



**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, September 21, 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 Chief City Clerk prior to the meeting. Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda (Government Code Section 54954.2).

CLOSED SESSION AGENDA ITEMS

A. Initiation of Litigation

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

Number of Cases: 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. Potential Litigation

CONFERENCE WITH LEGAL COUNSEL, Pursuant to Government Code Section 54957.6 (d)(2):

Number of Potential Cases: 1

D. Conference with Real Property Negotiators

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

Properties: 1107 Grevelia Street (68499-01-01); 821 Bonita Drive (41597-01-01); 728 Bonita Drive (68222-01-01); 804 Valley View Road (62582-01-01); and 2006 Berkshire Avenue (64544-01-01)

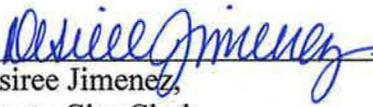
Agency Negotiators: City Manager Sergio Gonzalez; City Attorney Teresa L. Highsmith

Negotiating Party: California Department of Transportation (Caltrans)

Under Negotiation: Price and Terms of Payment

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.

09/15/16
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, September 21, 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: Mayor Pro Tem Cacciotti
**In permitting a nonsectarian invocation, the City does not
intend to proselytize, advance, or disparage any faith or
belief. Neither the City nor the City Council endorses any
particular belief or form of invocation.*

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Cacciotti

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

PRESENTATIONS

- 2. Presentation of the Fiscal Year 2015-16 Annual Report of the Parks and Recreation Commission**
- 3. Presentation on Refinancing of 2009 Water Bonds**

COMMISSION APPOINTMENT

4. Youth Commission and Natural Resources and Environmental Commission Appointments

Recommendation

1. Appoint Piper Fleming (8th Grade), Ismael Khan (8th Grade), and Connor Wang (7th Grade) to the Youth Commission for a full two-year school term from September 1, 2016 until June 30, 2018.
2. Appoint Hailey Bugg as the Non-Voting Youth Member to the Natural Resources and Environmental Commission for a full school year term from September 1, 2016 until June 30, 2017.

COMMUNICATIONS

5. 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.

6. City Manager Communications

7. Reordering of and Additions to the Agenda

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

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

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

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

CONSENT CALENDAR

8. Minutes of the City Council Meeting of September 7, 2016

Recommendation

Approve the minutes of the September 7, 2016 City Council Meeting.

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

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 195226 through 195274 in the amount of \$305,941.93; General City Warrants Nos.195275 through 195407 in the amount of \$1,363,958.15, and Payroll, dated September 9, 2016, in the amount of \$462,142.31.

10. Monthly Investment Reports for July 2016

Recommendation

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

11. Approval of Fourth Amendment to the Employment Agreement with City Manager Sergio Gonzalez

Recommendation

Approve, in substantially to form, a fourth amendment to employment agreement with City Manager Sergio Gonzalez.

12. Approval of a Mills Act Contract for Property Located at 325 Oaklawn Avenue

Recommendation

Approve a Mills Act contract for property located at 325 Oaklawn Avenue.

13. Approval of a License Agreement for Use of City-Right-of-Way at Peterson Street

Recommendation

1. Approve a license agreement for use of City of South Pasadena right-of-way on Peterson Street to the property owner residing at 1803 Hanscom Drive.
2. Authorize the City Manager to execute the agreement.

14. Adoption of Resolutions and Side Letters with the South Pasadena Public Service Employees' Association and South Pasadena Public Service Part Time Employees' Association

Recommendation

1. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, approving a side letter to the Memorandum of Understanding with the South Pasadena Public Service Employees' Association."
2. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, approving a side letter to the Memorandum of Understanding with the South Pasadena Public Service Part Time Employees' Association."

15. Award of Contract to Norton Rose Fulbright US LLP for Bond Counsel and Bond Disclosure Counsel Services

Recommendation

Approve the agreement with Norton Rose Fulbright US LLP to provide bond counsel and disclosure counsel services in substantially to form.

16. Approval of Letters to the Governor on Various State Bills in Concurrence with League of California Cities' Position

Recommendation

Authorize letters communicating the City's position on various bills from the 2016 California State Legislative Session.

ACTION/DISCUSSION

17. Adoption of a Resolution in Support of the Safe, Clean Neighborhood Parks and Beaches Ballot Measure

Recommendation

Adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, supporting the Los Angeles County Proposition A "Safe, Clean Neighborhood Parks and Beaches Measure of 2016."

18. First Reading and Introduction of an Ordinance to Amend the South Pasadena Municipal Code to Change General Municipal Election Dates to Coincide with Statewide General Elections in November of Even-Numbered Years

Recommendation

Introduce an ordinance entitled "An Ordinance of the City Council of the City of South Pasadena, California, amending Section 299-33 'General municipal election' of the South Pasadena Municipal Code relating to changing the general municipal election date to the first Tuesday after the first Monday in November of each even-numbered year, commencing with the General Municipal Election of November 2017," and waive further reading.

19. Adoption of a Resolution Supporting the Los Angeles County Metropolitan Transportation Authority’s One-Half Percent Sales Tax Ballot Measure on the November 8, 2016 Election Ballot

Recommendation

Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, supporting the proposed sales tax ballot Measure M (Los Angeles County Metropolitan Transportation Authority one-half percent sales tax increase) on the November 8, 2016 Election Ballot.”

20. Adoption of a Resolution Transitioning the Water Conservation and Supply Shortage Plan from Stage 2 to Stage 1: Moderate Water Supply Shortage

Recommendation

Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, declaring a Stage 1: moderate water supply shortage and enacting a twenty percent (20%) conservation standard.”

21. Consideration of State Route 710 Surplus Property Sales Final Environmental Impact Report Comment Letter

Recommendation

Approve a public comment letter regarding the State Route 710 (SR-710) Surplus Property Sales Final Environmental Impact Report.

COUNCILMEMBERS COMMUNICATIONS (continued)

ADJOURNMENT

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

| | | | |
|------------------|------------------------------|-----------------|-----------|
| October 5, 2016 | Regular City Council Meeting | Council Chamber | 7:30 p.m. |
| October 19, 2016 | Regular City Council Meeting | Council Chamber | 7:30 p.m. |
| November 2, 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.

09/15/2016

Date


Desiree Jimenez,
Deputy City Clerk

Date: September 21, 2016
To: Honorable Mayor and Members of the Council
From: Jose Zavala, Chair, Parks and Recreation Commission
Re: **Fiscal Year (FY) 2015-16 Annual Report of Parks and Recreation Commission**

Events

In January 2016, the first Snow Day was held at Garfield Park. The event was very successful and a great addition. A second Movie in the Park was added this summer to give a varied of activities for families. Star Wars and the Good Dinosaur were part of the summer series of activities along with five concerts and Shakespeare in the Park. The second Annual National Night Out was a great success with the assistance of the Police and Fire Department. The ongoing events such as Doggy Day with Cats too, Spring Egg-Stravaganza, Halloween Spooktacular and Breakfast with Santa continue to be very successful.

This year, the Parks and Recreation Commission (Commission) decided to change the summer concert series to every other weekend as the addition of two Movies in the Park, Shakespeare in the Park, and National Night Out gave the ability to host a weekly family event all summer long. The only issue that arose was offering the first concert so early that lead to a very small crowd. Next summer, dates will be evaluated a bit more closely when planning.

Capital Improvements

The following projects were completed:

War Memorial Building – Replacement of three HVAC units

Baseball fields – Replacement of bleachers at Orange Grove Park and Arroyo Park

Dog Park Construction – Project started in August 2016 and should be completed by November 2016.

Ironworks Museum - Painting and repair of termite damaged wood

Recommendations to City Council

Approved and prepared a recommendation for the City Council to adopt an ordinance prohibiting inflatable structure and other carnival devices on City Parks.

Approved and recommended a list of 10 items to present to the City Council for the Los Angeles County Wide Comprehensive Park and Recreation Needs Assessment.

Recommended to the City Council to increase the Park Impact Fee by 20% (from \$5.89s/f to \$7.07s/f.)

Recommended to the City Council to name either Arroyo Park North or South Soccer Fields after former Councilmember David Margrave and proposed no other options of locations be recommended for naming after David Margrave.

Field Use Approval

Approved the field use permits for AYSO, Little League, Holy Family Catholic Church, and other organizations as well as field closure dates for maintenance of fields.

Dog Park

The Commission reviewed the Dog Park rules after much input from the Friends of the Dog Park. A recommended set of rules will be reviewed by the Animal Commission in September 2016 and then brought to the City Council in the form of an ordinance.

The Dog Park Ground Breaking took place on August 11, 2016, with construction starting August 8, 2016. The Dog Park Project is a 60 day project and should be ready for a ribbon cutting in November 2016.

Other Items Discusses

The Commission approved the overlay of a Pickle Ball Court on the Orange Grove Park Tennis courts. Pickle Ball is a cross between table tennis and badminton. The court is much smaller. Four pickle ball courts overlay one tennis court. It is a great game for all ages especially seniors. The Recreation Division purchased nets and equipment to rent for use. An instruction class is currently being planned.

Department Revenue

Each Division within the department met its revenue projections.

| Division | Actual Revenue | Revenue Projections |
|-----------------------------|-----------------------|----------------------------|
| Seniors | \$35,764 | \$36,160 |
| Recreation | \$523,852 | \$432,500 |
| Rentals | \$132,341 | \$108,250 |
| Leased / Managed Facilities | \$291,633 | \$285,562 |
| Total | \$983,590 | \$862,472 |

The Park Impact Fee had for FY 2015-16.

| | | |
|------------------------|----------|----------|
| Park Impact Fee | \$97,901 | \$30,000 |
|------------------------|----------|----------|



City of South Pasadena
Office of the Mayor

Memo

Date: September 21, 2016
To: The Honorable City Council
From: Mayor Diana Mahmud
Re: Commission Appointments

With the City Council concurrence at the September 21, 2016 City Council Meeting, I propose to appoint the following to a full two-year school term from September 1, 2016 until June 30, 2018.

- **Piper Fleming (8th Grade) to the Youth Commission**
- **Ismael Khan (8th Grade) to the Youth Commission**
- **Connor Wang (7th Grade) to the Youth Commission**

With the City Council concurrence at the September 21, 2016 City Council Meeting, I propose to appoint the following to for a full school year term from September 1, 2016 until June 30, 2017.

- **Hailey Bugg to the Natural Resources and Environmental Commission as the Youth Non-Voting Member**

The applications are on file at the City Clerk's Office, at City Hall, 2nd floor, 1414 Mission Street, South Pasadena, CA 91030.

Thank you.



Wednesday, September 7, 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, September 7, 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 Joe gave the invocation.

PLEDGE OF ALLEGIANCE

Eliot Correll, President, and Andrew Cheung, Treasurer, representing the South Pasadena Middle School ASB, led the Pledge of Allegiance.

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

The Regular Closed Session of the City Council of September 7, 2016, was called to order by Mayor Mahmud at 6:30 p.m., with all Councilmembers present.

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: 1

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

Public Employee: City Manager

City Negotiator: Teresa L. Highsmith, City Attorney

City Attorney Highsmith reported that the City Council provided direction to staff regarding Closed Session Items A and B, but did not take any reportable action; advised that the City Council will reconvene into Closed Session to discuss Closed Session Item C, Labor Negotiations, immediately following the Business Meeting.

PRESENTATIONS**2. Presentation of City Tiles to the Sponsors of the 2016 Amgen Tour of California**

Mayor Mahmud presented City tiles to the following sponsors of Stage II, held in South Pasadena, of the 2016 Amgen Tour of California:

- Luis Lopez, representing the City of Hope, Platinum Sponsor
- John Bicos, owner of Gus's BBQ, Gold Sponsor
- Dennis Lefevre, representing the South Pasadena Unified School District, Gold Sponsor
- Charles Trevino, representing the Upper San Gabriel Valley Municipal Water District, Silver Sponsor

3. **Presentation of a Proclamation Declaring September 5 - 11, 2016, as "Suicide Prevention Week" in the City of South Pasadena**

Mayor Mahmud presented a Proclamation to Val Uchendu, representing the American Foundation for Suicide Prevention, recognizing September 5-11, 2016, as "Suicide Prevention Week" in the City of South Pasadena.

4. **Presentation of the Fiscal Year 2015-16 Annual Report of the Library Board of Trustees**

Edward Pearson, President, representing the Library Board of Trustees (LBT), presented the Fiscal Year 2015-16 Annual Report of the LBT. In response to City Council inquiry, Mr. Pearson explained that the LBT is currently developing an implementation matrix for the Library Operations Study recommendations.

5. **Presentation of the Fiscal Year 2015-16 Annual Report of the Natural Resources and Environmental Commission**

William Kelly, Chair, representing the Natural Resources and Environmental Commission (NREC), presented the Fiscal Year 2015-16 Annual Report of the NREC. In response to City Council inquiry, Mr. Kelly explained that the NREC is finalizing its recommendation regarding potential regulations on polystyrene products as well as gray water stubout requirements.

COMMISSION REAPPOINTMENT

6. **Youth Commission Reappointment**

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to reappoint Dawson Galluzzi, 11th Grade, to the Youth Commission for a full two-year school term from September 1, 2016 to June 30, 2018.

COMMUNICATIONS

7. **Councilmembers Communications**

Councilmember Joe encouraged residents to participate in the upcoming Cruz'n for Roses Hot Rod and Classic Car Show, annual Moon Festival, and Public Safety Open House; requested that staff agendize potential options to address concerns related to commercial hauler trucks idling for prolonged periods on City streets, second by Mayor Mahmud.

Councilmember Schneider requested that staff be prepared to responded to inquiries related to implementation of the Renewable Energy Council's recommendations on potential sustainable energy projects.

Councilmember Khubesrian announced that the last day to register to vote for the Presidential Election is October 24, 2016; expressed gratitude to the South Pasadena Fire Department for their assistance with a recent fire near her home; encouraged residents to report trees in need of attention to the City, noting that the prolonged drought is impacting the health of the trees.

Mayor Pro Tem Cacciotti requested that the Natural Resources and Environmental Commission evaluate the use of pesticides and fertilizers in City parks and provide recommendations that could be incorporated as part of the next parks landscape maintenance contract.

Mayor Mahmud encouraged residents to apply to serve on the City's advisory bodies, noting that there are vacancies on the Youth Commission and a youth representative on the Natural Resources and Environmental Commission; encouraged residents to participate in the "Tacos in the Park" and School Bond Fundraiser at the Garfield House.

8. City Manager Communications

City Manager Gonzalez encouraged residents to participate in the City's upcoming Clean Air Car Show/Green Living Expo; announced that the City will hold a press conference on September 9, 2016, to announce the City's designation as the first "AGZA Green Zone City" for maintaining all municipal parks and medians with zero-emissions landscape equipment.

Andrew Dubois, President of the South Pasadena Police Officers' Association, announced that launch of the "2016 Pink Patch Project," noting that all proceeds will be donated to the City of Hope.

9. Reordering of and Additions to the Agenda

None.

PUBLIC COMMENTS

Gail Multon, South Pasadena resident, expressed concerns related to the removal of palm trees in South Pasadena, noting that many of the trees are over 100 years old; recommended that the City develop a strategic approach towards managing the City's urban forest and to consider hiring of a qualified landscape architect to develop a landscape plan for the City.

CONSENT CALENDAR

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the Consent Calendar Item Nos. 10, 11, 14, 15, 19, and 20, with Item Nos. 16, 17, and 18 pulled for separate discussion, and Item Nos. 12 and 13 removed from the agenda.

10. Minutes of the City Council Meeting of August 17, 2016

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBERIAN, CARRIED 5-0, to approve the minutes of the August 17, 2016 City Council Meeting.

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

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 194934 through 195026 in the amount of \$508,418.20; General City Warrants Nos. 195027 through 195225 in the amount of \$1,343,019.59, and Payroll, dated August 26, 2016, in the amount of \$451,308.54.

