000008253537 Total		107.57
Inv	000008253538		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	1191 293 5/13-6/12/16	101-3010-3032-8150-000	186.37
Inv	000008253538 Total		186.37
Inv	000008253539		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2876 572 5/13-6/12/16	101-3010-3032-8150-000	35.00
Inv	000008253539 Total		35.00
Inv	000008253540		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	3596 634 5/13-6/12/16	101-3010-3032-8150-000	126.17

Check Number	Check Date		Amount
Inv 000008253540		Total	126.17
Inv 000008253541			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	4602 889 5/13-6/12/16	101-3010-3032-8150-000	18.05
Inv 000008253541		Total	18.05
Inv 000008253542			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	6273 010 5/13-6/12/16	101-3010-3032-8150-000	126.16
Inv 000008253542		Total	126.16
Inv 000008253543			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	6301 234 5/13-6/12/16	101-3010-3032-8150-000	77.01
Inv 000008253543		Total	77.01
Inv 000008253544			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	6317 525 5/13-6/12/16	101-3010-3032-8150-000	418.61
Inv 000008253544		Total	418.61
Inv 000008253545			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	6359 881 5/13-6/12/16	101-3010-3032-8150-000	432.18
Inv 000008253545		Total	432.18
Inv 000008253547			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	8174 053 5/13-6/12/16	101-3010-3032-8150-000	126.55
Inv 000008253547		Total	126.55
Inv 000008253548			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	9413 903 5/13-6/12/16	500-6010-6710-8150-000	16.17
Inv 000008253548		Total	16.17
Inv 000008254018			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	2513 652 5/13-6/12/16	101-3010-3032-8150-000	139.67
Inv 000008254018		Total	139.67

Check Number	Check Date		Amount
194593 Total:			5,942.1
ATCN9011 - AT & T Total:			5,942.10
AT&T5006 - AT & T U-Verse Line Item Account			
194594	07/28/2016		
Inv	130464796		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/17/2016	7/18-8/17/16	500-6010-6710-8150-000	70.00
Inv 130464796 Total			70.00
194594 Total:			70.00
AT&T5006 - AT & T U-Verse Total:			70.00
AT&T5011 - AT&T Line Item Account			
194595	07/28/2016		
Inv	065 081-5011		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	7/11-8/10/16	101-3010-3032-8150-000	147.68
Inv 065 081-5011 Total			147.6
Inv	248 134-6100		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	7/11-8/10/16	101-3010-3032-8150-000	9.40
Inv 248 134-6100 Total			9.40
Inv	626 405-0051		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	7/11-8/10/16	101-3010-3032-8150-000	407.65
Inv 626 405-0051 Total			407.65
Inv	626 441-6497		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	7/11-8/10/16	101-3010-3032-8150-000	169.84
Inv 626 441-6497 Total			169.84
Inv	626 577-6657		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	7/11-8/10/16	101-3010-3032-8150-000	52.68
Inv 626 577-6657 Total			52.6

Check Number Check Date Amount

4595 Total: 787.25

AT&T5011 - AT&T Total: 787.25

CIN4011 - AT&T --Cingular Wireless Line Item Account

194555 07/21/2016

Inv 287258938922X06

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/19/2016	PW Cell Phones 5/20-6/19/16	500-6010-6711-8020-000	155.28
06/19/2016	PW Cell Phones 5/20-6/19/16	500-6010-6710-8020-000	109.32
06/19/2016	PW Cell Phones 5/20-6/19/16	101-3010-3032-8150-000	531.00

Inv 287258938922X06 Total 795.60

194555 Total: 795.60

194669 08/02/2016

Inv 287014917916X07

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	City Mobile Devices 6/9-7/8/16	500-6010-6710-8150-000	53.26
07/08/2016	City Mobile Devices 6/9-7/8/16	101-3010-3032-8150-000	541.45

Inv 287014917916X07 Total 594.71

Inv 287269956155X07

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	PD Mobile Devices 6/7-7/6/16	101-3010-3032-8530-000	229.50
07/06/2016	PD Mobile Devices 6/7-7/6/16	101-3010-3032-8150-000	1,302.70

Inv 287269956155X07 Total 1,532.20

Inv 879338213X0723

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	FD Cell Phones 6/16-7/15/16	101-5010-5011-8150-000	91.15

Inv 879338213X0723 Total 91.15

194669 Total: 2,218.06

CIN4011 - AT&T --Cingular Wireless Total: 3,013.66

ATH0292 - Athens Disposal Company Line Item Account

194596 07/28/2016

Inv July 2016

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Estimate Rubbish Fees July 2016	500-0000-0000-5360-000	273,898.28

Inv July 2016 Total 273,898.28

Check Number	Check Date		Amount
Inv	July 2016*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Estimate Recycling Fees July 2016	500-0000-0000-5360-000	1,993.62
Inv July 2016* Total			1,993.62
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Yard Waste Fees 6/16	500-0000-0000-5525-000	15,210.86
07/22/2016	Low Income Fees 6/16	101-0000-0000-4210-001	1,782.89
inv June 2016 Total			16,993.75
194596 Total:			292,885.65
ATH0292 - Athens Disposal Company Total:			292,885.65
AVAL5270 - Avalos, Lisa Line Item Account			
194597	07/28/2016		
Inv	11/11/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Refund Rebate	500-3010-3012-8032-000	400.00
Inv 11/11/15 Total			400.00
194597 Total:			400.00
AVAL5270 - Avalos, Lisa Total:			400.00
BBSW9399 - Banner Bank Line Item Account			
194598	07/28/2016		
Inv	#2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Southwest Pipeline & Trenchless Corp.-Escrow Acct.# 1171	310-9000-9399-9399-000	5,577.37
Inv #2 Total			5,577.37
194598 Total:			5,577.37
BBSW9399 - Banner Bank Total:			5,577.37
BORD8267 - Bordeaux, Janet Line Item Account			
194599	07/28/2016		
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Instructor Line Dance Class	101-8030-8021-8267-000	40.00

Check Number	Check Date	Amount
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Inv June 2016 Total		40.00
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194599 Total:		40.00
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BORD8267 - Bordeaux, Janet Total:		40.00
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CAL0627 - CA Franchise Tax Board Line Item Account

194575	07/28/2016	
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Inv	P/R/E 7/24/16	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Garnishment	700-0000-0000-2264-000	100.00

Inv P/R/E 7/24/16 Total		100.00
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194575 Total:		100.00
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194682	08/11/2016	
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Inv	P/R/E 8/7/16	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Garnishment	700-0000-0000-2264-000	100.00

Inv P/R/E 8/7/16 Total		100.00
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194682 Total:		100.00
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CAL0627 - CA Franchise Tax Board Total:		200.00
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CAME2015 - CA Maintenance & Environmental Line Item Account

194600	07/28/2016	
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Inv	23533	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Monthly Inspection 6/16	101-6010-6601-8120-000	100.00

Inv 23533 Total		100.00
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Inv	23534	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Performed AQMD Testing	101-4010-4011-8105-000	86.00
06/30/2016	Performed AQMD Testing	101-7010-7101-8100-000	2.00
06/30/2016	Performed AQMD Testing	101-2010-2011-8100-000	2.00
06/30/2016	Performed AQMD Testing	101-6010-6011-8100-000	2.00
06/30/2016	Performed AQMD Testing	101-5010-5011-8100-000	8.00

Inv 23534 Total		100.00
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194600 Total:		200.00
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Check Number	Check Date		Amount
CAME2015 - CA Maintenance & Environmental Total:			200.0
CSD3010 - Ca. State Disbursement Unit Line Item Account			
194576	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Garnishment	700-0000-0000-2264-000	400.50
Inv P/R/E 7/24/16 Total			400.50
194576 Total:			400.50
194683	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Garnishment	700-0000-0000-2264-000	400.50
Inv P/R/E 8/7/16 Total			400.50
194683 Total:			400.50
CSD3010 - Ca. State Disbursement Unit Total:			801.00
STA5680 - CAL PERS 457 PLAN Line Item Account			
194577	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Deferred Comp	700-0000-0000-2260-000	3,570.15
Inv P/R/E 7/24/16 Total			3,570.15
194577 Total:			3,570.15
194684	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Deferred Comp	700-0000-0000-2260-000	3,574.27
Inv P/R/E 8/7/16 Total			3,574.27
194684 Total:			3,574.27
STA5680 - CAL PERS 457 PLAN Total:			7,144.42
CAN0607 - Cantu Graphics Line Item Account			
194601	07/28/2016		

Check Number Check Date Amount

Inv 1227

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Sr.Center Newsletter Printing	101-8030-8021-8050-000	549.36
Inv 1227 Total			549.36

194601 Total: 549.36

CAN0607 - Cantu Graphics Total: 549.36

CAT0700 - Catering Systems Inc. Line Item Account

194602 07/28/2016

Inv 3995

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2016	Meals w/ 6/27-30/16	101-8030-8021-8180-000	852.72
07/22/2016	Meal for 7/1/16	260-8030-8023-8180-000	710.60
Inv 3995 Total			1,563.32

194602 Total: 1,563.32

T0700 - Catering Systems Inc. Total: 1,563.32

CDW5246 - CDW Government Inc Line Item Account

194670 08/02/2016

Inv DRB7622

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	MS GSA Office Std 2016	101-0000-0000-2700-000	-139.20
07/14/2016	MS GSA Office Std 2016	270-4010-4015-8520-000	1,685.82
Inv DRB7622 Total			1,546.62

194670 Total: 1,546.62

CDW5246 - CDW Government Inc Total: 1,546.62

CGHG8268 - CG Hospitality Group Line Item Account

194603 07/28/2016

Inv 8/1/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Camp Med Mini Field Trip-Round Table Pizza 8/1/16	101-8030-8032-8268-000	136.25
Inv 8/1/16 Total			136.25

194603 Total: 136.25

Check Number	Check Date		Amount
CGHG8268 - CG Hospitality Group Total:			136.
JMCB6710 - Cipres Bravo, Jose Manuel Line Item Account			
194604	07/28/2016		
Inv	2/16/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/16/2016	Reimb. Class B Driving Test Fee	500-6010-6710-8020-000	73.00
Inv 2/16/16 Total			73.00
194604 Total:			73.00
JMCB6710 - Cipres Bravo, Jose Manuel Total:			73.00
CCAC1020 - City Clerk's Assoc. of CA Line Item Account			
194540	07/14/2016		
Inv	1449		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	2016 Membership-City Clerk Evelyn Zneimer	101-1020-1021-8060-000	55.00
Inv 1449 Total			55.00
194540 Total:			55.00
CCAC1020 - City Clerk's Assoc. of CA Total:			55.00
ALPD4010 - City of Alhambra Police Dept. Line Item Account			
194605	07/28/2016		
Inv	SP-6/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	PD Inmate Housing 6/16	101-4010-4011-8180-000	2,580.00
Inv SP-6/16 Total			2,580.00
194605 Total:			2,580.00
ALPD4010 - City of Alhambra Police Dept. Total:			2,580.00
COSG9265 - City of San Gabriel Line Item Account			
194606	07/28/2016		
Inv	4/1-6/30/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Fire Command Staff Svcs 4/1-6/30/16	101-5010-5011-8183-000	75,620.54
07/21/2016	Fire Command Staff Svcs 4/1-6/30/16	101-0000-0000-5302-000	-2,708.23
Inv 4/1-6/30/16 Total			72,912.31

Check Number	Check Date	Amount
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4606 Total:		72,912.31
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COG9265 - City of San Gabriel Total:		72,912.31
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SOU5402 - City of South Pasadena PD Petty Cash Line Item Account

194607 07/28/2016

Inv 7/27/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Reimb. Petty Cash	101-4010-4011-8090-000	164.91
07/27/2016	Reimb. Petty Cash	101-4010-4011-8000-000	12.41
07/27/2016	Reimb. Petty Cash	101-4010-4011-8120-000	11.98
07/27/2016	Reimb. Petty Cash	101-4010-4011-8010-000	14.30

Inv 7/27/16 Total		203.60
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194607 Total:		203.60
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SOU5402 - City of South Pasadena PD Petty Cash Total:		203.60
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PCYD6010 - City of South Pasadena-Yard Line Item Account

194556 07/21/2016

Inv 6/30/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Reimb. Petty Cash	500-6010-6710-8070-000	84.87

Inv 6/30/16 Total		84.87
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Inv 7/14/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Reimb. Petty Cash	500-6010-6710-8020-000	3.27
07/14/2016	Reimb. Petty Cash	500-6010-6710-8070-000	102.58
07/14/2016	Reimb. Petty Cash	210-6010-6501-8020-000	3.56

Inv 7/14/16 Total		109.41
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194556 Total:		194.28
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PCYD6010 - City of South Pasadena-Yard Total:		194.28
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CHWP2010 - Colantuono, Highsmith & Whatley, PC Line Item Account

194541 07/14/2016

Inv 31209

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-Adv. Benzoni	101-2010-2501-8160-000	4,174.40

Inv 31209 Total		4,174.40
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Check Number	Check Date		Amount
Inv 31210			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-General	101-2010-2501-8160-000	9,593.53
Inv 31210 Total			9,593.53
Inv 31211			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-Labor & Employment	101-2010-2013-8160-000	1,520.00
Inv 31211 Total			1,520.00
Inv 31212			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-Misc. Litigation	101-2010-2501-8160-000	611.00
Inv 31212 Total			611.00
Inv 31213			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-Suc. Agency	227-7200-7210-8160-000	423.00
Inv 31213 Total			423.00
Inv 31214			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-Special Projects	101-2010-2501-8160-000	1,222.00
Inv 31214 Total			1,222.00
Inv 31215			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-Gardena v. RWQCB	101-2010-2501-8160-000	1,334.85
Inv 31215 Total			1,334.85
Inv 31216			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Legal Svcs 6/16-Water & Utilities	101-2010-2501-8160-000	540.50
Inv 31216 Total			540.50
194541 Total:			19,419.28
CHWP2010 - Colantuono,Highsmith & Whatley,PC Total:			19,419.28
CONN6711 - Conney Safety Line Item Account			
194608	07/28/2016		
Inv 05152003			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/20/2016	Safety Equipment-Vest for Engineering	101-6010-6011-8020-000	34.33
Inv 05152003 Total			34.33
194608 Total:			34.33
CONN6711 - Conney Safety Total:			34.33
CORE6011 - CoreLogic Information Solutions, Inc. Line Item Account			
194609	07/28/2016		
Inv	81701177		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	PW Realquest.com Svcs 6/16	101-6010-6011-8020-000	300.00
Inv 81701177 Total			300.00
194609 Total:			300.00
CORE6011 - CoreLogic Information Solutions, Inc. Total:			300.00
CRDA1021 - Corodata Records Management Line Item Account			
194610	07/28/2016		
Inv	RS4249185		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Off-Side Records Management Svcs	101-1020-1021-8170-000	797.27
06/30/2016	Off-Side Records Management Svcs	101-1020-1021-8170-000	353.93
Inv RS4249185 Total			1,151.20
194610 Total:			1,151.20
CRDA1021 - Corodata Records Management Total:			1,151.20
CRE2303 - Creative Bus Sales Line Item Account			
194611	07/28/2016		
Inv	1322455		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Transit Van# 77 Ramp Repair	205-8030-8025-8100-000	721.37
Inv 1322455 Total			721.37
194611 Total:			721.37
CRE2303 - Creative Bus Sales Total:			721.37
CRE1111 - Creek, Michael Line Item Account			

Check Number	Check Date		Amount
194578	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Movie Detail 7/11/16	101-0000-0000-2910-200	630.00
Inv P/R/E 7/24/16 Total			630.00
194578 Total:			630.00
194685	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Movie Detail 7/27/16	101-0000-0000-2910-200	1,050.00
Inv P/R/E 8/7/16 Total			1,050.00
Inv P/R/E 8/7/16*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Movie Detail 8/3/16	101-0000-0000-2910-200	840.00
Inv P/R/E 8/7/16* Total			840.00
194685 Total:			1,890.00
CRE1111 - Creek, Michael Total:			2,520.00
SDKY5260 - Dekany, Sue Line Item Account			
194612	07/28/2016		
Inv	R5/26/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/09/2016	Refund Lost & Paid Library Material	101-0000-0000-5260-003	17.00
Inv R5/26/16 Total			17.00
194612 Total:			17.00
SDKY5260 - Dekany, Sue Total:			17.00
ASHD8267 - Delery, Ashley Line Item Account			
194613	07/28/2016		
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Instructor Pep Up Your Life Exercise Classes	101-8030-8021-8267-000	363.20
Inv June 2016 Total			363.20
194613 Total:			363.20

Check Number	Check Date		Amount
ASHD8267 - Delery, Ashley Total:			363.20
AMDC8267 - Delgado, Ana Maria Line Item Account			
194614	07/28/2016		
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Instructor Yoga Class	101-8030-8021-8267-000	36.00
Inv June 2016 Total			36.00
194614 Total:			36.00
AMDC8267 - Delgado, Ana Maria Total:			36.00
DEL0771 - Delta Dental Line Item Account			
194579	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Dental Ins. Aug-16	700-0000-0000-2267-000	10,709.96
Inv P/R/E 7/24/16 Total			10,709.96
194579 Total:			10,709.96
DEL0771 - Delta Dental Total:			10,709.96
DEL3011 - DeLuxe for Business Line Item Account			
194580	07/28/2016		
Inv	2037329947		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Payroll Checks	101-3010-3011-8050-000	464.59
Inv 2037329947 Total			464.59
194580 Total:			464.59
DEL3011 - DeLuxe for Business Total:			464.59
DJKZ8032 - DJ Keelez Line Item Account			
194557	07/21/2016		
Inv	8/2/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	National Night Out Event 8/2/16 @ Orange Grove- DJ	101-8030-8032-8264-000	300.00
Inv 8/2/16 Total			300.00

Check Number	Check Date		Amount
194557 Total:			300.00
<hr/>			
DJKZ8032 - DJ Keelez Total:			300.00
<hr/>			
DLTS6011 - DLT Solutions LLC Line Item Account			
194558	07/21/2016		
Inv	Ref:1172774		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	PW Autodesk AutoCAD LT 2017 Govt Maint. Plan 7/25/16-7/24/17	101-6010-6011-8020-000	341.02
Inv Ref:1172774 Total			341.02
<hr/>			
194558 Total:			341.02
<hr/>			
DLTS6011 - DLT Solutions LLC Total:			341.02
<hr/>			
CAL0616 - E. D. D. Line Item Account			
194553	07/21/2016		
Inv	P/R/E 7/17/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	State w/h Tax	700-0000-0000-2220-000	8,959.09
Inv P/R/E 7/17/16 Total			8,959.09
<hr/>			
194553 Total:			8,959.09
<hr/>			
194581	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	State w/h Tax	700-0000-0000-2220-000	21,108.56
Inv P/R/E 7/24/16 Total			21,108.56
<hr/>			
194581 Total:			21,108.56
<hr/>			
194686	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	State w/h Tax	700-0000-0000-2220-000	21,834.08
Inv P/R/E 8/7/16 Total			21,834.08
<hr/>			
194686 Total:			21,834.08
<hr/>			
CAL0616 - E. D. D. Total:			51,901.73

Check Number	Check Date		Amount
URO6710 - Eurofins Eaton Analytical Line Item Account			
4615	07/28/2016		
Inv	L0271009		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0271009 Total			85.00
Inv	L0271277		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0271277 Total			85.00
Inv	L0271408		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0271408 Total			127.00
194615 Total:			297.00
URO6710 - Eurofins Eaton Analytical Total:			297.00
FD8025 - Fast Deer Bus Charter Inc. Line Item Account			
194616	07/28/2016		
Inv	130523		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/26/2016	.5 HR Overtime Charge for Sr. Excursion to Getty Center 5/26/16	205-8030-8025-8180-000	67.66
Inv 130523 Total			67.66
194616 Total:			67.66
FD8025 - Fast Deer Bus Charter Inc. Total:			67.66
FED1109 - Federal Express Line Item Account			
194617	07/28/2016		
Inv	5-467-15587		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	MS Overnight Shipping	101-2010-2021-8010-000	23.54
Inv 5-467-15587 Total			23.54
Inv	5-474-25524		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	PW Overnight Shipping	101-6010-6011-8010-000	46.15
Inv 5-474-25524 Total			46.15

Check Number	Check Date		Amount
194617	Total:		69.69
FED1109	Federal Express Total:		69.69
COBR7131	Flex Advantage Line Item Account		
194582	07/28/2016		
Inv	93252		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Adminstration Cost	101-3010-3041-7131-000	90.00
Inv 93252	Total		90.00
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Retiree Health Reimbursement 8/16	101-3010-3041-7131-000	799.66
Inv P/R/E 7/24/16	Total		799.66
194582	Total:		889.66
COBR7131	Flex Advantage Total:		889.66
PRY7777	Fred Pryor Seminars Line Item Account		
194671	08/02/2016		
Inv	#187595		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Staff Training 10/19/16-Claudia Flores-Etkins	205-8030-8025-8200-000	149.00
Inv #187595	Total		149.00
194671	Total:		149.00
PRY7777	Fred Pryor Seminars Total:		149.00
GALS5010	Galls Line Item Account		
194618	07/28/2016		
Inv	005544044		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	PD Accessories	101-4010-4011-8134-000	50.11
Inv 005544044	Total		50.11
Inv	005544112		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	PD Accessories	101-4010-4011-8134-000	3.13

Check Number	Check Date		Amount
Inv 005544112	Total		3.13
Inv	005601462		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	PD Uniform & Accessories	101-4010-4011-8134-000	46.82
Inv 005601462	Total		46.82
Inv	005602477		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	PD Uniform & Accessories	101-4010-4011-8134-000	33.49
Inv 005602477	Total		33.49
Inv	005602484		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	PD Uniform & Accessories	101-4010-4011-8134-000	52.17
Inv 005602484	Total		52.17
Inv	005609948		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/24/2016	PD Uniform & Accessories	101-4010-4011-8134-000	734.80
Inv 005609948	Total		734.80
Inv	005618625		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	PD Uniform & Accessories	101-4010-4011-8134-000	186.38
Inv 005618625	Total		186.38
Inv	005621407		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	PD Uniform & Accessories	101-4010-4011-8134-000	178.74
Inv 005621407	Total		178.74
194618	Total:		1,285.64
GALS5010	- Galls Total:		1,285.64
MCGZ8267	- Galvez, Marc Line Item Account		
194619	07/28/2016		
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Instructional Fitness Class	101-8030-8021-8267-000	363.20
Inv June 2016	Total		363.20

Check Number	Check Date	Amount
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194619 Total:		363.20
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MCGZ8267 - Galvez, Marc Total:		363.20
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GEN1207 - General Pump Company Line Item Account

194620 07/28/2016

Inv 25037

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Booster Pump Maint. Grand Booster A	500-6010-6711-8110-000	1,024.16

Inv 25037 Total		1,024.16
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Inv 25038

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Booster Pump Maint. Grand Booster B	500-6010-6711-8110-000	549.16

Inv 25038 Total		549.16
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Inv 25039

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Booster Pump Maint. Grand Booster C	500-6010-6711-8110-000	358.66

Inv 25039 Total		358.66
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Inv 25040

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Well Pump Maint. Wilson Well #3	500-6010-6711-8110-000	810.16

Inv 25040 Total		810.16
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Inv 25041

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Well Pump Maint. Wilson Booster A	500-6010-6711-8110-000	739.66

Inv 25041 Total		739.66
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Inv 25042

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Well Pump Maint. Wilson Booster B	500-6010-6711-8110-000	422.16

Inv 25042 Total		422.16
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Inv 25043

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Well Pump Maint. Wilson Booster C	500-6010-6711-8110-000	753.66

Inv 25043 Total		753.66
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Inv 25044

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
05/31/2016	Well Pump Maint. Svcsw Graves Well 2	500-6010-6711-8110-000	739.66
Inv 25044 Total			739.66
194620 Total:			5,397.28
GEN1207 - General Pump Company Total:			5,397.28
GEOA9340 - Geo-Advantec Inc. Line Item Account			
194621	07/28/2016		
Inv 615			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Swr Rehab. & Replacement ProjectMaterialsTestingSvcs 4/16 & 6/1	310-6010-6501-8170-000	360.00
Inv 615 Total			360.00
194621 Total:			360.00
GEOA9340 - Geo-Advantec Inc. Total:			360.00
AGRN4011 - Giron, Aaron Line Item Account			
194687	08/11/2016		
Inv P/R/E 8/7/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Movie Detail 7/27/16	101-0000-0000-2910-200	630.00
Inv P/R/E 8/7/16 Total			630.00
194687 Total:			630.00
AGRN4011 - Giron, Aaron Total:			630.00
GACI8011 - Global Art & Culture Inc. Line Item Account			
194622	07/28/2016		
Inv 168072			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Library Books	101-8010-8011-8080-000	499.95
Inv 168072 Total			499.95
194622 Total:			499.95
GACI8011 - Global Art & Culture Inc. Total:			499.95
GSOT2015 - Golden State Overnight Line Item Account			
194623	07/28/2016		

Check Number	Check Date		Amount
Inv 3111911			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	PW Overnight Shipping	101-6010-6011-8010-000	19.57
Inv 3111911 Total			19.57
194623 Total:			19.57
GSOT2015 - Golden State Overnight Total:			19.57
GRA6601 - Grainger Line Item Account			
194624	07/28/2016		
Inv 9151302610			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Golf Course Lighting Capacitors	101-8030-8031-8120-000	257.33
Inv 9151302610 Total			257.33
194624 Total:			257.33
GRA6601 - Grainger Total:			257.33
GRE1270 - Greg's Automotive Services Line Item Account			
194625	07/28/2016		
Inv 12609			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Yard Unit# 612 Oil Change, Front & End Alignment	101-6010-6601-8100-000	120.10
Inv 12609 Total			120.10
194625 Total:			120.10
GRE1270 - Greg's Automotive Services Total:			120.10
HOM1515 - Home Depot Credit Services Line Item Account			
194542	07/14/2016		
Inv 2010177			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2016	Citywide Supplies	101-6010-6601-8120-000	43.08
Inv 2010177 Total			43.08
Inv 32711			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2016	Citywide Supplies	215-6010-6115-8020-000	203.62
Inv 32711 Total			203.62

Check Number	Check Date		Amount
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Inv 4010009

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	Citywide Supplies	101-6010-6601-8120-000	131.42

Inv 4010009 Total 131.42

Inv 5221917

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2016	Citywide Supplies	230-6010-6116-8020-000	261.82

Inv 5221917 Total 261.82

Inv 7051946

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/31/2016	Citywide Supplies	101-8010-8011-8020-000	96.89

Inv 7051946 Total 96.89

194542 Total: 736.83

HOM1515 - Home Depot Credit Services Total: 736.83

15280 - ICG, Inc. Line Item Account

194626 07/28/2016

Inv 201629

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2016	Community Center Feasibility Study Svcs Apr-Jul 2016	275-6010-6410-8170-000	2,050.00

Inv 201629 Total 2,050.00

Inv 201630

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2016	Community Center Feasibility Study Svcs Apr-Jul 2016	275-6010-6410-8170-000	1,350.00

Inv 201630 Total 1,350.00

194626 Total: 3,400.00

ICG15280 - ICG, Inc. Total: 3,400.00

ICM1610 - ICMA Line Item Account

194583 07/28/2016

Inv P/R/E 7/24/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Deferred Comp	700-0000-0000-2260-000	5,450.37

Inv P/R/E 7/24/16 Total 5,450.37

Check Number	Check Date		Amount
194583 Total:			5,450.37
194688	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Deferred Comp	700-0000-0000-2260-000	4,508.77
Inv P/R/E 8/7/16 Total			4,508.77
194688 Total:			4,508.77
ICM1610 - ICMA Total:			9,959.14
INTC7101 - International Code Council Line Item Account			
194627	07/28/2016		
Inv	1000704714		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	FD 2016 CA Fire Code Book	101-5010-5011-8080-000	277.43
Inv 1000704714 Total			277.43
194627 Total:			277.43
INTC7101 - International Code Council Total:			277.43
CAJN5260 - Jacobsen, Carol Line Item Account			
194628	07/28/2016		
Inv	6/29/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Refund Lost & Paid Library Book	101-0000-0000-5260-003	15.00
Inv 6/29/16 Total			15.00
194628 Total:			15.00
CAJN5260 - Jacobsen, Carol Total:			15.00
JHMS8020 - JHM Supply Line Item Account			
194559	07/21/2016		
Inv	64214/1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/22/2016	Parks Div. Stock Supplies	101-6010-6410-8020-000	63.47
Inv 64214/1 Total			63.47
194559 Total:			63.47

Check Number	Check Date		Amount
JHMS8020 - JHM Supply Total:			63.47
JIPC8268 - John's Incredible Pizza Company Line Item Account			
194543	07/14/2016		
Inv	7/27/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Sum Camp Med Field Trip 7/27/16	101-8030-8032-8268-000	781.83
Inv 7/27/16 Total			781.83
194543 Total:			781.83
JIPC8268 - John's Incredible Pizza Company Total:			781.83
JNJM8268 - Jump 'N Jammin Line Item Account			
194629	07/28/2016		
Inv	60161		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Camp Med Field Trip 8/3/16 Balance	101-8030-8032-8268-000	517.50
Inv 60161 Total			517.50
194629 Total:			517.50
JNJM8268 - Jump 'N Jammin Total:			517.50
VKAD5270 - Kades, Vasilike Line Item Account			
194560	07/21/2016		
Inv	R72349		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	Refund Cancelled Soccer Class	101-0000-0000-5270-002	149.00
Inv R72349 Total			149.00
194560 Total:			149.00
VKAD5270 - Kades, Vasilike Total:			149.00
MKHB1022 - Khubesrian, M.D., Marina Line Item Account			
194561	07/21/2016		
Inv	6/23-26/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Reimb. Mileage 6/23-26/16 ICA Conf. in Carlsbad	101-1010-1011-8090-000	102.17
Inv 6/23-26/16 Total			102.17

Check Number	Check Date		Amount
194561 Total:			102.17
MKHB1022 - Khubesrian, M.D., Marina Total:			102.17
KOAC6010 - KOA Line Item Account			
194630	07/28/2016		
Inv	0000008		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	Const. Mgmt & Inspect. Svcs-ArroyoLiftStation 5/30-7/3/16	295-9000-9395-9395-000	1,120.00
Inv 0000008 Total			1,120.00
194630 Total:			1,120.00
KOAC6010 - KOA Total:			1,120.00
LACD5011 - L.A.C. DHS Line Item Account			
194631	07/28/2016		
Inv	P9553		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	FD Re-Accreditation Fee-Rob Crew	101-5010-5011-8060-000	45.00
Inv P9553 Total			45.00
194631 Total:			45.00
LACD5011 - L.A.C. DHS Total:			45.00
LADA8021 - L.A.C. District Attorney's Line Item Account			
194632	07/28/2016		
Inv	16-1112		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	PD Legal Svcs	101-4010-4011-8180-000	53.83
Inv 16-1112 Total			53.83
194632 Total:			53.83
LADA8021 - L.A.C. District Attorney's Total:			53.83
LTAP5500 - L.A.C. M. T. A. Line Item Account			
194633	07/28/2016		
Inv	800064383		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	MTA Tap/Metro Passes 6/16	205-2010-2210-8250-000	480.00
06/30/2016	MTA Tap/Metro Passes 6/16	205-0000-0000-5500-000	480.00

Check Number	Check Date		Amount
Inv 800064383		Total	960.00
194633 Total:			960.00
LTAP5500 - L.A.C. M. T. A. Total:			960.00
LAC3032 - L.A.C. Sheriff's Dept. Line Item Account			
194689	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Garnishment	700-0000-0000-2264-000	100.00
Inv P/R/E 8/7/16 Total			100.00
194689 Total:			100.00
LAC3032 - L.A.C. Sheriff's Dept. Total:			100.00
LDCR6410 - LandCare Line Item Account			
194544	07/14/2016		
Inv	8073468		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/29/2016	Landscape Svcs 2/16	101-6010-6410-8180-000	17,074.00
Inv 8073468 Total			17,074.00
194544 Total:			17,074.00
LDCR6410 - LandCare Total:			17,074.00
LAWO2010 - Law Offices of Jones & Mayer Line Item Account			
194634	07/28/2016		
Inv	78107		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Legal Svcs 1827 Bushnell Appeal 6/16	101-2010-2501-8160-000	1,165.50
Inv 78107 Total			1,165.50
194634 Total:			1,165.50
LAWO2010 - Law Offices of Jones & Mayer Total:			1,165.50
CG1011 - Los Angeles Community Garden Council Line Item Account			
194545	07/14/2016		

Check Number	Check Date		Amount
Inv	2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Community Garden Plot for SP Sr. Center	101-8030-8021-8020-000	30.00
Inv 2016 Total			30.00
194545 Total:			30.00
LACG1011 - Los Angeles Community Garden Council Total:			30.00
LPSO8021 - Louie Piano Studio Line Item Account			
194672	08/02/2016		
Inv	8/11/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	SP Sr. Center Volunteer Appreciation Event Entertainment 8/11/16	101-8030-8021-8020-000	125.00
Inv 8/11/16 Total			125.00
194672 Total:			125.00
LPSO8021 - Louie Piano Studio Total:			125.00
MAU1021 - Maureen Kane & Assoc., Inc. Line Item Account			
194635	07/28/2016		
Inv	9/13-16/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	CC Technical Training for Clerks Series 200-Natalie Sanchez	101-1020-1021-8200-000	1,550.00
Inv 9/13-16/16 Total			1,550.00
194635 Total:			1,550.00
MAU1021 - Maureen Kane & Assoc., Inc. Total:			1,550.00
ATMJ1020 - Mejia, Anthony Line Item Account			
194636	07/28/2016		
Inv	7/23/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Reimb. Leadership Training for Clerks -Stockton Mileage	101-1020-1021-8070-000	193.86
Inv 7/23/16 Total			193.86
194636 Total:			193.86
ATMJ1020 - Mejia, Anthony Total:			193.86

Check Number	Check Date		Amount
MJA4011 - Mejia, Michael Line Item Account			
194584	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Movie Detail 7/11/16	101-0000-0000-2910-200	630.00
Inv P/R/E 7/24/16 Total			630.00
194584 Total:			630.00
<hr/>			
194690	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Movie Detail 7/27/16	101-0000-0000-2910-200	560.00
Inv P/R/E 8/7/16 Total			560.00
194690 Total:			560.00
MMJA4011 - Mejia, Michael Total:			1,190.00
<hr/>			
MBII9190 - Michael Baker International Inc. Line Item Account			
194562	07/21/2016		
Inv	945312		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	Dog Park Environmental Svcs 5/16	232-9000-9190-9190-000	689.07
Inv 945312 Total			689.07
194562 Total:			689.07
MBII9190 - Michael Baker International Inc. Total:			689.07
<hr/>			
ROO4900 - Mike Roos & Company Line Item Account			
194637	07/28/2016		
Inv	5162E		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Strategic Planning & Consulting svcs 6/16	101-2010-2021-8170-000	3,000.00
Inv 5162E Total			3,000.00
194637 Total:			3,000.00
O4900 - Mike Roos & Company Total:			3,000.00
<hr/>			
MMCG1021 - Miller Mgmt & Consulting Group Line Item Account			
194673	08/02/2016		

Check Number	Check Date		Amount
Inv	9/28-30/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Master Municipal Clerk Academy 9/28-30/16-Desiree Jimenez	101-1020-1021-8200-000	1,000.00
Inv 9/28-30/16 Total			1,000.00
194673 Total:			1,000.00
MMCG1021 - Miller Mgmt & Consulting Group Total:			1,000.00
MYZWS270 - Miyazawa, Emily Line Item Account			
194638	07/28/2016		
Inv	R73228		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Refund 2 Classes	101-0000-0000-5270-002	40.00
Inv R73228 Total			40.00
194638 Total:			40.00
MYZWS270 - Miyazawa, Emily Total:			40.00
MOR2900 - Morrow & Holman Plumbing Inc Line Item Account			
194639	07/28/2016		
Inv	P-9149		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2016	Repair Broken 6" Saddle Tee @ City Main-2000 Primrose	210-6010-6501-8180-000	791.57
Inv P-9149 Total			791.57
194639 Total:			791.57
MOR2900 - Morrow & Holman Plumbing Inc Total:			791.57
DYMZ2920 - Munoz, Danny Line Item Account			
194640	07/28/2016		
Inv	R71090		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Refund Cancelled Youth House Deposit Rental 7/9/16	101-0000-0000-2920-000	250.00
Inv R71090 Total			250.00
194640 Total:			250.00
DYMZ2920 - Munoz, Danny Total:			250.00

Check Number	Check Date		Amount
MZ7000 - Munoz, Valerie Line Item Account			
4585	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Garnishment	700-0000-0000-2264-000	950.00
Inv P/R/E 7/24/16 Total			950.00
194585 Total:			950.00
194691			
	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Garnishment	700-0000-0000-2264-000	950.00
Inv P/R/E 8/7/16 Total			950.00
194691 Total:			950.00
VRMZ7000 - Munoz, Valerie Total:			1,900.00
NIMO9203 - Ninyo & Moore Line Item Account			
194641	07/28/2016		
Inv	196806		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/08/2016	GeotechTestSvcs-CheltonWay,CollisAve&HillDr.StImproveProject	101-9000-9203-9203-000	1,889.50
Inv 196806 Total			1,889.50
Inv	200247		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Geotechnical & Material Testing Svcs 6/16	500-9000-9266-9266-000	2,555.00
Inv 200247 Total			2,555.00
194641 Total:			4,444.50
NIMO9203 - Ninyo & Moore Total:			4,444.50
PEG4590 - NUFIC Line Item Account			
194692	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	A.D. & D. Ins	700-0000-0000-2256-000	1,083.80
Inv P/R/E 8/7/16 Total			1,083.80

Check Number	Check Date		Amount
194692	Total:		1,083.80
PEG4590	- NUFIC Total:		1,083.80
OCL8011 - OCLC Inc. Line Item Account			
194642	07/28/2016		
Inv	0000470722		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Library Computer Cataloguing	101-8010-8011-8110-000	1,507.60
Inv 0000470722	Total		1,507.60
194642	Total:		1,507.60
OCL8011	- OCLC Inc. Total:		1,507.60
OSHS6101 - Orchard Business/SYNCB Line Item Account			
194546	07/14/2016		
Inv	020466		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2016	Supplies	210-6010-6501-8020-000	235.99
Inv 020466	Total		235.99
Inv	027592		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2016	Supplies	101-6010-6601-8120-000	8.80
Inv 027592	Total		8.80
Inv	028859		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	Supplies	500-6010-6711-8020-000	33.13
Inv 028859	Total		33.13
Inv	031188		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Supplies	101-6010-6601-8120-000	37.28
Inv 031188	Total		37.28
Inv	032204		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Supplies	101-4010-4011-8120-000	4.64
Inv 032204	Total		4.6

Check Number	Check Date		Amount
Inv	039295		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/21/2016	Supplies	215-6010-6115-8020-000	69.48
Inv 039295 Total			69.48
Inv	039365		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/21/2016	Supplies	101-8030-8032-8268-000	189.98
06/21/2016	Supplies	101-8030-8032-8020-000	307.67
Inv 039365 Total			497.65
Inv	039368		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/21/2016	Supplies	101-8030-8031-8120-000	662.39
Inv 039368 Total			662.39
Inv	043358		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2016	Supplies	101-8030-8021-8120-000	6.18
Inv 043358 Total			6.18
Inv	047433		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/21/2016	Supplies	230-6010-6116-8020-000	76.60
06/21/2016	Supplies	101-6010-6601-8020-000	76.01
06/21/2016	Supplies	101-6010-6410-8020-000	76.61
Inv 047433 Total			229.22
Inv	047630		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/22/2016	Supplies	230-6010-6116-8020-000	92.29
Inv 047630 Total			92.29
Inv	047841		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	Supplies	101-8030-8032-8020-000	150.64
Inv 047841 Total			150.64
Inv	054935		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2016	Supplies	101-8030-8032-8110-000	2.58
Inv 054935 Total			2.58

Check Number	Check Date		Amount
Inv 055334			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2016	Supplies	101-8030-8032-8264-000	46.34
Inv 055334 Total			46.34
Inv 057288			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/22/2016	Supplies	101-8030-8032-8020-000	92.62
Inv 057288 Total			92.62
Inv 058214			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Supplies	101-8030-8032-8120-000	32.05
Inv 058214 Total			32.05
Inv 064611			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/07/2016	Supplies	101-4010-4011-8120-000	69.62
Inv 064611 Total			69.62
Inv 064685			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/10/2016	Supplies	215-6010-6115-8020-000	17.95
Inv 064685 Total			17.95
Inv 066109			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/24/2016	Supplies	500-6010-6711-8020-000	108.77
Inv 066109 Total			108.77
Inv 150010			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Supplies	101-6010-6410-8020-000	82.63
Inv 150010 Total			82.63
Inv 150338			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	Supplies	215-6010-6115-8020-000	45.59
Inv 150338 Total			45.59
Inv 156388			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	Supplies	215-6010-6310-8020-000	62.02

Check Number	Check Date		Amount
Inv 156388	Total		62.02
Inv 157381			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/14/2016	Supplies	101-6010-6410-8020-000	146.51
Inv 157381	Total		146.51
Inv 157598			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2016	Supplies	101-8030-8031-8120-000	517.64
Inv 157598	Total		517.64
Inv 998241			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Supplies CREDIT	101-8030-8032-8120-000	-10.31
Inv 998241	Total		-10.31
194546 Total:			3,241.70
HS6101 - Orchard Business/SYNCB Total:			3,241.70
PMHE6116 - Pape Material Handling Exchange Line Item Account			
194643	07/28/2016		
Inv 6301077			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/21/2016	Yard Forklift Repair	500-6010-6710-8110-000	31.86
06/21/2016	Yard Forklift Repair	101-6010-6601-8110-000	31.86
06/21/2016	Yard Forklift Repair	101-6010-6410-8100-000	31.87
06/21/2016	Yard Forklift Repair	230-6010-6116-8110-000	31.86
Inv 6301077	Total		127.45
194643 Total:			127.45
PMHE6116 - Pape Material Handling Exchange Total:			127.45
PWP4465 - Pasadena Water & Power Line Item Account			
194674	08/02/2016		
Inv 80176-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	Water Use 60 E. State Street 6/13-7/13/16	500-6010-6711-8231-000	2,712.34
Inv 80176-1	Total		2,712.34

Check Number	Check Date		Amount
194674 Total:			2,712.34
PWP4465 - Pasadena Water & Power Total:			2,712.34
PAW7777 - Pasadena Weekly Line Item Account			
194563	07/21/2016		
Inv	350227		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2016	Wonderful Ice Cream Suit Screening Ads	101-8010-8011-8040-000	266.00
Inv 350227 Total			266.00
194563 Total:			266.00
PAW7777 - Pasadena Weekly Total:			266.00
SPAU8030 - Pautsch, Sheila Line Item Account			
194675	08/02/2016		
Inv	8/2/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Reimb. Project Mgmt Training Hotel in Riverside- Sheila & Lucy	101-8030-8031-8200-000	111.87
Inv 8/2/16 Total			111.87
194675 Total:			111.87
SPAU8030 - Pautsch, Sheila Total:			111.87
CTPZ7000 - Perez, Christopher A. Line Item Account			
194644	07/28/2016		
Inv	2299		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Reimb. K9 Supplies	101-4010-4011-8035-000	260.00
Inv 2299 Total			260.00
Inv	6/28/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Reimb. K9 Supplies	101-4010-4011-8035-000	40.86
Inv 6/28/16 Total			40.86
Inv	7/11/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Reimb. K9 Supplies	101-4010-4011-8035-000	80.14
Inv 7/11/16 Total			80.14

Check Number Check Date Amount

194644 Total: 381.00

CTPZ7000 - Perez, Christopher A. Total: 381.00

PER4290 - Pers Health Insurance Line Item Account

194586 07/28/2016

Inv P/R/E 7/24/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Health Ins. Aug-16	101-3010-3041-7131-000	37,319.36
07/26/2016	Health Ins. Aug-16	700-0000-0000-2262-000	113,035.37
07/26/2016	Health Ins. Aug-16	500-6010-6710-7131-000	2,285.72
07/26/2016	Health Ins. Aug-16	210-6010-6501-7131-000	941.73
07/26/2016	Health Ins. Aug-16	500-6010-6711-7131-000	2,285.72
07/26/2016	Health Ins. Aug-16	205-2010-2210-7131-000	809.22
07/26/2016	Health Ins. Aug-16	230-6010-6116-7131-000	1,410.22
07/26/2016	Health Ins. Aug-16	215-6010-6310-7131-000	1,287.18
07/26/2016	Health Ins. Aug-16	207-2010-2260-7131-000	648.33
07/26/2016	Health Ins. Aug-16	227-7200-7210-7131-000	336.00

Inv P/R/E 7/24/16 Total 160,358.85

194586 Total: 160,358.85

PER4290 - Pers Health Insurance Total: 160,358.85

PER4770 - Pers Retirement Line Item Account

194587 07/28/2016

Inv P/R/E 7/24/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Retirement Svc Period 7/11-7/24/16	700-0000-0000-2240-000	102,268.61

Inv P/R/E 7/24/16 Total 102,268.61

194587 Total: 102,268.61

194693 08/11/2016

Inv P/R/E 8/7/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Retirement Svc Period 7/25-8/7/16	700-0000-0000-2240-000	91,514.15

Inv P/R/E 8/7/16 Total 91,514.15

194693 Total: 91,514.15

PER4770 - Pers Retirement Total: 193,782.76

SOU5343 - PETTY CASH - Recreation Line Item Account

Check Number	Check Date		Amount
194547	07/14/2016		
Inv	7/14/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Reimb. Petty Cash	101-8030-8032-8268-000	639.45
Inv 7/14/16 Total			639.45
194547 Total:			639.45
194564	07/21/2016		
Inv	7/19/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Reimb. Petty Cash	101-8030-8032-8264-000	10.78
07/19/2016	Reimb. Petty Cash	101-8030-8032-8268-000	521.20
Inv 7/19/16 Total			531.98
194564 Total:			531.98
194645	07/28/2016		
Inv	7/27/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Reimb. Petty Cash	101-8030-8032-8268-000	470.81
Inv 7/27/16 Total			470.81
194645 Total:			470.81
SOU5343 - PETTY CASH - Recreation Total:			1,642.24
SOU5401 - PETTY CASH - Sr. Center Line Item Account			
194646	07/28/2016		
Inv	6/30/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Reimb. Petty Cash	101-0000-0000-2994-001	29.98
07/27/2016	Reimb. Petty Cash	101-8030-8021-8020-000	129.26
Inv 6/30/16 Total			159.24
Inv	7/27/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Reimb. Petty Cash	205-8030-8025-8020-000	21.75
07/27/2016	Reimb. Petty Cash	101-8030-8031-8020-000	21.80
07/27/2016	Reimb. Petty Cash	101-8030-8021-8264-000	8.38
07/27/2016	Reimb. Petty Cash	205-0000-0000-5500-000	10.00
07/27/2016	Reimb. Petty Cash	101-8030-8021-8000-000	16.67
07/27/2016	Reimb. Petty Cash	101-0000-0000-2994-001	27.41
07/27/2016	Reimb. Petty Cash	101-8030-8021-8020-000	99.00
Inv 7/27/16 Total			205.15

Check Number	Check Date		Amount
194646 Total:			364.39
SOU5401 - PETTY CASH - Sr. Center Total:			364.39
PHOE4610 - Phoenix Group Information Systems Line Item Account			
194647	07/28/2016		
Inv	062016184		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	PD Citation & Permit Processing 6/16	101-0000-0000-4610-000	2,040.10
07/12/2016	PD Citation & Permit Processing 6/16	101-0000-0000-4460-000	535.10
Inv 062016184 Total			2,575.20
194647 Total:			2,575.20
PHOE4610 - Phoenix Group Information Systems Total:			2,575.20
PPBA7608 - Platinum Plus Busn. Card Line Item Account			
194565	07/21/2016		
Inv	5952		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2016	Transportation Forum Parking-Pershing Square Parking	101-2010-2021-8090-000	16.00
Inv 5952 Total			16.00
Inv	5952A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2016	MLin Registration Greener Valleys 2016-DE*Move LA	101-2010-2021-8090-000	60.00
Inv 5952A Total			60.00
Inv	5952B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/21/2016	CM Membership Annual Dues CCMF-PayPal CA CM Foundation	101-2010-2011-8060-000	400.00
Inv 5952B Total			400.00
Inv	5952C		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	ICA Conf. Dinner-Hyatt Hotel Carlsbad	101-2010-2011-8060-000	107.64
Inv 5952C Total			107.64
Inv	5952D		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/26/2016	ICA SummerSeminar- Hyatt Hotel Carlsbad 2/3 Nights-CM Gonzal	101-2010-2011-8060-000	632.66
Inv 5952D Total			632.66

Check Number	Check Date		Amount
Inv 5952E			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/26/2016	ICA SummerSeminar- Hyatt Hotel Carlsbad 2/3 Nights-Khubesrian	101-1010-1011-8090-000	572.78
Inv 5952E Total			572.78
Inv 5952F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	CM Lunch w/LF CM (AV Cities) LGO	101-2010-2011-8090-000	31.16
Inv 5952F Total			31.16
194565 Total:			1,820.24
PPBA7608 - Platinum Plus Busn. Card Total:			1,820.24
MBN2937 - Platinum Plus for Business Line Item Account			
194572	07/26/2016		
Inv 9966			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	Advisory Bodies Brochures-Vista Print	101-1020-1022-8040-000	240.88
Inv 9966 Total			240.88
Inv 9966A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	Sr. Center Supplies-Michaels	101-8030-8021-8020-000	45.21
Inv 9966A Total			45.21
Inv 9966B			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	Sr. Center Supplies-Smart N Final	101-8030-8021-8020-000	248.29
Inv 9966B Total			248.29
Inv 9966C			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2016	ICA Sum Seminar Registration 6/22-26/16-Khubesrian	101-1010-1011-8090-000	650.00
Inv 9966C Total			650.00
Inv 9966D			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/11/2016	ICA Sum Seminar Hyatt Hotel 6/22-26/16-Khubesrian	101-1010-1011-8090-000	278.83
Inv 9966D Total			278.83

Check Number	Check Date		Amount
Inv 9966E			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/14/2016	League of CA Conf. & Expo Registration-Pautsch	101-8030-8031-8090-000	300.00
Inv 9966E Total			300.00
Inv 9966F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/14/2016	AFLAC Presentation Lunch-Corner Bakery	101-2010-2013-8020-000	132.00
Inv 9966F Total			132.00
Inv 9966G			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2016	AFLAC Presentation Lunch-Corner Bakery	101-2010-2013-8020-000	132.00
Inv 9966G Total			132.00
Inv 9966H			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2016	Recreation Supplies-USPA.org	101-8030-8031-8020-000	342.00
Inv 9966H Total			342.00
Inv 9966I			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2016	Recreation Supplies-Pickleball	101-8030-8031-8020-000	231.00
Inv 9966I Total			231.00
Inv 9966J			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	DropBox Busn. for Assorted City Dept.-DropBox	101-3010-3032-8180-000	105.00
Inv 9966J Total			105.00
Inv 9966K			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	Recreation Supplies-Smart N Final	101-8030-8032-8268-000	406.45
06/23/2016	Recreation Supplies-Smart N Final	101-8030-8032-8020-000	72.95
Inv 9966K Total			479.40
Inv 9966L			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/24/2016	Sr. Center Monthly Charges-Netflix.com	101-8030-8021-8020-000	28.33
Inv 9966L Total			28.33
Inv 9966M			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
06/25/2016	TTC Series 6/20-24/16 Courtyard Marriott-N. Sanchez	101-1020-1021-8090-000	430.16
Inv 9966M Total			430.16
Inv 9966N			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Brochure Racks-Wayfair	101-1020-1021-8520-000	344.42
Inv 9966N Total			344.42
Inv 9966O			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Lunch & Learn 6/28/16 Lunch -Dickey's BBQ	101-1020-1021-8200-000	242.39
Inv 9966O Total			242.39
Inv 9966P			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Athenian Dialogue Holiday Inn Express -CC Staff	101-1020-1021-8090-000	435.32
Inv 9966P Total			435.32
194572 Total:			4,665.23
MBN2937 - Platinum Plus for Business Total:			4,665.23
PLU4589 - Plumbing Wholesale Outlet Inc Line Item Account			
194648	07/28/2016		
Inv S100056747.001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/18/2015	Restroom Toilet Parts CREDIT	101-6010-6601-8120-000	-93.40
Inv S100056747.001 Total			-93.40
Inv S100105684.001			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Restroom Toilet Parts	101-6010-6601-8120-000	125.54
Inv S100105684.001 Total			125.54
194648 Total:			32.14
PLU4589 - Plumbing Wholesale Outlet Inc Total:			32.14
PODV8267 - Podvoll, Candace Line Item Account			
194649	07/28/2016		
Inv June 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Instructor Meditation Class	101-8030-8021-8267-000	41.60

Check Number	Check Date		Amount
		Inv June 2016 Total	41.60
		194649 Total:	41.60
		PODV8267 - Podvoll, Caudace Total:	41.60
		PRO7777 - Pro Force Line Item Account	
194650	07/28/2016		
Inv	276580		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/13/2016	PD Rifle Equipment & Accessories	272-4010-4018-8520-000	3,464.24
		Inv 276580 Total	3,464.24
Inv	276859		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2016	PD Rifle Equipment & Accessories	272-4010-4018-8520-000	10,592.51
		Inv 276859 Total	10,592.51
Inv	277744		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	PD Rifle Equipment & Accessories	272-4010-4018-8520-000	262.26
		Inv 277744 Total	262.26
		194650 Total:	14,319.01
		PRO7777 - Pro Force Total:	14,319.01
		RRVG2925 - Retro Rolling Video Games Line Item Account	
194548	07/14/2016		
Inv	10154869 Dep.		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	National Night Out Event 8/2/16 Video Game Truck Deposit	101-0000-0000-2925-001	100.00
		Inv 10154869 Dep. Total	100.00
		194548 Total:	100.00
		RRVG2925 - Retro Rolling Video Games Total:	100.00
		ROWI2011 - Right of Way Inc. Line Item Account	
651	07/28/2016		
Inv	23049		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/13/2016	626 Golden Street Festival	249-2010-2011-8170-000	113,990.00
Inv 23049 Total			113,990.00
194651 Total:			113,990.00
ROWI2011 - Right of Way Inc. Total:			113,990.00
VIRB8267 - Robles, Vivian Line Item Account			
194652	07/28/2016		
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Instructor Line Dance Class	101-8030-8021-8267-000	763.20
Inv June 2016 Total			763.20
194652 Total:			763.20
VIRB8267 - Robles, Vivian Total:			763.20
RGVG8268 - Rolling Video Games Line Item Account			
194566	07/21/2016		
Inv	10156264		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Sum Camp Med In House Activity Game Truck 7/28/16	101-8030-8032-8268-000	315.00
Inv 10156264 Total			315.00
194566 Total:			315.00
RGVG8268 - Rolling Video Games Total:			315.00
SAN4961 - S.G.V. Council of Gov'ts Line Item Account			
194676	08/02/2016		
Inv	2027		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Ducs/Fecs FY 2016-2017	101-3010-3041-8060-000	9,240.33
07/01/2016	Ducs/Fecs FY 2016-2017	205-2010-2210-8060-000	1,550.00
07/01/2016	Ducs/Fecs FY 2016-2017	207-2010-2260-8060-000	3,000.00
Inv 2027 Total			13,790.33
194676 Total:			13,790.33
SAN4961 - S.G.V. Council of Gov'ts Total:			13,790.33

Check Number	Check Date		Amount
SOU5230 - S.P.Firefighters L-3657 Line Item Account			
4694	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Assn Dues	700-0000-0000-2250-000	2,975.00
Inv P/R/E 8/7/16 Total			2,975.00
Inv	P/R/E 8/7/16*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Ins	700-0000-0000-2252-000	180.74
Inv P/R/E 8/7/16* Total			180.74
194694 Total:			3,155.74
SOU5230 - S.P.Firefighters L-3657 Total:			3,155.74
SOU5435 - S.P.P. O. A. Line Item Account			
194695	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Assn Dues & Insurance	700-0000-0000-2246-000	4,604.25
Inv P/R/E 8/7/16 Total			4,604.25
194695 Total:			4,604.25
SOU5435 - S.P.P. O. A. Total:			4,604.25
SOU5451 - S.P.Public Srvc Empl. Ass'n Line Item Account			
194696	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Assn Dues & Svc Fee	700-0000-0000-2248-000	1,647.00
Inv P/R/E 8/7/16 Total			1,647.00
194696 Total:			1,647.00
SOU5451 - S.P.Public Srvc Empl. Ass'n Total:			1,647.00
SOU9986 - S.P.Unified School District Line Item Account			
194653	07/28/2016		
Inv	6/21 & 6/28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Camp Med Pool Trips 6/21/16 & 6/28/16	101-8030-8032-8268-000	762.00

Check Number	Check Date		Amount
Inv 6/21 & 6/28 Total			762.00
Inv 7/5/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Camp Med Pool Field Trips 7/5/16	101-8030-8032-8268-000	351.00
Inv 7/5/16 Total			351.00
Inv SPHS 17023			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2016	Use of SP HS Facilities for PD Dispatchers Exams 8/6/16	101-2010-2013-8020-000	200.00
Inv SPHS 17023 Total			200.00
194653 Total:			1,313.00
SOU9986 - S.P.Unified School District Total:			1,313.00
ESSL8021 - Samuel, Edison Line Item Account			
194654	07/28/2016		
Inv June 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Instructor Set Up Email Classes	101-8030-8021-8267-000	100.00
Inv June 2016 Total			100.00
194654 Total:			100.00
ESSL8021 - Samuel, Edison Total:			100.00
SGBM6010 - San Gabrieleno Band of Mission Indians Line Item Account			
194655	07/28/2016		
Inv 317			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2016	Native American Monitoring Svcs-Swr Rehab&Replacement Project6	310-6010-6501-8170-000	125.00
Inv 317 Total			125.00
194655 Total:			125.00
SGBM6010 - San Gabrieleno Band of Mission Indians Total:			125.00
SDAF8264 - Sawdust Art Festival Line Item Account			
194549	07/14/2016		
Inv 706			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Sr. Center Field Trip Tickets 7/21/16	101-8030-8021-8264-000	279.00

Check Number	Check Date		Amount
Inv 706 Total			279.00
194549 Total:			279.00
SDAF8264 - Sawdust Art Festival Total:			279.00
SCWU6711 - SCWUA Line Item Account			
194567	07/21/2016		
Inv	8/3/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	NitrificationWaterHammerUPS SystemSeminar-JimGeer & Victor	500-6010-6711-8200-000	60.00
Inv 8/3/16 Total			60.00
194567 Total:			60.00
SCWU6711 - SCWUA Total:			60.00
SHO6666 - Shono, Jean Line Item Account			
194656	07/28/2016		
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Instructor Knitting Class	101-8030-8021-8267-000	24.00
Inv June 2016 Total			24.00
194656 Total:			24.00
SHO6666 - Shono, Jean Total:			24.00
SHO7777 - Showcases Line Item Account			
194657	07/28/2016		
Inv	293576		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2016	Library Tech Svcs Supplies	101-0000-0000-2700-000	-4.82
06/16/2016	Library Tech Svcs Supplies	101-8010-8011-8020-000	62.65
Inv 293576 Total			57.83
Inv	293577		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2016	Library Tech Svcs Supplies	101-8010-8011-8020-000	56.81
06/16/2016	Library Tech Svcs Supplies	101-0000-0000-2700-000	-4.37
Inv 293577 Total			52.44

Check Number	Check Date		Amount
194657	Total:		110.2
SHO7777 - Showcases Total:			110.27
SOU6666 - So. CA Edison Co. Line Item Account			
194568	07/21/2016		
Inv	3-008-8091-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	3,392.48
Inv 3-008-8091-11	Total		3,392.48
Inv	3-008-8091-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6115-8140-000	763.80
Inv 3-008-8091-12	Total		763.80
Inv	3-008-8091-13		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	7,554.32
Inv 3-008-8091-13	Total		7,554.32
Inv	3-008-8091-14		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	11.29
Inv 3-008-8091-14	Total		11.29
Inv	3-008-8436-55		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	96.42
Inv 3-008-8436-55	Total		96.42
Inv	3-008-891-16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	98.98
Inv 3-008-891-16	Total		98.98
Inv	3-008-891-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	43.29
Inv 3-008-891-17	Total		43.29
Inv	3-008-891-18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	41.04
Inv 3-008-891-18 Total			41.04
Inv 3-008-891-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	34.81
Inv 3-008-891-19 Total			34.81
Inv 3-008-891-20			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	50.87
Inv 3-008-891-20 Total			50.87
Inv 3-008-891-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	57.40
Inv 3-008-891-21 Total			57.40
Inv 3-008-891-22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	35.49
Inv 3-008-891-22 Total			35.49
Inv 3-008-891-23			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	56.36
Inv 3-008-891-23 Total			56.36
Inv 3-008-891-24			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6201-8140-000	55.81
Inv 3-008-891-24 Total			55.81
Inv 3-025-4910-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6115-8140-000	86.11
Inv 3-025-4910-19 Total			86.11
Inv 3-026-6343-40			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/6-7/6/16	215-6010-6115-8140-000	18.69
Inv 3-026-6343-40 Total			18.69

Check Number	Check Date		Amount
Inv 3-045-0630-89			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	6/1-7/1/16	215-6010-6201-8140-000	15.26
07/08/2016	5/1-6/1/16	215-6010-6201-8140-000	15.86
07/08/2016	3/7-5/1/16	215-6010-6201-8140-000	31.28
Inv 3-045-0630-89 Total			62.40
194568 Total:			12,459.56
194677	08/02/2016		
Inv 3-000-5677-90			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8152-000	1,678.11
Inv 3-000-5677-90 Total			1,678.11
Inv 3-000-5950-21			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	79.90
Inv 3-000-5950-21 Total			79.90
Inv 3-000-5950-22			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	16.60
Inv 3-000-5950-22 Total			16.60
Inv 3-000-7125-63			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-2015-8140-000	24.65
Inv 3-000-7125-63 Total			24.65
Inv 3-000-7125-66			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8140-000	40.33
Inv 3-000-7125-66 Total			40.33
Inv 3-000-7152-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	25.92
Inv 3-000-7152-57 Total			25.92
Inv 3-000-8455-69			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	51.62

Check Number	Check Date		Amount
Inv 3-000-8455-69	Total		51.62
Inv 3-000-9969-52			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	12.72
07/22/2016	5/25-6/24/16	215-6010-6201-8140-000	12.72
Inv 3-000-9969-52	Total		25.44
Inv 3-001-1810-93			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/1-7/1/16	101-6010-6410-8140-000	36.46
Inv 3-001-1810-93	Total		36.46
Inv 3-001-1810-94			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8140-000	39.46
Inv 3-001-1810-94	Total		39.46
Inv 3-001-1810-98			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8152-000	46,437.17
Inv 3-001-1810-98	Total		46,437.17
Inv 3-001-1811-29			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6601-8140-000	8,046.88
Inv 3-001-1811-29	Total		8,046.88
Inv 3-001-1811-44			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	224.37
07/22/2016	5/25-6/24/16	215-6010-6201-8140-000	224.37
Inv 3-001-1811-44	Total		448.74
Inv 3-001-1811-45			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	41.65
07/22/2016	5/25-6/24/16	215-6010-6201-8140-000	41.66
Inv 3-001-1811-45	Total		83.31
Inv 3-001-1811-48			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	43.09
Inv 3-001-1811-48	Total		43.09

Check Number	Check Date		Amount
Inv	3-001-1811-56		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	61.09
Inv	3-001-1811-56 Total		61.09
Inv	3-001-1811-58		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/1-7/1/16	101-6010-6410-8140-000	32.42
Inv	3-001-1811-58 Total		32.42
Inv	3-001-1811-59		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	39.57
Inv	3-001-1811-59 Total		39.57
Inv	3-001-1811-63		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	24.91
Inv	3-001-1811-63 Total		24.91
Inv	3-001-1811-67		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	36.03
Inv	3-001-1811-67 Total		36.03
Inv	3-001-1811-68		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-8010-8011-8140-000	86.23
Inv	3-001-1811-68 Total		86.23
Inv	3-001-1811-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/1-7/1/16	215-6010-6201-8140-000	22.66
Inv	3-001-1811-69 Total		22.66
Inv	3-001-1811-75		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	88.30
Inv	3-001-1811-75 Total		88.30
Inv	3-001-1811-76		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	47.77
Inv 3-001-1811-76 Total			47.77
Inv 3-001-1811-77			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	39.81
Inv 3-001-1811-77 Total			39.81
Inv 3-001-1811-79			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	37.43
Inv 3-001-1811-79 Total			37.43
Inv 3-001-1811-80			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	34.27
Inv 3-001-1811-80 Total			34.27
Inv 3-001-1811-86			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	25.53
Inv 3-001-1811-86 Total			25.53
Inv 3-001-1811-87			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8140-000	34.63
Inv 3-001-1811-87 Total			34.63
Inv 3-001-1811-89			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/1-7/1/16	101-6010-6410-8140-000	16.21
07/22/2016	6/1-7/1/16	215-6010-6201-8140-000	16.21
Inv 3-001-1811-89 Total			32.42
Inv 3-001-1811-90			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	32.14
Inv 3-001-1811-90 Total			32.14
Inv 3-001-1811-91			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	67.82
Inv 3-001-1811-91 Total			67.82

Check Number	Check Date		Amount
Inv	3-001-1811-92		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	16.04
Inv 3-001-1811-92 Total			16.04
Inv	3-001-1811-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	55.04
Inv 3-001-1811-93 Total			55.04
Inv	3-001-1811-95		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	27.38
Inv 3-001-1811-95 Total			27.38
Inv	3-001-1811-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	16.59
Inv 3-001-1811-98 Total			16.59
Inv	3-001-1812-06		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	40.76
Inv 3-001-1812-06 Total			40.76
Inv	3-001-1812-07		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8140-000	28.70
Inv 3-001-1812-07 Total			28.70
Inv	3-001-1812-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	59.65
Inv 3-001-1812-08 Total			59.65
Inv	3-001-1812-09		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/1-7/1/16	101-6010-6410-8140-000	290.90
Inv 3-001-1812-09 Total			290.90
Inv	3-001-1812-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/22/2016	5/25-6/24/16	232-6010-6417-8140-000	72.35
Inv 3-001-1812-10 Total			72.35
Inv 3-001-1812-11			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	33.74
Inv 3-001-1812-11 Total			33.74
Inv 3-001-1812-12			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	31.25
Inv 3-001-1812-12 Total			31.25
Inv 3-001-1812-25			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	26.39
Inv 3-001-1812-25 Total			26.39
Inv 3-001-1812-26			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	1,156.81
Inv 3-001-1812-26 Total			1,156.81
Inv 3-001-1812-27			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	54.59
Inv 3-001-1812-27 Total			54.59
Inv 3-001-1812-31			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	50.18
Inv 3-001-1812-31 Total			50.18
Inv 3-001-1812-32			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/1-7/1/16	101-6010-6410-8140-000	13.19
Inv 3-001-1812-32 Total			13.19
Inv 3-001-1812-33			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8140-000	37.36
Inv 3-001-1812-33 Total			37.36

Check Number	Check Date		Amount
Inv	3-001-1812-34		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8152-000	4,603.96
Inv 3-001-1812-34 Total			4,603.96
Inv	3-001-1812-35		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	14.69
Inv 3-001-1812-35 Total			14.69
Inv	3-001-1812-36		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	81.94
Inv 3-001-1812-36 Total			81.94
Inv	3-001-1812-38		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	101-6010-6410-8140-000	23.65
Inv 3-001-1812-38 Total			23.65
Inv	3-001-1812-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	47.28
Inv 3-001-1812-39 Total			47.28
Inv	3-001-9413-97		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8152-000	3,044.33
Inv 3-001-9413-97 Total			3,044.33
Inv	3-002-4372-43		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	73.78
Inv 3-002-4372-43 Total			73.78
Inv	3-002-4473-12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8140-000	25.53
Inv 3-002-4473-12 Total			25.53
Inv	3-003-7341-83		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/1-7/1/16	101-6010-6410-8140-000	11.29

Check Number	Check Date		Amount
Inv 3-003-7341-83		Total	11.29
Inv 3-004-3214-58			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	500-6010-6711-8140-000	39.48
Inv 3-004-3214-58		Total	39.48
Inv 3-004-4562-56			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	59.31
Inv 3-004-4562-56		Total	59.31
Inv 3-016-0678-82			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6201-8140-000	94.95
Inv 3-016-0678-82		Total	94.95
Inv 3-022-6051-15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	75.52
Inv 3-022-6051-15		Total	75.52
Inv 3-022-6897-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	26.09
Inv 3-022-6897-57		Total	26.09
Inv 3-022-6897-89			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	25.06
Inv 3-022-6897-89		Total	25.06
Inv 3-022-6897-99			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	25.23
Inv 3-022-6897-99		Total	25.23
Inv 3-022-6898-05			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	24.77
Inv 3-022-6898-05		Total	24.77

Check Number	Check Date		Amount
Inv	3-022-6898-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	5/25-6/24/16	215-6010-6115-8140-000	24.87
Inv 3-022-6898-17 Total			24.87
Inv	3-033-3452-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	6/21-7/21/16	500-6010-6710-8140-000	873.19
Inv 3-033-3452-62 Total			873.19
194677 Total:			69,026.55
SOU6666 - So. CA Edison Co. Total:			81,486.11
SOGA6501 - So. Cal. Gas Co. Line Item Account			
194678	08/02/2016		
Inv	196-493-8529 1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Natural Gas Vehicle Fuel 6/1-7/1/16	500-6010-6711-8020-000	61.60
07/06/2016	Natural Gas Vehicle Fuel 6/1-7/1/16	230-6010-6116-8020-000	190.00
07/06/2016	Natural Gas Vehicle Fuel 6/1-7/1/16	205-8030-8025-8105-000	176.00
07/06/2016	Natural Gas Vehicle Fuel 6/1-7/1/16	101-6010-6601-8020-000	60.54
07/06/2016	Natural Gas Vehicle Fuel 6/1-7/1/16	500-6010-6710-8020-000	170.14
Inv 196-493-8529 1 Total			658.28
194678 Total:			658.28
SOGA6501 - So. Cal. Gas Co. Total:			658.28
CEAP7000 - South Pasadena Part Time Employees Assn. Line Item Account			
194697	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Assn Dues	700-0000-0000-2249-000	632.00
Inv P/R/E 8/7/16 Total			632.00
194697 Total:			632.00
CEAP7000 - South Pasadena Part Time Employees Assn. Total:			632.00
SWTL9399 - Southwest Pipeline & Trenchless Corp. Line Item Account			
194658	07/28/2016		
Inv	#2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/11/2016	Swr Rehab. & Replacement Project Construction Svcs	310-9000-9399-9399-000	105,970.08
Inv #2 Total			105,970.08
194658 Total:			105,970.08
SWTL9399 - Southwest Pipeline & Trenchless Corp. Total:			105,970.08
STA5219 - Staples Business Advantage Line Item Account			
194659	07/28/2016		
Inv	3305784084		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/18/2016	Library Office Supplies	101-8010-8011-8080-000	10.56
Inv 3305784084 Total			10.56
Inv	3306054466		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/22/2016	Comm. Svcs Office Supplies	101-8030-8021-8020-000	38.74
06/22/2016	Comm. Svcs Office Supplies	101-8030-8021-8000-000	51.74
06/22/2016	Comm. Svcs Office Supplies	101-8030-8031-8000-000	113.35
Inv 3306054466 Total			203.83
Inv	3306426099		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/25/2016	Library Office Supplies	101-8010-8011-8080-000	175.40
Inv 3306426099 Total			175.40
Inv	3306426101		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/25/2016	Comm. Svcs Office Supplies	101-8030-8031-8000-000	44.24
06/25/2016	Comm. Svcs Office Supplies	205-8030-8025-8000-000	27.24
Inv 3306426101 Total			71.48
Inv	3306629724		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Library Office Supplies	101-8010-8011-8080-000	27.76
Inv 3306629724 Total			27.76
Inv	3306629726		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Transit Office Supplies	205-8030-8025-8000-000	742.72
Inv 3306629726 Total			742.72