12. Adoption of Resolutions and Side Letters with the South Pasadena Public Service Employees' Association and South Pasadena Public Service Part Time Employees' Association

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

13. Award of Contract with Inter-Con Security Systems, Inc. for Parking Enforcement Services for Fiscal Years 2016-17 through 2018-19

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

Alan Ehrlich, South Pasadena resident, expressed appreciation that the City Manager has removed this item from the agenda and is addressing his concerns related to this contract; requested that additional disclosures be provided if this contract returns for City Council consideration.

14. Adoption of a Resolution Approving the City of South Pasadena Investment Policy for Fiscal Year 2016-17

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, adopting an Investment Policy for Fiscal Year 2016-17."

15. Approve Title VI Civil Rights Act Compliance Manual for Fair and Equal Treatment of Dial-A-Ride Patrons

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the Title VI Civil Rights Act Compliance Manual for Fair and Equal Treatment of Dial-A-Ride Patrons, in order to fulfill mandated federal regulations.

19. Declaration of Outdated City Property as Surplus

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

1. Declare two Public Works Department vehicles, 2008 Dodge Charger and 1989 GMC Truck, as surplus property.
2. Direct staff to dispose of the vehicles in accordance with South Pasadena Municipal Code Section 2.99-29 and City Policy on Disposal of Surplus Property.

20. Biennial Review and Amendments to the City's Conflict of Interest Code

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, amending the City's Conflict of Interest Code and Rescinding Resolution Nos. 7233, 7234, 7235, and 7364."

ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**16. Adoption of a Resolution in Support of the Proposed Annexation to the San Gabriel Valley Mosquito and Vector Control District**

Councilmember Schneider voiced opposition to supporting the proposed annexation of the City into the San Gabriel Valley Mosquito and Vector Control District (SGVMVCD); recommended that this item be deferred until November 2016 to allow for further evaluation of the impacts of West Nile and Zika viruses on South Pasadena.

In response to City Council inquiries, Public Works Director Toor advised that mosquito control services are not commercially available and that if the City Council desires to allow for such services, it is necessary to annex into a special district; noted that mosquito eggs of the type which transmits West Nile and Zika viruses have been detected in South Pasadena; noted that the annexation process will take approximately six months and that City Council will have an opportunity to revisit this matter. City Attorney Highsmith advised that the City has no liability related to mosquito-borne diseases.

Following discussion, MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 4-1 (COUNCILMEMBER SCHNEDIER VOTING NO), to adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, in support of the proposed annexation of the City of South Pasadena to the San Gabriel Valley Mosquito and Vector Control District."

17. Authorize Purchase of E-911 Hardware, Software, and Consoles Utilizing State Grant Funds

Police Sergeant Abdalla narrated a PowerPoint presentation entitled "E-911 Upgrade."

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

1. Approve expenditures from California Department of General Services E-911 Grant Program, and Citizens' Option for Public Safety (COPS) grant fund to purchase a three-position E-911 system, radio system, consoles, and computers for a total project amount of \$336,905.13.
2. Authorize a 10% contingency fund for unseen expenditures in the amount of \$30,627.00 from the Citizens Option for Public Safety (COPS) grant fund.
3. Waive bidding requirements and authorize a single source purchase pursuant to South Pasadena Municipal Code (SPMC) Section 2.99-29 (11) (j) from AT&T, and Commline Inc.

18. Award of Contracts for the Purchase of Two Police Utility Patrol Vehicles and Installation of Emergency Equipment and Police Lettering Graphics

Mayor Pro Tem Cacciotti voiced concerns related to the purchasing of gasoline powered vehicles, noting that such vehicles contribute to poor air quality and health impacts; spoke on the need for the City to replace its fleet with alternative fuel or electric vehicles.

In response to City Council inquiry, Police Captain Neff explained that alternative fuel vehicles are not conducive to meet the demands of public safety patrol vehicles at this time; noted that such vehicles are unable to meet the increased need for electronic equipment and storage capacity; advised that as police administrative staff's vehicles are replaced, alternative fuel vehicles will be evaluated for appropriateness.

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

1. Award a contract to Wondries Fleet Group under the Cooperative Purchase Provision of the City of Los Angeles Contract #1654430, for the purchase of two 2017 Ford Explorer Police Utility Patrol Vehicles in the amount of \$59,384.00.
2. Award a contract to Commline Inc., for the installation of emergency equipment and computer system in the amount of \$33,007.88.
3. Award a contract to Prime Graphix, Inc., for reflective police lettering graphics in the amount of \$1,262.50.
4. Authorize Patrol vehicle #1198 and vehicle #1115 as designated surplus upon receipt and outfitting of new patrol vehicles.
5. Direct staff to issue a letter to public safety vehicle manufacturers regarding the need for alternative fuel public safety patrol vehicles.

ACTION/DISCUSSION**21. Appointment of Voting Delegate and Alternate to Represent the City of South Pasadena at the 2016 League of California Cities' Annual Business Meeting**

City Manager Gonzalez presented the staff report.

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

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to appoint Mayor Diana Mahmud as the City of South Pasadena's voting delegate, and Councilmember Marina Khubesrian, M.D., as the voting alternate for the League of California Cities' 2016 Annual Business Meeting on Friday, October 7, 2016, at the Long Beach Convention Center.

22. Provide Direction on Resolution Being Considered at the League of California Cities' Annual Business Meeting

City Manager Gonzalez presented the staff report.

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

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to direct the City of South Pasadena's delegate, or alternate delegate, to support the proposed resolution being considered at the upcoming League of California Cities' Annual Business Meeting being held during the League's Annual Conference in Long Beach, California.

23. California Senate Bill 415 "Voter Participation" and Direction Regarding Timing of Transitioning to a Statewide Election Date

Chief City Clerk Mejia narrated a PowerPoint presentation entitled "California Senate Bill 415 'Voter Participation' Transitioning General Municipal Elections to Coincide with Statewide Elections" and responded to City Council inquiries.

Mayor Mahmud opened the Public Comment period.

Ron Rosen, South Pasadena resident, opined that it would be a conflict of interest for the City Council to extend their own terms of office.

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

City Attorney Highsmith advised that, with respect to the Political Reform Act, the City Council does not have a legal conflict of interest and that specific statutes authorize the City Council to change the election date as well as extend their own terms, if desired.

The City Council agreed that it would be preferable to extend their terms and to move the November 2017 General Municipal Election to coincide with the November 2018 Statewide General Election, noting that the City Council benefits from positive camaraderie; requested that the City Attorney be prepared to address whether the City may hold all mail-in ballot elections on the same day as statewide elections, pointing out that general election ballots typically are extensive and may cause voter drop-off at the polls.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to move forward with Option 1, to move the November 2017 General Municipal Election to be held with the November 2018 Statewide General Election.

24. Direction Regarding the Regulation of Short-Term Rentals

Building and Planning Director Watkins narrated a PowerPoint presentation entitled "Short-Term Rentals." In response to City Council inquiries, Mr. Watkins explained that enforcement of regulations on short-term rentals would be very difficult and that business license revenues would be insignificant; noted that short-term rental listing companies such as Airbnb are actively litigating cities which attempt to prohibit or restrict such activities.

Mayor Mahmud opened the Public Comment period.

Alan Ehrlich, South Pasadena resident, suggested that it would be more strategic if the League of California Cities or California Franchise Tax Board addressed the issue of short-term rentals on a statewide level.

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

Councilmember Joe noted that this matter is complex and issues such as rental of rooms to extended family or friends would be difficult to regulate; requested that staff monitor whether the City of Pasadena pursues short term rental regulations. Councilmember Khubesrian noted that the shared economy is a growing trend and that this matter may be appropriate to discuss in conjunction with the General Plan update.

Following discussion, MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to direct staff to continue to: 1) monitor resident complaints regarding short-term rentals, 2) monitor resident complaints regarding conversion of long-term rentals to short-term rentals, and 3) discuss with the Planning Commission and Public Safety Commission short-term rentals and the shared economy, in conjunction with the General Plan update.

25. Consideration of a Letter of Support to the California Public Utilities Commission Regarding Recommendations on Natural Gas Leakage Abatement

Chief City Clerk Mejia narrated a PowerPoint presentation entitled “Letter of Support for CPUC and CARB Staff Recommendations on Natural Gas Leakage Abatement.”

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

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to authorize the issuance of a letter of support for the “California Public Utilities Commission and California Air Resources Board Natural Gas Leakage Abatement Summary of Best Practices Working Group Activities and Staff Recommendations,” as revised.

ADJOURNMENT

Mayor Mahmud adjourned the Joint City Council/Redevelopment Successor Agency meeting at 9:55 p.m. The City Council recessed to Closed Session at 9:55 p.m. and adjourned at 10:20 p.m.

Evelyn G. Zneimer
City Clerk

Diana Mahmud
Mayor

Minutes approved by the South Pasadena City Council on September 21, 2016.

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: September 21, 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 \$305,941.93
General City Warrants in the Amount of \$1,363,958.15 and Payroll
in the Amount of \$462,142.31**

Recommendation

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

Fiscal Impact

Prepaid Warrants:

Warrant # 195226 – 195274 \$ 305,941.93

General City Warrants:

Warrant # 195275 – 195407 \$ 1,363,958.15

Payroll 09-09-16

\$ 462,142.31

Total

\$ 2,132,042.39

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
September 21, 2016
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 09-09-16
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

City of South Pasadena
Demand/Warrant Register
Recap by fund

| Fund No. | Date | 09.21.16 Amounts | | |
|--------------------------------|------|---------------------|---------------------|-------------------|
| | | Prepaid | Written | Payroll |
| General Fund | 101 | 99,029.63 | 186,298.58 | 273,739.49 |
| Insurance Fund | 103 | | | |
| Facilities & Equip.Cap. Fund | 105 | | 25,397.50 | |
| Local Transit Return "A" | 205 | 99.19 | 16,323.03 | 7,722.05 |
| Local Transit Return "C" | 207 | | 103.00 | 5,827.28 |
| Sewer Fund | 210 | 7.42 | 41.16 | 13,840.16 |
| CTCTraffic Improvement | 211 | | | |
| Street Lighting Fund | 215 | 2,328.73 | 18,424.52 | 6,497.71 |
| Public,Education & Govt Fund | 217 | | | |
| Clean Air Act Fund | 218 | | | |
| Business Improvement Tax | 220 | | | |
| Gold Line Mitigation Fund | 223 | | | |
| Mission Meridian Public Garage | 226 | | 462.29 | |
| Housing Authority Fund | 228 | | | |
| State Gas Tax | 230 | 7.42 | 2,271.72 | 11,718.72 |
| County Park Bond Fund | 232 | 69.04 | 110,286.69 | |
| Measure R | 233 | | | |
| MSRC Grant Fund | 238 | | | |
| Bike & Pedestrian Paths | 245 | | | |
| BTA Grants | 248 | | | |
| Golden Streets Grant | 249 | | | |
| Capital Growth Fund | 255 | | | |
| CDBG | 260 | | | |
| Asset Forfeiture | 270 | | | |
| Police Grants - State | 272 | 2,010.36 | 7,086.75 | |
| Police Subventions-CLEEP | 273 | | | |
| Homeland Security Grant | 274 | | | |
| Park Impact Fees | 275 | | | |
| HSIP Grant | 277 | | 927.00 | |
| Public Library Fund Grant | 280 | | | |
| Arroyo Seco Golf Course | 295 | | | |
| Sewer Capital Projects Fund | 310 | | 237,700.25 | |
| Water Fund | 500 | 61,428.82 | 758,635.66 | 53,432.37 |
| Public Financing Authority | 550 | | | |
| Payroll Clearing Fund | 700 | 140,961.32 | | 89,364.53 |
| Redev.Oblig.Retirement Fund | 927 | | | |
| Column Totals | | 305,941.93 | 1,363,958.15 | 462,142.31 |

City Report Totals 2,132,042.39

Recap by fund

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

| Amounts | | |
|---------------------------|---------------------|------------|
| Prepaid | Written | Payroll |
| 305,941.93 | 1,363,958.15 | 462,142.31 |
| Grand Report Total | 2,132,042.39 | |

Diana Mahmud, Mayor

David Batt, Finance Director

ATTACHMENT 2
Prepaid Warrant List

Accounts Payable

Check Detail

User: mfestejo
 Printed: 09/15/2016 - 9:12AM



| Check Number | Check Date | | Amount |
|--|------------|---------------------------|--|
| ACTI8030 - Action Sales Line Item Account | | | |
| 195226 | 09/01/2016 | | |
| | | Inv 7033370-00 Dep. | |
| | | | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 08/26/2016 | PD Ice Maker & Bin for Heat Related Illness Prevention & Support |
| | | | <u>Line Item Account</u> |
| | | | 272-4010-4018-8520-000 |
| | | | 2,010.36 |
| | | Inv 7033370-00 Dep. Total | 2,010.36 |
| 195226 Total: | | | 2,010.36 |
| ACTI8030 - Action Sales Total: | | | 2,010.36 |
| AFLA7010 - AFLAC Line Item Account | | | |
| 195227 | 09/01/2016 | | |
| | | Inv P/R/E 8/7/16 | |
| | | | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 08/30/2016 | Supplemental Ins. |
| | | | <u>Line Item Account</u> |
| | | | 700-0000-0000-2255-000 |
| | | | 1,056.76 |
| | | Inv P/R/E 8/7/16 Total | 1,056.76 |
| 195227 Total: | | | 1,056.76 |
| AFLA7010 - AFLAC Total: | | | 1,056.76 |
| ALAL5011 - Alert-All Corp. Line Item Account | | | |
| 195260 | 09/09/2016 | | |
| | | Inv 216080758 | |
| | | | |
| | | <u>Line Item Date</u> | <u>Line Item Description</u> |
| | | 08/30/2016 | SP FD Open House 9/18/16 Supplies |
| | | | <u>Line Item Account</u> |
| | | | 101-5010-5011-8050-000 |
| | | | 430.56 |
| | | Inv 216080758 Total | 430.56 |
| 195260 Total: | | | 430.56 |
| ALAL5011 - Alert-All Corp. Total: | | | 430.56 |
| WON6400 - Bob Wondries Ford Line Item Account | | | |
| 195228 | 09/01/2016 | | |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|--------|
| Inv | 1066587 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 05/04/2016 | FD Auto Part - Reservoir | 101-5010-5011-8100-000 | 112.54 |
| Inv 1066587 Total | | | 112.54 |
| 195228 Total: | | | 112.54 |
| WON6400 - Bob Wondries Ford Total: | | | 112.54 |
| BWMM8264 - Bowers Museum Line Item Account | | | |
| 195229 | 09/01/2016 | | |
| Inv | 09-22-16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/10/2016 | Sr. Center Field Trip Museum Entry Tickets 9/22/16 | 101-8030-8021-8264-000 | 460.00 |
| Inv 09-22-16 Total | | | 460.00 |
| 195229 Total: | | | 460.00 |
| BWMM8264 - Bowers Museum Total: | | | 460.00 |
| .0627 - CA Franchise Tax Board Line Item Account | | | |
| 195244 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Garnishment | 700-0000-0000-2264-000 | 100.00 |
| Inv P/R/E 9/4/16 Total | | | 100.00 |
| 195244 Total: | | | 100.00 |
| CAL0627 - CA Franchise Tax Board Total: | | | 100.00 |
| CPO4011 - CA Peace Officers Ass'n. Line Item Account | | | |
| 195261 | 09/09/2016 | | |
| Inv | 9/19-21/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | PD Training Registration-Sgt. Robledo | 101-4010-4011-8210-000 | 280.00 |
| Inv 9/19-21/16 Total | | | 280.00 |
| 195261 Total: | | | 280.00 |
| CPO4011 - CA Peace Officers Ass'n. Total: | | | 280.00 |