Check Number	Check Date		Amount
Inv 3306678379			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	PD Office Supplies	101-4010-4011-8000-000	137.42
Inv 3306678379 Total			137.42
Inv 3306678381			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	PD Office Supplies	101-4010-4011-8000-000	223.33
Inv 3306678381 Total			223.33
Inv 3307108977			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Library Office Supplies	101-8010-8011-8080-000	151.04
Inv 3307108977 Total			151.04
194659 Total:			1,743.54
STA5219 - Staples Business Advantage Total:			1,743.54
STSM1020 - Studio Spectrum Line Item Account			
194660	07/28/2016		
Inv 18404			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	AV Services 6/16	101-1020-1021-8170-000	3,100.00
Inv 18404 Total			3,100.00
194660 Total:			3,100.00
STSM1020 - Studio Spectrum Total:			3,100.00
SUVA8022 - Sunset Vans Inc. Line Item Account			
194661	07/28/2016		
Inv 10599			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Transit Bus#74 Preventative/Maint. Svcs	205-8030-8025-8100-000	140.00
Inv 10599 Total			140.00
Inv 10600			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Transit Bus#75 Preventative/Maint. Svcs	205-8030-8025-8100-000	90.00
Inv 10600 Total			90.00

Check Number	Check Date	Amount
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+661 Total:		230.00
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SUVA8022 - Sunset Vans Inc. Total:		230.00
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SOU5030 - The Gas Company Line Item Account

194662 07/28/2016

Inv 072 519 1300 5

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	6/16-7/18/16	101-6010-6410-8140-000	27.65

Inv 072 519 1300 5 Total		27.65
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Inv 080 919 2900 3

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	6/16-7/18/16	101-6010-6601-8140-000	290.60

Inv 080 919 2900 3 Total		290.60
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Inv 080 919 3600 8

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	6/16-7/18/16	101-8030-8031-8140-000	5.93

Inv 080 919 3600 8 Total		5.93
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Inv 083 019 3600 4

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	6/16-7/18/16	500-6010-6710-8140-000	39.79

Inv 083 019 3600 4 Total		39.79
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Inv 137 619 3700 5

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	6/16-7/18/16	101-8030-8021-8140-000	57.32

Inv 137 619 3700 5 Total		57.32
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Inv 148 220 0900 8

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	6/16-7/18/16	101-6010-6410-8140-000	89.68

Inv 148 220 0900 8 Total		89.68
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194662 Total:		510.97
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SOU5030 - The Gas Company Total:		510.97
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194M4011 - Time Warner Cable Line Item Account

194550 07/14/2016

Check Number	Check Date		Amount
Inv 008 0224964			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Internet Upgrade 7/8-8/7/16	101-3010-3032-8150-000	357.84
Inv 008 0224964 Total			357.84
194550 Total:			357.84
194569	07/21/2016		
Inv 008 0011783			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Camp Med Internet 7/19-8/18/16	101-8030-8032-8268-000	78.15
Inv 008 0011783 Total			78.15
Inv 008 0311688			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	1100 Oxley Ethernet Fiber 7/11-8/10/16	101-3010-3032-8180-000	1,232.57
Inv 008 0311688 Total			1,232.57
Inv 008 0311704			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Yard Ethernet Fiber 7/11-8/10/16	101-3010-3032-8180-000	1,232.57
Inv 008 0311704 Total			1,232.57
Inv 008 0311712			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	City Hall Ethernet Fiber 7/11-8/10/16	101-3010-3032-8180-000	1,190.00
Inv 008 0311712 Total			1,190.00
194569 Total:			3,733.29
194663	07/28/2016		
Inv 008 0012179			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/16/2016	PD Cable Svcs 7/16-8/15/16	101-4010-4011-8110-000	197.60
Inv 008 0012179 Total			197.60
Inv 008 0070193			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Skate Park Cable 8/1-31/16	101-4010-4011-8110-000	73.96
Inv 008 0070193 Total			73.96
Inv 008 0251967			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/22/2016	1102 Oxley St. 7/22-8/21/16	101-8030-8021-8110-000	192.42
Inv 008 0251967 Total			192.42
Inv 008 0269985			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/17/2016	City Hall 2nd Modem Svcs 7/17-8/16/16	101-3010-3032-8150-000	146.79
Inv 008 0269985 Total			146.79
194663 Total:			610.77
TIM4011 - Time Warner Cable Total:			4,701.90
ULIN8021 - ULINE Line Item Account			
194664	07/28/2016		
Inv 73232630			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/21/2015	Home Delivery Bags	101-8030-8021-8020-000	67.72
Inv 73232630 Total			67.72
664 Total:			67.72
ULIN8021 - ULINE Total:			67.72
POR4707 - United Site Services, Inc. Line Item Account			
194551	07/14/2016		
Inv 114-4168143			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	Portable Toilet Skate Park 6/21-7/18/16	101-8030-8032-8180-000	281.33
Inv 114-4168143 Total			281.33
194551 Total:			281.33
194570	07/21/2016		
Inv 114-4196813			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Portable Toilet Svcs @ Nelson Park Field 6/28-7/25/16	101-8030-8032-8180-000	256.72
Inv 114-4196813 Total			256.72
194570 Total:			256.72
194665	07/28/2016		

Check Number	Check Date		Amount
Inv	114-4168080		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	Portable Toilets Arroyo Seco Golf Course Construction	295-9000-9395-9395-000	969.06
Inv	114-4168080 Total		969.06
194665 Total:			969.06
POR4707 - United Site Services, Inc. Total:			1,507.11
VERW6711 - Verizon Wireless Line Item Account			
194552	07/14/2016		
Inv	9767593546		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/23/2016	Mobile Broadband 5/24-6/23/16	101-3010-3032-8150-000	16.03
Inv	9767593546 Total		16.03
194552 Total:			16.03
194679	08/02/2016		
Inv	9767743726		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/26/2016	PD Mobile Data 5/27-6/26/16	101-3010-3032-8150-000	1,110.4
Inv	9767743726 Total		1,110.43
194679 Total:			1,110.43
VERW6711 - Verizon Wireless Total:			1,126.46
VIPI3032 - Vision Technology Solutions Line Item Account			
194680	08/02/2016		
Inv	33053		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Web Hosting Monthly Fee 7/16	101-3010-3032-8180-000	231.52
Inv	33053 Total		231.52
194680 Total:			231.52
VIPI3032 - Vision Technology Solutions Total:			231.52
VORT6116 - Vortex Industries, Inc Line Item Account			
194666	07/28/2016		

Check Number	Check Date		Amount
Inv	0310220661A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2016	Yard Overhead Door Service-Maint. Division	101-6010-6601-8120-000	489.31
Inv	0310220661A Total		489.31
Inv	0310220661B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2016	Yard Overhead Door Service-Street Division	101-6010-6601-8120-000	373.00
Inv	0310220661B Total		373.00
194666 Total:			862.31
VORT6116 - Vortex Industries, Inc Total:			862.31
ING1680 - Voya Financial Line Item Account			
194588	07/28/2016		
Inv	P/R/E 7/24/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Deferred Comp	700-0000-0000-2260-000	2,856.37
Inv	P/R/E 7/24/16 Total		2,856.37
194588 Total:			2,856.37
194698	08/11/2016		
Inv	P/R/E 8/7/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/09/2016	Deferred Comp	700-0000-0000-2260-000	2,843.27
Inv	P/R/E 8/7/16 Total		2,843.27
194698 Total:			2,843.27
ING1680 - Voya Financial Total:			5,699.64
WES4152 - West Coast Arborists, Inc. Line Item Account			
194667	07/28/2016		
Inv	116896		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Tree Trimming Svcs 6/16-30/16	215-6010-6310-8180-000	2,145.00
06/30/2016	Grid Pruning for Grid 8A-Phase I 6/16-30/16	215-6010-6310-8180-000	16,940.00
06/30/2016	Tree Trimming & Removal Svcs 6/16-30/16	215-6010-6310-8180-000	770.00
06/30/2016	Grid Pruning Svcs Phasse 2 6/16-30/16	215-6010-6310-8180-000	155.00
Inv	116896 Total		20,010.00

Check Number	Check Date		Amount
194667	Total:		20,010.00
WES4152 - West Coast Arborists, Inc. Total:			20,010.00
WHI6410 - Whittier Fertilizer Co. Line Item Account			
194668	07/28/2016		
Inv	303422		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/10/2016	Wood Chips for Arroyo Park	101-6010-6410-8020-000	495.00
Inv 303422	Total		495.00
194668	Total:		495.00
WHI6410 - Whittier Fertilizer Co. Total:			495.00
WON6410 - Wondries Toyota Line Item Account			
194571	07/21/2016		
Inv	1007262		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	MS Prius 103 Oil Change	101-2010-2011-8100-000	66.81
Inv 1007262	Total		66.8
194571	Total:		66.81
WON6410 - Wondries Toyota Total:			66.81
Total:			1,314,221.10

ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: mfestejo
 Printed: 08/11/2016 - 4:30PM



Check Number	Check Date		Amount
SPR6611 - Accela, Inc. #774375, Springbrook Software Line Item Account			
194699	08/17/2016		
Inv	2407		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Training/Migration Management Svcs	101-3010-3041-8170-000	4,172.25
07/25/2016	Training/Migration Management Svcs	500-3010-3012-8110-000	1,390.75
Inv 2407 Total			5,563.00
194699 Total:			5,563.00
SPR6611 - Accela, Inc. #774375, Springbrook Software Total:			5,563.00
ADA0143 - Adamson Police Products Line Item Account			
194700	08/17/2016		
Inv	207922		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/29/2016	PD Noise Flash Diversionary Devices Special Operations	101-4010-4011-8020-000	1,419.80
Inv 207922 Total			1,419.80
Inv	209998		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2016	PD Tactical Communications Headsets Special Operations	272-4010-4018-8520-000	4,110.61
Inv 209998 Total			4,110.61
Inv	INV218602		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	PD 10 LED Weapon Lights & Holsters	101-4010-4011-8020-000	2,548.24
Inv INV218602 Total			2,548.24
194700 Total:			8,078.65
ADA0143 - Adamson Police Products Total:			8,078.65
AGIA8032 - AGI Academy Line Item Account			
194701	08/17/2016		

Check Number	Check Date		Amount
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Intro to Typing Class	101-8030-8032-8267-000	171.60
Inv Summer 2016 Total			171.60
194701 Total:			171.60
AGIA8032 - AGI Academy Total:			171.60
ASOP8030 - Aire Serv of Pasadena Line Item Account			
194702	08/17/2016		
Inv	51618592		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Library Director's Office Goodman Unit Svc	101-6010-6601-8120-000	79.00
Inv 51618592 Total			79.00
194702 Total:			79.00
ASOP8030 - Aire Serv of Pasadena Total:			79.00
AKDC9265 - AKD Consulting Line Item Account			
194703	08/17/2016		
Inv	CSP 2016-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Water Fac.&Capital Improv Proj.Mgmt Svc 7/16	500-6010-6711-8170-000	10,640.00
Inv CSP 2016-08 Total			10,640.00
194703 Total:			10,640.00
AKDC9265 - AKD Consulting Total:			10,640.00
ALH0179 - Alhambra Car Wash Line Item Account			
194704	08/17/2016		
Inv	18095		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	PD Unit# 0134 Detail Car Wash	101-4010-4011-8100-000	25.00
Inv 18095 Total			25.00
Inv June 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	PD Car Washes 6/16	101-4010-4011-8100-000	232.00
Inv June 2016 Total			232.00

Check Number	Check Date		Amount
194704 Total:			257.00
ALH0179 - Alhambra Car Wash Total:			257.00
ASOM8032 - Alhambra School of Music Line Item Account			
194705	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Music Classes	101-8030-8032-8267-000	512.00
Inv Summer 2016 Total			512.00
194705 Total:			512.00
ASOM8032 - Alhambra School of Music Total:			512.00
ALL0273 - All American Asphalt Line Item Account			
194706	08/17/2016		
Inv	171129		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Repair Sewer Manhole on Fair Oaks Ave.	230-6010-6116-8180-000	8,000.00
Inv 171129 Total			8,000.00
Inv	3/14/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2016	Refund Hydrant Meter Deposit	500-0000-0000-2984-000	721.88
Inv 3/14/16 Total			721.88
194706 Total:			8,721.88
ALL0273 - All American Asphalt Total:			8,721.88
ALL0197 - All Star Fire Equipment, Inc. Line Item Account			
194707	08/17/2016		
Inv	191589		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	FD Safety Clothing & Equipment	101-5010-5011-8134-000	154.71
Inv 191589 Total			154.71
194707 Total:			154.71
ALL0197 - All Star Fire Equipment, Inc. Total:			154.71

Check Number	Check Date		Amount
PE4018 - All State Police Equipment Co. Line Item Account			
194708	08/17/2016		
Inv	0096169		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/27/2016	PD Patrol Rifles	272-4010-4018-8520-000	17,821.51
Inv 0096169 Total			17,821.51
194708 Total:			17,821.51
ASPE4018 - All State Police Equipment Co. Total:			17,821.51
AMRS4405 - American Residential Svcs of CA Line Item Account			
194709	08/17/2016		
Inv	R00386670		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Refund Busn License Fee Overpayment	101-0000-0000-5150-001	25.00
Inv R00386670 Total			25.00
194709 Total:			25.00
AMRS4405 - American Residential Svcs of CA Total:			25.00
AMT0229 - Amtech Elevator Services Line Item Account			
194710	08/17/2016		
Inv	DVA08398716		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	Citywide Elevator Maint. Svcs 7/16	101-6010-6601-8120-000	378.80
Inv DVA08398716 Total			378.80
194710 Total:			378.80
AMT0229 - Amtech Elevator Services Total:			378.80
LOAN8267 - Andrews, Loretta Line Item Account			
194711	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Hawaiian Dance Classes	101-8030-8032-8267-000	1,407.15
Inv Summer 2016 Total			1,407.15
194711 Total:			1,407.15

Check Number Check Date

Amount

LOAN8267 - Andrews, Loretta Total:

1,407.15

ARA0260 - Aramark Uniform Services Line Item Account

194712 08/17/2016

Inv 5316-88330

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Uniform Svcs	500-6010-6710-8132-000	20.00
07/14/2016	Uniform Svcs	215-6010-6310-8132-000	31.89
07/14/2016	Uniform Svcs	230-6010-6116-8132-000	20.00
07/14/2016	Uniform Svcs	210-6010-6501-8132-000	8.00
07/14/2016	Uniform Svcs	101-6010-6601-8132-000	20.00
07/14/2016	Uniform Svcs	215-6010-6201-8132-000	8.00
07/14/2016	Uniform Svcs	500-6010-6711-8132-000	20.00

Inv 5316-88330 Total

127.89

Inv 531705551

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Uniform Svcs	500-6010-6710-8132-000	20.30
07/21/2016	Uniform Svcs	230-6010-6116-8132-000	20.60
07/21/2016	Uniform Svcs	215-6010-6310-8132-000	9.50
07/21/2016	Uniform Svcs	500-6010-6711-8132-000	20.30
07/21/2016	Uniform Svcs	210-6010-6501-8132-000	9.50
07/21/2016	Uniform Svcs	215-6010-6201-8132-000	9.50
07/21/2016	Uniform Svcs	101-6010-6601-8132-000	20.16

Inv 531705551 Total

109.86

Inv 531722734

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Uniform Svcs	210-6010-6501-8132-000	9.00
07/28/2016	Uniform Svcs	500-6010-6710-8132-000	20.20
07/28/2016	Uniform Svcs	215-6010-6310-8132-000	80.00
07/28/2016	Uniform Svcs	215-6010-6201-8132-000	30.00
07/28/2016	Uniform Svcs	101-6010-6601-8132-000	20.00
07/28/2016	Uniform Svcs	230-6010-6116-8132-000	20.50
07/28/2016	Uniform Svcs	500-6010-6711-8132-000	20.32

Inv 531722734 Total

200.02

Inv 531740009

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2016	Uniform Svcs	210-6010-6501-8132-000	20.00
08/04/2016	Uniform Svcs	500-6010-6711-8132-000	20.32
08/04/2016	Uniform Svcs	215-6010-6201-8132-000	20.00
08/04/2016	Uniform Svcs	101-6010-6601-8132-000	20.00
08/04/2016	Uniform Svcs	230-6010-6116-8132-000	20.50
08/04/2016	Uniform Svcs	500-6010-6710-8132-000	167.94
08/04/2016	Uniform Svcs	215-6010-6310-8132-000	116.00

Inv 531740009 Total

384.76

Check Number	Check Date		Amount
194712 Total:			822.53
ARA0260 - Aramark Uniform Services Total:			822.53
ARCA9255 - Arcadis US Inc. Line Item Account			
194713	08/17/2016		
Inv	0797885		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Const. Mgmt & Inspect. Svcs 6/27-7/31/16	500-9000-9266-9266-000	25,536.50
Inv 0797885 Total			25,536.50
194713 Total:			25,536.50
ARCA9255 - Arcadis US Inc. Total:			25,536.50
ARM0253 - Armstrong Lock & Safe Co. Line Item Account			
194714	08/17/2016		
Inv	5778		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	PD Duplication of Keys	101-4010-4011-8120-000	137.89
Inv 5778 Total			137.89
Inv	64327		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	PD Duplication of Keys	101-4010-4011-8120-000	206.01
Inv 64327 Total			206.01
194714 Total:			343.90
ARM0253 - Armstrong Lock & Safe Co. Total:			343.90
ARTI6601 - Artic Mechanical Inc. Line Item Account			
194715	08/17/2016		
Inv	140751-489		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/17/2016	Preventative Maint. @ Garfield Youth House	101-6010-6601-8120-000	100.00
Inv 140751-489 Total			100.00
Inv	140751-497		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/17/2016	Preventative Maint. @ City Hall	101-6010-6601-8120-000	200.00
Inv 140751-497 Total			200.00

Check Number	Check Date		Amount
194715 Total:			300.00
ARTI6601 - Artic Mechanical Inc. Total:			300.00
CIN4011 - AT&T --Cingular Wireless Line Item Account			
194716	08/17/2016		
Inv	829350178X0616		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	PD Cell Phones 5/9-6/8/16	101-3010-3032-8150-000	355.76
Inv 829350178X0616 Total			355.76
Inv	992893782X0616		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	PD Ipads 5/9-6/8/16	101-3010-3032-8150-000	208.25
Inv 992893782X0616 Total			208.25
194716 Total:			564.01
CIN4011 - AT&T --Cingular Wireless Total:			564.01
ATH0292 - Athens Disposal Company Line Item Account			
194717	08/17/2016		
Inv	August 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2016	Estimate Rubbish Fees August 2016	500-0000-0000-5360-000	275,615.98
Inv August 2016 Total			275,615.98
Inv	August 2016*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2016	Estimate Recycling Fees August 2016	500-0000-0000-5360-000	1,948.92
Inv August 2016* Total			1,948.92
Inv	July 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2016	Yard Waste Fees 7/16	500-0000-0000-5525-000	17,409.84
Inv July 2016 Total			17,409.84
Inv	July 2016*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/11/2016	Low Income Fees 7/16	101-0000-0000-4210-001	1,411.03
Inv July 2016* Total			1,411.03

Check Number	Check Date		Amount
4717 Total:			296,385.77
ATH0292 - Athens Disposal Company Total:			296,385.77
WYAU5270 - Au, Wayne Line Item Account			
194718	08/17/2016		
Inv	R72700		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund Cancelled Sum Camp Class	101-0000-0000-5270-002	185.00
Inv R72700 Total			185.00
194718 Total:			185.00
WYAU5270 - Au, Wayne Total:			185.00
AVA0287 - Avalon Property Services, Inc. Line Item Account			
194719	08/17/2016		
Inv	23941		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	BusStop Miant, Sweeping & Trash Removal Svcs 7/16	205-8030-8025-8180-000	2,237.91
Inv 23941 Total			2,237.91
Inv	23942		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Unlocking Restrooms- Orange Grove Park 7/16	101-6010-6601-8180-000	88.60
Inv 23942 Total			88.60
Inv	23942*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Unlocking Restrooms- Arroyo Park 7/16	232-6010-6417-8180-000	88.60
Inv 23942* Total			88.60
Inv	23942**		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Unlocking Restrooms- Garfield Park 7/16	232-6010-6417-8180-000	88.60
Inv 23942** Total			88.60
Inv	23943		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Sweeping Machine for Parking Lot Svcs 7/16	205-8030-8025-8180-000	748.78
Inv 23943 Total			748.78

Check Number	Check Date		Amount
194719 Total:			3,252.49
AVA0287 - Avalon Property Services, Inc. Total:			3,252.49
LSBR5270 - Barbot, Leslie Line Item Account			
194720	08/17/2016		
Inv	R73215		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	27.50
Inv R73215 Total			27.50
194720 Total:			27.50
LSBR5270 - Barbot, Leslie Total:			27.50
BFWB4011 - Baxter's Frame Works & Badge Frame Line Item Account			
194721	08/17/2016		
Inv	31025		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	PD Custom Framed Flag & Certificate	101-4010-4011-8020-000	418.18
Inv 31025 Total			418.18
Inv	31555		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	PD Door Name Plates & Desk Signs	101-4010-4011-8020-000	192.56
Inv 31555 Total			192.56
194721 Total:			610.74
BFWB4011 - Baxter's Frame Works & Badge Frame Total:			610.74
AABK4610 - Booker, Aaron Line Item Account			
194722	08/17/2016		
Inv	KS64822		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Refund Vehicle Inspection Citation Overpayment	101-0000-0000-4610-000	10.00
Inv KS64822 Total			10.00
194722 Total:			10.00
AABK4610 - Booker, Aaron Total:			10.00

Check Number	Check Date		Amount
KN8267 - Bowen, Timothy D. Line Item Account			
19723	08/17/2016		
Inv	June 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/24/2016	Instructor Lego Classes	101-8030-8032-8267-000	1,968.00
Inv June 2016 Total			1,968.00
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Instructor Lego & WeDo Classes	101-8030-8032-8267-000	912.00
Inv Summer 2016 Total			912.00
194723 Total:			2,880.00
TEKN8267 - Bowen, Timothy D. Total:			2,880.00
BRMR8267 - BRIT West Soccer Line Item Account			
194724	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2016	Instructor Soccer Classes	101-8030-8032-8267-000	3,186.30
Inv Summer 2016 Total			3,186.30
194724 Total:			3,186.30
BRMR8267 - BRIT West Soccer Total:			3,186.30
BTEC6711 - Brithinee Electric Line Item Account			
194725	08/17/2016		
Inv	S105292		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Emergency Svc Call to Resolve Issue with WW3	500-6010-6711-8110-000	450.00
Inv S105292 Total			450.00
194725 Total:			450.00
BTEC6711 - Brithinee Electric Total:			450.00
BRO0447 - Brodart Co. Line Item Account			
194726	08/17/2016		
Inv	437837		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/26/2016	Label Protectors on Rolls	101-8010-8011-8020-000	315.24

Check Number	Check Date		Amount
Inv 437837	Total		315.24
194726 Total:			315.24
BRO0447 - Brodart Co. Total:			315.24
BUR0480 - Burgos, Arthur Line Item Account			
194727	08/17/2016		
Inv	7/18-19/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	77.56
Inv 7/18-19/16 Total			77.56
194727 Total:			77.56
BUR0480 - Burgos, Arthur Total:			77.56
BUR4018 - Burro Canyon Shooting Park Line Item Account			
194728	08/17/2016		
Inv	1063		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	PD Range Fees 7/18/16	101-4010-4011-8200-000	100.00
Inv 1063 Total			100.00
194728 Total:			100.00
BUR4018 - Burro Canyon Shooting Park Total:			100.00
CAL0100 - CA Dental Buying Group Line Item Account			
194729	08/17/2016		
Inv	R07160724		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2016	FD Oxygen Cylinder Rental	101-5010-5011-8025-000	123.50
Inv R07160724 Total			123.50
194729 Total:			123.50
CAL0100 - CA Dental Buying Group Total:			123.50
CAL5236 - CA Linen Services Line Item Account			
194730	08/17/2016		
Inv	1300410		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/25/2016	FD Dept. Supplies	101-5010-5011-8020-000	122.00
Inv 1300410 Total			122.00
Inv 1302799			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	FD Dept. Supplies	101-5010-5011-8020-000	121.40
Inv 1302799 Total			121.40
Inv 9365			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2016	FD Dept. Supplies	101-5010-5011-8020-000	129.96
Inv 9365 Total			129.96
194730 Total:			373.36
CAL5236 - CA Linen Services Total:			373.36
CAUB9266 - California United Bank Line Item Account			
194731	08/17/2016		
Inv #16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2016	Garfield Reservoir Retention-0138174743	500-9000-9266-9266-000	29,820.25
Inv #16 Total			29,820.25
194731 Total:			29,820.25
CAUB9266 - California United Bank Total:			29,820.25
CAB4011 - Caltronics Business Systems Line Item Account			
194732	08/17/2016		
Inv 2044179			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	Library Contract Base Rate 6/28-7/27/16	101-8010-8011-8110-000	262.82
Inv 2044179 Total			262.82
Inv 2062511			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Toner Shipping	101-3010-3032-8300-000	15.00
Inv 2062511 Total			15.00
194732 Total:			277.82

Check Number	Check Date		Amount
CAB4011 - Caltronics Business Systems Total:			277.82
CAN0607 - Cantu Graphics Line Item Account			
194733	08/17/2016		
Inv 1211			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2016	Transit Padding for Trip Sheets, Fuel Pads & Brochures	205-8030-8025-8050-000	250.65
Inv 1211 Total			250.65
Inv 1228			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Transit Padding for Trip Sheets, Fuel Pads & Brochures	205-8030-8025-8050-000	141.70
Inv 1228 Total			141.70
Inv 1265			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	FD Business Cards	101-5010-5011-8050-000	43.59
Inv 1265 Total			43.59
Inv 1267			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Planning/Bldg Business Cards	101-7010-7011-8050-000	43.55
Inv 1267 Total			43.55
Inv 1278			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	PW Business Cards	101-6010-6011-8050-000	32.65
Inv 1278 Total			32.65
194733 Total:			512.14
CAN0607 - Cantu Graphics Total:			512.14
GBCL4010 - Carrillo, Gilbert Line Item Account			
194734	08/17/2016		
Inv 7/18-19/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	77.56
Inv 7/18-19/16 Total			77.56
194734 Total:			77.56

Check Number	Check Date		Amount
.CL4010 - Carrillo, Gilbert Total:			77.56
PUCY4610 - Causey, Paul Line Item Account			
194735	08/17/2016		
Inv	222130339		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Refund Citation	101-0000-0000-4610-000	48.00
Inv 222130339 Total			48.00
194735 Total:			48.00
PUCY4610 - Causey, Paul Total:			48.00
CBE5011 - CBE Los Angeles Line Item Account			
194736	08/17/2016		
Inv	1790064		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/06/2016	Toner Shipping	101-3010-3011-8110-000	6.98
06/06/2016	Toner Shipping	500-3010-3012-8110-000	6.98
06/06/2016	Toner Shipping	101-7010-7101-8110-000	13.97
Inv 1790064 Total			27.93
Inv	1790893		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/05/2016	Copier Overages 5/5-6/4/16	101-3010-3011-8110-000	47.42
06/05/2016	Copier Overages 5/5-6/4/16	500-3010-3012-8110-000	47.42
06/05/2016	Copier Overages 5/5-6/4/16	101-7010-7101-8110-000	94.85
Inv 1790893 Total			189.69
Inv	1802207		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	PW Copier Overages 6/20-7/19/16	101-6010-6011-8110-000	69.38
Inv 1802207 Total			69.38
Inv	1802208		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	FD Copier Overages 6/20-7/19/16	101-5010-5011-8020-000	25.38
Inv 1802208 Total			25.38
194736 Total:			312.38
CBE5011 - CBE Los Angeles Total:			312.38

Check Number Check Date Amount

CBSE6010 - Cell Business Equipment Line Item Account

194737 08/17/2016

Inv 49720671

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/09/2016	Yard Copier 4/16	210-6010-6501-8020-000	80.26
04/09/2016	Yard Copier 4/16	101-6010-6410-8020-000	80.26
04/09/2016	Yard Copier 4/16	230-6010-6116-8020-000	80.26
04/09/2016	Yard Copier 4/16	500-6010-6711-8020-000	80.25
04/09/2016	Yard Copier 4/16	500-6010-6710-8020-000	80.26
04/09/2016	Yard Copier 4/16	101-6010-6601-8020-000	80.26

Inv 49720671 Total 481.55

194737 Total: 481.55

CBSE6010 - Cell Business Equipment Total:

481.55

CHA7788 - Chan, Benjamin Line Item Account

194738 08/17/2016

Inv Summer 2016

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Tai Chi Classes	101-8030-8032-8267-000	214.50

Inv Summer 2016 Total 214.50

194738 Total: 214.50

CHA7788 - Chan, Benjamin Total:

214.50

CHAG8032 - Chang, Emily Line Item Account

194739 08/17/2016

Inv Summer 2016

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Kindermusik Class	101-8030-8032-8267-000	272.03

Inv Summer 2016 Total 272.03

194739 Total: 272.03

CHAG8032 - Chang, Emily Total:

272.03

JWLC5270 - Chen, Jennifer W. Ling Line Item Account

194740 08/17/2016

Inv R72973

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund Dropped Tiny Pros Soccer Class	101-0000-0000-5270-002	129.0

Inv R72973 Total 129.00

Check Number	Check Date		Amount
194740 Total:			129.00
JWLC5270 - Chen, Jennifer W. Ling Total:			129.00
CHHC5270 - Choi, Chulhong Line Item Account			
194741	08/17/2016		
Inv	R73672		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Cancelled Pre-Soccer Class	101-0000-0000-5270-002	83.00
Inv R73672 Total			83.00
194741 Total:			83.00
CHHC5270 - Choi, Chulhong Total:			83.00
CBMS5011 - Christian Brothers Mechanical Svcs Inc. Line Item Account			
194742	08/17/2016		
Inv	28622		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Bldg Maint. Center Bay/East Drop Non-Operational	101-5010-5011-8120-000	459.25
Inv 28622 Total			459.25
194742 Total:			459.25
CBMS5011 - Christian Brothers Mechanical Svcs Inc. Total:			459.25
CHUN8032 - Chung, Sam Line Item Account			
194743	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Karate Class	101-8030-8032-8267-000	78.00
Inv Summer 2016 Total			78.00
194743 Total:			78.00
CHUN8032 - Chung, Sam Total:			78.00
CITTF000 - CIT Technology Financial Services, Inc. Line Item Account			
194744	08/17/2016		
Inv	28860085		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Copier Lease	500-3010-3012-8110-000	150.08

Check Number	Check Date		Amount
07/15/2016	Copier Lease	101-7010-7011-8110-000	300.15
07/15/2016	Copier Lease	101-3010-3011-8110-000	150.00
Inv 28860085 Total			600.30
194744 Total:			600.30
CITTF000 - CIT Technology Financial Services, Inc. Total:			600.30
GLE2563 - City of Glendale Line Item Account			
194745	08/17/2016		
Inv	GLN0000006860		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	PD ICIS Roamer Fees July-Sept 2016	101-4010-4011-8180-000	1,275.00
Inv GLN0000006860 Total			1,275.00
194745 Total:			1,275.00
GLE2563 - City of Glendale Total:			1,275.00
ANCZ5270 - Cocuzzo, Anne Line Item Account			
194746	08/17/2016		
Inv	R72694		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund Cancelled Summer Camp Class	101-0000-0000-5270-002	185.00
Inv R72694 Total			185.00
194746 Total:			185.00
ANCZ5270 - Cocuzzo, Anne Total:			185.00
CHWP2010 - Colantuono,Highsmith & Whatley,PC Line Item Account			
194747	08/17/2016		
Inv	31337		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-General	101-2010-2501-8160-000	9,584.24
Inv 31337 Total			9,584.24
Inv	31339		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Transportation	101-2010-2021-8160-000	587.50
Inv 31339 Total			587.50

Check Number	Check Date	Amount
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Inv 31341

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Misc. Litigation	101-2010-2501-8160-000	540.50

Inv 31341 Total 540.50

Inv 31343

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Special Projects	101-2010-2501-8160-000	1,010.50

Inv 31343 Total 1,010.50

Inv 31345

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Water & Utilities	101-2010-2501-8160-000	1,339.50

Inv 31345 Total 1,339.50

Inv 34340

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Labor & Employment	101-2010-2013-8160-000	188.00

Inv 34340 Total 188.00

Inv 34342

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Suc. Agency	227-7200-7210-8160-000	23.50

Inv 34342 Total 23.50

Inv 34344

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Gardena v. RWQCB	101-2010-2501-8160-000	1,963.10

Inv 34344 Total 1,963.10

Inv 37338

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Legal Svcs 7/16-Adv. Benzoni	101-2010-2501-8160-000	3,995.00

Inv 37338 Total 3,995.00

194747 Total: 19,231.84

CHWP2010 - Colantuono, Highsmith & Whatley, PC Total: 19,231.84

CMC2011 - Comcate Line Item Account

4748 08/17/2016

Inv 6234

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
08/03/2016	PW Dept. Communication Link 9/17/16-9/16/17	101-6010-6011-8020-000	2,248.69
Inv 6234 Total			2,248.69
194748 Total:			2,248.69
COMC2011 - Comcate Total:			2,248.69
CMME4011 - Commline Inc. Line Item Account			
194749	08/17/2016		
Inv 0024613			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	PD K9 Unit# 0908 Repair Lightbar Cable & Replace DriverSpotligh	101-4010-4011-8100-000	187.50
Inv 0024613 Total			187.50
Inv 0024614			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	PD Unit# 1198 Gun Racks Repairs	101-4010-4011-8100-000	95.00
Inv 0024614 Total			95.00
Inv 0024616			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	PD Unit# 1407 Repair Driver's Spotlight & Adjust Gun Rack	101-4010-4011-8100-000	190.00
Inv 0024616 Total			190.00
194749 Total:			472.50
CMME4011 - Commline Inc. Total:			472.50
CPBS2021 - Community Partners & Bike SGV Line Item Account			
194750	08/17/2016		
Inv 20160601			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	626 Golden Street Festival	249-2010-2011-8170-000	26,074.72
Inv 20160601 Total			26,074.72
Inv 20160701			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	626 Golden Street Festival	249-2010-2011-8170-000	2,981.81
Inv 20160701 Total			2,981.81
194750 Total:			29,056.53

Check Number	Check Date		Amount
- BS2021 - Community Partners & Bike SGV Total:			29,056.53
CONN6711 - Conney Safety Line Item Account			
194751	08/17/2016		
Inv	05181571		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Water Dist. Safety Equipment Water Resistant Grip Gloves	500-6010-6710-8134-000	314.49
Inv 05181571 Total			314.49
Inv	05185337		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	Water Dist. Safety Equipment Water Resistant Grip Gloves	500-6010-6710-8134-000	179.85
Inv 05185337 Total			179.85
Inv	05189812		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Safety Steel Toe Rubber Boots	500-6010-6710-8132-000	181.30
Inv 05189812 Total			181.30
4751 Total:			675.64
CONN6711 - Conney Safety Total:			675.64
COO0695 - Cook Fire Extinguisher Co Line Item Account			
194752	08/17/2016		
Inv	18101		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	FD Fire Extinguisher Svcs	101-5010-5011-8020-000	55.00
Inv 18101 Total			55.00
194752 Total:			55.00
COO0695 - Cook Fire Extinguisher Co Total:			55.00
CORE6011 - CoreLogic Information Solutions, Inc. Line Item Account			
194753	08/17/2016		
Inv	81713135		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2016	PW Realquest.com Svcs 7/16	101-6010-6011-8020-000	300.00
Inv 81713135 Total			300.00
194753 Total:			300.00

Check Number	Check Date		Amount
CORE6011 - CoreLogic Information Solutions, Inc. Total:			300.00
COR7788 - Cornforth, Darren Line Item Account			
194754	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Tennis Classes	101-8030-8032-8267-000	845.00
Inv Summer 2016 Total			845.00
194754 Total:			845.00
COR7788 - Cornforth, Darren Total:			845.00
CPS0551 - CPRS Line Item Account			
194755	08/17/2016		
Inv	100680		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/1980	CPRS Maint. Mgmt School 11/14-18/16-Lucy Hakobian	101-8030-8032-8090-000	1,385.00
Inv 100680 Total			1,385.00
194755 Total:			1,385.00
CPS0551 - CPRS Total:			1,385.00
DSP0755 - D & S Printing Line Item Account			
194756	08/17/2016		
Inv	9733		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	PW 2 Ideal Self- Marking Stamps	101-6010-6011-8000-000	87.20
Inv 9733 Total			87.20
Inv	9735		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	Comm. Svcs Envelopes	101-8030-8021-8050-000	272.50
Inv 9735 Total			272.50
Inv	9760		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Water Dept. Inventory Tracking Pads	500-6010-6710-8050-000	92.65
Inv 9760 Total			92.65

Check Number	Check Date		Amount
4756 Total:			452.35
DSP0755 - D & S Printing Total:			452.35
DWIN4010 - D.W. Investigations Line Item Account			
194757	08/17/2016		
Inv	03-2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Background Investigation Fee	101-4010-4011-8170-000	900.00
Inv 03-2016 Total			900.00
194757 Total:			900.00
DWIN4010 - D.W. Investigations Total:			900.00
DAN0769 - D'Angelo Company Line Item Account			
194758	08/17/2016		
Inv	S1279887.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Valve Boxes Marked w/ SPWD	500-0000-0000-1400-000	1,071.91
Inv S1279887.001 Total			1,071.91
Inv	S1280425.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Repair Clamp Rivetted 24" Water Main 24" RS Transmission Main	500-6010-6710-8020-000	1,513.64
Inv S1280425.001 Total			1,513.64
194758 Total:			2,585.55
DAN0769 - D'Angelo Company Total:			2,585.55
DANG5011 - Dangra Inc. Line Item Account			
194759	08/17/2016		
Inv	0426715		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	FD Safety Clothing	101-5010-5011-8134-000	178.30
Inv 0426715 Total			178.30
194759 Total:			178.30
DANG5011 - Dangra Inc. Total:			178.30

Check Number	Check Date		Amount
DLFS8300 - De Lage Landen Line Item Account			
194760	08/17/2016		
Inv	50681967		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/02/2016	2nd Fl. Copier Lease 7/15-8/14/16	101-3010-3032-8300-000	127.58
07/02/2016	2nd Fl. Copier Lease 7/15-8/14/16	101-1020-1021-8300-000	127.58
07/02/2016	2nd Fl. Copier Lease 7/15-8/14/16	101-6010-6011-8300-000	127.58
Inv 50681967 Total			382.74
Inv	51046789		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	2nd Fl Copier Lease 8/15-9/14/16	101-3010-3032-8300-000	382.74
Inv 51046789 Total			382.74
194760 Total:			765.48
DLFS8300 - De Lage Landen Total:			765.48
NKLE2920 - De Leon, Nickolas Line Item Account			
194761	08/17/2016		
Inv	R73559		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Refund Youth House Deposit Rental 7/23/16	101-0000-0000-2920-000	250.00
Inv R73559 Total			250.00
194761 Total:			250.00
NKLE2920 - De Leon, Nickolas Total:			250.00
DEM0777 - Demco Line Item Account			
194762	08/17/2016		
Inv	5918007		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	Library Tech. Svcs Supplies	101-8010-8011-8020-000	268.67
Inv 5918007 Total			268.67
Inv	5919197		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Library Tech. Svcs Supplies	101-8010-8011-8020-000	348.95
Inv 5919197 Total			348.95
194762 Total:			617.62

Check Number	Check Date		Amount
M0777 - Demco Total:			617.62
DOJ4011 - Dept of Justice Line Item Account			
194763	08/17/2016		
Inv	176412		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	PD Applicant Fingerprinting Svcs 6/16	101-4010-4011-8020-000	288.00
Inv 176412 Total			288.00
194763 Total:			288.00
DOJ4011 - Dept of Justice Total:			288.00
DEP5072 - Dept of Transportation Line Item Account			
194764	08/17/2016		
Inv	SL160948		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Signals & Lighting Billing April - June 2016	215-6010-6115-8180-000	560.45
Inv SL160948 Total			560.45
764 Total:			560.45
DEP5072 - Dept of Transportation Total:			560.45
DPSI7101 - Desktop Publishing Supplies Inc. Line Item Account			
194765	08/17/2016		
Inv	353536		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Planning/Bldg Postcard Paper for Public Notices	101-7010-7011-8050-000	355.74
07/08/2016	Planning/Bldg Postcard Paper for Public Notices	101-0000-0000-2700-000	-24.59
Inv 353536 Total			331.15
194765 Total:			331.15
DPSI7101 - Desktop Publishing Supplies Inc. Total:			331.15
CADW5270 - Dewees, Christina Line Item Account			
194766	08/17/2016		
Inv	R73673		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Partial Cancelled Park Rsvp	101-0000-0000-5270-005	55.00
Inv R73673 Total			55.00

Check Number	Check Date		Amount
194766 Total:			55.00
CADW5270 - Dewees, Christina Total:			55.00
DIG0800 - Digital Telecommunications Corp Line Item Account			
194767	08/17/2016		
Inv 24977			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2016	DigitalStationCard,TelephoneSysUpdate for PD & Mgmt Svcs	101-3010-3032-8150-000	337.50
Inv 24977 Total			337.50
Inv 24994			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/10/2016	DigitalStationCard,TelephoneSysUpdate for PD & Mgmt Svcs	101-3010-3032-8150-000	495.00
Inv 24994 Total			495.00
194767 Total:			832.50
DIG0800 - Digital Telecommunications Corp Total:			832.50
D TSA2945 - Division of the State Architect Line Item Account			
194768	08/17/2016		
Inv 4/1-6/30/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2016	Disability Access Education Fee Report 4/1-6/30/16	101-0000-0000-2945-000	205.80
Inv 4/1-6/30/16 Total			205.80
194768 Total:			205.80
D TSA2945 - Division of the State Architect Total:			205.80
DDL P8010 - Dr. Detail Ph.D Line Item Account			
194769	08/17/2016		
Inv 00048			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Community Room Carpet Cleaning Svc 7/26/16	101-8010-8011-8120-000	75.00
Inv 00048 Total			75.00
194769 Total:			75.00
DDL P8010 - Dr. Detail Ph.D Total:			75.00

Check Number	Check Date		Amount
EC4011 - Electric Car Sales & Svc. Inc. Line Item Account			
4770	08/17/2016		
Inv	20643		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	PD Rental of 1 Club Car for July 4th Event	101-4010-4011-8020-000	345.25
Inv 20643 Total			345.25
194770 Total:			345.25
ELEC4011 - Electric Car Sales & Svc. Inc. Total:			345.25
ELL1017 - Ellen's Silkscreening Line Item Account			
194771	08/17/2016		
Inv	60158		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Yard Bldg Maint. Shirts for Staff	101-6010-6601-8132-000	162.96
Inv 60158 Total			162.96
Inv	EE60015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	PD Polo Shirts for Police Cadets	101-4010-4011-8134-000	510.56
Inv EE60015 Total			510.56
194771 Total:			673.52
ELL1017 - Ellen's Silkscreening Total:			673.52
HERD8010 - Erdmann, Hollis Line Item Account			
194772	08/17/2016		
Inv	0000405		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Community Room Piano Tuner for Baldwin Piano	101-8010-8011-8020-000	125.00
Inv 0000405 Total			125.00
194772 Total:			125.00
HERD8010 - Erdmann, Hollis Total:			125.00
ISER5270 - Ergas, Isaac Line Item Account			
194773	08/17/2016		
Inv	R72944		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund Cancelled Summer Camp Med	101-0000-0000-5270-001	135.00

Check Number	Check Date		Amount
Inv R72944	Total		135.00
194773 Total:			135.00
ISERS5270 - Ergas, Isaac Total:			135.00
FCCC2984 - Farwest Corrosion Control Company Line Item Account			
194774	08/17/2016		
Inv	R2867		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2016	Refund Hydrant Meter Deposit	500-0000-0000-2984-000	886.78
Inv R2867 Total			886.78
194774 Total:			886.78
FCCC2984 - Farwest Corrosion Control Company Total:			886.78
FED1109 - Federal Express Line Item Account			
194775	08/17/2016		
Inv	5-474-53379		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	PD Overnight Shipping	101-4010-4011-8010-000	27.36
Inv 5-474-53379 Total			27.36
194775 Total:			27.36
FED1109 - Federal Express Total:			27.36
FHCM5011 - Foothill Communications Line Item Account			
194776	08/17/2016		
Inv	1719		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	FD New Radio Antenna's for RA81	101-5010-5011-8100-000	143.88
Inv 1719 Total			143.88
194776 Total:			143.88
FHCM5011 - Foothill Communications Total:			143.88
SRGF5270 - Franco, Sergio Line Item Account			
194777	08/17/2016		
Inv	R73220		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/15/2016	Refund Dropped Tiny Pros Soccer Class	101-0000-0000-5270-002	114.00
Inv R73220 Total			114.00
194777 Total:			114.00
SRGF5270 - Franco, Sergio Total:			114.00
GAL1166 - Gale Research Line Item Account			
194779	08/17/2016		
Inv	58327326		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Electronic Reference	101-8010-8011-8031-000	50.00
Inv 58327326 Total			50.00
194779 Total:			50.00
GAL1166 - Gale Research Total:			50.00
GAL7788 - Gale, Donna Line Item Account			
194778	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Dance, Cooking for Kids Classes	101-8030-8032-8267-000	2,148.75
Inv Summer 2016 Total			2,148.75
194778 Total:			2,148.75
GAL7788 - Gale, Donna Total:			2,148.75
GALS5010 - Galls Line Item Account			
194780	08/17/2016		
Inv	005689680		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	PD Uniform & Accessories	101-4010-4011-8134-000	6.45
Inv 005689680 Total			6.45
Inv	005711369		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	PD Uniform & Accessories	101-4010-4011-8134-000	108.96
Inv 005711369 Total			108.96

Check Number	Check Date		Amount
Inv	005711378		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	PD Uniform & Accessories	101-4010-4011-8134-000	160.38
Inv 005711378 Total			160.38
Inv	005711976		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	PD Uniform & Accessories	101-4010-4011-8134-000	734.80
Inv 005711976 Total			734.80
194780 Total:			1,010.59
GALS5010 - Galls Total:			1,010.59
GDGA5270 - Garcia, Guadalupe Line Item Account			
194781	08/17/2016		
Inv	R73676		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Dropped Tiny Soccer Class	101-0000-0000-5270-002	129.00
Inv R73676 Total			129.00
194781 Total:			129.00
GDGA5270 - Garcia, Guadalupe Total:			129.00
ATSW3010 - Garda CL West Inc. Line Item Account			
194782	08/17/2016		
Inv	10227830		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Armored Car Svcs for 8/16	101-3010-3011-8020-000	922.60
08/01/2016	Armored Car Svcs for 8/16	500-3010-3012-8020-000	922.60
Inv 10227830 Total			1,845.20
Inv	20167197		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Armored Car Svc for Excess Svcs 6/16	101-3010-3011-8020-000	8.29
Inv 20167197 Total			8.29
194782 Total:			1,853.49
ATSW3010 - Garda CL West Inc. Total:			1,853.49

Check Number	Check Date		Amount
R5011 - Garvey Equipment Co Line Item Account			
.783	08/17/2016		
Inv	94452		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Fuses for Video Van Operations & Gloves	210-6010-6501-8020-000	447.74
Inv 94452 Total			447.74
Inv	94453		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	Asphalt Blade for Street Repairs	230-6010-6116-8130-000	260.51
Inv 94453 Total			260.51
194783 Total:			708.25
GAR5011 - Garvey Equipment Co Total:			708.25
THR5910 - George L.Throop Co. Line Item Account			
194784	08/17/2016		
Inv	01-706848-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	Concrete	230-6010-6116-8020-000	449.32
Inv 01-706848-00 Total			449.32
194784 Total:			449.32
THR5910 - George L.Throop Co. Total:			449.32
EGGO4011 - Giron-Garrido, Elias Line Item Account			
194785	08/17/2016		
Inv	7/18-19/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	77.56
Inv 7/18-19/16 Total			77.56
194785 Total:			77.56
EGGO4011 - Giron-Garrido, Elias Total:			77.56
GPDD4010 - Glendale Police Dept. Line Item Account			
194786	08/17/2016		
Inv	16-1166		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	DNA Processing - Evidence Swabs DR-16-1289	101-4010-4011-8180-000	825.00

Check Number	Check Date		Amount
Inv 16-1166 Total			825.00
194786 Total:			825.00
GPDD4010 - Glendale Police Dept. Total:			825.00
GSOT2015 - Golden State Overnight Line Item Account			
194787	08/17/2016		
Inv	3130831		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2016	PW Overnight Shipping	101-6010-6011-8010-000	21.34
Inv 3130831 Total			21.34
194787 Total:			21.34
GSOT2015 - Golden State Overnight Total:			21.34
VNGZ5230 - Gomez, Vanessa Line Item Account			
194788	08/17/2016		
Inv	R138393		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Refund Vehicle Release Overpayment	101-0000-0000-5230-004	5.00
Inv R138393 Total			5.00
194788 Total:			5.00
VNGZ5230 - Gomez, Vanessa Total:			5.00
MRGM5260 - Gorman, Merida Line Item Account			
194789	08/17/2016		
Inv	R06070		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Refund Lost & Paid Library Materials	101-0000-0000-5260-003	17.00
Inv R06070 Total			17.00
194789 Total:			17.00
MRGM5260 - Gorman, Merida Total:			17.00
ANGY8030 - Grady, Anthony Q. Line Item Account			
194790	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
08/02/2016	Instructor Jiu Jitsu Classes	101-8030-8032-8267-000	136.50
Inv Summer 2016 Total			136.50
194790 Total:			136.50
ANGY8030 - Grady, Anthony Q. Total:			136.50
GRA1244 - Graffiti Control Systems Line Item Account			
194791	08/17/2016		
Inv	SPAS0716		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2016	Citywide Graffiti Removal Svcs 7/16	101-6010-6410-8262-000	1,078.00
Inv SPAS0716 Total			1,078.00
194791 Total:			1,078.00
GRA1244 - Graffiti Control Systems Total:			1,078.00
GRA6601 - Grainger Line Item Account			
194792	08/17/2016		
Inv	9151633485		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/27/2016	Street Light Pole Demo Blade Replacement-Monterey/Via Del Rey	215-6010-6201-8020-000	224.98
Inv 9151633485 Total			224.98
Inv	9162911771		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	City Hall Lighting Recessed Lighting & Fuse Replacements	101-6010-6601-8020-000	50.07
Inv 9162911771 Total			50.07
Inv	9180852411		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	WMB Air Duct Replacement	101-6010-6601-8020-000	388.68
Inv 9180852411 Total			388.68
194792 Total:			663.73
GRA6601 - Grainger Total:			663.73
EA6116 - Great Match Consulting Line Item Account			
194793	08/17/2016		

Check Number	Check Date		Amount
Inv	1690003323		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/01/2016	Temp. Workers w/e 5/29/16	101-9000-9287-9287-000	1,152.48
06/01/2016	Sidewalk Repairs Project -Temp. Employees w/e 5/29/16	101-9000-9287-9287-000	493.92
Inv	1690003323 Total		1,646.40
Inv	1690003330		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	Temp. Workers w/e 6/5/16	101-9000-9287-9287-000	1,111.32
Inv	1690003330 Total		1,111.32
Inv	1690003359		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Temp. Workers w/e 7/3/16	101-9000-9287-9287-000	1,646.40
Inv	1690003359 Total		1,646.40
Inv	1690003360		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Temp Workers w/e 7/3/16	101-9000-9287-9287-000	823.20
Inv	1690003360 Total		823.20
Inv	CM 1690003317		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/08/2016	Temp. Workers w/e 6/5/16	101-9000-9287-9287-000	-164.64
Inv	CM 1690003317 Total		-164.64
194793 Total:			5,062.68
GRE A6116 - Great Match Consulting Total:			5,062.68
GRE1270 - Greg's Automotive Services Line Item Account			
194794	08/17/2016		
Inv	12962		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Water Dept. Unit# 8 Oil Change, Spark Plugs & Maint.	500-6010-6711-8100-000	222.75
Inv	12962 Total		222.75
Inv	12974		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Water Dept. Unit# 24 Oil Change Maint.	500-6010-6711-8100-000	50.80
Inv	12974 Total		50.80

Check Number	Check Date		Amount
Inv 12975			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Yard Unit# 16 Oil Change & Maint.	500-6010-6710-8100-000	78.30
Inv 12975 Total			78.30
194794 Total:			351.85
GRE1270 - Greg's Automotive Services Total:			351.85
HAC6711 - Hach Company Line Item Account			
194795	08/17/2016		
Inv 10007862			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Reagent for CL-17 Chlorine Analysis System	500-6010-6711-8020-000	710.71
Inv 10007862 Total			710.71
194795 Total:			710.71
HAC6711 - Hach Company Total:			710.71
SYHN5270 - Han, Sun Y. Line Item Account			
194796	08/17/2016		
Inv R72941			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund Dropped Parent & Me Dance Class	101-0000-0000-5270-002	80.00
Inv R72941 Total			80.00
194796 Total:			80.00
SYHN5270 - Han, Sun Y. Total:			80.00
RYHG4010 - Hang, Ryan Line Item Account			
194797	08/17/2016		
Inv 7/18-19/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	16.00
Inv 7/18-19/16 Total			16.00
194797 Total:			16.00
RYHG4010 - Hang, Ryan Total:			16.00

Check Number	Check Date		Amount
HRAS6201 - Harris & Associates Line Item Account			
194798	08/17/2016		
Inv	31988		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	City Street Lighting & Landscaping Maint. Svcs 6/16	215-6010-6201-8170-000	5,200.00
Inv 31988 Total			5,200.00
194798 Total:			5,200.00
HRAS6201 - Harris & Associates Total:			5,200.00
HARW8030 - Harwood, Haley Line Item Account			
194799	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Bellydancing Classes	101-8030-8032-8267-000	72.80
Inv Summer 2016 Total			72.80
194799 Total:			72.80
HARW8030 - Harwood, Haley Total:			72.80
HYBS8180 - Haynes Building Services LLC Line Item Account			
194800	08/17/2016		
Inv	30919		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Citywide Janitorial Svcs 7/16	101-6010-6601-8180-000	9,680.64
07/01/2016	Citywide Janitorial Svcs 7/16	232-6010-6417-8020-000	665.78
Inv 30919 Total			10,346.42
194800 Total:			10,346.42
HYBS8180 - Haynes Building Services LLC Total:			10,346.42
HDSW0107 - HD Supply Waterworks, Ltd. Line Item Account			
194801	08/17/2016		
Inv	F422766		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Water Meters	500-0000-0000-1400-000	8,397.36
Inv F422766 Total			8,397.36
194801 Total:			8,397.36

Check Number	Check Date		Amount
194802	08/17/2016		
Inv F522914			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/16/2016	Fire Hydrants Inventory-Citywide Replacement of Old Fire Hydrant	500-0000-0000-1400-000	23,196.38
Inv F522914 Total			23,196.38
194802 Total:			23,196.38
HDSW0108 - HD Supply Waterworks, Ltd. Total:			31,593.74
HDWC6710 - HD White Cap Const. Supply Line Item Account			
194803	08/17/2016		
Inv 50004646071			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Specplug Specchem & Black Gloves	500-6010-6710-8020-000	65.14
Inv 50004646071 Total			65.14
194803 Total:			65.14
\WC6710 - HD White Cap Const. Supply Total:			65.14
HDL3011 - HdL Coren &n Cone Line Item Account			
194804	08/17/2016		
Inv 0022919			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Contract Sves Property Tax July-Sept. 2016	101-3010-3011-8170-000	2,640.00
Inv 0022919 Total			2,640.00
194804 Total:			2,640.00
HDL3011 - HdL Coren &n Cone Total:			2,640.00
NHRZ5270 - Hernandez, Nancy Line Item Account			
194805	08/17/2016		
Inv R73216			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Dropped Club Pros Soccer Class	101-0000-0000-5270-002	114.00
Inv R73216 Total			114.00
194805 Total:			114.00
NHRZ5270 - Hernandez, Nancy Total:			114.00

Check Number	Check Date		Amount
HPSL2021 - High Point Strategies LLC Line Item Account			
194806	08/17/2016		
Inv 160			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2016	Consulting Fees SR 710 3C 5/16	101-2010-2021-8170-000	5,000.00
Inv 160 Total			5,000.00
194806 Total:			5,000.00
HPSL2021 - High Point Strategies LLC Total:			5,000.00
HIW6710 - Hi-Way Safety Inc Line Item Account			
194807	08/17/2016		
Inv 47698			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	New Sign/Post Installation Hardware 900 Block of Adelaine	230-6010-6116-8020-000	445.09
Inv 47698 Total			445.09
Inv 47699			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Sign/Post Installation Hardware	230-6010-6116-8020-000	478.32
Inv 47699 Total			478.32
194807 Total:			923.41
HIW6710 - Hi-Way Safety Inc Total:			923.41
TMHG6711 - Hogan, Tim Line Item Account			
194808	08/17/2016		
Inv 5298			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Printing Svcs CCR Report for City Counter Locations	500-6010-6711-8020-000	485.37
Inv 5298 Total			485.37
194808 Total:			485.37
TMHG6711 - Hogan, Tim Total:			485.37
HOS1517 - Hose-Man, Inc. Line Item Account			
194809	08/17/2016		
Inv 2315921-0001-02			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/28/2016	Tractor Hose Repair	215-6010-6310-8100-000	11.65
Inv 2315921-0001-02 Total			11.65
194809 Total:			11.65
HOS1517 - Hose-Man, Inc. Total:			11.65
ICPS8060 - ICMA Line Item Account			
194810	08/17/2016		
Inv	665648		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	2016-2017 Membership- Lucina Demirjian	101-2010-2011-8060-000	175.00
Inv 665648 Total			175.00
194810 Total:			175.00
ICPS8060 - ICMA Total:			175.00
IVPS3012 - Innovative Promotions Line Item Account			
194811	08/17/2016		
Inv	18290		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/05/2016	Buckets w/Conservation Tips & Incentive Items	500-3010-3012-8032-000	1,945.50
Inv 18290 Total			1,945.50
194811 Total:			1,945.50
IVPS3012 - Innovative Promotions Total:			1,945.50
INT4896 - Inter-Con Security Systems Inc Line Item Account			
194812	08/17/2016		
Inv	422643		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	PD Parking Enforcement Svcs 6/16	101-4010-4011-8180-000	8,249.20
Inv 422643 Total			8,249.20
194812 Total:			8,249.20
INT4896 - Inter-Con Security Systems Inc Total:			8,249.20
INTC7101 - International Code Council Line Item Account			
194813	08/17/2016		

Check Number	Check Date		Amount
Inv	1000707189		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	2016 Bldg Codes	101-7010-7011-8020-000	928.56
Inv 1000707189 Total			928.56
Inv	1000708968		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	2016 Mechanical/Plumbing Codes	101-7010-7011-8020-000	313.34
Inv 1000708968 Total			313.34
194813 Total:			1,241.90
INTC7101 - International Code Council Total:			1,241.90
JGA9126 - J.Gardner & Associates, LLC Line Item Account			
194814	08/17/2016		
Inv	8986		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	PD 3M Custom Jr. Police Badge Stickers	101-4010-4011-8020-000	330.65
Inv 8986 Total			330.65
194814 Total:			330.65
JGA9126 - J.Gardner & Associates, LLC Total:			330.65
JSAR4011 - Jack's Auto Repair Line Item Account			
194815	08/17/2016		
Inv	14898		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	PD Unit# 0432 Replace Radiator	101-4010-4011-8100-000	732.64
Inv 14898 Total			732.64
Inv	14910		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	PD Unit# 0702 Replace Oil Pan & Gasket	101-4010-4011-8100-000	691.50
Inv 14910 Total			691.50
Inv	14915		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	PD Unit# 0431 Replace Blower Motor Resistor, Oil Change	101-4010-4011-8100-000	239.29
Inv 14915 Total			239.25

Check Number	Check Date		Amount
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Inv 14919

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	PD Unit# 0431 Replace Blower Motor	101-4010-4011-8100-000	365.44

Inv 14919 Total 365.44

Inv 14920

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	PD Unit# 1112 Replace A/D Hose Manifold, Charge A/C System	101-4010-4011-8100-000	488.08

Inv 14920 Total 488.08

Inv 14922

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	PD Unit# 1112 Replace Radiator,Gasket & Oil Change	101-4010-4011-8100-000	678.95

Inv 14922 Total 678.95

Inv 14930

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/29/2016	PD Unit# 0908 Replace Tension Struts,BrakePads & LowerControl/	101-4010-4011-8100-000	1,256.29

Inv 14930 Total 1,256.29

Inv 14932

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/29/2016	PD Unit# 0432 Replace Cylinder Head Gasket	101-4010-4011-8100-000	1,411.89

Inv 14932 Total 1,411.89

194815 Total: 5,864.08

JSAR4011 - Jack's Auto Repair Total: 5,864.08

JHIN5270 - Jihanian, Lili Line Item Account

194816 08/17/2016

Inv R73681

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Cancelled Intro Baseball Class	101-0000-0000-5270-002	115.00

Inv R73681 Total 115.00

194816 Total: 115.00

JHIN5270 - Jihanian, Lili Total: 115.00

MEJ5270 - Johnston, Melea Line Item Account

194817 08/17/2016

Check Number	Check Date		Amount
Inv	R73221		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Crazy Chemworks Class	101-0000-0000-5270-002	338.00
Inv R73221 Total			338.00
194817 Total:			338.00
MESJ5270 - Johnston, Melea Total:			338.00
VKAD5270 - Kades, Vasilike Line Item Account			
194818	08/17/2016		
Inv	R73227		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Summer Camp Class	101-0000-0000-5270-005	149.00
Inv R73227 Total			149.00
194818 Total:			149.00
VKAD5270 - Kades, Vasilike Total:			149.00
UMKS5270 - Kedla, Umesh Line Item Account			
194819	08/17/2016		
Inv	R72695		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund Cancelled Summer Camp Class	101-0000-0000-5270-002	185.00
Inv R72695 Total			185.00
194819 Total:			185.00
UMKS5270 - Kedla, Umesh Total:			185.00
KYKO5270 - Ko, Kathryn Line Item Account			
194820	08/17/2016		
Inv	11/11/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 11/11/15 Total			100.00
194820 Total:			100.00
KYKO5270 - Ko, Kathryn Total:			100.00

Check Number	Check Date		Amount
KW3012 - Krakowiak, Natasha Line Item Account			
4821	08/17/2016		
Inv	11/11/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Refund Rebate	500-3010-3012-8032-000	100.00
Inv 11/11/15 Total			100.00
194821 Total:			100.00
NTKW3012 - Krakowiak, Natasha Total:			100.00
LADA8021 - L.A.C. District Attorney's Line Item Account			
194822	08/17/2016		
Inv	16-1121		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	PD Legal Svcs 6/16	101-4010-4011-8180-000	53.83
Inv 16-1121 Total			53.83
194822 Total:			53.83
LADA8021 - L.A.C. District Attorney's Total:			53.83
LACD4011 - L.A.C.Sheriff's Dept. Line Item Account			
194823	08/17/2016		
Inv	165229JJ		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	LASD Basic Police Academy for PD Recruits Fees	101-4010-4011-8210-000	1,335.00
Inv 165229JJ Total			1,335.00
194823 Total:			1,335.00
LACD4011 - L.A.C.Sheriff's Dept. Total:			1,335.00
LDIC8300 - LDI Color ToolBox Line Item Account			
194824	08/17/2016		
Inv	1039013		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/28/2016	2nd Floor Copier 7/16	101-1020-1021-8300-000	141.93
06/28/2016	2nd Floor Copier 7/16	101-3010-3032-8300-000	141.93
06/28/2016	2nd Floor Copier 7/16	101-6010-6011-8300-000	141.93
Inv 1039013 Total			425.79

Check Number	Check Date		Amount
Inv 1041062			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Copier Use 8/16 & Overages 7/16	101-3010-3032-8300-000	384.06
Inv 1041062 Total			384.06
194824 Total:			809.85
LDIC8300 - LDI Color ToolBox Total:			809.85
NCKL5270 - Lee, Nicole Kasukabe Line Item Account			
194825	08/17/2016		
Inv R73224			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Summer Camp	101-0000-0000-5270-001	125.00
Inv R73224 Total			125.00
Inv R73460			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Refund Cancelled Camp Med	101-0000-0000-5270-002	125.00
Inv R73460 Total			125.00
194825 Total:			250.00
NCKL5270 - Lee, Nicole Kasukabe Total:			250.00
ISKL8032 - Lien, Isaak Line Item Account			
194826	08/17/2016		
Inv Summer 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Anime Classes	101-8030-8032-8267-000	702.00
Inv Summer 2016 Total			702.00
194826 Total:			702.00
ISKL8032 - Lien, Isaak Total:			702.00
LIT7777 - Litwin, Louis Line Item Account			
194827	08/17/2016		
Inv 7/11/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	PD Admin Hearings 7/11/16	101-4010-4011-8180-000	135.00
Inv 7/11/16 Total			135.00

Check Number	Check Date		Amount
194827 Total:			135.00
LIT7777 - Litwin, Louis Total:			135.00
OMLR4011 - Lorenzana, Omar Line Item Account			
194828	08/17/2016		
Inv	7/18-19/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	77.56
Inv 7/18-19/16 Total			77.56
194828 Total:			77.56
OMLR4011 - Lorenzana, Omar Total:			77.56
LANG8022 - Los Angeles Newspaper Group Line Item Account			
194829	08/17/2016		
Inv	0010820560		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Job Posting on Monster Jobs 7/1/16-6/30/17	101-2010-2013-8040-000	4,200.00
Inv 0010820560 Total			4,200.00
194829 Total:			4,200.00
LANG8022 - Los Angeles Newspaper Group Total:			4,200.00
GSLG2920 - Lugo, Guiselles Line Item Account			
194830	08/17/2016		
Inv	R73560		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Refund WMB Deposit Rentail 7/23/16	101-0000-0000-2920-000	500.00
Inv R73560 Total			500.00
194830 Total:			500.00
GSLG2920 - Lugo, Guiselles Total:			500.00
MADS8030 - Mad Science of Los Angeles Line Item Account			
194831	08/17/2016		
Inv	00029996		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Instructor Crazy Chemworks Classes	101-8030-8032-8267-000	1,647.75

Check Number	Check Date	Amount
Inv 00029996 Total		1,647.75
194831 Total:		1,647.75
MADS8030 - Mad Science of Los Angeles Total:		1,647.75
MIMNS270 - Madden, Michelle Line Item Account		
194832	08/17/2016	
Inv R72972		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/12/2016	Refund Cancelled Secret Agent Lab Class	101-0000-0000-5270-002
169.00		
Inv R72972 Total		169.00
194832 Total:		169.00
MIMNS270 - Madden, Michelle Total:		169.00
CSML4610 - Mallouf, Christine Line Item Account		
194833	08/17/2016	
Inv 222131072		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/24/2016	Refund Citation	101-0000-0000-4610-000
48.00		
Inv 222131072 Total		48.00
194833 Total:		48.00
CSML4610 - Mallouf, Christine Total:		48.00
MSON5270 - Mason, Gina Line Item Account		
194834	08/17/2016	
Inv R73316		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
07/27/2016	Refund Youth House Deposit Rental 7/16/16	101-0000-0000-2920-000
250.00		
Inv R73316 Total		250.00
194834 Total:		250.00
MSON5270 - Mason, Gina Total:		250.00
MAT5563 - Matt Chlor Inc Line Item Account		
194835	08/17/2016	

Check Number	Check Date		Amount
Inv	17185		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Sodium Hypochlorite	500-6010-6711-8020-000	173.67
Inv 17185 Total			173.67
194835 Total:			173.67
MAT5563 - Matt Chlor Inc Total:			173.67
DEMC8021 - McIntosh, Deborah Line Item Account			
194836	08/17/2016		
Inv	003-11-9-16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Sr.Center "A GratefulNationHonorsOurVeterans"Presentation11/9/1	101-8030-8021-8267-000	100.00
Inv 003-11-9-16 Total			100.00
194836 Total:			100.00
DEMC8021 - McIntosh, Deborah Total:			100.00
MING6011 - Minagar & Associates, Inc. Line Item Account			
194837	08/17/2016		
Inv	724		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Traffic Engineering Svcs	101-6010-6011-8170-000	19,982.25
Inv 724 Total			19,982.25
194837 Total:			19,982.25
MING6011 - Minagar & Associates, Inc. Total:			19,982.25
MMV9126 - Mission-Meridian Village Line Item Account			
194838	08/17/2016		
Inv	COM001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	POA Dues Hospital Utiltiy 8/16	226-2010-2029-8060-000	804.13
Inv COM001 Total			804.13
Inv	COM002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	POA Dues Parking Utiltiy 8/16	207-2010-2260-8061-000	1,730.17
Inv COM002 Total			1,730.17

Check Number Check Date Amount

194838 Total: 2,534.30

MMV9126 - Mission-Meridian Village Total: 2,534.30

MOR2900 - Morrow & Holman Plumbing Inc Line Item Account

194839 08/17/2016

Inv P-8785 BF

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/04/2016	Sr. Center/Library Backflow Repairs	101-6010-6601-8120-000	313.45

Inv P-8785 BF Total 313.45

194839 Total: 313.45

MOR2900 - Morrow & Holman Plumbing Inc Total: 313.45

MLHL3010 - Moss, Levy & Hartzheim LLP Line Item Account

194840 08/17/2016

Inv 6939

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2016	Interim Audit Work Svcs for FY end 6/30/16	101-3010-3041-8170-000	7,800.00
07/31/2016	Interim Audit Work Svcs for FY end 6/30/16	500-3010-3012-8170-000	5,200.00

Inv 6939 Total 13,000.00

194840 Total: 13,000.00

MLHL3010 - Moss, Levy & Hartzheim LLP Total: 13,000.00

NCRS6711 - National Construction Rentals Line Item Account

194841 08/17/2016

Inv 4486316

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Temp Fence for Wilson Well # 2 7/14-8/10/16	500-6010-6711-8020-000	29.70

Inv 4486316 Total 29.70

194841 Total: 29.70

NCRS6711 - National Construction Rentals Total: 29.70

NAT4011 - Nat'l Emblem Inc Line Item Account

194842 08/17/2016

Inv 369198

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
07/19/2016	PD Dept. Patches	101-4010-4011-8134-000	840.06
Inv 369198 Total			840.06
194842 Total:			840.06
NAT4011 - Nat'l Emblem Inc Total:			840.06
NGSI6010 - Natural Gas Systems Inc. Line Item Account			
194843	08/17/2016		
Inv 4314			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Monthly Maint. 6/16	101-6010-6601-8020-000	375.00
Inv 4314 Total			375.00
194843 Total:			375.00
NGSI6010 - Natural Gas Systems Inc. Total:			375.00
NIMO9203 - Ninyo & Moore Line Item Account			
194844	08/17/2016		
Inv 200409			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Arroyo Seco Golf Course Swr Station Project Testing Svcs	295-9000-9395-9395-000	827.00
Inv 200409 Total			827.00
194844 Total:			827.00
NIMO9203 - Ninyo & Moore Total:			827.00
OREI6711 - O' Reilly Automotive Inc. Line Item Account			
194845	08/17/2016		
Inv 3213-389795			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2016	Batteries for Roller on Trailer & Bobcat Trailer	230-6010-6116-8100-000	208.90
Inv 3213-389795 Total			208.90
Inv 3213-392982			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/29/2016	Water Div. Vehicle Maint. Supplies	500-6010-6710-8100-000	139.40
Inv 3213-392982 Total			139.40