| Check Number | Check Date | | Amount |
|--|--------------------------------------|--------------------------|----------|
| CSD3010 - Ca. State Disbursement Unit Line Item Account | | | |
| 195245 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Garnishment | 700-0000-0000-2264-000 | 400.50 |
| Inv P/R/E 9/4/16 Total | | | 400.50 |
| 195245 Total: | | | 400.50 |
| CSD3010 - Ca. State Disbursement Unit Total: | | | 400.50 |
| STA5680 - CAL PERS 457 PLAN Line Item Account | | | |
| 195246 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Deferred Comp | 700-0000-0000-2260-000 | 4,756.90 |
| Inv P/R/E 9/4/16 Total | | | 4,756.90 |
| 195246 Total: | | | 4,756.90 |
| STA5680 - CAL PERS 457 PLAN Total: | | | 4,756.90 |
| CLPS3010 - CalPERS Line Item Account | | | |
| 195230 | 09/01/2016 | | |
| Inv | 100000014811064 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/04/2016 | Fees for GASB-68 Reports & Schedules | 101-3010-3011-8020-000 | 3,250.00 |
| Inv 100000014811064 Total | | | 3,250.00 |
| 195230 Total: | | | 3,250.00 |
| CLPS3010 - CalPERS Total: | | | 3,250.00 |
| CBSE6010 - Cell Business Equipment Line Item Account | | | |
| 195231 | 09/01/2016 | | |
| Inv | 50871393 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/16/2016 | Yard Copier Prop. Tax & Admin Fee | 500-6010-6710-8020-000 | 7.42 |
| 07/16/2016 | Yard Copier Prop. Tax & Admin Fee | 210-6010-6501-8020-000 | 7.42 |
| 07/16/2016 | Yard Copier Prop. Tax & Admin Fee | 230-6010-6116-8020-000 | 7.42 |
| 07/16/2016 | Yard Copier Prop. Tax & Admin Fee | 101-6010-6410-8020-000 | 7.42 |
| 07/16/2016 | Yard Copier Prop. Tax & Admin Fee | 500-6010-6711-8020-000 | 7.40 |
| 07/16/2016 | Yard Copier Prop. Tax & Admin Fee | 101-6010-6601-8020-000 | 7.42 |
| Inv 50871393 Total | | | 44.50 |

| Check Number | Check Date | | Amount |
|------------------------|--|--------------------------|-----------|
| 195231 | Total: | | 44.50 |
| CBSE6010 | Cell Business Equipment Total: | | 44.50 |
| CHA1111 | Chan, Anthony Line Item Account | | |
| 195247 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Movie Detail 8/24/16 | 101-0000-0000-2910-200 | 980.00 |
| Inv P/R/E 9/4/16 Total | | | 980.00 |
| 195247 | Total: | | 980.00 |
| CHA1111 | Chan, Anthony Total: | | 980.00 |
| JNCG2970 | Chong, Jane Line Item Account | | |
| 195232 | 09/01/2016 | | |
| Inv | R74512 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | Refund Youth House Rsvp 9/3/16 | 101-0000-0000-2970-001 | 81.00 |
| 08/30/2016 | Refund Youth House Rsvp 9/3/16 | 101-0000-0000-4894-000 | 200.00 |
| 08/30/2016 | Refund Youth House Rsvp 9/3/16 | 101-0000-0000-2925-001 | 75.00 |
| 08/30/2016 | Refund Youth House Rsvp 9/3/16 | 101-0000-0000-2920-000 | 250.00 |
| Inv R74512 Total | | | 606.00 |
| 195232 | Total: | | 606.00 |
| JNCG2970 | Chong, Jane Total: | | 606.00 |
| CSM8030 | City of San Marino Line Item Account | | |
| 195262 | 09/09/2016 | | |
| Inv | 4/1-6/30/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/30/2016 | Fire Command Staff Svcs 4/1-6/30/16 | 101-5010-5011-8183-000 | 66,874.55 |
| Inv 4/1-6/30/16 Total | | | 66,874.55 |
| 195262 | Total: | | 66,874.55 |
| CSM8030 | City of San Marino Total: | | 66,874.55 |
| SOU5402 | City of South Pasadena PD Petty Cash Line Item Account | | |
| 195233 | 09/01/2016 | | |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| Inv | 9/18/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Reimb. Petty Cash for Open House | 101-4010-4011-8020-000 | 400.00 |
| Inv 9/18/16 Total | | | 400.00 |
| 195233 Total: | | | 400.00 |
| SOU5402 - City of South Pasadena PD Petty Cash Total: | | | 400.00 |
| CSM0727 - CSMFO Line Item Account | | | |
| 195263 | 09/09/2016 | | |
| Inv | 170854 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | SGV Chapter Mtg 9/21/16-Peari Lieu | 101-3010-3011-8090-000 | 40.00 |
| Inv 170854 Total | | | 40.00 |
| Inv | 170890 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | SGV Chapter Mtg 9/21/16-David Batt | 101-3010-3011-8090-000 | 40.00 |
| Inv 170890 Total | | | 40.00 |
| 195263 Total: | | | 80.00 |
| CSM0727 - CSMFO Total: | | | 80.00 |
| AMDC8267 - Delgado, Ana Maria Line Item Account | | | |
| 195234 | 09/01/2016 | | |
| Inv | July 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/15/2016 | Instructor Yoga Classes | 101-8030-8021-8267-000 | 640.00 |
| Inv July 2016 Total | | | 640.00 |
| 195234 Total: | | | 640.00 |
| AMDC8267 - Delgado, Ana Maria Total: | | | 640.00 |
| DLRI2992 - Dolphin Rents. Inc. Line Item Account | | | |
| 195235 | 09/01/2016 | | |
| Inv | 01-175444-04 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | CleanAirCarShow&GreenLivingExpo-Canopies,Table&ChairRenta | 101-0000-0000-2992-003 | 1,203.70 |
| Inv 01-175444-04 Total | | | 1,203.70 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|-----------|
| 195235 Total: | | | 1,203.70 |
| DLRI2992 - Dolphin Rents. Inc. Total: | | | 1,203.70 |
| NTDM2013 - Dominguez, Natali Line Item Account | | | |
| 195264 | 09/09/2016 | | |
| Inv | 09-2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | AGZA Event Decroated Cookies | 101-8030-8031-8020-000 | 198.00 |
| Inv 09-2016 Total | | | 198.00 |
| 195264 Total: | | | 198.00 |
| NTDM2013 - Dominguez, Natali Total: | | | 198.00 |
| CAL0616 - E. D. D. Line Item Account | | | |
| 195248 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | State w/h Tax | 700-0000-0000-2220-000 | 23,366.96 |
| Inv P/R/E 9/4/16 Total | | | 23,366.96 |
| 195248 Total: | | | 23,366.96 |
| CAL0616 - E. D. D. Total: | | | 23,366.96 |
| FDBC8025 - Fast Deer Bus Charter Inc. Line Item Account | | | |
| 195236 | 09/01/2016 | | |
| Inv | 131806 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/22/2016 | Sr.Center Field Trip Bus to The Block of Orange 9/22/16 | 101-8030-8021-8264-000 | 937.43 |
| Inv 131806 Total | | | 937.43 |
| 195236 Total: | | | 937.43 |
| FDBC8025 - Fast Deer Bus Charter Inc. Total: | | | 937.43 |
| FSEM8032 - Freshi Films, LLC Line Item Account | | | |
| 195237 | 09/01/2016 | | |
| Inv | 4205 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/12/2016 | Instructor Game Design Classes | 101-8030-8032-8267-000 | 1,100.00 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|----------|
| Inv 4205 Total | | | 1,100.00 |
| 195237 Total: | | | 1,100.00 |
| FSEM8032 - Freshi Films, LLC Total: | | | 1,100.00 |
| GRON8031 - Garner Products Inc. Line Item Account | | | |
| 195265 | 09/09/2016 | | |
| Inv 0032063 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | HD-3 Degausser & Auditing Software Rental | 101-3010-3032-8020-000 | 844.23 |
| Inv 0032063 Total | | | 844.23 |
| 195265 Total: | | | 844.23 |
| GRON8031 - Garner Products Inc. Total: | | | 844.23 |
| HAFR7000 - Hartford Line Item Account | | | |
| 195249 | 09/08/2016 | | |
| Inv P/R/E 9/4/16 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Life Insurance | 700-0000-0000-2254-000 | 884.25 |
| Inv P/R/E 9/4/16 Total | | | 884.25 |
| 195249 Total: | | | 884.25 |
| HAFR7000 - Hartford Total: | | | 884.25 |
| ICM1610 - ICMA Line Item Account | | | |
| 195250 | 09/08/2016 | | |
| Inv P/R/E 9/4/16 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Deferred Comp | 700-0000-0000-2260-000 | 4,608.77 |
| Inv P/R/E 9/4/16 Total | | | 4,608.77 |
| 195250 Total: | | | 4,608.77 |
| ICM1610 - ICMA Total: | | | 4,608.77 |
| LAC3032 - L.A.C. Sheriff's Dept. Line Item Account | | | |
| 195251 | 09/08/2016 | | |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|--------|
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Garnishment | 700-0000-0000-2264-000 | 100.00 |
| Inv P/R/E 9/4/16 Total | | | 100.00 |
| 195251 Total: | | | 100.00 |
| LAC3032 - L.A.C. Sheriff's Dept. Total: | | | 100.00 |
| PELE3010 - Lieu, Pearl Line Item Account | | | |
| 195266 | 09/09/2016 | | |
| Inv | R74805 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Refund Test Charge on 9/2/16 Online Class | 101-0000-0000-5270-002 | 45.00 |
| Inv R74805 Total | | | 45.00 |
| 195266 Total: | | | 45.00 |
| PELE3010 - Lieu, Pearl Total: | | | 45.00 |
| MR4460 - Morales, Kenia Line Item Account | | | |
| 195267 | 09/09/2016 | | |
| Inv | 203461 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | Refund Permit | 101-0000-0000-4460-000 | 100.00 |
| Inv 203461 Total | | | 100.00 |
| 195267 Total: | | | 100.00 |
| KNMR4460 - Morales, Kenia Total: | | | 100.00 |
| VRMZ7000 - Munoz, Valerie Line Item Account | | | |
| 195252 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Garnishment | 700-0000-0000-2264-000 | 950.00 |
| Inv P/R/E 9/4/16 Total | | | 950.00 |
| 195252 Total: | | | 950.00 |
| VRMZ7000 - Munoz, Valerie Total: | | | 950.00 |

| Check Number | Check Date | | Amount |
|--|-----------------------------------|--------------------------|-----------|
| PEG4590 - NUFIC Line Item Account | | | |
| 195253 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Deferred Comp | 700-0000-0000-2256-000 | 1,091.95 |
| Inv P/R/E 9/4/16 Total | | | 1,091.95 |
| 195253 Total: | | | 1,091.95 |
| PEG4590 - NUFIC Total: | | | 1,091.95 |
| PER4770 - Pers Retirement Line Item Account | | | |
| 195254 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Retirement Svc Period 8/22-9/4/16 | 700-0000-0000-2240-000 | 90,954.97 |
| Inv P/R/E 9/4/16 Total | | | 90,954.97 |
| 195254 Total: | | | 90,954.97 |
| PER4770 - Pers Retirement Total: | | | 90,954.97 |
| SOU5343 - PETTY CASH - Recreation Line Item Account | | | |
| 195238 | 09/01/2016 | | |
| Inv | 8/31/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Reimb. Petty Cash | 101-8030-8032-8268-000 | 562.62 |
| 08/31/2016 | Reimb. Petty Cash | 101-8030-8032-8264-000 | 6.54 |
| Inv 8/31/16 Total | | | 569.16 |
| 195238 Total: | | | 569.16 |
| SOU5343 - PETTY CASH - Recreation Total: | | | 569.16 |
| PPBA7608 - Platinum Plus Busn. Card Line Item Account | | | |
| 195268 | 09/09/2016 | | |
| Inv | 5952 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/04/2016 | Bank Charges | 101-3010-3011-8020-000 | 8.25 |
| Inv 5952 Total | | | 8.25 |
| 195268 Total: | | | 8.25 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|---------|
| A7608 - Platinum Plus Busn. Card Total: | | | 8.25 |
| MBN2937 - Platinum Plus for Business Line Item Account | | | |
| 195269 | 09/09/2016 | | |
| Inv | 8181 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | Sr.Center Monthly Charges NetFlix.com 7/16 & 8/16 Svcs | 101-8030-8021-8020-000 | 56.66 |
| Inv 8181 Total | | | 56.66 |
| Inv | 8181 A | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | Mgmt Svcs Monthly Svcs DropBox 7/16 & 8/16 | 101-3010-3032-8180-000 | 210.00 |
| Inv 8181 A Total | | | 210.00 |
| Inv | 8181 B | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/22/2016 | AWWA CA NV Conf. 10/24-27/16-Jenna Shimmin | 500-3010-3012-8090-000 | 445.00 |
| Inv 8181 B Total | | | 445.00 |
| Inv | 8181 C | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/10/2016 | 2016 SGV Water Forum Mtg 9/20/16-Jenna Shimmin & Amber Dur | 500-3010-3012-8090-000 | 150.00 |
| Inv 8181 C Total | | | 150.00 |
| Inv | 8181 D | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | Bank Charge CREDIT | 101-3010-3011-8020-000 | -175.13 |
| Inv 8181 D Total | | | -175.13 |
| 195269 Total: | | | 686.53 |
| MBN2937 - Platinum Plus for Business Total: | | | 686.53 |
| SNRD5270 - Rasmussen-Denver, Sandra Line Item Account | | | |
| 195239 | 09/01/2016 | | |
| Inv | R74517 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | Refund Cancelled Garfield Park Rsvp 8/27/16 | 101-0000-0000-5270-005 | 75.00 |
| Inv R74517 Total | | | 75.00 |
| 195239 Total: | | | 75.00 |

| Check Number | Check Date | | Amount |
|--|------------------------------|--------------------------|----------|
| SNRD5270 - Rasmussen-Denver, Sandra Total: | | | 75.00 |
| CRUB8021 - Rubinfeld, Charles Line Item Account | | | |
| 195240 | 09/01/2016 | | |
| Inv | 8/24/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | Reimb. for Bridge Cards | 101-8030-8021-8020-000 | 88.37 |
| Inv 8/24/16 Total | | | 88.37 |
| 195240 Total: | | | 88.37 |
| CRUB8021 - Rubinfeld, Charles Total: | | | 88.37 |
| SOU5230 - S.P.Firefighters L-3657 Line Item Account | | | |
| 195255 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Assn. Dues | 700-0000-0000-2250-000 | 2,975.00 |
| Inv P/R/E 9/4/16 Total | | | 2,975.00 |
| Inv | P/R/E 9/4/16* | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Insurance | 700-0000-0000-2252-000 | 180.74 |
| Inv P/R/E 9/4/16* Total | | | 180.74 |
| 195255 Total: | | | 3,155.74 |
| SOU5230 - S.P.Firefighters L-3657 Total: | | | 3,155.74 |
| SOU5435 - S.P.P. O. A. Line Item Account | | | |
| 195256 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Assn. Dues & Ins | 700-0000-0000-2246-000 | 4,604.25 |
| Inv P/R/E 9/4/16 Total | | | 4,604.25 |
| 195256 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 | | | |
| 195257 | 09/08/2016 | | |