Check Number	Check Date		Amount
Inv 3213-393907			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Fuses for Sewer Camera	210-6010-6501-8020-000	213.00
Inv 3213-393907 Total			213.00
Inv 3213-394076			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Comm. Svcs Transit Vehicle Supplies	205-8030-8025-8100-000	39.21
Inv 3213-394076 Total			39.21
Inv 3213-394399			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Comm. Svcs Transit Vehicle Supplies	205-8030-8025-8100-000	10.22
Inv 3213-394399 Total			10.22
194845 Total:			610.73
OREI6711 - O' Reilly Automotive Inc. Total:			610.73
OFF4011 - Office Solutions Line Item Account			
194846	08/17/2016		
Inv I-0098537			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	PD Office Supplies	101-4010-4011-8000-000	457.69
Inv I-0098537 Total			457.69
Inv I-00987189			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	PD Office Supplies	101-4010-4011-8000-000	804.39
Inv I-00987189 Total			804.39
Inv I-00990041			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	PD Office Supplies	101-4010-4011-8000-000	559.93
Inv I-00990041 Total			559.93
Inv I-00990064			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	PD Office Supplies	101-4010-4011-8000-000	622.83
Inv I-00990064 Total			622.83
194846 Total:			2,444.84

Check Number	Check Date		Amount
OFF4011 - Office Solutions Total:			2,444.84
JMOV5270 - Olivas, Jaime Line Item Account			
194847	08/17/2016		
Inv	R72701		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund Cancelled Camp Class	101-0000-0000-5270-002	185.00
Inv R72701 Total			185.00
194847 Total:			185.00
JMOV5270 - Olivas, Jaime Total:			185.00
ONPS4011 - OnSite Printer Services Line Item Account			
194848	08/17/2016		
Inv	5164		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Repair PD Plotter B/O Hard Drive	101-4010-4011-8110-000	739.41
Inv 5164 Total			739.41
194848 Total:			739.41
ONPS4011 - OnSite Printer Services Total:			739.41
OVDR8011 - OverDrive Inc. Line Item Account			
194849	08/17/2016		
Inv	000221687070516		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	eBooks for Children's Collection	101-8010-8011-8080-000	48.00
Inv 000221687070516 Total			48.00
194849 Total:			48.00
OVDR8011 - OverDrive Inc. Total:			48.00
PHCP9255 - Pacific Hydrotech Corp. Line Item Account			
194850	08/17/2016		
Inv	#15*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Garfield Reservoir Replacement Project 6/16	500-9000-9266-9266-000	17,080.62
Inv #15* Total			17,080.62

Check Number	Check Date		Amount
Inv #16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2016	Garfield Reservoir Replacement Project7/16	500-9000-9266-9266-000	566,584.75
Inv #16 Total			566,584.75
194850 Total:			583,665.37
PHCP9255 - Pacific Hydrotech Corp. Total:			583,665.37
PCGR2984 - Pacifica Group Line Item Account			
194851	08/17/2016		
Inv 2801			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2016	Refund Hydrant Meter Deposit	500-0000-0000-2984-000	587.37
Inv 2801 Total			587.37
194851 Total:			587.37
PCGR2984 - Pacifica Group Total:			587.37
PAR8032 - Parada, Thomas Line Item Account			
194852	08/17/2016		
Inv Summer 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Basketball Classes	101-8030-8032-8267-000	357.50
Inv Summer 2016 Total			357.50
194852 Total:			357.50
PAR8032 - Parada, Thomas Total:			357.50
PART4011 - Party Pronto, Inc. Line Item Account			
194853	08/17/2016		
Inv O27249			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	PD Open House Supplies 9/18/16	101-4010-4011-8020-000	605.00
Inv O27249 Total			605.00
194853 Total:			605.00
PART4011 - Party Pronto, Inc. Total:			605.00

Check Number	Check Date		Amount
*S4011 - Pasadena Humane Society Line Item Account			
4854	08/17/2016		
Inv	August 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	PD Animal Control Svcs 8/16	101-4010-4011-8180-000	10,124.50
Inv August 2016 Total			10,124.50
194854 Total:			10,124.50
PHS4011 - Pasadena Humane Society Total:			10,124.50
PAS8032 - Pasadena Ice Skating Center Line Item Account			
194855	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Ice Skating Class	101-8030-8032-8267-000	180.00
Inv Summer 2016 Total			180.00
194855 Total:			180.00
PAS8032 - Pasadena Ice Skating Center Total:			180.00
PLMS6310 - Pasadena Lawnmower's Shop Line Item Account			
194856	08/17/2016		
Inv	10108		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Columbia Street/Fremont Plant Replacement	101-6010-6410-8020-000	84.36
Inv 10108 Total			84.36
Inv	10109		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Columbia Street/Fremont Plant Replacement	101-6010-6410-8020-000	177.12
Inv 10109 Total			177.12
194856 Total:			261.48
PLMS6310 - Pasadena Lawnmower's Shop Total:			261.48
PAY7788 - Payke Gymnastics Line Item Account			
194857	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Gymnastics Classes	101-8030-8032-8267-000	508.00

Check Number	Check Date		Amount
		Inv Summer 2016 Total	508.00
		194857 Total:	508.00
		PAY7788 - Payke Gymnastics Total:	508.00
		SMPR5270 - Persi, Samantha Line Item Account	
194858	08/17/2016	Inv R73229	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		07/15/2016	Refund Cancelled Soccer Class
			<u>Line Item Account</u>
			101-0000-0000-5270-005
		Inv R73229 Total	169.00
		194858 Total:	169.00
		SMPR5270 - Persi, Samantha Total:	169.00
		PCRI7101 - Personal Court Reporters Inc. Line Item Account	
194859	08/17/2016	Inv 64715	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		02/10/2016	Transcribing Svcs SP CC Mtg 2/3/16
			<u>Line Item Account</u>
			101-7010-7101-8170-000
		Inv 64715 Total	671.00
		Inv 66166	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		03/10/2016	Transcribing Svcs SP CC Mtg 3/2/16
			<u>Line Item Account</u>
			101-7010-7101-8170-000
		Inv 66166 Total	522.69
		194859 Total:	1,193.75
		PCRI7101 - Personal Court Reporters Inc. Total:	1,193.75
		PBBP8011 - Pitney Bowes Purchase Power Line Item Account	
194860	08/17/2016	Inv 21706007	
		<u>Line Item Date</u>	<u>Line Item Description</u>
		07/03/2016	Library Postage Meter Ref.# 8000-9000-0043-4872
			<u>Line Item Account</u>
			101-8010-8011-8010-000
		Inv 21706007 Total	493.64
		194860 Total:	493.64

Check Number	Check Date		Amount
BP8011 - Pitney Bowes Purchase Power Total:			493.64
PBPP8010 - Pitney Bowes Reserve Account Line Item Account			
194861	08/17/2016		
Inv	1001210313		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-5010-5011-8110-000	74.12
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-2010-2011-8110-000	74.10
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-2010-2013-8110-000	74.12
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	500-6010-6710-8110-000	74.12
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	500-3010-3012-8110-000	74.12
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-4010-4011-8110-000	74.14
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-6010-6011-8110-000	74.10
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-7010-7011-8110-000	74.12
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-1020-1021-8110-000	74.10
07/10/2016	Postage Meter Supplies- Red Ink Cartridges	101-3010-3011-8110-000	74.12
Inv 1001210313 Total			741.16
194861 Total:			741.16
PBPP8010 - Pitney Bowes Reserve Account Total:			741.16
PDI417 - Plumbers Depot Inc. Line Item Account			
194862	08/17/2016		
Inv	PD-31997		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Cables for Video Camera Transporter for Operation	210-6010-6501-8020-000	463.48
Inv PD-31997 Total			463.48
194862 Total:			463.48
PDI417 - Plumbers Depot Inc. Total:			463.48
POSS265 - Post Alarm Systems Line Item Account			
194863	08/17/2016		
Inv	885044		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	Camp Med Monitoring System 8/16	101-8030-8032-8180-000	46.45
Inv 885044 Total			46.45
Inv	888908		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	WMB Monitoring Fee 8/16	101-8030-8031-8180-000	46.45
Inv 888908 Total			46.45

Check Number	Check Date		Amount
194863	Total:		92.90
POS5265 - Post Alarm Systems Total:			92.90
PQLI6010 - PQL Line Item Account			
194864	08/17/2016		
Inv	400793		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/20/2016	Citywide Light Bulb LED Stock	101-6010-6601-8020-000	224.02
Inv 400793 Total			224.02
Inv	400886		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2016	LED Universal Wall	215-6010-6115-8020-000	511.13
Inv 400886 Total			511.13
Inv	400888		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2016	Citywide LED Light Wall Pack- New Installation	215-6010-6201-8020-000	478.91
Inv 400888 Total			478.91
194864	Total:		1,214.06
PQLI6010 - PQL Total:			1,214.06
PEDS6010 - Prime Electric Distributors Line Item Account			
194865	08/17/2016		
Inv	S1346113.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Yard Occupancy Sensor	101-6010-6601-8020-000	53.38
Inv S1346113.001 Total			53.38
194865	Total:		53.38
PEDS6010 - Prime Electric Distributors Total:			53.38
PRO5412 - Professional Binding Products, Inc Line Item Account			
194866	08/17/2016		
Inv	PSI0184368		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Sr. Center Laminating Pouches	101-8030-8021-8020-000	65.76
Inv PSI0184368 Total			65.76

Check Number	Check Date		Amount
194866 Total:			65.76
PRO5412 - Professional Binding Products,Inc Total:			65.76
QUA7778 - Quality Code Publishing, LLC Line Item Account			
194867	08/17/2016		
Inv	2016-283		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	SPMC Codification Svcs Feb - July 2016	101-1020-1021-8170-000	330.00
Inv 2016-283 Total			330.00
194867 Total:			330.00
QUA7778 - Quality Code Publishing, LLC Total:			330.00
RDRT5270 - Red Rountree Line Item Account			
194868	08/17/2016		
Inv	R73674		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Cancelled Sum Camp Med for 2 Kids	101-0000-0000-5270-001	227.00
Inv R73674 Total			227.00
194868 Total:			227.00
RDRT5270 - Red Rountree Total:			227.00
RED8995 - Red Wing Shoe Store Line Item Account			
194869	08/17/2016		
Inv	000004-015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	Safety Boots- Manny Cipres	500-6010-6711-8134-000	249.57
Inv 000004-015 Total			249.57
Inv	000004-015*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/18/2016	Safety Boots- Ruben Vargas	101-6010-6601-8134-000	250.00
Inv 000004-015* Total			250.00
4869 Total:			499.57
RED8995 - Red Wing Shoe Store Total:			499.57

Check Number	Check Date		Amount
RHCC7101 - Rio Hondo College Line Item Account			
194870	08/17/2016		
Inv	X16-59-ZSPS		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	PD Physical Agility Testing Fee	101-4010-4011-8020-000	9.20
Inv X16-59-ZSPS Total			9.20
194870 Total:			9.20
RHCC7101 - Rio Hondo College Total:			9.20
RIPU8540 - Roadline Products Inc. USA Line Item Account			
194871	08/17/2016		
Inv	12536		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/20/2016	40 Type III Barricades	230-6010-6116-8020-000	15,805.00
Inv 12536 Total			15,805.00
Inv	12624		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	Type B Guide Line Reflectors & Bundy Pad	230-6010-6116-8020-000	494.9
Inv 12624 Total			494.96
194871 Total:			16,299.96
RIPU8540 - Roadline Products Inc. USA Total:			16,299.96
RCKL8032 - Rocketology LLC Line Item Account			
194872	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/05/2016	Instructor Egghead Astronaut Camp & Explorer Classes	101-8030-8032-8267-000	1,957.15
Inv Summer 2016 Total			1,957.15
194872 Total:			1,957.15
RCKL8032 - Rocketology LLC Total:			1,957.15
RCRG3012 - Rogers, Richard Line Item Account			
194873	08/17/2016		
Inv	11/11/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
08/01/2016	Refund Rebates	500-3010-3012-8032-000	200.00
Inv 11/11/15 Total			200.00
194873 Total:			200.00
RCRG3012 - Rogers, Richard Total:			200.00
RMSF8025 - Route Match Software Line Item Account			
194874	08/17/2016		
Inv	26860		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Transit Demand Response Transportation Mgmt System	205-8030-8025-8530-000	4,599.84
Inv 26860 Total			4,599.84
Inv	26861		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Transit Demand Response Transportation Mgmt System	205-8030-8025-8530-000	4,140.00
Inv 26861 Total			4,140.00
Inv	26862		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Transit Demand Response Transportation Mgmt System	205-8030-8025-8530-000	1,680.00
Inv 26862 Total			1,680.00
194874 Total:			10,419.84
RMSF8025 - Route Match Software Total:			10,419.84
SOU5254 - S.P.Police Reserves Line Item Account			
194875	08/17/2016		
Inv	FY 2016-2017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	SP PD Reserves Uniform Allowance	101-4010-4011-8134-000	4,000.00
Inv FY 2016-2017 Total			4,000.00
194875 Total:			4,000.00
SOU5254 - S.P.Police Reserves Total:			4,000.00
U5250 - S.P.Review Line Item Account			
194876	08/17/2016		

Check Number	Check Date		Amount
Inv 5196			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Public Notice-Ord. # 2297 & 2298	101-1020-1021-8040-000	88.00
Inv 5196 Total			88.00
Inv 5197			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Public Notice-COSP 1008-1010 Mission St. Valet	101-7010-7011-8040-000	60.00
Inv 5197 Total			60.00
Inv 5198			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Public Notice-COSP 1499 Huntington Dr.	101-7010-7011-8040-000	64.00
Inv 5198 Total			64.00
Inv 5199			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	Public Notice-Found Property Ads	101-4010-4011-8020-000	20.00
Inv 5199 Total			20.00
Inv 5276			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Legal Notice-Ordinance# 2299 Ads	101-1020-1021-8040-000	256.00
Inv 5276 Total			256.00
194876 Total:			488.00
SOU5250 - S.P.Review Total:			488.00
SAN4958 - San Marino Security System Line Item Account			
194877	08/17/2016		
Inv 00099296			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	Monitoring Fee for Orange Grove, WMB & Garfield YH July-Sept2	101-8030-8031-8180-000	798.00
Inv 00099296 Total			798.00
Inv 00099297			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	Water Billicke & Raymond Tank Monitoring Fee July-Sept 2016	500-6010-6711-8020-000	228.00
Inv 00099297 Total			228.00
Inv 00099298			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/05/2016	WaterWilson Reservoir Monitoring Fee July-Sept 2016	500-6010-6711-8020-000	207.00
Inv 00099298 Total			207.00
194877 Total:			1,233.00
SAN4958 - San Marino Security System Total:			1,233.00
SAN8032 - San Pascual Stables Line Item Account			
194878	08/17/2016		
Inv	July 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Instructor Horsemanship Classes	101-8030-8032-8267-000	864.00
Inv July 2016 Total			864.00
194878 Total:			864.00
SAN8032 - San Pascual Stables Total:			864.00
YSSM5270 - Schmalix, Yasmin Line Item Account			
194879	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Intro to Baseball Class	101-0000-0000-5270-002	230.00
Inv Summer 2016 Total			230.00
194879 Total:			230.00
YSSM5270 - Schmalix, Yasmin Total:			230.00
SDSI0107 - Security Design Systems, Inc. Line Item Account			
194880	08/17/2016		
Inv	206047		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	PD Maint. on Cameras & Access Control 8/16	101-4010-4011-8110-000	30.00
Inv 206047 Total			30.00
Inv	206048		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	PD Maint. on Cameras & Access Control 8/16	101-4010-4011-8110-000	145.00
Inv 206048 Total			145.00

Check Number	Check Date		Amount
Inv	206049		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	PD Maint. on Cameras & Access Control 8/16	101-4010-4011-8110-000	113.00
Inv 206049 Total			113.00
194880 Total:			288.00
SDSI0107 - Security Design Systems, Inc. Total:			288.00
SER6856 - Service Pro Pest Mgmt Company Line Item Account			
194881	08/17/2016		
Inv	148752		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Citywide Pest Control 7/16	101-6010-6601-8120-000	389.17
Inv 148752 Total			389.17
194881 Total:			389.17
SER6856 - Service Pro Pest Mgmt Company Total:			389.17
SHO7777 - Showcases Line Item Account			
194882	08/17/2016		
Inv	293910		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	Tech. Svcs Supplies	101-0000-0000-2700-000	-8.47
07/05/2016	Tech. Svcs Supplies	101-8010-8011-8020-000	110.10
Inv 293910 Total			101.63
Inv	294227		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Tech. Svcs Supplies	101-8010-8011-8020-000	41.51
07/19/2016	Tech. Svcs Supplies	101-0000-0000-2700-000	-3.15
Inv 294227 Total			38.36
Inv	294228		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Tech. Svcs Supplies	101-0000-0000-2700-000	-1.46
07/19/2016	Tech. Svcs Supplies	101-8010-8011-8020-000	19.29
Inv 294228 Total			17.83
194882 Total:			157.80

Check Number	Check Date		Amount
..O7777 - Showcases Total:			157.82
SMWL2990 - Shute, Mihaly & Weinberger LLP Line Item Account			
194883	08/17/2016		
Inv	249655		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2016	Legal Svcs-SR710 North Extension DEIR/EIS	101-0000-0000-2990-015	9.70
Inv 249655 Total			9.70
194883 Total:			9.70
SMWL2990 - Shute, Mihaly & Weinberger LLP Total:			9.70
REP6115 - Siemens Industry Inc. Line Item Account			
194884	08/17/2016		
Inv	5620011985		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Temp. Traffic Signals @ Monterey Rd. & Via Del Rey	215-6010-6115-8180-000	6,274.03
Inv 5620011985 Total			6,274.03
194884 Total:			6,274.03
REP6115 - Siemens Industry Inc. Total:			6,274.03
RBSM5200 - Simpson, Robert Line Item Account			
194885	08/17/2016		
Inv	R26669		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/09/2016	Refund Violations Corrected-658 Grand Ave.	101-0000-0000-5200-002	600.00
Inv R26669 Total			600.00
194885 Total:			600.00
RBSM5200 - Simpson, Robert Total:			600.00
SMITH925 - Smith, Martin Line Item Account			
194886	08/17/2016		
Inv	0160 B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	2016 Concerts in the Park Sound Services 8/21/16	101-8030-8032-8264-000	700.00
Inv 0160 B Total			700.00

Check Number	Check Date		Amount
194886 Total:			700.00
SMITH925 - Smith, Martin Total:			700.00
MHSM4011 - Smith, Michael Line Item Account			
194887	08/17/2016		
Inv	7/18-19/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	16.00
Inv 7/18-19/16 Total			16.00
194887 Total:			16.00
MHSM4011 - Smith, Michael Total:			16.00
PSN3011 - So CA News Circulation Line Item Account			
194888	08/17/2016		
Inv	900041829		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/05/2016	FD Subscription Renewal	101-5010-5011-8080-000	96.21
Inv 900041829 Total			96.2
194888 Total:			96.21
PSN3011 - So CA News Circulation Total:			96.21
SOU5132 - South Coast A.Q.M.D Line Item Account			
194889	08/17/2016		
inv	2979541		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Rule 461 Liquid Fuel Dispensing Sys-817 Mound	101-6010-6601-8020-000	104.91
Inv 2979541 Total			104.91
Inv	2979548		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Rule 461 Liquid Fuel Dispensing Sys-825 Mission St.	101-6010-6601-8020-000	104.91
Inv 2979548 Total			104.91
Inv	2979638		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Transaction# 9179546 & 9179547 Ice EM EKEC Gen-Diescl	101-6010-6601-8020-000	709.7
Inv 2979638 Total			709.72

Check Number	Check Date		Amount
Inv 2980781			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/04/2016	Flat Fee FY 16-17 Emissions- 817 Mound	101-6010-6601-8020-000	124.35
Inv 2980781 Total			124.35
Inv 2980788			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/04/2016	Flat Fee FY 16-17 Emissions-825 Mission St.	101-6010-6601-8020-000	124.35
Inv 2980788 Total			124.35
Inv 2980877			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/04/2016	Flat Fee FY 16-17 Emissions- 1414 Mission St.	101-6010-6601-8020-000	124.35
Inv 2980877 Total			124.35
194889 Total:			1,292.59
SOU5132 - South Coast A.Q.M.D Total:			1,292.59
AC6501 - Speedy Heating & Air Conditioning Line Item Account			
194890	08/17/2016		
Inv 1000			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	Replace Split A/C System w/# Ports Street/Swr Offices	101-6010-6601-8180-000	4,927.00
07/20/2016	Replace Split A/C System w/# Ports Street/Swr Offices	101-6010-6601-8520-000	1,000.00
07/20/2016	Replace Split A/C System w/# Ports Street/Swr Offices	210-6010-6501-8120-000	1,200.00
Inv 1000 Total			7,127.00
194890 Total:			7,127.00
SHAC6501 - Speedy Heating & Air Conditioning Total:			7,127.00
STA5219 - Staples Business Advantage Line Item Account			
194891	08/17/2016		
Inv 3300008197			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2016	PD Office Supplies	101-4010-4011-8000-000	333.90
Inv 3300008197 Total			333.90
Inv 3300008199			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2016	PD Office Supplies	101-4010-4011-8000-000	208.38

Check Number	Check Date		Amount
Inv 3300008199	Total		208.38
Inv 3301772046			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	PD Office Supplies	101-4010-4011-8000-000	455.36
Inv 3301772046	Total		455.36
Inv 3301940111			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	PD Office Supplies	101-4010-4011-8000-000	18.28
Inv 3301940111	Total		18.28
Inv 3302144577			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	PD Office Supplies	101-4010-4011-8000-000	15.89
Inv 3302144577	Total		15.89
Inv 3302144579			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	PD Office Supplies	101-4010-4011-8000-000	151.85
Inv 3302144579	Total		151.85
Inv 3302304406			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	PD Office Supplies	101-4010-4011-8000-000	50.14
Inv 3302304406	Total		50.14
Inv 3302447685			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/14/2016	PD Office Supplies	101-4010-4011-8000-000	113.24
Inv 3302447685	Total		113.24
Inv 3303380337			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/25/2016	Yard Office Supplies	215-6010-6201-8000-000	155.02
05/25/2016	Yard Office Supplies	500-6010-6711-8000-000	63.41
05/25/2016	Yard Office Supplies	101-6010-6601-8000-000	155.02
05/25/2016	Yard Office Supplies	500-6010-6710-8000-000	63.41
Inv 3303380337	Total		436.86
Inv 3303869724			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/28/2016	PD Office Supplies	101-4010-4011-8000-000	408.20
Inv 3303869724	Total		408.20

Check Number	Check Date		Amount
Inv	3305250268		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2016	PD Office Supplies	101-4010-4011-8000-000	48.49
Inv 3305250268 Total			48.49
Inv	3305342945		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/02/2016	PD Office Supplies	101-4010-4011-8000-000	38.10
Inv 3305342945 Total			38.10
Inv	3306054463		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/22/2016	PD Office Supplies	101-4010-4011-8000-000	779.02
Inv 3306054463 Total			779.02
Inv	3307841227		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	MS Office Supplies	101-2010-2011-8020-000	33.79
07/07/2016	Finance Office Supplies	101-3010-3011-8000-000	513.91
Inv 3307841227 Total			547.70
Inv	3307841230		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	FD Office Supplies	101-5010-5011-8020-000	348.79
Inv 3307841230 Total			348.79
Inv	3307841231		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Sr. Center Office Supplies	101-8030-8021-8020-000	45.77
Inv 3307841231 Total			45.77
Inv	3307841232		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Sr. Center Office Supplies	101-8030-8021-8020-000	15.89
Inv 3307841232 Total			15.89
Inv	3307841233		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Yard Office Supplies	101-6010-6601-8000-000	300.81
Inv 3307841233 Total			300.81

Inv 3307841234

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Yard Office Supplies	500-6010-6711-8020-000	12.57
07/07/2016	Yard Office Supplies	500-6010-6710-8020-000	12.57
07/07/2016	Yard Office Supplies	215-6010-6310-8020-000	12.57
07/07/2016	Yard Office Supplies	210-6010-6501-8020-000	12.57
07/07/2016	Yard Office Supplies	101-6010-6410-8020-000	12.57
07/07/2016	Yard Office Supplies	101-6010-6601-8020-000	12.57
07/07/2016	Yard Office Supplies	215-6010-6201-8020-000	12.58
07/07/2016	Yard Office Supplies	230-6010-6116-8020-000	12.57

Inv 3307841234 Total 100.57

Inv 3307911676

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Library Office Supplies	101-8010-8011-8000-000	416.33

Inv 3307911676 Total 416.33

Inv 3307911677

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Plan/Bldg Office Supplies	101-7010-7011-8000-000	135.19

Inv 3307911677 Total 135.19

Inv 3308169585

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2016	Library Office Supplies	101-8010-8011-8000-000	124.67

Inv 3308169585 Total 124.67

Inv 3308246197

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Yard Office Supplies	500-6010-6710-8000-000	21.78
07/13/2016	Yard Office Supplies	101-6010-6011-8000-000	13.74
07/13/2016	Yard Office Supplies	500-6010-6711-8000-000	21.78
07/13/2016	Yard Office Supplies	230-6010-6116-8000-000	21.78
07/13/2016	Yard Office Supplies	215-6010-6201-8000-000	21.77
07/13/2016	Yard Office Supplies	210-6010-6501-8020-000	21.78
07/13/2016	Yard Office Supplies	101-6010-6410-8000-000	21.78
07/13/2016	Yard Office Supplies	101-6010-6601-8000-000	21.77

Inv 3308246197 Total 166.18

Inv 3308246198

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2016	Yard Office Supplies	500-6010-6711-8000-000	11.33
07/13/2016	Yard Office Supplies	215-6010-6201-8000-000	11.35
07/13/2016	Yard Office Supplies	230-6010-6116-8000-000	11.35
07/13/2016	Yard Office Supplies	210-6010-6501-8020-000	11.35
07/13/2016	Yard Office Supplies	500-6010-6710-8000-000	11.35
07/13/2016	Yard Office Supplies	101-6010-6410-8000-000	11.35
07/13/2016	Yard Office Supplies	101-6010-6601-8000-000	11.35

Check Number	Check Date		Amount
Inv 3308246198		Total	79.43
Inv 3308433824			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	PD Office Supplies	101-4010-4011-8000-000	592.37
Inv 3308433824		Total	592.37
Inv 3308731461			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/17/2016	Sr. Center Office Supplies	101-8030-8021-8020-000	18.98
Inv 3308731461		Total	18.98
Inv 3308731462			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/17/2016	Sr. Center Office Supplies	101-8030-8021-8020-000	52.76
Inv 3308731462		Total	52.76
194891	Total:		6,003.15
5219 - Staples Business Advantage	Total:		6,003.15
STE4845 - Stetson Engineers Inc Line Item Account			
194892	08/17/2016		
Inv 2570-1704			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/26/2016	Prepare City's 2015 UWMP	500-6010-6711-8170-000	1,620.52
Inv 2570-1704		Total	1,620.52
Inv 3739			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Prepare City's Consumer Confidence Report for 2015	500-6010-6711-8170-000	4,303.75
Inv 3739		Total	4,303.75
194892	Total:		5,924.27
STE4845 - Stetson Engineers Inc Total:			
			5,924.27
SUN8556 - Sun Badge Company Line Item Account			
194893	08/17/2016		
Inv 367096			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/14/2016	PD Uniform Badges	101-4010-4011-8020-000	396.32

Check Number	Check Date		Amount
Inv 367096	Total		396.32
194893	Total:		396.32
SUN8556	Sun Badge Company Total:		396.32
SNBL5011 - Sunbelt Rentals Inc. Line Item Account			
194894	08/17/2016		
Inv	61128776-001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/02/2016	FD Emergency Rental A/C Unit 6/16-7/13/16	101-5010-5011-8120-000	739.83
07/02/2016	FD Emergency Rental A/C Unit 6/16-7/13/16	101-6010-6601-8020-000	739.84
Inv 61128776-001	Total		1,479.67
194894	Total:		1,479.67
SNBL5011	Sunbelt Rentals Inc. Total:		1,479.67
SPWS8020 - SupplyWorks Line Item Account			
194895	08/17/2016		
Inv	371760109		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/07/2016	Library Restroom Supplies	101-8010-8011-8120-000	422.04
Inv 371760109	Total		422.04
Inv	373105766		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Library Restroom Supplies	101-8010-8011-8120-000	327.32
Inv 373105766	Total		327.32
Inv	373634450		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Sr. Center Restroom Supplies	101-6010-6601-8020-000	433.86
Inv 373634450	Total		433.86
Inv	373634468		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2016	Sr. Center Restroom Supplies	101-6010-6601-8020-000	236.21
Inv 373634468	Total		236.21
194895	Total:		1,419.4

Check Number	Check Date		Amount
WS8020 - SupplyWorks Total:			1,419.43
SWOR8032 - Swords Fencing Studio Line Item Account			
194896	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Fencing Classes	101-8030-8032-8267-000	437.45
Inv Summer 2016 Total			437.45
194896 Total:			437.45
SWOR8032 - Swords Fencing Studio Total:			437.45
TAHZ8267 - Tahmizian, Marina Line Item Account			
194897	08/17/2016		
Inv	Summer 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Piano Classes	101-8030-8032-8267-000	585.00
Inv Summer 2016 Total			585.00
194897 Total:			585.00
TAHZ8267 - Tahmizian, Marina Total:			585.00
TEA8012 - Team Software Solutions Line Item Account			
194898	08/17/2016		
Inv	9647		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Electronic Reference Subscriptions	101-8010-8011-8031-000	125.00
Inv 9647 Total			125.00
194898 Total:			125.00
TEA8012 - Team Software Solutions Total:			125.00
TFGR2010 - The Fresh Gourmet Line Item Account			
194899	08/17/2016		
Inv	1531		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/08/2016	Catering for Council Meal Dinner 7/6/16 Meeting	101-1010-1011-8090-000	136.95
Inv 1531 Total			136.95

Check Number	Check Date		Amount
194899 Total:			136.95
TFGR2010 - The Fresh Gourmet Total:			136.95
LIG4889 - The Light House Line Item Account			
194900	08/17/2016		
Inv	0267374		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Strobe Light for Vehicles Replacement & Stock	101-6010-6601-8110-000	368.12
Inv 0267374 Total			368.12
194900 Total:			368.12
LIG4889 - The Light House Total:			368.12
TWB7777 - Thomson- West/Barclays Line Item Account			
194901	08/17/2016		
Inv	832700		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/14/2016	FD Title 19 Updated Publications	101-5010-5011-8080-000	145.00
Inv 832700 Total			145.00
194901 Total:			145.00
TWB7777 - Thomson- West/Barclays Total:			145.00
ISTB5270 - Tobar, Isabella Line Item Account			
194902	08/17/2016		
Inv	R73225		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	110.00
Inv R73225 Total			110.00
194902 Total:			110.00
ISTB5270 - Tobar, Isabella Total:			110.00
TREI9382 - Toro Enterprises Inc. Line Item Account			
194903	08/17/2016		
Inv	#2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Arroyo Seco Golf Course Sanitary Sewer	295-9000-9395-9395-000	87,196.23

Check Number	Check Date		Amount
Inv #2 Total			87,196.23
194903 Total:			87,196.23
TREI9382 - Toro Enterprises Inc. Total:			87,196.23
TRA5998 - Transtech Engineers Inc. Line Item Account			
194904	08/17/2016		
Inv 20161991			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Bldg Svcs & Plan Check Svcs 6/16	101-7010-7101-8180-000	20,457.38
Inv 20161991 Total			20,457.38
194904 Total:			20,457.38
TRA5998 - Transtech Engineers Inc. Total:			20,457.38
TTTC6710 - TT Technologies, Inc. Line Item Account			
194905	08/17/2016		
Inv 0180693			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Cable Grip for Running Copper Lines	500-6010-6710-8130-000	612.65
Inv 0180693 Total			612.65
194905 Total:			612.65
TTTC6710 - TT Technologies, Inc. Total:			612.65
TTDC8267 - Twinkle Toes Dance Company Line Item Account			
194906	08/17/2016		
Inv Summer 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Instructor Ballet Classes	101-8030-8032-8267-000	208.00
Inv Summer 2016 Total			208.00
194906 Total:			208.00
TTDC8267 - Twinkle Toes Dance Company Total:			208.00
*IN8021 - ULINE Line Item Account			
4907	08/17/2016		
Inv 78798870			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
07/25/2016	Home Delivery Bags	101-8030-8021-8020-000	76.20
Inv 78798870 Total			76.20
194907 Total:			76.20
ULIN8021 - ULINE Total:			76.20
ULRI2994 - Ulrich, Clarence Line Item Account			
194908	08/17/2016		
Inv	9/28/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/04/2016	SP Sr.Center Spaghetti Feast 9/28/16 Entertainment	101-8030-8021-8020-000	250.00
Inv 9/28/16 Total			250.00
194908 Total:			250.00
ULRI2994 - Ulrich, Clarence Total:			250.00
UND6710 - Underground Service Alert Line Item Account			
194909	08/17/2016		
Inv	620160686		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2016	Underground Svc Alerts 6/16	500-6010-6710-8020-000	159.00
Inv 620160686 Total			159.00
194909 Total:			159.00
UND6710 - Underground Service Alert Total:			159.00
UNI6200 - Union Bank Line Item Account			
194910	08/17/2016		
Inv	Ref.# 993403		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/24/2016	Downtown Revita. Redevelopment 7/1/16-6/30/17	227-7200-7211-8170-000	2,013.00
Inv Ref.# 993403 Total			2,013.00
194910 Total:			2,013.00
UNI6200 - Union Bank Total:			2,013.00
POR4707 - United Site Services, Inc. Line Item Account			
194911	08/17/2016		

Check Number	Check Date		Amount
Inv	114-4262233		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2016	Portable Toilet Svcs @ Skate Park 7/19-8/15/16	101-8030-8032-8180-000	281.33
Inv 114-4262233 Total			281.33
194911 Total:			281.33
POR4707 - United Site Services, Inc. Total:			281.33
VCMT6010 - Valley Construction Mgmt Line Item Account			
194912	08/17/2016		
Inv	SD0625-3		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/06/2016	Const.Mgmt & Inspect. Svcs Phase 2 6/16	310-6010-6501-8170-000	22,357.50
Inv SD0625-3 Total			22,357.50
Inv	SD0625-4		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/07/2016	Swr Rehab. & Replacement Project Const. Mgmt & Inspection Svcs	310-6010-6501-8170-000	21,720.00
Inv SD0625-4 Total			21,720.00
194912 Total:			44,077.50
VCMT6010 - Valley Construction Mgmt Total:			44,077.50
VALLE292 - Valley Monument Co. Line Item Account			
194913	08/17/2016		
Inv	7202016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/20/2016	Jerry Markle @ Demo Garden Bench Plaque	275-6010-6410-8170-000	40.00
Inv 7202016 Total			40.00
194913 Total:			40.00
VALLE292 - Valley Monument Co. Total:			40.00
ABVG5270 - Venegas, Abraham Line Item Account			
194914	08/17/2016		
Inv	R73462		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Refund Partial Park Rsvp	101-0000-0000-5270-005	55.00
Inv R73462 Total			55.00

Check Number	Check Date		Amount
194914 Total:			55.00
ABVG5270 - Venegas, Abraham Total:			55.00
VEWI8020 - Vision Electric Wholesale Inc. Line Item Account			
194915	08/17/2016		
Inv	24239		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/11/2016	Camp Med Illuminated Exit Signs w/ Emergency Lights	101-6010-6601-8020-000	109.08
Inv 24239 Total			109.08
194915 Total:			109.08
VEWI8020 - Vision Electric Wholesale Inc. Total:			109.08
VOLV6710 - Volvo Construction Equip. & Svc Line Item Account			
194916	08/17/2016		
Inv	S504006884		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/22/2016	Svc for Unit# 12 Air Compressor	500-6010-6710-8100-000	2,062.78
Inv S504006884 Total			2,062.78
194916 Total:			2,062.78
VOLV6710 - Volvo Construction Equip. & Svc Total:			2,062.78
JAWG5270 - Wang, Julia Line Item Account			
194917	08/17/2016		
Inv	R73677		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Dropped Mommy/Daddy & Me Soccer Class	101-0000-0000-5270-002	68.00
Inv R73677 Total			68.00
Inv Summer 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/12/2016	Refund 2 Cancelled Ballet & Spin Classes	101-0000-0000-5270-002	195.00
Inv Summer 2016 Total			195.00
194917 Total:			263.00
JAWG5270 - Wang, Julia Total:			263.00

Check Number	Check Date		Amount
.. FVF8030 - Wells Fargo Vendor Fin Serv Line Item Account			
194918	08/17/2016		
Inv	65136261		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/10/2016	Comm. Svcs Copier Lease	101-3010-3032-8300-000	396.76
Inv 65136261 Total			396.76
194918 Total:			396.76
WVVF8030 - Wells Fargo Vendor Fin Serv Total:			396.76
WES4152 - West Coast Arborists, Inc. Line Item Account			
194919	08/17/2016		
Inv	116893		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2016	Pruning Trees @ Westside & Wilson Reservoirs 6/16-30/16	500-6010-6711-8180-000	3,355.00
06/30/2016	Tree Trimming & Removal Svcs 6/16-30/16	215-6010-6310-8180-000	3,630.00
Inv 116893 Total			6,985.00
4919 Total:			6,985.00
WES4152 - West Coast Arborists, Inc. Total:			6,985.00
WES5589 - Western Highway Products Inc Line Item Account			
194920	08/17/2016		
Inv	675922		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Lime Green Traffic Cones for St. Lighting	215-6010-6115-8020-000	496.36
Inv 675922 Total			496.36
194920 Total:			496.36
WES5589 - Western Highway Products Inc Total:			496.36
BRWY4010 - Wiley, Brian Line Item Account			
194921	08/17/2016		
Inv	7/18-19/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	16.00
Inv 7/18-19/16 Total			16.00
194921 Total:			16.00

Check Number	Check Date		Amount
BRWY4010 - Wiley, Brian Total:			16.00
AMWS5270 - Williams, Amy L. Line Item Account			
194922	08/17/2016		
Inv	R73222		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Kindergym Class	101-0000-0000-5270-002	135.00
Inv R73222 Total			135.00
194922 Total:			135.00
AMWS5270 - Williams, Amy L. Total:			135.00
WIT6353 - Wittman Enterprises LLC Line Item Account			
194923	08/17/2016		
Inv	1606059		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2016	Paramedic Payment 6/16	101-0000-0000-5290-001	3,848.30
Inv 1606059 Total			3,848.30
194923 Total:			3,848.30
WIT6353 - Wittman Enterprises LLC Total:			3,848.30
SUWU3012 - Wu, Susan Line Item Account			
194924	08/17/2016		
Inv	11/11/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Refund Rebate	500-3010-3012-8032-000	84.99
Inv 11/11/15 Total			84.99
194924 Total:			84.99
SUWU3012 - Wu, Susan Total:			84.99
YTI1023 - Y Tire Sales Line Item Account			
194925	08/17/2016		
Inv	0000450		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2016	Yard Unit#104 Tire Patch	101-6010-6410-8100-000	15.00
Inv 0000450 Total			15.00

Check Number	Check Date		Amount
194925 Total:			15.00
194926	08/17/2016		
Inv	175355		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/29/2016	Yard Unit# 314 Backhoe Front Tire Replacement	230-6010-6116-8100-000	326.50
Inv 175355 Total			326.50
194926 Total:			326.50
YTS1003 - Y Tire Sales Total:			341.50
ALYK5270 - Yabek, Ariel Line Item Account			
194927	08/17/2016		
Inv	R73680		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Cancelled Park Rsvp	101-0000-0000-5270-005	55.00
Inv R73680 Total			55.00
194927 Total:			55.00
ALYK5270 - Yabek, Ariel Total:			55.00
CLYE5270 - Yee, Carolyn Line Item Account			
194928	08/17/2016		
Inv	R73223		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/15/2016	Refund Cancelled Musketeers Class	101-0000-0000-5270-002	70.00
Inv R73223 Total			70.00
194928 Total:			70.00
CLYE5270 - Yee, Carolyn Total:			70.00
ESYN5270 - Yoon, Esther Line Item Account			
194929	08/17/2016		
Inv	R73461		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2016	Refund Dropped Kindermusik Class	101-0000-0000-5270-005	39.00
Inv R73461 Total			39.00
194929 Total:			39.00

Check Number	Check Date		Amount
ESYN5270 - Yoon, Esther Total:			39.00
RSBY2013 - Yudin, Rosenberg Line Item Account			
194930	08/17/2016		
Inv	1606-22000001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/15/2016	Payment for Forrey Case- Work Performed April 2016	101-2010-2013-8160-000	32.00
Inv 1606-22000001 Total			32.00
194930 Total:			32.00
RSBY2013 - Yudin, Rosenberg Total:			32.00
PTZM4011 - Zamora, Patrick Line Item Account			
194931	08/17/2016		
Inv	7/18-19/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	77.56
Inv 7/18-19/16 Total			77.56
194931 Total:			77.56
PTZM4011 - Zamora, Patrick Total:			77.56
ZOLL8021 - Zoll Medical Copr. GPO Line Item Account			
194932	08/17/2016		
Inv	2407814		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2016	FD Medical Supplies Kit	101-5010-5011-8025-000	531.81
Inv 2407814 Total			531.81
194932 Total:			531.81
ZOLL8021 - Zoll Medical Copr. GPO Total:			531.81
BBZT5270 - Zufelt, Barbara Line Item Account			
194933	08/17/2016		
Inv	R73678		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/03/2016	Refund Cancelled Camp Class	101-0000-0000-5270-002	370.00
Inv R73678 Total			370.00

Check Number	Check Date	Amount
4933 Total:		370.00
BBZT5270 - Zufelt, Barbara Total:		370.00
Total:		1,474,976.08

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ATTACHMENT 4
Special Payroll 07-22-16
Payroll 07-29-16
Payroll 08-12-16

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Special Payroll 07.22.16

Account Number	Account Name	08.17.16
101-0000-0000-1010-000	General Fund - Payroll cash	243,901.83
	Other Withholding Payables	\$ 85,052.73
<hr/>		
101-0000-0000-1010-000	Net General Fund - Payroll Cash	158,849.10
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	308.61
207-0000-0000-1010-000	Prop C - Payroll Cash	2.91
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	5,116.40
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR Ca	2,332.21
218-0000-0000-1010-000	Clean Air Act	
227-0000-0000-1010-000	CRA - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	2,920.05
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	-
500-0000-0000-1010-000	Water Fund - Payroll Cash	18,497.75
700-0000-0000-2210-000	Internal Revenue Service	28,468.86
700-0000-0000-2230-000	Internal Revenue Service	6,292.53
Total Checks & Direct Deposits		222,788.42
Checks		188,027.03
Direct Deposits		315.40
I.R.S Payments		34,445.99
		<hr/>
		222,788.42
To 700		85,052.73
Other PR Payable		85,052.73
ACH Payable		-
		<hr/>

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 07.29.16

Account Number	Account Name	08.17.16
101-0000-0000-1010-000	General Fund - Payroll cash	661,566.97
	Other Withholding Payables	\$ 397,695.51
<hr/>		
101-0000-0000-1010-000	Net General Fund - Payroll Cash	263,871.46
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	9,564.04
207-0000-0000-1010-000	Prop C - Payroll Cash	6,893.89
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	16,911.00
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR C	7,818.38
218-0000-0000-1010-000	Clean Air Act	160.30
227-0000-0000-1010-000	CRA - Payroll Cash	2,659.35
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	14,514.53
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	-
500-0000-0000-1010-000	Water Fund - Payroll Cash	63,414.24
700-0000-0000-2210-000	Internal Revenue Service	66,785.37
700-0000-0000-2230-000	Internal Revenue Service	19,494.53
Total Checks & Direct Deposits		472,087.09
Checks		28,525.69
Direct Deposits		357,281.50
I.R.S Payments		86,279.90
		<hr/>
		472,087.09
To 700		754,977.01
Other PR Payable		397,695.51
ACH Payable		357,281.50
		<hr/>

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 08.12.16

Account Number	Account Name	08.17.16
101-0000-0000-1010-000	General Fund - Payroll cash	558,141.99
	Other Withholding Payables	\$ 280,869.92
<hr/>		
101-0000-0000-1010-000	Net General Fund - Payroll Cash	277,272.07
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	7,708.95
207-0000-0000-1010-000	Prop C - Payroll Cash	5,259.81
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	13,839.71
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR C	6,144.67
218-0000-0000-1010-000	Clean Air Act	
227-0000-0000-1010-000	CRA - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	12,043.06
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	-
500-0000-0000-1010-000	Water Fund - Payroll Cash	54,878.83
700-0000-0000-2210-000	Internal Revenue Service	69,056.93
700-0000-0000-2230-000	Internal Revenue Service	19,285.18
Total Checks & Direct Deposits		465,489.21
Checks		23,712.59
Direct Deposits		353,434.51
I.R.S Payments		88,342.11
		<hr/>
		465,489.21
To 700		634,304.43
Other PR Payable		280,869.92
ACH Payable		353,434.51
		<hr/>

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

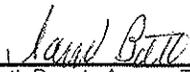
Agency Warrants 08.17.16

<u>Vendor</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
City of South Pasadena	P/R/E 07/24/16	ACH	227.0000.0000.1010.000	Payroll PE 07.24.16	\$ 2,659.35
Pers Health Insurance	P/R/E 07/24/16	194586	227.7200.7210.7131.000	Health Ins. Aug-16	\$ 336.00
Colantuono,Highsmith&Whatl	31213	194541	227.7200.7210.8160.000	Legal Svcs 6/16-Suc. Agency	\$ 423.00
Colantuono,Highsmith&Whatl	34342	194747	227.7200.7210.8160.000	Legal Svcs 7/16-Suc. Agency	\$ 23.50
Union Bank	993403	194910	227.7200.7211.8170.000	Downtown Revita.Redevlopment 7/16	\$ 2,013.00

RSA Report Total \$ 5,454.85

Diana Mahmud, Agency Chair

Evelyn G. Zneimer, Agency Secretary


 David Batt, Deputy Agency Treasurer

**City of South Pasadena/
Redevelopment Successor Agency/
Public Financing Authority
Agenda Report**

*Diana Malmud, Mayor/Agency Chair/Authority Chair
Michael A. Cacciotti, Mayor Pro Tem/Agency Vice Chair/Authority Vice Chair
Robert S. Joe, Council/Agency/Authority Member
Marina Khubesrian, M.D., Council/Agency/Authority Member
Richard D. Schneider, M.D., Council/Agency/Authority Member
Evelyn G. Zneimer, City Clerk/Agency/Authority Secretary
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Gary E. Pia, City Treasurer
David Batt, Finance Director *DB*
SUBJECT: **Monthly Investment Reports for June 2016**

Recommendation

It is recommended that the City Council, the Successor Agency to the Community Redevelopment Agency (CRA), and the Public Financing Authority (PFA) receive and file the monthly investment reports for June 2016.

Fiscal Impact

None.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

As required by law and PFA Resolution No. 7211 – Joint Exercise of Powers Authority, a monthly investment report is presented to the City Council disclosing investment activities, types of investments, dates of maturities, amounts of deposits, rates of interest and, for securities with a maturity of more than 12 months, current market values. Additional reports are provided on the City’s water bond funds and the former CRA’s downtown redevelopment tax allocation bonds investments.

The reports reflect all investments at the above-referenced date and are in conformity with the City’s Investment Policy and the Successor Agency’s Investment Policy as stated in Resolution Nos. 7365 and 2013-08 SA respectively. Copies of these resolutions are available at the City Clerk’s office. The investments herein provide sufficient cash flow liquidity to meet the estimated expenditures, as required in the investment policies.

Monthly Investment Reports for June 2016
August 17, 2016
Page 2 of 2

Legal Review

The City Attorney has not been asked to review this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. City Investment Reports for June 2016
2. Successor Agency to the Community Redevelopment Agency Investment Reports for June 2016
3. Public Financing Authority Investment Reports for June 2016

ATTACHMENT 1
City Investment Reports for June 2016

Exhibit A

City of South Pasadena

INVESTMENT REPORT

June 30, 2016

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:					
LAIF City	ON DEMAND	0.576%	45.68%	12,074,336.77	12,074,336.77
SUBTOTAL			45.68%	<u>12,074,336.77</u>	<u>12,074,336.77</u>
MORGAN STANLEY SMITH BARNEY					
Government Securities	See Exhibit B	1.560%	37.17%	9,826,383.83	9,945,699.64
Corporate Bonds	See Exhibit B	2.360%	17.15%	4,534,056.55	4,574,547
SUBTOTAL			54.32%	<u>14,360,440.38</u>	<u>14,520,244.36</u>
TOTAL INVESTMENTS			100.00%	<u>\$26,434,777.15</u>	<u>\$26,594,581.13</u>

BANK ACCOUNTS:

Bank of the West Account Balance:	\$7,470,977.61
Morgan Stanley Uninvested Cash Balance:	\$1,888,917.82
Morgan Stanley Unsettled Transactions	\$80,117.35

Required Disclosures:

Average weighted maturity of the portfolio 445 DAYS

Average weighted total yield to maturity of the portfolio 1.251%

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

All investments are in conformity with the City Investment Policy.

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

Exhibit P

Funds and Investments
Held by Contracted (Third) Parties
June 30, 2016

Morgan Stanley Smith Barney Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss	
1	Gov't. Securities	U.S. Treasury Bill	912796HZ5	6/27/2016	495,000.00	99.994	494,972.28	0.000%	0.204%	494,995.05	0.204%	7/7/2016	7	22.77
2	Gov't. Securities	U.S. Treasury Note	912828NG1	12/26/2014	533,000.00	101.669	541,894.58	2.750%	0.914%	543,723.96	2.690%	5/31/2017	335	1,829.38
3	Gov't. Securities	U.S. Treasury Note	912828NG1	9/24/2015	44,000.00	101.939	44,853.36	2.750%	0.621%	44,885.28	2.690%	5/31/2017	335	31.92
4	Gov't. Securities	U.S. Treasury Note	912828NG1	10/14/2015	15,000.00	102.006	15,300.90	2.750%	0.549%	15,301.80	2.690%	5/31/2017	335	0.90
5	Gov't. Securities	U.S. Treasury Note	912828NG1	6/20/2016	217,000.00	101.971	221,276.17	2.750%	0.588%	221,366.04	2.690%	5/31/2017	335	89.87
6	Gov't. Securities	U.S. Treasury Note	912828PY0	12/29/2014	866,000.00	102.433	887,070.22	2.750%	1.268%	896,950.84	2.650%	2/28/2018	608	9,880.62
7	Gov't. Securities	U.S. Treasury Note	912828PY0	9/24/2015	54,000.00	103.105	55,676.86	2.750%	0.868%	55,929.96	2.650%	2/28/2018	608	253.10
8	Gov't. Securities	U.S. Treasury Note	912828PY0	10/14/2015	23,000.00	103.285	23,755.50	2.750%	0.761%	23,822.02	2.650%	2/28/2018	608	66.52
9	Gov't. Securities	U.S. Treasury Note	912828PY0	6/20/2016	325,000.00	103.427	336,137.96	2.750%	0.677%	336,615.50	2.650%	2/28/2018	608	477.54
0	Gov't. Securities	U.S. Treasury Note	912828VK3	12/26/2014	222,000.00	99.895	221,765.79	1.375%	1.406%	225,374.40	1.350%	6/30/2018	730	3,608.61
1	Gov't. Securities	U.S. Treasury Note	912828VK3	9/24/2015	15,000.00	100.838	15,125.67	1.375%	0.951%	15,228.00	1.350%	6/30/2018	730	102.33
2	Gov't. Securities	U.S. Treasury Note	912828VK3	10/14/2015	6,000.00	101.016	6,060.94	1.375%	0.861%	6,091.20	1.350%	6/30/2018	730	30.26
3	Gov't. Securities	U.S. Treasury Note	912828VK3	6/20/2016	81,000.00	101.316	82,066.06	1.375%	7.100%	82,231.20	1.350%	6/30/2018	730	165.14
4	Gov't. Securities	U.S. Treasury Note	912828H52	3/6/2015	259,000.00	98.461	255,013.73	1.250%	1.577%	262,783.99	1.230%	1/31/2020	1,310	7,770.26
5	Gov't. Securities	U.S. Treasury Note	912828H52	9/24/2015	35,000.00	99.566	34,848.24	1.250%	1.353%	35,511.35	1.230%	1/31/2020	1,310	663.11
6	Gov't. Securities	U.S. Treasury Note	912828H52	10/14/2015	15,000.00	99.914	14,987.12	1.250%	1.270%	15,219.15	1.230%	1/31/2020	1,310	232.03
7	Gov't. Securities	U.S. Treasury Note	912828H52	6/20/2016	97,000.00	101.123	98,089.76	1.250%	0.930%	98,417.17	1.230%	1/31/2020	1,310	327.41
8	Gov't. Securities	U.S. Treasury Note	912828L32	11/24/2015	250,000.00	98.641	246,601.50	1.375%	1.672%	254,580.00	1.350%	1/31/2020	1,310	7,978.50
9	Gov't. Securities	U.S. Treasury Note	912828L32	6/20/2016	74,000.00	101.427	75,056.31	1.375%	1.024%	75,355.68	1.350%	1/31/2020	1,310	299.37
0	Gov't. Securities	U.S. Treasury Note	912828N89	3/15/2016	498,000.00	99.469	495,354.62	1.375%	1.488%	506,814.60	1.350%	1/31/2021	1,676	11,459.98
1	Gov't. Securities	U.S. Treasury Note	912828N89	6/20/2016	150,000.00	101.285	151,927.08	1.375%	1.087%	152,655.00	1.350%	1/31/2021	1,676	727.92
2	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADL0	12/26/2014	839,000.00	99.672	836,246.40	1.000%	1.121%	843,010.42	0.990%	9/29/2017	456	6,764.02
3	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADL0	9/24/2015	26,000.00	100.317	26,082.36	1.000%	0.744%	26,124.28	0.990%	9/29/2017	456	41.92
4	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADL0	10/14/2015	26,000.00	100.410	26,106.62	1.000%	0.668%	26,124.28	0.990%	9/29/2017	456	17.66
5	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EAEA3	5/25/2016	300,000.00	99.585	298,755.00	0.750%	0.974%	300,345.00	0.740%	4/9/2018	648	1,590.00
6	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	10/20/2015	309,000.00	100.099	309,306.17	1.250%	1.217%	312,791.43	1.230%	8/1/2019	1,127	3,485.26
7	Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADK2	4/12/2016	309,000.00	100.845	311,610.29	1.250%	0.971%	312,791.43	1.230%	8/1/2019	1,127	1,181.14
8	Gov't. Securities	Fed. National Mtg. Assn.	3135G0TG8	12/30/2014	450,000.00	98.924	445,158.00	0.875%	1.229%	452,295.00	0.870%	2/8/2018	588	7,137.00
9	Gov't. Securities	Fed. National Mtg. Assn.	3135G0TG8	9/8/2015	282,000.00	99.909	281,743.38	0.875%	0.913%	283,438.20	0.870%	2/8/2018	588	1,694.82
0	Gov't. Securities	Fed. National Mtg. Assn.	3135G0TG8	9/24/2015	50,000.00	100.009	50,004.38	0.875%	0.869%	50,255.00	0.870%	2/8/2018	588	250.62
1	Gov't. Securities	Fed. National Mtg. Assn.	3135G0TG8	10/14/2015	20,000.00	100.122	20,024.30	0.875%	0.798%	20,102.00	0.870%	2/8/2018	588	77.70
2	Gov't. Securities	Fed. National Mtg. Assn.	3135GOE33	12/23/2015	248,000.00	99.707	247,273.36	1.125%	1.241%	250,182.40	1.110%	7/20/2018	750	2,909.04
3	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	12/30/2014	275,000.00	100.924	277,540.89	1.875%	1.449%	282,026.25	1.820%	9/18/2018	810	4,485.36
4	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	2/10/2015	219,000.00	101.285	221,814.38	1.875%	1.875%	224,595.45	1.820%	9/18/2018	810	2,781.07
5	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	9/24/2015	34,000.00	101.828	34,621.43	1.875%	1.038%	34,868.70	1.820%	9/18/2018	810	247.27
6	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	10/14/2015	14,000.00	102.031	14,284.33	1.875%	0.946%	14,357.70	1.820%	9/18/2018	810	73.37
7	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	12/26/2014	231,000.00	100.207	231,478.35	1.625%	1.537%	235,917.99	1.590%	11/27/2018	880	4,439.64
8	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	9/24/2015	30,000.00	101.242	30,372.63	1.625%	1.100%	30,638.70	1.590%	11/27/2018	880	266.07
9	Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	10/14/2015	13,000.00	101.474	13,191.61	1.625%	1.003%	13,276.77	1.590%	11/27/2018	880	85.16
0	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	12/30/2014	630,000.00	100.788	634,961.72	1.875%	1.568%	647,432.10	1.820%	2/19/2019	964	12,470.38
1	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	9/24/2015	19,000.00	101.770	19,336.25	1.875%	1.190%	19,525.73	1.820%	2/19/2019	964	189.48
2	Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	10/14/2015	13,000.00	102.017	13,262.20	1.875%	1.096%	13,359.71	1.820%	2/19/2019	964	97.51
3	Gov't. Securities	Fed. National Mtg. Assn.	3135G0D75	9/15/2015	735,000.00	99.450	730,957.50	1.500%	1.620%	749,119.35	1.470%	6/22/2020	1,453	18,161.85
4	Gov't. Securities	Fed. National Mtg. Assn.	3135G0D75	9/24/2015	47,000.00	99.728	46,872.07	1.500%	1.560%	47,902.87	1.470%	6/22/2020	1,453	1,030.80

Exhibit B-1

Funds and Investments
Held by Contracted (Third) Parties
June 30, 2016

Morgan Stanley Smith Barney Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
45 Gov't. Securities	Fed. National Mtg. Assn.	3135G0D75	10/14/2015	17,000.00	100.177	17,030.06	1.500%	1.454%	17,326.57	1.470%	6/22/2020	1,453	296.51
46 Gov't. Securities	Fed. National Mtg. Assn.	3135G0H55	4/28/2016	125,000.00	102.047	127,558.61	1.875%	1.396%	129,157.50	1.810%	12/28/2020	1,642	1,598.89
47 Gov't. Securities	Fed. National Mtg. Assn.	3135G0H55	5/17/2016	237,000.00	102.513	242,956.89	1.875%	1.297%	244,882.62	1.810%	12/28/2020	1,642	1,925.73
Subtotal Gov't. Securities				9,772,000.00		9,826,383.83	1.588%	1.246%	9,945,699.64	1.560%		856	119,315.81
48 Corporate Bond	Duke Energy Carolinas	26442CAL8	1/5/2015	108,000.00	100.367	108,396.11	1.750%	0.941%	108,518.40	0.870%	12/15/2016	168	122.29
49 Corporate Bond	Duke Energy Carolinas	26442CAL8	9/29/2015	10,000.00	100.405	10,040.47	1.750%	0.857%	10,048.00	0.870%	12/15/2016	168	7.53
50 Corporate Bond	Duke Energy Carolinas	26442CAL8	6/20/2016	45,000.00	100.614	45,276.22	1.750%	0.400%	45,216.00	0.870%	12/15/2016	168	(60.22)
51 Corporate Bond	BB&T Corp.	05531FAK9	1/12/2015	108,000.00	100.699	108,754.57	2.150%	1.178%	108,842.40	2.130%	3/22/2017	265	87.83
52 Corporate Bond	BB&T Corp. (Callable)	05531FAK9	9/29/2015	10,000.00	100.687	10,068.73	2.150%	1.194%	10,078.00	2.130%	3/22/2017	265	9.27
53 Corporate Bond	BB&T Corp. (Callable)	05531FAK9	10/16/2015	4,000.00	100.787	4,031.46	2.150%	1.057%	4,031.20	2.130%	3/22/2017	265	(0.26)
54 Corporate Bond	BB&T Corp. (Callable)	05531FAK9	6/15/2016	42,000.00	100.758	42,318.21	2.150%	1.057%	42,327.60	2.130%	3/22/2017	265	9.39
55 Corporate Bond	United Technologies	913017BU2	12/30/2014	108,000.00	100.547	108,590.62	1.800%	1.198%	108,826.20	1.780%	6/1/2017	336	235.58
56 Corporate Bond	United Technologies	913017BU2	9/29/2015	10,000.00	100.713	10,071.29	1.800%	1.016%	10,076.50	1.780%	6/1/2017	336	5.21
57 Corporate Bond	United Technologies	913017BU2	10/16/2015	3,000.00	100.744	3,022.33	1.800%	0.980%	3,022.95	1.780%	6/1/2017	336	0.62
58 Corporate Bond	United Technologies	913017BU2	6/14/2016	41,000.00	100.805	41,329.90	1.800%	0.916%	41,313.65	1.780%	6/1/2017	336	(16.25)
59 Corporate Bond	Pepsico Inc.	713448DA3	1/20/2016	124,000.00	100.107	124,132.63	0.972%	1.707%	124,369.52	0.970%	6/1/2018	701	236.89
60 Corporate Bond	VISA	92826CAA0	4/8/2016	124,000.00	100.544	124,674.70	1.200%	0.822%	124,770.04	1.190%	12/11/2017	529	95.34
61 Corporate Bond	VISA	92826CAA0	6/14/2016	39,000.00	100.461	39,179.82	1.200%	0.880%	39,242.19	1.190%	12/11/2017	529	62.37
62 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	1/5/2015	111,000.00	100.464	111,515.56	1.195%	1.133%	111,539.46	1.530%	1/25/2018	574	23.90
63 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	9/29/2015	8,000.00	100.384	8,030.68	1.195%	1.195%	8,038.88	1.530%	1/25/2018	574	8.20
64 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	10/16/2015	3,000.00	100.381	3,011.43	1.195%	1.210%	3,014.58	1.530%	1/25/2018	574	3.15
65 Corporate Bond	Apple Inc.	037833AG5	1/20/2016	82,000.00	99.952	81,960.63	0.886%	0.703%	82,124.64	0.880%	5/3/2018	672	164.01
66 Corporate Bond	Merck & Co. Inc.	58933YAG0	1/12/2015	111,000.00	99.970	110,966.70	1.300%	1.309%	112,053.39	1.280%	5/18/2018	687	1,086.69
67 Corporate Bond	Merck & Co. Inc.	58933YAG0	9/29/2015	8,000.00	100.102	8,008.14	1.300%	1.245%	8,075.92	1.280%	5/18/2018	687	67.78
68 Corporate Bond	Merck & Co. Inc.	58933YAG0	6/15/2016	43,000.00	100.714	43,307.12	1.300%	1.245%	43,408.07	1.280%	5/18/2018	687	100.95
69 Corporate Bond	American Express Credit (Ca	0258M0DW6	2/12/2016	125,000.00	99.739	124,673.75	1.228%	1.228%	124,841.25	1.240%	7/31/2018	761	167.50
70 Corporate Bond	Boeing Capital Corp. (Callabl	097014AM6	10/22/2015	59,000.00	103.460	61,041.25	2.900%	1.242%	61,292.74	2.790%	8/15/2018	776	251.49
71 Corporate Bond	Boeing Capital Corp. (Callabl	097014AM6	6/15/2016	20,000.00	103.863	20,772.57	2.900%	1.054%	20,777.20	2.790%	8/15/2018	776	4.63
72 Corporate Bond	Metlife, Inc.	59156RAR9	6/17/2016	138,000.00	111.343	153,652.78	6.817%	1.374%	154,070.10	6.100%	8/15/2018	776	417.32
73 Corporate Bond	Gilead Sciences, Inc.	375558BE2	12/9/2015	122,000.00	100.756	122,922.88	1.850%	1.495%	124,163.06	1.810%	9/4/2018	796	1,240.18
74 Corporate Bond	Gilead Sciences, Inc.	375558BE2	6/14/2016	40,000.00	101.423	40,569.37	1.850%	1.185%	40,709.20	1.810%	9/4/2018	796	139.83
75 Corporate Bond	Microsoft Corp.	594918BF0	6/27/2016	82,000.00	100.645	82,528.87	1.300%	1.020%	82,744.56	1.280%	11/3/2018	856	215.69
76 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	9/14/2015	112,000.00	100.286	112,320.35	2.100%	1.984%	114,500.96	2.050%	1/15/2019	929	2,180.61
77 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	9/29/2015	6,000.00	100.863	6,051.79	2.100%	1.751%	6,133.98	2.050%	1/15/2019	929	82.19
78 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	10/16/2015	3,000.00	100.984	3,029.51	2.100%	1.702%	3,086.99	2.050%	1/15/2019	929	37.48
79 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	6/14/2016	39,000.00	102.224	39,867.42	2.100%	1.208%	39,870.87	2.050%	1/15/2019	929	3.45
80 Corporate Bond	Oracle Corp.	68389XAQ8	12/30/2014	109,000.00	101.055	110,149.52	2.375%	1.947%	112,223.13	2.300%	1/15/2019	929	2,073.61
81 Corporate Bond	Oracle Corp.	68389XAQ8	9/29/2015	8,000.00	101.629	8,130.34	2.375%	1.716%	8,236.56	2.300%	1/15/2019	929	106.22
82 Corporate Bond	Oracle Corp.	68389XAQ8	10/16/2015	3,000.00	101.985	3,059.54	2.375%	1.574%	3,088.71	2.300%	1/15/2019	929	29.17
83 Corporate Bond	Oracle Corp.	68389XAQ8	6/16/2016	39,000.00	102.988	40,165.16	2.375%	1.177%	40,153.23	2.300%	1/15/2019	929	(11.93)
84 Corporate Bond	John Deere Capital Corp.	24422ESK6	1/6/2015	112,000.00	99.642	111,599.04	1.950%	2.040%	114,162.72	1.910%	3/4/2019	977	2,563.68
85 Corporate Bond	John Deere Capital Corp.	24422ERR2	10/22/2015	61,000.00	101	61,921.47	2.250%	1.694%	62,686.65	2.190%	4/17/2019	1,000	765.18

Exhibit B

Funds and Investments
Held by Contracted (Third) Parties
June 30, 2016

Morgan Stanley Smith Barney Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
Corporate Bond	US Bancorp (Callable)	91159HHB9	6/13/2016	61,000.00	102.421	62,476.63	2.200%	1.321%	62,561.60	2.140%	4/25/2019	1,029	84.97
Corporate Bond	US Bancorp (Callable)	91159HHB9	6/15/2016	20,000.00	102.380	20,476.01	2.200%	1.336%	20,512.00	2.140%	4/25/2019	1,029	35.99
Corporate Bond	Pfizer, Inc.	717081DU4	6/15/2016	74,000.00	100.463	74,342.67	1.450%	1.288%	74,616.42	1.430%	6/3/2019	1,068	273.75
Corporate Bond	Home Depot Inc.	437076BE1	4/27/2015	32,000.00	101.372	32,439.11	2.000%	1.500%	32,897.92	1.940%	6/15/2019	1,080	458.81
Corporate Bond	Home Depot Inc. (Callable)	437076BE1	9/29/2015	8,000.00	100.870	8,069.62	2.000%	1.697%	8,224.48	1.940%	6/15/2019	1,080	154.86
Corporate Bond	Home Depot Inc. (Callable)	437076BE1	10/16/2015	2,000.00	101.451	2,029.01	2.000%	1.496%	2,056.12	1.940%	6/15/2019	1,080	27.11
Corporate Bond	Home Depot Inc. (Callable)	437076BE1	6/14/2016	38,000.00	102.413	38,916.94	2.000%	1.167%	39,066.28	1.940%	6/15/2019	1,080	149.34
Corporate Bond	Berkshire Hathaway Inc.	084670BL1	8/28/2015	111,000.00	100.893	111,991.51	2.100%	1.804%	114,366.63	2.030%	8/14/2019	1,140	2,375.12
Corporate Bond	Berkshire Hathaway Inc.	084670BL1	9/29/2015	7,000.00	101.343	7,094.04	2.100%	1.656%	7,212.31	2.030%	8/14/2019	1,140	118.27
Corporate Bond	Proctor & Gamble Co.	742718EG0	1/27/2015	105,000.00	101.034	106,085.78	1.900%	1.580%	107,953.65	1.840%	11/1/2019	1,219	1,867.87
Corporate Bond	Proctor & Gamble Co.	742718EG0	9/29/2015	13,000.00	100.908	13,118.01	1.900%	1.619%	13,365.69	1.840%	11/1/2019	1,219	247.68
Corporate Bond	Proctor & Gamble Co.	742718EG0	10/16/2015	3,000.00	101.380	3,041.41	1.900%	1.474%	3,084.39	1.840%	11/1/2019	1,219	42.98
Corporate Bond	Proctor & Gamble Co.	742718EG0	6/16/2016	40,000.00	102.643	41,057.39	1.900%	1.090%	41,125.20	1.840%	11/1/2019	1,219	67.81
Corporate Bond	PNC Funding Corp.	693476BJ1	9/10/2015	101,000.00	109.710	110,806.81	5.125%	2.300%	112,997.79	4.580%	2/8/2020	1,318	2,190.98
Corporate Bond	PNC Funding Corp.	693476BJ1	9/29/2015	6,000.00	109.935	6,596.09	5.125%	2.238%	6,712.74	4.580%	2/8/2020	1,318	116.65
Corporate Bond	PNC Funding Corp.	693476BJ1	10/16/2015	2,000.00	109.989	2,199.78	5.125%	2.223%	2,237.58	4.580%	2/8/2020	1,318	37.80
Corporate Bond	PNC Funding Corp.	693476BJ1	6/14/2016	34,000.00	111.310	37,842.42	5.125%	1.866%	38,038.86	4.580%	2/8/2020	1,318	196.44
Corporate Bond	Comcast Corp.	20030NBA8	6/22/2015	98,000.00	109.876	107,678.30	5.150%	2.296%	110,744.90	4.550%	3/1/2020	1,340	3,066.60
Corporate Bond	Comcast Corp.	20030NBA8	9/29/2015	8,000.00	110.994	8,879.51	5.150%	2.023%	9,040.40	4.550%	3/1/2020	1,340	160.89
Corporate Bond	Comcast Corp.	20030NBA8	10/16/2015	2,000.00	111.375	2,227.50	5.150%	1.921%	2,260.10	4.550%	3/1/2020	1,340	32.60
Corporate Bond	Comcast Corp.	20030NBA8	6/14/2016	38,000.00	112.884	42,895.80	5.150%	1.523%	42,941.90	4.550%	3/1/2020	1,340	46.10
Corporate Bond	Cisco Systems Inc.	17275RAX0	6/22/2015	112,000.00	100.090	112,100.83	2.450%	2.297%	116,620.00	2.350%	6/15/2020	1,446	4,519.17
Corporate Bond	Cisco Systems Inc.	17275RAX0	9/29/2015	5,000.00	101.572	5,078.58	2.450%	2.034%	5,206.25	2.350%	6/15/2020	1,446	127.67
Corporate Bond	Cisco Systems Inc.	17275RAX0	10/16/2015	3,000.00	101.843	3,055.30	2.450%	1.963%	3,123.75	2.350%	6/15/2020	1,446	68.45
Corporate Bond	Cisco Systems Inc.	17275RAX0	6/15/2016	40,000.00	103.705	41,482.18	2.450%	1.482%	41,650.00	2.350%	6/15/2020	1,446	167.82
Corporate Bond	Target Corp.	87612EAV8	5/19/2016	113,000.00	108.935	123,096.01	3.875%	1.582%	123,416.34	3.540%	7/15/2020	1,476	320.33
Corporate Bond	Target Corp.	87612EAV8	6/16/2016	36,000.00	109.121	39,283.38	3.875%	1.537%	39,318.48	3.540%	7/15/2020	1,476	35.10
Corporate Bond	United Health Group Inc.	91324PCM2	9/24/2015	53,000.00	101.994	54,056.86	2.700%	2.228%	55,200.56	2.590%	7/15/2020	1,476	1,143.70
Corporate Bond	United Health Group Inc.	91324PCM2	9/29/2015	7,000.00	102.104	7,147.26	2.700%	2.153%	7,290.64	2.590%	7/15/2020	1,476	143.38
Corporate Bond	United Health Group Inc.	91324PCM2	6/20/2016	18,000.00	104.201	18,756.20	2.700%	1.621%	18,747.36	2.590%	7/15/2020	1,476	(8.84)
Corporate Bond	Intel Corp.	458140AQ3	9/23/2015	56,000.00	101.000	56,560.10	2.450%	2.192%	58,235.52	2.350%	7/29/2020	1,490	1,675.42
Corporate Bond	Intel Corp.	458140AQ3	9/29/2015	3,000.00	101.328	3,039.83	2.450%	2.108%	3,119.76	2.350%	7/29/2020	1,490	79.93
Corporate Bond	Intel Corp.	458140AQ3	6/14/2016	20,000.00	103.458	20,691.62	2.450%	1.571%	20,798.40	2.350%	7/29/2020	1,490	106.78
Corporate Bond	State Street Corp.	857477AS2	6/13/2016	54,000.00	103.460	55,868.62	2.550%	1.679%	56,036.34	2.450%	8/18/2020	1,510	167.72
Corporate Bond	State Street Corp.	857477AS2	6/15/2016	24,000.00	103.574	24,857.69	2.550%	1.651%	24,905.04	2.450%	8/18/2020	1,510	47.35
Corporate Bond	The Walt Disney Co.	25468PDE3	11/27/2015	60,000.00	100.643	60,385.81	2.150%	1.993%	62,099.40	2.070%	9/17/2020	1,540	1,713.59
Corporate Bond	The Walt Disney Co.	25468PDE3	6/20/2016	20,000.00	103.525	20,705.01	2.150%	1.287%	20,699.80	2.070%	9/17/2020	1,540	(5.21)
Corporate Bond	Coca-Cola Co.	191216BT6	6/16/2016	62,000.00	101.332	62,825.99	1.875%	1.555%	63,366.48	1.830%	10/27/2020	1,580	540.49
Corporate Bond	Coca-Cola Co.	191216BT6	6/27/2016	19,000.00	101.942	19,369.01	1.875%	1.410%	19,418.76	1.830%	10/27/2020	1,580	49.75
Corporate Bond	ACE INA Holdings Inc.	00440EAT4	6/6/2016	61,000.00	101.949	62,188.84	2.300%	1.822%	62,716.54	2.230%	11/3/2020	1,587	527.70
Corporate Bond	Chevron Corp. (Callable)	166764AY6	6/13/2016	55,000.00	102.644	56,454.12	2.419%	1.789%	56,733.05	2.340%	11/17/2020	1,601	278.93
Corporate Bond	Chevron Corp. (Callable)	166764AY6	6/27/2016	25,000.00	102.882	25,720.48	2.419%	1.733%	25,787.75	2.340%	11/17/2020	1,601	67.27
Corporate Bond	Gen. Electric Capital Corp.	36962G4Y7	5/3/2016	109,000.00	112.620	122,756.09	4.625%	1.709%	123,600.55	4.070%	1/7/2021	1,652	844.46
Corporate Bond	Gen. Electric Capital Corp.	36962G4Y7	6/14/2016	34,000.00	112.896	38,384.54	4.625%	1.650%	38,554.30	4.070%	1/7/2021	1,652	169.76
Corporate Bond	Occidental Petroleum Corp. (T	674599BY0	5/20/2016	75,000.00	108.509	81,381.85	4.100%	2.140%	82,097.25	3.740%	2/1/2021	1,677	715.40

Exhibit B-1

Funds and Investments
Held by Contracted (Third) Parties
June 30, 2016

Morgan Stanley Smith Barney Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
31 Corporate Bond	Exxon Mobil Corp. (Callable)	30231GAV4	6/24/2016	162,000.00	102.346	165,799.83	2.222%	1.697%	167,030.10	2.150%	3/1/2021	1,705	1,230.27
32 Corporate Bond	Wells Fargo & Company	949746RS2	5/19/2016	122,000.00	101.534	123,870.88	2.500%	2.153%	125,103.68	2.430%	3/4/2021	1,708	1,232.80
33 Corporate Bond	Wells Fargo & Company	949746RS2	6/14/2016	39,000.00	101.878	39,732.37	2.500%	2.076%	39,992.16	2.430%	3/4/2021	1,708	259.79
Subtotal Corporate Bonds				4,410,000.00		4,534,056.55	2.522%	1.553%	4,574,544.72	2.360%		1,056	40,488.17
Money Market	Liquid Asset Fund			0.00						0.010%		1	
Uninvested Cash				0.00		1,888,917.82			1,888,917.82	0.020%		1	
Subtotal Cash & Cash Equivalents						1,888,917.82			1,888,917.82			1	
Grand Totals				14,182,000.00		16,249,358.20	1.664%	1.187%	16,409,162.18	1.603%		813	159,803.98
Unsettled Transactions													
Cash									26.95				
Corporate Bond	Caterpillar Financial	14912L6B2	7/1/2016	78,000.00	102.673	80,084.94	2.100%	1.172%	80,090.40	2.040%	6/9/2019	1,074	5.46
Subtotal Unsettled Transactions				78,000.00		80,084.94			80,117.35				5.46
Totals incl. Unsettled Transactions				14,260,000.00		16,329,443.14			16,489,279.53				159,809.44
Totals per Bank Statement						16,329,443.14			16,489,279.53				159,809.44

Exhibit C

City of South Pasadena
Investment Report

Summary of Invested Funds -- Last Day of the Month

MONTH	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
JULY	9,903,906	13,890,011	18,506,000	20,273,657	13,579,652	11,604,558	14,003,563	17,332,153	20,958,651	26,306,572
AUGUST	8,050,382	12,821,952	17,256,000	20,608,628	12,099,372	11,595,476	13,043,563	17,330,985	12,658,088	26,294,151
SEPTEMBER	7,075,316	12,830,016	16,766,000	17,292,659	11,000,410	11,582,026	11,783,420	16,331,557	19,715,369	22,058,959
OCTOBER	8,079,227	12,648,943	16,266,000	17,297,628	10,757,440	10,575,907	11,795,960	13,841,158	17,221,779	22,325,114
NOVEMBER	8,179,951	12,813,000	15,646,000	16,621,046	10,499,526	8,992,178	11,800,260	13,836,635	17,221,849	22,287,418
DECEMBER	9,959,808	15,063,000	18,756,000	18,487,198	10,634,416	10,185,282	11,805,140	16,837,192	20,603,990	22,253,300
JANUARY	11,719,732	17,143,000	20,582,573	20,210,860	12,629,088	9,186,793	11,816,031	18,846,359	26,309,319	27,399,997
FEBRUARY	11,800,280	17,684,000	20,284,404	19,519,072	12,619,768	9,184,331	13,818,580	18,845,663	26,260,788	30,108,605
MARCH	12,480,215	16,654,000	19,715,013	18,448,613	12,610,790	9,126,552	13,319,038	13,145,894	26,315,158	28,939,924
APRIL	15,460,860	18,784,000	22,169,776	19,317,280	12,605,200	11,130,863	17,327,604	13,153,853	26,326,876	28,276,276
MAY	17,070,125	20,209,000	23,010,520	16,191,609	12,595,623	11,128,155	19,327,983	23,452,878	26,310,240	28,429,928
JUNE	15,170,118	20,014,000	23,385,906	15,871,761	12,581,680	10,275,475	19,323,510	22,452,628	29,289,712	26,594,581

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ATTACHMENT 2
Successor Agency to the Community
Redevelopment Agency Investment Reports for
June 2016

Exhibit A

CITY OF SOUTH PASADENA
 SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
 INVESTMENT REPORT
 June 30, 2016

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	RATE OF INTEREST	PAR VALUE	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:						
LAIF -- SA-CRA	ON DEMAND	0.576%			915,138.44	
SUBTOTAL				100.00%	<u>915,138.44</u>	
TOTAL INVESTMENTS				<u>100.00%</u>	<u>\$915,138.44</u>	

Required Disclosures:

Average Maturity of the portfolio 1 DAY

Average total yield to maturity of the portfolio 0.576%

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

There have been no variances to the Agency Investment Policy

* Current Market Valuation required for investments with maturities of more than twelve months.