| Check Number | Check Date | | Amount |
|---|------------------------------|--------------------------|----------|
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Assn. Dues & Svc Fee | 700-0000-0000-2248-000 | 1,647.00 |
| Inv P/R/E 9/4/16 Total | | | 1,647.00 |
| 195257 Total: | | | 1,647.00 |
| SOU5451 - S.P.Public Srvc Empl. Ass'n Total: | | | 1,647.00 |
| SOU6666 - So. CA Edison Co. Line Item Account | | | |
| 195241 | 09/01/2016 | | |
| Inv | 3-002-4472-77 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 101-8010-8011-8140-000 | 4,261.70 |
| Inv 3-002-4472-77 Total | | | 4,261.70 |
| Inv | 3-002-4472-78 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 101-8030-8021-8140-000 | 1,655.48 |
| Inv 3-002-4472-78 Total | | | 1,655.48 |
| Inv | 3-003-6653-57 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 101-6010-6410-8140-000 | 433.83 |
| Inv 3-003-6653-57 Total | | | 433.83 |
| Inv | 3-011-4089-57 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 215-6010-6115-8140-000 | 49.47 |
| Inv 3-011-4089-57 Total | | | 49.47 |
| Inv | 3-022-6897-72 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | 7/25-8/23/16 | 215-6010-6115-8140-000 | 23.51 |
| Inv 3-022-6897-72 Total | | | 23.51 |
| Inv | 3-023-6580-86 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | 7/25-8/23/16 | 215-6010-6201-8140-000 | 23.40 |
| Inv 3-023-6580-86 Total | | | 23.40 |
| Inv | 3-023-7462-29 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|-------------------------|------------------------------|--------------------------|----------|
| 08/25/2016 | 7/25-8/23/16 | 215-6010-6115-8140-000 | 124.69 |
| Inv 3-023-7462-29 Total | | | 124.69 |
| Inv 3-023-7844-31 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | 7/25-8/23/16 | 215-6010-6115-8140-000 | 24.07 |
| Inv 3-023-7844-31 Total | | | 24.07 |
| Inv 3-023-8283-79 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | 7/25-8/23/16 | 215-6010-6115-8140-000 | 28.58 |
| Inv 3-023-8283-79 Total | | | 28.58 |
| Inv 3-028-7013-82 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | 7/25-8/23/16 | 101-6010-6410-8140-000 | 101.88 |
| Inv 3-028-7013-82 Total | | | 101.88 |
| Inv 3-028-7594-32 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 500-6010-6711-8152-000 | 3,490.95 |
| Inv 3-028-7594-32 Total | | | 3,490.95 |
| Inv 3-032-0513-93 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 215-6010-6115-8140-000 | 54.18 |
| Inv 3-032-0513-93 Total | | | 54.18 |
| Inv 3-032-2521-62 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 215-6010-6201-8140-000 | 66.59 |
| Inv 3-032-2521-62 Total | | | 66.59 |
| Inv 3-033-3452-62 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | 7/25-8/23/16 | 500-6010-6710-8140-000 | 811.31 |
| Inv 3-033-3452-62 Total | | | 811.31 |
| Inv 3-035-6502-21 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 101-6010-6601-8140-000 | 240.13 |
| Inv 3-035-6502-21 Total | | | 240.13 |

| Check Number | Check Date | | Amount |
|-------------------------|------------------------------|--------------------------|-----------|
| Inv | 3-037-6075-39 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | 7/25-8/23/16 | 215-6010-6115-8140-000 | 62.73 |
| Inv 3-037-6075-39 Total | | | 62.73 |
| 195241 Total: | | | 11,452.50 |
| 195270 | 09/09/2016 | | |
| Inv | 3-000-5677-90 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8152-000 | 1,733.58 |
| Inv 3-000-5677-90 Total | | | 1,733.58 |
| Inv | 3-000-5950-21 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 72.94 |
| Inv 3-000-5950-21 Total | | | 72.94 |
| Inv | 3-000-5950-22 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 16.38 |
| Inv 3-000-5950-22 Total | | | 16.38 |
| Inv | 3-000-7125-63 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-2015-8140-000 | 25.88 |
| Inv 3-000-7125-63 Total | | | 25.88 |
| Inv | 3-000-7125-66 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8140-000 | 42.75 |
| Inv 3-000-7125-66 Total | | | 42.75 |
| Inv | 3-000-7152-57 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 24.18 |
| Inv 3-000-7152-57 Total | | | 24.18 |
| Inv | 3-000-8455-69 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 58.94 |
| Inv 3-000-8455-69 Total | | | 58.94 |

| Check Number | Check Date | | Amount |
|-------------------------|------------------------------|--------------------------|-----------|
| Inv | 3-000-9969-52 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6201-8140-000 | 12.30 |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 12.29 |
| Inv 3-000-9969-52 Total | | | 24.59 |
| Inv | 3-001-1810-93 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/1-8/1/16 | 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> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8140-000 | 42.33 |
| Inv 3-001-1810-94 Total | | | 42.33 |
| Inv | 3-001-1810-98 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8152-000 | 45,558.67 |
| Inv 3-001-1810-98 Total | | | 45,558.67 |
| Inv | 3-001-1811-29 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6601-8140-000 | 9,095.83 |
| Inv 3-001-1811-29 Total | | | 9,095.83 |
| Inv | 3-001-1811-44 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 235.21 |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6201-8140-000 | 235.21 |
| Inv 3-001-1811-44 Total | | | 470.42 |
| Inv | 3-001-1811-45 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 28.91 |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6201-8140-000 | 28.92 |
| Inv 3-001-1811-45 Total | | | 57.83 |
| Inv | 3-001-1811-48 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 44.91 |
| Inv 3-001-1811-48 Total | | | 44.91 |

| 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> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 64.42 |
| Inv 3-001-1811-56 Total | | | 64.42 |
| Inv | 3-001-1811-58 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/1-8/1/16 | 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> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 41.83 |
| Inv 3-001-1811-59 Total | | | 41.83 |
| Inv | 3-001-1811-63 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 26.20 |
| Inv 3-001-1811-63 Total | | | 26.20 |
| Inv | 3-001-1811-67 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 37.98 |
| Inv 3-001-1811-67 Total | | | 37.98 |
| Inv | 3-001-1811-68 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-8010-8011-8140-000 | 88.36 |
| Inv 3-001-1811-68 Total | | | 88.36 |
| Inv | 3-001-1811-69 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/1-8/1/16 | 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> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 85.08 |
| Inv 3-001-1811-75 Total | | | 85.08 |
| Inv | 3-001-1811-76 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 51.84 |

| Check Number | Check Date | | Amount |
|-----------------------|------------------------------|--------------------------|--------|
| Inv 3-001-1811-76 | Total | | 51.84 |
| Inv 3-001-1811-77 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 41.44 |
| Inv 3-001-1811-77 | Total | | 41.44 |
| Inv 3-001-1811-79 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 39.52 |
| Inv 3-001-1811-79 | Total | | 39.52 |
| Inv 3-001-1811-80 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 33.36 |
| Inv 3-001-1811-80 | Total | | 33.36 |
| Inv 3-001-1811-86 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 23.67 |
| Inv 3-001-1811-86 | Total | | 23.67 |
| Inv 3-001-1811-87 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8140-000 | 50.82 |
| Inv 3-001-1811-87 | Total | | 50.82 |
| Inv 3-001-1811-89 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/1-8/1/16 | 215-6010-6201-8140-000 | 16.21 |
| 08/20/2016 | 7/1-8/1/16 | 101-6010-6410-8140-000 | 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> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 35.41 |
| Inv 3-001-1811-90 | Total | | 35.41 |
| Inv 3-001-1811-91 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 72.88 |
| Inv 3-001-1811-91 | Total | | 72.88 |

| 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> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 15.91 |
| Inv 3-001-1811-92 Total | | | 15.91 |
| Inv | 3-001-1811-93 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 51.37 |
| Inv 3-001-1811-93 Total | | | 51.37 |
| Inv | 3-001-1811-95 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 25.42 |
| Inv 3-001-1811-95 Total | | | 25.42 |
| Inv | 3-001-1811-98 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 14.67 |
| Inv 3-001-1811-98 Total | | | 14.67 |
| Inv | 3-001-1812-06 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 40.56 |
| Inv 3-001-1812-06 Total | | | 40.56 |
| Inv | 3-001-1812-07 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8140-000 | 27.76 |
| Inv 3-001-1812-07 Total | | | 27.76 |
| Inv | 3-001-1812-08 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 63.40 |
| Inv 3-001-1812-08 Total | | | 63.40 |
| Inv | 3-001-1812-09 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/1-8/1/16 | 101-6010-6410-8140-000 | 290.90 |
| Inv 3-001-1812-09 Total | | | 290.90 |
| Inv | 3-001-181210 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 232-6010-6417-8140-000 | 69.04 |

| Check Number | Check Date | | Amount |
|--------------|------------|---|----------|
| | | Inv 3-001-181210 Total | 69.04 |
| | | Inv 3-001-181211 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 08/20/2016 7/19-8/17/16 215-6010-6115-8140-000 | 31.23 |
| | | Inv 3-001-181211 Total | 31.23 |
| | | Inv 3-001-181212 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 08/20/2016 7/19-8/17/16 215-6010-6115-8140-000 | 28.64 |
| | | Inv 3-001-181212 Total | 28.64 |
| | | Inv 3-001-1812-25 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 08/20/2016 7/19-8/17/16 101-6010-6410-8140-000 | 24.57 |
| | | Inv 3-001-1812-25 Total | 24.57 |
| | | Inv 3-001-1812-26 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 08/20/2016 7/19-8/17/16 101-6010-6410-8140-000 | 1,431.34 |
| | | Inv 3-001-1812-26 Total | 1,431.34 |
| | | Inv 3-001-1812-27 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 08/20/2016 7/19-8/17/16 215-6010-6115-8140-000 | 49.70 |
| | | Inv 3-001-1812-27 Total | 49.70 |
| | | Inv 3-001-1812-31 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 08/20/2016 7/19-8/17/16 101-6010-6410-8140-000 | 42.83 |
| | | Inv 3-001-1812-31 Total | 42.83 |
| | | Inv 3-001-1812-32 | |
| | | <u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u> | |
| | | 08/20/2016 7/1-8/1/16 101-6010-6410-8140-000 | 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> | |
| | | 08/20/2016 7/19-8/17/16 500-6010-6711-8140-000 | 39.46 |
| | | 08/20/2016 7/19-8/17/16 500-6010-6711-8152-000 | 5,616.85 |
| | | Inv 3-001-1812-33 Total | 5,656.31 |

| Check Number | Check Date | | Amount |
|-------------------------|------------------------------|--------------------------|----------|
| Inv 3-001-1812-35 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 16.16 |
| Inv 3-001-1812-35 Total | | | 16.16 |
| Inv 3-001-1812-36 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 84.61 |
| Inv 3-001-1812-36 Total | | | 84.61 |
| Inv 3-001-1812-38 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 101-6010-6410-8140-000 | 26.02 |
| Inv 3-001-1812-38 Total | | | 26.02 |
| Inv 3-001-1812-39 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 52.48 |
| Inv 3-001-1812-39 Total | | | 52.48 |
| Inv 3-001-9413-97 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8152-000 | 3,339.16 |
| Inv 3-001-9413-97 Total | | | 3,339.16 |
| Inv 3-002-4372-43 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 80.21 |
| Inv 3-002-4372-43 Total | | | 80.21 |
| Inv 3-002-4473-12 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8140-000 | 23.67 |
| Inv 3-002-4473-12 Total | | | 23.67 |
| Inv 3-003-7341-83 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/1-8/1/16 | 101-6010-6410-8140-000 | 11.29 |
| 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> | |
| 08/20/2016 | 7/19-8/17/16 | 500-6010-6711-8140-000 | 41.69 |

| Check Number | Check Date | | Amount |
|-----------------------|------------------------------|--------------------------|--------|
| Inv 3-004-3214-58 | Total | | 41.69 |
| Inv 3-004-4562-56 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 61.72 |
| Inv 3-004-4562-56 | Total | | 61.72 |
| Inv 3-016-0678-82 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6201-8140-000 | 110.31 |
| Inv 3-016-0678-82 | Total | | 110.31 |
| Inv 3-022-6051-15 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 83.92 |
| Inv 3-022-6051-15 | Total | | 83.92 |
| Inv 3-022-6897-57 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 27.35 |
| Inv 3-022-6897-57 | Total | | 27.35 |
| Inv 3-022-6897-89 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 26.44 |
| Inv 3-022-6897-89 | Total | | 26.44 |
| Inv 3-022-6897-99 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 26.58 |
| Inv 3-022-6897-99 | Total | | 26.58 |
| Inv 3-022-6898-05 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 26.02 |
| Inv 3-022-6898-05 | Total | | 26.02 |
| Inv 3-022-6898-17 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | 7/19-8/17/16 | 215-6010-6115-8140-000 | 25.63 |
| Inv 3-022-6898-17 | Total | | 25.63 |

| Check Number | Check Date | | Amount |
|--|------------------------------|--------------------------|-----------|
| Inv | 3-022-6898-28 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | 7/27-8/25/16 | 215-6010-6115-8140-000 | 25.23 |
| Inv | 3-022-6898-28 Total | | 25.23 |
| Inv | 3-026-3223-65 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | 7/27-8/25/16 | 215-6010-6115-8140-000 | 27.94 |
| Inv | 3-026-3223-65 Total | | 27.94 |
| Inv | 3-029-2458-05 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | 7/27-8/25/16 | 101-8030-8031-8140-000 | 65.27 |
| Inv | 3-029-2458-05 Total | | 65.27 |
| Inv | 3-032-4192-98 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | 7/27-8/25/16 | 215-6010-6201-8140-000 | 58.32 |
| Inv | 3-032-4192-98 Total | | 58.32 |
| Inv | 3-035-3494-19 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | 7/27-8/25/16 | 215-6010-6115-8140-000 | 45.37 |
| Inv | 3-035-3494-19 Total | | 45.37 |
| 195270 Total: | | | 70,248.23 |
| SOU6666 - So. CA Edison Co. Total: | | | 81,700.73 |
| CEAP7000 - South Pasadena Part Time Employees Assn. Line Item Account | | | |
| 195258 | 09/08/2016 | | |
| Inv | P/R/E 9/4/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Assn. Dues | 700-0000-0000-2249-000 | 440.00 |
| Inv | P/R/E 9/4/16 Total | | 440.00 |
| 195258 Total: | | | 440.00 |
| CEAP7000 - South Pasadena Part Time Employees Assn. Total: | | | 440.00 |
| CR4460 - Teran, Ed Line Item Account | | | |
| 195271 | 09/09/2016 | | |

| Check Number | Check Date | | Amount |
|---|--------------------------------|--------------------------|--------|
| Inv | 1604806 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | Refund Permit | 101-0000-0000-4460-000 | 100.00 |
| Inv 1604806 Total | | | 100.00 |
| Inv | 1604807 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | Refund Permit | 101-0000-0000-4460-000 | 100.00 |
| Inv 1604807 Total | | | 100.00 |
| 195271 Total: | | | 200.00 |
| EDTR4460 - Teran, Ed Total: | | | 200.00 |
| TIM4011 - Time Warner Cable Line Item Account | | | |
| 195242 | 09/01/2016 | | |
| Inv | 008 0011783 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/19/2016 | Camp Med Internet 8/19-9/18/16 | 101-8030-8032-8268-000 | 78.15 |
| Inv 008 0011783 Total | | | 78.15 |
| Inv | 008 0012005 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/29/2016 | Library 8/29-9/28/16 | 101-8010-8011-8180-000 | 0.52 |
| Inv 008 0012005 Total | | | 0.52 |
| Inv | 008 0070193 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Skate Park Cable 9/1-30/16 | 101-4010-4011-8110-000 | 73.96 |
| Inv 008 0070193 Total | | | 73.96 |
| 195242 Total: | | | 152.63 |
| 195272 | 09/09/2016 | | |
| Inv | 008 0224964 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | Internet Upgrade 9/8-10/7/16 | 101-3010-3032-8150-000 | 359.42 |
| Inv 008 0224964 Total | | | 359.42 |
| 195272 Total: | | | 359.42 |
| TIM4011 - Time Warner Cable Total: | | | 512.05 |

Check Number Check Date Amount

W6711 - Verizon Wireless Line Item Account

195273 09/09/2016

Inv 9770886348

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|-------------------------------|--------------------------|-------|
| 08/23/2016 | Mobile Broadband 7/24-8/23/16 | 101-3010-3032-8150-000 | 16.03 |