Exhibit B

**CITY OF SOUTH PASADENA
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
INVESTMENT REPORT**

**Summary of Investment Activity for the Month
June 30, 2016**

SA-CRA LAIF Account Beginning Balance:	\$915,138.44
Add Deposits	
Subtract Withdrawals	
Ending LAIF Balance:	\$915,138.44

Exhibit C

CITY OF SOUTH PASADENA
 SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
 INVESTMENT REPORT
 June 30, 2016

Funds and Investments
 Held by Contracted (Third) Parties

	Account/Investment Description	Account/Investment Value *	Date of Valuation
2000 Downtown Revitalization Project #1 Tax Allocation Bonds			
Trustee: Union Bank of California			
Debt Service Fund	Blackrock Provident Institutional Treasury Funds	\$101.37	6/30/2016
Interest Account	Blackrock Provident Institutional Treasury Funds	0.00	6/30/2016
Principal/Sinking Account	Blackrock Provident Institutional Treasury Funds	0.00	6/30/2016
Reserve Account	Blackrock Provident Institutional Treasury Funds	<u>197,945.00</u>	6/30/2016
Total Funds Managed by Union Bank of California		\$198,046.37	

* Asset valuations provided by Union Bank through monthly reports.

Exhibit D

CITY OF SOUTH PASADENA
 SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
 INVESTMENT REPORT

Summary of Invested Funds -- Last Day of the Month

MONTH	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
JULY	2,917,877	3,017,198	3,108,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945	910,136	912,503
AUGUST	2,917,877	3,017,198	3,108,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945	910,136	912,503
SEPTEMBER	2,917,877	2,777,198	2,808,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945	910,136	912,503
OCTOBER	2,953,905	2,816,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532	910,691	913,238
NOVEMBER	3,034,905	2,831,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532	910,691	913,238
DECEMBER	3,177,905	2,991,650	2,959,419	2,205,097	1,987,121	1,796,085	1,754,833	908,532	911,274	913,238
JANUARY	3,237,463	3,052,641	2,977,435	2,208,580	1,989,403	820	1,756,257	909,118	911,274	914,083
FEBRUARY	3,237,463	3,052,641	2,977,435	2,208,580	2,139,403	820	1,756,257	909,118	911,274	914,083
MARCH	3,334,463	3,052,641	2,977,435	2,208,580	1,939,403	2,000,820	906,257	909,118	911,274	914,083
APRIL	2,802,720	3,084,227	3,141,429	2,211,614	1,941,969	2,001,427	907,394	909,635	911,859	915,138
MAY	2,977,720	3,084,227	3,141,429	1,981,614	1,941,969	2,001,427	907,394	909,635	911,859	915,138
JUNE	2,977,720	3,084,227	3,091,429	1,981,614	1,891,969	2,001,427	907,394	909,635	911,859	915,138

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ATTACHMENT 3
Public Financing Authority Investment Reports for
June 2016

Exhibit A

South Pasadena
Public Financing Authority
INVESTMENT REPORT
June 30, 2016

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
WELLS FARGO					
Cash Equivalents	See Exhibit B	0.218%	52.16%	6,951,854.28	6,951,854.28
Certificates of Deposit	See Exhibit B	1.015%	47.84%	6,375,000.00	6,375,000.00
SUBTOTAL			100.00%	13,326,854.28	13,326,854.28
TOTAL INVESTMENTS			100.00%	\$13,326,854.28	\$13,326,854.28

OTHER ACCOUNTS:

Wells Fargo 2009 Bonds Revenue Fund	\$3.52
Wells Fargo 2009 Bonds Interest Fund	\$0.77
Wells Fargo 2009 Bonds Principal Fund	\$1.26
Wells Fargo 2013 Bonds Revenue Fund	\$1.76
Wells Fargo 2013 Bonds Interest Fund	\$0.21
Wells Fargo 2013 Bonds Principal Fund	\$0.18
Wells Fargo 2013 Bonds Cost of Issuance Fund	\$0.11

Required Disclosures:

Average weighted maturity of the portfolio 230 DAYS

Average weighted total yield to maturity of the portfolio 0.599%

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

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

Exhibit B

**Funds and Investments
Held by Contracted (Third) Parties
June 30, 2016**

2009 PFA Water Revenue Bonds		Wells Fargo							
Investment Type	Issuer	Settlement Date	Par Value	Coupon Rate	Market Value	Current YTM	Maturity Date	Days to Maturity	
Reserve Fund									
1	Cash		0.00	0.010%	0.00	0.010%		1	
2	Government Advantage Money Market		286,228.26	0.010%	286,228.26	0.010%		1	
Subtotal Cash & Cash Equivalents			286,228.26	0.010%	286,228.26	0.010%			
1	CDARS - CD	American State Bank -IA	3/28/2013	248,000.00	0.700%	248,000.00	0.700%	3/28/2017	271
2	CDARS - CD	Oriental Bank	5/29/2014	248,000.00	1.000%	248,000.00	1.000%	5/30/2017	334
3	CDARS - CD	Barclays Bank	7/2/2014	248,000.00	1.150%	248,000.00	1.150%	7/3/2017	368
4	CDARS - CD	CIT Bank - UT	3/13/2013	248,000.00	1.100%	248,000.00	1.100%	3/13/2018	621
5	CDARS - CD	First Bank - PR	3/15/2013	248,000.00	1.050%	248,000.00	1.050%	3/15/2018	623
6	CDARS - CD	Bank of Deerfield	6/11/2014	248,000.00	1.600%	248,000.00	1.600%	6/11/2018	711
7	CDARS - CD	Discover Bank - DE	7/16/2014	247,000.00	1.550%	247,000.00	1.550%	7/16/2018	746
8	CDARS - CD	Goldman Sachs Bank	7/16/2014	247,000.00	1.600%	247,000.00	1.600%	7/16/2018	746
9	CDARS - CD	GE Capital Bank	7/18/2014	247,000.00	1.600%	247,000.00	1.600%	7/18/2018	748
10	CDARS - CD	Texas Exchange Bank	3/18/2016	249,000.00	1.200%	249,000.00	1.200%	3/18/2019	991
11	CDARS - CD	Bar Harbor Bank - ME	5/30/2014	170,000.00	1.600%	170,000.00	1.600%	3/29/2019	1,002
12	CDARS - CD	Belmont Savings Bank	3/23/2016	248,000.00	1.400%	248,000.00	1.400%	3/23/2020	1,362
13	CDARS - CD	Comenity Bank - UT	3/15/2016	247,000.00	1.650%	247,000.00	1.650%	3/18/2021	1,722
Subtotal CDs			3,143,000.00	1.316%	3,143,000.00	1.316%		783	
Total Reserve Fund			3,429,228.26	1.207%	3,429,228.26	1.207%		717	
Project Fund									
1	Cash		0.00	0.010%	0.00	0.010%		1	
2	Government Advantage Money Market		2,006,459.20	0.010%	2,006,459.20	0.010%		1	
3	USA Mutuals Partners Insured		4,659,166.82	0.320%	4,659,166.82	0.320%		1	
Subtotal Cash & Cash Equivalents			6,665,626.02	0.227%	6,665,626.02	0.227%		1	
2	CDARS - CD	Santander Bank	10/7/2015	248,000.00	0.650%	248,000.00	0.650%	10/7/2016	99
3	CDARS - CD	Baroda Bank	10/13/2015	248,000.00	0.650%	248,000.00	0.650%	10/13/2016	105
4	CDARS - CD	Safra Bank	10/9/2015	249,000.00	0.550%	249,000.00	0.550%	11/9/2016	132
5	CDARS - CD	Ally Bank	5/14/2015	249,000.00	0.600%	249,000.00	0.600%	11/14/2016	137
6	CDARS - CD	Triumph Bank	5/15/2015	249,000.00	0.600%	249,000.00	0.600%	12/15/2016	168
7	CDARS - CD	American Express Centurion	6/30/2015	249,000.00	0.800%	249,000.00	0.800%	12/27/2016	180
8	CDARS - CD	Mercantile Commerce Bank	6/26/2015	249,000.00	0.800%	249,000.00	0.800%	12/27/2016	180
9	CDARS - CD	MB Financial Bank	6/29/2015	249,000.00	0.700%	249,000.00	0.700%	12/29/2016	182
10	CDARS - CD	Access Bank	6/30/2015	249,000.00	0.700%	249,000.00	0.700%	12/30/2016	183
11	CDARS - CD	Everbank	10/16/2015	249,000.00	0.750%	249,000.00	0.750%	1/17/2017	201
12	CDARS - CD	BMO Harris Bank	10/7/2015	248,000.00	0.900%	248,000.00	0.900%	4/7/2017	281
13	CDARS - CD	Capital One Bank	10/7/2015	248,000.00	0.850%	248,000.00	0.850%	4/7/2017	281
14	CDARS - CD	Capital One National Assn.	10/7/2015	248,000.00	0.850%	248,000.00	0.850%	4/7/2017	281
Subtotal CDs & Securities			3,232,000.00	0.723%	3,232,000.00	0.723%		185	
Total Project Fund			9,897,626.02	0.389%	9,897,626.02	0.389%		61	
Grand Totals			13,326,854.28	0.599%	13,326,854.28	0.599%		230	

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City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: David G. Watkins, AICP, Director of Planning & Building 
SUBJECT: **Second Reading and Adoption of an Ordinance to Amend the South Pasadena Municipal Code by Adopting by Reference and Amending Chapter 96, Earthquake Hazard Reduction, for Existing Unreinforced Masonry Bearing Wall Buildings of the 2014 Los Angeles Building Code**

Recommendation

It is recommended that the City Council read by title only for second reading, waiving further reading, and adopt the proposed ordinance that would require earthquake mitigation for existing Unreinforced Masonry Buildings (Attachment 1).

Fiscal Impact

There is no fiscal impact related to the adoption of the proposed ordinance.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Background

On July 20, 2016, the City Council conducted a first reading and introduced the ordinance, as amended. An analysis of the ordinance can be found in a staff report dated July 20, 2016 (Attachment 2). If adopted, the ordinance will become effective in 30 days (September 16, 2016).

Legal Review

The City Attorney has reviewed this item and the ordinance.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachments:

1. City Council Ordinance – Earthquake Hazard Reduction
2. City Council Agenda Report – July 20, 2016 (w/o attachments)

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ATTACHMENT 1
Earthquake Hazard Reduction

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
AMENDING THE SOUTH PASADENA MUNICIPAL
CODE TITLE I (IN GENERAL) OF CHAPTER 9 (BUILDINGS) BY
ADOPTING BY REFERENCE AND AMENDING CHAPTER 96,
EARTHQUAKE HAZARD REDUCTION, FOR EXISTING
UNREINFORCED MASONRY BEARING WALL BUILDINGS, OF
THE 2014 COUNTY OF LOS ANGELES BUILDING CODE AND
REPEALING ARTICLE III (EARTHQUAKE AND HAZARD
REDUCTION) OF CHAPTER 9 (BUILDINGS)**

WHEREAS, the City of South Pasadena (City) has previously adopted and amended the 2014 Los Angeles County (County) Building, Electrical, Mechanical, and Plumbing Codes; and

WHEREAS, the City is required by Section 8875.2 of the California Government Code to establish an Unreinforced Masonry Hazard Mitigation Program; and

WHEREAS, the County has adopted a regional standard for hazard mitigation of unreinforced masonry bearing wall buildings; and

WHEREAS, the City recognizes the public safety need to mitigate some of the inherent hazards posed by unreinforced masonry bearing wall buildings; and

WHEREAS, the City has identified twenty-seven (27) unreinforced masonry buildings that are not in compliance with the hazard reduction standards established in Chapter 96 of the Los Angeles County Building Code, and the City acknowledges that there may be additional unreinforced masonry buildings within the City that have not yet been identified.

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

SECTION 1. Section 9.1 (Los Angeles County Code, Title 26, Building Code adopted-where filed) of Chapter 9, Article I of the South Pasadena Municipal Code is amended to read as follows:

Chapters 1 through 35, 66, 67, 96, 98, 99 and Appendices I and J of Title 26, Los Angeles County Building Code, as amended and in effect on January 1, 2014, adopting the 2013 California Building Code, is hereby adopted by reference pursuant to the provisions of Sections 50022.1 through 50022.10 of the Government Code of the State of California as

though fully set forth herein, and made a part of the South Pasadena Municipal Code with the same force and effect as though set out herein in full, including all of the regulations, revisions, conditions and terms contained therein except as revised in this ordinance. In accordance with Section 50022.6 of the California Government Code, not less than one copy of said Title 26 of the Los Angeles County Building Code together with any and all amendments thereto proposed by the city of South Pasadena, has been and is now filed in the office of the planning and building department, shall be remain on file with the building official, shall collectively be known as the City of South Pasadena Building Code and may be cited as Chapter 9, Section 9.1 of the South Pasadena Municipal Code.

SECTION 2. Section 9.1.1 (Building Code Modified and Penalties) of Article I (In General) of Chapter 9 (Buildings) is amended by adding the following at the end of the existing Section 9.1.1:

Chapter 96 of Title 26, Los Angeles County Building Code is amended as follows:

Subsection 9605.1 (Time Limitations) is deleted and replaced in its entirety with the following:

The owner of each building within the scope of the 2014 Los Angeles County Building Code Chapter 96 shall, upon receipt of a Service Order and within the time limits set forth in this Ordinance, cause a structural analysis to be made of the building by a licensed civil engineer or architect. If the building does not comply with standards specified in Chapter 96 and Appendix Chapter A1 of Part 10, Title 24 of the California Code of Regulations, then the owner shall cause the building to be structurally altered to conform to such standards or shall cause the building to be demolished.

1. **Compliance by Alteration.** Where the building owner intends to comply by structural alteration of the building found to be within the scope of this Ordinance, the owner shall complete the structural alteration work in accordance with the following time limits:
 - a.
 - i) Within 120 calendar days of receipt of the Service Order, the building owner is required to provide documentation to the City from a California registered civil or structural engineer or licensed architect that their building is not an unreinforced masonry bearing wall building subject to the requirements of this Ordinance; or
 - ii) Within 120 calendar days of receipt of the Service Order, the building owner is required to select and contract with a California registered civil or structural engineer or licensed architect to prepare structural alteration plan in compliance with Chapter 96;

- b. Within twelve (12) calendar months after service of the order, the building owner is required to submit plans to the Planning and Building Department for building plan check review of the proposed structural alteration work;
 - c. Within eighteen (18) months of receipt of the Service Order, the building owner is to obtain plan check approval of the structural alteration work that is to be performed;
 - d. Within twenty-one (21) months of receipt of the Service Order, the building owner is to obtain a permit and commence construction of the structural alteration work;
 - e. Within thirty (30) months of receipt of the Service Order, the building owner is to complete the structural alteration work, and to have the permit finalized by the Planning and Building Department.
2. **Compliance by Demolition.** Where the building owner intends to comply with the requirements of this ordinance by demolition, the owner shall comply with the following time limits:
- a.
 - i) Within 180 calendar days of receipt of the Service Order, the building owner is required to provide documentation to the City from a California registered civil or structural engineer that their building is not an unreinforced masonry bearing wall building subject to the requirements of this Ordinance; or
 - ii) Within 180 days of receipt of the Service Order, notify the City of the intent to demolish the building, submit all required applications and pay all required fees associated with a request to demolish the building;
 - b. Within twelve (12) calendar months of receipt of the Service Order, obtain a demolition permit and commence demolition;
 - c. Within eighteen (18) calendar months of receipt of the Service Order, complete the demolition work.

Subsection 9605.2 (Time limitations to obtain building permit, commence and complete work) is deleted in its entirety.

Subsection 9606 (Order: Service) is deleted and replaced in its entirety with the following:

The Building Official shall issue an order as provided in this Section to the owner of each building within the scope of this Chapter.

Subsection 9606.2 (Order: Priority of service) is deleted in its entirety.

Subsection 9606.10 (Other abatement procedures) is deleted and replaced in its entirety with the following:

The City shall have the unrestricted ability to enforce compliance with this ordinance by any means prescribed by the South Pasadena Municipal Code, the Building Code or other laws including, but not limited to, ordering the building vacated, termination of all utilities, and/or nuisance abatement including civil and/or criminal prosecution.

Table 96-B (Time Limits for Compliance) is deleted in its entirety.

Table 96-C (Extensions of Time and Service Priorities) is deleted in its entirety.

SECTION 3. Section 9.1.2 (Required Signage for Unreinforced Masonry Building) is added to Article I (In General) of Chapter 9 (Buildings) to read as follows:

9.1.2 Required Signage for Unreinforced Masonry Building.

The signage specified by Section 8875.8 of the California Government Code shall be installed at each exterior public, private, or employee entrance to the unreinforced masonry building. The signs shall be posted at a height of seventy-five to eighty-five inches (75" – 85") above the walking surface on the exterior side of the door, and unless otherwise approved in writing by the Director of Planning and Building, the signs shall be mounted either on the door or within eighteen inches (18") of the door jamb on either the swing or strike side of the door.

SECTION 4. Article III (Earthquake Hazard Reduction) of Chapter 9 (Buildings) the current City of South Pasadena Municipal Code is deleted in its entirety.

SECTION 5. That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional; such decision shall not affect the validity of the remaining portions of this ordinance. The South Pasadena City Council hereby declares that it would have passed this ordinance, and each section, subsection,

clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrase be declared unconstitutional.

SECTION 6. That nothing in this ordinance or in the Building Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance, hereby repealed; nor shall any just or legal right remedy of any character lost, impaired or affected by this ordinance.

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 filed with the California Building Standards Commission. 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 require a summary of the ordinance and cause the same to be published in a newspaper in the manner required by law.

PASSED, APPROVED, AND ADOPTED ON this ___ day of ____, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

Date: _____

I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the ___ day of _____, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
July 20, 2016 Agenda Report (w/o Attachments)

City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zueimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: July 20, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SH*
FROM: David G. Watkins, Director of Planning and Building *AW*
Craig Melicher, Building Official *CM*
SUBJECT: **First Reading and Introduction of an Ordinance to Amend the South Pasadena Municipal Code by Adopting by Reference and Amending Chapter 96, Earthquake Hazard Reduction, for Existing Unreinforced Masonry Bearing Wall Buildings of the 2014 Los Angeles Building Code**

Recommendation

It is recommended that the City Council read by title only for first reading, waive further reading, and introduce an ordinance amending the South Pasadena Municipal Code (SPMC) by adopting by reference and amending Chapter 96, Earthquake Hazard Reduction, for existing unreinforced masonry bearing wall buildings of the 2014 Los Angeles Building Code (Attachment 1).

Fiscal Impact

There is no fiscal impact related to the adoption of the proposed ordinance.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Background

The Unreinforced Masonry (URM) Law (Section 8875 et seq of the California Government Code) was passed in 1986, and was applicable to local governments, including the City of South Pasadena (City) located within the most seismically active portions of the state.

The URM Law required the following from each local government:

1. An inventory of all URM buildings known to exist within the jurisdiction;
2. Establishment of a Loss Reduction Program for these URM buildings by 1990; and
3. To report progress to the state Seismic Safety Commission.

In addition, the Law recommended the following:

1. Each local government should establish seismic retrofit standards;
2. Each local government should adopt mandatory strengthening programs; and
3. Each local government should enact measures to reduce the number of occupants in

URM buildings.

As of 2006¹, 365 jurisdictions identified approximately 25,900 URM buildings with an average size of 10,000 square feet, out of approximately 12 million total buildings within the state of California. By 2006, the Safety Seismic Commission indicated that in excess of 98% of local jurisdictions were in compliance with the URM Law (Attachment 2).

As of today, the City has identified a total of 60 known or potential URM buildings. Of the 60 identified URM buildings (Attachment 3), twenty-seven (27) have not yet been brought into compliance with the seismic strengthening requirements of Appendix Chapter A1 of the current State Building Code and Chapter 96 of the current Los Angeles County Building Code as adopted by the City (Attachment 4).

On November 19, 2014, the City Council directed staff to update the Earthquake Hazard Reduction ordinance of the SPMC in order to require any remaining non-compliant URM buildings to be retrofitted.

Analysis

The proposed ordinance will complete the initial steps required to bring the twenty-seven (27) identified non-compliant URM buildings into compliance with the URM Law. The proposed ordinance adopts and amends Chapter 96 of the Los Angeles County Building Code which provides administration and implements Appendix Chapter A1 of the current California Building Code.

The Ordinance proposes to delete the complicated multi-tier time limits of Chapter 96 in favor of a single time limitation applicable to all buildings. The process, as defined by the ordinance, is as follows:

1. All owners of URM buildings identified by the City as not being in compliance with the URM Law will be notified by a Service Order.
2. Upon receipt of the Service Order, building owners will have 180 calendar days to prove that their building was incorrectly identified as a URM building, or to contract with an appropriate engineer to prepare a URM hazard mitigation plan.
3. Within one calendar year of delivery of the Service Order, building owners will be required to submit plans to the Planning and Building Department for URM hazard mitigation.
4. Within twenty-one (21) months of delivery of the Service Order, building owners must obtain plan check approval for their URM hazard mitigation plans;
5. Within twenty-four (24) months of delivery of the Service Order, building owners must obtain a building permit and commence URM hazard mitigation work;
6. Within thirty-six months (36) of delivery of the Service Order, building owners must complete the URM hazard mitigation work and have the permit finalized by the Planning and Building Department.

¹ The most recent report of progress by the state Seismic Safety Commission to the Legislature is dated November 9, 2006.

The ordinance also contains an enforcement provision stating that the City may enforce the requirements of the ordinance by any means prescribed in the SPMC, the Building Code or other applicable laws, including but not limited to, ordering the building to be vacated and initiating nuisance abatement proceedings, including civil and/or criminal enforcement. Residential tenants displaced by an order to vacate by a city may be entitled to relocation benefits equivalent to up to two months of market rate rent paid by the property owner, pursuant to the authority and the procedures set forth in Health & Safety Code Section 17975, et. seq.

Finally, the ordinance requires that all URM's – both mitigated and unmitigated – post a sign informing the occupants that the building is an URM building and may be unsafe during a major earthquake (Attachment 5).

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Draft Ordinance
2. Executive Summary – State Seismic Safety Commission Report, 2006
3. List of Identified Unreinforced Masonry ('URM') Buildings, As of November 6, 2014
4. List of Identified Unmitigated Unreinforced Masonry ('URM') Buildings, As of November 6, 2014
5. URM Sign Examples

City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Christopher Castruita, Management Analyst *CC*
SUBJECT: **Approval of South Pasadena Tournament of Roses Committee
Slate of Officers and Committee Chairs, 2015-16 Ending
Financial Statement, 2016-17 Budget, and Bylaws**

Recommendation

It is recommended that the City Council review and approve the annual South Pasadena Tournament of Roses Committee (Committee) Slate of Officers and Committee Chairs, 2015-16 Ending Financial Statement, 2016-17 Budget, and Bylaws.

Fiscal Impact

The Committee operates independently and funds the majority of its operations. However, the Committee receives a pass-through from the Business Improvement Tax funds in the amount of \$12,500 is provided through the Chamber of Commerce, and \$2,500 is paid directly by the City of South Pasadena (City) through its sponsorship of the annual Cruz'n for Roses event, which coincides with the City's Public Safety Open House.

Commission Review and Recommendation

The Committee prepared the attached report.

Background

Every year, the Committee presents an official framed photograph of that year's float to the City Council along with the design for the following year's float. At the same time, the Committee presents a report to the City Council that includes a list of officers and Committee chairs, a financial report from the current year, a budget for the upcoming year's float, and bylaws.

Analysis

This report is presented annually by this independent City Committee.

Legal Review

The City Attorney has not reviewed this item.

Tournament of Roses Report
August 17, 2016
Page 2 of 2

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: South Pasadena Tournament of Roses Committee Slate of Officers and Committee Chairs, 2015-16 Ending Financial Statement, 2016-17 Budget, and Bylaws



South Pasadena Tournament of Roses Committee

P.O. Box 3662, South Pasadena, California 91031

Janet Benjamin
President

PAST PRESIDENTS

1935	G. D. Baker
1936	VanSickle Ford
1937	J. C. Jacobs
1946	Frank Bough
1947	A. J. Norton
1948	R. J. Norton
1951	S. Paul Ward
1952	Mrs. Geo. Hammond
1953	C. R. Matter
1954	Garland Mathews
1955	E. H. Colliau
1956	Dwight Reay
1957	Harold Deavel
1958	Warren Billings
1959	E. Curtis Dean
1960	Robert Biles
1961	Charles Craig
1962	Clifford Cox
	Robert Fosselman
	William Pinckney
1965	Mel Jontz
1966	Dick Artunian
1967	Tommy Matsuura
1968	William Still
1969	Frank Wimmer
1970	Jack Williams
1971	Charlotte B. Carden
1972	Michael Salyards
1973	Lloyd Simpson
1974	Jacqueline Coulette
1975	Ralph Saunders
1976-79	Robert E. Veir
1980	Chris Holabird
1981	Eric W. Rex
1982	Stan Froyd
1983-88	Robert Clanton
1989-90	Edward M. Pozzo
1991-93	Robert Clanton
1994-96	Marge Hartsfield
1997-98	Irene Allen
1999	Mark Duxbury
2000-01	Dave Andrews
2002-03	Alan Vlacich
2004-05	John Vandercook
2006-07	Michael C. McFarridge
2008-09	Ted R. Shaw
	James L. Jontz
2014-15	William J. Cullinane
2014-15	Paul Abbey
2015-16	Chris Colburn

August 17, 2016

Honorable Mayor and Members of Council.

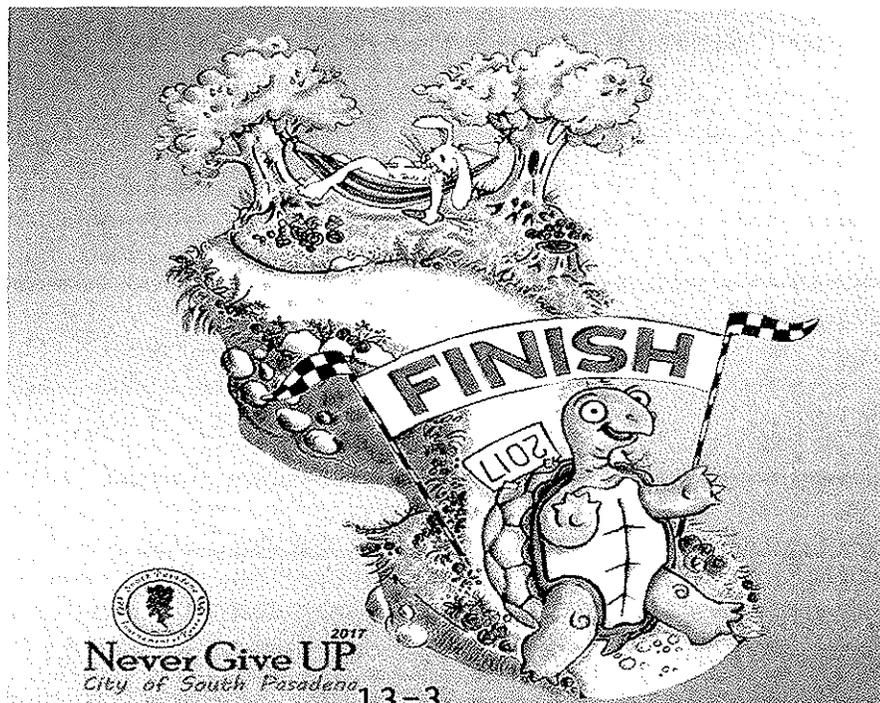
Actions necessary:

- Confirmation of slate of officers, committee chairs and members at large
- Review of the 2015—2016 Income and Expense Statement
- Review of the estimated 2016-2017 Income and Expense Budget

Thank you for your partnership and encouragement in continuing to promote the City of South Pasadena through our involvement in the annual Tournament of Roses Parade.

Sincerely,

Janet Benjamin
Chairperson



MISSION STATEMENT

MISSION STATEMENT

The mission of The South Pasadena Tournament of Roses Committee is to create positive exposure for our city through participation in the Pasadena Tournament of Roses Parade, which will elevate our community and our organization by using principles based on volunteerism for the successful completion of our annual floral entry.

**2016-2017 SPTOR
OFFICERS & COMMITTEE**

2016-17 SPTOR Officers and Committee Chairpersons

Chairperson	Janet Benjamin
Vice Chairperson	Vacant
Treasurer	Sandy Fielding
Secretary	Megan Colburn
Construction Chairperson	Paul Abbey*
Construction Assistant	Robert Nicholes
Decoration Chairperson	Janet Benjamin
Design Chairperson	Paul Abbey*
Event and Site Chairperson	James Jontz*
Social Media Chairperson	Chris Colburn*
Direct Mail/Marketing Chairperson	Paul Abbey*
Classic Car Chairperson	Ted Shaw*
Raffle Chairperson	Alan Vlacich*
Golf Chairperson	Alan Vlacich* & John Vandercook*
Parade and Game Tickets	Ted Shaw*
Crunch Time Chairperson	Courtney Dunlap
Live Auction Chairperson	Ted Shaw*
Silent Auction Chairperson	MJ Craig
Silent Auction Co-Chairperson	Wendy Snow
Souvenir Chairperson	Sandy Fielding
Volunteer Food Chairperson	Vacant
Publicity Chairperson	Bill Glazier
Volunteer Chairperson	Courtney Dunlap
Nominating Chairperson	Alan Vlacich*
Web Site Chairperson	Bill Cullinane*
Web Master	Sara Cullinane
Past Chairperson	Chris Colburn*
Staff Liaison	Chris Castruita
Council Liaison	Bob Joe

*Past Chairperson

INCOME & EXPENSE

South Pasadena Tournament of Roses Committee

2015-2016 Budget

Beginning Balance		\$ 64,846.98
	Income	
Souvenirs		\$ 6,143.56
Crunch Time Party		30,903.00
Golf Tournament		9,433.00
Spring Fling		5,079.00
Ultimate Raffle Tickets		17,400.00
Classic Car Show		27,800.00
Donations		20,512.03
Parade & Game Tickets - Sales		8,465.00
Misc Fundraisers		1,714.00
	Total Income	\$ 127,449.59
	Expenses	
Souvenirs		\$ 3,555.36
Crunch Time Party		8,063.77
Golf Tournament		3,163.62
Spring Fling		4,290.76
Ultimate Raffle Tickets		644.55
Classic Car Show		15,529.60
Donations		1,133.52
Parade & Game Tickets - Sales		6,200.00
Misc Fundraisers		960.72
Event & Site		20,717.48
Administration		8,103.46
Construction		32,503.53
Decoration		25,639.17
Design		0.00
Volunteers		0.00
	Total Expenses	\$ 130,505.54
Income		\$ 127,449.59
Expenses		130,505.54
	Total	\$ (3,055.95)
Ending Balance 2015 - 2016		\$ 61,791.03

South Pasadena Tournament of Roses Committee

2016-2017 Budget (Estimated)

Beginning Balance		\$	61,791.03
	Income		
Souvenirs		\$	6,000.00
Crunch Time Party			35,000.00
Golf Tournament			9,000.00
Ultimate Raffle Tickets			20,000.00
Classic Car Show			30,000.00
Donations			20,000.00
Parade & Game Tickets - Sales			10,000.00
Misc Fundraisers			1,500.00
	Total Income	\$	131,500.00
	Expenses		
Souvenirs		\$	2,119.00
Crunch Time Party			7,896.00
Golf Tournament			2,900.00
Ultimate Raffle Tickets			650.00
Classic Car Show			15,500.00
Donations			1,200.00
Parade & Game Tickets - Sales			6,200.00
Misc Fundraisers			500.00
Event & Site			20,765.00
Administration			8,000.00
Construction			32,500.00
Decoration			31,500.00
Design			200.00
Volunteers			250.00
	Total Expenses	\$	130,180.00
Income		\$	131,500.00
Expenses			130,180.00
	Total	\$	1,320.00
Ending Balance 2016 - 2017		\$	63,111.03

BY-LAWS

**BY-LAWS OF THE SOUTH PASADENA
TOURNAMENT OF ROSES COMMITTEE**

Adopted:

Amended:

ARTICLE I – NAME

This organization shall be called the “Tournament of Roses Committee” existing as a committee of the City Council of the City of South Pasadena.

ARTICLE II – OFFICERS

- Section 1. Officers of the Committee shall be the Chairperson, Vice Chairperson, Secretary and Treasurer. The officers shall be chosen at the annual meeting of each year.
- Section 2. The Chairperson shall conduct meetings, appoint sub-committees, and perform all the duties of the presiding officer. In the absence of the Chairperson, the Vice Chairperson shall preside.
- Section 3. The Secretary for the Committee shall handle the correspondence, minutes, and perform such other duties as delegated by the Chairperson or by action of the Committee.
- Section 4. The Chairperson shall serve no more than two consecutive one-year terms. The Vice Chairperson shall serve no more than two consecutive one-year terms. After five years, these members could be elected to serve two more consecutive one-year terms.
- Section 5. There shall be maintained a permanent City Council Liaison, which shall be appointed to the Committee by the Mayor. The Council Liaison shall be responsible for communicating City Council matters to the Committee and matters of the Committee to the Council.
- Section 6. The City Manager shall serve as an “ex-officio” member of the Committee. The City Manager may designate other key staff to the committee.

- Section 7. The Chairperson at least one month prior to the annual meeting will select a nominating committee, not including existing officers. The nominating committee will consist of five at large members approved by the Committee Officers. The nominating committee will present a slate of officers at the annual meeting. Additional nominations may be made from the floor prior to the vote.
- Section 8. Officers of the Board are permitted two unexcused absences in a year or his/her seat will be considered vacant. An unexcused absence is one for any reason other than illness or other personal necessity. Officers should notify the Council Liaison or the Chairperson if they will be unable to attend a meeting.
- Section 9. Committee members are volunteers and can continue serving on the Committee without limit to term. Members are encouraged to be residents of South Pasadena; however volunteers from other communities will be accepted. Non-resident committee members shall not be eligible to serve as Chairperson, Vice Chairperson, Treasurer, or Secretary of the Committee.

ARTICLE III – COMMITTEE MEMBERS

At the first annual meeting, the Chairperson shall list the various committees and solicit volunteers.

ARTICLE IV – COMMITTEE MEETINGS AND AGENDAS

- Section 1. The annual meeting shall be held in February. Meetings should be held in the City Council Chambers unless there is a conflict.
- Section 2. The Chairperson shall discuss the meeting and event calendar with the Committee at the annual meeting. The day and time of the subsequent meetings shall be determined by the Chairperson, in consultation with the Committee.
- Section 3. Notice of special meetings shall be provided to all members of the Committee, the Council Liaison, City Manager and City Clerk twenty-four hours prior to the meeting.
- Section 4. The Council Liaison, City Manager and City Clerk shall be provided copies of the meeting agendas one week prior to the regular scheduled meetings.
- Section 5. The order of business of the regular meeting shall be determined by the Chairperson.

Section 6. The Secretary of the Committee shall be responsible for minutes of the meetings. Copies of the minutes shall be provided to the Council Liaison, City Manager and City Clerk. Minutes of the meetings shall be received and approved by the Committee.

ARTICLE V – COMMITTEE OPERATIONS

Section 1. A quorum of a simple majority of the officers and all Committee positions is required to conduct the business of the Committee.

Section 2. The current edition of Robert's Rules of Order Newly Revised shall be the authority on all questions of parliamentary law unless in conflict with these bylaws or the laws of the State of California.

Section 3. The Officers of the Committee or individual Committee members may not individually obligate the City of South Pasadena to pay for any service or product.

Section 4. The Committee shall submit an annual budget to the City Council in June of each year. The Treasurer of the Committee shall be responsible for submitting the annual budget as directed by the Committee.

Section 5. The City will establish a special fund for all revenues generated by the South Pasadena Tournament of Roses events. Accounting for this fund will be provided on a monthly basis. The Treasurer of the Committee shall work with the City of South Pasadena Finance Director in accounting for the Committee funds.

Section 6. The Officers of the committee and Committee members shall serve without compensation.

Section 7. Committee members shall execute volunteer applications with the city. The Secretary of the Committee shall be responsible for distribution and collection of these forms at the annual meeting.

ARTICLE VI – POLICIES

The Committee may establish written policies with concurrence of the City Council.

ARTICLE VII – AMENDMENTS

These by-laws may be amended at any regular meeting of the Committee where a quorum is present, including the Council Liaison and City Manager or his/her staff designee, provided that the amendment has been submitted in writing at least thirty days prior to the date of such meeting, or at the previous regular meeting.

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City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager
FROM: Anthony J. Mejia, Chief City Clerk
Desiree Jimenez, Deputy City Clerk
SUBJECT: **Adoption of a Resolution to Destroy Expired Records, Per the City of South Pasadena Records Retention Schedule**

Recommendation

Adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, approving the destruction of certain City records from the Management Services Department."

Fiscal Impact

There is no significant fiscal impact to destroying these records.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

California Government Code Section 34090 provides a process for destroying City of South Pasadena (City) records with the written consent of the City Attorney and approval of the legislative body. On June 19, 2013, the City Council adopted Resolution No. 7300, which updated the City's Records Retention Schedule (Retention Schedule) and criteria for destroying records that were no longer needed.

The Chief City Clerk has determined that specific records in the City Clerk's Division of the Management Services Department are no longer necessary and has reviewed these records in accordance with the City's Retention Schedule. It has been determined that the records meet the criteria for destruction. As required by Resolution No. 7300, consent for destruction has been obtained in writing from the Chief City Clerk and the City Attorney (Exhibit "A" to the proposed resolution contains the records proposed for destruction and written consent). The resolution stipulates that the City Council must approve any proposed destruction of records.

Analysis

The attached resolution contains a list of records (Exhibit "A") eligible for destruction. Once the City Council approves the resolution, the records will be securely shredded in accordance with City procedures. This is a routine matter presented to the City Council for approval.

Adoption of Resolution to Destroy Expired Records
August 17, 2016
Page 2 of 2

Legal Review

The City Attorney has reviewed this item and has indicated approval by signing the attached records list.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment : Resolution

RESOLUTION NO. XXXX

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING THE DESTRUCTION OF CERTAIN CITY
RECORDS FROM THE MANAGEMENT SERVICES
DEPARTMENT**

WHEREAS, Government Code Section 34090 of the State of California provides that the head of a City of South Pasadena (City) department, upon receiving consent of the City Attorney and approval of the legislative body, may destroy certain records and documents; and

WHEREAS, the City Council adopted Resolution No. 7300 on June 19, 2013, a Records Retention Schedule, which authorized the destruction of City records as provided by Government Code Section 34090 et seq. upon the request of a department head and with the consent in writing of the City Clerk and City Attorney, with the approval of the City Council of the City of South Pasadena; and

WHEREAS, the Chief City Clerk has completed an inventory and review of records and found that certain records have no further value and fit criteria for destruction as outlined in the "Records Retention Schedules City of South Pasadena" in Resolution No. 7300, and has listed those records for destruction by shredding in Exhibit "A"; and

WHEREAS, the City Attorney and the Chief City Clerk have reviewed this list and has provided written consent to the destruction of those City records and documents as set forth in Exhibit "A."

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 approves of the destruction of records listed in Exhibit "A" in accord with standard destruction practices.

PASSED, APPROVED AND ADOPTED ON this 17th day of August, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

14-3 _____
Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)



EXHIBIT "A"

**CITY OF SOUTH PASADENA
AUTHORITY TO DESTROY OBSOLETE RECORDS**

Department	Retention No.	Description of Record	Years Covered	Required Retention Period (Retention Schedule)	Shred or Discard
MSD	CC-012	Claims - Liability	1999-2007	Settlement plus five (5) years	Shred
MSD	CW-027	City Clerk Correspondence	2011	Two Years	Shred

I approve these obsolete records for destruction according to accepted procedures.

Anthony J. Mejia, Chief City Clerk Date

Teresa L. Highsmith, City Attorney Date

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City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Sheila Pautsch, Community Service Director 
SUBJECT: **Award of Contract to Integrated Consulting Group, Inc., in the Amount of \$125,590 for the Next Phase of the Community Center Feasibility Study**

Recommendation

It is recommended that the City Council:

1. Approve a contract, subject to the approval by the City Attorney, with Integrated Consulting Group, Inc. (ICG, Inc.)
2. Authorize the City Manager to enter into a contract; and
3. Approve an appropriation and a transfer of \$125,590 from the Community Center/Maintenance Yard Designated Reserve account to Account No. 105-9000-9195-9195.

Fiscal Impact

There are sufficient funds available in the Community Center Designated Reserve account which currently has approximately \$600,000 in existing funds. A transfer of \$125,590 from the Community Center/Maintenance Yard Designated Reserve Fund to Account No. 105-9000-9195-9195 will be sufficient for this project.

Commission Review and Recommendation

This matter was reviewed by the Community Center Ad Hoc Committee (Committee). The Committee recommends that the City Council approve the funding and contract with ICG, Inc., to move forward with the next phase of planning for the Community Center.

Background

At the July 6, 2016 City Council Meeting, the City Council unanimously agreed to move forward with Design Options No. 3 for further evaluation of both Community Center concept plans, including development of a 3D video. With a vote of 4-1, with Mayor Pro Tem Cacciotti voting no, the City Council directed that funding for the contract with ICG, Inc., be allocated from the Community Center/Public Works Yard Designated Reserve Fund.

Analysis

With approval to move forward with both design options City staff, the Committee and ICG, Inc., will be able to determine the appropriate amount of space needed for current and future programming for the Community Services Department. The overall goal is to come up with a final design, size, and scope that provides the most flexibility given the financial constraints while meeting the needs of the Community. This creates the flexibility to use the space for multiple purposes and functions lending to an overall smaller foot print of a Community Center than initially proposed.

The next phases of the process will include participation from the Park and Recreation, Senior Citizen and Youth Commissions as well as staff and other stakeholders such as seniors, class instructors, and local organizations.

Legal Review

The City Attorney has reviewed this item and has opined that the draft contract is approved as to form.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Contract with Integrated Consulting Services, Inc.

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES**

(City of South Pasadena / Integrated Consulting Group, Inc.)

1. IDENTIFICATION

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena, a California municipal corporation (“City”), and Integrate Consulting Group, Inc. (“Consultant”).

2. RECITALS

- 2.1. City has determined that it requires the following professional services from a consultant: Next phase of planning of the Community Center with two design options including site analysis, preliminary architectural documents, presentations and approvals with varies commissions, stakeholders and council, and a 3D model with video for each of the two design options.
- 2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.
- 2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- 3.1. “Scope of Services”: Such professional services as are set forth in Consultant’s August 17, 2016 proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2. “Agreement Administrator”: The Agreement Administrator for this project is Sheila Pautsch. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. City reserves the right to change this designation upon written notice to Consultant

- 3.3. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.
- 3.4. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is One hundred twenty five thousand, five hundred ninety Dollars (\$125,590).
- 3.5. "Commencement Date": August 17, 2016
- 3.6. "Termination Date": December 31, 2017

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Consultant may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this Agreement.

5. CONSULTANT'S DUTIES

- 5.1. **Services.** Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.
- 5.2. **Coordination with City.** In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.
- 5.3. **Budgetary Notification.** Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.
- 5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.
- 5.5. **Professional Standards.** Consultant shall perform all work to the standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this

Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).

- 5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.
- 5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Ron Hagan shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their respective services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. If City and Consultant cannot agree as to the substitution of key personnel, City may terminate this Agreement for cause.
- 5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.
- 5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.
- 5.11. **Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING

- 6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.
- 6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.
- 6.4. **Compensation for Subcontractors.** City shall pay Consultant for work performed by its subcontractors, if any, only at Consultant's actual cost plus an approved mark-up as set forth in the Approved Fee Schedule, Exhibit B. Consultant shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

- 7.1. **General.** City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.
- 7.2. **Invoices.** Consultant shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification/position with the firm, the corresponding hourly rate, the hours worked, a description of each labor charge, and the total amount due for labor charges.
- 7.3. **Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law. Consultant shall be solely responsible for calculating, withholding, and paying all taxes.
- 7.4. **Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Consultant.
- 7.5. **Additional Work.** Consultant shall not be reimbursed for any expenses incurred for work performed outside the Scope of Services unless prior written approval is given

by the City through a fully executed written amendment. Consultant shall not undertake any such work without prior written approval of the City.

- 7.6. **City Satisfaction as Precondition to Payment.** Notwithstanding any other terms of this Agreement, no payments shall be made to Consultant until City is satisfied that the services are satisfactory.
- 7.7. **Right to Withhold Payments.** If Consultant fails to provide a deposit or promptly satisfy an indemnity obligation described in Section 11, City shall have the right to withhold payments under this Agreement to offset that amount.

8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. Consultant shall defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

10. RELATIONSHIP OF PARTIES

- 10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.
- 10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant’s employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.
- 10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant’s previously earned California Public Employees Retirement System (“CalPERS”) retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant

shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.

- 10.4. **Indemnification of CalPERS Determination.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

- 11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.
- 11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.
- 11.3 **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.
- 11.4 **Attorneys Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.
- 11.5 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.
- 11.6 **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City.
- 11.7 **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from

each and every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.

- 11.8 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

- 12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

- 12.2. **Documentation of Insurance.** City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. Consultant shall file with City:

- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: Community Center Feasibility Study and Design
- Documentation of Best's rating acceptable to the City.
- Original endorsements effecting coverage for all policies required by this Agreement.
- Complete, certified copies of all required insurance policies, including endorsements affecting the coverage.

- 12.3. **Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: \$1,000,000 per occurrence,
\$2,000,000 aggregate
- General Liability:
 - General Aggregate: \$2,000,000
 - Products Comp/Op Aggregate \$2,000,000
 - Personal & Advertising Injury \$1,000,000
 - Each Occurrence \$1,000,000
 - Fire Damage (any one fire) \$ 50,000
 - Medical Expense (any 1 person) \$ 5,000
- Workers' Compensation:
 - Workers' Compensation Statutory Limits
 - EL Each Accident \$1,000,000

- EL Disease - Policy Limit \$1,000,000
- EL Disease - Each Employee \$1,000,000
- Automobile Liability
 - Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

- 12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.
- 12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.
- 12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.
- 12.7. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed \$50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- 12.8. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.
- 12.9. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured

for each policy required herein, other than Professional Errors and Omissions and Worker's Compensation, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.

- 12.10. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.
- 12.11. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: City of South Pasadena, Attn: Sheila Pautsch, Community Services Department, 1102 Oxley St. South Pasadena, CA 91030.
- 12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.
- 12.14. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.

12.15. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

12.16. **Duty to Defend and Indemnify.** Consultant's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.

13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Sheila Pautsch
City of South Pasadena
Community Services Department
1102 Oxley Street
South Pasadena, CA 91030
Telephone: (626) 403-7362
Facsimile: (626) 403-7361

If to Consultant

Jeffrey Scott
Integrated Consulting Group, Inc.
4195 Chino Hills Pkwy, Unit 222
Chino Hills, CA 91709
Telephone: (909) 203-7995 ext 102

With courtesy copy to:

Teresa L. Highsmith, Esq.
South Pasadena City Attorney

Colantuono, Highsmith & Whatley, PC
300 South Grand Ave., Ste. 2700
Los Angeles, CA 90071-3137
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnity), paragraph 12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

- 16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.
- 16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.
- 16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

- 17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Consultant.

- 17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.
- 17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

- 18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by Consultant for performance of this Agreement are deemed confidential and Consultant shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.
- 18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 18.3. **Non-assignment.** Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written

consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.

- 18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.
- 18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.
- 18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.
- 18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs expended in the action.

18.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

[Remainder of Page Intentionally Blank. Signatures on Following Page.]

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

“City”
City of South Pasadena

“Consultant”
Integrated Consulting Group, Inc.

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

EXHIBIT A
SCOPE OF WORK

Task I – Site Analysis

- A. **Code Research:** ICG shall research all city zoning requirements, city ordinances, current CBC and ADA Codes as well as fire department requirements. ICG shall inform the City of any issues that may arise from this research that may affect the ability to implement the proposed concept.
- B. **Site Research:**
 - a. The Civil Engineer shall conduct record research with the City of South Pasadena and the County of Los Angeles for existing improvements and mapping on and adjacent to the site. They shall also compile relevant data and input for design basis.
 - b. The Structural Engineer from ISE Engineering shall perform a field inspection of the existing recreation building to analyze the structural integrity of the existing structure and the feasibility to implement the proposed restoration and adaptive use.
 - c. ICG shall field measure the existing plunge building to document the existing floor plan.
- C. **Market Research:**
 - a. ICG shall research market conditions for the proposed commercial lease space and prepare a report that recommends the best types of uses to be compatible with the community center operations and generate the revenue needed to meet the debt service on the financing for the community center.

Deliverables for Task 1: ICG shall provide the following deliverables to the City in PDF format.

- 1. Draft Civil Engineer report
- 2. Draft report of research and structural analysis of the existing recreation building
- 3. Draft report for the historical restoration and adaptive use of the existing recreation building
- 4. Market analysis report for the proposed commercial lease space

ICG shall work closely with the project team to define and manage the project timeline and milestones throughout Task I.

Task II – Preliminary Architectural Documents

Per the approved Concept Site Plan ICG shall identify program space recommendations and prepare the following documents.

- A. **Project Team Meeting:** ICG will meet with city staff, architects, and engineers to define process and scope for developing floor plans, elevations, and architectural style for the community center.
- B. **Boundary Survey:** The Civil Engineer shall conduct required field work to locate existing monuments and analyze record mapping to establish overall project boundary for Orange Grove Park and City Yard site.
- C. **Site Topography:** The Civil Engineer shall provide Field Topography at a scale

- of 1" = 40' with 1 ft. contours, spot elevations, and all visible man made features. They shall also perform a detailed topo of physical join points for horizontal and vertical control.
- D. **Conceptual Grading Plan:** The Civil Engineer shall prepare a conceptual grading plan for each concept including pad grades and limits; all slopes, rates of grade, high and low points; required storm drain layout and all existing and proposed contours. Preliminary earthwork quantities are also included.
 - E. **Conceptual Utility Plan:** The Civil Engineer shall prepare a conceptual utility plan for each concept depicting all underground utilities including storm drain, sewer, and water pipelines, also shown will be surface features such as buildings, utility vaults and curbs.
 - F. **Structural Floor Plan:** ISE Engineering shall develop a conceptual structural plan for each concept indicating foundation, column placement, and shear wall/brace frame locations.
 - G. **Floor Plan:** ICG shall develop a floor plan concept for the space needed to implement the recommended programs for each of the community center concepts.
 - H. **Architectural Elevations:** ICG shall develop architectural elevations for the Mission Street frontage and El Centro Street frontage (The Orange Grove Avenue frontage can be optional).
 - I. **Cost Estimating:** ICG shall provide a probable estimate of cost for construction of the approved design concept for both of the proposed community center concepts, which shall include a 25% contingency in case there are unknown issues or conditions when we get to the final construction documents; and, a 5% inflation factor based on 1% inflation rate for 5 years until construction begins.
 - J. **Funding Strategies:** ICG shall prepare a report regarding the possible funding sources that could be pursued and the possible financing methods the city could use to implement either of the concept plans based on the cost estimate developed in the above task.
 - K. **Project Update & Review Meetings:** ICG shall organize and attend a maximum of five (5) project meetings with city staff and city departments staff deem appropriate.
 - L. **Project Schedule Administration:** ICG shall work closely with the project team to update and modify the project timeline and milestones throughout Task 2 based on input from project meetings and City staff.

Deliverables for Task II: ICG shall provide the following deliverables to the City in the following format and digitally on CD in PDF format.

1. Preliminary Estimate of Probable Construction Cost for each concept
2. Funding Strategies and Financing Options Report for each concept
3. Five (5) copies of each of the Conceptual Plans:
 - a. Conceptual Site Plan and Floor Plans including proposed restoration and adaptive use of the existing recreation building and pedestrian access from El Centro Street.
 - b. Boundary Survey/Field Topography – one (1) size 24 x 36 and reduced 11 x 17
 - c. Conceptual Grading Plan – one (1) size 24 x 36 and reduced 11 x 17 for each concept
 - d. Conceptual Utility Plan – one (1) size 24 x 36 and reduced 11 x 17 for each concept
 - e. Conceptual Structural Floor Plan – one (1) size 24 x 36 and reduced 11 x 17 for

- each concept
- f. Architectural elevations for the Mission Street frontage and El Centro Street frontage (Contemporary Spanish Revival Architectural Style) for both concepts.

Task III – Presentation and Approval

ICG shall prepare the final report to be inclusive of any comments provided by the project team and final exhibits. ICG shall be available for the following presentations:

- A. **Preparation of Final Report and Exhibits Administration:** ICG shall assemble all reports, documents, and exhibits into presentation format and prepare PowerPoint presentations for the presentation and approval process.
- B. **Presentation of the Architectural Concept Plans & Report:** At the conclusion of the preparation of the final report and concept plans and staff review, ICG shall present it to the following Agencies and Committees for a total of 6 meetings for final approval and comments:
 - a. Community Center Ad Hoc Committee (one meeting)
 - b. Parks & Recreation commission (one meeting)
 - c. Presentation to Seniors at a seniors luncheon event (one meeting)
 - d. The City Council (Three meetings: Study Session, Presentation at Public Meeting, Final Approval at Public Meeting)

Deliverables for Task III: ICG shall provide twelve (12) 36” X 48” presentation boards in addition to the reports and exhibits. ICG shall work closely with the project team to update and modify the project timeline and milestones throughout Task III based on input from project meetings and City staff.

Task IV – 3 Dimensional Model with Video:

ICG will provide a 3 Dimensional video of the model of the community center including a fly around and fly into the building showing each room and space as it would look when completed.

EXHIBIT B

APPROVED FEE SCHEDULE

Task	Description	Fee
Task I	Site Analysis	
	A: Code Research	\$1,500
	B: Site Research	
	a. Civil Engineer	\$500
	b. Structural Engineer	\$5,000
	c. Field Measure Existing Building	\$4,000
	C: Market research for potential lease space	\$2,500
	D: Deliverables for Task I	\$500
	Total Task I	\$14,000
Task II	Preliminary Architectural Documents	
	A. Project Team meeting with staff & architects & engineers	\$1,840
	B. Boundary Survey	\$3,200
	C. Site Topography	\$7,200
	D. Conceptual Grading Plan for both concepts	\$6,500
	E. Conceptual Utility Plan for both concepts	\$2,500
	F. Both Structural Floor Plans (Foundations, columns, & shear walls)	\$10,000
	G. Floor plans for entire community center both concepts	\$25,000
	H. Architectural Elevations (2 Views @\$5,000 each) both concepts	\$20,000
	I. Cost Estimating	\$8,000
	J. Funding Strategies	\$2,500
	K. Project Update & Review Meetings throughout Task II	\$2,250
	L. Project Schedule Administration	\$500
	Total Task II	\$89,490
Task III	Presentation and Approval	
	A. Preparation of final report and exhibits administration	\$1,000
	B. Review and approval meetings	
	Ad-Hoc Committee	\$450
	Parks & Recreation Commission	\$450
	Seniors Luncheon Meeting Presentation	\$450
	City Council (Study Session & 2 Regular Meetings)	\$1,350
	C. Deliverables (Twelve 36" X 48" Presentation Boards)	\$2,400
	Total Task III	\$6,100
	Total Fee without Optional 3D Video	\$109,590
	Optional 3D Video of each Community Center concept	\$16,000
	Total Fee with 3D Video	\$125,590

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City of South Pasadena Agenda Report

*Diana Malmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zueimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Paul Toor, P.E., Public Works Director 
Alex Chou, Associate Civil Engineer 
SUBJECT: **Award of Contract to Vido Samarzich, Inc., for the Construction of the Monterey Road Street Improvement Project**

Recommendation

It is recommended that the City Council:

1. Accept a bid dated August 2, 2016, from Vido Samarzich, Inc., for the construction of the Monterey Road Street Improvement Project (Project) and authorize the City Manager to enter into a contract with Vido Samarzich, Inc., for an amount not-to-exceed \$1,552,360; and
2. Reject all other bids received.

Fiscal Impact

Funding for this Project is available in the Fiscal Year (FY) 2016-17 Budget in the Street Improvement Program Account No. 104-9000-9203. As this Project was budgeted FY 2015-16, a request will be submitted to the City Council to reprogram the funds set aside for the Capital Improvement Projects. Additionally, a portion of street improvements and various concrete repairs will be funded from Measure R Account No. 233-9000-9000 and water improvements will be funded from Water Department Account No. 500-9000-9300.

Commission Review and Recommendation

This Project has been discussed and reviewed by the Public Works Commission.

Background

The Project involves pavement rehabilitation and water improvements on Monterey Road from Meridian Avenue to Fair Oaks Avenue and Monterey Road from Pasadena Avenue to 300 feet east of Pasadena Avenue. More specifically, the work to be performed consists of cold milling of existing pavement, reconstruction of localized failed asphalt concrete pavements, placement of asphalt overlay up to 3-inches, installation of Petromat, removal and reconstruction of damaged PCC pavement, removal and replacement of sidewalk, curb ramps, driveway approaches, curb and gutter, utility adjustments, street light relocations, traffic loop replacement, upgrade

pedestrian push button and signal head upgrades, thermoplastic striping and pavement markings, and installation of new water meters, services, valves, fire hydrants and its appurtenances.

Additionally, this Project also includes approximately 10,000 square feet of localized sidewalk repairs on Bank Street from Fair Oaks Avenue to Marengo Avenue, Glendon Way from El Centro Street to Monterey Road, and Park Avenue from Mission Street to Oxley Street. Remove and replace six curb ramps and four driveways at various locations.

This Project was included in the adopted FY 2015-16 Budget.

This Street Improvement Project is done on existing street, therefore this Project is determined to be categorically exempt from California Environmental Quality Act (CEQA) requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class 1, Subsection (c) "existing facilities."

Analysis

In July 2016, Notice Inviting Sealed bids were solicited from various construction companies, in addition to the standard advertising in compliance with the Public Contract Code in a newspaper of general circulation in the South Pasadena, and in various construction publications, including F.W. Dodge, Bid Net, and Contractors Information Network.

On August 2, 2016, the City Clerk's Division received and opened six (6) bids with the results as follows:

Contractor	Base Amount
Vido Samarzich, Inc., Alta Loma, CA	\$1,552,360
Excel Paving Company, Long Beach, CA *	\$1,596,439 (\$1,598,439)
Toro Enterprises, Inc., Oxnard, CA	\$1,640,258
All American Asphalt, Corona	\$1,667,414
Sully-Miller Contracting Co., Brea, CA	\$1,793,750
Hardy & Harper, Inc., CA	\$1,777,000
<i>Engineer's Estimate</i>	<i>\$1,497,300</i>

* Indicates the original bid amount was submitted with a mathematical error. The amount shown is the corrected amount.
 () Indicates the original bid amount.

Staff has checked Vido Samarzich, Inc.'s references, and their work was verified to be of good quality. Similar projects were satisfactorily completed for many other agencies, including such agencies as the Cities of Westminster, Manhattan Beach, Pomona, and others. Vido Samarzich, Inc., has recently completed El Centro Street Improvement Project (Phase 1 and Phase 2) for the City. Their Contractor's License has been verified to be currently valid and in good standing. Staff's

Award of Contract for the Construction of Monterey Road Street Improvement Project
August 17, 2016
Page 3 of 3

recommendation is to award the Project to Vido Samarzich, Inc. If the Project is awarded, it is anticipated that construction will begin in September 2016 and will be completed by January 2017.

Legal Review

The City Attorney has not been asked to review this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Agreement
2. Location Map

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ATTACHMENT 1
Agreement

CONSTRUCTION CONTRACT / AGREEMENT

THIS AGREEMENT, made and entered into this 17th day of August, 2016, by and between CITY OF SOUTH PASADENA, a municipal corporation of the State of California, hereinafter referred to as "CITY" and VIDO SAMARZICH, INC., "CONTRACTOR."

That the CITY and the CONTRACTOR, for the consideration hereinafter named, mutually agree as follows:

1. The complete contract and agreement ("AGREEMENT") consists of the Contract Documents, which includes all of the following documents incorporated herein by this reference: Approved Plans and Specifications (**Project No. 2015-10**), Notice Inviting Bids, Instructions to Bidders, Information for Bidders, Contractor's Bid Proposal, this Contract/Agreement, Specifications, Special Provisions, Technical Provisions, Reference Specifications, the documents in the Appendix, if any, and all mutually agreed-upon modifications and amendments thereto.

2. CONTRACTOR shall perform everything required to be performed, shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: **Monterey Road Street Improvement Project, Project No. 2015-10**, all in accordance with the Contract Documents and Contractor's Proposal dated August 2, 2016.

CONTRACTOR agrees to perform all the work and furnish all the materials at his own cost and expense necessary to construct and complete in a good and workman-like manner and to the satisfaction of the City Engineer of the CITY, the Work of Improvement in accordance with the plans, specifications, and Contract Documents (the "Specifications") therefore prepared by City's Engineering Department and adopted by the City Council.

3. CITY agrees to pay and CONTRACTOR agrees to accept in full payment for this Work of Improvement the stipulated sum of One Million Five Hundred Fifty-Two Thousand Three Hundred Sixty and 00/100 Dollars (\$1,552,360).

CITY agrees to make monthly payments and final payment in accordance with the method set forth in the Specifications.

4. CONTRACTOR agrees to commence construction of the Work of Improvement within fifteen (15) days after issuance of a Notice To Proceed, and to continue in a diligent and workman-like manner without interruption, and to complete the construction thereof within one-hundred thirty-five (135) calendar days from the date the Notice to Proceed is issued.

5. Time is of essence of this Contract, and it is agreed that it would be impracticable or extremely difficult to ascertain the extent of actual loss or damage which the CITY will sustain by reason of any delay in the performance of this Agreement. It is, therefore, agreed that CONTRACTOR will pay as liquidated damages to the CITY the following sum: Five Hundred Dollars (\$500.00) for each day's delay beyond the time herein prescribed for finishing work. If liquidated damages are not paid, as designated by the CITY, the CITY may deduct the amount

thereof from any money due or that may become due the CONTRACTOR under this Agreement in addition to any other remedy available to CITY. The CONTRACTOR shall not be assessed liquidated damages for any delay caused by the failure of a public utility to relocate or remove an existing utility required for the performance of this Contract.

6. The CONTRACTOR will pay, and will require all subcontractors to pay, all employees on the work of improvement a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determinations for this work. Travel and subsistence pay shall be paid in accordance with Labor Code Section 1773.8. The CONTRACTOR shall forfeit to the CITY, as penalty, \$200.00 for each calendar day or portion thereof for each worker paid (either by him or any subcontractors under him) less than the prevailing rate described above on the work provided for in this Agreement, all in accordance with Section 1775 of the Labor Code of the State of California.