Inv 9770886348 Total 16.03

195273 Total: 16.03

VERW6711 - Verizon Wireless Total:

16.03

ING1680 - Voya Financial Line Item Account

195259 09/08/2016

Inv P/R/E 9/4/16

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|----------|
| 09/07/2016 | Deferred Comp | 700-0000-0000-2260-000 | 2,843.27 |

Inv P/R/E 9/4/16 Total 2,843.27

195259 Total: 2,843.27

ING1680 - Voya Financial Total:

2,843.27

WFVF8030 - Wells Fargo Vendor Fin Serv Line Item Account

195274 09/09/2016

Inv 65386659

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 08/14/2016 | Sr. Center Copier Lease | 205-8030-8025-8300-000 | 99.19 |
| 08/14/2016 | Sr. Center Copier Lease | 101-3010-3032-8300-000 | 297.57 |

Inv 65386659 Total 396.76

Inv 65423361

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|----------------------------------|--------------------------|-------|
| 08/21/2016 | Sr. Center Copier Property Taxes | 101-3010-3032-8300-000 | 55.86 |

Inv 65423361 Total 55.86

195274 Total: 452.62

WFVF8030 - Wells Fargo Vendor Fin Serv Total:

452.62

Y5270 - Yang, Elizabeth Line Item Account

.243 09/01/2016

| Check Number | Check Date | | Amount |
|-----------------------------------|-------------------------------------|--------------------------|------------|
| Inv | R74516 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | Refund Cancelled Garfield Park Rsvp | 101-0000-0000-5270-005 | 75.00 |
| Inv R74516 Total | | | 75.00 |
| 195243 Total: | | | 75.00 |
| ELBY5270 - Yang, Elizabeth Total: | | | 75.00 |
| Total: | | | 305,941.93 |

ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: mfestejo
 Printed: 09/14/2016 - 2:36PM



| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| IMPR8032 - 4Imprint Line Item Account | | | |
| 195275 | 09/21/2016 | | |
| Inv | 12669033 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | 2016 Walk/Bike to School Event Giveaways | 101-0000-0000-2700-000 | -87.38 |
| 09/06/2016 | 2016 Walk/Bike to School Event Giveaways | 101-8030-8032-8264-000 | 1,058.26 |
| Inv 12669033 Total | | | 970.88 |
| 195275 Total: | | | 970.88 |
| IMPR8032 - 4Imprint Total: | | | 970.88 |
| ABCT7101 - A.B. Champion Trophy Company Line Item Account | | | |
| 195276 | 09/21/2016 | | |
| Inv | 24873 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Name Plate | 101-7010-7011-8000-000 | 21.28 |
| Inv 24873 Total | | | 21.28 |
| 195276 Total: | | | 21.28 |
| ABCT7101 - A.B. Champion Trophy Company Total: | | | 21.28 |
| ACTI8030 - Action Sales Line Item Account | | | |
| 195277 | 09/21/2016 | | |
| Inv | 7033370-00 Bal | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | PD Ice Maker & Bin for Heat Related Illness Prevention & Support | 272-4010-4018-8520-000 | 2,010.35 |
| Inv 7033370-00 Bal Total | | | 2,010.35 |
| 195277 Total: | | | 2,010.35 |
| ACTI8030 - Action Sales Total: | | | 2,010.35 |
| ADA0143 - Adamson Police Products Line Item Account | | | |
| 195278 | 09/21/2016 | | |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|-----------|
| Inv | 214576 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/09/2016 | PD 3 Left Hand Holsters | 101-4010-4011-8134-000 | 410.49 |
| Inv 214576 Total | | | 410.49 |
| Inv | 222092 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | Transit F250 Beacon Light & Installation | 205-8030-8025-8100-000 | 484.17 |
| Inv 222092 Total | | | 484.17 |
| 195278 Total: | | | 894.66 |
| ADA0143 - Adamson Police Products Total: | | | 894.66 |
| ASOP8030 - Aire Serv of Pasadena Line Item Account | | | |
| 195279 | 09/21/2016 | | |
| Inv | 003895 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | Installation of WMB A/C | 101-6010-6601-8520-000 | 3,483.00 |
| 08/16/2016 | Installation of WMB A/C | 101-8030-8031-8120-000 | 1,322.00 |
| 08/16/2016 | Installation of WMB A/C | 101-9000-9269-9269-000 | 20,190.00 |
| Inv 003895 Total | | | 24,995.00 |
| Inv | 3897 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/29/2016 | Replace FD Dorm Sleeping Quarters A/C Unit | 101-6010-6601-8120-000 | 9,800.00 |
| Inv 3897 Total | | | 9,800.00 |
| Inv | 51668621 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/29/2016 | Garfield Youth House Diagnose & Replace Capacitor | 101-6010-6601-8120-000 | 205.69 |
| Inv 51668621 Total | | | 205.69 |
| 195279 Total: | | | 35,000.69 |
| ASOP8030 - Aire Serv of Pasadena Total: | | | 35,000.69 |
| AKDC9265 - AKD Consulting Line Item Account | | | |
| 195280 | 09/21/2016 | | |
| Inv | CSP2016-09 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Water Fac.&Capital Improv Proj.Mgmt Svc 8/16 | 500-6010-6711-8170-000 | 12,160.00 |
| Inv CSP2016-09 Total | | | 12,160.00 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|-----------|
| 195280 Total: | | | 12,160.00 |
| AKDC9265 - AKD Consulting Total: | | | 12,160.00 |
| ALPL2029 - Albright Lighting Plastics LLC Line Item Account | | | |
| 195281 | 09/21/2016 | | |
| Inv | 33231 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | MissionMeridianGarage Light Fixtures,Replacement OverheadLight | 226-2010-2029-8020-000 | 462.29 |
| Inv 33231 Total | | | 462.29 |
| 195281 Total: | | | 462.29 |
| ALPL2029 - Albright Lighting Plastics LLC Total: | | | 462.29 |
| AHWY2501 - Aleshire & Wynder LLP Line Item Account | | | |
| 195282 | 09/21/2016 | | |
| Inv | 38751 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | Holy Family Church Specific Plan Svcs 7/16 | 101-2010-2501-8160-000 | 600.00 |
| Inv 38751 Total | | | 600.00 |
| 195282 Total: | | | 600.00 |
| AHWY2501 - Aleshire & Wynder LLP Total: | | | 600.00 |
| ALH0179 - Alhambra Car Wash Line Item Account | | | |
| 195283 | 09/21/2016 | | |
| Inv | August 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Car Washes 8/16 | 101-4010-4011-8100-000 | 281.00 |
| Inv August 2016 Total | | | 281.00 |
| Inv | July 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/06/2016 | PD Car Washes | 101-4010-4011-8100-000 | 284.00 |
| Inv July 2016 Total | | | 284.00 |
| 195283 Total: | | | 565.00 |
| ALH0179 - Alhambra Car Wash Total: | | | 565.00 |

| Check Number | Check Date | | Amount |
|---|-----------------------------------|--------------------------|----------|
| 6201 - Ameron Pole Products Line Item Account | | | |
| 195284 | 09/21/2016 | | |
| Inv | 150573 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/18/2016 | Light Poles | 215-6010-6201-8020-000 | 5,682.63 |
| Inv 150573 Total | | | 5,682.63 |
| 195284 Total: | | | 5,682.63 |
| PAC6201 - Ameron Pole Products Total: | | | 5,682.63 |
| AMT0229 - Amtech Elevator Services Line Item Account | | | |
| 195285 | 09/21/2016 | | |
| Inv | DVA08398816 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/20/2016 | Citywide Elevator Maint.Svcs 8/16 | 101-6010-6601-8120-000 | 378.80 |
| Inv DVA08398816 Total | | | 378.80 |
| 195285 Total: | | | 378.80 |
| AMT0229 - Amtech Elevator Services Total: | | | 378.80 |
| ARA0260 - Aramark Uniform Services Line Item Account | | | |
| 195286 | 09/21/2016 | | |
| Inv | 531808947 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Uniform Svcs | 215-6010-6310-8132-000 | 14.06 |
| 09/01/2016 | Uniform Svcs | 500-6010-6711-8132-000 | 14.60 |
| 09/01/2016 | Uniform Svcs | 230-6010-6116-8132-000 | 26.16 |
| 09/01/2016 | Uniform Svcs | 215-6010-6201-8132-000 | 8.56 |
| 09/01/2016 | Uniform Svcs | 500-6010-6710-8132-000 | 33.31 |
| 09/01/2016 | Uniform Svcs | 101-6010-6601-8132-000 | 13.51 |
| 09/01/2016 | Uniform Svcs | 210-6010-6501-8132-000 | 8.56 |
| Inv 531808947 Total | | | 118.76 |
| Inv | 531826208 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | Uniform Svcs | 215-6010-6201-8132-000 | 8.08 |
| 09/08/2016 | Uniform Svcs | 500-6010-6710-8132-000 | 32.83 |
| 09/08/2016 | Uniform Svcs | 500-6010-6711-8132-000 | 14.13 |
| 09/08/2016 | Uniform Svcs | 101-6010-6601-8132-000 | 13.03 |
| 09/08/2016 | Uniform Svcs | 210-6010-6501-8132-000 | 8.08 |
| 09/08/2016 | Uniform Svcs | 215-6010-6310-8132-000 | 13.57 |
| 09/08/2016 | Uniform Svcs | 230-6010-6116-8132-000 | 25.68 |
| Inv 531826208 Total | | | 115.40 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|-----------|
| 195286 Total: | | | 234.16 |
| ARA0260 - Aramark Uniform Services Total: | | | 234.16 |
| ARC6011 - ARC Line Item Account | | | |
| 195287 | 09/21/2016 | | |
| Inv | 8596236 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 04/20/2016 | Reproductin Svcs-829 Rollin St. | 101-7010-7011-8050-000 | 65.11 |
| Inv 8596236 Total | | | 65.11 |
| 195287 Total: | | | 65.11 |
| ARC6011 - ARC Total: | | | 65.11 |
| ARCA9255 - Arcadis US Inc. Line Item Account | | | |
| 195288 | 09/21/2016 | | |
| Inv | 0804383 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | Const. Mgmt & Inspect. Svcs 7/25-9/4/16 | 500-9000-9266-9266-000 | 32,927.00 |
| Inv 0804383 Total | | | 32,927.00 |
| 195288 Total: | | | 32,927.00 |
| ARCA9255 - Arcadis US Inc. Total: | | | 32,927.00 |
| APC7101 - Architectural Resource Group Inc. Line Item Account | | | |
| 195289 | 09/21/2016 | | |
| Inv | 39929 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/26/2016 | Meridian Iron Works Museum Rehabilitation Svcs | 101-9000-9326-9326-000 | 1,580.00 |
| Inv 39929 Total | | | 1,580.00 |
| 195289 Total: | | | 1,580.00 |
| APC7101 - Architectural Resource Group Inc. Total: | | | 1,580.00 |
| AINI5010 - Arrow International Inc. Line Item Account | | | |
| 195290 | 09/21/2016 | | |
| Inv | 94184912 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/27/2016 | FD Medical Supplies | 101-5010-5011-8025-000 | 259.15 |

| Check Number | Check Date | | Amount |
|---|------------------------------|--------------------------|--------|
| Inv 94184912 | | Total | 259.15 |
| Inv 94186782 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/29/2016 | FD Medical Supplies | 101-5010-5011-8025-000 | 607.95 |
| Inv 94186782 | | Total | 607.95 |
| 195290 Total: | | | 867.10 |
| AINI5010 - Arrow International Inc. Total: | | | 867.10 |
| CIN4011 - AT&T --Cingular Wireless Line Item Account | | | |
| 195291 | 09/21/2016 | | |
| Inv 287269956155x08 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/06/2016 | PD Mobile Devices 7/7-8/6/16 | 101-3010-3032-8150-000 | 127.38 |
| Inv 287269956155x08 | | Total | 127.38 |
| Inv 829350178x08162 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/08/2016 | PD Cell Phones 7/9-8/8/16 | 101-3010-3032-8150-000 | 315.12 |
| Inv 829350178x08162 | | Total | 315.12 |
| Inv 879338213x08232 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/15/2016 | FD Cell Phones 7/16-8/15/16 | 101-3010-3032-8150-000 | 91.15 |
| Inv 879338213x08232 | | Total | 91.15 |
| Inv 9928937832x0816 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/08/2016 | PD Ipads 7/9-8/8/16 | 101-3010-3032-8150-000 | 208.25 |
| Inv 9928937832x0816 | | Total | 208.25 |
| 195291 Total: | | | 741.90 |
| CIN4011 - AT&T --Cingular Wireless Total: | | | 741.90 |
| AUDI8011 - Audio Editions Line Item Account | | | |
| 195292 | 09/21/2016 | | |
| Inv 1603532 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | Books on Cassette & CDs | 101-8010-8011-8080-000 | 8.60 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|----------|
| Inv 1603532 | Total | | 8.60 |
| 195292 Total: | | | 8.60 |
| AUDI8011 - Audio Editions Total: | | | 8.60 |
| AVA0287 - Avalon Property Services, Inc. Line Item Account | | | |
| 195293 | 09/21/2016 | | |
| Inv 24132 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Bus Stop Maint., Sweeping & Trash Removal Svcs 9/16 | 205-8030-8024-8180-000 | 2,237.91 |
| Inv 24132 | Total | | 2,237.91 |
| Inv 24133 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Unlocking of Restrooms 9/16-Orange Grove | 101-6010-6601-8180-000 | 88.60 |
| Inv 24133 | Total | | 88.60 |
| Inv 24133* | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Unlocking of Restrooms 9/16-Atroyo Park | 232-6010-6417-8180-000 | 88.60 |
| Inv 24133* | Total | | 88.60 |
| Inv 24133** | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Unlocking of Restrooms 9/16-Garfield Park | 232-6010-6417-8180-000 | 88.60 |
| Inv 24133** | Total | | 88.60 |
| Inv 24134 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Machine Sweeping of Parking Lot Svcs 9/16 | 205-8030-8024-8180-000 | 748.78 |
| Inv 24134 | Total | | 748.78 |
| 195293 Total: | | | 3,252.49 |
| AVA0287 - Avalon Property Services, Inc. Total: | | | 3,252.49 |
| BAK0369 - Baker & Taylor Books Line Item Account | | | |
| 195294 | 09/21/2016 | | |
| Inv 3021076935 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/01/2016 | Books | 101-8010-8011-8080-000 | 43.21 |
| Inv 3021076935 | Total | | 43.21 |