7. In the performance of this Contract, not more than eight (8) hours shall constitute a day's work, and the CONTRACTOR shall not require more than eight (8) hours in a day from any person employed by him hereunder, except as provided in the Labor Code of the State of California. The CONTRACTOR shall adhere to Article 3, Chapter 1, Part 7 (Sections 1810, et seq.) of the Labor Code of the State of California, and it is agreed that the CONTRACTOR shall forfeit to the CITY as a penalty the sum of \$200.00 for each worker employed in the execution of this Contract by the CONTRACTOR or any subcontractor for each calendar day during which any worker is required or permitted to labor more than eight (8) hours in violation of that article.

8. CONTRACTOR, by executing this Agreement hereby certifies:
"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract."

9. CONTRACTOR shall, prior to the execution of this Contract, furnish two bonds approved by the CITY, one in the amount of One Hundred Percent (100%) of the Contract price, to guarantee the faithful performance of the work, and one in the amount of One Hundred Percent (100%) of the Contract price to guarantee payment of all claims for labor and materials furnished. This Contract shall not become effective until such bonds are supplied to and approved by the CITY. CONTRACTOR shall, prior to the release of the performance and payment bonds or the retention payment, furnish a warranty performance and payment bond equal to at least ten percent of the final contract price or \$1,000, whichever is greater.

10. This AGREEMENT is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by Contractor, for the response to such claims by the Agency, for a mandatory meet and confer conference upon the request of Contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the parties' failure to resolve the dispute through mediation. This AGREEMENT hereby incorporates the provisions of Article 1.5 as though fully set forth herein.

11. This Agreement is subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to Contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with that Article. This AGREEMENT hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

12. At the request and expense of CONTRACTOR, securities equivalent to the amount withheld shall be deposited with AGENCY, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to CONTRACTOR upon Agency's confirmation of CONTRACTOR'S satisfactory completion of this AGREEMENT. At any time during the term of this AGREEMENT CONTRACTOR may, at its own expense, substitute securities for funds otherwise withheld as retention (or the retained percentage) in accordance with Public Contract Code § 22300.

13. Pursuant to Labor Code § 1725.5, CONTRACTOR and any subcontractor must be registered with the California Department of Industrial Relations for any bid proposal submitted on or after March 1, 2015, and for any contract for public work entered into on or after April 1, 2015. Further, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

14. This AGREEMENT is subject to Public Contract Code Section 6109: CONTRACTOR shall be prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Sections 1777.1 or 1777.7 of the Labor Code.

15. CONTRACTOR shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

16. CONTRACTOR shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to CITY under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to CONTRACTOR under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of CITY. In addition, pursuant to Government Code Section 8546.7, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of CITY or as part of any audit of CITY, for a period of three (3) years after final payment under the Agreement.

17. To the fullest extent permitted by law, CONTRACTOR shall, at its sole cost and expense, fully defend, indemnify and hold harmless CITY, its authorized representatives and their respective subsidiaries, affiliates, members, directors, officers, employees and agents (collectively, the "Indemnitees") from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, and expenses, including but not limited to

any fees of accountants, attorneys or other professionals (collectively "Liabilities"), arising out of, in connection with, resulting from or related to, any alleged act, omission, fault or negligence of CONTRACTOR, CONTRACTOR's Representative, or any of its officers, agents, employees, Subcontractors or Suppliers, or any person or organization directly or indirectly employed by any of them (Collectively, the "Indemnitors"), in connection with or relating to or claimed to be in connection with or relating to the work performed under this AGREEMENT. CONTRACTOR shall not be entitled to any refund of attorneys' fees, defense costs and expenses in the event that it is s adjudicated to have been non-negligent.

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

17.2 If CONTRACTOR is a joint venture or partnership, each venturer or partner shall be jointly and severally liable for any and all of the duties and obligations of CONTRACTOR that are assumed under or arise out of this AGREEMENT. Each of such venturers or partners waives notice of the breach or non-performance of any undertaking or obligation of CONTRACTOR contained in, resulting from or assumed under this AGREEMENT, and the failure to give any such notice shall not affect or impair such venturer's or partner's joint and several liability hereunder.

IN WITNESS WHEREOF, the said CONTRACTOR and the CITY MANAGER and CITY CLERK of the CITY have caused the names of said parties to be affixed hereto, each in triplicate, the day and year first above written.

CONTRACTOR

BY _____

(Title)

BY _____

CITY OF SOUTH PASADENA

Sergio Gonzalez, CITY MANAGER

ATTEST:

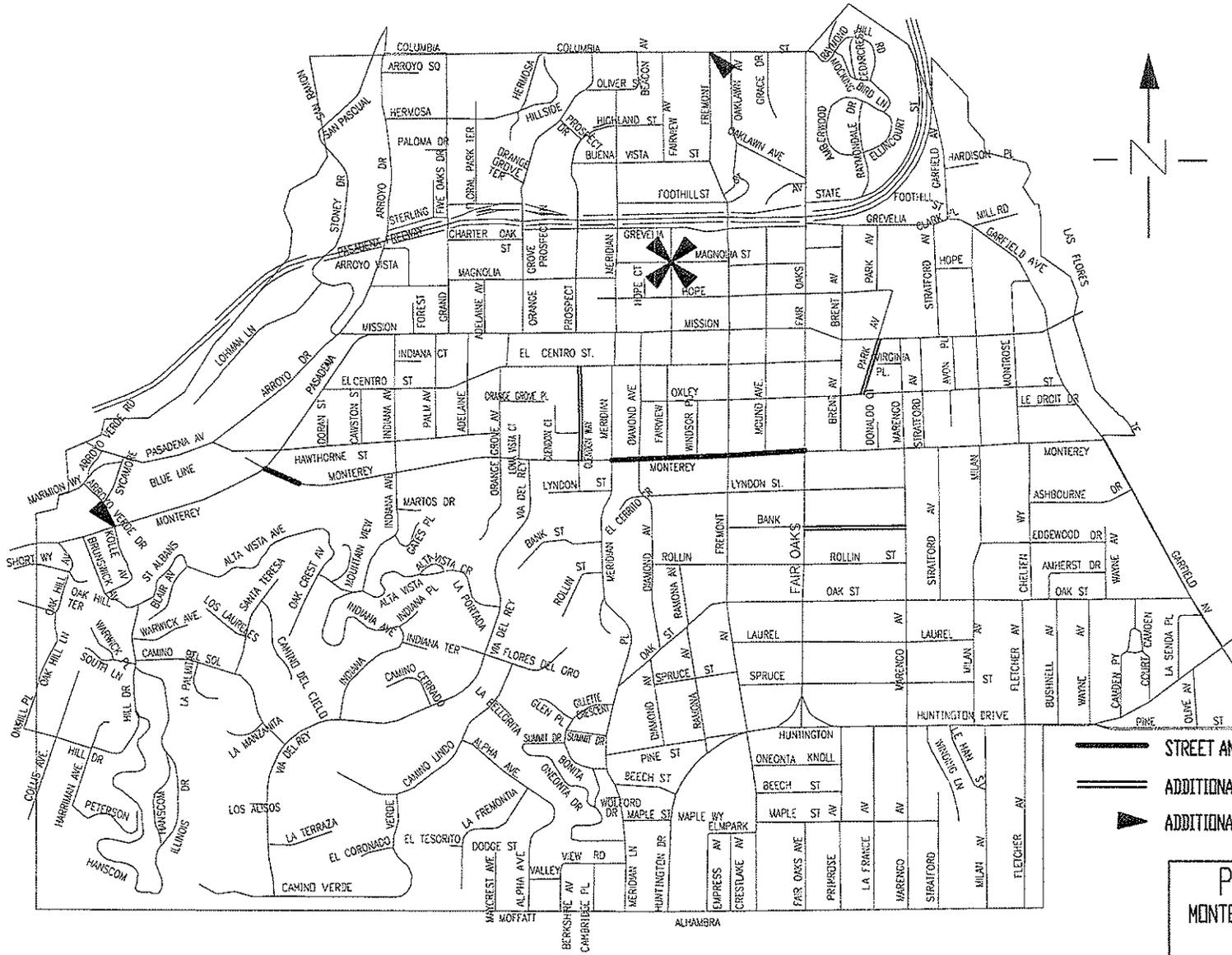
APPROVED AS TO FORM:

Evelyn G. Zneimer, CITY CLERK

Teresa Highsmith, CITY ATTORNEY

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ATTACHMENT 2
Location Map



-  STREET AND WATER IMPROVEMENT AREA
-  ADDITIONAL SIDEWALK & DRIVEWAY REPLACEMENT AREA
-  ADDITIONAL CURB RAMP REPLACEMENT AREA

PROJECT LOCATION MAP
 MONTEREY ROAD STREET IMPROVEMENT PROJ.
 PROJECT NO. 2015-10

City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zueimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Paul Toor, P.E., Public Works Director 
Alex Chou, Associate Civil Engineer 
SUBJECT: **Award of Contract to KOA Corporation for Inspection and Construction Management Services for the Monterey Road Street Improvement Project**

Recommendation

It is recommended that the City Council:

1. Accept a proposal dated May 26, 2016, from KOA Corporation for inspection and construction management services for the Monterey Road Street Improvement Project (Project) and authorize the City Manager to execute an agreement with KOA Corporation for an amount not-to-exceed \$60,480; and
2. Reject all other proposals received.

Fiscal Impact

Funding for this Project is available in the Fiscal Year (FY) 2016-17 Budget in the Street Improvement Program Account No. 104-9000-9203. As this Project was budgeted in the FY 2015-16 Budget, a request will be submitted to the City Council to reprogram the funds set aside for Capital Improvement Projects.

Commission Review and Recommendation

This Project has been discussed by the Public Works Commission.

Background

The Project was approved by the City Council as part of the FY 2015-16 Budget. This Project was recommended by the Public Works Commission and subsequently approved by the City Council. The award of the construction contract for this Project is being considered under separate item on tonight's City Council Meeting agenda. The proposal being considered under this item is for the inspection and construction management services for this Project. The scope of work includes a full-time inspector during the construction of the Project. Also, services for a part-time construction manager will be utilized for this Project on as-needed basis.

Analysis

The Government Code Section 4526 states that professional services contracts are to be awarded based on qualifications rather than on price:

Notwithstanding any other provision of law, selection by a state or local agency head for professional services of private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.

The South Pasadena Municipal Code Section 2.99-29(12) states that “contracts for services of specially trained and professional persons or businesses shall be exempt from bidding. If possible, quotes from three qualified vendors shall be obtained prior to the award of a contract.”

In May 2016, a request for proposals was advertised on the Integrated Marketing Systems Network, on the City website, and was also direct mailed to several engineering firms with previous experience in designing this type of work. Proposals were received from the following six (6) firms:

- KOA Corporation, Monterey Park
- GK & Associates, Diamond Bar
- Citadel, Pasadena
- Southstar Engineering, Riverside
- ERSC, Irvine
- DMR Team, Inc., Culver City

After reviewing the proposals, KOA Corporation was ranked as the best qualified firm to perform the services, based on a combination of experience, scope of services and Project understanding.

KOA Corporation is an engineering firm based in Monterey Park and specializing in providing construction management, traffic engineering, transportation planning, and other general civil engineering services to municipal agencies. They have provided similar inspection and construction management services recently to the Cities of Banning, La Habra, and Torrance. KOA Corporation has recently completed the inspection and construction management for the Arroyo Seco Golf Course Sewer Lift Station Project. Staff has checked KOA Corporation’s references and has found them to be satisfactory. Staff has negotiated the proposed fee and the negotiated fee is reasonable with respect to the proposed scope of services. Staff recommendation is to award this contract to KOA Corporation.

Award of Contract for Inspection and Construction Management Services for the Monterey Road
Street Improvement Project
August 17, 2016
Page 3 of 3

Legal Review

The City Attorney has not been asked to review this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the South Pasadena Review and/or the Pasadena Star-News.

Attachments:

1. Agreement
2. Location Map

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ATTACHMENT 1
Agreement

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES**

(City of South Pasadena / KOA Corporation)

1. IDENTIFICATION

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

2. RECITALS

- 2.1. City has determined that it requires the following professional services from a consultant: Provide inspection and construction management services for the Monterey Road Street Improvement Project.
- 2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.
- 2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- 3.1. “Scope of Services”: Such professional services as are set forth in Consultant’s May 26, 2016 proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2. “Agreement Administrator”: The Agreement Administrator for this project is Mr. Paul Toor, Public Works Director. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and

any interim milestones. City reserves the right to change this designation upon written notice to Consultant

- 3.3. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.
- 3.4. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is Sixty thousand and four hundred eighty Dollars (\$60,480).
- 3.5. "Commencement Date": August 17, 2016
- 3.6. "Termination Date": June 30, 2017

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Consultant may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this Agreement.

5. CONSULTANT'S DUTIES

- 5.1. **Services.** Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.
- 5.2. **Coordination with City.** In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.
- 5.3. **Budgetary Notification.** Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.
- 5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.

- 5.5. **Professional Standards.** Consultant shall perform all work to the standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).
- 5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.
- 5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Alan Braatvedt shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their respective services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. If City and Consultant cannot agree as to the substitution of key personnel, City may terminate this Agreement for cause.
- 5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.
- 5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.
- 5.11. **Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by

law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING

- 6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.
- 6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.
- 6.4. **Compensation for Subcontractors.** City shall pay Consultant for work performed by its subcontractors, if any, only at Consultant's actual cost plus an approved mark-up as set forth in the Approved Fee Schedule, Exhibit B. Consultant shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

- 7.1. **General.** City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.
- 7.2. **Invoices.** Consultant shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification/position with the firm, the corresponding hourly rate, the hours

worked, a description of each labor charge, and the total amount due for labor charges.

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

8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. Consultant shall defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

10. RELATIONSHIP OF PARTIES

- 10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.
- 10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.
- 10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.
- 10.4. **Indemnification of CalPERS Determination.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

- 11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.
- 11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.

- 11.3 **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.
- 11.4 **Attorneys Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.
- 11.5 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.
- 11.6 **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City.
- 11.7 **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.
- 11.8 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

- 12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.
- 12.2. **Documentation of Insurance.** City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. Consultant shall file with City:

- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: Monterey Road Street Improvement Project.
- Documentation of Best's rating acceptable to the City.
- Original endorsements effecting coverage for all policies required by this Agreement.
- Complete, certified copies of all required insurance policies, including endorsements affecting the coverage.

12.3. **Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: \$1,000,000 per occurrence,
\$2,000,000 aggregate
- General Liability:
 - General Aggregate: \$2,000,000
 - Products Comp/Op Aggregate \$2,000,000
 - Personal & Advertising Injury \$1,000,000
 - Each Occurrence \$1,000,000
 - Fire Damage (any one fire) \$ 50,000
 - Medical Expense (any 1 person) \$ 5,000
- Workers' Compensation:
 - Workers' Compensation Statutory Limits
 - EL Each Accident \$1,000,000
 - EL Disease - Policy Limit \$1,000,000
 - EL Disease - Each Employee \$1,000,000
- Automobile Liability
 - Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

- 12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.
- 12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.
- 12.7. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed \$50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- 12.8. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.
- 12.9. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, other than Professional Errors and Omissions and Worker's Compensation, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
- 12.10. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant

under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.

- 12.11. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: City of South Pasadena, Attn: Public Works Department, South Pasadena, CA 95945.
- 12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.
- 12.14. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.
- 12.15. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.
- City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.
- 12.16. **Duty to Defend and Indemnify.** Consultant's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

- 13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.
- 13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Mr. Paul Toor, P.E.
City of South Pasadena
Public Works Department
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Consultant

Alan Braatvedt
KOA Corporation
Telephone: (310) 525-0684
Facsimile: (323) 260-4705
E-mail: alanb@koacorp.com

With courtesy copy to:

Teresa L. Highsmith, Esq.
South Pasadena City Attorney
Colantuono, Highsmith & Whatley, PC
300 South Grand Ave., Ste. 2700
Los Angeles, CA 90071-3137
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

15. SURVIVING COVENANTS

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

12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

- 16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.
- 16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.
- 16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

- 17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Consultant.
- 17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.

- 17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

- 18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by Consultant for performance of this Agreement are deemed confidential and Consultant shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.
- 18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 18.3. **Non-assignment.** Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.

- 18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.
- 18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.
- 18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.
- 18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, each party shall pay its own costs, including any accountants' and attorneys' fees expended in the action.

18.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

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

“City”
City of South Pasadena

“Consultant”
KOA Corporation

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

EXHIBIT A
SCOPE OF WORK

SCOPE OF WORK

Project Description:

Monterey Road Street Improvement Project:

The Project involves pavement rehabilitation and water improvements on Monterey Road from Meridian Avenue to Fair Oaks Avenue and Monterey Road from Pasadena Avenue to 300 feet east of Pasadena Avenue. More specifically, the work to be performed consists of cold milling of existing pavement, reconstruction of localized failed asphalt concrete pavements, placement of asphalt overlay, installation of Petromat, removal and reconstruction of damaged PCC pavement, removal and replacement of sidewalk, curb ramps, driveway approaches, curb and gutter, utility adjustments, street light relocations, traffic loop replacement, upgrade pedestrian push button and signal head upgrades, thermoplastic striping and pavement markings, installation of new water meters, services, valves, fire hydrants and its appurtenances.

Scope of Services:

KOA Corporation will provide inspection and construction management services for the Monterey Road Street Improvement Project. During the course of the projects, a full-time inspector will be use during the construction of the Monterey Road Street Improvement Project. Also, services for a part-time construction manager will be utilizing for this project on as needed basis.

In addition, the scope of work includes, conduct pre-construction meeting, conduct progress meetings, review RFIs and provide recommendations, review change orders and provide recommendations, prepare daily inspection reports, prepare weekly statement working days, prepare progress payments, and maintain good records of various documents.

Detail scope of services and listing of current hourly rate for the inspector and construction manager are referenced in the original proposal dated May 26, 2016 enclosed herewith as Exhibit "B".

EXHIBIT B
APPROVED FEE SCHEDULE

Task Related Construction Management and Inspection Fee Schedule for South Pasadena Street Improvement Projects

Monterey Road - 90 Calendar Days								
City's 2008 Construction Period								
Construction Activity	Tasks	CM			Inspector			Total Amount
		Rate	Hrs/week	Weeks	Rate	Hrs/week	Weeks	
Contractor not on site	Review Plans and Specs	\$ 120.00	16	1	\$ 0.00	0	0	\$ 1,920.00
	Detailed traffic control plan review and agreement							
	Hold Pre-construction Meeting and circulate minutes							
	Review contractors schedule and Review submittals							
	Video & Photographic survey of existing conditions on site							
	Set up project files and systems							
Construction Period								
Construction Activity	Tasks	CM			Inspector			Total Amount
		Rate	Hrs/week	Weeks	Rate	Hrs/week	Weeks	
Contract Administration	Manage RFIs Contractor's Pay Application processing	\$ 120.00	40	12	\$ 0.00	0	0	\$ 57,600.00
Inspection	Public notifications Negotiations							
Reporting	Weekly meetings & minutes Processing of Change Orders							
Public Relations	Weekly reports Maintain project files							
Weekly Meetings	Document tracking Monitor Erosion Control							
Traffic Control	Coordination with City Document Interpretations							
Document controls	Quality Controls Monitor SWPPP implementation							
Contractor on site	Daily observation reports including labor, equipment and activities completed daily							
Construction of improvements	Daily photographs							
Traffic Control	Coordination with utility companies, property owners & City							
SWPPP maintenance	Review as-builts							
Punch list work	Coordination of Testing operation							
BMPS in place	Site Interviews							
Post-Construction Period								
Construction Activity	Tasks	CM			Inspector			Total Amount
		Rate	Hrs/week	Weeks	Rate	Hrs/week	Weeks	
Final Account	Agree Final Account	\$ 120.00	8	1	\$ 0.00	0	0	\$ 960.00
Punch-list sign-off	Approve As-built plans and submit to City							
Project files to City	Complete Project Files and hand over hard and electronic copies to City							
Project Close-out	Prepare Project Summary Report for the project							
Warrantys	Attend Audit							
File Notice of Completion	Prepare and file on behalf of City NOC							
TOTAL NOT-TO-EXCEED FEE								\$ 60,480.00

TASKS, SUBTASKS AND DELIVERABLES

KNOWLEDGE OF FIELD CONDITIONS; BID DOCUMENTS AND PHASING

The KOA Team has visited the locations to understand the nuances of the projects and will review the plans and specifications in detail. Although these appear to be relatively straight forward projects, they will require careful thought and planning. Therefore, it is essential that we fully understand all aspects of the contract and how the field conditions will affect the planning. Our goal is to know and understand all aspects of the documents better than anyone else on the project. We believe that knowledge will allow us to assist in the planning of the project as well as give us the upper-hand when managing the project.

KOA believes that the best approach for most projects is to be a team player. We will strive for that goal, but will manage the project with a firm hand to ensure that the City of South Pasadena gets the best product possible with the least amount of disruption and in full compliance with all aspects of the project.

When reviewing the bid documents, the KOA Team will also use our professional experience to look for potential value engineering and phasing opportunities. We understand that the design has been thoroughly thought through, but sometimes, an outside view can through light on something overlooked. If we can identify any improvements, we will make recommendations to the City. The same is true should a flaw or contradiction in the documents for any particular segment of the project be found.

From what we know of the site and the project, we have developed a clear plan on how we think the project should be phased and are keen to learn whether the City and Design Team have similar ideas. We feel that this independent evaluation could be productive as it could lead to the questioning of the thought process behind the development of the phasing plan.

PEDESTRIAN AND VEHICULAR TRAFFIC CONTROLS

KOA will carefully review the contractor's site specific traffic control plans for both pedestrian and vehicular traffic and will not approve them until all issues have been addressed. Those traffic control plans will be used as the basic tool, which we fully understand will need to be constantly monitored and modified to suit actual conditions. The KOA Inspector will walk the pedestrian routes regularly to ensure that they are practical and functional. For this project, traffic controls will be regarded as safety requirements.



TASKS, SUBTASKS AND DELIVERABLES

KOA will monitor the contractor's operations for compliance with the project safety requirements. We will monitor the project work and adjacent areas for unsafe conditions. We will promptly require corrective measures to be addressed by the contractor, in compliance with the contract documents. We will report such issues and corrective measures to the City. We will monitor the contractor's tail-gate safety meetings as a guest. We will recommend key safety provisions to require the contractor to have competent safety personnel and site-specific safety programs employed on the project.

PUBLIC RELATIONS

KOA maintain an "Incident Log" on all projects that interface with the public. Every complaint and issue is recorded and addressed. The log and all items on it are addressed at the weekly progress meeting until such time that the issue has been fully addressed. That forces the contractor to answer for every issue until each is completely resolved.

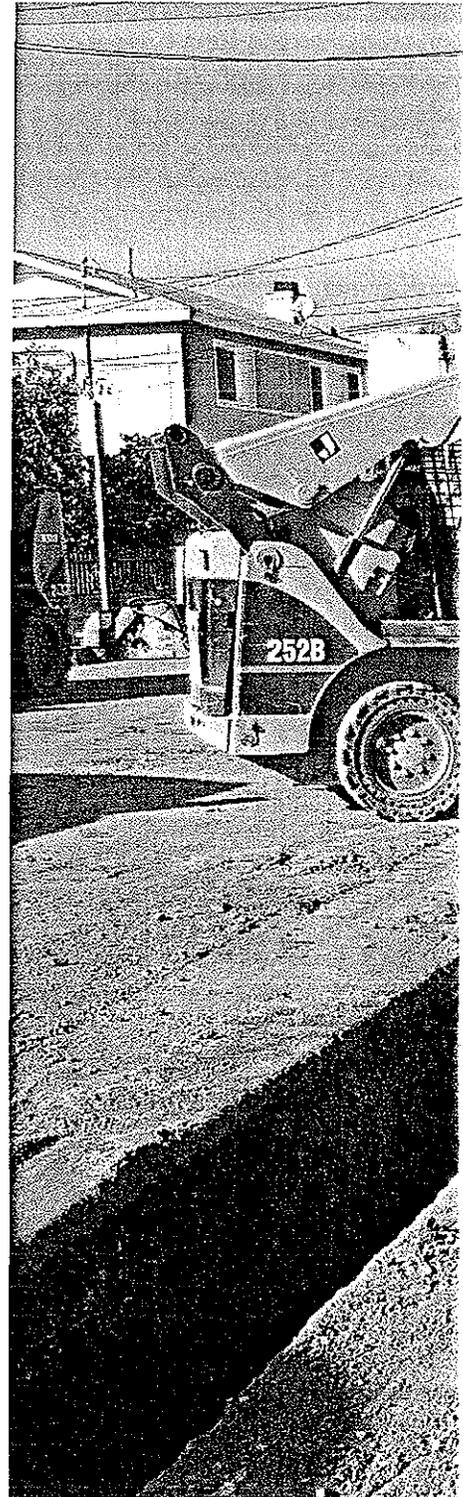
Communication with stakeholders will be one of the most important elements of the project. Not only is access going to be restricted at various times during the project, but there will be other disruptions and disturbances. KOA will communicate with stakeholders in the most effective means possible, which may include: signage; web-postings; flyers; public meetings and one-on-one discussions.

DOCUMENT CONTRADICTIONS

If the contract documents do not address document precedence, this will be addressed once KOA has the opportunity to study the plans and specifications to evaluate which document should prevail should there be a contradiction. The precedence will be stated at the preconstruction agreement and applied throughout the contract. Should conflicts arise during construction, we will as quickly as possible to avert cost.

DESIGN CAPABILITIES

KOA has a full in-house Civil Design Division and can provide any design services that may be required if the need arises.



TASKS, SUBTASKS AND DELIVERABLES

DELAYS

KOA has found that the most effective way to avert delays is to be proactive. We have identified that other than public interaction, the major driver on this project is the schedule and we aim to minimize delays. KOA's proactive approach serves to anticipate and expeditiously resolve issues. Our team is well trained in problem solving. All issues are addressed with a sense of urgency and recommended solutions and alternatives are found and conveyed to the City, which include cost and schedule impacts and a recommendation. We will act quickly to see that the changed condition is implemented and that any impact to the project is minimized. By constantly looking at the big-picture, our objective is to foresee issues and address them long before they become problems.

We truly believe that the schedule is one of the most powerful tools available to successfully manage a project and we will use it to the City's advantage to avoid having to pay any costs for delays.

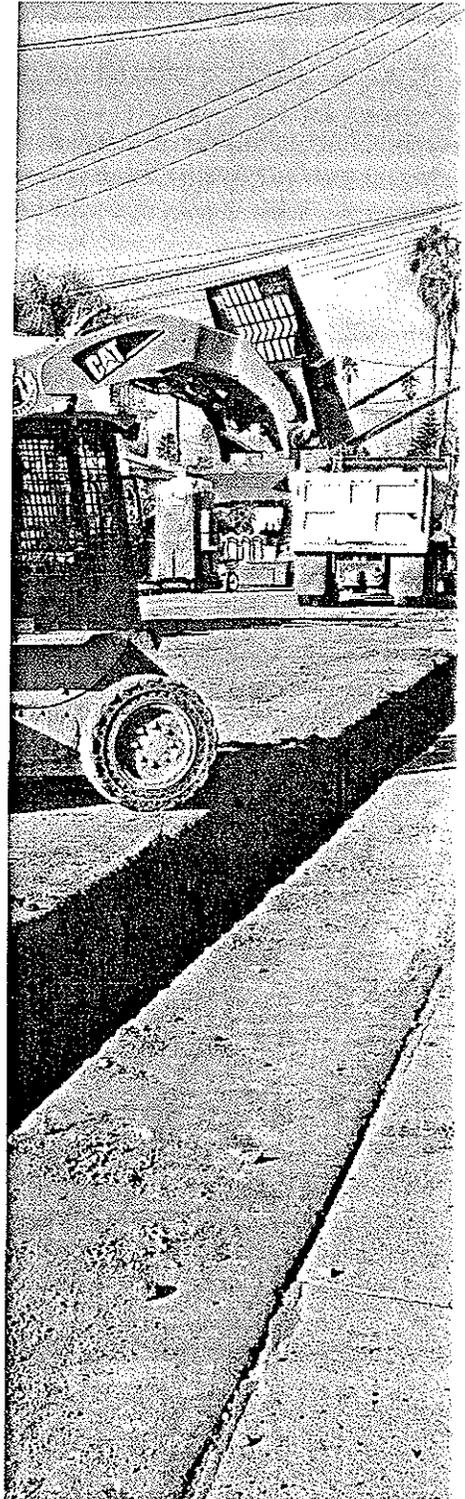
CHANGE MANAGEMENT/CHANGE ORDERS

For a contract of this nature, there are bound to be unforeseen conditions that arise and KOA had methods to minimize the cost impact for the City. KOA will establish, implement, and coordinate systems for processing all contract change orders. Each issue, which is identified as a potential change to the design, scope, cost, or contract time will generate a change notice. We will determine whether or not a change notice should be considered. We will prepare independent cost estimates and schedule impacts using an extensive data base that we have from similar projects we have managed. This will be used to negotiate changes with the contractor.

KOA uses a very efficient system that uses an excel spreadsheet to monitor all potential changes on the project as soon as the team identifies them as such, whether raised by the contractor or not. These items are evaluated on a least possible cost, most possible cost and the probable cost. By utilizing this system, the KOA Team is able to constantly track the possible and probable final value of the project and to recommend appropriate changes while there is still time left on the project.

KOA will also maintain spreadsheets that track all reasons for the changes identifying them as addendums, substitutions, design changes for unforeseen conditions, or for any other reason.

KOA will verify and sign the contractor's daily extra work reports to document force account (time and materials) work. In particular, KOA will verify that only the appropriate worker classifications necessary for the approved time and materials work is included on extra work reports. Any inappropriate workforce and/or equipment charges will be promptly



TASKS, SUBTASKS AND DELIVERABLES

rejected and removed from extra work reports.

POSITIVE WORKING RELATIONSHIP WITH THE CONTRACTOR
KOA views virtually all projects as a team effort, where it is in the best interest for all parties to work together to achieve common goals. This team approach will be vital for the project's success, where fairness and cooperation are the rule as opposed to taking adversarial positions. We will constantly strive to maintain good working relationships with all parties, while maintaining a firm but fair control of the project.

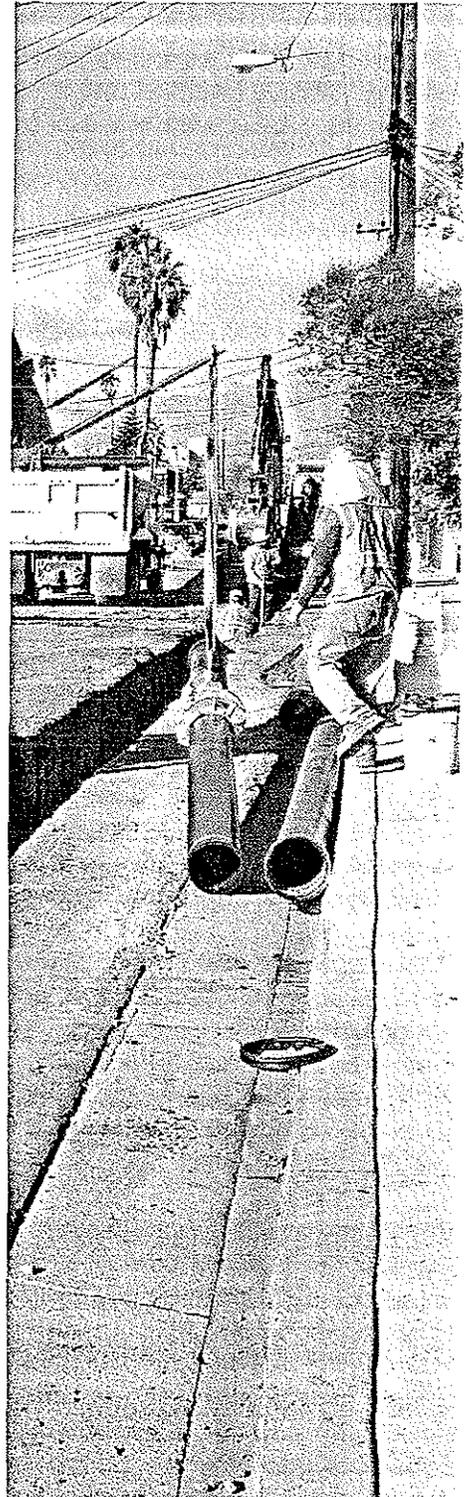
PRECONSTRUCTION CONFERENCE

KOA will coordinate and conduct the pre-construction meeting. This service includes sending notifications to the contractor, utility agencies, and other stakeholders, as well as the preparation of the meeting agenda and minutes. Issues that have been identified in the text above will be included in the agenda.

CONSTRUCTION MANAGEMENT OF THE PROJECT

We view our role in managing and inspecting the project to be one where we act as an extension to the City and strive to work in the best interests of the City under all circumstances. At KOA we have a simple philosophy about how to control a project and minimize cost increases and late delivery: Document everything and have it in a concise and easy-to-retrieve format. The party with the best information generally wins every argument. KOA has managed many projects very similar in nature to this one and will propose and agree with the City, specific systems and formats to be used to manage the project and record information. The items that these systems will address include: contracts; correspondence; proposal requests; clarifications; permits; logs; reports; Submittals; RFI's; Weekly Statement of Working Days; field orders; managing change; change orders; claims; inspection reports; test reports; schedules; budget controls; asking and answering questions; labor compliance and all other aspects of the project.

KOA will modify its own in-house procedures, to fully comply with the contract documents, in dealing with the review of schedules, submittals, RFI's, change order requests, pay-requests and proposed modifications. Our focus is to respond as quickly as possible to all of the items listed above and to be proactive wherever possible, doing the research ahead of time to understand the issue/information before receiving it. Logs will be generated for each of these items, so that the turn-around times can be tracked and to ensure that every item is fully addressed. All communication, submittals, RFI's, change management, measurement, reports and photographs shall be documented and maintained using our construction management systems. We will use a combination of the most



TASKS, SUBTASKS AND DELIVERABLES

effective software for the task to thoroughly document everything on the project. Comprehensive documentation will be handed over to the City in an agreed format on completion of the project.

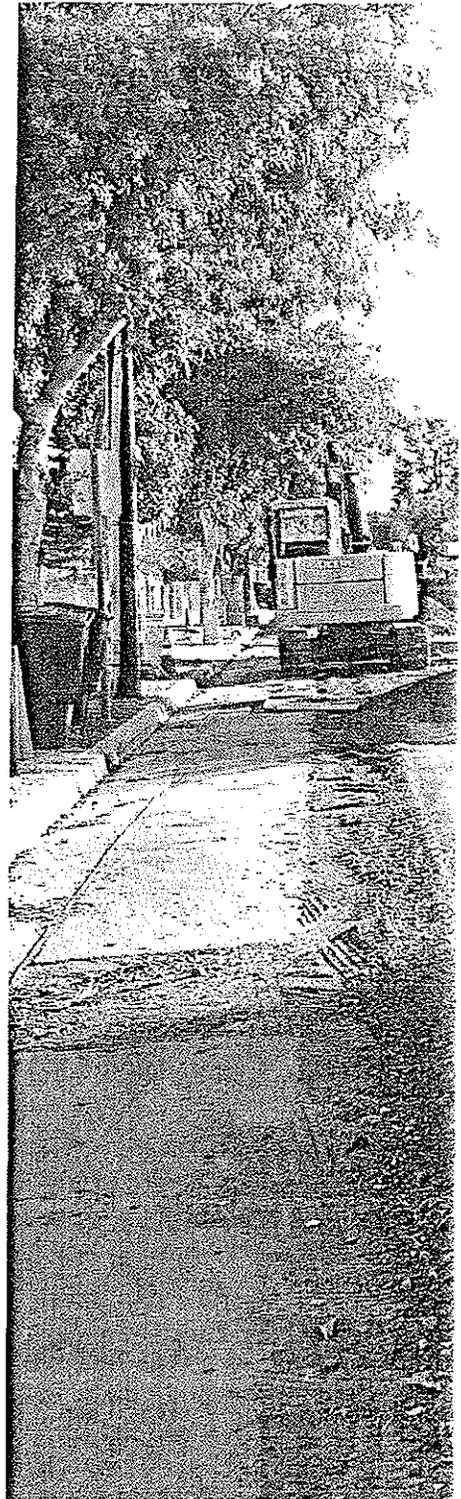
Additional documentation will include the various contracts, proposal requests, clarifications, permits, logs, reports, RFIs, field orders, change orders, claims inspection reports, test reports, schedule, etc. KOA also uses customized forms, reports, database structure, and work breakdown structure to achieve the levels of controls that we believe to be necessary. These items will be used as templates to be customized to the specific needs of the project in order to monitor, track, and control the project. All reporting required by the City and for labor compliance will be included in the database files.

The KOA Team will use its expertise to interpret plans, intent and any other issues that arise and will produce sketches or other aids to provide direction for the contractor to proceed with their work. We have the capability to produce designs to address the issues that arise. Whenever necessary, the CM will coordinate with the designer or City for further interpretation.

CONSTRUCTION MANAGEMENT AND INSPECTION

KOA will inspect and accept/approve materials and workmanship that meet the contract requirements, in coordination with all authorizing bodies or regulatory authorities having jurisdiction, where appropriate. We will coordinate QA/QC activities on a daily basis and review activities as they happen, to ensure compliance with the City's expectations and standards. We will follow the progress of any corrective action necessary to ensure that the deficiencies are resolved in a timely and efficient manner. The construction manager will maintain a chronological log of all records.

KOA will compile daily inspection reports that document the contractor and sub-contractor's workforce, material, and equipment used; a summary of construction activities, field problems, disputes/claims, resolutions of issues, and directions given to the contractor. These reports will include photographs of the day's activities, including specific issues that may have arisen that day and directions given to the contractor and include any materials testing results. Completed daily reports will be transmitted to the City on a weekly basis. We will provide full-time inspection services for all work conducted.



TASKS, SUBTASKS AND DELIVERABLES

REPORTS

Materials Testing: KOA will coordinate all material testing including compaction of the sub-base, base and AC and conducting PCC cylinder tests and analysis testing of the asphalt. These tests will be compiled into a daily report.

Daily Construction Observation Reports: These reports are addressed above.

Monthly Reports: These reports will be submitted to the City as a component of the payment application approval and recommendation, which will document all major activities completed or on-going, discuss the budget and projected cost changes, the schedule, including a detailed look-ahead of the activities for the next month period. The report will also contain relevant photographs of the month's activities and include all the relevant information and photographs in a format to be agreed with the City.

MEETINGS

KOA will conduct regular progress meetings, generate minutes and distribute the minutes. The primary focus of these meetings will be on the schedule, but all other relevant issues will be addressed, including public relations, submittals, RFI's, potential changes, contract compliance etc.

PUBLIC RELATIONS

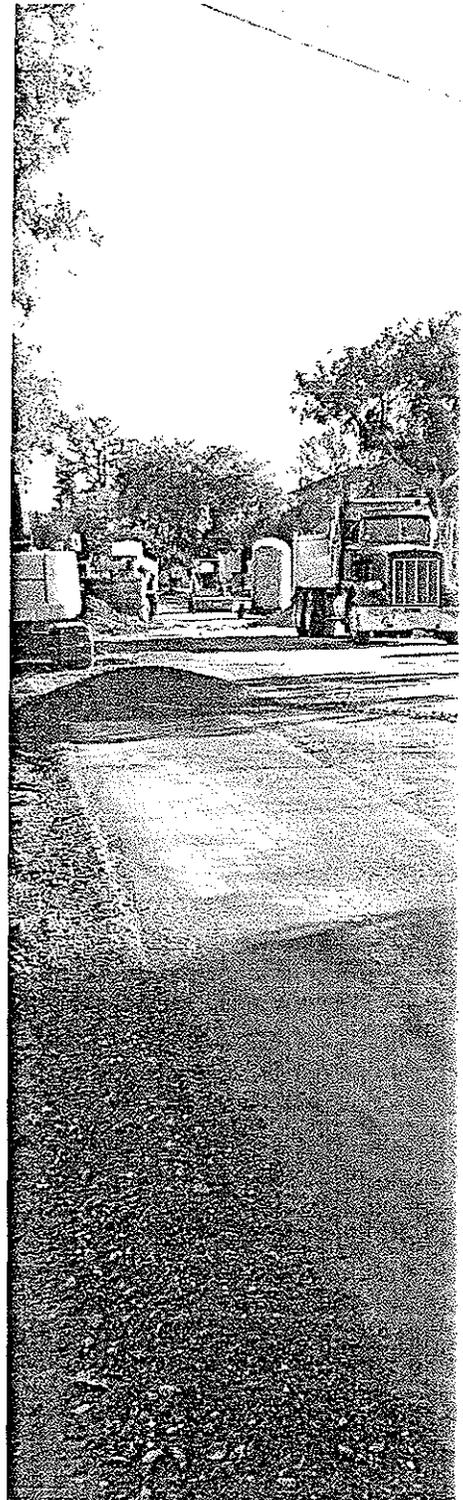
We firmly believe that Public Relations will be one of the most important elements of this project and have addressed the issue in detail in various places in the text above.

CHANGE ORDERS

KOA believes that the possibility of Change Orders could be a significant factor on this project and will take steps detailed in the text above to minimize the risk for the City.

QUALITY CONTROLS

KOA uses construction management tools, which accurately track and record all communications, contract documentation and general administration, ensuring that quality documents are created with adequate detail and filed in an easily accessible location.



TASKS, SUBTASKS AND DELIVERABLES

The primary objective of KOA's quality control program is to ensure that every aspect of the work is constructed in accordance with the contract documents and approved submittals, in adherence with the agreed schedule, in compliance with the applicable code and to industry standards. In addition, that it is performed consistent with the Owner's expectation. Regular quality control checks include:

- Obtaining subcontractor input regarding materials, means and methods
- Management of contract documents to assure that only the most current documents are used
- Management of submittals and approvals to ensure complete contract compliance
- Management of samples and all associated approvals to ensure contract compliance
- Constant monitoring of Traffic Controls
- Verification of site conditions to ensure that all work performed is complete and that the work areas are safe for workers and the public
- Monitoring of all contract work in progress to ensure that standards of quality are consistent with contract documents – Includes testing and inspection
- Documentation of quality procedures, checklists, test and inspections
- Maintain detailed records both written and photographic records to protect the City against spurious claims.

In addition, KOA's quality control plan is written for every aspect Construction Management and Inspection. Issues that are addressed include:

- Adherence to budget (Review change log, Trend, changes processed, status of open items)
- Generating a forecast of all potential expenses to provide as much time as possible to make financial decisions
- Monitoring and addressing Schedule issues (look-ahead, baseline, latest update, related correspondence)
- Safety Monitoring (review site, safety correspondences)
- Quality Monitoring (review daily reports, as-built drawings, inspection and test reports)
- Progress reporting (Review latest report, compare to project data)
- Documentation control (review QC reports, spot check module links)
- CM budget (review contract balance, burn rate, staff activities/level of effort – make adjustments)
- Moral check (check in with teams, CM staff, client, contractor, stakeholders) – how are they doing?



TASKS, SUBTASKS AND DELIVERABLES

PROGRESS PAYMENTS

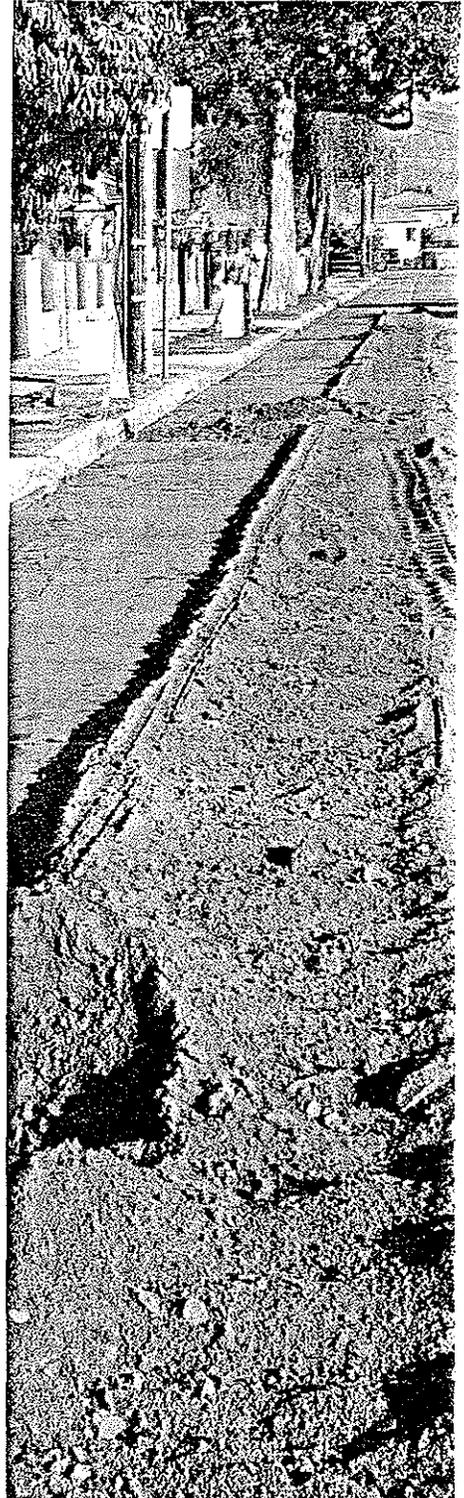
A cost control system, based on the contractor's schedule of values, approved change orders, and the contract amount, shall be developed and implemented to monitor progress costs. Monthly cost reports will be submitted to the City as a component of the monthly progress report. KOA will be conducting its own measurements on a continuous basis and will review the payment applications submitted by the contractor against that to determine whether the amount requested reflects the progress of the contractor's work. Appropriate adjustments to each payment application will be required by the contractor before KOA submits a recommendation for payment of the invoice to the City.

AS-BUILT PLANS

KOA will periodically review the contractor's as-built updates on the approved job plan set, identify missing items, and require the contractor to keep as-built records up-to-date throughout the project. We will keep its own set of as-built plans which will note the location of subsurface utilities encountered and/or installed, identify where any design or field changes were required (utilizing the corresponding RFI/change order numbers) and note the location of critical building components that are covered by finish work. We will enforce the mark-up of the as-built plans by not processing the monthly billing until the progress plan updates are accepted. At the end of the project, the final as-built plans are submitted to the City within 30 days of construction completion.

SCHEDULE

KOA firmly believes that the most effective way to manage a contractor is through the schedule and so will insist that the contractor produces a detailed schedule as early as possible for the project and will fully vet it. Item that will be addressed include: durations; sequencing of activities; lag times; long-lead items; period/resource over-loads; the identification of the critical paths and all other significant issues including the sufficiency of detail. The schedule will not be accepted until all comments are adequately addressed. During the progress of the construction, we will compare the progress of the work with the baseline schedule and any approved time extensions, note any shortcomings, and monitor and track corrections by the contractor to keep the project schedule on-track. A three-week look ahead will be required from the contractor. It shall be updated weekly and presented to the construction management team for approval. This is a very effective tool in helping to get the contractor to plan ahead and to coordinate the construction operation, particularly in relation to any interface operations with the City's activities.



TASKS, SUBTASKS AND DELIVERABLES

MATERIALS TESTING

KOA will coordinate the laboratory, jobsite, and offsite testing of construction materials and the required observations per construction documents, construction codes, and jurisdictional agencies. KOA will monitor testing services, track documentation, and record the tests. When necessary, we will track and require that corrective measures are implemented and re-inspected, in order to verify its acceptable completion. We will schedule quality assurance materials testing to verify compliance of the work with the contract documents. We will review all test reports.

SAFETY

KOA will require the contractor to address all the important safety criteria for the project and their plan to mitigate the potential hazardous, which will include pedestrian and vehicular traffic. That safety plan will be a submittal requirement, which KOA will thoroughly review before approving it and regularly monitor the contractor's operations for compliance with the project safety requirements. KOA always considers safety the most important issue on any construction project, especially so for this project with the amount of interaction with the public, and is keenly aware of safe practices and will point out all unsafe practices to the Contractor.

SWPPP

KOA will enforce all provisions of the Storm Water Pollution Prevention Plan and shall ensure that the contractor complies with the monitoring and reporting to the Regional Water Quality Control Board for the storm water program. We will enforce appropriate erosion and sediment control best management practices to prevent violations of water quality standards. Any deficiencies noted will be addressed with the contractor for immediate remedy.

TRAFFIC AND PEDESTRIAN CONTROLS

Traffic and Pedestrian controls will go hand in hand with Public Relations, which is an important element of this project. We have addressed this component of the project in more detail in the text above.



TASKS, SUBTASKS AND DELIVERABLES

PROJECT CLOSE-OUT

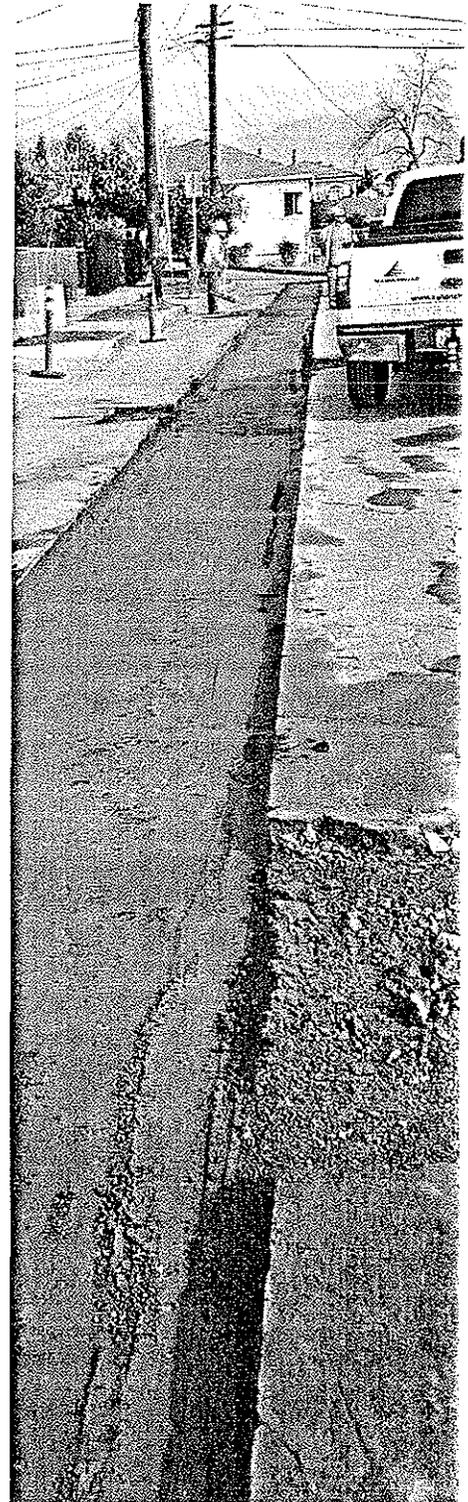
KOA will conduct a comprehensive close out of the project, which will address: the filing of the Notice of Completion; all aspects of the budget; sign-off of punch-list items; Operating and Maintenance Manuals with Contact details, if relevant; warranties with bonds; as-built plans and hand-over items if there are any. Final reports and electronic copies of this documentation will also be provided. All contract documentation generated will be backed up onto discs and handed over to the Client. A final comprehensive walk-through will be undertaken before the completion of the maintenance and warranty periods.

OTHER SERVICES THAT KOA WILL PROVIDE

KOA will prepare a weekly statement of working days that documents the construction progress, time of completion, delays, and time extensions. We will submit the statement to the contractor and the City on a weekly basis. The weekly statement of working days is typically discussed and agreed upon weekly and transmitted to the relevant parties.

KOA will track all correspondence and submittals on this project. We will receive all contractor submittals and review them for completeness and general conformance with the contract documents. This will include all shop drawings, samples, and other submittals, which will be tracked throughout the project to ensure a timely response in order to avoid contractor claims for delay.

KOA is very familiar with the requirements of all labor compliance regulations, including Davis Bacon; Copeland Anti-kick Back, Work Hours; Contract Work Hours and Safety Standards. A preconstruction labor conformance meeting will be held to discuss the implementation of the Davis Bacon provisions including labor classification, posting of labor related notices, the audits that will be conducted, record keeping etc. Accurate, complete and comprehensive records will be compiled and maintained for all labor compliance matters. A labor compliance contractor conformance report will be generated after each pay period and submitted to the City. The KOA Team will notify the contractor of all non-compliances and monitor the corrective actions. We will not recommend the payment of the contractor's monthly invoice until such time that all labor-compliance issues have been addressed.



ATTACHMENT 2
Location Map

City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zueimer, City Clerk
Gary E. Pina, City Treasurer*

COUNCIL AGENDA: August 17, 2016

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SG*

FROM: Paul Toor, P.E., Public Works Director *PT*
Alex Chou, Associate Civil Engineer *AC*

SUBJECT: **Acceptance of Project Completion and Authorization to File a Notice of Completion for the Arroyo Seco Golf Course Sanitary Sewer Lift Station Project and Authorization to Release Retention Payment in the Amount of \$25,167 to Toro Enterprises, Inc.**

Recommendation

It is recommended that the City Council:

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the Arroyo Seco Golf Course Sanitary Sewer Lift Station Project (Project); and
2. Authorize payment of the retention to Toro Enterprises, Inc., (Contractor) in the amount of \$25,167 subsequent to the recordation of the Notice of Completion with Los Angeles County Registrar-Recorder/County Clerk.

Fiscal Impact

The original contract amount for this Project was \$419,850 and a contract amendment in the amount of \$76,155 was approved at the City Council Meeting of May 4, 2016 bringing the total contract amount to \$496,005. The final contract amount is \$503,336 and the Project was funded through Arroyo Seco Golf Course Fund.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On September 2, 2015, the City Council awarded a contract to the Contractor for the construction of the proposed sewer lift station. The scope of work included installation of new sewer pump station, Southern California Edison (SCE) electrical work, and construction of new sewer pipe connection from the facility to the City sewer main line on Arroyo Drive.

Analysis

The original contract was awarded on September 2, 2015 and the contract amendment was approved at the City Council Meeting of May 4, 2016 due to discovery of cost prohibit repair of leaking grease interceptor. The scope of work was amended to include installation of a new grease interceptor, removal of a portion of the existing grease interceptor, and a new sewer pipe alignment from the restaurant kitchen to the new grease interceptor and to the new lift station. Subsequent to approving amended work, field adjustments were made during construction including removal of unmarked concrete block in the trench, rental of steel plates, and cleanout of mud from water break caused by the restaurant.

As a result of installation of new sewer pump station, new grease interceptor, and new pipe connections to the clubhouse facility has minimized ongoing maintenance repairs and interruption to the restaurant operation.

The Project was inspected by in-house staff and supplemented by KOA Corporation during key construction activities.

Legal Review

The City Attorney has not been asked to review this item.

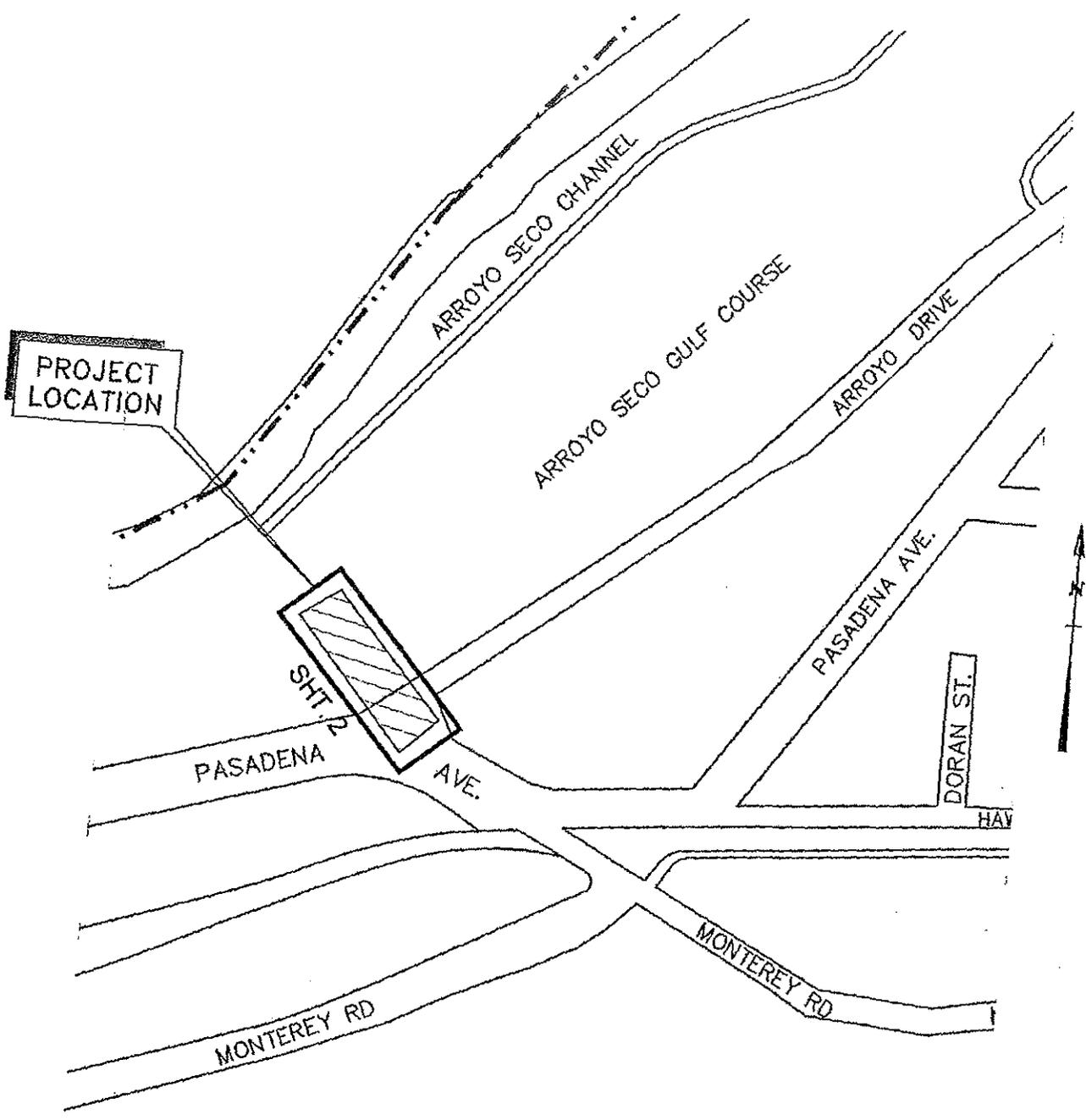
Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Project Location Map

CITY OF SOUTH PASADENA

PROJECT LOCATION MAP



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City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Margaret Lin, Principal Management Analyst *ML*
SUBJECT: **State Route 110 Safety Enhancement Project Notice of Preparation Comment Letter**

Recommendation

It is recommended that the City Council authorize a public comment letter regarding the State Route 110 (SR-110) Safety Enhancement Project (Project) Notice of Preparation.

Fiscal Impact

There are no fiscal impacts.

Commission Review and Recommendation

This matter was not reviewed by a commission. As the study moves forward, it is anticipated that the Freeway and Transportation Commission will be involved to provide feedback and recommendations.

Background

On July 25, 2016, the California Department of Transportation (Caltrans) issued a Notice of Preparation for a Draft Environmental Impact Report (EIR) for the SR-110 Safety Enhancement Project (Project). Caltrans is currently seeking comments or suggestions regarding possible alternatives or potential social, economic, and environmental impacts related to the Project. Written comments must be submitted by August 29, 2016.

Analysis

The current configuration of the SR-110 has created significant accident and safety concerns for commuters. The proposed Project encompasses the portion of the SR-110 in South Pasadena and is intended to improve the safety and operation of the SR-110 in an attempt to reduce accident rates. The proposed Project would include safety improvements such as guardrail replacements, new concrete barriers, new safety lighting, and the removal of approximately three miles of curbs and raised islands along the SR-110 from West Sunset Boulevard to East Glenarm Street.

In addition, the City of South Pasadena (City) is currently working with Caltrans to revise the

design plans and secure additional funding for the SR-110/Fair Oaks Avenue Off-Ramp/Hookramp Project. This regionally significant project has been in existence since 1998 and would include safety and operational improvements such as widening the northbound SR-110 off-ramp at Fair Oaks Avenue from two to four lanes, removal of the dual left turn lanes from northbound Fair Oaks Avenue to southbound SR-110, adding a right turn lane from northbound Fair Oaks Avenue to State Street, providing a new southbound SR-110 ramp adjacent to the existing SR-110 Fair Oaks Avenue off-ramp, restriping the Fair Oaks Avenue bridge, and installing video detection at the intersection.

Inclusion of the SR-110/Fair Oaks Avenue Off-Ramp/Hookramp Project would be consistent with the purpose and intent of the SR-110 Safety Enhancement Project and should be taken into consideration in the EIR analysis.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. SR-110 Safety Enhancement Notice of Preparation
2. SR-110 Safety Enhancement Comment Letter

ATTACHMENT 1
SR-110 Safety Enhancement Notice of Preparation

DEPARTMENT OF TRANSPORTATION

DISTRICT 7
 100 S. MAIN STREET, SUITE 100
 LOS ANGELES, CA 90012
 PHONE (213) 897-0362
 FAX (213) 897-0360
 TTY 711
 www.dot.ca.gov



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City of South Pasadena

AUG 05 2016

City Clerk's Division

July 29, 2016

The Honorable Diana Mahmud
 Mayor
 City of South Pasadena
 1414 Mission St
 South Pasadena, CA 91030

Dear Mayor Diana Mahmud:

This is to advise you that the California Department of Transportation (Caltrans) is formally initiating studies for a project to improve the operational and safety designs on State Route 110 (SR 110). The current segment of SR 110, from West Sunset Boulevard to East Glenarm Street, a distance of approximately 8.3 miles experiences higher total accident rates than the State average rate for similar facilities. The proposed project aims to improve motorist and worker safety by providing features to meet current design standards and reduce repetitive maintenance activities.

Preliminary environmental resource assessments indicate that an Environmental Impact Report/Environmental Assessment (EIR/EA) will be prepared to evaluate the anticipated environmental effects pursuant to the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

During the course of the study, Caltrans will work closely with the public to assure that all pertinent factors and viable alternatives are considered. We welcome any comments or suggestions you may have concerning possible alternatives or potential social, economic, and environmental impacts as they pertain to the proposed project.

Please send your written comments by August 29, 2016 to:

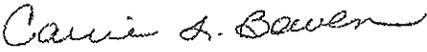
Ronald Kosinski, Deputy District Director
 Division of Environmental Planning
 Caltrans, District 7
 100 S. Main Street, MS 16A
 Los Angeles, CA 90012

cc: Council; CM; CA; Mjin; Szheimer; JF; Original to Council Correspondence

The Honorable Diana Mahmud
July 29, 2016
Page 2

All comments received will become part of the project record and will provide valuable input to our environmental and design personnel. If you have any questions, contact Ronald Kosinski at (213) 897-0703. Thank you for your interest in this important transportation study.

Sincerely,


CARRIE L. BOWEN
District Director

Enclosures: Notice of Preparation
Project Area Map

SCH NO. _____

NOTICE OF PREPARATION

To: Responsible, Trustee and Federal
Agencies

From: California Dept. of Transportation
100 South Main Street, MS 16A
Los Angeles, CA 90012

Subject: **Notice of Preparation of a Draft Environmental Impact Report**
Reference: California Code of Regulations, Title 14, (CEQA Guidelines) Sections 15082(a), 15103, 15375.

Project Title: SR-110 Safety Enhancement Project

Project Location: On State Route (SR) 110 from West Sunset Boulevard to East Glenarm Street in Los Angeles County, California.

Project Description: The California Department of Transportation is proposing operational and safety improvements that would reduce accident rates, decrease highway workers exposure to traffic, and reduce repetitive maintenance costs.

This is to inform you that the California Department of Transportation will be the lead agency and will prepare an environmental impact report for the project described below. Your participation as a responsible agency is requested in the preparation and review of this document.

We need to know the views of your agency as to the scope and content of the environmental information that is germane to your agency's statutory responsibilities in connection with the proposed project. Your agency will need to use the EIR prepared by our agency when considering your permit or other approval for the project.

A more detailed project description, location map, and the potential environmental effects are contained in the attached materials.

A copy of the Initial Study (is) (is not) attached.

Due to the time limits mandated by State law, your response must be sent at the earliest possible date but not later than 30 days after receipt of this notice.

Please direct your response to Garrett Damrath, Chief Environmental Planner, Telephone (213)-897-9016 at the address shown above. Please supply us with the name for a contact person in your agency.

Date July 25, 2016

Signature
Title

Ronald Kasinfi
DDT-ENV PLG CALTRANS D-7

Attachments: Additional Project Description
Project Area Map

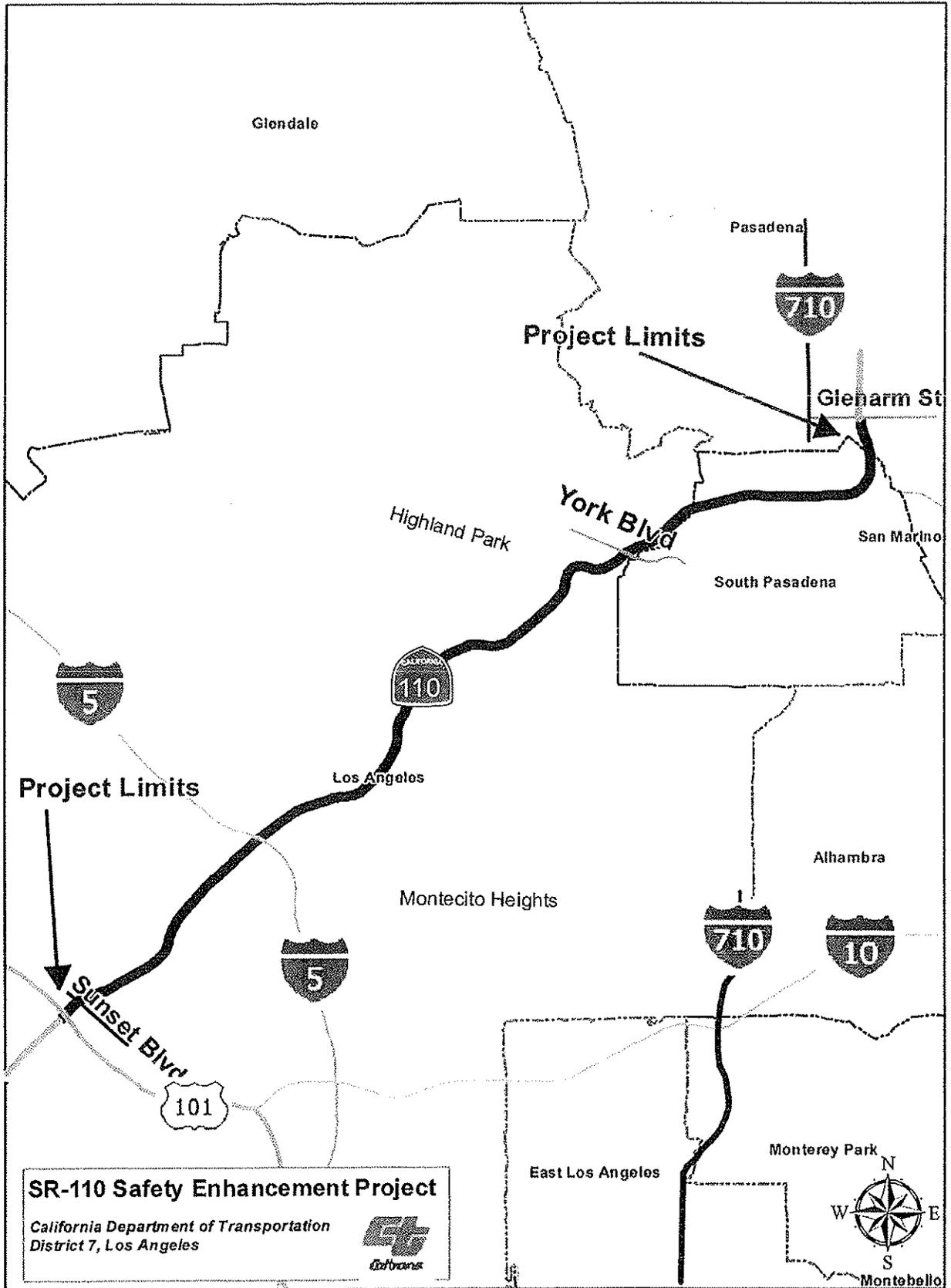
Additional Project Description:

The California Department of Transportation (Caltrans), is initiating an Environmental Impact Report for the proposed State Route (SR) 110 Safety Enhancement Project. The project proposes operational and safety improvements on Interstate 110 in Los Angeles County from West Sunset Boulevard to East Glenarm Street, a distance of approximately 8.3 miles. SR-110, within the project area, also known as the Arroyo Seco Parkway, is a freeway with three general purpose-lanes in each direction. The lane widths vary from 10.5 feet (ft) to 11ft. The median widths vary from 4.5ft to 8ft. There are occasional emergency pullout areas on the right side of the freeway in both directions; however, generally, there is minimal inside and outside shoulders on the freeway for motorist to cautiously pull over. The existing facility experiences higher accidents rates than the State average rate for similar facilities.

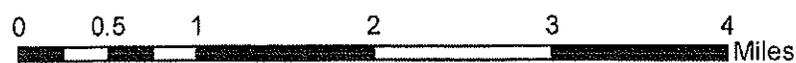
The proposed project will upgrade the highway facility to meet current design standards. In order to protect highway workers from extended traffic exposure, this project will also provide safe access points and features to reduce repetitive maintenance activities. Proposed work includes replacing metal beam guardrails (MBGR), adding new concrete barriers, installing new safety lighting, adding graffiti resistant coating to structures, removing approximately 3 miles of curbs and raised islands, and relocating irrigation facilities. All proposed work will remain in the prism of the roadway, additional right-of-way will not be required, and an effort will be made to ensure upgrades match the existing condition of the Arroyo Seco Parkway.

Potential Environmental Effects:

The potential environmental effects of the project include, but are not limited to: visual/aesthetics, cultural resources, and hazardous waste.



SR-110 Safety Enhancement Project
 California Department of Transportation
 District 7, Los Angeles

ATTACHMENT 2
SR-110 Safety Enhancement Comment Letter



CITY OF SOUTH PASADENA

OFFICE OF THE CITY COUNCIL

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL: (626) 403-7210 • FAX: (626) 403-7211

WWW.SOUTHPASADENACA.GOV

August 17, 2016

Garrett Damrath
Chief Environmental Planner
California Department of Transportation
100 South Main Street, MS-16A
Los Angeles, CA 90012

Re: SR-110 Safety Enhancement Project Notice of Preparation

Dear Mr. Damrath,

The City of South Pasadena (City) is eager to see the State Route 110 (SR-110) Safety Enhancement Project between West Sunset Boulevard and East Glenarm Street move forward. The current configuration of the SR-110 has created a significant number of accidents and safety concerns for local residents. In preparation of the Environmental Impact Report (EIR), the City would like to request that the California Department of Transportation (Caltrans) take the SR-110/Fair Oaks Avenue Hookramp Project (Project) into consideration.

In 1998, Congressman Rogan established \$46 million in funding for interim State Route 710 improvements from the federal transportation funding bill; \$10.5 million was designated to the City. In addition, \$200,000 was contributed by the City, \$1.2 million from Metro, and \$2.7 million from the State of California; for a total of \$14.5 million for four regional traffic improvement projects in the City known as the Rogan Projects. Three of the four projects have been completed and the SR-110/Fair Oaks Avenue Hookramp Project is the only remaining project.

The SR-110 interchange at Fair Oaks Avenue is heavily utilized by regional commuters from the San Gabriel Valley. The Project would widen the northbound SR-110 off-ramp at Fair Oaks Avenue from 2 to 4 lanes, remove the dual left turn lanes from northbound Fair Oaks Avenue to southbound SR-110, add a right turn lane from northbound Fair Oaks Avenue to State Street, provide a new southbound SR-110 ramp adjacent to the existing SR-110 Fair Oaks Avenue off-ramp, restripe the Fair Oaks Avenue bridge, and install video detection at the intersection.

Unfortunately, the 2003 plans have become outdated as Caltrans' has updated their requirements for construction, storm water, structural components, and environmental. In addition, the original plans would need to be revised into English units and design variances for the hook-ramp must be fully approved by Caltrans. The City sought cost estimates to update the plans in 2012 and received prices ranging from \$1-1.5 million. Metro granted permission for the \$672,240, available in PC25 funds, to be used to update the design; however, the City faces a \$400,000-900,000 shortfall in design costs. In addition, current projections estimate that an additional \$5 million will be needed to fully reconfigure the interchange.

The City has met with Caltrans to propose a collaborative approach to identify additional funding to preserve the remaining Rogan Funds for the region. On March 8, 2016, the City received a letter from Caltrans agreeing to update the designs in-house to streamline the approval process; and commitment an additional \$2.5 million in state funds to cover the funding shortfall. Failure to complete the project would result in the City being required to return the \$672,240 of PC25 funds used to update the plans to Metro.

Due to the regionally significant safety and operational impacts of the proposed Project, the SR-110/Fair Oaks Avenue Hookramp Project should be included as a component of the SR-110 Safety Enhancement Project and taken into consideration in the EIR analysis. We appreciate Caltrans' consideration of our comments and look forward to working with Caltrans to ensure the successful implementation of the SR-110 Safety Enhancement Project. If you have any questions, please contact Sergio Gonzalez, City Manager, at SGonzalez@SouthPasadenaCA.gov or (626)403-7210.

Sincerely,

Diana Mahmud
Mayor

Michael A. Cacciotti
Mayor Pro Tem

Robert S. Joe
Councilmember

Marina Khubesrian, M.D.
Councilmember

Richard D. Schneider, M.D.
Councilmember

Attachment: Caltrans Letter – March 8, 2016

cc: The Honorable Carol Liu, State Senator, 25th District
The Honorable Christopher Holden, State Assemblymember, 41st District
Teresa L. Highsmith, South Pasadena City Attorney
Sergio Gonzalez, South Pasadena City Manager



DEPARTMENT OF TRANSPORTATION

DISTRICT 7
100 S. MAIN STREET, SUITE 100
LOS ANGELES, CA 90012
PHONE (213) 897-0362
FAX (213) 897-0360
TTY 711
www.dot.ca.gov



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COPY

March 8, 2016

The Honorable Robert S. Joe
Councilmember
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Dear Councilmember Joe:

Thank you for your letter dated October 28, 2015 regarding the Rogan funds related to the State Route 110/Fair Oaks Avenue Hook Ramp project. The California Department of Transportation (Caltrans) agrees that we should work together with the City of South Pasadena (City) to preserve the remaining Rogan funds for the region.

Caltrans has held several internal meetings to address various issues regarding the City's request. On January 26, 2016, Caltrans met with the City's Public Works Director, Paul Toor, and his staff to address various issues. It was a good meeting in the spirit of partnership to explore ways to deliver the project and preserve the Rogan funds. The action items from the meeting were as follows:

- 1) The City was tasked to check with the San Gabriel Valley Council of Governments (SGVCOG) to seek additional funding for the project.
- 2) Caltrans District 7 was tasked to check with Caltrans Headquarters to seek additional funding for the project.

Per our action item, Caltrans has identified \$2.5 million in state funds to cover the funding shortfall to deliver the off-ramp (Phase 1) portion of the project, and we are working to get these funds programmed. Caltrans will perform all necessary work to update the Plans, Specifications, and Estimate (PS&E) package and provide construction inspection services. The City should advertise, award, and administer the construction contract.

Caltrans agrees, per your letter, that the City should remain as the fiduciary agent (sponsoring agency) for the Rogan funds. We will support and assist the City to secure additional funds for Phase 2 of the project from other funding sources.

COPY

The Honorable Robert S. Joe
March 4, 2016
Page 2

Caltrans is fully committed to support the City's effort in delivering this project. If you have any questions, please contact Robert So, Deputy District Director, Program and Project Management, at (213) 897-0362.

Sincerely,



SHIRLEY CHOATE
Chief Deputy District Director

- c: The Honorable Judy Chu, Congressman, 27th Congressional District
 The Honorable Carol Liu, Senator, 25th Senatorial District
 The Honorable Chris Holden, Assemblymember, 41st District
 The Honorable Michael D. Antonovich, Los Angeles County Board of Supervisors, 5th District
 Mr. Paul Toor, City of South Pasadena, Public Works Director

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City of South Pasadena/ Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D.,
Councilmember*

*Evelyn G. Zneimer, City Clerk
Garv E. Pia, City Treasurer* Richard D.

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Paul Toor, Public Works Director 
SUBJECT: **Award of Contract to AKD Consulting for Management of the Water Facilities Capital Improvement Programs**

Recommendation

It is recommended that the City Council award a contract to AKD Consulting for a not-to-exceed amount of \$168,000 for project management services associated with the implementation of the water facilities Capital Improvement Program (CIP) for an initial one-year period, with an option to renew the contract for two additional one-year periods under the same terms and conditions.

Fiscal Impact

Funding is available from 2009 Water Bond proceeds. The total not-to-exceed cost for project management services will be \$168,000 for the first year. If the contract is extended for two additional one-year periods, the cumulative total not-to-exceed cost will be \$504,000.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On March 20, 2013, the City Council authorized entering into a contract with AKD Consulting, (AKD) to provide project management services associated with the implementation of the water facilities capital improvement program. The term of the original contract was for a period of one year with the option of two additional one-year extensions. As the water facilities capital projects are still in progress, additional consulting services are needed for successful completion of the projects.

Analysis

Since the initial agreement was signed, AKD has provided project construction assistance for the water improvement projects listed as follows:

- Completion of the Wilson Reservoir Replacement Project. This project consisted of construction of a 1.3 million gallon reinforced concrete reservoir and pump station to replace the original reservoir which was built in the early 1920's. The final cost of

this reservoir project was approximately 9.2 million dollars.

- Coordinated the design and bidding process of the Garfield Reservoir Replacement Project, along with the mitigated negative declaration, and currently assisting the Public Works Department to manage the day to day construction. This project consists of constructing two 3.25 million gallon reinforced concrete reservoirs along with a new pump station and an 8,300 square foot two story building with an estimated project cost \$19 million. The project is currently sixty percent complete and is on schedule to be completed by mid-2017.
- Currently assisting the Public Works Department with preparation of a low interest loan application with the California Water Resources Control Board which includes environmental studies as well as final design of Graves Reservoir project. This project consists of constructing a 1.3 million gallon reinforced concrete reservoir to replace the existing reservoir, construction of a wellhead treatment and a new pump station.

Since some of the water facilities capital improvement projects are either currently in final design or under construction, continuation of consulting services from AKD is needed. AKD has expressed interest to continue providing the services under the same terms and conditions. AKD has the ability to coordinate complex multi-jurisdictional water projects. AKD has established relationships with staff as well as outside agencies such as neighboring cities, school districts, and utility companies. The hourly billing rates offered by AKD are just and reasonable. Therefore, staff is recommending City Council award a one-year contract with two additional one-year extensions depending upon the status of water facilities capital improvement projects.

Section 2.99-29(12) South Pasadena Municipal Code provides that professional services contracts are exempt from bidding and that "if possible, quotes from three qualified vendors shall be obtained..." As the consultant has the institutional knowledge of ongoing projects, is willing to provide the services under the same terms and conditions of the existing contract and the hourly rates proposed by the consultant are reasonable, therefore, it is prudent to extend the services without soliciting additional proposals.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment:

1. Agreement (AKD Consulting Contract)
2. AKD Proposal

ATTACHMENT 1
Agreement

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES**

(City of South Pasadena / AKD Consulting)

1. IDENTIFICATION

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena, a California municipal corporation (“City”), and AKD Consulting, a Sole Proprietorship (“Consultant”).

2. RECITALS

- 2.1. City has determined that it requires the following professional services from a consultant: **Provide ongoing and as-needed management services for the City’s Water Facilities Capital Improvement Projects.**
- 2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.
- 2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- 3.1. “Scope of Services”: Such professional services as are set forth in Consultant’s **August 2, 2016** proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2. “Agreement Administrator”: The Agreement Administrator for this project is Mr. Paul Toor, Public Works Director. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim

milestones. City reserves the right to change this designation upon written notice to Consultant

- 3.3. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.
- 3.4. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is Five Hundred and Four Thousand Dollars (\$504,000).
- 3.5. "Commencement Date": August 31, 2016.
- 3.6. "Termination Date": August 31, 2019

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Consultant may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this Agreement.

5. CONSULTANT'S DUTIES

- 5.1. **Services.** Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.
- 5.2. **Coordination with City.** In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.
- 5.3. **Budgetary Notification.** Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.
- 5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.

- 5.5. **Professional Standards.** Consultant shall perform all work to the standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).
- 5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.
- 5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Mr. Ash Dhingra shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their respective services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. If City and Consultant cannot agree as to the substitution of key personnel, City may terminate this Agreement for cause.
- 5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.
- 5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.
- 5.11. **Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time

Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING

- 6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.
- 6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.
- 6.4. **Compensation for Subcontractors.** City shall pay Consultant for work performed by its subcontractors, if any, only at Consultant's actual cost plus an approved mark-up as set forth in the Approved Fee Schedule, Exhibit B. Consultant shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

- 7.1. **General.** City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.
- 7.2. **Invoices.** Consultant shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification/position with the firm, the corresponding hourly rate, the hours worked, a description of each labor charge, and the total amount due for labor charges.

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

8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. Consultant shall defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

10. RELATIONSHIP OF PARTIES

- 10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.

- 10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.
- 10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.
- 10.4. **Indemnification of CalPERS Determination.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

- 11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.
- 11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.
- 11.3 **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.

- 11.4 **Attorney's Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.
- 11.5 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.
- 11.6 **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City.
- 11.7 **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.
- 11.8 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

- 12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.
- 12.2. **Documentation of Insurance.** City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. Consultant shall file with City:
- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: City of South Pasadena Water Facilities Capital Improvement Projects.
 - Documentation of Best's rating acceptable to the City.
 - Original endorsements effecting coverage for all policies required by this Agreement.
 - Complete, certified copies of all required insurance policies, including endorsements affecting the coverage.

12.3. **Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: \$1,000,000 per occurrence,
\$2,000,000 aggregate

- General Liability:
 - General Aggregate: \$2,000,000
 - Products Comp/Op Aggregate \$2,000,000
 - Personal & Advertising Injury \$1,000,000
 - Each Occurrence \$1,000,000
 - Fire Damage (any one fire) \$ 50,000
 - Medical Expense (any 1 person) \$ 5,000

- Workers' Compensation:
 - Workers' Compensation Statutory Limits
 - EL Each Accident \$1,000,000
 - EL Disease - Policy Limit \$1,000,000
 - EL Disease - Each Employee \$1,000,000

- Automobile Liability
 - Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.

12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.

- 12.7. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed \$50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- 12.8. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.
- 12.9. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, other than Professional Errors and Omissions and Worker's Compensation, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
- 12.10. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.
- 12.11. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant shall provide proof that cancelled or expired

policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: City of South Pasadena, Attn: Public Works Department, South Pasadena, CA 91030.

- 12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.
- 12.14. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.
- 12.15. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

- 12.16. **Duty to Defend and Indemnify.** Consultant's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

- 13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.
- 13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Mr. Paul Toor, P.E.
City of South Pasadena
Public Works Department
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Consultant

Mr. Ash Dhingra, P.E, S.E.
3 Coral Cove Way
Dana Point, CA.
92629-2735
Telephone: 909-224-3160
E-mail: Ash@akdconsulting.com

With courtesy copy to:

Teresa L. Highsmith, Esq.
South Pasadena City Attorney
Colantuono, Highsmith & Whatley, PC
300 South Grand Ave., Ste. 2700
Los Angeles, CA 90071-3137
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnity), paragraph 12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

- 16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

- 16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.
- 16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

- 17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Consultant.
- 17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.
- 17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

- 17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

- 18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by Consultant for performance of this Agreement are deemed confidential and Consultant shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.
- 18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 18.3. **Non-assignment.** Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment

actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

- 18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.
- 18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.
- 18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs expended in the action.
- 18.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

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

"City"
City of South Pasadena

"Consultant"
AKD Consulting

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____

Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By: _____

Teresa L. Highsmith, City Attorney

Date: _____

ATTACHMENT 2
AKD Proposal

AKD CONSULTING
3 Coral Cove Way, Dana Point, California 92629-2735
T 949.388.0232 C 909.224.3160 www.akdconsulting.com



August 2, 2016

Mr. Paul Toor
Public Works Director
City of South Pasadena
1414 Mission Street
South Pasadena, C A 91030

**SUBJECT: PROJECT MANAGEMENT FOR BOND FUNDED WATER
IMPROVEMENT PROJECTS**

Dear Mr. Toor,

On March 20, 2013, the City Council authorized entering into a contract with AKD Consulting, (AKD) to provide project management services associated with the implementation of the water facilities Capital Improvement Program (CIP) funded by the 2009 Water Bond.

As approved, the agreement called out for a term of one year with the potential to renew the agreement for two additional periods of one year each. Since the initial agreement was signed significant progress has been made on numerous bond funded water projects under the leadership of the project manager assigned to manage these projects, Mr. John A. Wolitarsky. He has done an admirable job and his accomplishments are as follows:

- Completion of the Wilson Reservoir Replacement Project. This project consisted of constructing a 1.3 million gallon reinforced concrete reservoir and a pumping station to replace the original reservoir which was built in the early 1920's. The final cost of this reservoir project was approximately 9.2 million dollars.
- Coordinated the design and bidding process of the Garfield Reservoir Replacement Project, along with the mitigated negative declaration and initial study adoption for this 19 million dollar reservoir replacement project, and currently assisting the Public Works Department ongoing construction. This project consists of two 3.25 million gallon reinforced concrete reservoirs along with a new pumping station and an 8,300 square foot two story building that will house the City's water division. The project is currently sixty percent complete and is on schedule to be completed by mid-2017.
- Currently assisting the Public Works Department with preparation of a low interest loan application with the California Water Resources Control Board which includes environmental studies as well as final design of the project. This project consists of constructing a 1.3 million gallon reinforced concrete Graves Reservoir to replace the existing reservoir, construction of a wellhead treatment and a new pumping station.

Given the current status of existing water improvements, as well as future work that still needs to be accomplished, we are pleased to submit this proposal to request that project management services be extended under Mr. John Wolitarsky for an additional year. Since the projects are either currently under construction or will soon be under construction, it is recommended that future work be performed by John A. Wolitarsky, at his request, under the direction of AKD Consulting. AKD Consulting is a consulting firm, headed by Mr. Ash Dhingra who has extensive experience in the planning and construction management of water supply and water distribution projects. With AKD Consulting proven management and technical experience, Mr. Wolitarsky will have all the tools at his disposal to continue to effectively manage the City's Water Improvement Projects.

Allowing Mr. Wolitarsky to continue with his project management duties will ensure that there is no interruption in services and no transition of any type is required. Extending the agreement as permitted by City Council's initial award for the duration of one year and an option to extend for another two years will ensure that the Bond funded Water Improvement Projects move forward without interruption and that the level of service which Mr. Wolitarsky has been providing will continue.

We appreciate this opportunity to be of service to the City. Upon execution of this agreement a purchase order in the amount above may be issued.
Please contact us if you have any questions.

Respectfully submitted,
AKD CONSULTING

ACCEPTED BY
CITY OF SOUTH PASADENA



Ashok K. Dhingra, P.E., S.E.
Principal

By _____

Title _____

Date _____

APPROVED AS TO FORM

By _____

Title _____

Exhibit “A”

Scope of Services

AKD Consulting will continue assisting with the management of the City’s water facilities capital improvement projects. Day to day management are required and will be provided on the following water improvement projects.

- Continue assisting the Public Works Department ongoing construction of the Garfield Reservoir Replacement Project. This project consists of two 3.25 million gallon reinforced concrete reservoirs along with a new pumping station and an 8,300 square foot two story building that will house the City’s water division. The project is currently sixty percent complete and is on schedule to be completed by mid-2017.
- Ongoing management and assistance to the Public Works Department with preparation of a low interest loan application with the California Water Resources Control Board for the Graves Reservoir Replacement Project which includes environmental studies as well as final design of the project. This project consists of constructing a 1.3 million gallon reinforced concrete Graves Reservoir to replace the existing reservoir, construction of a wellhead treatment and a new pumping station.

AKD Consulting has the proven management and technical experience to continue effectively managing the City’s Water Improvement Projects as they have done in the past. In addition, continuing to use AKD’s services will ensure that the Bond funded Water Improvement Projects move forward without interruption.

EXHIBIT "B"
Fee Schedule

PROPOSED FEE

This fee proposal shall include the same rates as reflected in the previous agreement and made reference to in the proposal.

Project Manager	Hourly Rate	Total Hours	Total Annual Fee
John Wolitarsky	\$80/hr	2,100	\$168,000
Total			\$168,000

EXHIBIT "C"
Insurance



AKDCO-1

OP ID: CS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/11/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER PACIFIC UNIFIED INSURANCE P.O. Box 68 Lawndale, CA 90260 David T. Leahy	Phone: 310-370-5000 Fax: 310-370-5454	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED AKD Consulting 3 Coral Cove Way Dana Point, CA 92629	INSURER A: Continental Casualty Co.	
	INSURER B: American Cas Co of Reading PA	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			4031575534	04/01/2016	04/01/2017	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Errors & Omissions ded \$5,000 per cl			MCH288322105	02/10/2015	02/10/2017	each cl \$ 1,000,000 aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Evidence of Insurance.

CERTIFICATE HOLDER**CANCELLATION**

City of South Pasadena
 Public Works Department
 1414 Mission Street
 South Pasadena, CA 91030

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Christina Schmidt

20-25

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City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk/Agency/Authority Secretary
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Steve Fjeldsted, Director of Library, Arts, and Culture 
SUBJECT: **Adoption of a Resolution Approving the Annual Auditor's Report and Authorizing the Collection of the Library Special Tax for Fiscal Year 2016-17**

Recommendation

It is recommended that the City Council adopt the attached resolution approving the Annual Auditor's Report for the levy of the Fiscal Year (FY) 2016-17 Library Special Tax (Tax).

Fiscal Impact

Collection of the Library Special Tax for FY 2016-17 will provide an estimated \$311,376 in General Fund Revenue.

Commission Review and Recommendation

This matter is scheduled to be reviewed by the Library Board of Trustees at its regular meeting on September 8, 2016.

Background

On June 7, 1994, South Pasadena voters established the City of South Pasadena's (City) Library Special Tax. On November 3, 2015, voters once again approved an additional eight year extension of the Tax with a 33% rate increase for FY 2016-17 and a Consumer Price Index (CPI) - based increase for each of the subsequent seven years.

Collection of the special tax continues to be keyed into maintaining a baseline operational budget (maintenance of effort, or MOE) calculated from an initial "Required Amount" of \$982,000 originally set by Section 2.89-5(b)(1) of the South Pasadena Municipal Code (SPMC). This "Required Amount" was increased each year by no more than the relevant CPI figure for the previous twelve month period as required by the SPMC.

At the time of this report, the relevant June 2016 CPI figure used to calculate the Library's budgetary MOE baseline was established at 1.828% by the United States Department of Labor, Bureau of Labor Statistics in its July 15, 2016 News Release. The City Council has approved a

Library Budget for FY 2016-17 of \$1,706,156 and based on the CPI figures that the City has received through June of 2016, it exceeds the minimum MOE requirement.

Analysis

The City uses an engineering audit firm, Community Economic Solutions, Inc., to prepare documentation sufficient to establish the Tax each year. The engineer's estimate of total revenue to be generated from the Tax for FY 2016-17 is \$311,376. However, this estimate is premised on a calculation derived from total taxable parcels. In practice, the Finance Department collects slightly less than the calculated amount. Therefore, for FY 2016-17, the City's adopted budget assumes revenue of \$306,000. Adoption of the resolution approving the Auditor's Report will permit Community Economic Solutions, Inc., to transmit the necessary documents to the Los Angeles County Assessor's Office for collection with the annual property tax bill.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments: Resolution approving the annual Auditor's Report

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING THE ANNUAL AUDITOR'S REPORT
AND SETTING THE RATE OF THE LIBRARY SPECIAL
TAX TO FINANCE LIBRARY SERVICES FOR
FISCAL YEAR 2016-17**

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

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

WHEREAS, the City Council has caused to be prepared by a tax consultant a report entitled "Library Special Tax, Fiscal Year (FY) 2016-2017, Auditor's Report, City of South Pasadena (Auditor's Report), which is presented to the City Council and attached hereto as Exhibit "A"; and

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

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

SECTION 1. The City Council has duly considered the Auditor's Report, attached hereto as Exhibit "A" and incorporated herein for reference, and hereby approves said report as filed.

SECTION 2. The City Council has adopted the Budget for FY 2016-17 which provides for a total Library Budget for FY 2016-17 in the amount of \$1,706,156.

SECTION 3. The City Council hereby establishes the tax rates as set forth in the Auditor's Report for the FY commencing July 1, 2016 and ending June 30, 2017.

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

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

SECTION 6. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 17th day of August, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

EXHIBIT A

**LIBRARY SPECIAL TAX
FY 2016-17**

AUDITOR'S REPORT

**CITY OF
SOUTH PASADENA**

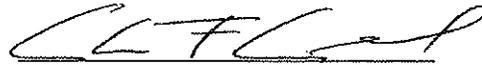


August 9, 2016

AUDITOR'S REPORT
CITY OF SOUTH PASADENA
LIBRARY SPECIAL TAX
2016-17 FISCALYEAR

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

Dated: August 9, 2016


Charles F. Crandall, C.P.A

I HEREBY CERTIFY that the enclosed Auditor's Report, together with Tax Roll thereto attached, was filed with me on the _____ day of _____, 2016.

City Clerk
City of South Pasadena
Los Angeles County, California

By _____

I HEREBY CERTIFY that the enclosed Auditor's Report, together with Tax Roll thereto attached, was approved and confirmed by the City Council of the City of South Pasadena, California, on the _____ day of _____, 2016.

City Clerk
City of South Pasadena
Los Angeles County, California

By _____

**AUDITOR'S REPORT
CITY OF SOUTH PASADENA
LIBRARY SPECIAL TAX
2016-17 FISCAL YEAR**

INTRODUCTION

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

The above proceedings approved the manner of the levy and the maximum amounts to be taxed until June 30, 2024. This report is for the purpose of establishing the tax rates for Fiscal-Year 2016-17, in accordance with the methodology as set forth in the approved Rate and Method of Apportionment. The City has retained Community Economic Solutions to prepare the Auditor's Report.

ESTIMATE OF REVENUES GENERATED

The revenues needed by the City of South Pasadena to provide library services are proposed to be provided through several sources including the special tax. The total estimated revenue to be generated from the Library Special Tax for FY 2016-17 is \$311,376.00.

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAXES

CATEGORIES OF SPECIAL TAX

Single Residential Category:

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

The special tax that may be levied annually on Taxable Property within the Single Residential Category through the Fiscal Year ending June 30, 2016 shall not exceed:

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

Multiple Family Residential Category:

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

The special tax that may be levied annually on Taxable Property within the MFR Category through the Fiscal Year ending June 30, 2016 shall not exceed:

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

Non-Residential Category:

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

The special tax that may be levied annually on Taxable Property within the Non-Residential Category through the Fiscal Year ending June 30, 2016 shall not exceed:

- \$ 32 per Parcel with Lot Area of $\frac{1}{4}$ acre or less.
- \$ 64 per Parcel with Lot Area of over $\frac{1}{4}$ acre to $\frac{1}{2}$ acre.
- \$ 96 per Parcel with Lot Area of over $\frac{1}{2}$ acre to $\frac{3}{4}$ acre.
- \$128 per Parcel with Lot Area of more than $\frac{3}{4}$ acre.

SPECIAL TAX LEVY FOR FY 2016-17

The Rate and Method of Apportionment describes the maximum special tax rates to be levied for Library Services within the City of South Pasadena. For Fiscal Year 2016-17, the maximum special tax rates will be levied.

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

PARCEL SUMMARY INFORMATION TABLE

Special Tax Category	Basic Unit	No. of Units	Tax Rate	Total Tax Amount
Single Family Residential and Condominiums				
0 sf - 2,000 sf home	DU	3,331	\$32 /DU	\$106,592
2,001 sf - 4,000 sf home	DU	1,876	\$48 /DU	\$90,048
+ 4,000 sf home	DU	186	\$64 /DU	\$11,904
Multiple Family Residential	DU	5,447	\$16 /DU	\$87,152
Non-Residential				
0 acre - ¼ acre lot	parcel	191	\$32 /pcl	\$6,112
¼ acre - ½ acre lot	parcel	68	\$64 /pcl	\$4,352
½ acre - ¾ acre lot	parcel	17	\$96 /pcl	\$1,632
+ ¾ acre lot	parcel	28	\$128 /pcl	\$3,584
TOTAL AMOUNT GENERATED:				\$311,376

DEFINITIONS

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

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

City means the City of South Pasadena.

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

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

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

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

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

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

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

City of South Pasadena Agenda Report

*Diana Malinud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Paul Toor, Public Works Director *PT*
John Wolitarsky, Water Project Manager *JW*
SUBJECT: **Award of Contract to Raftelis Financial Services, Inc. to Conduct a Cost of Service Study for Water Utility Operations**

Recommendation

It is recommended that the City Council:

1. Award a professional services agreement to Raftelis Financial Services Inc. (Raftelis) to conduct a comprehensive Cost of Service Study for water utility operations, and authorize the City Manager to execute an agreement with Raftelis for a not-to-exceed amount of \$55,465; and
2. Reject all other proposals received.

Fiscal Impact

There are sufficient funds available in the Water Utility Operations Division's (Division) revenue fund, Account Number 500-9266 to cover the cost of this contract.

Commission Review and Recommendation

This matter has not been reviewed by a Commission.

Background

In 2012, Raftelis prepared a cost of services study for the Division. As part of this analysis, a debt service was included to pay for the water revenue bonds which were issued to finance the water utility's capital improvement projects. In addition, the Division was mandated to implement a water conservation program due to continued drought conditions in Southern California. Therefore, this Study is essential to ensure that adequate utility revenues are in place to meet the City of South Pasadena's (City) existing water revenue bond covenants as well as its ability to continue its ongoing water improvement capital replacement program to replace most of its aging water infrastructure.

Analysis

In order to address the aging water utility infrastructure, over the past several years, the City has completed some major water utility projects such as; the Grand Reservoir which included the

construction of two, 1.2 million gallon steel tanks, the Wilson Reservoir Project which consisted of constructing a 1.3 million gallon reinforced concrete reservoir along with a pump station, and the Garfield Reservoir Project slated to be completed in June 2017, which consists of two, 3.25 million gallon reinforced concrete reservoirs, a new pump station and a two story building which will house the City's Water Division. The 2009 water utility bond proceeds have been fully allocated to the projects under construction and will be exhausted by mid-2017.

While the City's ongoing water utility infrastructure replacement program is in place, effective water conservation measures have been instituted due to the ongoing drought, resulting in reduction of water production by 28%, and thereby, impacting water sales revenues.

In order to continue with the water utility infrastructure replacement program, the City is currently pursuing a low interest loan from the California Water Resources Control Board (SWRCB) to secure a 10 million dollar loan to replace the existing, antiquated Graves Reservoir. This project will consist of replacing the existing reservoir with a new 1.3 million gallon reinforced concrete reservoir, along with construction of a new pump station and well head treatment system. The SWRCB staff, after reviewing the City's loan application, believes that current water rates may have to be increased in order to ensure adequate revenue recovery to meet the revolving loan program requirements. In addition, due to the potential reduction of water revenues as a result of conservation, it is essential to conduct a rate analysis to ensure that adequate revenues will be in place to meet the ongoing debt service obligations.

City staff prepared a request for proposals (RFP) to develop a cost of service study for the Division. In May 2016, the RFP was sent to six qualified professional consulting firms experienced in preparing cost of service studies for water districts and municipal agencies. The RFP was also placed on the City's website to generate additional interest. The following firms responded to the request for proposals:

Black & Veatch, Los Angeles, CA
Raftelis Financial Services, Inc., Los Angeles, CA
NBS Government Finance Group, Temecula, CA

Section 4526 of the Government Code allows the selection of professional services of architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms to be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.

The scope of services for this study shall include the following key components: Customer usage and flow projections, revenue projections, customer usage and flow projections, annual revenue requirement projections, capital improvement program, determination of adequacy of revenues under existing rates, cost of service analysis, rate design, and sensitivity analysis (in depth look to examine the effects of the new water rate model).

The proposals were evaluated by staff which ranked Raftelis as the best qualified firm to undertake this Study. The fee for the proposed services submitted by the consultant is just and reasonable. If approved, the Study will take approximately five months to complete.

Raftelis is a qualified firm specializing in water rate studies for municipal agencies throughout Southern California. They have provided similar water rate study services to the Cities of Chino, Ontario, and the County of Ventura. Additionally, having prepared the City's most recent water rate study, Raftelis is familiar with the City's utility billing operations and has established working relationship with staff. All the references for the consultant were found to be satisfactory. Staff's recommendation is to award this contract to Raftelis.

Legal Review

The City Attorney has not been requested to review this agenda item, and the professional services agreement incorporates the latest professional services agreement template prepared by the City Attorney's Office.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Agreement

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES**

(City of South Pasadena / Raftelis Financial Services, Inc.)

1. IDENTIFICATION

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

2. RECITALS

- 2.1. City has determined that it requires the following professional services from a consultant: **Conduct a comprehensive cost of service study for the City’s water utility operations and prepare a report based on its findings**
- 2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.
- 2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- 3.1. “Scope of Services”: Such professional services as are set forth in Consultant’s **June 28, 2016** proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2. “Agreement Administrator”: The Agreement Administrator for this project is Mr. Paul Toor, Public Works Director. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim

milestones. City reserves the right to change this designation upon written notice to Consultant

- 3.3. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.
- 3.4. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is Fifty Five Thousand, Four Hundred and Sixty Five Dollars (\$55,465).
- 3.5. "Commencement Date": August 31, 2016.
- 3.6. "Termination Date": May 30, 2017

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Consultant may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this Agreement.

5. CONSULTANT'S DUTIES

- 5.1. **Services.** Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.
- 5.2. **Coordination with City.** In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.
- 5.3. **Budgetary Notification.** Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.
- 5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.

- 5.5. **Professional Standards.** Consultant shall perform all work to the standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).
- 5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.
- 5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Mr. Sudhir Pardiwala shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their respective services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. If City and Consultant cannot agree as to the substitution of key personnel, City may terminate this Agreement for cause.
- 5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.
- 5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.
- 5.11. **Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to

Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING

- 6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.
- 6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.
- 6.4. **Compensation for Subcontractors.** City shall pay Consultant for work performed by its subcontractors, if any, only at Consultant's actual cost plus an approved mark-up as set forth in the Approved Fee Schedule, Exhibit B. Consultant shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

- 7.1. **General.** City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.
- 7.2. **Invoices.** Consultant shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification/position with the firm, the corresponding hourly rate, the hours worked, a description of each labor charge, and the total amount due for labor charges.

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

8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. Consultant shall defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

10. RELATIONSHIP OF PARTIES

- 10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.

- 10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.
- 10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.
- 10.4. **Indemnification of CalPERS Determination.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

- 11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.
- 11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.
- 11.3 **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.

- 11.4 **Attorney's Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.
- 11.5 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.
- 11.6 **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City.
- 11.7 **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.
- 11.8 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

- 12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.
- 12.2. **Documentation of Insurance.** City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. Consultant shall file with City:
- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: City of South Pasadena Water Facilities Capital Improvement Projects.
 - Documentation of Best's rating acceptable to the City.
 - Original endorsements effecting coverage for all policies required by this Agreement.
 - Complete, certified copies of all required insurance policies, including endorsements affecting the coverage.

12.3. **Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: \$1,000,000 per occurrence,
\$2,000,000 aggregate

- General Liability:
 - General Aggregate: \$2,000,000
 - Products Comp/Op Aggregate \$2,000,000
 - Personal & Advertising Injury \$1,000,000
 - Each Occurrence \$1,000,000
 - Fire Damage (any one fire) \$ 50,000
 - Medical Expense (any 1 person) \$ 5,000

- Workers' Compensation:
 - Workers' Compensation Statutory Limits
 - EL Each Accident \$1,000,000
 - EL Disease - Policy Limit \$1,000,000
 - EL Disease - Each Employee \$1,000,000

- Automobile Liability
 - Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.

12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.

- 12.7. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed \$50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- 12.8. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.
- 12.9. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, other than Professional Errors and Omissions and Worker's Compensation, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
- 12.10. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.
- 12.11. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant shall provide proof that cancelled or expired

policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: City of South Pasadena, Attn: Public Works Department, South Pasadena, CA 91030.

- 12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.
- 12.14. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.
- 12.15. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.
- City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.
- 12.16. **Duty to Defend and Indemnify.** Consultant's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

- 13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.
- 13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Mr. Paul Toor, P.E.
City of South Pasadena
Public Works Department
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Consultant

Mr. Sudhir Pardiwala
150 N. Santa Ana Avenue, Suite 470
Arcadia, CA.
91006
Telephone: 626-583-1894
E-mail: Spardiwala@raftelis.com

With courtesy copy to:

Teresa L. Highsmith, Esq.
South Pasadena City Attorney
Colantuono, Highsmith & Whatley, PC
300 South Grand Ave., Ste. 2700
Los Angeles, CA 90071-3137
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnity), paragraph 12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

- 16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

- 16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.
- 16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

- 17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Consultant.
- 17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.
- 17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

- 17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

- 18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by Consultant for performance of this Agreement are deemed confidential and Consultant shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.
- 18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 18.3. **Non-assignment.** Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment

actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

- 18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.
- 18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.
- 18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs expended in the action.
- 18.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

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

"City"
City of South Pasadena

"Consultant"
Raftelis Financial Services, Inc.

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

Exhibit "A"

Scope of Services

Raftelis will prepare a cost of service study for the City's water utility operations. The scope of services included in the preparation of this study include the following items:

- Kick-off meeting and preliminary data collection.
- Financial plan development. Includes analysis to ensure that water rates are sufficient to support debt service as well as water operations.
- Cost of service analysis. Includes review of meter sizes, as well as usage patterns.
- Rates development and customer impacts. Includes tiered rates calculation and customer impact analysis.
- Miscellaneous fees and penalties calculation.
- Draft and final report preparation.
- Attendance at public meetings, inclusive of finance, public works commission and City Council.

EXHIBIT "B"

Fee Schedule

Tasks	Web Meetings	No of Meetings	Hours Requirements						Total Fees & Expenses	
			PM	TR	APM	SC	Admin	Total		
HOURLY RATES			\$305	\$195	\$195	\$170	\$75			
1.1	Ongoing Project Management and Quality Assurance/Quality Control Process		6	4	0	0	4	14	\$3,050	
1.2	Project Initiation, Kick-Off Meeting, and Data Collection	1	4	0	10	4	0	18	\$4,105	
2	Financial Plan Development	2	4	1	8	28	0	41	\$8,145	
3	Cost of Service Analysis	1	1	1	8	8	0	18	\$3,600	
4.1	Inclining Tiered Rates Calculation	1	1	8	2	12	16	0	38	\$8,345
4.2	Water Budget Rates Calculation (Optional)									
4.3	Customer Impact Analysis		2	0	3	6	0	11	\$2,325	
5	Miscellaneous Fees and Penalties Calculation	1	1	0	2	8	0	11	\$2,165	
6	Draft and Final Report Preparation	1	4	2	10	44	2	62	\$11,810	
7	Public and Council Meetings		4	20	16	8		44	\$11,920	
TOTAL ESTIMATED MEETINGS / HOURS			6	6	50	10	69	122	6	257
PROFESSIONAL FEES					\$15,250	\$1,950	\$13,455	\$20,740	\$450	\$51,845
									Total Fees	\$51,845
									Total Expenses	\$3,620
									TOTAL FEES & EXPENSES	\$55,465

PM - Project Manager (Sudhir Pardiwala, PE)
 TR - Technical Reviewer (Steve Gagnon, PE)
 APM - Assistant Project Manager (Hannah Phan)
 SC - Staff Consultants

WORK PLAN

TASK 1 – PROJECT MANAGEMENT, ADMINISTRATION, AND INITIATION

Task 1.1 – Ongoing Project Management and Quality Assurance/Quality Control Process

Our project management approach stresses communication, teamwork, objectivity, and accountability to meet project objectives. Task 1.1 includes general administrative duties including client correspondence, billing, project documentation, and administration of the study. We believe in a no-surprises approach and communicate with clients on a regular basis through face-to-face meetings, web meetings, and telephone conferences, so that the client is aware of project status at all times.

At the heart of RFC's core philosophy is our commitment to quality. The foundation of our Quality Assurance/Quality Control (QA/QC) program is based on the concept that QA/QC is a continuous process, not simply a mechanism to be incorporated at the end of an engagement. As such, in every project, we implement a systematic program of quality assurance that incorporates an independent system of checks and balances throughout the entire course of the engagement to ensure consistency, accuracy,

and validity. To ensure this level of quality control, our Technical Reviewer, Mr. Steve Gagnon, PE, will be responsible for ensuring that the cost of service and rate model developed is functioning properly and is based on sound ratemaking principles and standard industry practice. This will be accomplished through periodic review of the issues and model throughout the course of the project. We have found that a well-defined QA/QC process ensures that all of our work products will be of the highest quality and meet or exceed the standards that our clients have come to expect from RFC.

Meeting(s): None

Deliverable(s): None

Task 1.2 – Project Initiation, Kick-Off Meeting, and Data Collection

We believe that the execution of a productive kick-off meeting is the most effective way to begin a study of this nature. RFC uses the kick-off meeting to perform our due diligence to ensure that project stakeholders agree to the project's goals, approach, work plan, schedule, and the study's priorities. As part of the meeting, RFC will:

- Discern the major drivers for the study
- Work with staff to identify and prioritize pricing objectives
- Identify potential alternative

rate structures and develop a framework

- Discuss reserves and reserve policies
- Discuss debt policies for capital funding and capital projects
- Review the data request list and pinpoint data gaps or questions

A detailed data request list will be provided in this proposal and will be reviewed and amended if necessary during the kick-off meeting. The Project Team will study this data diligently to understand the City's revenue streams, operating and capital expenditures, water supply conditions, and customer base and usage patterns to perform the Study in line with the City's overall objectives.

Meeting(s): One kick-off meeting with City staff

Deliverable(s): Kick-off meeting agenda and minutes

TASK 2 – FINANCIAL PLAN DEVELOPMENT

After the data has been compiled and analyzed, RFC will begin the process of developing a five-year financial plan which will involve projecting demand for water consumption and forecasting revenue requirements. RFC will develop a detailed forecast model that will serve as the initial module of the financial plan

and water rate model. Once completed, the model will serve as a comprehensive yet flexible planning tool that will incorporate the City's CIP, capital financing plan, forecasted demand projections, revenue requirements, detailed cost and revenue projections, and reserve balances.

The Project Team will itemize costs from the City's budget into appropriate cost categories and determine a five-year cost forecast based on inflation assumptions provided by City staff. In addition, RFC will project non-rate revenues such as late fees, interest, miscellaneous fees, etc. that may be used to offset rate increases. Another important element of our financial plan is the development of reserves for operating, capital, rate stabilization, and emergency purposes. We will take into consideration the City's risk management and financial policies to recommend appropriate reserve targets.

Ultimately, the Project Team will project how much cash needs to be collected through water rates in order to meet projected revenue requirements while minimizing sharp rate fluctuations. The model will determine the capability of the City's existing and scheduled water rates to support operations and, if necessary, propose revenue adjustments that will allow the City to effectively meet its financial obligations. Projecting revenue adjustments over a long planning horizon can illustrate future rate impacts and potential challenges

to the City's financial situation in both the short-term and long-term. This will allow the City to plan expenses, reserve balances, and/or capital project scheduling to smooth rate impacts and to maintain financial stability throughout the five-year planning horizon.

As identified in the RFP, the financial plan will consider and make provisions for the following factors:

- Funding long-term capital improvements or replacements due to the age and condition of the City's current system
- Analyzing the financial impacts of a water conservation program and fiscal policies
- Determining necessary funding requirements for debt issue or long-term liabilities
- Funding future depreciation for system assets
- Assessing the impact of current and future environmental regulations

At the heart of any successful financial assessment is the computer model that is used to develop revenue requirements, perform financial planning, and calculate water rates. RFC will create a customized model based on a standardized approach to meet the City's specific needs. On the following page is a sample model screenshot demonstrating key model features:

- Revenue adjustments required for the next five (or more) years in order to meet debt coverage
- and target reserve balance(s)

- Projected operating costs and revenue streams
- Reserve balances and target levels according to the City's fiscal policies
- Different funding sources of CIP (PAYGO or debt financed)
- Spin buttons (dynamic selection options) for scenario analyses

This model is very useful for decision makers to review results of multiple scenarios and assess impacts so that they can agree on a solution that best meets the City's needs.

Meeting(s): Up to two web meetings with City staff

Deliverable(s): Draft financial plan model in Microsoft Excel 2013 or later

TASK 3 – COST OF SERVICE ANALYSIS

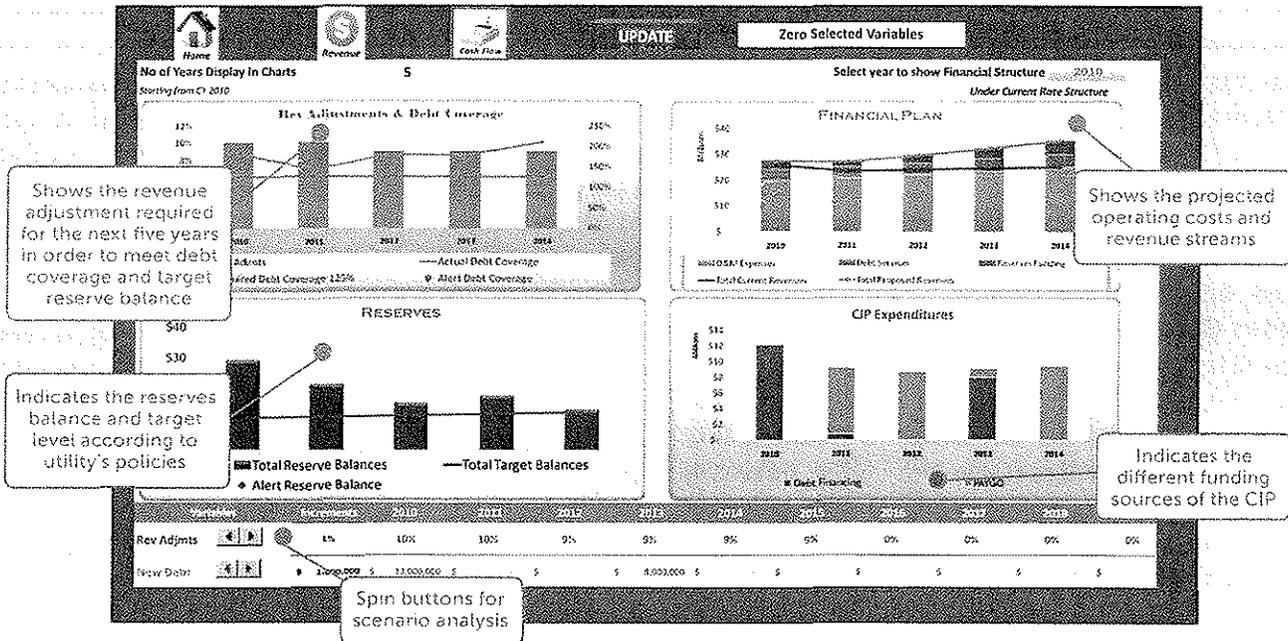
RFC will develop cost-based rates based on the City's water consumption, peaking, and usage characteristics. The cost of service analysis will be conducted according to the following process consistent with industry standards provided in the *Manual M1: Principles of Water Rates, Fees and Charges, 6th Edition (Manual M1)* published by AWWA:

Step 1 – Review Meter Size Usage Patterns

Based on the analysis done in Task 2, RFC will determine the peaking characteristics for each meter size. We will then estimate the relative responsibility of each meter size for each of the functional cost elements. This allocation will be based on billing summary data, other locally

SAMPLE MODEL DASHBOARD

The Dashboard allows quick decision-making by visually displaying impacts of changes to selected variables.



available data which may be applicable, and RFC's experience with other utilities exhibiting similar usage characteristics and patterns. It will provide the basis for equitable cost allocations to each meter size. At this step, RFC will identify the service units for each meter size which include average and peak usage, equivalent meter units, and bills associated with each meter size.

Step 2 – Allocate Costs to Functional Cost Categories

RFC will functionalize the costs into main functions such as supply, transmission & distribution, storage, and customer service, to name a few. The costs will then be allocated to cost

causation categories such as water supply, water system costs to meet average demand (or base costs), extra capacity costs to meet maximum hour, maximum day demand, customer service, and meter capacity to determine the unit cost for each cost causation category.

Step 3 – Allocate Category Causation Costs to Meter Sizes

Next, the category causation costs will be allocated to the various meter size classifications on the basis of the relative responsibility of each classification for service provided. Costs will be allocated based on the determination of units of service for each meter

size and the application of unit costs of service to the respective service units.

The cost allocation method will ensure that all rate revenues are correctly appropriated to their cost causation categories. The method will also follow the AWWA standards for cost allocations as closely as possible to recover a portion of the fixed costs through meter service charges and variable costs through consumption charges. Throughout the cost allocation process, RFC will comply with the City's policy considerations, procedures, and guidelines applicable to charges for water service and ensure that proposed

rates are consistent with industry standards and compliant within the current legal environment.

Meeting(s): One web meeting with City staff

Deliverable(s): Draft cost of service analysis in model in Microsoft Excel 2013 or later

TASK 4 – RATES DEVELOPMENT AND CUSTOMER IMPACTS

Task 4.1 – Inclining Tiered Rates Calculation

The City currently utilizes an inclining tiered rate structure based on meter size. The baseline rate design will preserve the current fixed meter charges and consumption charge structure to compare the customer impacts of any potential alternative rate structures to the baseline structure. In line with AWWA standards for cost allocations, the meter service charges will be assessed against the utility's fixed charges. Current meter sizes will also be analyzed to examine potential modifications to the City's current tiers. RFC will evaluate the current rate structure and discuss with City staff if changes are warranted, such as determining recommended rates and potential customer classifications for all property types. A low-income rate will be maintained for all proposed rate structures. RFC will develop a model with the flexibility to compare the City's current rate structure with the proposed rate structure(s).

As an option, RFC can develop

the model to examine up to two additional rate scenarios to enhance revenue stability in light of competing objectives, such as affordability for essential needs and conservation. RFC will also assess the impacts of the proposed rates with regards to water conservation, the financial sufficiency of the utility, and the economic well-being of the City's community. In addition, all proposed rates will maintain or enhance the City's financial position to ensure long-term financial stability.

In today's water rate-setting environment, it is imperative to show the nexus between the cost to service water in each tier and the rate in each tier. RFC will calculate and show the nexus between costs and tiers by tabulating the tiered rates to show each unit cost component – which includes water supply costs, system (delivery) costs, peaking costs, and conservation costs, to name a few. This rate derivation will communicate to customers the cost drivers behind the rate for each tier and ensure that the proposed rates are compliant with Proposition 218. In addition, the proposed rate structure(s) will be easy for the City's customers to understand and for staff to implement.

Meeting(s): One web meeting with City staff

Deliverable(s): Draft rate model in Microsoft Excel 2013 or later

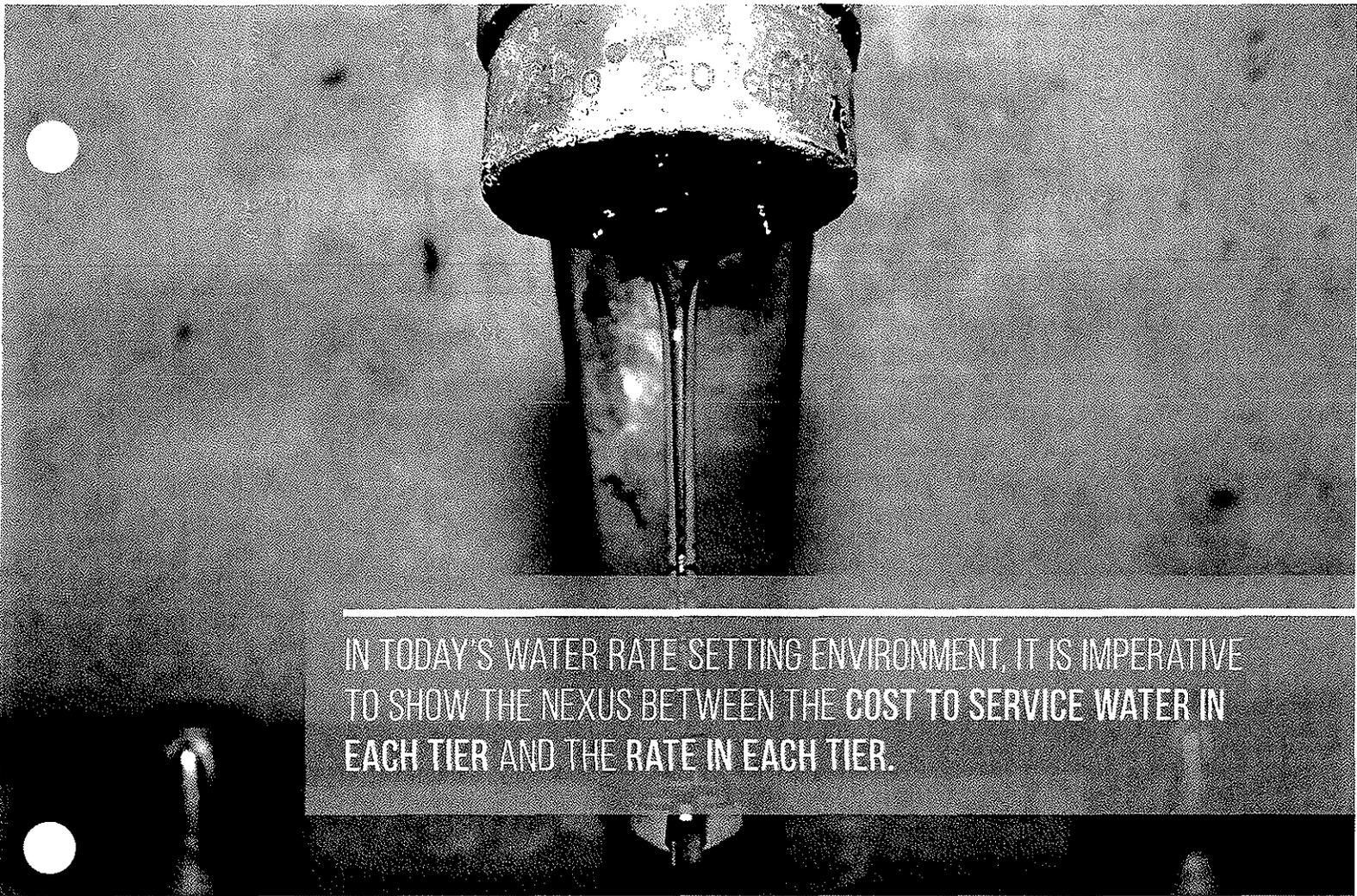
Task 4.2 (Optional) – Water Budget Rates Calculation

According to the RFP, the City is interested in exploring a water

budget rate structure in addition to evaluating an inclining tiered rate structure. It is important that the stakeholders are involved in the process of designing an equitable water budget framework and are informed about different potential policy options and the associated implications of each policy option. RFC will conduct a workshop with the City Council and staff to discuss different water budget methodologies and policy options to design the water budget framework. As part of the workshop, RFC will present several policy options and the objectives associated with those options for the City's evaluation. For example, when considering the methodology used for determining outdoor water budget allocations, different options for estimating landscape areas are available, such as measured using GIS, using a percentage of lot size, or using varying percentage of lot size by lot size bins, etc.

The objectives associated with estimating landscape areas can include low administrative cost, individualized needs, scientific method, and rewarding past outdoor conservation. If administrative cost and rewarding past outdoor conservation are considered the most important, then the percentage of lot size option could be recommended. Similar exercises will be completed for all the policy options.

RFC will work closely with City staff to identify the policy options that need the City Council's buy-in approval.



IN TODAY'S WATER RATE SETTING ENVIRONMENT, IT IS IMPERATIVE TO SHOW THE NEXUS BETWEEN THE COST TO SERVICE WATER IN EACH TIER AND THE RATE IN EACH TIER.

This approach will facilitate informed decision making and ensure early buy-in of stakeholders. As part of this task, RFC will work closely with City staff to assess the ability of the existing billing system to accommodate a water budget rate structure and will identify any concerns and issues to be addressed such as parcel data, consumption data collection, etc. RFC is considered a leading expert regarding conservation and water budget rate structures. We have performed more water budget rate studies than any other firm in California.

Based on the water budget framework developed during the Water Budget Framework Workshop, RFC will develop a water budget rate model that will calculate revenue and customer impacts and conduct sensitivity analyses. This task also includes the integration of parcel data from GIS (if available) and consumption data from the billing system for single-family residential customers. The water budget rate model will have the following features:

- **Allocation for Water Budget.** The ability to evaluate different policy options associated with defining indoor and outdoor

use efficiency such as landscape area and weather.

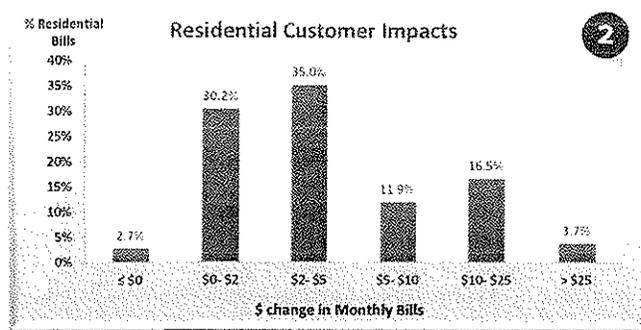
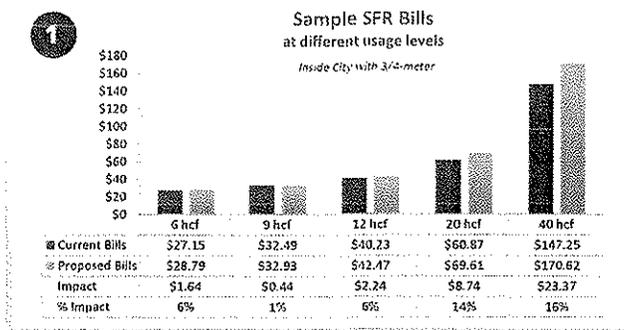
- **Rate Calculations and Customer Impact Analyses.**

The model determines the revenues recovered in each tier and the associated price for each tier. In addition, the model will be able to easily update tiered rates, based on the future revenue requirements.

Meeting(s): One web meeting with City staff; one Water Budget Rates Workshop with City staff and City Council

Deliverable(s): Draft water budget rate model in Microsoft Excel 2013 or later

The assessment of the overall financial impacts on customers is a tool for stakeholders to make informed decisions regarding different policy options and variables



Task 4.3 – Customer Impact Analysis

Rate adjustments stem from: 1) a change in the revenue requirement; or, 2) a change in the rate structure. The total rate adjustment can sometimes cause “rate shock” to customers. Therefore, RFC will determine the potential financial impact on customers that results from the proposed rate structure as opposed to a revenue requirement increase. In our impact analysis graphics, we generate monthly bills at each level of usage assuming the new proposed rate structure was already in place to determine the “true” impact of the new rate structure. The customer impact analysis will include a series of tables and figures that show projected rate impacts by customer class at various levels of usage. As an example, the customer impact illustration shown above indicates that a typical customer with a ¾ inch meter using 12 hcf per month will see a \$2.24, or 6%, increase in the monthly bill.

Meeting(s): None

Deliverable(s): Draft customer impacts analysis in model in Microsoft Excel 2013 or later

TASK 5 – MISCELLANEOUS FEES AND PENALTIES CALCULATION

RFC will review the existing miscellaneous fees of the City and related backup documentation provided by the City to determine fully-burdened hourly rate (FBHR) of each City staff member. In order to determine the full cost of service, RFC will first calculate the FBHRs of employees whose duties include request for services, such as shut-off, reconnection, fire service, etc. FBHRs include salary and benefits, overhead expenses, and common shared expenses. FBHRs are one of the primary components in determining the “true” cost of providing services to the City’s customers. RFC will determine the true cost by using the City’s time estimates and multiplying them with the FBHR of each employee. In addition, RFC will review the City’s late penalties and recommend changes if necessary.

RFC will then take the compiled and analyzed information to develop a miscellaneous fee model for the City’s proposed fees. The model will be created in Excel and include the functionality to

change any of the fees for service by either adjusting personnel or time required to complete such requests. Although RFC will identify the full cost of each service, the full cost of providing a service may not necessarily become the City’s fees as exorbitant fees may not be palatable to implement or may contradict certain policy initiatives of the City. Therefore, the full cost of a service provides a maximum amount to recover on an objective basis, from which the City Council can make informed decisions regarding the final fees to implement.

Meeting(s): One web meeting with City staff

Deliverable(s): Miscellaneous fee model in Microsoft Excel 2013 or later

TASK 6 – DRAFT AND FINAL REPORT PREPARATION

As a result of the San Juan Capistrano decision, RFC’s reports have become more detailed to ensure that the nexus between costs and rates is clearly identified step by step. RFC will prepare a first draft report which will include an executive summary highlighting the major issues and decisions

reached during previous meetings with City staff. The main body of the report will include a brief physical description of each utility system, service area description, an overview of operation and maintenance expenses, the Capital improvement Plan, the financial plan, and the proposed rates. It will also contain a discussion on rate structure selection, rate design assumptions, analysis, and methodologies used to develop the rates. The report will show the nexus between the City costs and proposed rates. The City will provide comments for incorporation into the second draft and final report.

Following the submittal of the first and second drafts, RFC will prepare the final report, including additional comments or changes from the City. Four hardcopies and one electronic copy each of the first and second drafts and final report will be provided to the City.

Meeting(s): *Two web meetings with City staff*

Deliverable(s): *Four hardcopies and one electronic copy of first draft report; four hardcopies and one electronic copy of second draft report; four hardcopies and one electronic copy of final report; one electronic copy of final presentation in Microsoft PowerPoint; final financial plan and rate model in Microsoft Excel 2013 or later*

TASK 7 – PUBLIC AND CITY COUNCIL MEETINGS

RFC will conduct up to four meetings with the City Council and Public Works Commission, including public meetings to explain the financial plan and rates. The public meetings will present the results as well as include scenario analysis to identify the most appropriate alternatives for the City. RFC will prepare a final presentation to accompany the final report, which will be presented at a Proposition 218 hearing.

Meetings: *Up to four meetings with Public Works Commission (Finance Committee) and City Council*

Deliverables: *Final presentation for Proposition 218 hearing*

LUMP SUM NOT-TO-EXCEED FEE

RFC proposes to complete the scope of work outlined in our proposal with a lump sum not-to-exceed cost of **\$55,465** including related expenses. The following table provides a breakdown of the estimated level of effort required for completing each task described and the hourly billing rates for the personnel scheduled to complete the project. Expenses include costs associated with travel, and a \$10 per hour technology charge covering computers, networks, telephones, postage, etc.

Tasks	Web Meetings	No of Meetings	Hours Requirements						Total Fees & Expenses
			PM	TR	APM	SC	Admin	Total	
HOURLY RATES			\$305	\$195	\$195	\$170	\$75		
1.1 Ongoing Project Management and Quality Assurance/Quality Control Process			6	4	0	0	4	14	\$3,050
1.2 Project Initiation, Kick-Off Meeting, and Data Collection		1	4	0	10	4	0	18	\$4,105
2 Financial Plan Development	2		4	1	8	28	0	41	\$8,145
3 Cost of Service Analysis	1		1	1	8	8	0	18	\$3,600
4.1 Inclining Tiered Rates Calculation	1	1	8	2	12	16	0	38	\$8,345
4.2 Water Budget Rates Calculation (Optional)									
4.3 Customer Impact Analysis			2	0	3	6	0	11	\$2,325
5 Miscellaneous Fees and Penalties Calculation	1		1	0	2	8	0	11	\$2,165
6 Draft and Final Report Preparation	1		4	2	10	44	2	62	\$11,810
7 Public and Council Meetings		4	20		16	8		44	\$11,920
TOTAL ESTIMATED MEETINGS / HOURS	6	6	80	10	69	122	6	257	
PROFESSIONAL FEES			\$15,250	\$1,950	\$13,455	\$20,740	\$450	\$51,845	
								Total Fees	\$51,845
								Total Expenses	\$3,620
								TOTAL FEES & EXPENSES	\$55,465

PM - Project Manager (Sudhir Pardiwala, PE)
TR - Technical Reviewer (Steve Gagnon, PE)
APM - Assistant Project Manager (Hannah Phan)
SC - Staff Consultants



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/10/2016

HIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Pamela Morton	
Bear Insurance Service		PHONE (A/C, No. Ext): (704) 982-1156	FAX (A/C, No): (704) 982-7812
173 North Second Street		E-MAIL ADDRESS: pmorton@bearinsurance.com	
Albemarle NC 28001		INSURER(S) AFFORDING COVERAGE	
		INSURER A: The Cincinnati Insurance Co 10677	
		INSURER B: RLI Insurance Company 13056	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES CERTIFICATE NUMBER: 2016 CA/FL/TX REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR Y/ND	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	Y	CAP5124411	1/21/2016	1/21/2017	EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Contractual Liability						PERSONAL & ADV INJURY \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 4,000,000
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC							PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY	X	Y	CAP5124411	1/21/2016	1/21/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
No Liability Deductible							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	X	Y	CAP5124411	1/21/2016	1/21/2017	EACH OCCURRENCE \$ 4,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 4,000,000
	<input type="checkbox"/> RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A	Y	WC1921777	1/21/2016	1/21/2017	<input checked="" type="checkbox"/> WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
		E.L. DISEASE - POLICY LIMIT \$ 1,000,000					
B	Professional Liability			RTP0004976	1/21/2016	1/21/2017	\$2,000,000 occur \$15,000 ded
	Claims Made Policy						\$3,000,000 aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
City of South Pasadena, its City Council, Commissions, officers & employees are named as additional insureds with respects to general & auto liability. Umbrella follows form. Insurance is primary & non-contributory. Waiver of Subrogation applies in favor of additional insureds.

CERTIFICATE HOLDER City of South Pasadena Public Works Department 1414 Mission St South Pasadena, CA 91030	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 22-29 Pamela Morton/PAM <i>Pamela J. Morton</i>

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTOMATIC ADDITIONAL INSURED - WHEN REQUIRED IN CONTRACT OR AGREEMENT WITH YOU

This endorsement modifies insurance provided under the following: CAP5124411

COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. SECTION II - WHO IS AN INSURED, 2. is amended to include:

e. Any person or organization, hereinafter referred to as ADDITIONAL INSURED:

- (1) Who or which is not specifically named as an additional insured under any other provision of, or endorsement added to, this Coverage Part; and
- (2) For whom you are required to add as an additional insured on this Coverage Part

under:

- (1) A written contract or agreement; or
- (2) An oral agreement or contract where a certificate of insurance showing that person or organization as an additional insured has been issued;

but only with respect to liability arising out of "your work" performed for that additional insured by you or on your behalf. A person or organization's status as an insured under this endorsement continues for only the period of time required by the written contract or agreement, but in no event beyond the expiration date of this Coverage Part. If there is no written contract or agreement, or if no period of time is required by the written contract or agreement, a person or organization's status as an insured under this endorsement ends when your operations for that insured are completed.

2. SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS is amended to include:

1. Automatic Additional Insured Provision

The written or oral contract or agreement must be currently in effect or become effective during the term of this Coverage Part. The contract or agreement also must be executed prior to the "bodily injury", "property damage" or "personal and advertising injury" to which this endorsement pertains.

2. Conformance to Specific Written Contract or Agreement

If a written contract or agreement between you and the additional insured specifies that coverage for the additional insured:

- a. Be provided by the Insurance Services Office additional insured form number CG 20 10 or CG 20 37 (where edition specified); or
- b. Include coverage for completed operations; or
- c. Include coverage for "your work";

and where the limits or coverage provided to the additional insured is more restrictive than was specifically required in that written contract or agreement, the terms of Paragraphs 3., 4.a.(2) and / or 4.b., or any combination thereof, of this endorsement shall be interpreted as providing the limits or coverage required by the terms of the written contract or agreement, but only to the extent that such limits or coverage is included within the terms of the Coverage Part to which this endorsement is attached. If, however, the written contract or agreement specifies the Insurance Services Office additional insured form number CG 20 10 but does not specify which edition, or specifies an edition that does not exist, Paragraphs 3. and 4.a.(2) of this endorsement shall not apply and Paragraph 4.b. of this endorsement shall apply.

3. SECTION III - LIMITS OF INSURANCE is amended to include:

The limits applicable to the additional insured are those specified in the written contract or agreement or in the Declarations of this Coverage Part, whichever are less. If no limits are specified in the written contract or agreement, or if there is no written contract or agreement, the limits applicable to the additional insured are those specified in the Declarations of this Coverage Part. The limits of insurance are inclusive of and not in addition to the limits of insurance shown in the Declarations.

4. The following are added to SECTION I - COVERAGES, COVERAGE A, BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions and SECTION I - COVERAGES, COVERAGE B, PERSONAL AND ADVERTISING INJURY LIABILITY, 2. Exclusions:

The insurance provided to the additional insured does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the:
- (1) Rendering of, or failure to render, any professional architectural, engineering or surveying services, including:
 - (a) The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
 - (b) Supervisory, inspection, architectural or engineering activities;
 - (2) Sole negligence or willful misconduct of, or for defects in design furnished by, the additional insured or its "employees".
- b. "Bodily injury" or "property damage" arising out of "your work" included in the "products-completed operations hazard".

- c. "Bodily injury" or "property damage" arising out of "your work" for which a consolidated (wrap-up) insurance program has been provided by the prime contractor / project manager or owner of the construction project in which you are involved.

5. SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 5. Other Insurance is amended to include:

- a. Where required by a written contract or agreement, this insurance is primary and / or noncontributory as respects any other insurance policy issued to the additional insured, and such other insurance policy shall be excess and / or noncontributing, whichever applies, with this insurance.
- b. Any insurance provided by this endorsement shall be primary to other insurance available to the additional insured except:
- (1) As otherwise provided in SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 5. Other Insurance, b. Excess Insurance; or
 - (2) For any other valid and collectible insurance available to the additional insured as an additional insured by attachment of an endorsement to another insurance policy that is written on an excess basis. In such case, the coverage provided under this endorsement shall also be excess.

POLICY NUMBER: CAP5124411

COMMERCIAL GENERAL LIABILITY
CG 20 37 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
City of South Pasadena, its City Council, Commissions, officers & employees	All Jobs All Locations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

City of South Pasadena Agenda Report

Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember

Ecelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager
FROM: Arthur Miller, Chief of Police *AM*
Mike Neff, Police Captain *MN*
SUBJECT: **Consideration of a Special Permit Application to Keep More Than Three (3) Dogs at 1936 Hanscom Drive**

Recommendation

It is recommended that the City Council determine whether to:

1. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, approving a special permit for the keeping of more than three (3) dogs at 1936 Hanscom Drive;" or
2. Deny the application to keep more than three (3) dogs at 1936 Hanscom Drive.

Fiscal Impact

There is no fiscal impact associated with this request.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On July 6, 2016, the Pasadena Humane Society (PHS) received a welfare check request for multiple dogs kept at 1936 Hanscom Drive. On July 11, 2016, a PHS Officer made contact with Lisa and Michel Castonguay (dog owners) and confirmed that six unlicensed beagles were being kept at the residence, noting that all dogs appeared very healthy, well taken care of, with separate dog beds, and kept indoors. In the opinion of the PHS Officer, the house provided adequate space for the six dogs. The PHS Officer advised the dog owners that they have until July 25, 2016, to obtain dogs licenses and to comply with South Pasadena Municipal Code (SPMC) Section 5.26:

"It is unlawful for any person to keep or harbor on any lot or parcel of land within the city more than three dogs, except as the operator of a kennel as defined in Section 5.24 of this code; provided, however, that the city council, upon written application showing extraordinary circumstances, may grant a special permit to keep or harbor more than such number, which permit shall be revocable at the discretion of the city council."

On July 27, 2016, the PHS Officer contacted the dog owners and confirmed that they temporarily relocated three of the dogs and licensed the remaining dogs. However, on July 26, 2016, James Ciampa, attorney representing Lisa and Michel Castonguay, submitted a written application to the City Council for permission to keep six dogs at 1936 Hanscom Drive.

Analysis

As stated by the PHS Officer, all six dogs are in good health and kept in sanitary conditions. As explained in the applicants' letter, the dog owners have kept the six dogs for two years without incident and the PHS and South Pasadena Police Department have no records of complaints, other than the initiating welfare check request. As reported by the dog owners, all six dogs are now spayed/neutered, microchipped, and current on vaccinations. The dog owners have obtained letters of written support from three neighbors.

In addition, the intent of emergency animal shelters are to provide temporary shelter and care to unwanted, lost, abandoned, and abused animals. In these circumstances, the dog owners have the resources and space to provide adequate care for the six dogs.

Based on the written application, staff analysis, and public testimony received at the August 17, 2016 Regular City Council meeting, the City Council will need to determine whether extraordinary circumstances exist or whether to require the dog owners to remove at least three of the existing dogs.

If the City Council determines to allow the applicants to keep the six dogs, staff recommends that City Council take such action via adopting the attached draft resolution, which includes specific conditions of approval and causes for revocation.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Application for Special Permit
2. Resolution
3. Special Permit with Conditions of Approval

ATTACHMENT 1
Application for a Special Permit

Lagerlof
Senecal
Gosney & Kruse
LLP

301 North Lake Avenue
10th Floor
Pasadena, CA 91101-5123
Phone: 626.793.9400
Fax: 626.793.5900
www.lagerlof.com
Established 1908

July 27, 2016

City of South Pasadena

JUL 28 2016

City Clerk's Division

Hon. Diana Mahmud
Mayor, City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Re: Application for a Special Permit to Keep More Than Three Dogs

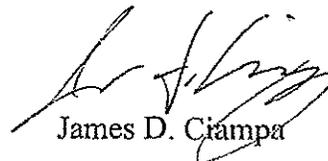
Dear Mayor Mahmud:

We represent Mr. and Mrs. Michel Castonguay, who reside at 1936 Hanscom Drive, South Pasadena, and who were cited for violating section 5.26 of South Pasadena's Municipal Code for keeping more than three dogs on their property. Mr. and Mrs. Castonguay were not aware of the limitation on the number of dogs allowed to be kept and pursuant to the enclosed letter they are seeking a special permit to keep more than the three dogs allowed on their property.