| Check Number | Check Date | | Amount |
|-----------------------|------------------------------|--------------------------|--------|
| Inv | 3021087423 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/07/2016 | Books | 101-8010-8011-8080-000 | 49.37 |
| Inv | 3021087423 Total | | 49.37 |
| Inv | 3021099746 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/15/2016 | Books | 101-8010-8011-8080-000 | 152.96 |
| Inv | 3021099746 Total | | 152.96 |
| Inv | 3021109500 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/22/2016 | Books | 101-8010-8011-8080-000 | 33.02 |
| Inv | 3021109500 Total | | 33.02 |
| Inv | 3021121190 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/30/2016 | Books | 101-8010-8011-8080-000 | 29.46 |
| Inv | 3021121190 Total | | 29.46 |
| Inv | 3021133223 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/05/2016 | Books | 101-8010-8011-8080-000 | 81.56 |
| Inv | 3021133223 Total | | 81.56 |
| Inv | 3021144072 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/12/2016 | Books | 101-8010-8011-8080-000 | 152.96 |
| Inv | 3021144072 Total | | 152.96 |
| Inv | 4011646831 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/01/2016 | Books | 101-8010-8011-8080-000 | 101.66 |
| Inv | 4011646831 Total | | 101.66 |
| Inv | 4011648496 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/07/2016 | Books | 101-8010-8011-8080-000 | 662.09 |
| Inv | 4011648496 Total | | 662.09 |
| Inv | 4011651334 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|-----------------------|------------------------------|--------------------------|----------|
| 07/11/2016 | Books | 101-8010-8011-8080-000 | 731.51 |
| Inv 4011651334 Total | | | 731.51 |
| Inv 4011653185 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/13/2016 | Books | 101-8010-8011-8080-000 | 324.21 |
| Inv 4011653185 Total | | | 324.21 |
| Inv 4011654293 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/12/2016 | Books | 101-8010-8011-8080-000 | 16.49 |
| Inv 4011654293 Total | | | 16.49 |
| Inv 4011654557 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/14/2016 | Books | 101-8010-8011-8080-000 | 2,087.44 |
| Inv 4011654557 Total | | | 2,087.44 |
| Inv 4011656532 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/14/2016 | Books | 101-8010-8011-8080-000 | 185.74 |
| Inv 4011656532 Total | | | 185.74 |
| Inv 4011659202 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/20/2016 | Books | 101-8010-8011-8080-000 | 515.75 |
| Inv 4011659202 Total | | | 515.75 |
| Inv 4011660924 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/21/2016 | Books | 101-8010-8011-8080-000 | 2,297.37 |
| Inv 4011660924 Total | | | 2,297.37 |
| Inv 4011665156 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/26/2016 | Books | 101-8010-8011-8080-000 | 31.64 |
| Inv 4011665156 Total | | | 31.64 |
| Inv 4011665968 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/28/2016 | Books | 101-8010-8011-8080-000 | 1,932.47 |
| Inv 4011665968 Total | | | 1,932.47 |

| Check Number | Check Date | | Amount |
|-----------------------|------------------------------|--------------------------|--------|
| Inv | 4011666162 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/27/2016 | Books | 101-8010-8011-8080-000 | 199.78 |
| Inv 4011666162 Total | | | 199.78 |
| Inv | 4011671336 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/04/2016 | Books | 101-8010-8011-8080-000 | 660.39 |
| Inv 4011671336 Total | | | 660.39 |
| Inv | 4011672736 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/03/2016 | Books | 101-8010-8011-8080-000 | 184.43 |
| Inv 4011672736 Total | | | 184.43 |
| Inv | 4011672787 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/05/2016 | Books | 101-8010-8011-8080-000 | 682.30 |
| Inv 4011672787 Total | | | 682.30 |
| Inv | 4011680197 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | Books | 101-8010-8011-8080-000 | 273.65 |
| Inv 4011680197 Total | | | 273.65 |
| Inv | 4011682203 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | Books | 101-8010-8011-8080-000 | 60.59 |
| Inv 4011682203 Total | | | 60.59 |
| Inv | 4011682592 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | Books | 101-8010-8011-8080-000 | 6.58 |
| Inv 4011682592 Total | | | 6.58 |
| Inv | 4011683507 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/17/2016 | Books | 101-8010-8011-8080-000 | 30.95 |
| Inv 4011683507 Total | | | 30.95 |
| Inv | 4011685369 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/22/2016 | Books | 101-8010-8011-8080-000 | 543.61 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|-----------|
| Inv 4011685369 | | Total | 543.61 |
| Inv 4011689586 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | Books | 101-8010-8011-8080-000 | 149.57 |
| Inv 4011689586 | | Total | 149.57 |
| 195294 | | Total: | 12,220.76 |
| BAK0369 - Baker & Taylor Books Total: | | | 12,220.76 |
| BAK0366 - Baker & Taylor Entertainment Line Item Account | | | |
| 195295 | 09/21/2016 | | |
| Inv T42817970 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/22/2016 | Dvds, CDs & Videos | 101-8010-8011-8080-000 | 11.29 |
| Inv T42817970 | | Total | 11.29 |
| Inv T42933670 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | Dvds, CDs & Videos | 101-8010-8011-8080-000 | 18.79 |
| Inv T42933670 | | Total | 18.79 |
| Inv T42967400 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | Dvds, CDs & Videos | 101-8010-8011-8080-000 | 9.66 |
| Inv T42967400 | | Total | 9.66 |
| 195295 | | Total: | 39.74 |
| BAK0366 - Baker & Taylor Entertainment Total: | | | 39.74 |
| BBSW9399 - Banner Bank Line Item Account | | | |
| 195296 | 09/21/2016 | | |
| Inv #3 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/09/2016 | Southwest Pipeline & Trenchless Corp.-Escrow Acct.# 1171 | 310-9000-9399-9399-000 | 11,885.01 |
| Inv #3 | | Total | 11,885.01 |
| 195296 | | Total: | 11,885.01 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|-----------|
| W9399 - Banner Bank Total: | | | 11,885.01 |
| RBEN7000 - Bernal, Ryan Line Item Account | | | |
| 195297 | 09/21/2016 | | |
| Inv | 8/25/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Reimb. PD Training Expense | 101-4010-4011-8200-000 | 26.90 |
| Inv 8/25/16 Total | | | 26.90 |
| 195297 Total: | | | 26.90 |
| RBEN7000 - Bernal, Ryan Total: | | | 26.90 |
| BLBA8010 - Bibliotheca, LLC Line Item Account | | | |
| 195298 | 09/21/2016 | | |
| Inv | SI0016594-US | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/18/2016 | Lib. Annual Support & Maint. Book Security Sys. 7/1/16-6/30/17 | 101-8010-8011-8110-000 | 3,549.00 |
| Inv SI0016594-US Total | | | 3,549.00 |
| 298 Total: | | | 3,549.00 |
| BLBA8010 - Bibliotheca, LLC Total: | | | 3,549.00 |
| BORD8267 - Bordeaux, Janet Line Item Account | | | |
| 195299 | 09/21/2016 | | |
| Inv | August 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/12/2016 | Instructor Line Dance Class | 101-8030-8021-8267-000 | 52.00 |
| Inv August 2016 Total | | | 52.00 |
| 195299 Total: | | | 52.00 |
| BORD8267 - Bordeaux, Janet Total: | | | 52.00 |
| CAL0100 - CA Dental Buying Group Line Item Account | | | |
| 195300 | 09/21/2016 | | |
| Inv | R08160726 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | FD Oxygen Cylinder Rental | 101-5010-5011-8025-000 | 123.50 |
| Inv R08160726 Total | | | 123.50 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|--------|
| 195300 Total: | | | 123.50 |
| CAL0100 - CA Dental Buying Group Total: | | | 123.50 |
| CAL5236 - CA Linen Services Line Item Account | | | |
| 195301 | 09/21/2016 | | |
| Inv | 1312346 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/29/2016 | FD Dept. Supplies | 101-5010-5011-8020-000 | 131.87 |
| Inv 1312346 Total | | | 131.87 |
| Inv | 1314536 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/05/2016 | FD Dept. Supplies | 101-5010-5011-8020-000 | 131.27 |
| Inv 1314536 Total | | | 131.27 |
| Inv | 1317136 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/12/2016 | FD Dept. Supplies | 101-5010-5011-8020-000 | 122.35 |
| Inv 1317136 Total | | | 122.35 |
| 195301 Total: | | | 385.49 |
| CAL5236 - CA Linen Services Total: | | | 385.49 |
| CAME2015 - CA Maintenance & Environmental Line Item Account | | | |
| 195302 | 09/21/2016 | | |
| Inv | 23885 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Monthly Fuel Dispenser Inspection 8/16 | 101-6010-6601-8180-000 | 100.00 |
| Inv 23885 Total | | | 100.00 |
| Inv | 23886 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Performed AQMD Test | 101-4010-4011-8105-000 | 86.00 |
| 08/31/2016 | Performed AQMD Test | 101-5010-5011-8100-000 | 8.00 |
| 08/31/2016 | Performed AQMD Test | 101-2010-2011-8100-000 | 2.00 |
| 08/31/2016 | Performed AQMD Test | 101-7010-7011-8100-000 | 2.00 |
| 08/31/2016 | Performed AQMD Test | 101-6010-6011-8100-000 | 2.00 |
| Inv 23886 Total | | | 100.00 |
| 195302 Total: | | | 200.00 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|-----------|
| AE2015 - CA Maintenance & Environmental Total: | | | 200.00 |
| CNO4011 - CA Narc. Officers' Ass'n. Line Item Account | | | |
| 195303 | 09/21/2016 | | |
| Inv | 11/18-22/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | PD Training Registration-Det. Johnson | 101-4010-4011-8200-000 | 570.00 |
| Inv 11/18-22/16 Total | | | 570.00 |
| 195303 Total: | | | 570.00 |
| CNO4011 - CA Narc. Officers' Ass'n. Total: | | | 570.00 |
| CPC4011 - CA Police Chiefs Ass'n Line Item Account | | | |
| 195304 | 09/21/2016 | | |
| Inv | 10/10-13/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | PD Registration- Capt. Solinsky | 101-4010-4011-8210-000 | 551.00 |
| Inv 10/10-13/16 Total | | | 551.00 |
| 195304 Total: | | | 551.00 |
| CPC4011 - CA Police Chiefs Ass'n Total: | | | 551.00 |
| CAUB9266 - California United Bank Line Item Account | | | |
| 195305 | 09/21/2016 | | |
| Inv | #17 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Garfield Reservoir Retention-0138174743 | 500-9000-9266-9266-000 | 31,320.85 |
| Inv #17 Total | | | 31,320.85 |
| 195305 Total: | | | 31,320.85 |
| CAUB9266 - California United Bank Total: | | | 31,320.85 |
| CAN0607 - Cantu Graphics Line Item Account | | | |
| 195306 | 09/21/2016 | | |
| Inv | 1195 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/10/2016 | PD Copies & Lamination | 101-4010-4011-8050-000 | 40.11 |
| Inv 1195 Total | | | 40.11 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|----------|
| Inv 1255 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/20/2016 | PD Copies & Lamination Svcs | 101-4010-4011-8050-000 | 43.59 |
| Inv 1255 Total | | | 43.59 |
| Inv 1333 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Sr. Center Newsletter Printing Svcs | 101-8030-8021-8050-000 | 549.36 |
| Inv 1333 Total | | | 549.36 |
| Inv 1335 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | PD Copies & Lamination Svcs | 101-4010-4011-8050-000 | 43.55 |
| Inv 1335 Total | | | 43.55 |
| Inv 1342 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | Press Conference Banners & Backdrop for AGZA | 101-2010-2011-8272-000 | 3,185.70 |
| Inv 1342 Total | | | 3,185.70 |
| 195306 Total: | | | 3,862.31 |
| CAN0607 - Cantu Graphics Total: | | | 3,862.31 |
| CDW5246 - CDW Government Inc Line Item Account | | | |
| 195307 | 09/21/2016 | | |
| Inv DZV5731 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | MS Office License | 101-3010-3032-8530-000 | 257.77 |
| Inv DZV5731 Total | | | 257.77 |
| 195307 Total: | | | 257.77 |
| CDW5246 - CDW Government Inc Total: | | | 257.77 |
| CERF9274 - Central Roofing Line Item Account | | | |
| 195308 | 09/21/2016 | | |
| Inv 1609-144 TJ | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | Replacement Meridian Iron Works Museum Roof | 105-9000-9327-9327-000 | 9,262.50 |
| Inv 1609-144 TJ Total | | | 9,262.50 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| 308 Total: | | | 9,262.50 |
| CERF9274 - Central Roofing Total: | | | 9,262.50 |
| CLA8032 - City of Claremont Line Item Account | | | |
| 195309 | 09/21/2016 | | |
| Inv | 41730 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/30/2016 | Prop. Tax Admin. Fee Legal Sharing Fee | 101-2010-2501-8160-000 | 2,808.00 |
| Inv 41730 Total | | | 2,808.00 |
| 195309 Total: | | | 2,808.00 |
| CLA8032 - City of Claremont Total: | | | 2,808.00 |
| CDPS1020 - Code Publishing Inc. Line Item Account | | | |
| 195310 | 09/21/2016 | | |
| Inv | 54143 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/22/2016 | SP Municipal Code Codification Svcs | 101-1020-1021-8170-000 | 227.40 |
| Inv 54143 Total | | | 227.40 |
| 195310 Total: | | | 227.40 |
| CDPS1020 - Code Publishing Inc. Total: | | | 227.40 |
| COM2011 - COM Consultants Line Item Account | | | |
| 195311 | 09/21/2016 | | |
| Inv | 1607CSP | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/31/2016 | Telephone Consultant Svcs 7/16 | 101-3010-3032-8150-000 | 427.50 |
| Inv 1607CSP Total | | | 427.50 |
| Inv | 1608CSP | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Telephone Consultant Svcs 8/16 | 101-3010-3032-8150-000 | 1,187.50 |
| Inv 1608CSP Total | | | 1,187.50 |
| 195311 Total: | | | 1,615.00 |
| COM2011 - COM Consultants Total: | | | 1,615.00 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|--------|
| CMME4011 - Commline Inc. Line Item Account | | | |
| 195312 | 09/21/2016 | | |
| Inv | 0026466 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/09/2016 | PD Unit# 1405 Repair Main Lead to Battery Equipment | 101-4010-4011-8110-000 | 95.00 |
| Inv 0026466 Total | | | 95.00 |
| 195312 Total: | | | 95.00 |
| CMME4011 - Commline Inc. Total: | | | 95.00 |
| CORE6011 - CoreLogic Information Solutions, Inc. Line Item Account | | | |
| 195313 | 09/21/2016 | | |
| Inv | 81727634 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | PW Realquest.com Svcs 8/16 | 101-6010-6011-8020-000 | 300.00 |
| Inv 81727634 Total | | | 300.00 |
| 195313 Total: | | | 300.00 |
| CORE6011 - CoreLogic Information Solutions, Inc. Total: | | | 300.00 |
| CRDA1021 - Corodata Records Management Line Item Account | | | |
| 195314 | 09/21/2016 | | |
| Inv | RS4229500 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | Off Site Records Mgmt Svcs 3/16 | 101-1020-1021-8170-000 | 59.43 |
| Inv RS4229500 Total | | | 59.43 |
| 195314 Total: | | | 59.43 |
| CRDA1021 - Corodata Records Management Total: | | | 59.43 |
| CRE2303 - Creative Bus Sales Line Item Account | | | |
| 195315 | 09/21/2016 | | |
| Inv | 5095052 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/19/2016 | Transit 4 Hub Caps | 205-8030-8025-8100-000 | 178.45 |
| Inv 5095052 Total | | | 178.45 |
| 195315 Total: | | | 178.45 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| 2303 - Creative Bus Sales Total: | | | 178.45 |
| DSP0755 - D & S Printing Line Item Account | | | |
| 195316 | 09/21/2016 | | |
| Inv | 1697 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | PD 4 Rubber Stamps | 101-4010-4011-8000-000 | 152.60 |
| Inv 1697 Total | | | 152.60 |
| Inv | 9791 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | PD Reserve Time Cards | 101-4010-4011-8050-000 | 92.65 |
| Inv 9791 Total | | | 92.65 |
| Inv | 9807 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | PD Green & Red Parking Stickers-Preferential Parking District-Me | 101-4010-4011-8050-000 | 1,002.80 |
| Inv 9807 Total | | | 1,002.80 |
| 195316 Total: | | | 1,248.05 |
| DSP0755 - D & S Printing Total: | | | 1,248.05 |
| ASHD8267 - Delery, Ashley Line Item Account | | | |
| 195317 | 09/21/2016 | | |
| Inv | August 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/12/2016 | Instructor Pep Up Your Life Exercise Class | 101-8030-8021-8267-000 | 301.20 |
| Inv August 2016 Total | | | 301.20 |
| 195317 Total: | | | 301.20 |
| ASHD8267 - Delery, Ashley Total: | | | 301.20 |
| DEL4000 - Dell Marketing L.P. Line Item Account | | | |
| 195318 | 09/21/2016 | | |
| Inv | XK19DW5J5 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | MiniTower | 101-3010-3032-8530-000 | 738.48 |
| Inv XK19DW5J5 Total | | | 738.48 |
| 195318 Total: | | | 738.48 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| DEL4000 - Dell Marketing L.P. Total: | | | 738.48 |
| DEM0777 - Demco Line Item Account | | | |
| 195319 | 09/21/2016 | | |
| Inv | 5948096 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Tech. Svcs Supplies | 101-8010-8011-8020-000 | 478.07 |
| Inv 5948096 Total | | | 478.07 |
| 195319 Total: | | | 478.07 |
| DEM0777 - Demco Total: | | | 478.07 |
| DMPS7101 - Digital Map Products Line Item Account | | | |
| 195320 | 09/21/2016 | | |
| Inv | 15657 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | Digital Mapping Svcs GIS On-Line Svcs 8/1/16-7/30/17 | 101-7010-7011-8170-000 | 6,000.00 |
| Inv 15657 Total | | | 6,000.00 |
| 195320 Total: | | | 6,000.00 |
| DMPS7101 - Digital Map Products Total: | | | 6,000.00 |
| DIG0800 - Digital Telecommunications Corp Line Item Account | | | |
| 195321 | 09/21/2016 | | |
| Inv | 25153 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Telephone Line Svcs 8/16 | 101-3010-3041-8150-000 | 825.00 |
| Inv 25153 Total | | | 825.00 |
| 195321 Total: | | | 825.00 |
| DIG0800 - Digital Telecommunications Corp Total: | | | 825.00 |
| DUB0187 - DuBois, Andrew Line Item Account | | | |
| 195322 | 09/21/2016 | | |
| Inv | 8/29-31/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | Reimb. PD Training Expense | 101-4010-4011-8200-000 | 135.78 |
| Inv 8/29-31/16 Total | | | 135.78 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|--------|
| 22 Total: | | | 135.78 |
| DUB0187 - DuBois, Andrew Total: | | | 135.78 |
| DUNN9257 - Dunn Edwards Paints Line Item Account | | | |
| 195323 | 09/21/2016 | | |
| Inv | 2170010273 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/20/2016 | Mission/Meridian Garage Stairwell Paint | 101-6010-6601-8120-000 | 259.54 |
| Inv 2170010273 Total | | | 259.54 |
| 195323 Total: | | | 259.54 |
| DUNN9257 - Dunn Edwards Paints Total: | | | 259.54 |
| EGBC4011 - E.G. Brennan & Co. Corp. Line Item Account | | | |
| 195324 | 09/21/2016 | | |
| Inv | 0000046661 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/29/2016 | Oil for Shredder & Shipping Charges | 101-4010-4011-8110-000 | 25.36 |
| Inv 0000046661 Total | | | 25.36 |
| 195324 Total: | | | 25.36 |
| EGBC4011 - E.G. Brennan & Co. Corp. Total: | | | 25.36 |
| EMPI5011 - Empire Cleaning Supply Line Item Account | | | |
| 195325 | 09/21/2016 | | |
| Inv | 898949 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | FD Dept. Cleaing Supplies | 101-5010-5011-8020-000 | 290.72 |
| Inv 898949 Total | | | 290.72 |
| Inv | 898949-1 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/17/2016 | FD Dept. Cleaing Supplies | 101-5010-5011-8020-000 | 195.26 |
| Inv 898949-1 Total | | | 195.26 |
| Inv | 898993 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | FD Dept. Cleaing Supplies | 101-5010-5011-8020-000 | 466.23 |
| Inv 898993 Total | | | 466.23 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| Inv 898993-1 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/17/2016 | FD Dept. Cleaing Supplies | 101-5010-5011-8020-000 | 12.32 |
| Inv 898993-1 Total | | | 12.32 |
| Inv 898998 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | FD Dept. Cleaing Supplies | 101-5010-5011-8020-000 | 149.11 |
| Inv 898998 Total | | | 149.11 |
| Inv 899043 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | FD Dept. Cleaing Supplies | 101-5010-5011-8020-000 | 152.49 |
| Inv 899043 Total | | | 152.49 |
| 195325 Total: | | | 1,266.13 |
| EMPI5011 - Empire Cleaning Supply Total: | | | 1,266.13 |
| ENT5426 - Entenmann-Rovin Line Item Account | | | |
| 195326 | 09/21/2016 | | |
| Inv 0125884 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/08/2016 | Employee Service Pins | 101-2010-2011-8020-000 | 2,632.00 |
| 08/08/2016 | Employee Service Pins | 101-2010-2013-8020-000 | 2,631.50 |
| Inv 0125884 Total | | | 5,263.50 |
| 195326 Total: | | | 5,263.50 |
| ENT5426 - Entenmann-Rovin Total: | | | 5,263.50 |
| ENT8216 - Entersect Line Item Account | | | |
| 195327 | 09/21/2016 | | |
| Inv 716EP30995 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/30/2016 | PD Detective On-Line Svcs 10/31/15-10/30/16 | 101-4010-4011-8170-000 | 12.47 |
| Inv 716EP30995 Total | | | 12.47 |
| Inv 816EP30995 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/31/2016 | PD Detective On-Line Svc | 101-4010-4011-8170-000 | 3.50 |
| Inv 816EP30995 Total | | | 3.50 |