We request to have the matter heard by the City Council as soon as possible. Hopefully, the matter can be presented at the August 17, 2016 meeting.

Please advise us at your earliest convenience of the date the matter will be heard so we can make preparations for the meeting.

Very truly yours,



James D. Ciampa

JDC:lj
Enclosure

cc: Teresa L. Highsmith, Esq., City Attorney (w/encl.)
Ms. Evelyn G. Zneimer, City Clerk (w/encl.)

23-4

Lisa & Michel Castonguay
1936 Hanscom Dr.
South Pasadena, CA 91030

July 26, 2016

Hon. Diana Mahmud
Mayor, City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Re: Application for a Special Permit to Keep More Than Three Dogs

Dear Mayor Mahmud,

This letter constitutes an application under section 5.26 of the City's Municipal Code, to grant a special permit to keep more than three dogs on our property due to extraordinary circumstances, as described below.

In February 2013 my wife and I got a beagle puppy (Gary) as a playmate for our other beagle (Myla). Since Myla was the only dog we had and was never outside of the house without supervision, we mistakenly did not have her spayed as she should have been. A few months after we got Gary, we found out Maya was pregnant. This was a great surprise to us since Gary was only about Eight months old.

Myla gave birth to six puppies in October 2013. We attempted to find homes for all of the puppies but were unable to after a few interested parties backed out and decided not to take them. We ended up giving two of the puppies to a friend, and were left with the other four. At this point the puppies were a few months old and we could not bear to send them to a shelter or a place where we were not sure they would be well taken care of or would even survive. We felt it was not only necessary for us to keep and care for the four remaining puppies, but that it was also our responsibility to do so.

We have owned and taken care of the six dogs for about three years now, and in that time, we have had no problems or complaints concerning them. Our neighbors have had no problems with our dogs and have written letters (attached as "Exhibit A") to confirm this.

All six of the dogs are happy, healthy and are well provided for. They are all spayed/neutered, microchipped, and up-to-date on their vaccinations. We have a large home in which they have plenty of room to run and play. We also have a back and front yard where the dogs can spend time outside. Even the Pasadena Humane Society Officer, who came by our home to inspect the dogs and their living conditions, mentioned that the dogs were well taken care of and in a good situation.

Over the years we have developed a great personal attachment to all of the furry kids and treat them as family. We cannot find anyone who would be willing and able to take in any of the dogs and there is no knowing what will happen to them if we are forced to turn them over to a shelter. For these reasons, we respectfully request a special permit to keep all of our dogs on our property.

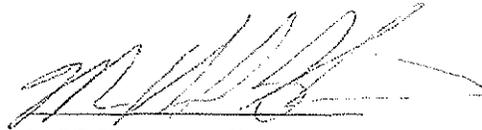
Sincerely,


Michel Castonguay

CC: Teresa L. Highsmith, Esq., City Attorney
Ms. Evelyn G. Zneimer, City Clerk

Dear South Pasadena City Council,

We, Alison Cheryl Simon/Mary Lee, have been a neighbor of Mr. and Mrs. Castonguay for almost 3 yrs. In all the time we have lived near the Castonguays, we have never had any problems with the Castonguays' dogs. From what we have observed, the Castonguays treat their dogs very well. The dogs are well behaved and appear to be healthy and happy. We have had no complaints regarding those dogs. We have no objections to the Castonguays keeping their dogs on their property, and support their obtaining of a permit to be allowed to do so.



1937 Hanscom Dr.
South Pasadena, CA 91030

Dear South Pasadena City Council,

We, Patty & Tony Fairfield, have been a neighbor of Mr. and Mrs. Castonguay for almost 3 yrs. In all the time we have lived near the Castonguays, we have never had any problems with the Castonguays' dogs. From what we have observed, the Castonguays treat their dogs very well. The dogs are well behaved and appear to be healthy and happy. We have had no complaints regarding those dogs. We have no objections to the Castonguays keeping their dogs on their property, and support their obtaining of a permit to be allowed to do so.



The Fairfields
1930 Hanscom Dr.
South Pasadena, CA 91030

Dear South Pasadena City Council,

We, Lissa & Jim Reynolds, have been a neighbor of Mr. and Mrs. Castonguay for almost 3 yrs. In all the time we have lived near the Castonguays, we have never had any problems with the Castonguays' dogs. From what we have observed, the Castonguays treat their dogs very well. The dogs are well behaved and appear to be healthy and happy. We have had no complaints regarding those dogs. We have no objections to the Castonguays keeping their dogs on their property, and support their obtaining of a permit to be allowed to do so.

A handwritten signature in cursive script that reads "Lissa James Reynolds". The signature is written in black ink and is positioned above a horizontal line.

The Reynolds
1925 Hanscom Dr.
South Pasadena, CA 91030

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ATTACHMENT 2
Resolution SPMC 5.26

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING A SPECIAL PERMIT FOR THE KEEPING OF
MORE THAN THREE DOGS AT 1936 HANSCOM DRIVE**

WHEREAS, on July 6, 2016, the Pasadena Humane Society (PHS) received a welfare check request for multiple dogs kept at 1936 Hanscom Drive; and

WHEREAS, the PHS Officer discovered that six beagle dogs are being kept at 1936 Hanscom Drive in violation of South Pasadena Municipal Code 5.26; and

WHEREAS, the SPMC Section 5.26 states that no more than three dogs may be kept on any lot or parcel within the city; and

WHEREAS, on July 28, 2016, a written application from Lisa and Michel Castonguay, via their attorney James Ciampa, was received by the City for a special permit to retain six beagle dogs at 1936 Hanscom Drive; and

WHEREAS, City staff has determined that no complaints have been filed with the PHS or South Pasadena Police Department for the subject address related to dogs; and

WHEREAS, the SPMC Section 5.26 further states that the City Council, at its discretion, may grant a special permit to keep more than three dogs under extraordinary circumstances; and

WHEREAS, sufficient evidence has been submitted demonstrating that the six beagle dogs are in good health and kept in sanitary conditions, spayed/neutered, microchipped, and current on vaccinations; and

WHEREAS, written notices were provided to all immediately adjacent residents of the public meeting being held on August 17, 2016, at which the City Council would consider a special permit to allow more than three dogs to be kept at the residence located at 1936 Hanscom Drive.

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

SECTION 1. That based upon the written application, staff analysis, and public testimony; the City Council finds that extraordinary circumstances do exist which warrant the issuance of a special permit to the applicants, Lisa and Michel Castonguay,

for the keeping of no more than the existing six dogs at 1936 Hanscom Drive, subject to the conditions of approval listed on the special permit.

SECTION 2. 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 August, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 3
Special Permit with Conditions of Approval



CITY OF SOUTH PASADENA
1414 MISSION STREET
SOUTH PASADENA, CA 91030
(626) 403-7230

SPECIAL PERMIT

On August 17, 2016, the City Council of the City of South Pasadena, pursuant to South Pasadena Municipal Code (SPMC) Section 5.26, found that extraordinary circumstance exist and authorized the issuance of a special permit for the keeping of no more than the existing six (6) dogs at 1936 Hanscom Drive, subject to the listed conditions of approval.

This permit shall only apply to the existing six (6) dogs as described and identified below and no future dogs may be kept until such time as less than three dogs are kept by the applicants at 1936 Hanscom Drive, pursuant to SPMC Section 5.26.

This permit is issued to: Lisa Castonguay and Michel Castonguay

Address: 1936 Hanscom Drive, South Pasadena, CA 91030

Description of Dog 1: _____

Microchip Number: _____

Description of Dog 2: _____

Microchip Number: _____

Description of Dog 3: _____

Microchip Number: _____

Description of Dog 4: _____

Microchip Number: _____

Description of Dog 5: _____

Microchip Number: _____

Description of Dog 6: _____

Microchip Number: _____

(Conditions of Approval listed on next page.)

CONDITIONS OF APPROVAL

1. All dogs must be licensed.
2. All dogs must be microchipped.
3. All dogs must be spayed/neutered.
4. All dogs must be current on rabies vaccinations.
5. All dogs must be kept in sanitary conditions.
6. All dogs must be primarily housed indoors.

REVOCATION: A revocation hearing shall be scheduled before the City Council for violation of any condition of approval, or if three (3) or more substantiated complaints are registered with the Pasadena Humane Society or the City of South Pasadena within a twelve (12) months period.

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City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneiner, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Arthur Miller, Chief of Police
Mike Neff, Police Captain 
SUBJECT: **First Reading and Introduction of Ordinance to Amend Sections 5.26 (Number of Dogs Which May Be Kept By An Individual) and 5.36 (Seeing Eye Dogs Exempt from Fee Provisions) of the South Pasadena Municipal Code and Associated Resolution**

Recommendation

It is recommended that the City Council:

1. Introduce an Ordinance entitled "An Ordinance of the City Council of the City of South Pasadena, California, amending Sections 5.26 (Number of dogs which may be kept by an individual) and 5.36 (Seeing eye dogs exempt from fee provisions) of Article III (Dogs) of the South Pasadena Municipal Code," and waive further reading.
2. Adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, establishing procedures and criteria for the issuance of special permits for the keeping of more than three dogs."

Fiscal Impact

South Pasadena Municipal Code amendments to both SPMC Sections 5.26 and 5.36 are expected to have less than significant financial impact overall.

Commission Review and Recommendation

On January 6, 2014, the Animal Commission recommended that the City Council approve an amendment to the SPMC Section 5.26, to increase the number of dogs that may be kept by an individual from three to four, and Section 5.36, to exempt licensing fee provisions for all service dogs.

Background

Adopted on June 9, 1943, Ordinance No. 894 enacted SPMC Section 5.26 which prohibits the keeping or harboring of more than three dogs on any lot or parcel of land in the City unless, as determined by the City Council, an extraordinary circumstance exists. In January 2014, the Animal Commission recommended that individuals be allowed to keep up to four dogs. At the time, the rate

of abandonment of dogs and cats had increased throughout the state, due to the impacts of the economic recession. Several cities began enacting municipal code amendments to allow the keeping of more dogs, in hopes that individuals would adopt more stray dogs.

On March 19, 2014, on a motion by then Councilmember Mahmud, and then Councilmember Cacciotti, carried 5-0, the City Council provided direction to amend SPMC Section 5.26 to replace “extraordinary circumstances” with “good cause” and “City Council” with “City.”

In addition, in January 2014, the Animal Commission recommended that SPMC Section 5.36 be modified to exempt all service dog (rather than only seeing-eye dogs) from the dog licensing fee provisions.

Analysis

The proposed ordinance would modify SPMC Section 5.26 to allow individuals to keep up to three dogs, unless an individual submits a written application to the City of South Pasadena (City) and can show good cause for keeping more than the allowed amount (Attachment 1). Attached is a proposed resolution establishing procedures for considering issuance and revocation of a special permit (Attachment 2).

Currently, SPMC Section 5.36 exempts any person with “defective eyesight” from paying licensing fees for seeing eye dogs. The Animal Commission recommends modifying SPMC 5.36 to exempt all “service dogs” from the City’s dog licensing fee provisions. Service dogs are defined under Title III of the Americans with Disabilities Act of 1990 (ADA). Service dogs are individually trained to do work or perform tasks for people with disabilities. The work or task a dog has been trained to perform must be directly related to the person’s disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Ordinance
2. Resolution

ATTACHMENT 1
Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 5.26 (NUMBER OF DOGS WHICH MAY BE KEPT BY AN INDIVIDUAL) AND SECTION 5.36 (SEEING EYE DOGS EXEMPT FROM FEE PROVISIONS) OF ARTICLE III (DOGS) OF THE SOUTH PASADENA MUNICIPAL CODE

WHEREAS, the South Pasadena Municipal Code (SPMC) for the City of South Pasadena (City) protects, preserves, and promotes the health, safety, welfare, peace, and quiet of the citizens of the City; and

WHEREAS, on June 9, 1943, the City Council adopted Ordinance No. 893 regulating the keeping of dogs within the City; and

WHEREAS, on March 19, 2014, the City Council directed that SPMC Section 5.26 be amended to allow that more than three dogs may be kept or harbored by an individual with good cause as determined by the City; and

WHEREAS, on August 17, 2016, the City Council approved for first reading and introduction proposed changes to SPMC Sections 5.26 and 5.36 to modify procedures for considering the issuance of a special permit for the keeping of more than dogs and to exempt service dogs from dog licensing fee provisions, respectively.

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

SECTION 1. SPMC Section 5.26 (Number of dogs which may be kept by an individual) of Article III (Dogs) is hereby amended to read as follows (underlined/strikethrough indicated additions/ deletions):

5.26 Number of dogs which may be kept by an individual.

It is unlawful for any person to keep or harbor on any lot or parcel of land within the city more than three dogs, except as the operator of a kennel as defined in Section 5.24 of this code; provided, however, that the City city-council, upon written application showing good cause ~~extraordinary circumstances~~, may grant a special permit to keep or harbor more than such number, which permit shall be revocable at the discretion of the City city-council, pursuant to procedures established by resolution.

SECTION 2. SPMC Section 5.36 (Seeing eye dogs exempt from fee provisions) of Article III (Dogs) is hereby amended to read as follows (underlined/strikethrough indicated additions/ deletions):

5.36 Service ~~Seeing eye dogs~~ exempt from fee provisions.

No person ~~having defective eyesight~~ shall be required to pay a license fee for any service dog as defined under the Americans with Disabilities Act ~~especially trained and principally used for the purpose of leading such person~~; however, the exempt license and identification tag must first be obtained from the license collector.

SECTION 3. 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 September, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

Date: _____

I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 7th day of September, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ESTABLISHING PROCEDURES AND CRITERIA FOR THE
ISSUANCE OF SPECIAL PERMITS FOR THE KEEPING OF
MORE THAN THREE DOGS**

WHEREAS, the South Pasadena Municipal Code (SPMC) for the City of South Pasadena (City) protects, preserves, and promotes the health, safety, welfare, peace, and quiet of the citizens of the City; and

WHEREAS, on June 9, 1943, the City Council adopted Ordinance No. 893 regulating the keeping of dogs within the City; and

WHEREAS, on March 19, 2014, the City Council directed that SPMC Section 5.26 be amended to allow that more than three dogs may be kept or harbored by an individual with good cause as determined by the City; and

WHEREAS, on August 17, 2016, the City Council considered amendments to SPMC Section 5.26 to effectuate its past direction and determined that procedures for the issuance and revocation of special permits be established.

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

SECTION 1. *Timing of Application for a Special Permit.* Applicant(s) shall submit a written request to keep or harbor more than three (3) dogs prior to obtaining such dog(s).

Within twenty (20) days of notice of violation of SPMC 5.26, applicant(s) shall submit a written request to the City, or comply with SPMC 5.26 as ordered by animal control or law enforcement personnel.

SECTION 2. *Procedure for Issuance of a Special Permit.* Within fifteen (15) business days of receipt of application, the City Manager, or designee, shall cause a notice of consideration of issuing a special permit for the keeping or harboring of more than three (3) dogs to be mailed to immediately adjacent residents a minimum of fifteen (15) days in advance of considering said permit. The notice shall advise that written comments must be received to the City by such established deadline to be considered.

Based on the established criteria and submitted written testimony, the City Manager or designee, shall determine whether to issue a special permit, along with imposing conditions of approval. All decisions are final and not subject to appeal.

During these procedures, notice of violation of SPMC 5.26 and/or orders to relocate dogs shall be held in abeyance until such time as a decision is made on the application. If denied, applicants shall have no more than thirty (30) days to comply with SPMC Section 5.26.

SECTION 2. *Criteria.* The following criteria are established to assist in the determination of whether to issue a special permit:

1. It is in the best interest of the dog(s) to be harbored by the applicant.
2. All dogs are cared for and in good health, other than health issues outside the control of the applicant.
3. There is adequate space to accommodate all dogs.
4. All dogs are maintained in sanitary conditions.
5. Applicant(s) has a history of good pet stewardship.
6. All dogs will be licensed by the City.
7. All dogs will be current on rabies vaccinations.
8. There is no history of ongoing and unresolved dog-related complaints or code enforcement procedures.
9. There is no evidence to support an intentional violation of SPMC Section 5.26.
10. Any other evidence may be considered if deemed relevant to issuing said special permit.

SECTION 3. *Revocation of a Special Permit.* Special permits may be called-up for revocation at the discretion of the City Manager, or designee, if any condition of approval is willfully violated or it is in the best interest of the dog(s) or community. Allegations for the cause of consideration to revoke said permit shall be sent to the dog owner(s) who shall be provided an opportunity to provide a written response to said allegations. Immediately adjacent residents shall be notified of such considerations and provided an opportunity to provide written comments, same as Section 2. If said special permit is revoked, said dog owners shall have no more than thirty (30) days to relocate said dog(s) to comply with SPMC Section 5.26.

SECTION 4. *No Interference with Animal Control or Law Enforcement.* These aforementioned special permit or revocation procedures shall not suspend, hold in abeyance, or interfere with any actions taken by animal control officers or law enforcement for the health, safety, or protection of said dog(s), dog owner(s), or community-at-large.

SECTION 5. 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 August, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Sheila Pautsch, Community Service Director *SP*
SUBJECT: **Approval of a Second Amendment for a Three Year Extension of the Arroyo Seco Golf Course Operations Management Agreement with Donovan Bros. Golf, LLC**

Recommendation

It is recommended that the City Council approve a second amendment for a three-year extension of the Arroyo Seco Golf Course (Golf Course) Operations Management Agreement with Donovan Bros. Golf, LLC (Donovan Bros).

Fiscal Impact

There are no financial changes to the current agreement. The management fee will remain \$8,000 a month (\$96,000 yearly) for the three-year extension of the agreement.

Commission Review and Recommendation

This matter was reviewed by the Golf Course Lease Subcommittee (Subcommittee). The Subcommittee recommends that the City Council extend the current agreement with Donovan Bros for an additional three years as there are many unknown factors regarding the Clubhouse that need to be worked through before going out to bid for a new operator.

Background

On June 15, 2011, the City Council approved an Operations Management Agreement (Agreement) with Donovan Bros while staff continued work on the CEQA process for the lease agreement. The Agreement allowed Donovan Bros to begin operating the Golf Course starting on July 1, 2011 until there was agreement to a lease agreement, or 48 months whichever occurs first.

According to the Agreement, Donovan Bros is paid a monthly administrative fee of \$8,000 to manage, operate, and maintain the Golf Course. The City of South Pasadena (City) is responsible for paying all of the expenses incurred by the manager including all operations, materials, and maintenance as well as personnel. In addition, Donovan Bros pays the City a 10% concession fee for liquor sales. The City has a tight control of the revenue stream and must approve all large purchases and capital improvement projects. A termination clause is in place if the City terminates the Agreement without cause. The severance package includes three (3)

months of administrative fees to the manager. No severance will be paid if termination is for cause.

On October 3, 2012, the City Council remanded the proposed first amendment to the Agreement with Donovan Bros to the Parks and Recreation Commission (Commission) for its review and recommendation. The City Council directed that the amendment be returned to the City Council for reconsideration.

On October 15, 2012, the Commission recommended a mutual agreement between the City and Donovan Bros to extend the Agreement to six (6) years instead of four (4) years, eliminate any reference to a lease agreement, and move the responsibility of all Capital Improvement Projects to the City.

On January 2, 2013, the City Council approved the proposed amendment to the Agreement with Donovan Bros with the term of the current agreement extended to June 30, 2017.

On July 15, 2015, the City Council re-established the Subcommittee to evaluate the lease for the Golf Course and provide recommendations for the adjacent Arroyo Seco Racquet Club. The first Subcommittee was established in September 2008.

In October 2015, the Subcommittee began meeting on a monthly basis. The Subcommittee's purpose was to determine if the City Council should:

1. Extend the current Agreement with Donovan Bros without changes; or
2. Renegotiate the current agreement with Donovan Bros; or
3. Issue a Request for Proposals (RFP) for a new operator; or
4. Have the City take over the operations; or
5. Maintain a management agreement or move to a lease agreement.

At a regular meeting on December 5, 2015, the Subcommittee toured the Golf Course and were able to ask questions of Mike Donovan Bros of Donovan Bros.

At a regular meeting on February 16, 2016, the Subcommittee unanimously voted against the City taking over the Golf Course operations due to the high cost of staffing, medical, and retirement obligations.

At the April 19, 2016 Subcommittee Meeting, the Subcommittee reviewed a conceptual plan for a new Clubhouse which consisted of a restaurant, banquet room, restrooms, patio area, and outdoor venue area. From the review of the potential Clubhouse came questions regarding any historical significance of the Golf Course building and its landscape. Staff hired Historical Resources Group to conduct a Historical Assessment report of the property.

At the May 17, 2016 Subcommittee Meeting, the Subcommittee began discussions regarding a possible three-year extension with Donovan Bros. This discussion was continued to the next meeting.

At the June 21, 2016 Subcommittee Meeting, the Subcommittee discussed the Historical Assessment of the property and the possible three-year extension. Staff attended the Cultural Heritage Commission (CHC) meeting of June 16, 2016, in regards to the review of the Historical Assessment. The CHC agreed that the Clubhouse and ball shed should to be retained based on the Architectural Historian's Report which found that it is eligible for a City Landmark designation under Criterion B. Criterion B is its location as a site of a significant historical event. The Golf Course is an example of postwar recreational development. The assessment evaluated only the Clubhouse, ball shed, and surrounding landscape features on the Golf Course. Any significance is due to their association with the Golf Course and recreational development in the Lower Arroyo during the postwar period. The CHC would entertain serious proposals that could alter and update the facility provided that the building and surrounding landscape remain intact. The Subcommittee believes this information adds an additional unknown for a possible RFP. The Subcommittee also discussed and voted unanimously to recommend to the City Council a three-year extension with Donovan Bros as there are many unknowns with the current Clubhouse such as the possible local historical designation, cost of a new clubhouse, the City's consideration to build the Clubhouse, if there will be anyone interested in funding the Clubhouse or if the Clubhouse should be separate from the Golf Course in an RFP process. The Subcommittee believes more time is needed to look at each of the possible options as the City must provide a six month notice to Donovan Bros by January 2017.

At a Special Meeting on June 25, 2016, the Subcommittee toured the Arcadia Golf Course and Monterey Park Golf Course. Both of these properties are owned by their respective Cities and have lease agreements with the operator.

Analysis

At this time, it is recommended that the City Council approve the proposed second amendment to extend the current agreement with Donovan Bros for three years to provide the CHC time to determine if the Golf Course Clubhouse will be designated a local historical landmark. Once this is resolved, the City can determine if it will make the improvements to the Clubhouse as a historical designation or build a new Clubhouse as well as decide if the RFP should be for the entire facility or to divide the Golf Course and food and beverage services area. After this is determined, the Subcommittee can move forward with the best course of action regarding an RFP.

All terms, conditions, and provisions in the Agreement, including periodic review of financials, shall remain in full force and effect. The Agreement will be effective July 1, 2017 through June 30, 2020.

Second Amendment to Golf Course Management Agreement with Donovan Bros
August 17, 2016
Page 4 of 4

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Proposed Second Amendment to the Agreement
2. First Amendment to the Agreement
3. Original Agreement

ATTACHMENT 1
Proposed Second Amendment to the Agreement

**AMENDMENT NO. 2 TO THE
GOLF COURSE OPERATIONS MANAGEMENT AGREEMENT**

This Second Amendment to the Golf Course Operations Management Agreement (hereinafter "Second Amendment") is made as of the _____ day of _____ 2016 (the "Execution Date") by and between **The City of South Pasadena, California** (hereinafter referred to as "Owner") and **Donovan Bros. Golf, LLC**, (hereinafter referred to as "Manager"). Owner and Manager are referred to in this Amendment collectively as the "Parties" and individually as the "Party".

WITNESSETH:

WHEREAS, on or about June 22, 2011, Owner and Manager entered into a Golf Course Operations Management Agreement (hereinafter referred to as "Agreement") for the management of the Arroyo Seco Golf Course ("Facility"); and

WHEREAS, on or about January 2, 2013, City and Manager entered into Amendment No. 1 to Agreement ("Amendment") which extended the term to a total of seventy-two months and provided an option to extend the term for an additional five year period; and

WHEREAS, the Parties desire to amend the Agreement for the purpose of extending the term of the Agreement for an additional three (3) years with no other modification to the Agreement.

NOW THEREFORE, City and Manager agree as follows:

a) Section 8.1 (Term) of the Agreement is hereby amended to read as follows:

8.1 Term. The term of this Agreement ("Term") shall commence on July 1, 2011 and shall be for a term of nine years (9 years) expiring on June 30, 2020 ("Extension Term") unless terminated in accordance with this Agreement.

b) **Remaining Provisions of the Agreement**. All other terms, conditions, and provisions of the Agreement and Amendment, to the extent not modified with this Second Amendment, shall remain in full force and effect.

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IN WITNESS WHEREOF this Amendment is signed by the parties hereto on the date first above written.

Owner:
City of South Pasadena

APPROVED AS TO FORM

Name: Teresa L. Highsmith
Title: City Attorney

Name: Sergio Gonzalez
Title: City Manager
Date: _____

ATTEST

Manager:
Donovan Bros. Golf, LLC

Name: Evelyn G. Zneimer
Title: City Clerk

Name: Michael Donovan
Title: Member
Date: _____

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ATTACHMENT 2
First Amendment to the Agreement

**AMENDMENT NO. 1 TO THE
GOLF COURSE OPERATIONS MANAGEMENT AGREEMENT**

This Amendment to the Golf Course Operations Management Agreement (hereinafter "Amendment") is made as of the 2nd day of January, 2013 (the "Execution Date") by and between **The City of South Pasadena, California** (hereinafter referred to as "Owner") and **Donovan Bros. Golf, LLC**, (hereinafter referred to as "Manager"). Owner and Manager are referred to in this Amendment collectively as the "Parties" and individually as the "Party".

WITNESSETH:

WHEREAS, on or about June 22, 2011, Owner and Manager entered into a Golf Course Operations Management Agreement (hereinafter referred to as "Agreement") for the management of the Arroyo Seco Golf Course ("Facility");

WHEREAS, Owner and Manager agree that due to environmental considerations the Facility driving range will, in all likelihood, not be extended;

WHEREAS, the Agreement called for a transition from an operations agreement, to the previously agreed upon "LEASE AGREEMENT Between the CITY OF SOUTH PASADENA and DONOVAN BROS. GOLF, LLC to OPERATE THE ARROYO SECO GOLF COURSE," upon receipt of permits to extend the driving range; and

WHEREAS, in light of the fact that the driving range will not be extend the Parties agree that it is in the best interest of both Parties to continue operating the Golf Course under the current Agreement with a few revisions.

NOW, THEREFORE, for good and valuable consideration, including the covenants herein contained and to be performed by Owner and Manager, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

SECTION 1. The following recitals of the Agreement are no longer relevant and are hereby deleted from the agreement:

WHEREAS, Owner has implemented . . . Owner to Lease the Facility, and

WHEREAS, Owner and Manager agree . . . may take a year or more, and

WHEREAS, Owner and Manager agree . . . operate this facility under this Agreement, and

WHEREAS, Owner and Manager agree . . . ("Lease") which shall become the operating agreement between the Owner and Manager, and

SECTION 2. Sub-Section 3.6.1 of Section 3.1 (Duties and Responsibilities of Manager) of the Agreement is amended as follows (revision is underlined):

Section 3.6.1 Manager's operations management responsibilities . . . The costs and expenses for all Capital Improvements and Major Capital Projects (defined below) shall be paid for by Owner. (See Sec. 5.1.3)

SECTION 3. Sub-Section 5.1.3 of Section 5.1 (Obligations and Duties of Owner) of the Agreement is amended as follows (revision is underlined):

Section 5.1.3 Pay for all operating expenses . . . and fund all Capital Improvements, repair and improvement projects provided for in the approved Annual Operating Budget or as otherwise approved in advance by Owner. Funding for Capital improvements shall, at the City's discretion, be provided from golf course operations cash flow.

SECTION 4. Sub-Section 8.1(Term) of Section 8 (Term and Termination) of the Agreement is amended as follows (deletions are indicated with strikethrough and additions with underline):

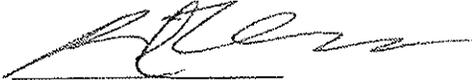
Section 8.1 Term. The term of this Agreement ("Term") shall commence on July 1, 2011 and shall be for a term of seventy-two (72) months, unless terminated in accordance with this Agreement.

SECTION 5. Sub-Section 8.1(Term) of Section 8 (Term and Termination) of the Agreement is further amended with the addition of following Sub-Section 8.1.1:

Section 8.1.1 Option to Extend by Operator. The City and Operator may mutually agree to extend the term of this Agreement at the end of the Term under all of the terms, covenants and conditions contained in this Agreement, for one (1) five (5) year option periods (hereinafter referred to as "Option Period"). The right to exercise this option is dependent upon Operator not being in material default under this Agreement (after the expiration of any applicable cure periods) on the date the Option Period is to commence. Owner and Operator must agree with such option not less than one hundred eighty (180) days prior to the end of the Initial Term.

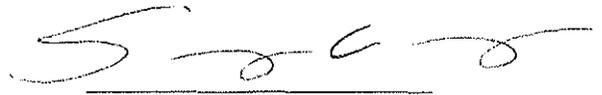
IN WITNESS WHEREOF, the Parties have executed this Agreement Addendum on the date first written above.

APPROVED AS TO FORM



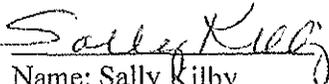
Name: Richard L. Adams II
Title: City Attorney

Owner:
City of South Pasadena



Name: Sergio Gonzalez
Title: City Manager
Date: 1-2-13

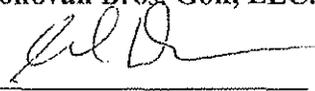
ATTEST



Name: Sally Kilby
Title: City Clerk

Manager:

Donovan Bros. Golf, LLC.



Name: Michael Donovan
Title: Member,
Date: 12/20/12

ATTACHMENT 3
Original Agreement

GOLF COURSE OPERATIONS MANAGEMENT AGREEMENT

This Golf Course Operations Management Agreement (this "Agreement") is made as of the ____ day of June, 2011 (the "Execution Date"), by and between The City of South Pasadena, California (hereinafter referred to as "Owner"), and Donovan Bros. Golf, LLC, (hereinafter referred to as "Manager"). Owner and Manager are referred to in this Agreement collectively as the "Parties" and individually as a "Party."

WITNESSETH:

WHEREAS, Owner owns golf course property located in the City of South Pasadena, State of California and the associated business operations commonly known as Arroyo Seco Golf Course, hereinafter referred to as the "Facility," and

WHEREAS Owner has implemented and completed a "Request For Proposal" process wherein Manager was selected and approved by Owner to lease the Facility, and

WHEREAS Owner and Manager are actively engaged in processing permits for the expansion of the Facility's practice range and other use matters, which process may take a year or more, and

WHEREAS Owner and Manager agree that Manager shall, during the permit process period, operate the Facility under this Agreement, and

WHEREAS Owner and Manager agree and acknowledge that the City Council, in its sole discretion, shall determine whether the Facility's driving range shall be extended and whether to proceed with a lease agreement with Manager for the Facility and if so, Owner shall enter into a lease agreement substantially in the form of the draft "LEASE AGREEMENT Between The CITY OF SOUTH PASADENA And DONOVAN BROS. GOLF, LLC to OPERATE the ARROYO SECO GOLF COURSE" attached to this Agreement as Exhibit 1 (the "Lease"), which shall become the operating agreement between Owner and Manager, and

WHEREAS, Manager generally is experienced in maintaining and managing operations at golf course properties, and

WHEREAS, Owner desires to avail itself of the expertise, advice, assistance and other abilities of Manager for the management of the Facility and all associated operations.

NOW, THEREFORE, for good and valuable consideration, including the covenants herein contained and to be performed by Owner and Manager, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

SECTION 1.
APPOINTMENT OF MANAGER; OBJECTIVES

1.1 Appointment of Manager. Subject to the terms of this Agreement, Owner hereby retains and appoints Manager as Owner's exclusive agent for the purpose of managing, and operating the Facility (and for purposes of this Agreement, managing and operating the Facility shall be deemed to include supervising, directing and controlling the management, maintenance, repair, marketing and operation of the Facility and supervising all improvements to the Facility that are authorized by Owner). Subject to the provisions of this Agreement, Manager, as Owner's agent, shall have the authority and be responsible for all facets relating to the management of the operation of the Facility. Manager hereby accepts such appointment upon and subject to the terms, conditions and restrictions herein contained and shall perform, as Owner's agent, all of the services set forth in this Agreement. Regardless of any other language contained in this Agreement, this Agreement shall cause Manager to be an independent contractor, managing and operating the Facility on Owner's behalf and shall not create any employer-employee, joint venture, or partnership relationship, either express or implied, between Manager (or any person employed by Manager) and Owner.

1.2 Objectives of the Parties. The Parties' joint and principal objectives are to protect and maintain the facilities of the Facility, to properly supervise and manage the daily operations of the Facility, to provide full and accurate accounting for the financial affairs of the Facility, and to maximize revenue and profit from the operations of the Facility.

1.3 Owner Approval. Wherever Owner approval and/or consent is required in this Agreement, unless otherwise directed by the City Council, it shall mean approval by the City Council in its sole discretion, except as otherwise provided in this Agreement.

SECTION 2.
ANNUAL BUSINESS PLAN & BUDGET; RESPONSIBILITY
FOR OPERATING EXPENSES

2.1 Effective Date and Operations. Manager shall be responsible for conducting the day-to-day operations and management of the Facility in accordance with the Annual Business Plan and Annual Operating Budget (each as defined below) as approved by Owner and in accordance with the terms of this Agreement. This Agreement shall be effective as of July 1, 2011 (the "Effective Date") such that on and after the Effective Date this Agreement shall be deemed and construed as the exclusive agreement between Owner and Manager concerning the operations and management of the Facility.

2.2 Annual Business Plans and Annual Operating Budgets.

2.2.1 If Manager has not already done so prior to the Effective Date, within thirty (30) calendar days after the later to occur of (i) the Execution Date, or (ii) the date on which Manager actually assumes responsibility for the operation and management of the Facility, Manager will prepare and submit to Owner for approval a proposed business plan for

the remainder of the current calendar year (the "Annual Business Plan"). The proposed Annual Business Plan will include a line-by-line budget (the "Annual Operating Budget") utilizing a chart of accounts that conforms to golf industry standards.

2.2.2 For 2012 and each subsequent calendar year during the Term, Manager will submit proposed updated Annual Business Plans and proposed Annual Operating Budgets, conforming to the requirements set forth above, on or before October 1 of the preceding year. Within thirty (30) calendar days after Owner's receipt of each proposed Annual Business Plan and Annual Operating Budget, Owner will be responsible for reviewing and approving these documents, or revising these documents in consultation with Manager. Owner shall have final approval over the Annual Business Plan and Annual Operating Budget, which approval shall not be unreasonably withheld, delayed or conditioned, and once approved by Owner, which newly approved Annual Business Plan and Annual Operating Budget shall replace all prior Annual Business Plans and Annual Operating Budgets. If Owner does not notify Manager in writing that Owner has any objections or comments to a proposed Annual Business Plan or Annual Operating Budget within thirty (30) calendar days after Owner's receipt thereof, then Owner shall be deemed to have approved it.

2.2.3 Owner acknowledges that the performance of the Facility could be affected by circumstances or events beyond Manager's reasonable control, and Manager shall not be deemed to have made any guarantee, warranty or representation whatsoever in connection with the Annual Business Plan or Annual Operating Budget. In these circumstances, Owner shall have no claim or cause of action against Manager in the event that the goals, targets and benchmarks established in the Annual Business Plan and Annual Operating Budget are not met or achieved.

2.2.4 Contents of the Annual Business Plan will generally include:

2.2.4.1 Key Assumptions: Manager will describe the assumptions reflected in the plan with respect to: schedule for opening the Facility, actions and costs associated with opening the Facility, market positioning, course conditioning and quality; and Owner's long-term strategy for the Facility and the associated real estate.

2.2.4.2 Operating Concepts: Manager will make recommendations with respect to the ongoing operation of the Facility.

2.2.4.3 Capital Improvement Plan, Repairs and Budget: Manager will recommend Capital Improvements (as defined below) and repairs for the Facility, and/or to support Manager's operating assumptions and revenue projections. Manager will provide as much detail as possible, including preliminary cost estimates, with respect to each recommendation. As used in this Agreement, the term "Capital Improvement" (or, if more than one, "Capital Improvements") is an improvement at the Facility that (i) is specifically provided for in an Annual Operating Budget or Annual Business Plan, or both, that has been approved by Owner, (ii) is an asset with a depreciable life of more than three (3) years, (iii) has a total cost of more than Five Thousand Dollars (\$5,000.00), and (iv) adds value to the Facility, with clauses (ii), (iii) and (iv) being construed in accordance with generally accepted accounting principles,

consistently applied. The Parties understand that budgets for Major Capital Projects (as defined in Section 3.6.3 below) will be treated separately and will not form part of the Annual Business Plan or Annual Operating Budget.

2.2.4.4 Marketing Plan: Manager will provide an evaluation of the marketplace potential and the competitive environment. Strategies will be presented with respect to the major market segments – daily fee golf, memberships, and organized outings and tournaments. Plan elements will include a pricing strategy, a public relations strategy and a media strategy, which shall be incorporated into the Annual Business Plans.

2.2.4.5 Maintenance Plan: Manager will provide detailed specifications for the maintenance of the Facility, consistent with key business plan assumptions and operating concepts. This Section will include a plan for replacing and/or upgrading course maintenance equipment, and recommendations for resolving any agronomic problems that Manager has observed. In addition, Manager will implement appropriate safety and security plans, recommendations, and training to protect Owner's interests.

2.2.4.6 Revenue Projections: The plan will include revenue estimates that Manager considers to be consistent with Manager's key business planning assumptions, and coordinated with the recommended marketing strategies. Major revenue categories will be: Golf and Golf Carts Fees (including loyalty or frequency cards, "memberships" and all discount card programs); Practice Range; Miniature Golf; Golf Merchandise; Food & Beverage and facility rentals including film company parking, banquets, etc.

2.2.4.7 Expense Budgets: Manager will provide detailed (line-item) expense budget estimates for each area of the operation formatted using an industry standard chart of accounts for daily fee golf facilities. Major expense categories will be: Golf Operations; Merchandise (and Cost of Goods Sold), Food & Beverage (and Cost of Goods Sold); Salaries, Wages, FIT and Benefits, Golf Course Maintenance, General and Administrative and Fixed Expense.

2.2.5 Manager will use commercially reasonable efforts to achieve the goals and objectives set forth in the Annual Business Plan and Annual Operating Budget. Owner acknowledges that the performance of the Facility could be affected by circumstances or events beyond Manager's reasonable control, and Manager will not be deemed to have made any guarantee, warranty or representation whatsoever in connection with the Annual Business Plan, the Annual Operating Budget, the financial performance of the Facility, or the operational or physical condition of the Facility.

2.2.6 Under no circumstances will Owner have any claim or cause of action against Manager in the event that the goals, targets and benchmarks established in the Annual Business Plan and Annual Operating Budget are not met or achieved, provided that Manager abides by the language and intent of the Annual Business Plan and uses commercially reasonable efforts to adhere to the parameters of the Annual Operating Budget. Subject to Section 2.3.4 below, failure to meet the Annual Business Plan or the Annual Operating Budget shall not be deemed to be a default or breach of this Agreement by Manager.

2.2.7 From time to time Manager may consider it advisable to propose changes to the currently approved Annual Business Plan and/or Annual Operating Budget. In that event, Manager will discuss the proposed changes with Owner, and Owner will promptly make the final determination as to what changes, if any, will be made to previously approved Annual Business Plan and/or Annual Operating Budget.

2.3 Operating Expenses:

2.3.1 Owner is responsible for all approved operating expenses of the Facility or otherwise expressly provided for in this Agreement and Owner shall provide sufficient funds to cover all operating expenses. Manager, acting as Owner's agent and on behalf of Owner, shall deposit all Facility revenues into the Depository Account (as defined at Section 3.2 below). In the event that funds in the Facility Accounts (as defined at Section 3.2 below) are not sufficient to cover operating expenses, Manager shall advise Owner of the shortfall or potential shortfall and Owner shall deposit additional funds into the Facility Accounts in a timely manner in accordance with Section 5.2 and subject to items (i), (ii) and (iii) of Section 2.3.3 below, in order to ensure that sufficient funds are available to meet the operational requirements of the Facility as they become due and payable. Manager shall have no obligation to cover any operating expenses or contribute funds to any Facility Account. If Manager, at Manager's sole discretion, should contribute funds to the Facility Accounts, or cover any operating expenses of the Facility, notice of such deposit or advance shall be immediately given to Owner and Manager shall be reimbursed for all such funds on a first-priority basis from the next funds deposited in the Facility Accounts.

2.3.2 Manager shall monitor the cash flow and cash requirements of the Facility and shall prepare and deliver monthly cash flow forecasts and reports to Owner. In addition, Manager shall communicate with Owner via email and telephone on a regular basis so that Owner may reasonably anticipate the cash flow requirements of the Facility and have as much advance notice as possible relative to the need to provide supplemental funding over and above the funds available from Facility operations. Owner acknowledges that some funding requests may be on a short notice basis.

2.3.3 Manager may cause the Facility to incur any expense that: (i) is included in the approved Annual Operating Budget; (ii) is needed to remedy any emergency situation that, in Manager's professional judgment is potentially hazardous, unsafe or damaging to the Facility or any person, provided that the amount required for such remedy does not exceed Five Thousand Dollars (\$5,000); or (iii) is otherwise expressly approved by Owner in writing. Manager shall not incur any expense that is not consistent with the Annual Operating Budget without the prior written consent of Owner, except in the case of an emergency or as otherwise provided in this Agreement. For such expenses, Manager shall apply all reasonable and appropriate measures to control the amount and frequency of such expenses.

2.3.4 Manager may reallocate up to ten percent (10%) of any amount budgeted with respect to any one line item in the Annual Operating Budget to another line item budgeted therein, provided that the aggregate expenditures in the Annual Operating Budget are unaffected,

and further provided that Owner is notified in writing of the reallocation within ten (10) calendar days. Unbudgeted minor expenditures unforeseen at the time of preparation of the Annual Operating Budget, and reasonably deemed necessary by Manager, may be made without Owner's authorization except that unbudgeted expenditures aggregating more than Five Thousand Dollars (\$5,000) in any month, or more than Twenty Five Thousand Dollars (\$25,000) in any year, may not be made without Owner's written approval in advance.

SECTION 3.
DUTIES AND RESPONSIBILITIES

3.1 Duties and Responsibilities of Manager. On and after the Effective Date, except as expressly set forth in this Agreement, Manager, acting as Owner's agent and on behalf of Owner, shall be responsible for the management, operation, organization, administration and maintenance of the Facility. Manager shall have the authority and responsibility to exclusively operate and manage the Facility and manage Owner-approved Capital Improvements in such manner as it, in its professional discretion, deems most likely to accomplish the objectives set forth in the Annual Business Plan, Annual Operating Budget, and this Agreement. The responsibilities of Manager under this Agreement shall include, without limiting the generality of the foregoing, the following:

3.1.1 Prepare and submit for Owner approval, in accordance with Section 2, above, a proposed Annual Business Plan and Annual Operating Budget for the Facility;

3.1.2 Provide accounting, financial management and financial reporting services and support for the Facility;

3.1.3 Employ, either directly or through a third-party professional employer or employee leasing company, all personnel required for the operation and maintenance of the Facility;

3.1.4 Manager shall attend monthly Advisory Board Meetings when reasonably requested by Owner. Unless otherwise requested by Owner the General Manager of the Facility can serve as Manager's representative;

3.1.5 Acting on behalf of Owner, collect all gross operating revenues derived from the operation the Facility and pay all of the Facility's operating expenses from these revenues;

3.1.6 Develop and implement quality control programs, customer service standards, operating policies and procedures, employee handbooks and other guidelines for the operation of the Facility;

3.1.7 Develop and implement golf course maintenance standards and practices that will be sufficient, in Manager's professional judgment, to provide playing conditions that are consistent with the Facility's market position and competitive with conditions at comparable facilities;

3.1.8 Develop and implement, in conjunction with specialized risk management consultants reasonably acceptable to Owner, and subject to Owner's approval in advance, a preparedness plan for earthquakes, major storms, or any other peril that could result in material damage to property and persons or result in an interruption of business to the Facility;

3.1.9 Acting with the written consent of Owner, if applicable, and in accordance with the Annual Operating Budget, enter into service contracts and vendor agreements as necessary to support the operation and maintenance of the Facility. Such agreements may include, but may not necessarily be limited to: janitorial services, waste collection and disposal services, linen or uniform services, pest control services and the like. Any service contracts, vendor agreements and/or any other written contracts and/or agreements entered into on behalf of Owner by Manager (collectively, "Service Contracts") pursuant to this Agreement, shall include a right of cancellation on not more than thirty (30) calendar days notice. If a service provider will not agree to such cancellation terms, then Owner may, in its sole and absolute discretion, enter into such contract directly with the service provider. Prior written consent of Owner shall be required in connection with any Service Contract with aggregate payment obligations exceeding Two Thousand Five Hundred Dollars (\$2,500) or which exceed one year in duration, which consent shall not be unreasonably withheld, delayed or conditioned;

3.1.10 On behalf of Owner and in accordance with the Annual Operating Budget, purchase operating supplies, equipment and inventories as necessary to support the operation and maintenance of the Facility;

3.1.11 Develop and implement, in accordance with the Annual Operating Budget, housekeeping and preventive maintenance programs for all buildings, grounds and facilities at the Facility;

3.1.12 Subject to written Owner approval in advance, and in accordance with the Annual Business Plan and the Annual Operating Budget, undertake repair, replacement and Capital Improvements;

3.1.13 With the cooperation of Owner as necessary, use commercially reasonable efforts to ensure that all Facility facilities and Facility operations conform to the requirements of local, county, state and/or federal regulations, licenses, orders, permits and similar requirements;

3.1.14 With the cooperation of Owner as necessary, use commercially reasonable efforts to ensure that licenses and permits necessary to support the operation and maintenance of the Facility are kept current and in good standing;

3.1.15 With the cooperation of Owner as necessary, use commercially reasonable efforts to ensure that tax reporting and payment obligations of the Facility are satisfied in a complete, accurate and timely manner;

3.1.16 With the cooperation of Owner as necessary, use commercially reasonable efforts to monitor Facility premises and facilities for situations that are potentially unsafe or

potentially hazardous and if such situations are determined to be present, take immediate steps to remedy the situation in a cost-effective manner. Manager shall have authority to take such remedial actions without Annual Operating Budget authorization or other Owner approval, provided that the cost of the remedy is Five Thousand Dollars (\$5,000) or less. Manager shall notify Owner immediately of any situations that are potentially unsafe or potentially hazardous and the remedial actions undertaken; and

3.1.17 Perform such other tasks, upon the reasonable request of Owner, as are customary and usual in the operation of a Los Angeles County Facility and golf course of a class and standing consistent with the Facility.

3.2 Financial and Banking Matters. Manager shall establish, with consent of Owner, one or more bank accounts as the disbursement account(s) (collectively, the "Facility Accounts") for the Facility. Facility Accounts shall not be combined with any other accounts of Manager. Owner shall establish one bank account as the depository account for the Facility (the "Depository Account"). Initially, Owner shall fund into the Facility Accounts the projected operating expenses for the next immediately succeeding calendar month for the purpose of establishing a working capital reserve. Facility funds shall not be co-mingled with any other funds of Manager. Manager, as Owner's agent, will provide centralized accounting services (inclusive of bank account reconciliations of both Facility Accounts and the Depository Account) and financial management functions and provide for adequate controls, policies and procedures to safeguard cash, inventories and all other assets of the Facility. Manager's responsibilities in this regard will include, but may not necessarily be limited to, the following:

3.2.1 Collect and promptly (within 48 hours of receipt) deposit into the Depository Account all revenue from Facility operations, with the exception of those revenues addressed in Section 3.2.14 herein;

3.2.2 Pay all Facility expenses from the Facility Accounts. As part of this process Manager will provide appropriate control and oversight over Facility expenditures, including corporate review of all invoices, plus periodic reviews of purchase orders, delivery tickets, payroll reports and other records of Facility expenditures;

3.2.3 Prepare a daily report of Facility cash receipts in all revenue categories;

3.2.4 Provide appropriate cash controls, including regular reviews and comparisons of daily bank deposits against cash register tapes, tee sheets and daily revenue reports, and periodic spot audits of on-site cash control measures.

3.2.5 Maintain the chart of accounts and general ledger for the Facility;

3.2.6 Balance all accounts and maintain the balance sheet for the Facility;

3.2.7 Not less than seven (7) calendar days prior to the first (1st) day of each calendar month, provide Owner with a written forecast of the Facility's expected need for additional cash;

3.2.8 Prepare a monthly variance report comparing revenues and expenses to budget;

3.2.9 Review and approve in advance all service contracts, leases and significant vendor relationships in consultation with Owner;

3.2.10 Conduct monthly physical count inventories in all departments of the Facility, and match physical inventory reports to point of sale reports and delivery tickets;

3.2.11 Reconcile monthly bank statements;

3.2.12 Assist Owner in meeting Owner's obligations with respect to local, state and federal tax filings, licenses, franchise fees, etc., with all sales and use tax remittances to be prepared by Manager and delivered by Owner to the applicable authority; and

3.2.13 Within twenty (20) calendar days following the close of each calendar month, provide to Owner monthly financial reports, with additional separate line items specifying property taxes, insurance premiums and deductibles paid and utility expenses. Any substantial variance of actual income and expenses from the Annual Operating Budget will be explained in the report.

3.2.14 Notwithstanding Sections 3.2.1 and 3.2.2, revenue generated from liquor sales (including beer and wine) shall be deposited to the Manager's own account and Manager shall be responsible for procurement of the liquor inventory, without reimbursement from Owner.

3.3 Personnel and Employment Matters.

3.3.1 In accordance with the approved Annual Business Plan and Annual Operating Budget, Manager shall hire, in its own name, supervise, control and discharge any personnel necessary to be employed in order to properly carry out the objectives of this Agreement, and fulfill Manager's obligations under this Agreement. In the event that it is Manager's standard practice to employ Facility personnel through a professional employment services subcontractor or employee leasing company, any employees of Manager and/or the applicable professional employment services subcontractor or employee leasing company shall be referred to as employees of Manager in this Agreement.

3.3.2 All salaries, wages and other employment-related costs of personnel employed by Manager pursuant to this Agreement at the Facility, including, if applicable, but not limited to: severance payments, fringe benefits, medical and health insurance, pension plans, social security taxes, workers' compensation insurance, administrative charges and costs associated with employee recruitment or separation, shall be deemed an operating expense of the Facility, and therefore the responsibility of Owner and not Manager. All salaries, wages and employment-related costs shall be paid by Manager from the Facility Account. In the event that

funds in the Facility Account are not sufficient to cover employment costs, it shall be Owner's responsibility to provide sufficient funds per the provisions of Section 2.3.1 above.

3.3.3 Manager shall ensure that its employees who will operate Owner vehicles shall possess a current and valid Driver's License.

3.3.4 Manager shall comply with all safety rules and regulations, whether, federal, state or local. Manager shall indemnify, defend and hold Owner, its directors, officers, and owners harmless from any loss, claims, legal actions, fines, or assessments related to Manager's failure to enforce such rules and regulations and to ensure Manager's employees are trained and aware of such rules and regulations.

3.4 Payroll Funding. It shall be Manager's responsibility to disburse all payroll and related employment obligations from the Facility Account.

3.5 Other Employment Matters.

3.5.1 Manager will be responsible for compliance with all laws, regulations and tax requirements relative to payroll and employment, with all such expenses to be considered operating expenses of the Facility and covered from Facility revenues or other funds provided by Owner. Manager shall be responsible for resolving any issues related to employee compensation, unemployment claims and benefits, and all related expenses shall be operating expenses of the Facility.

3.5.2 Manager will be responsible for providing (either directly or through employee leasing company) Workers' Compensation & Employer's Liability Insurance and any Statutory Disability Coverage as may be required for the employees of the Facility. The expense of such coverage will be paid by Owner and be an operating expense of the Facility and will be included in the Annual Operating Budget.

3.6 Capital Improvements and Major Capital Projects.

3.6.1 Manager's operations management responsibilities pursuant to this Agreement include the supervision of repairs and maintenance of Facility facilities, and the management of Capital Improvement projects. The costs and expenses for all Capital Improvements and Major Capital Projects (defined below) shall be paid by Owner.

3.6.2 Manager's project management services generally shall include, but may not be limited to, coordination and direction of the project team; coordination of plans, specifications and working drawings; obtaining permits and approvals, review of cost estimates and bids; qualifying and recommending contractors; monitoring contract performance, approval of draw requests and making payments to contractors. Manager's specific services and additional fees, if any, in connection with Major Capital Projects (such as Renovation of Clubhouse Restrooms, Installation of a sewer system to replace the septic tank and leach field, redesign and renovation of the practice range stalls, upgrading of the food and beverage

operation, meeting rooms, etc. and further defined below) shall be determined by mutual written agreement between Owner and Manager.

3.6.3 Subject to mutual agreement of the Parties with respect to scope of services and fees, if requested by Owner, then Manager shall provide project management and construction administration services for any major capital project for a reasonable fee amount to be agreed between Owner and Manager (each, a "Major Capital Project") which may include, without limitation, the redesign, renovation or reconstruction of portions of the golf course, clubhouse, or related Facility facilities. No Major Capital Project shall be undertaken by Manager without Owner's advance written approval.

3.7 Financial Encumbrance Secured by Real Estate. Nothing in this Agreement shall prevent Owner from causing the Facility's real estate or any portion thereof from being encumbered financially by a bond or other instrument. Manager shall use commercially reasonable efforts to cause the operation of the Facility to comply with all terms, conditions, covenants and obligations contained in any secured encumbrance or loan agreement related to the Facility of which Manager is made aware by Owner in writing, including, without limitation, the obligation to prepare and deliver required financial statements and materials with respect to the Facility.

SECTION 4. INSURANCE

4.1 Owner's Obligations. Owner shall procure and maintain such property and liability insurance coverages standard to the industry for the Facility and its operations as Owner. Owner shall cause Manager to be named as an additional insured on Owner's liability insurance policy or policies. This obligation may be satisfied by a certificate of self-insurance.

4.2 Manager's Obligations.

4.2.1 Manager shall procure and maintain and pay all insurance coverages as described in this Section 4.2 and such coverages and applicable policy liability limits shall apply to only the Facility covered by this Agreement. Insurance premiums, or, as the case may be, the amount of increase in premium for an existing blanket insurance policy covering Manager's operations, which are incurred by Manager to comply with this Section 4.2 shall be included in the Annual Operating Budget and are an operating expense of the Facility.

4.2.2 Manager shall provide original certificates of insurance for all coverages.

4.2.3. Manager's failure to obtain and maintain each insurance coverage required of Manager by this Agreement shall be an Event of Default, subject to Section 7.2.1 below.

4.2.4 Owner shall be named as an Additional Insured on all liability coverages (except Professional Liability and Workers' Compensation) and a Loss Payee on property coverages.

4.2.5 Each insurer shall possess a minimum "A-" rating.

4.2.6 Owner reserves the right at any time upon written notice to Manager to change the types and amounts of insurance coverages that Manager is required to procure on Owner's behalf, provided that Owner affords Manager a reasonable period of time (not to exceed thirty (30) calendar days) to procure such modified coverages to the extent commercially available at premium levels approved by Owner.

4.2.7 Manager will provide the following insurance coverages to the extent available:

4.2.7.1 General Liability with minimum One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate;

4.2.7.2 Professional Liability with minimum One Million Dollars (\$1,000,000) per occurrence;

4.2.7.3 Owned and Non-Owned Automobile Liability covering vehicles owned, leased or rented by Manager. Manager shall be solely responsible for payment of all insurance deductibles for such vehicles. Manager shall be permitted to operate Owner-owned, leased or rented vehicles, which shall be insured by Owner pursuant to Section 4.1 above;

4.2.7.4 Workers' Compensation Insurance in such amounts that comply with applicable statutory requirements, and Employer's Liability limits, including Umbrella Liability Insurance, if necessary, of not less than One Million Dollars (\$1,000,000) per accident, One Million Dollars (\$1,000,000) disease-policy limit, and One Million Dollars (\$1,000,000) disease each employee;

4.2.7.5 Fidelity Bond or Fidelity Insurance covering all employees who have access to or responsibility for or who handle Owner funds; and

4.2.7.6 Employment Practices Liability Insurance in connection with Manager's employment of the staff at the Facility with a limit of at least One Million Dollars (\$1,000,000).

Commercially reasonable deductibles and self-insured retentions shall not exceed Fifty Thousand Dollars (\$50,000) per claim but in any event, an amount not less than that required to avoid the operation and effect of any co-insurance clause except for specific perils where the insurance marketplace will only offer coverage with higher deductibles or percentage deductibles (i.e., flood, earthquake, wind). Payment of any deductibles for the insurance coverages maintained under this Section 4.2 shall be Owner's sole responsibility.

SECTION 5.

OBLIGATIONS AND DUTIES OF OWNER

5.1 Obligations and Duties of Owner. Owner shall cooperate with Manager so as to enable Manager to carry out its obligations and responsibilities under this Agreement. This cooperation shall include, but shall not be limited to, the following:

5.1.1 Performing all contractual obligations to which it is, at any time, a party relating in any way to the Facility, including, without limitation, those agreements which Manager enters into on behalf of Owner pursuant to this Agreement;

5.1.2 Cooperating with Manager and promptly responding to all inquiries and requests for information, documentation or approvals to enable Manager to carry out its obligations under this Agreement;

5.1.3 Pay for all operating expenses at the Facility provided for in the approved Annual Operating Budget or otherwise approved by Owner (including all insurance as required under this Agreement), and fund all Capital Improvements, repair and improvement projects, provided for in the approved Annual Operating Budget or as otherwise approved in advance by Owner; and

5.1.4 At all times maintain sufficient funds in the Facility Accounts equal to the projected operating expenses for the next calendar month.

5.2 Owner Responsibility for Operating Expenses. Owner shall pay for the costs of operating and maintaining the Facility in accordance with the terms of this Agreement, expressly including, without limitation, the Monthly Management Fee (defined in Section 10.1), the Incentive Management Fee (defined in Section 10.3), insurance premiums, sales and use taxes, property taxes and assessments, and expense reimbursements to Manager, as set forth in the approved Annual Operating Budget or as otherwise provided for in this Agreement.

SECTION 6.

OWNER'S REPRESENTATIONS AND WARRANTIES

6.1 Owner's Representations. Owner makes the following representations and warranties to Manager, which representations and warranties shall survive the execution and delivery of this Agreement and shall be true and correct in all material respects on the Execution Date:

6.1.1 Owner is authorized to, and in good standing to, conduct business in the State of California. The individual executing this Agreement on behalf of Owner has full capacity, right, power, and authority to sign the same on Owner's behalf and to bind Owner thereto. This Agreement shall be binding upon and enforceable against Owner in accordance with its terms.

6.1.2 Neither the execution and delivery of this Agreement by Owner nor Owner's performance of any obligation in this Agreement (a) shall constitute a violation of any law, ruling, regulation, or order to which Owner is subject, or (b) shall constitute a default of any term or provision or shall cause an acceleration of the performance required under any other agreement or document to which the Facility or any part thereof is subject.

6.1.3 Neither the execution and delivery of this Agreement by Owner nor Owner's performance of any obligation in this Agreement shall constitute a violation of any law, ruling, regulation, or order to which Owner is subject.

6.1.4 The Facility is owned by Owner and no third party has any ownership, lease, license or use rights with respect to the Facility.

6.2 Manager's Representations. Manager makes the following representations and warranties to Owner:

6.2.1 As of the Execution Date, Manager is authorized to, and in good standing to, conduct business in the State of California. The individual executing this Agreement on behalf of Manager has full capacity, right, power, and authority to sign the same on Manager's behalf and to bind Manager thereto. This Agreement shall be binding upon and enforceable against Manager in accordance with its terms.

6.2.2 Neither the execution and delivery of this Agreement by Manager nor Manager's performance of any obligation in this Agreement shall constitute a violation of any law, ruling, regulation, or order to which Manager is subject.

SECTION 7. EVENTS OF DEFAULT; REMEDIES

7.1 Owner. With respect to Owner, it shall be an event of default of this Agreement ("Event of Default") if any of the following shall occur:

7.1.1. If Owner shall fail to make or cause to be made any payment to Manager of any amounts due pursuant to this Agreement, including without limitation the fees and reimbursements required to be made pursuant to this Agreement, and such failure is continuing fifteen (15) business days after notice thereof by Manager to Owner;

7.1.2 If Owner shall fail to timely provide funding for all operating expenses of the Facility as set forth in this Agreement, and such failure is continuing fifteen (15) business days after notice thereof by Manager to Owner;

7.1.3 If Owner shall fail to keep, observe or perform any material agreement, term or provision of this Agreement that is required to be kept, observed or performed by it, that is not described in Section 7.1.1 or Section 7.1.2 above and such failure is continuing thirty (30) calendar days after notice thereof by Manager to Owner; and

7.1.4 If, through no fault of Manager, the licenses (exclusive of liquor license, the maintenance of which is Manager's responsibility pursuant to Section 12.1 below) for the operation of the Facility are at any time suspended, terminated, or revoked, and such suspension, termination, or revocation shall continue un-stayed and in effect for a period of thirty (30) calendar days consecutively.

7.2 Manager. With respect to Manager, it shall be an Event of Default if any of the following occurs:

7.2.1 If Manager shall fail to maintain the insurance coverages required pursuant to Section 4.2 for as long as fifteen (15) business days after notice thereof shall have been given to Manager by Owner;

7.2.2 If Manager shall fail to keep, observe, or perform any material agreement, term or provision of this Agreement that is required to be kept, observed, or performed by it, that is not described in Section 7.2.1 above and such failure is continuing thirty (30) calendar days after notice thereof shall have been given to Manager by Owner;

7.2.3 If Manager, or any officer or corporate-level employee of Manager, shall commit any act of fraud, theft or dishonesty against Owner or against the Facility;

7.2.4 If Manager shall be deemed insolvent or file a petition for bankruptcy and such insolvency or bankruptcy is not dismissed or vacated within thirty (30) calendar days after such petition is filed; or

7.2.5 If Manager is cited or fined by an applicable government entity for failure to follow material safety rules and/or regulations with respect to the Facility, whether federal, state or local following the expiration of any applicable notice or cure periods.

7.3 Remedies of Manager. If any Event of Default by Owner shall occur, Manager may, in addition to any other remedy available to it in law or equity on account of such Event of Default, terminate this Agreement pursuant to Section 8.2.7.

7.4 Remedies of Owner. If any Event of Default by Manager shall occur and be continuing, Owner may, in addition to any other remedy available to it in law or equity on account of such Event of Default, terminate this Agreement pursuant to Section 8.2.6.

7.5 Rights Cumulative; No Waiver. No right or remedy in this Agreement conferred upon or reserved to either Party is intended to be exclusive of any other right or remedy, and each and every right and remedy shall be cumulative and in addition to any other right or remedy given in this Agreement, or now or hereafter legally existing upon the occurrence of an Event of Default. The failure of either Party to insist any time upon the strict observance or performance of any of the provisions of this Agreement or to exercise any right or remedy as provided in this Agreement, shall not impair any such right or remedy or be construed as a waiver or relinquishment thereof with respect to subsequent defaults. Every right and remedy given by this Agreement to a Party may be exercised from time to time and as often as may be deemed expedient by that Party.

SECTION 8. TERM AND TERMINATION

8.1 Term. The term of this Agreement ("Term") shall commence on July 1, 2011 and shall be for a term of forty-eight (48) months, unless converted into the Lease as provided in this

Agreement or terminated in accordance with this Agreement. During the Term, should Owner and Manager finalize the terms of a Lease substantially in the form attached hereto as attached Exhibit 1, said Lease shall supersede this Agreement on the date indicated in the final version of said Lease.

8.2 Termination Upon the Occurrence of Specified Events.

8.2.1 If Owner closes the Facility for six (6) continuous months or ceases operations for six (6) continuous months (except to carry out planned renovations or to recover from a material property loss whatsoever the cause), then this Agreement shall terminate upon the closure of the Facility by Owner. Upon such termination, Owner shall pay Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the termination date, and Owner shall also pay Manager in one lump sum the total of all Monthly Management Fees (defined in Section 10.1 below) allocable to the period from the date of such termination to the end of the forty-eight (48) month Term described in Section 8.1 but in no event to exceed three (3) months' Monthly Management Fees (the "Termination Payment").

8.2.2 If Owner sells the Facility, or all or substantially all of the equity interests of Owner in the Facility are transferred, to a third party not affiliated with Owner, then this Agreement shall terminate upon the closing of a sale of the Facility by Owner or transfer of those equity interests, provided that Owner provides Manager with written notice of the pending sale at least sixty (60) calendar days in advance of the closing date. Upon such termination, Owner shall pay Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the later of the termination date or the date that is sixty (60) calendar days after Manager receives the written notice from Owner pursuant to the previous sentence, and Owner shall also pay Manager the Termination Payment.

8.2.3 If Owner loses title to the Facility, loses control over the Facility, or is legally required or obligated to cease operating the Facility, then this Agreement shall terminate upon the occurrence of that event. Upon such termination, Owner shall pay Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the termination date, and Owner shall also pay Manager the Termination Payment.

8.2.4 If the Facility is taken in its entirety in a condemnation proceeding or a substantial portion of the Facility is taken in a condemnation proceeding such that Owner determines in its reasonable judgment that the Facility can no longer be operated, this Agreement shall terminate upon such taking or such earlier date as the Parties agree upon in writing. Upon such termination, Owner shall pay to Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the termination date, but Manager shall not be entitled to receive from Owner the Termination Payment.

8.2.5 If Manager shall: (a) shall apply for or consent to the appointment of a receiver or trustee for all of all or a substantial part of its assets; or (b) be the subject of a petition in bankruptcy which is not dismissed or vacated within thirty (30) calendar days after such petition is filed; or (c) make a general assignment for the benefit of its creditors, then this Agreement shall terminate immediately with no further notice or action by Owner. Upon such termination, Owner shall pay to Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this

Agreement up to and including the termination date, but Manager shall not be entitled to receive from Owner the Termination Payment.

8.2.6 If this Agreement is terminated as a result of an Event of Default by Manager, then Owner may terminate this Agreement effective upon giving written notice thereof to Manager. Upon such termination, Owner shall pay to Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the termination date, but Manager shall not be entitled to receive from Owner the Termination Payment.

8.2.7 If this Agreement is terminated as a result of an Event of Default by Owner, then Manager may terminate this Agreement effective upon giving written notice thereof to Owner. Upon such termination, Owner shall pay Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the termination date, and Owner shall also pay Manager the Termination Payment.

8.3 Termination Absent the Occurrence of Specified Events.

8.3.1 Owner may terminate this Agreement at any time and for any reason or no reason, in its sole and absolute discretion, upon sixty (60) calendar days' written notice to Manager. Upon such termination, Owner shall pay Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the termination date, and Owner shall also pay Manager the Termination Payment.

8.3.2 Manager may terminate this Agreement at any time and for any reason or no reason, in its sole and absolute discretion, upon sixty (60) calendar days' written notice to Owner. Upon such termination, Owner shall pay to Manager all accrued but unpaid amounts due to Manager pursuant to the terms of this Agreement up to and including the termination date, but Manager shall not be entitled to receive from Owner the Termination Payment.

8.4 Notice and Payments to Manager. Upon the termination of this Agreement, Manager will reasonably cooperate with Owner through the date of such termination to effect an orderly transition or an orderly closing of the Facility. Manager will be entitled to receive payments as follows:

8.4.1 Funding for any and all operating expenses for which Owner normally would be responsible under this Agreement and all employee severance payments and benefits;

8.4.2 Reimbursement for payroll expenses and any and all other budgeted and approved expenses for which Manager normally would be entitled to reimbursement under this Agreement and all costs associated with the termination of the employment relationship of Manager's employees employed on site at the Facility, provided that (i) the termination and sums paid, if any, are in compliance with the then-applicable version of Manager's employee handbook approved in writing by Owner, (ii) the costs associated with the termination are actually incurred by Manager, and (iii) the subject termination is performed in accordance with all applicable laws;

8.4.3 Payment of any and all installments of the Monthly Management Fee due and payable up to the date of termination; and payment of any Incentive Management Fee as provided for in Section 10.3 herein;

8.4.4 Reimbursement of any travel, lodging or other expenses for which Manager normally would be entitled to reimbursement under this Agreement; and

8.4.5 All other reimbursable expenses and amounts payable to Manager pursuant to the terms of this Agreement.

All such payments will be made by Owner on or before the date of termination of this Agreement.

SECTION 9. INDEMNIFICATION

9.1 Owner's Indemnification of Manager. Except as otherwise provided in this Section 9.1, Owner will defend, indemnify, save harmless, and pay all liabilities, lawsuits, and claims against Manager, including defense costs, to the extent: (i) caused by Owner's fraud, misconduct, negligence, recklessness or breach of this Agreement; or (ii) related to any agreement between Manager and an affiliate of Manager related to the Facility; provided, however, that no such indemnification will be required of Owner to the extent of liability or damage arising out of the fraud, misconduct, negligence, recklessness or breach of this Agreement on the part of Manager, its employees, officers, managers or agents.

9.2 Manager's Indemnification of Owner. Except as otherwise provided in this Section 9.2, Manager will defend, indemnify, save harmless, and pay all liabilities, lawsuits and claims against Owner, its officers, directors and members, including defense costs, to the extent caused by Manager's negligence, recklessness, fraud, misconduct, or breach of this Agreement; provided, however, that no such indemnification will be required of Manager to the extent of liability or damage arising out of the fraud, misconduct, negligence, recklessness or breach of this Agreement on the part of Owner, its employees, officers, managers or agents.

9.3 Procedure Relating to Indemnification. Upon the occurrence of an event giving rise to indemnification, the Party seeking indemnification (the "Indemnified Party") will notify the other Party (the "Indemnitor") and provide the other Indemnitor with copies of any documents reflecting the claim, damage, loss or expense. The defense of any such action shall be conducted by reputable attorneys retained by Indemnitor, satisfactory to the Indemnified Party in its reasonable discretion, at Indemnitor's sole cost and expense. In such a case, Indemnitor shall defend such action or proceeding and timely provide each Indemnified Party with copies of all pleadings, billings and correspondence relating thereto. The Indemnified Party shall have the right to participate in such proceedings and to be represented by attorneys of its own choosing, and in such an event, the Indemnified Party shall be responsible for the attorney's fees, costs and expenses of such participation. However, in the event the Indemnified Party shall have concluded in its sole discretion that the interests of the Indemnified Party and of Indemnitor in the proceedings conflict in such a manner and to such an extent as to require, consistent with applicable standards of professional responsibility, retention of separate counsel for the

Indemnified Party, in such case Indemnitor shall pay the reasonable attorneys' fees and expenses of the separate counsel chosen by the Indemnified Party in consultation with the Indemnitor.

9.4 Survival of Indemnity Obligations. The provisions of this Section shall survive any expiration or termination of this Agreement.

9.5 **Intentionally Deleted.**

SECTION 10.

COMPENSATION OF MANAGER

10.1 Monthly Management Fee. Manager shall be entitled to receive a fixed monthly management fee of Eight Thousand Dollars (\$8,000) per month (the "Monthly Management Fee"). The Monthly Management Fee will be due in advance by Owner. Owner shall pay the Monthly Management Fee to Manager on or before the first (1st) day of the applicable month.

10.2 Conversion of Management Agreement to Lease Agreement. In the event this Agreement is terminated for the purpose of converting to the Lease, the Termination Payment shall not apply.

10.3 Incentive Management Fee. In addition to the Monthly Management Fee as provided for above, Manager shall be paid incentives (the "Incentive Management Fee") based on increases in annual Net Operating Income ("NOI") (as hereinafter defined) from Facility operations. The amount of the Incentive Management Fee payable to Manager each year other than the first year of the Term shall equal fifteen percent (15%) of the amount by which the NOI for the subject year ending on the anniversary of the Effective Date exceeds the NOI for the first year of the Term (adjusted as Owner and Manager shall agree in writing in their reasonable business judgment); provided, however, that, subject to Section 10.3.7 below, the Incentive Management Fee shall not exceed the annualized Monthly Management Fee for the subject year. Any Incentive Management Fee for the first year of the Term shall be determined in Owner's sole discretion.

10.3.1 For purposes of calculating the Incentive Management Fee, "NOI" shall be defined as "Gross Revenue" minus "Operating Expenses" for the applicable year and shall be calculated as provided in Exhibit 2 attached hereto.

10.3.2 "Gross Revenue" means all money received as a result of the operation of the Facility and the sale of goods and services at the Facility, determined on an accrual basis in accordance with generally accepted accounting principles consistently applied. Gross Revenues shall include, without limitation, all discount cards and discount programs, green fees; rental fees for golf carts, golf clubs, and other rental items; range balls; rental and concession payments to Manager; food and beverage sales (excluding beer, wine and liquor sales); revenue generated from space rentals and from film company parking and area use, meetings, banquets, parties, receptions, tournaments, and other group gatherings; merchandise sales; instruction fees paid to and retained by the Facility; vending sales, sales from internet (or, if applicable, receipts from vending companies); and proceeds from business interruption insurance.

10.3.3 "Operating Expenses" means the cost for all utilities; costs of goods sold; compensation and expenses of the management staff and other employees directly employed at the Facility; advertising and promotion; the Monthly Management Fee; repairs and maintenance costs; insurance premiums, the rent payments for any leased maintenance equipment and golf carts, including capital and operating leases; and all other expenses relating to the operation of the Facility that would be fully expensed in the year in which they are paid in accordance with generally accepted accounting principles. Notwithstanding the foregoing, Operating Expenses shall not include principal and interest payments on any promissory note or other debt instrument and payments under a deed of trust or mortgage (if any); depreciation; amortization; cost of purchasing furnishings and equipment; costs and expenses for Capital Improvements; the costs of any audit by an independent certified public accountant of the books and records and financial statements of the Facility; the Incentive Management Fee paid to Manager with respect to the Facility; costs incurred as a result of any assignment of this Agreement or sale of the Facility; costs and expenses not contemplated in the applicable Annual Business Plan and not considered normal operating and maintenance costs, such as settlement of claims, demands, and lawsuits, judgments or awards against Owner, Manager, or the Facility, legal fees and costs, uninsured losses, payments of deductible amounts or self-insurance or self-assumption amounts with regard to insurance policies, costs and expenses related to compliance with orders or directives of governmental agencies, costs which are reimbursed by insurance proceeds or otherwise reimbursed, costs and expenses incurred to satisfy requests by Owner which are not normal operating and maintenance costs at other facilities owned or operated by Manager, costs associated with the entity constituting Owner as opposed to the operation of the Facility, including partnership accounting and legal matters; costs and expenses for remediation, clean-up, testing, or prevention of environmental problems including hazardous or toxic substances or materials; and all costs and expenses relating in any way to any property other than the Facility (including, without limitation, the real property adjacent to the Facility owned by Owner).

10.3.4 The Incentive Management Fee, if any, is due and payable within thirty (30) calendar days of the submittal and acceptance by Owner (which acceptance shall not be unreasonably withheld, delayed or conditioned) of the Facility financial statement for each calendar year.

10.3.5 The Annual Operating Budgets approved by Owner shall include provisions for payments of the Monthly and Incentive Management Fees.

10.3.6 **Intentionally Omitted.**

10.3.7 In the event of termination as provided for in Sections 8.2 or 8.3 of this Agreement, Manager shall be entitled to receive a pro-rated portion of any Incentive Management Fee earned for the year in which the termination occurs.

10.4 **Intentionally Omitted.**

10.5 Reimbursable Expenses. In addition to Owner's payment to Manager of Monthly Management Fee and of any applicable Incentive Management Fee, Owner shall reimburse Manager for all reasonable and actual costs and expenses incurred by Manager as a result of

Manager's performance and Obligations under this Agreement, including without limitation, (a) out-of-pocket fees for the issuance of licenses and approvals required to operate the Facility, and (b) all reasonable and actual costs and attorney's fees (using counsel approved by Owner) in the exercise of its reasonable business judgment incurred by Manager in connection with defending any claims or actions against Manager relating to the Golf Course during the Term, provided that such costs and fees do not arise from or relate to Manager's breach of this Agreement or the fraud, willful misconduct or negligence on the part of Manager, its employees, officers, managers, or agents. Manager shall be entitled to receive payment for reasonable travel and lodging expenses incurred by Manager's corporate employees (as opposed to Facility-level employees) in direct relationship to Manager's responsibilities under this Agreement. A budget for such expenses will be prepared by Manager and included in the Annual Operating Budget for written approval by Owner. Owner's prior written consent is required for Manager's expenses in excess of One Thousand Five Hundred Dollars (\$1,500) during any given month, which shall not be unreasonably withheld, delayed or conditioned.

SECTION 11. ASSIGNMENT

Neither Party may assign, either wholly or in part, any of its rights or obligations under this Agreement to any other natural person or legal entity without the prior written consent of the other Party, provided, however, that such consent shall not be unreasonably withheld, delayed or conditioned.

SECTION 12. MISCELLANEOUS

12.1 Liquor License and Concession Fee. A new or assigned liquor license shall be obtained and then maintained in good standing by Manager in the name of the Facility. The license shall be held in the name of Manager or a related entity except where and to the extent that state or local law requires Manager to hold the license, in which case Manager may do so through Manager or a hospitality company affiliate of Manager, subject to documentation approved by Owner in the exercise of its reasonable business judgment. Owner shall provide reasonable cooperation and support to Manager in this regard. The expense of obtaining the liquor license shall be the responsibility of Manager. All costs and expenses to obtain the liquor license shall be paid by Manager. In return Manager shall pay to owner a monthly concession fee in an amount equal to ten percent (10%) of the actual gross liquor revenue. Said concession fee shall be due on the fifteenth (15th) day of the month succeeding the month for which payment is made. At the time of conversion of this Agreement to the Lease, Manager shall retain ownership of the license. During the Term, Manager shall pay for cost of goods sold, pay the concession fee and shall retain net income from the sale of liquor. Upon termination of Manager's relationship with Owner (either as manager or lessee), Manager shall immediately transfer the liquor license to the incoming manager or lessee for compensation in an amount not to exceed the amount paid by Manager to procure the liquor license for this Agreement.

12.2 Validity of Agreement. Each Party warrants that the execution and performance of this Agreement by such Party does not and will not conflict with or violate any provision of their respective articles of incorporation, by-laws or operating agreements, as the case may be.

12.3 Severability. If any portions of this Agreement are held legally invalid or unenforceable, such portions shall be severed from all other portions of this Agreement, and such portions as shall remain shall constitute the agreement of the Parties.

12.4 Binding Effect: Governing Law: Venue: Counterpart. This Agreement shall inure to the benefit of and be binding upon the Parties, their permitted transferees, successors and permitted assigns. This Agreement shall be governed by and enforced and construed in accordance with the laws of the State of California. In the event of litigation between the Parties, venue in state trial courts shall lie exclusively in the County of Los Angeles. In the event of litigation in a U.S. District Court, exclusive venue shall lie in the Central District of California. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original without the production of the other.

12.5 No Partnership or Joint Venture. Owner and Manager are not partners or joint venturers with each other and nothing in this Agreement shall be construed to make them such partners or joint venturers or impose any liability of such on either of them. Manager and Owner have no power to bind or obligate the other Party except as set forth in this Agreement.

12.6 Notices. Any notice or request given pursuant to this Agreement or relating to this Agreement must be in writing and sent either by certified or registered mail (return receipt requested), by hand delivery or by overnight courier delivery or by electronic mail using an electronic mail delivery system that produces a return receipt notification which confirm receipt of the electronic mail by the intended recipient. The Parties' addresses are as follows:

City Liaison:

Community Services Director
City of South Pasadena
1102 Oxley Street
South Pasadena, California 91030
Attention: Sheila Paustch

Manager:

Michael Donovan, Managing Member
Donovan Bros. Golf, LLC
1800 Carbon Canyon Road
Chino Hills, California 91709

The above noted addresses may be changed by either Party by mailing written notice of such change to the other Party at the last designated address of the other Party as provided herein, with such change to be effective upon receipt of said notice.

12.7 Attorney's Fees. If any Party commences an action against the other Party arising out of or in connection with this Agreement, the prevailing Party shall be entitled to receive from the non-prevailing Party all reasonable and actual attorney's fees and costs of litigation.

12.8 Headings. Headings, captions and paragraph headings contained in this Agreement are for convenience and reference only and in no way define, describe, extend or limit the scope or intent of this Agreement.

12.9 Complete Agreement. This Agreement shall constitute the entire agreement between the Parties and supersedes all prior and contemporaneous agreements and understandings of the Parties and no variance or modification thereof shall be valid or enforceable except by supplemental agreement in writing, executed and approved in the same manner as this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first written above.

~~ATTEST:~~ APPROVED AS TO FORM

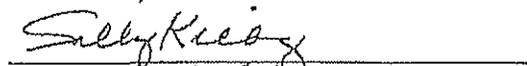

Name: Richard L. Adams II
Title: City Attorney

Owner:

City of South Pasadena

By: 
Name: John Davidson
Title: City Manager
Date: 6-22-11

ATTEST:
For City of South Pasadena


Name: Sally Kirby
Title: City Clerk

Manager:

Donovan Bros. Golf, LLC

By: 
Name: Michael Donovan
Title: Member
Date: 6/15/2011

City of South Pasadena Agenda Report

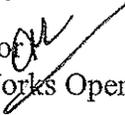
*Diana Malumud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Paul Toor, Public Works Director 
Kristine Courdy, P.E., Public Works Operations Manager

SUBJECT: **Adoption of Resolutions Initiating the Formation of the City of South Pasadena Landscape and Lighting Maintenance District No. 2016-1 Replacing the Existing District**

Recommendation

It is recommended that the City Council:

1. Adopt a Resolution to initiate formation of an assessment district and direct the Engineer to prepare and file a report in accordance with Streets and Highway Code; and
2. Adopt a Resolution declaring the intention for the formation of the Landscape and Lighting Maintenance District No. 2016-1 replacing the existing district as of fiscal year 2017-18 to provide for an annual levy and collection of assessment, approve a Preliminary Engineer's Report and schedule the Public Hearing for October 19, 2016 at 7:30 pm.

Fiscal Impact

The existing Landscape and Lighting Maintenance District (LLMD) establishes the funding mechanism to provide revenue covering the operating and maintenance costs in the LLMD boundaries. For the FY 2015-16, the estimated revenue is approximately \$900,000 and the expenditures are approximately \$1.1 Million. Current revenues generated by the LLMD are not adequate to fully fund maintenance of the urban forestry and street lights. In order to generate additional revenues and ensure compliance with Proposition 218 (Prop 218), it is being proposed to form a new assessment district that will replace the existing LLMD. The new LLMD, if approved, will generate an addition of approximately \$200,000 annually to cover the expenditures for the maintenance of urban forestry and street lighting. The estimated cost for the Engineer's Report, preparation of Prop 218 material and other costs associated with the LLMD update is \$25,000. These funds are budgeted in the FY 2016-17 under Street Lighting Professional Services Account No. 215-6201-8170.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15320 Changes in Organization of Local Agencies. Class 20

consists of changes in organization of reorganization of local governmental agencies where the changes do not change the geographical areas in which previously existing powers are exercised.

Commission Review and Recommendation

This matter was discussed by the Natural Resources and Environmental Commission (NREC) and has made a recommendation to the City Council to update the assessments recovering the District expenditures. Subsequently, the Finance Commission has reviewed the increase and proposed assessment and recommended approval to the City Council.

Background

The Landscaping and Lighting Act of 1972 (State of California Streets and Highways Section 22500) is a flexible tool used by local government agencies to form Landscaping and Lighting Districts for the purpose of financing the costs and expenses of operating and maintaining and servicing landscaping (including parks) and lighting improvements in public areas.

The City Council has previously approved the formation of the LLMD pursuant to the terms and provisions of the Landscaping and Lighting Act of 1972, designated as the City of South Pasadena Landscape and Lighting Maintenance District (Existing District).

The annual LLMD assessment for the Existing District provides revenues to cover the maintenance and operation of traffic signals, street lights, median landscaping, street tree trimming, and tree removals and replacements. The purpose of the LLMD assessment is to create a revenue mechanism to offset the related expenditures. The costs are distributed by equitably assessing properties in accordance with special benefits received. The current LLMD expenditures exceed the revenue generated by the existing assessments. It is prudent to cover the cost of maintenance and operation of the LLMD with the collected assessment revenues.

As a result of Prop 218, approved by the California voters in November 1996, public agencies are allowed to collect assessments established prior to the passage of Prop 218 or go through the ballot process to increase assessments after conducting a Public Hearing to levy increased assessments. Since 1997, the City elected to proceed with an exemption of Prop 218 that allows the renewal of the existing LLMD assessments without any increase.

There has been an increase of cost to provide services over the years which have increased the Existing District expenditures however, the revenues have stayed the same due to Prop 218 limitation. As a result, the street light, traffic signal, and tree maintenance have been deferred. In addition, due to combined drought and aging forestry, staff has observed a substantial number of dead and diseased trees along with an increase in the number of claims due to fallen tree branches. As LLMD operations and maintenance costs have increased, either maintenance has been deferred or the City's General Fund has been used to subsidize a portion of the costs. It is prudent that the LLMD generate sufficient revenue to be self-sustaining offsetting the ongoing expenditures.

In addition, the State of California has approved prevailing wage changes for several job classifications, therefore a substantial increase in the labor cost is anticipated over the next few

years. On March 22, 2016, the Natural Resources and Environmental Commission recommended that the City Council direct Staff to initiation review of the LLMD expenditures and revenues and revise the assessments necessary to cover the expenditures.

The City engaged the services of Harris & Associates (Consultant) to perform an analysis of the existing LLMD assessments and develop a recommendation to revise the assessments in line with the expenditures in compliance with Prop 218.

Analysis

The Consultant has reviewed the Existing District and determined that the assessments should be increased to cover the District expenditures and the assessment zones needs to be reevaluated. It is recommended the best approach to bring the district into Prop 218 compliance is to form a new Landscape and Lighting Maintenance District No. 2016-1 (Proposed LLMD) to replace the Existing District.

The Proposed LLMD would cover operation, servicing, and maintenance of landscaping, urban forestry, lighting and appurtenant facilities, including, but not limited to, personnel, electrical energy, utilities, materials, contracting services and other items necessary for the satisfactory operation of these services.

On June 22, 2016, the Consultant presented their preliminary findings to the City Finance Commission. Assessments are computed based on the number of equivalent single-family dwelling units (EDU) in the LLMD. The Existing District divides local benefits into four zones depending on the type of street lighting and tree maintenance in the neighborhood and the EDU has been calculated for commercial, vacant, and multi-residential properties. After reviewing the special benefits provided as per Proposed District, it is recommended to condense from four zones to two zones.

The current assessment rates for a single family EDU ranges from \$71.26 to \$104.09 annually and the proposed rates range from \$80.41 to \$107.21 per EDU annually. The Finance Commission reviewed the proposed increase in assessments and has recommended approval to the City Council. A provision has been made to make appropriate adjustments in future assessments, at the discretion of the City Council, in line with the consumer price index.

As set forth by Lighting and Landscape Act of 1972 and Prop 218, local agencies are required to follow these steps:

1. Adopt a Resolution of Initiation and Prepare an Engineer's Report: Adopt a resolution to initiate formation of an assessment district and direct the Engineer to prepare and file a report in accordance with Streets and Highway Code. A draft Resolution of Initiation is enclosed as Attachment 2. The Preliminary Engineer's Report prepared by Harris & Associates is enclosed as Attachment 1 and is posted on the City's website. A copy of the Engineer's Report is also available for viewing at the Public Works Department, City Clerk's Office, and the South Pasadena Public Library.

2. Adopt a Resolution of Intent: Adopt a resolution declaring the intention for the formation of the Landscape and Lighting Maintenance District No. 2016-1 replacing the Existing District as of FY 2017-18 to provide for an annual levy and collection of assessment, approve a Preliminary Engineer's Report and schedule the Public Hearing. A draft Resolution of Intent is enclosed as Attachment 3.
3. Send Notice of Public Hearing and Ballot: Develop a Notice of Public Hearing on the formation of the Proposed LLMD, prepare a Ballot and send both documents to the owner of record for each parcel 45 days in advance of Public Hearing. Enclosed as Attachment 4 is a sample Notice and Ballot.
4. Collect and Tabulate Ballots: The City Clerk is to collect all ballots received through the close of the Public Hearing that is being scheduled on October 19, 2016, at 7:30 pm. The ballots will be tabulated and the results will be presented to the City Council later in the City Council meeting that evening.
5. City Council Decision: If a majority of the submitted ballots endorse the formation of the Proposed LLMD, the City Council may elect to establish the Landscape and Lighting Maintenance District No. 2016-1 and impose the new assessment. If established, the Existing District will be disbanded.

Upon approval, the new assessments will be collected through the Los Angeles County Office of the Assessor along with annual property tax bills effective in FY 2017-18 and existing LLMD will be disbanded. Enclosed is a tentative schedule of the Prop 218 process for the formation of the Proposed LLMD (see Attachment 5).

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Preliminary Engineer's Report
2. Resolution of Initiation
3. Resolution of Intent
4. Sample Notice and Ballot
5. Proposed LLMD Schedule

ATTACHMENT 1
Preliminary Engineer's Report



Harris & Associates.

SHAPING THE FUTURE ONE PROJECT AT A TIME

Preliminary Engineer's Report

For

City of South Pasadena

**Landscape and Lighting
Maintenance District No. 2016-1**

Fiscal Year 2017-18

Submitted To:

South Pasadena, California

August 17, 2016

Prepared By:



Harris & Associates.

22 Executive Park, Suite 200

Irvine, CA 92614

Tel. (949) 655-3900

BY: K. Dennis Klingelhofer, P.E.

R.C.E. No. 50255

26-6



**ENGINEER'S REPORT
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Appendices

- A Assessment Diagram
- B Assessment Roll

ENGINEER'S REPORT
CITY OF SOUTH PASADENA
LANDSCAPE AND LIGHTING
MAINTENANCE DISTRICT NO. 2016-1

The undersigned acting on behalf of Harris & Associates, respectfully submits the enclosed Engineer's Report as directed by City Council pursuant to the provisions of Section 4 of Article XIID of the California Constitution, and provisions of the Landscaping and Lighting Act of 1972, Section 22500 et seq. of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

DATED: _____

BY: K. Dennis Klingelhofer, P.E.
R.C.E. No. 50255



HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached, was filed with me on the _____ day of _____, 2016.

Evelyn G. Zneimer, City Clerk,
City of South Pasadena
Los Angeles County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of South Pasadena, California, on the _____ day of _____, 2016.

Evelyn G. Zneimer, City Clerk,
City of South Pasadena
Los Angeles County, California

By _____

CITY OF SOUTH PASADENA

FISCAL YEAR 2017-18

ENGINEER'S REPORT

**PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972
SECTION 22500 THROUGH 22679
OF THE CALIFORNIA STREETS AND HIGHWAYS CODE,
ARTICLE XIID OF THE CALIFORNIA CONSTITUTION, AND
THE PROPOSITION 218 OMNIBUS IMPLEMENTATION ACT
(GOVERNMENT CODE SECTION 53750 ET SEQ.)**

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, Article XIID of the California Constitution (Proposition 218), and the Proposition 218 Omnibus Implementation Act and in accordance with the Resolution of Initiation, adopted by the City Council of the City of South Pasadena, State of California, in connection with the proceedings for:

**CITY OF SOUTH PASADENA
LANDSCAPE AND LIGHTING
MAINTENANCE DISTRICT NO. 2016-1**

Hereinafter referred to as the "Assessment District" or "District", I, K. Dennis Klingelhofer, P.E., the authorized representative of Harris & Associates, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of five (5) parts as follows:

**PART A
PLANS AND SPECIFICATIONS**

Plans and specifications for the improvements are as set forth on the lists thereof, attached hereto, and are on file in the Office of the City Engineer and are incorporated herein by reference.

**PART B
ESTIMATE OF COST**

An estimate of the costs of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth on the lists thereof, attached hereto, and are on file in the Office of the City Clerk and incorporated herein by reference.

PART C
METHOD OF APPORTIONMENT OF ASSESSMENTS

The method of apportionment of assessments, indicating the proposed assessment of the net amount of the costs and expenses of the improvements to be assessed upon the several lots and parcels of land within the District, in proportion to the estimated benefits to be received by such lots and parcels.

PART D
ASSESSMENT DIAGRAM

The Diagram of the District Boundaries showing the exterior boundaries of the Assessment District and the lines and dimensions of each lot or parcel of land within the Assessment District. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for the fiscal year to which this Report applies. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

PART E
ASSESSMENT ROLL

An assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the District.

PART A Plans and Specifications

The proposed improvements for Fiscal Year 2017-18 may be generally described as the continued maintenance and operation of landscaping and lighting, as described below, within the Assessment District, including the construction, operation, servicing and maintenance of these improvements including, but not limited to, personnel, electrical energy, utilities, materials, contracting services, and other items necessary for the satisfactory operation of these services:

* Landscaping and Appurtenant Facilities

Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, sidewalk and curb and gutter maintenance adjacent to street trees, and appurtenant facilities, in public street and sidewalk rights-of-way, including parkways, medians and dedicated easements within the boundary of said Assessment District.

* Lighting and Appurtenant Facilities

Poles, fixtures, bulbs, conduits, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities as required to provide safety lighting in public street and sidewalk rights-of-way and easements within the boundaries of said Assessment District. Servicing of the Southern California Edison Company-owned lights shall be furnished by Southern California Edison Company or its successors or assignees and shall be adequate for the intended purpose. Rates for power and maintenance shall be authorized by the Public Utilities Commission, State of California.

Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the landscaping, public lighting facilities and appurtenant facilities, including repair, removal or replacement of all or part of any of the landscaping, public lighting facilities or appurtenant facilities providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste; and the cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

Servicing means the furnishing of water for the irrigation of the landscaping and the maintenance of any of the public lighting facilities or appurtenant facilities and the furnishing of electric current or energy, gas or other illuminating agent for the public lighting facilities, or for the lighting or operation of landscaping or appurtenant facilities.

The plans and specifications for the improvements, showing the general nature, location, and the extent of the improvements, are on file in the office of the City Clerk and are incorporated herein by reference.

PART B
Estimate of Cost

The estimated cost of the construction, operation, servicing and maintenance of the street and sidewalk improvements for Fiscal Year 2016-17, as described in Part A, are summarized herein and described below. All costs include administration and utilities where applicable.

Estimate of Cost

Item	Budget
<u>Landscape Maintenance</u>	
Street Trees	\$332,000
Medians	\$64,000
Sidewalk Replacement	\$10,000
Total Landscape Maintenance Cost	\$406,000
<u>Street Lighting Maintenance</u>	
Major Thoroughfare Lighting	\$74,205
Local Lighting	\$251,097
Total Street Lighting Maintenance Cost	\$325,302
<u>Other Costs</u>	
Administrative Costs	\$30,000
Supplemental Tree Removals/Replacements	\$200,000
Tree Related Sidewalk Repairs	\$50,000
Total Other Costs	\$280,000
Total Budget	\$1,011,302
<u>Operating Reserves (50% of Total Budget) x (25%)¹</u>	\$126,413
Total Costs	\$1,137,715
Assessment Revenue FY 2017-18	\$1,105,233
General Benefit Contribution from City²	\$32,482
Total Revenue	\$1,137,715

1 The Operating Reserve is provided to ensure funding of the operation and maintenance activities prior to the City receiving the assessment funds through the property tax collection process. Section 22569(a) of the Streets and Highways Code specifically permits the inclusion of a reserve for this purpose equal to half of the annual operation and maintenance costs. The amount shown is equal to 25% of permitted Operating Reserves so that the Operating Reserve Fund will be built-up over a four-year period.

2 Refer to page 8 of this Report for a discussion of general benefit and calculation of the general benefit cost.

The 1972 Act requires that a special fund be set-up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance or deficit remaining on July 1 must be carried over to the next fiscal year.

PART C Method of Apportionment of Assessments

General

The 1972 Act permits the establishment of assessment districts by cities for the purpose of providing certain public improvements which include the construction, maintenance and servicing of street lights, traffic signals and landscaping facilities.

Street and Highways Code Section 22573 requires that maintenance assessments be levied according to benefit rather than according to assessed value. This section states:

The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.

The 1972 Act permits the designation of areas of benefit within any individual assessment district if "by reason of variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvements." (Sec. 22574). Thus, the 1972 Act requires the levy of a true "assessment" rather than a "special tax."

In addition, Proposition 218 (Prop. 218), the "Right to Vote on Taxes Act" which was approved on the November 1996 Statewide ballot and added Article XIID to the California Constitution, requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Prop. 218 provides that only special benefits are assessable and the City must separate the general benefits from the special benefits. Prop. 218 also requires that publicly owned property which benefit from the improvements be assessed.

Special Benefit

In determining the proportionate special benefit derived by each identified parcel, the proximity of the parcel to the public improvements detailed in Part A above, and the capital, maintenance and operating costs of said public improvements, was considered and analyzed. Due to the citywide nature the improvements detailed in Part A, it has been demonstrated and determined that all of the parcels are uniquely benefited by, and receive distinct special benefit from said public improvements in a way that is particular and distinct, and that the public at large does not share.

As a result, each parcel within the District receives a special and distinct benefit from the improvements.

The assessment for special benefit received by parcels that are not levied (i.e. public agency parcels) is calculated and paid for by sources other than assessment revenue (i.e. general fund contributions or other revenue sources as determined by the City Council).

Special Benefit from Landscape Maintenance

All parcels within the District receive a special benefit from Landscape Maintenance. Trees, landscaping, hardscaping, ornamental structures and appurtenant facilities, if well maintained, confer a particular and distinct special benefit upon real property within the District by providing beautification, shade and positive enhancement of the community character, attractiveness and desirability of the surroundings. In addition, all of the aforementioned contributes to a specific increase in property desirability and a specific enhancement of the property value of each parcel within the District.

In *Parkways and Land Values*, written by John Nolan and Henry V. Hubbard in 1937, it is stated:

“... there is no lack of opinion, based on general principals and experience and common sense, that parkways do in fact add value to property, even though the amount cannot be determined exactly.... Indeed, in most cases where public money has been spent for parkways the assumption has been definitely made that the proposed parkway will show a provable financial profit to the City. It has been believed that the establishment of parkways causes a rise in real estate values throughout the City, or in parts of the City...”

It should be noted that the definition of “parkways” above may include the roadway as well as the landscaping alongside the roadway.

Numerous studies since then have confirmed the positive impact that well-maintained landscaping and trees has on property values, rental rates, the desirability of commercial spaces and the ability to attract residents to those areas. In addition, street trees and landscaping provide effective visual barriers, reduce noise transmission in urban areas, provide shade and enhance the outdoor environment.

Special Benefit from Street Lighting Maintenance

All parcels within the District receive special benefit from Street Lighting Maintenance. The special benefit from street lighting can be measured by increased safety to people and property, as well as the increased availability of lighting. The safety to people benefit results in a special benefit to residential parcels because street lighting improves traffic safety during ingress and egress to the property and creates a deterrent to crime against people on the property. The safety to property benefit results in a special benefit to both residential and vacant non-developable parcels because street lighting operation, maintenance and servicing provides for the protection of buildings and personal property against crimes such as theft and vandalism. Additionally, all parcels in the District receive a special benefit from the installation, operation, maintenance and servicing of the operation, maintenance and servicing of street lighting on major thoroughfares, primarily because the properties, and the persons using the properties, are provided safe major thoroughfare access.

General Benefit

Examples of general benefit include, but are not limited to, traffic signals and enhanced landscaping and lighting improvements in public areas that are provided for the benefit of the public at large. For this District the enhanced level of street lighting related to the arterial street lights provides general benefit. Street lights along major thoroughfares are brighter than the street lights along local streets (16,000 lumens or greater for major thoroughfare street lights compared to 9,500 lumens or less for local street lights). The extra illumination determines the general benefit cost of street lighting as follows:

Item	Budget
<u>Street Lighting Maintenance</u>	
Major Thoroughfare Lighting (Full Illumination Lighting Cost)	\$74,205
Less: Major Thoroughfare Lighting (Local Illumination Lighting Cost)	(\$41,723)
Total General Benefit of Street Lighting Maintenance Cost	\$32,482

Apportionment

Since the assessment will be levied against parcels of property as shown on the tax roll, the final charges must be assigned by Assessor's Parcel Number. If assessments were to be spread just by parcel, not considering land use or parcel size, a single family parcel would be paying the same as a 50-unit apartment parcel or a large commercial establishment in a similar zone and this would not be equitable.

The single family residential lot has been selected as the basic unit for calculation of assessments and is defined as one Equivalent Dwelling Unit (EDU). A methodology has been developed to calculate the EDU's for other residential land uses and for non-residential parcels. Every land-use is converted to EDU's. Parcels containing residences are converted to EDU's based on the type of dwelling units and the number of dwelling units. Parcels without residences are converted to EDU's based on land use, development status, and parcel acreage.

The EDU method is seen as the most appropriate and equitable method of spread of benefit to each parcel from the improvements since it is based on land-use type and parcel size. The Equivalent Dwelling Unit method uses the single family home as the basic unit of assessment. A single family home equals one Equivalent Dwelling Unit (EDU). Every other land-use is converted to EDU's based on an assessment formula appropriate for the City. Multi-family and condominium parcels are converted to EDU's based on the number of dwelling units on each parcel of land; Commercial and Industrial parcels are converted to EDU's based on the lot size of each parcel of land.

Equivalent Dwelling Units

Single Family Residential (SFR). The single family parcel has been selected as the basic unit for calculation of the benefit assessments. This basic unit shall be called an Equivalent Dwelling Unit (EDU). Parcels designated as single family residential per the Los Angeles County land-use code are assessed 1 EDU.

Multi-Family Residential (MFR). Multiple family uses including apartments and condominiums are given a factor of .80 EDU per dwelling unit. Based on data from representative cities in Southern California, the multiple residential factor of 80 percent is determined by the statistical proportion of relative trip generation from various types of residential uses, in combination with population density per unit.

Commercial/Industrial. Commercial/Industrial properties are designated as commercial, industrial, recreational, institutional or miscellaneous uses per the Los Angeles County land-use codes. In converting improved Commercial/Industrial properties to EDUs, the factor used is the City of South Pasadena's average single family residential lot size of 7,500 square feet, or 5.808 dwelling units per acre. The Commercial/Industrial parcels will be assessed 5.808 EDU for the first acre or any portion thereof, and then 25% of 5.808 EDUs (1.4520) for every additional acre or portion thereof, as the utilization of that portion of non-residential property greater than one acre is reduced and will be treated as vacant land. The minimum number of EDUs per parcel will be 1 EDU.

Vacant Property. Vacant property is described as parcels with no improved structures, but which could be developed for residential, commercial, or industrial uses. Property values in a community increase when public infrastructure is in place, improved, operable, safe, clean and maintained, all properties, including vacant parcels, receive benefits as this is the basis of their value. Based upon the opinions of professional appraisers, appraising current market property values for real estate in Southern California, the land value portion of a property typically ranges from 20 to 30 percent; in South Pasadena, we find that the average is about 50 percent. Additionally, the utilization of vacant property is significantly less than improved property and vacant property has a traffic generation rate of 0. Therefore, we recommend that vacant property be assessed at the rate of 25 percent of improved property.

Vacant Residential. Parcels defined as single family residential parcels which do not have structures on the parcels are assessed 25% of a single family dwelling. The parcels will be assessed 0.25 EDU per parcel.

Vacant Non-Residential. Parcels defined as vacant non-residential parcels which do not have structures on the parcel are assessed based upon the acreage of the parcel. The parcels will be assessed at the rate of 25% of the developed non-residential properties, or 1.4520 EDU per acre or any portion thereof, with a minimum of .25 EDU per parcel.

Public Agency Parcels. Publicly owned parcels are assigned benefit units which are similar to the benefit units assigned to equivalent single-family residential, multi-family residential, commercial and industrial parcels. Publicly owned open space including, but not limited to, public parks, recreation fields or other vacant lands are not assessed since the property exists for the benefit of other land uses in the City.

Vacant property that cannot be developed for residential, commercial or industrial uses is not assessed. This includes, but is not limited to, public streets, utility easements, rights-of-way, common areas, landlocked parcels and parcels that are too small for development.

Appeals

Property owners may appeal the designated land use for their property by submitting a letter of appeal to the City with an explanation of what the correct land use designation should be and any supporting evidence. The City will review the appeal and make a decision based on the evidence provided and any other pertinent information. Appeal must be received by March 1 in order for any change in land use designation to be in effect for the fiscal year that begins on the following July 1.

Zones of Benefit

There are two zones of benefit within the District. Parcels are included within one of the two zones of benefit depending on their proximity to local street lighting improvements and street trees which are being maintained.

Zone 1 - This zone consists of all property which is adjacent to, or in near proximity to, local street lighting improvements and street trees which are being maintained. These parcels are deemed to receive the full amount of special benefit conferred upon parcels from the improvements. Parcels within Zone 1 are assigned EDU's based on land use as follows:

Land Use Classification	Basic Unit		EDU Factor	EDU Rates
Single Family Residential (SFR)	1 Dwelling Unit	x	1.00	1.00 EDU per Dwelling Unit
Multi-Family Residential/Condominiums	1 Dwelling Unit	x	0.80	0.80 EDU per Dwelling Unit
Commercial/Industrial	1 Acre	x	5.808	5.808 EDU per Acre (first acre, minimum 1.00 EDU per Parcel)
		x	1.452	1.452 EDU per Acre (after first acre)
Vacant - SFR	1 Parcel	x	0.25	0.25 EDU per Parcel
Vacant - Non-SFR	1 Acre	x	1.452	1.452 EDU per Acre (minimum 0.25 EDU per Parcel)
Public Agency Property				Assigned EDUs based on actual land use as described on page 9 of this Report for

Zone 2 - This zone consists of all property which is not adjacent to, nor in near proximity to, local street lighting improvements and street trees which are being maintained. These parcels are deemed to receive reduced special benefit conferred upon parcels from the improvements. These parcels are assigned EDU's at a rate equal to 75% of the assigned EDU's for similar parcels within Zone 1. Parcels within Zone 2 are assigned EDU's based on land use as follows:

Land Use Classification	Basic Unit		EDU Factor	EDU Rates
Single Family Residential (SFR)	1 Dwelling Unit	x	0.75	0.75 EDU per Dwelling Unit
Multi-Family Residential/Condominiums	1 Dwelling Unit	x	0.6	0.60 EDU per Dwelling Unit
Commercial/Industrial	1 Acre	x	4.356	4.356 EDU per Acre (first acre, minimum 1.00 EDU per Parcel)
		x	1.089	1.089 EDU per Acre (after first acre)
Vacant - SFR	1 Parcel	x	0.1875	0.1875 EDU per Parcel
Vacant - Non-SFR	1 Acre	x	1.089	1.089 EDU per Acre (minimum 0.1758 EDU per Parcel)
Public Agency Property				Assigned EDUs based on actual land use as described on page 9 of this Report for

Land Use Summary and Distribution of EDUs

For parcels that are assessed, the following information regarding parcel count, number of dwelling units, and parcel acreage was compiled and calculated from the Los Angeles County Assessor's Roll, Assessor's Parcel Maps, and the City of South Pasadena's Planning Department:

Zone 1

Land Use Classification	No. of Parcels	Dwelling Units	Acres	EDUs
Single Family Residential (SFR)	4,021	4,021	-	4,021.00
Multi-Family Residential/Condominiums	1,968	6,430	-	5,144.00
Commercial/Industrial	320	-	123.46	653.21
Vacant - SFR	124	-	21.61	31.00
Vacant - Non-SFR	18	-	3.32	6.16
Public Agency Parcels	106	83	34.90	152.04
Totals:	6,557	10,534	183.30	10,007.41

Zone 2

Land Use Classification	No. of Parcels	Dwelling Units	Acres	EDUs
Single Family Residential (SFR)	344	344	-	258.00
Multi-Family Residential/Condominiums	14	47	-	28.20
Commercial/Industrial	-	-	-	-
Vacant - SFR	74	-	15.61	13.875
Vacant - Non-SFR	2	-	0.19	0.375
Public Agency Parcels	5	0	0.74	1.500
Totals:	439	391	16.54	301.95

Total EDUs for the District are as follows:

Zone of Benefit	EDUs
Zone 1	10,007.41
Zone 2	301.95
Totals:	10,309.36

Assessment Rate Calculation

The Assessment Rate per EDU for the District is as follows:

Description	Amount
Total Cost Estimate	\$1,137,715
Less: General Benefit Contribution from City	<u>(\$32,482)</u>
Total to be Assessed	\$1,105,233
Divided by Total EDUs	10,309.36
Maximum Assessment Rate per EDU	\$107.21

- The maximum annual assessment rate will increase each year based on the annual change in the Consumer Price Index, All Urban Consumers, for the Los Angeles-Riverside-Orange County Area (“CPI-U”). The actual assessments levied in any fiscal year will be as approved by the City Council and may not exceed the maximum annual assessment rate without receiving property owner approval for the increase pursuant to Article XIII D of the California State Constitution.

The Assessment Rate per EDU for the District is \$107.21. For Zone 1, the assessment amount for a Single Family Residence is \$107.21 which is equal to 1.0 EDU. For Zone 2, the assessment amount for a Single Family Residence is \$80.41 which is equal to 0.75 EDU.

Assessment Revenue

The total assessment for the District is as follows:

Zone of Benefit	EDU's *	Rate Per EDU	Total Assessment
Zone 1	10,007.41	\$107.21	\$1,072,861.88
Zone 2	301.95	\$107.21	\$32,371.09
Totals:	10,309.36	\$107.21	\$1,105,232.97

* EDU's are rounded to two decimal places resulting in miniscule discrepancies in Total Assessment.

PART D
Assessment Diagram

The boundary diagram for the District is included herein as Appendix A of this report.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for the fiscal year to which this Report applies. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

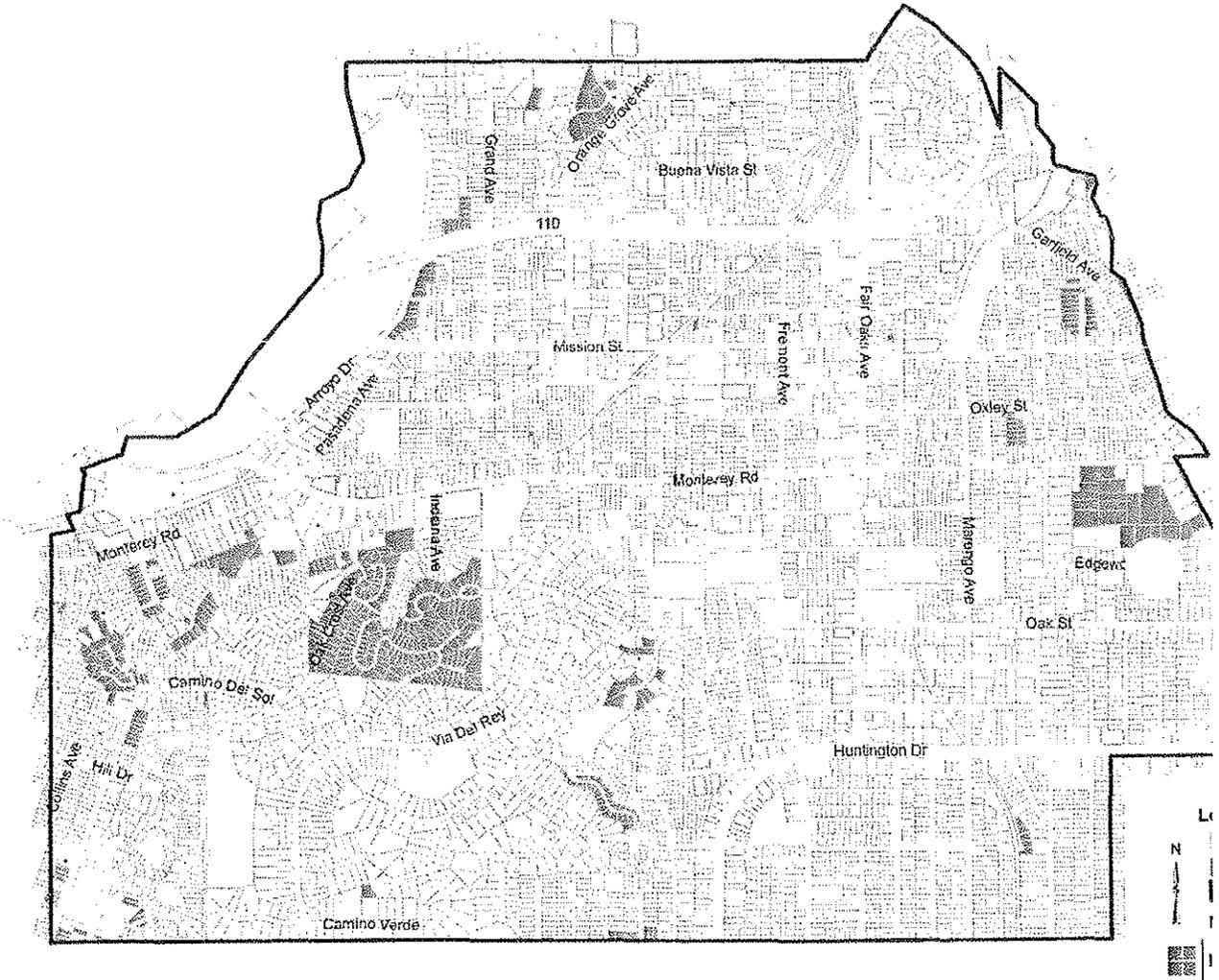
PART E
Assessment Roll

All assessed lots or parcels of real property within the District are listed on the Assessment Roll. The Assessment Roll states the net amount to be assessed upon assessable lands within the District for Fiscal Year 2017-18, shows the Fiscal Year 2017-18 assessment upon each lot and parcel within the District, and describes each assessable lot or parcel of land within the District. These lots are more particularly described in the Assessment Roll, which is included in this Report as Appendix B. The list is keyed to the records of the Assessor of the County of Los Angeles which are incorporated herein by reference.

APPENDIX A

Assessment Diagram

City of South Pasadena
Landscape and Lighting Maintenance District No. 2016-1



APPENDIX B

Assessment Roll

City of South Pasadena
Landscape and Lighting Maintenance District No. 2016-1

The Assessment Roll is hereby incorporated and made a part of this Report, as shown below

Reference is made to the Los Angeles County Assessment Roll for a description of the lots or parcels in each of the assessment districts.

The FY 2017-18 Assessment Roll is on file with the City Clerk and is herein, by reference, a part of this Report. The FY 2017-18 Assessment Roll is available for viewing online at the City's website, at the City Library, and at the City Clerk's Office,

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ATTACHMENT 2
Resolution of Initiation

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
INITIATING PROCEEDINGS FOR THE FORMATION OF THE
CITY OF SOUTH PASADENA LANDSCAPE AND LIGHTING
MAINTENANCE DISTRICT NO. 2016-1**

WHEREAS, the City Council of the City of South Pasadena (City), pursuant to the provisions of the Landscaping and Lighting Act of 1972, Division 15, Part 2 of the California Streets and Highways Code (Act), desires to initiate proceedings for the formation of an assessment district to be known and designated as City of South Pasadena, Landscape and Lighting Maintenance District No. 2016-1 (District), and to levy and collect annual assessments for the District commencing in Fiscal Year (FY) 2017-18 to pay for the operation, maintenance, and servicing of landscaping and lighting improvements, and appurtenant facilities related thereto; and

WHEREAS, pursuant to Chapter 2, Article 1 Section 22585 of the Act, proceedings for the formation of an assessment district shall be initiated by resolution and that resolution shall generally describe the proposed improvements, describe the proposed assessment district and specify a distinctive designation for the district and order the engineer to prepare and file a report in accordance with Article 4 (commencing with Section 22565) of Chapter 1 of the Act; and

WHEREAS, the City has retained Harris & Associates for the purpose of assisting with the formation of the District, the establishment of annual assessments, and to prepare and file an Engineer's Report (Report) with the City Clerk concerning the formation of Landscape and Lighting Maintenance District No. 2016-1 and the proposed annual levy of assessments in accordance with the Act and the provisions of the California Constitution Article XIID (Constitution).

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

SECTION 1. That the foregoing recitals are true and correct.

SECTION 2. That the City proposes to form Landscape and Lighting Maintenance District No. 2016-1, and to levy and collect annual assessments for the District commencing in FY 2017-18 to pay for the operation, maintenance, and

servicing of local landscaping and lighting improvements, and appurtenant facilities related thereto; and

SECTION 3. That the District as described in the Report consists of the lots and parcels of land that will receive special benefits from the improvements and services to be provided and are within boundaries of the City and by reference maps and documents referencing these lots and parcels of land are made part of this Resolution.

SECTION 4. That the improvements for which the District is formed generally include, but are not limited to, continued maintenance and operation of streets and sidewalks within the District, including the construction, operation, servicing and maintenance of landscaping, lighting and appurtenant facilities, including but not limited to, personnel, electrical energy, utilities, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows:

- Landscaping and Appurtenant Facilities

Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, sidewalk, and curb and gutter maintenance adjacent to street trees, and appurtenant facilities, in public street and sidewalk rights-of-way, including parkways, medians and dedicated easements within the boundary of said District.

- Lighting and Appurtenant Facilities

Poles, fixtures, bulbs, conduits, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities as required to provide safety lighting in public street and sidewalk rights-of-way and easements within the boundaries of said District. Servicing of the Southern California Edison Company-owned lights shall be furnished by the Southern California Edison Company or its successors or assignees and shall be adequate for the intended purpose. Rates for power and maintenance shall be authorized by the Public Utilities Commission, State of California; and

SECTION 5. That Harris & Associates is designated by this City Council as the Engineer of Work for the formation of Landscape and Lighting Maintenance District No. 2016-1, and is hereby directed to prepare and file with the City an Engineer's Report concerning the formation of the District and the annual levy of assessments in accordance with the requirements of Chapter 1, Article 4 of the Act; and

SECTION 6. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 17th day of August, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 3
Resolution of Intent

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DECLARING THE CITY COUNCIL'S INTENTION TO FORM
LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT NO.
2016-1 AND TO LEVY ANNUAL ASSESSMENTS
COMMENCING WITH FISCAL YEAR 2017/18; ACCEPTING
AND APPROVING THE ENGINEER'S REPORT; TO
CONDUCT A PROPERTY OWNER OFFICIAL ASSESSMENT
BALLOT PROCEEDING ON THE MATTER OF THE NEW
ASSESSMENTS; AND SETTING A TIME AND PLACE FOR THE
PUBLIC HEARING ON THESE MATTERS**

WHEREAS, the City Council of the City of South Pasadena (City), pursuant to the provisions of the Landscaping and Lighting Act of 1972, Division 15, Part 2 of the California Streets and Highways Code (Act) did by previous resolution, initiated proceedings for the formation of an assessment district to be known and designated as City of South Pasadena, Landscape and Lighting Maintenance District No. 2016-1 (District), and to levy and collect annual assessments for the District commencing on FY 2017-18 to pay for the operation, maintenance, and servicing of local landscaping and lighting improvements, and appurtenant facilities related thereto; and

WHEREAS, the City has retained Harris & Associates as the Engineer of Work for the purpose of preparing and filing an Engineer's Report (Report) with the City Clerk concerning the formation of Landscape and Lighting Maintenance District No. 2016-1 and the proposed annual levy of assessments in accordance with the provisions of Chapter 1, Article 4 of the Act and the provisions of the California Constitution Article XIID (Constitution); and

WHEREAS, the City desires and intends to form the District, to levy and collect annual assessments for the District commencing in FY 2017-18 to pay for the operation, maintenance, and servicing of the local landscaping and lighting improvements, and appurtenant facilities related thereto.

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

SECTION 1. That the foregoing recitals are true and correct.

SECTION 2. That the Report prepared by Harris & Associates, consists of the following:

- A Description of the Improvements (Plans and Specifications), and
- The Method of Apportionment that details the method of calculating the proportional special benefits and the annual assessment obligation for each affected parcel including a description of an "Assessment Range Formula" applicable to subsequent assessments, and
- The estimated annual cost and expenses to provide the improvements (Budget) that establishes the proposed "Maximum Assessment Rate" and first year's assessments, and
- An Assessment Diagram (Boundary Map), and
- An Assessment Roll containing the assessment to be levied for each Assessor Parcel Number within the District, commencing in FY 2017-18 based on the assessment rate and method of apportionment described therein; and

SECTION 3. That the District as described in the Report consists of the lots and parcels of land that will receive special benefits from the improvements and services to be provided and are within boundaries of the City of South Pasadena and by reference maps and documents referencing these lots and parcels of land are made part of this Resolution.

SECTION 4. That the improvements for which the District is formed generally include, but are not limited to, continued maintenance and operation of streets and sidewalks within the District, including the construction, operation, servicing and maintenance of landscaping, lighting and appurtenant facilities, including but not limited to, personnel, electrical energy, utilities, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows:

- Landscaping and Appurtenant Facilities
Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, sidewalk and curb and gutter maintenance adjacent to street trees, and appurtenant facilities, in public street and sidewalk rights-of-way, including parkways, medians and dedicated easements within the boundary of said District.
- Lighting and Appurtenant Facilities
Poles, fixtures, bulbs, conduits, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities as

required to provide safety lighting in public street and sidewalk rights-of-way and easements within the boundaries of said District. Servicing of the Southern California Edison Company-owned lights shall be furnished by Southern California Edison Company or its successors or assignees and shall be adequate for the intended purpose. Rates for power and maintenance shall be authorized by the Public Utilities Commission, State of California, and

SECTION 5. That Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Wednesday, October 19, 2016, at 7:30 p.m., or as soon thereafter as feasible, in the Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030. At the Public Hearing, all interested persons shall be afforded the opportunity to hear and be heard.

SECTION 6. That City Clerk or their designee is hereby authorized and directed to prepare and, not less than 45 days prior to the Public Hearing, mail notice of the Public Hearing and property owner Official Assessment Ballots to the subject property owners regarding the proposed levy of the assessments and the assessment range formula outlined in the Engineer's Report, pursuant to Article XIID of the California Constitution and Government Code section 53753.

SECTION 7. That the property Official Assessment Ballot proceeding conducted for the District assessments shall constitute the property owner's approval or rejection of the proposed levy of assessments, assessment range formula and formation of the District. Each landowner may return the ballot by mail or in person to the City Clerk's Office not later than the conclusion of the Public Hearing on Wednesday October 19, 2016. After the close of the Public Hearing, the City shall tabulate the ballots returned to determine if majority protest exists. The ballots shall be weighted according to the proportional financial obligation of each affected property. Majority protest exists if, upon the conclusion of the Public Hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment.

SECTION 8. The assessments are proposed to be levied annually. If the proposed assessments are approved and confirmed by the City Council, the assessments may increase in future years by an amount equal to the annual change in the Consumer Price Index for All Urban Consumers in the Los Angeles-Riverside-Orange County Area, without a further vote or balloting process. In each subsequent year in which the assessments will be levied, an updated Engineer's Report, including a proposed budget and assessment rate, shall be prepared. The updated Engineer's Report shall be considered by the City Council at a noticed Public Hearing. The

updated Engineer's Report shall serve as the basis for the continuation of the assessments.

SECTION 9. 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 August, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 4
Sample Notice and Ballot

**Notice to Property Owners and Assessment Ballot
for the proposed City of South Pasadena
Landscape and Lighting Maintenance District No. 2016-1**

I. Notice

This notice informs you, as a record owner of property within the proposed Assessment District, that on August 17, 2016, the City Council of the City of South Pasadena adopted a Resolution of Intention in which it declared its intention to levy assessments in the newly formed Landscape and Lighting Maintenance District No. 2016-1 and has scheduled a Public Hearing concerning the new assessments. If the new assessment are approved by the property owners, they will replace the existing assessments of the City's existing Street Lighting and Landscaping Maintenance District.

The Public Hearing will be held during a regular meeting of the City of South Pasadena City Council on:

October 19, 2016, at 7:30 p.m.

or as soon thereafter as the matter may be heard, in the City Council Chambers located at 1414 Mission Street, South Pasadena, California. All interested persons are invited to attend the Public Hearing and express opinions on the matter of the proposed Assessment.

Persons who wish to submit an assessment ballot should mail or personally deliver it as shown below and in accordance with the directions provided on the back of the ballot under: "Summary of Assessment Ballot Procedures."

- **Mail Delivery:** If by mail, place the ballot in the mail in sufficient time to be received no later than October 19, 2016. If your ballot is not received by this time, the ballot will not be counted. Please mail the ballot to the City Clerk at 1414 Mission Street, South Pasadena, CA 91030. *Please note that postmarks will not be accepted.*
- **Personal Delivery:** The ballot can be delivered to the City Clerk on or before the close of the Public Hearing on October 19, 2016. Please deliver the ballot to the City Clerk at 1414 Mission Street, South Pasadena, California.

II. Assessment Information

1. **Name of Assessment:** Landscape and Lighting Maintenance District No. 2016-1
2. **The Total Proposed Assessment for the Whole Assessment District:** \$1,099,354
3. **Your Proposed Total Assessment:** The proposed annual Assessment on your property is provided on the ballot.
4. **Duration of the Proposed:** The proposed assessment for the maintenance of the street lighting and landscaping improvements will be levied annually.
5. **Reason for the Assessment:** The proposed assessments shall be used to pay for district administrative costs and the maintenance and servicing of street lighting and landscaping improvements located throughout the City of South Pasadena.
6. **Calculation of the Assessment:** The assessment is proposed on all parcels that receive direct and special benefit from the landscaped areas within the district.

The amount of each proposed assessment was calculated based upon the proportional special benefit received by each parcel to be assessed. The exact method and formula of spreading the assessment is set forth in the Assessment Engineer's Report for the Assessment District, a copy of which is on file with the City Clerk, available for inspection, and on the City's website at:

<http://www.ci.south-pasadena.ca.us/>

The assessment shown on the ballot is the maximum amount that can be assessed commencing fiscal year 2017-18 and can be adjusted annually based on the annual average change in the Consumer Price Index, All Urban Consumers, for the Los Angeles-Riverside-Orange County Area ("CPI"). The actual assessments levied in any fiscal year will be as approved by the City Council and may not exceed the maximum assessment rate without receiving property owner approval for the increase.

7. **Assessment Balloting Results:** If 50% or more of the weighted assessment ballots returned support the Assessment District increase, the assessment amount shown on the enclosed ballot may be imposed. If a majority of the ballots returned oppose the Assessment District increase, the increase will not be imposed. Assessment ballots are weighted proportionally by each parcel's proposed assessment amount. (This means 1 vote for each \$1 of assessment.)

III. Questions Regarding These Proceedings

If you have any questions about this process, please contact the City of South Pasadena, Public Works Department, (626) 403-7240.

DRAFT

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

OFFICIAL ASSESSMENT BALLOT
City of South Pasadena
Landscape and Lighting Maintenance District No. 2016-1

Assessor's Parcel Number:
Parcel Address:
Existing Maximum Assessment: \$
Proposed Maximum Assessment: \$

The person completing and submitting this assessment ballot must be the record owner of the property identified above or the representative of the record owner of such property who is legally authorized to complete and submit this ballot for and on behalf of the record owner. Please see "Summary of Assessment Ballot Procedures" on the back of this ballot for assistance in filling out the ballot. If there are two or more property owners, only one needs to sign and return the ballot.

Please mark your ballot in ink. Do not use pencil.

Upon completion, fold the assessment ballot, place it in the return envelope and seal the envelope. Mail or deliver the assessment ballot to the address shown on the return envelope pursuant to the instructions on the back of this ballot.

Please see the "Summary of Assessment Ballot Procedures" on the back of this sheet.

For additional information about the Street Lighting and Landscaping Maintenance District, please see the enclosed legal notice.

This is not a bill.

✂ Please cut along this line, fold the ballot, seal in the provided envelope, and return to the City Clerk ✂

PROPERTY OWNER ASSESSMENT BALLOT

Assessor's Parcel Number:
Owner Name:
Maximum Assessment for this Parcel: \$

Yes, I am IN FAVOR of the proposed increase in assessments for street lighting and landscaping maintenance and the levying of the proposed new assessment for Landscape and Lighting Maintenance District No. 2016-1.

No, I am OPPOSED to the proposed increase in assessments for street lighting and landscaping maintenance and the levying of the proposed new assessment for Landscape and Lighting Maintenance District No. 2016-1.

The undersigned certifies under penalty of perjury that the undersigned is entitled to complete and submit this assessment ballot.

BALLOT

Signature of person completing assessment ballot 26-37

Print name of person completing assessment ballot

SUMMARY OF ASSESSMENT BALLOT PROCEDURES

If you are the owner of the property described on the enclosed ballot, or the authorized representative of the record owner, you may submit the enclosed ballot to the City to support or oppose the Assessment District increase. Please follow the instructions below to complete and return your ballot.

1. Register your vote on the enclosed ballot in favor or against the proposed new Assessment District by placing an "X" in the corresponding box.
2. Mark, sign and date your ballot in pen. (Assessment Ballots received without a signature will not be counted.) Do not use pencil.
3. Place your completed ballot into the provided return envelope, and seal the envelope.
4. Mail or personally deliver your ballot to the City Clerk of the City of South Pasadena, 1414 Mission Street, South Pasadena, CA 91030. Or personally deliver your ballot and place it in the ballot box located at the City Library, 1100 Oxley Street, South Pasadena, CA 91030.
5. The City **must** receive mailed assessment ballots by October 19, 2016. **Postmarks will not be accepted.**
6. Assessment Ballots must be received by the City Clerk prior to the close of the Public Hearing concerning the proposed assessment increase on Wednesday, October 19, 2016, at the South Pasadena City Hall Council Chambers. Any ballots received after the close of the Public Hearing cannot legally be counted.
7. Following the close of the Public Hearing, the City Clerk or designee will tabulate the assessment ballots received. The ballots are weighted by the assessment amount for each property. (Simplified, this means one vote per each dollar of assessment.)
8. The Assessment District increase may be confirmed unless a majority protest exists. A majority protest exists if, upon the close of the Public Hearing, the monetary value of the ballots submitted in opposition to the new Assessment District exceeds the monetary value of the ballots submitted in favor of the new Assessment District increase.
9. If a majority protest exists, the new Assessment District will not be formed and the existing Street Lighting and Landscaping Maintenance District will remain intact and continue to be levied in Fiscal Year 2017/18.
10. If a majority protest does not exist, the new Assessment District will be formed and levied in Fiscal Year 2017/18 and the existing Street Lighting and Landscaping Maintenance District will be dissolved.
11. Your assessment ballot is not confidential and may be subject to public disclosure.

The information in this notice and the accompanying materials were compiled and are distributed at public expense by the City of South Pasadena in compliance with Proposition 218. This information is presented in the public interest. It is not intended to influence or attempt to influence the actions of the property owners to cast ballots in favor or against the proposition.

ATTACHMENT 5
Proposed LLMD Schedule

**CITY OF SOUTH PASADENA
LANDSCAPE AND LIGHTING DISTRICT**

Proposition 218 Tentative Schedule

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

(City Council Meets 1st & 3rd Wednesdays at 7:30)

June 22, 2016
6:30 pm

- Finance Commission Meeting
City Manager's Conference Room, 1414 Mission Street

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 17, 2016
7:30 pm

- City Council Meeting (Resolution of Intention)
City Council Chambers, 1424 Mission Street

August 25, 2016
6:30 pm

- Community Meeting
City Council Chambers, 1424 Mission Street

SEPTEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

September 1, 2016

- Property Owner Notices/Ballots Mailing
(At least 45 Days Prior to Public Hearing)

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

October 7, 2016

- Notice of Public Hearing Publication

October 19, 2016
7:30 pm

- City Council Meeting (Public Hearing)
City Council Chambers, 1424 Mission Street

City of South Pasadena Agenda Report

*Diana Mahmud, Mayor
Michael A. Cacciotti, Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember*

*Evelyn G. Zneimer, City Clerk
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: August 17, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Sheila Pautsch, Community Service Director 
SUBJECT: **Receive and File the Year End Financial Report for the Arroyo Seco Golf Course**

Recommendation

It is recommended that the City Council receive and file the Year End Financial Report for the Arroyo Seco Golf Course (Golf Course).

Fiscal Impact

In Fiscal Year (FY) 2015-16 the Arroyo Seco Golf Course net revenue was \$186,354 which is a decrease of \$36,811 from the previous FY 2014-15.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

At the June 15, 2011 City Council Meeting, the City Council approved entering into a Golf Course Operations Management Agreement with Donovan Bros, Inc., for the management of the Arroyo Seco Golf Course. At that meeting, the City Council directed staff to prepare quarterly financial reports for City Council as well as present the Year End Report at a City Council meeting.

Analysis

Donovan Bros, Inc. currently completed its fifth year at the Golf Course and is currently in their final year of the current contract. A few factors that contributed to a successful year include:

1. Banquet room hosted 42 parties including birthday parties, receptions, and small business meetings. (South Pasadena Educational Foundation reserved the banquet room from May 9 through May 25, 2015, as well as the entire Golf Course the weekend of May 20 through May 22, 2016).
2. Twelve golf tournaments took place.

3. Sixty-five parking lot rentals and three film shoots took place, totaling \$88,250 in revenue.
4. Operational expenses totaled \$37,012, which consisted of range mats (\$3,964), repair irrigation pump (\$2,270), vector truck to clean out catch basin to allow water from the Arroyo to flow into the course for irrigation (\$1,220), annual tree trimming (\$10,600), historical evaluation of Golf Course buildings and landscape (\$3,878), rental of generator during power outage (\$4,351) and fertilizer (\$11,947).
5. Capital expenses totaled \$60,611, which consisted of an electric EZ-Go ball cart (\$11,716), new pump for irrigation system (\$16,380), clubhouse design (\$14,500), electrical repair work and new panel for course lighting (\$8,000), new carpet for the mini golf course (\$8,264) and painting (\$1,750).
6. The sewer lift station project was completed by the Public Works Department, with a cost approximately \$503,336.

Below are the total rounds played in FY 2011-12 to 2015-16:

	2011-12	2012-13	2013-14	2014-15	2015-16
July	4,585	4,781	4,286	3,769	4,058
August	4,366	3,646	3,851	3,776	3,939
September	3,794	3,046	3,569	2,665	2,914
October	3,647	2,906	3,413	2,903	2,825
November	3,014	2,683	3,607	3,044	3,014
December	2,975	2,402	3,137	2,394	2,553
January	3,434	2,761	4,147	3,276	2,673
February	3,303	2,963	3,611	3,102	3,017
March	3,542	3,790	4,125	3,630	3,326
April	3,698	3,782	4,003	3,763	3,669
May	3,968	3,756	3,622	3,553	3,662
June	4,065	4,003	3,931	3,950	3,712
Total Rounds	44,391	40,519	45,302	39,825	39,362
Difference		-\$3,872	4,783	-5,477	-463

Below is a list illustrating revenues received by the City during the same period (July – June) for the past ten years.

2015-16	\$186,354	2010-11	\$97,911
2014-15	\$223,161	2009-10	\$108,808
2013-14	\$306,072	2008-09	\$107,999
2012-13	\$241,966	2007-08	\$112,174
2011-12	\$279,414	2006-07	\$109,932

The attached report covers revenues and expenses for FY 2015-16. The overall revenue of the

Receive and File the Year End Financial Report for the Arroyo Seco Golf Course
August 17, 2016
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facility was only slightly higher than projected (\$183,442) with a cash flow of \$186,354 to the City. This cash flow can assist in funding the many capital projects. There is currently \$595,799 in the Golf Course account.

The current management contract with Donovan Brothers Golf, Inc. will expire in June of 2017. A Subcommittee has reviewed the current agreement and is recommending the City Council extend the current contract another three years as there are variables such as the possibility of the Cultural Heritage Commission adding the Golf Course facilities as a local historical landmark and a possible new clubhouse facility and ways to fund it. The Subcommittee needs more time to better understand the outcome of the above items before possibly going out to bid for a potential new concessionaire.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Arroyo Seco Golf Course Monthly Financial Report

Arroyo Seco Golf Course Monthly Financial Report

2015-2016

Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total	Projected
General & Admin	\$3,650	\$17,046	\$6,350	\$11,098	\$3,305	\$5,751	\$7,366	\$7,399	\$11,886	\$9,350	\$1,989	\$5,769	\$90,959	\$52,000
Golf Course	\$49,472	\$47,741	\$35,639	\$34,646	\$37,344	\$32,074	\$32,935	\$36,351	\$40,565	\$45,169	\$45,616	\$45,562	\$483,114	\$517,500
Mini Golf	\$14,129	\$11,702	\$6,793	\$4,918	\$9,238	\$8,213	\$8,360	\$9,137	\$10,705	\$8,006	\$10,171	\$12,040	\$113,410	\$113,000
Range	\$30,915	\$25,426	\$20,231	\$19,640	\$22,293	\$19,881	\$20,358	\$23,116	\$27,843	\$25,642	\$26,976	\$22,100	\$284,421	\$344,675
Golf Shop	\$5,883	\$5,003	\$3,994	\$4,500	\$4,718	\$3,629	\$4,197	\$4,965	\$5,150	\$5,783	\$5,719	\$5,726	\$59,267	\$57,536
Food	\$17,463	\$15,880	\$11,344	\$12,219	\$14,300	\$11,919	\$10,145	\$10,871	\$11,562	\$13,262	\$14,296	\$13,603	\$156,864	\$156,822
Total Revenue	\$121,512	\$122,799	\$84,351	\$87,002	\$91,198	\$81,467	\$83,361	\$91,839	\$107,709	\$107,212	\$104,767	\$104,801	\$1,188,018	\$1,241,533
Cost of sales	\$9,622	\$7,542	\$7,603	\$7,088	\$4,658	\$4,949	\$4,910	\$5,605	\$4,962	\$6,439	\$5,777	\$6,283	\$75,438	\$75,708
Gross Profit	\$111,890	\$115,257	\$76,748	\$79,933	\$86,540	\$76,518	\$78,451	\$86,234	\$102,747	\$100,773	\$98,990	\$98,517	\$1,112,598	\$1,165,825
Labor Expenses														
General & Admin	\$8,434	\$8,434	\$8,433	\$12,501	\$8,433	\$8,434	\$9,374	\$9,704	\$9,099	\$13,174	\$9,025	\$9,005	\$114,050	\$111,378
Golf Course Maint	\$19,649	\$18,560	\$18,655	\$27,161	\$17,980	\$18,907	\$19,808	\$19,861	\$20,047	\$27,699	\$17,243	\$19,889	\$245,459	\$237,466
Range	\$4,351	\$4,002	\$3,666	\$4,893	\$2,112	\$2,882	\$2,921	\$2,596	\$3,016	\$5,135	\$3,514	\$3,647	\$42,735	\$40,372
Golf Shop	\$6,155	\$6,265	\$11,856	\$5,827	\$4,825	\$4,183	\$4,922	\$4,964	\$5,888	\$9,392	\$5,551	\$7,304	\$77,132	\$85,296
Food	\$9,999	\$8,904	\$9,856	\$17,359	\$8,951	\$7,795	\$8,414	\$7,784	\$8,361	\$13,271	\$9,878	\$9,524	\$120,096	\$126,542
Total Labor Expense	\$48,588	\$46,166	\$52,468	\$67,743	\$42,303	\$42,201	\$45,439	\$44,909	\$46,411	\$68,671	\$45,211	\$49,371	\$599,481	\$601,054
Capital & Operations														
General & Admin	\$7,622	\$8,839	\$6,507	\$6,515	\$11,750	\$7,948	\$7,012	\$7,250	\$6,342	\$7,619	\$6,308	\$13,599	\$97,311	\$102,420
Golf Course Maint	\$9,780	\$11,168	\$8,257	\$7,879	\$7,782	\$16,093	\$6,726	\$5,436	\$18,097	\$7,238	\$10,237	\$8,947	\$117,640	\$131,880
Range	\$0	\$163	\$4,182	\$0	\$706	\$0	\$244	\$399	\$427	\$398	\$0	\$900	\$7,419	\$27,900
Golf Shop	\$0	\$0	\$564	\$0	\$0	\$40	\$0	\$132	\$225	\$71	\$0	\$348	\$1,380	\$9,050
Food	\$3,314	\$1,431	\$1,527	\$1,987	\$1,733	\$1,784	\$1,145	\$1,536	\$1,388	\$1,814	\$1,926	\$3,235	\$22,820	\$25,049
Total Other Expense	\$20,717	\$21,602	\$21,039	\$16,381	\$21,971	\$25,865	\$15,127	\$14,753	\$26,479	\$17,140	\$18,471	\$27,031	\$246,576	\$296,299
Total Expenses	\$69,306	\$67,768	\$73,507	\$84,124	\$64,275	\$68,066	\$60,566	\$59,662	\$72,891	\$85,816	\$63,685	\$76,402	\$846,068	\$897,353
NET INCOME	\$42,584	\$47,489	\$3,241	-\$4,191	\$22,265	\$8,452	\$17,885	\$26,572	\$29,855	\$14,957	\$35,305	\$22,115	\$266,530	\$268,472
Less Mgmt. Fee	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	(\$8,000)	\$96,000
Plus Bar Rent	\$1,412	\$1,368	\$1,260	\$1,162	\$1,488	\$1,009	\$1,006	\$1,240	\$1,336	\$1,621	\$1,651	\$1,240	\$14,142	\$10,970
City Cash Flow	\$35,996	\$40,857	-\$3,498	-\$11,028	\$15,753	\$1,460	\$10,891	\$19,812	\$23,222	\$8,578	\$28,956	\$15,355	\$186,354	\$183,442

Arroyo Seco Golf Course Monthly Financial Report
2015-2016

Capital Improvements

Date	Item	Amount
Aug-15	E-Z-Go Cart * Electric Range Ball Cart	\$11,716.69
Oct-15	Tri County Pump * New Pump for irrigation system	\$16,380.21
	Hatch Design Group * Clubhouse design	\$14,500.00
Dec-16	Worldwide Electric Inc. * Clubhouse to Maintenance yard	\$8,000.00
Apr-16	S&J Biren Floors * Turf for mini golf	\$8,264.70
	Millennium Construction * Installation of turf on Mini golf	\$1,750.00
Total to date		\$60,611.60

Operational Expenses

Date	Item	Amount
Jul-15	Repair to irrigation pump	\$2,270.00
Sep-15	range mats	\$3,964.88
Nov-15	Generator for power outage	\$4,351.22
Dec-16	West Coast Arborist	\$10,600.00
Mar-16	Fertilizer	\$11,947.82
Jun-16	Historical Resources Group	\$3,878.13
Total to date		\$37,012.05

All Above expenses are reflected in the monthly financials unless a "*" indicated next to it

* = funds from capital improvement

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