| Check Number | Check Date | | Amount |
|--|------------------------------|--------------------------|--------|
| 195327 Total: | | | 15.97 |
| ENT8216 - Entersect Total: | | | 15.97 |
| EURO6710 - Eurofins Eaton Analytical Line Item Account | | | |
| 195328 | 09/21/2016 | | |
| Inv | L0279208 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | Water Quality Testing Svcs | 500-6010-6711-8170-000 | 360.00 |
| Inv L0279208 Total | | | 360.00 |
| Inv | L0279210 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | Water Quality Testing Svcs | 500-6010-6711-8170-000 | 127.00 |
| Inv L0279210 Total | | | 127.00 |
| Inv | L0280273 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/03/2016 | Water Quality Testing Svcs | 500-6010-6711-8170-000 | 85.00 |
| Inv L0280273 Total | | | 85.00 |
| 195328 Total: | | | 572.00 |
| EURO6710 - Eurofins Eaton Analytical Total: | | | 572.00 |
| FED1109 - Federal Express Line Item Account | | | |
| 195329 | 09/21/2016 | | |
| Inv | 5-526-59724 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | PW Overnight Shipping | 101-6010-6011-8010-000 | 33.64 |
| Inv 5-526-59724 Total | | | 33.64 |
| 195329 Total: | | | 33.64 |
| FED1109 - Federal Express Total: | | | 33.64 |
| FNRT4011 - Forensic Nurse Response Team Line Item Account | | | |
| 195330 | 09/21/2016 | | |
| Inv | 08-04-16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD SART Exam- DR-16-1528 | 101-4010-4011-8170-000 | 800.00 |

| Check Number | Check Date | | Amount |
|--|-------------------------------------|--------------------------|----------|
| Inv 08-04-16 | Total | | 800.00 |
| 195330 Total: | | | 800.00 |
| FNRT4011 - Forensic Nurse Response Team Total: | | | 800.00 |
| GALS5010 - Galls Line Item Account | | | |
| 195331 | 09/21/2016 | | |
| Inv | 005710426 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/14/2016 | PD Uniforms & Accessories | 101-4010-4011-8134-000 | 559.10 |
| Inv 005710426 Total | | | 559.10 |
| Inv | 005957947 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | PD Uniforms & Accessories | 101-4010-4011-8134-000 | 6.86 |
| Inv 005957947 Total | | | 6.86 |
| 195331 Total: | | | 565.96 |
| GALS5010 - Galls Total: | | | 565.96 |
| MCGZ8267 - Galvez, Marc Line Item Account | | | |
| 195332 | 09/21/2016 | | |
| Inv | August 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/12/2016 | Instructor Functional Fitness Class | 101-8030-8021-8267-000 | 395.20 |
| Inv August 2016 Total | | | 395.20 |
| 195332 Total: | | | 395.20 |
| MCGZ8267 - Galvez, Marc Total: | | | 395.20 |
| ATSW3010 - Garda CL West Inc. Line Item Account | | | |
| 195333 | 09/21/2016 | | |
| Inv | 10236016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Armored Car Svc 9/16 | 101-3010-3011-8020-000 | 922.60 |
| 09/01/2016 | Armored Car Svc 9/16 | 500-3010-3012-8020-000 | 922.60 |
| Inv 10236016 Total | | | 1,845.20 |
| 195333 Total: | | | 1,845.20 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|----------|
| W3010 - Garda CL West Inc. Total: | | | 1,845.20 |
| GEER6711 - Geer, James Line Item Account | | | |
| 195334 | 09/21/2016 | | |
| Inv | 9/9/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/09/2016 | Reimb. AWWA Water Distribution Grade 2 Renewal | 500-6010-6710-8200-000 | 55.00 |
| Inv 9/9/16 Total | | | 55.00 |
| 195334 Total: | | | 55.00 |
| GEER6711 - Geer, James Total: | | | 55.00 |
| THR5910 - George L.Throop Co. Line Item Account | | | |
| 195335 | 09/21/2016 | | |
| Inv | 01-709264-00 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/22/2016 | Citywide Street Repairs Materials & Supplies | 230-6010-6116-8020-000 | 140.54 |
| Inv 01-709264-00 Total | | | 140.54 |
| Inv | 01-709522-00 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | Citywide Street Repairs Materials & Supplies | 230-6010-6116-8020-000 | 339.89 |
| Inv 01-709522-00 Total | | | 339.89 |
| Inv | 01-709527-00 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | Citywide Street Repairs Materials & Supplies CREDIT | 230-6010-6116-8020-000 | -65.35 |
| Inv 01-709527-00 Total | | | -65.35 |
| Inv | 01-709592-00 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/25/2016 | Concrete for Garfield Park | 232-6010-6417-8020-000 | 95.65 |
| Inv 01-709592-00 Total | | | 95.65 |
| Inv | 01-710080-00 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Materials to Repair Raymond Hill Tank Area | 500-6010-6711-8020-000 | 175.84 |
| Inv 01-710080-00 Total | | | 175.84 |
| 195335 Total: | | | 686.57 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| THR5910 - George L.Throop Co. Total: | | | 686.57 |
| GOLD6417 - Golden Bell Products, Inc. Line Item Account | | | |
| 195336 | 09/21/2016 | | |
| Inv | 15643 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/27/2016 | Arroyo Park Lift Station- Maint. Supplies | 232-6010-6417-8020-000 | 479.60 |
| Inv 15643 Total | | | 479.60 |
| Inv | 15651 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/01/2016 | Arroyo Park Lift Station- Maint. Supplies | 232-6010-6417-8180-000 | 453.44 |
| Inv 15651 Total | | | 453.44 |
| 195336 Total: | | | 933.04 |
| GOLD6417 - Golden Bell Products, Inc. Total: | | | 933.04 |
| GSOT2015 - Golden State Overnight Line Item Account | | | |
| 195337 | 09/21/2016 | | |
| Inv | 3096281 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/15/2016 | PW Overnight Shipping | 101-6010-6011-8010-000 | 15.32 |
| Inv 3096281 Total | | | 15.32 |
| 195337 Total: | | | 15.32 |
| GSOT2015 - Golden State Overnight Total: | | | 15.32 |
| GRE6116 - Great Match Consulting Line Item Account | | | |
| 195338 | 09/21/2016 | | |
| Inv | 1690003366 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/13/2016 | Temp Street Dept. Employees w/e 7/10/16 | 230-6010-6116-8180-000 | 658.56 |
| Inv 1690003366 Total | | | 658.56 |
| Inv | 1690003403 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | Temp Street Dept. Employees w/e 8/21/16 | 230-6010-6116-8180-000 | 823.20 |
| Inv 1690003403 Total | | | 823.20 |
| 195338 Total: | | | 1,481.76 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|----------|
| GRE6116 - Great Match Consulting Total: | | | 1,481.76 |
| GRE1270 - Greg's Automotive Services Line Item Account | | | |
| 195339 | 09/21/2016 | | |
| Inv | 13163 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | Yard Unit# 03 Oil Change & Rotate Tires | 500-6010-6710-8100-000 | 81.49 |
| Inv 13163 Total | | | 81.49 |
| Inv | 13178 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | Yard Unit# 10 Oil Change Maint. | 500-6010-6710-8100-000 | 46.49 |
| Inv 13178 Total | | | 46.49 |
| 195339 Total: | | | 127.98 |
| GRE1270 - Greg's Automotive Services Total: | | | 127.98 |
| HOPI9319 - Hands On Painting Inc. Line Item Account | | | |
| 195340 | 09/21/2016 | | |
| Inv | 20209 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/18/2016 | Skate Park Painting-Fence & Gazebo | 105-9000-9041-9041-000 | 8,790.00 |
| Inv 20209 Total | | | 8,790.00 |
| 195340 Total: | | | 8,790.00 |
| HOPI9319 - Hands On Painting Inc. Total: | | | 8,790.00 |
| HRAS6201 - Harris & Associates Line Item Account | | | |
| 195341 | 09/21/2016 | | |
| Inv | 32287 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | City Street Lighting & Landscaping Maint. Svcs 7/16 | 215-6010-6201-8170-000 | 6,240.00 |
| Inv 32287 Total | | | 6,240.00 |
| 195341 Total: | | | 6,240.00 |
| AS6201 - Harris & Associates Total: | | | 6,240.00 |
| HLPR5150 - HeliPower Inc. Line Item Account | | | |
| 195342 | 09/21/2016 | | |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|-----------|
| Inv | R00387831 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | Refund Duplicate Busn. License Application Fee | 101-0000-0000-5150-001 | 25.00 |
| Inv R00387831 Total | | | 25.00 |
| 195342 Total: | | | 25.00 |
| HLPR5150 - HelioPower Inc. Total: | | | 25.00 |
| INT4896 - Inter-Con Security Systems Inc Line Item Account | | | |
| 195343 | 09/21/2016 | | |
| Inv | 422837 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/09/2016 | PD Parking Enforcement Svcs 7/16 | 101-4010-4011-8180-000 | 10,650.64 |
| Inv 422837 Total | | | 10,650.64 |
| 195343 Total: | | | 10,650.64 |
| INT4896 - Inter-Con Security Systems Inc Total: | | | 10,650.64 |
| IABC6601 - Interstate All Battery Center Line Item Account | | | |
| 195344 | 09/21/2016 | | |
| Inv | 64267 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | Batteries to Replace Failed Compressor for Unit#12 | 500-6010-6710-8100-000 | 120.94 |
| Inv 64267 Total | | | 120.94 |
| Inv | 70062328 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | Battery Back Up for In-pavement Lighting | 215-6010-6115-8020-000 | 44.64 |
| Inv 70062328 Total | | | 44.64 |
| 195344 Total: | | | 165.58 |
| IABC6601 - Interstate All Battery Center Total: | | | 165.58 |
| JSAR4011 - Jack's Auto Repair Line Item Account | | | |
| 195345 | 09/21/2016 | | |
| Inv | 14992 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Unit# 1405 Oil Change & Maint. Svcs | 101-4010-4011-8100-000 | 62.71 |
| Inv 14992 Total | | | 62.71 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|-----------|
| Inv 14993 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Unit# 0908 Replace Cooling Fan Assy & Replace Control Modu | 101-4010-4011-8100-000 | 993.99 |
| Inv 14993 Total | | | 993.99 |
| Inv 14997 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | PD Unit# 0198 Replace Electric Fan Motor, Disc Rotor & Air Bag | 101-4010-4011-8100-000 | 1,010.75 |
| Inv 14997 Total | | | 1,010.75 |
| Inv 15002 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | PD Unit# 0735 Oil Change & Maint. | 101-4010-4011-8100-000 | 71.05 |
| Inv 15002 Total | | | 71.05 |
| Inv 15008 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/09/2016 | PD Unit# 1407 Replace Battery | 101-4010-4011-8100-000 | 210.97 |
| Inv 15008 Total | | | 210.97 |
| 195345 Total: | | | 2,349.47 |
| JSAR4011 - Jack's Auto Repair Total: | | | 2,349.47 |
| KASA9190 - KASA Construction Inc. Line Item Account | | | |
| 195346 | 09/21/2016 | | |
| Inv #1 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Dog Park Project 8/16 | 232-9000-9190-9190-000 | 34,675.00 |
| Inv #1 Total | | | 34,675.00 |
| 195346 Total: | | | 34,675.00 |
| KASA9190 - KASA Construction Inc. Total: | | | 34,675.00 |
| KEN7788 - Kennedy/Jenks Consultants Line Item Account | | | |
| 195347 | 09/21/2016 | | |
| Inv 104266 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/18/2016 | Const. Engineering Svcs 8/16 | 500-9000-9266-9266-000 | 18,813.52 |
| Inv 104266 Total | | | 18,813.52 |

| Check Number | Check Date | | Amount |
|---|--|--------------------------|-----------|
| 195347 Total: | | | 18,813.52 |
| KEN7788 - Kennedy/Jenks Consultants Total: | | | 18,813.52 |
| KOAC6010 - KOA Line Item Account | | | |
| 195348 | 09/21/2016 | | |
| Inv | JB53100x7 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/18/2016 | HSIP Crosswalks Engineering Designs 6/1-7/31/16 | 207-6010-6011-8170-000 | 103.00 |
| 08/18/2016 | HSIP Crosswalks Engineering Designs 6/1-7/31/16 | 277-6010-6011-8170-000 | 927.00 |
| Inv JB53100x7 Total | | | 1,030.00 |
| 195348 Total: | | | 1,030.00 |
| KOAC6010 - KOA Total: | | | 1,030.00 |
| LAGS9262 - LA General Steel Line Item Account | | | |
| 195349 | 09/21/2016 | | |
| Inv | 522220 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/08/2016 | Furnish & Install ADA Guardrail @ Arroyo Park Shelters | 105-9000-9262-9262-000 | 4,670.00 |
| Inv 522220 Total | | | 4,670.00 |
| 195349 Total: | | | 4,670.00 |
| LAGS9262 - LA General Steel Total: | | | 4,670.00 |
| LDIC8300 - LDI Color ToolBox Line Item Account | | | |
| 195350 | 09/21/2016 | | |
| Inv | 1043643 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | Copier Use 9/16 & Overages 8/16 | 101-3010-3032-8300-000 | 353.57 |
| Inv 1043643 Total | | | 353.57 |
| 195350 Total: | | | 353.57 |
| LDIC8300 - LDI Color ToolBox Total: | | | 353.57 |
| LKUP5011 - Lock-Up Inc. Line Item Account | | | |
| 195351 | 09/21/2016 | | |
| Inv | 18383 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/18/2016 | Install FD Locked Door w/Security Pad | 101-5010-5011-8120-000 | 1,444.00 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|-----------------|
| 07/18/2016 | Instal FD Locked Door w/Security Pad | 101-6010-6601-8020-000 | 1,444.00 |
| Inv 18383 Total | | | 2,888.00 |
| 195351 Total: | | | 2,888.00 |
| LKUP5011 - Lock-Up Inc. Total: | | | 2,888.00 |
| LUJN6501 - Lujan, Andrew Line Item Account | | | |
| 195352 | 09/21/2016 | | |
| Inv 9/9/16 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/09/2016 | Reimb. Water Treatment Class | 500-6010-6710-8200-000 | 173.00 |
| Inv 9/9/16 Total | | | 173.00 |
| Inv 9/9/16* | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/09/2016 | Reimb. Water Treatment Operator Grade T2 | 500-6010-6710-8200-000 | 105.00 |
| Inv 9/9/16* Total | | | 105.00 |
| 352 Total: | | | 278.00 |
| LUJN6501 - Lujan, Andrew Total: | | | 278.00 |
| LPC4011 - Lynn Peavey Company Line Item Account | | | |
| 195353 | 09/21/2016 | | |
| Inv 321379 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/16/2016 | PD Evidence Room Bags | 101-4010-4011-8020-000 | 100.20 |
| Inv 321379 Total | | | 100.20 |
| 195353 Total: | | | 100.20 |
| LPC4011 - Lynn Peavey Company Total: | | | 100.20 |
| M34011 - M3 Line Item Account | | | |
| 195354 | 09/21/2016 | | |
| Inv 32173-0 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | PD Office Desk & 2 Storage Bookcases | 101-4010-4011-8020-000 | 1,906.08 |
| Inv 32173-0 Total | | | 1,906.08 |
| 195354 Total: | | | 1,906.08 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| M34011 - M3 Total: | | | 1,906.08 |
| AVIC4010 - Manukian, Avick Line Item Account | | | |
| 195355 | 09/21/2016 | | |
| Inv | 8/25/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Reimb. PD Training Expense | 101-4010-4011-8200-000 | 8.00 |
| Inv 8/25/16 Total | | | 8.00 |
| 195355 Total: | | | 8.00 |
| AVIC4010 - Manukian, Avick Total: | | | 8.00 |
| MBFEC106 - Marx Bros. Fire Extinguisher Co. Line Item Account | | | |
| 195356 | 09/21/2016 | | |
| Inv | S31149 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/17/2016 | WMB Semi-Annual Fire Extinguisher Inspection | 101-6010-6601-8120-000 | 90.00 |
| Inv S31149 Total | | | 90.00 |
| Inv | S31228 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | Sr.Center Semi-Annual Fire Extinguisher Inspection | 101-8030-8021-8180-000 | 90.00 |
| Inv S31228 Total | | | 90.00 |
| 195356 Total: | | | 180.00 |
| MBFEC106 - Marx Bros. Fire Extinguisher Co. Total: | | | 180.00 |
| HMCD3012 - McDonald, John Line Item Account | | | |
| 195357 | 09/21/2016 | | |
| Inv | 11/11/15 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Refund Rebate | 500-3010-3012-8032-000 | 200.00 |
| Inv 11/11/15 Total | | | 200.00 |
| 195357 Total: | | | 200.00 |
| HMCD3012 - McDonald, John Total: | | | 200.00 |
| MOR2900 - Morrow & Holman Plumbing Inc Line Item Account | | | |
| 195358 | 09/21/2016 | | |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|-----------|
| Inv P-9620 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | Library Plumbing Drainage Inspection Svcs | 101-6010-6601-8120-000 | 275.00 |
| Inv P-9620 Total | | | 275.00 |
| Inv P-9840 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/09/2016 | Installation 4 Stainless Steel Wall Hung Toilets @ Arroyo Park | 232-6010-6417-8020-000 | 4,600.00 |
| Inv P-9840 Total | | | 4,600.00 |
| 195358 Total: | | | 4,875.00 |
| MOR2900 - Morrow & Holman Plumbing Inc Total: | | | 4,875.00 |
| MDPF6410 - Most Dependable Fountains Line Item Account | | | |
| 195359 | 09/21/2016 | | |
| Inv 42933 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/17/2016 | Skate Park Drinking Fountain | 101-6010-6410-8020-000 | 1,707.15 |
| 08/17/2016 | Skate Park Drinking Fountain | 101-6010-6601-8020-000 | 1,707.15 |
| Inv 42933 Total | | | 3,414.30 |
| 195359 Total: | | | 3,414.30 |
| MDPF6410 - Most Dependable Fountains Total: | | | 3,414.30 |
| MPLC8021 - Motion Picture Licensing Corp. Line Item Account | | | |
| 195360 | 09/21/2016 | | |
| Inv 504036211 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/02/2016 | Orange Grove Rec Center Motion Picture License Fee | 101-8030-8032-8268-000 | 582.63 |
| Inv 504036211 Total | | | 582.63 |
| 195360 Total: | | | 582.63 |
| MPLC8021 - Motion Picture Licensing Corp. Total: | | | 582.63 |
| MON3111 - MWH Americas Inc. Line Item Account | | | |
| 195361 | 09/21/2016 | | |
| Inv 1723114 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | GravesRsvr Engineering Svcs- 7/2-8/5/16 | 500-9000-9289-9289-000 | 64,268.78 |
| Inv 1723114 Total | | | 64,268.78 |

| Check Number | Check Date | | Amount |
|--|--------------------------------------|--------------------------|-----------|
| 195361 Total: | | | 64,268.78 |
| MON3111 - MWH Americas Inc. Total: | | | 64,268.78 |
| NGSI6010 - Natural Gas Systems Inc. Line Item Account | | | |
| 195362 | 09/21/2016 | | |
| Inv | 4358 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/01/2016 | CNG Monthly Maint. 7/16 | 101-6010-6601-8020-000 | 375.00 |
| Inv 4358 Total | | | 375.00 |
| 195362 Total: | | | 375.00 |
| NGSI6010 - Natural Gas Systems Inc. Total: | | | 375.00 |
| NIMO9203 - Ninyo & Moore Line Item Account | | | |
| 195363 | 09/21/2016 | | |
| Inv | 200634 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/18/2016 | Geotechnical & Material Testing Svcs | 500-9000-9266-9266-000 | 895.75 |
| Inv 200634 Total | | | 895.75 |
| 195363 Total: | | | 895.75 |
| NIMO9203 - Ninyo & Moore Total: | | | 895.75 |
| NOR6416 - Norman's Nursery Line Item Account | | | |
| 195364 | 09/21/2016 | | |
| Inv | 582438 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | Dedication Tree Garfield Park | 215-6010-6310-8020-000 | 370.60 |
| Inv 582438 Total | | | 370.60 |
| 195364 Total: | | | 370.60 |
| NOR6416 - Norman's Nursery Total: | | | 370.60 |
| OFF4011 - Office Solutions Line Item Account | | | |
| 195365 | 09/21/2016 | | |
| Inv | I-010108415 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Office Supplies | 101-4010-4011-8000-000 | 662.08 |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|------------|
| Inv I-010108415 Total | | | 662.08 |
| Inv I-01012642 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | PD Office Supplies | 101-4010-4011-8000-000 | 464.22 |
| Inv I-01012642 Total | | | 464.22 |
| 195365 Total: | | | 1,126.30 |
| OFF4011 - Office Solutions Total: | | | 1,126.30 |
| PHCP9255 - Pacific Hydrotech Corp. Line Item Account | | | |
| 195366 | 09/21/2016 | | |
| Inv #17 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Garfield Reservoir Replacement Project 8/16 | 500-9000-9266-9266-000 | 595,096.15 |
| Inv #17 Total | | | 595,096.15 |
| 195366 Total: | | | 595,096.15 |
| PHCP9255 - Pacific Hydrotech Corp. Total: | | | 595,096.15 |
| PHS4011 - Pasadena Humane Society Line Item Account | | | |
| 195367 | 09/21/2016 | | |
| Inv Sept. 2016 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | PD Animal Control Svcs 9/16 | 101-4010-4011-8180-000 | 10,124.50 |
| Inv Sept. 2016 Total | | | 10,124.50 |
| 195367 Total: | | | 10,124.50 |
| PHS4011 - Pasadena Humane Society Total: | | | 10,124.50 |
| PLMS6310 - Pasadena Lawnmower's Shop Line Item Account | | | |
| 195368 | 09/21/2016 | | |
| Inv 10144 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | Chainsaw Repair | 215-6010-6310-8110-000 | 16.35 |
| Inv 10144 Total | | | 16.35 |
| 195368 Total: | | | 16.35 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| PLMS6310 - Pasadena Lawnmower's Shop Total: | | | 16.35 |
| PAW7777 - Pasadena Weekly Line Item Account | | | |
| 195369 | 09/21/2016 | | |
| Inv | 353821 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/18/2016 | Barry McGuire & John York Concert Ads | 101-8010-8011-8040-000 | 266.00 |
| Inv 353821 Total | | | 266.00 |
| 195369 Total: | | | 266.00 |
| PAW7777 - Pasadena Weekly Total: | | | 266.00 |
| PCRI7101 - Personal Court Reporters Inc. Line Item Account | | | |
| 195370 | 09/21/2016 | | |
| Inv | 74642 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/28/2016 | Transcribing Svcs SP PC Mtg 7/25/16 | 101-7010-7011-8170-000 | 525.00 |
| Inv 74642 Total | | | 525.00 |
| Inv | 74643 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/28/2016 | Transcribing Svcs SP CC Mtg 7/20/16 | 101-7010-7011-8170-000 | 588.00 |
| Inv 74643 Total | | | 588.00 |
| 195370 Total: | | | 1,113.00 |
| PCRI7101 - Personal Court Reporters Inc. Total: | | | 1,113.00 |
| PBGF8031 - Pitney Bowes Global Fin. Svc LLC Line Item Account | | | |
| 195371 | 09/21/2016 | | |
| Inv | 3100435225 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Library Postage Meier Lease 6/30-9/29/16 | 101-8010-8011-8150-000 | 307.28 |
| Inv 3100435225 Total | | | 307.28 |
| 195371 Total: | | | 307.28 |
| PBGF8031 - Pitney Bowes Global Fin. Svc LLC Total: | | | 307.28 |
| PBPP8010 - Pitney Bowes Reserve Account Line Item Account | | | |
| 195372 | 09/21/2016 | | |

| Check Number | Check Date | | Amount |
|---|-----------------------------------|--------------------------|----------|
| Inv | 21706007 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | Reimb. Postage Meter | 101-8010-8011-8010-000 | 500.00 |
| Inv | 21706007 Total | | 500.00 |
| Inv | 3100446560 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-2010-2013-8110-000 | 97.82 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-6010-6011-8110-000 | 97.82 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 500-3010-3012-8110-000 | 97.80 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-2010-2011-8110-000 | 97.82 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-7010-7101-8110-000 | 97.82 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 500-6010-6710-8110-000 | 97.82 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-1020-1021-8110-000 | 97.82 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-4010-4011-8110-000 | 97.82 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-3010-3011-8110-000 | 97.80 |
| 09/01/2016 | Postage Meter Lease 9/30-12/30/16 | 101-5010-5011-8110-000 | 97.82 |
| Inv | 3100446560 Total | | 978.16 |
| 195372 Total: | | | 1,478.16 |
| PP8010 - Pitney Bowes Reserve Account Total: | | | 1,478.16 |
| PODV8267 - Podvoll, Candace Line Item Account | | | |
| 195373 | 09/21/2016 | | |
| Inv | August 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/12/2016 | Instructor Meditation Class | 101-8030-8021-8267-000 | 136.80 |
| Inv | August 2016 Total | | 136.80 |
| 195373 Total: | | | 136.80 |
| PODV8267 - Podvoll, Candace Total: | | | 136.80 |
| POS5265 - Post Alarm Systems Line Item Account | | | |
| 195374 | 09/21/2016 | | |
| Inv | 893230 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/05/2016 | Camp Med Monitoring Fee 9/16 | 101-8030-8032-8180-000 | 51.09 |
| Inv | 893230 Total | | 51.09 |
| Inv | 897114 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/05/2016 | WMB Monitoring Fee 9/16 | 101-8030-8031-8180-000 | 48.77 |
| Inv | 897114 Total | | 48.77 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| 195374 Total: | | | 99.86 |
| POS5265 - Post Alarm Systems Total: | | | 99.86 |
| NPME8032 - Prime, Natasha Line Item Account | | | |
| 195375 | 09/21/2016 | | |
| Inv | R74515 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | Refund Orange Grove Mid Level Deposit Rental | 101-0000-0000-2920-000 | 250.00 |
| Inv R74515 Total | | | 250.00 |
| 195375 Total: | | | 250.00 |
| NPME8032 - Prime, Natasha Total: | | | 250.00 |
| PRO7777 - Pro Force Line Item Account | | | |
| 195376 | 09/21/2016 | | |
| Inv | 284019 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | PD Taser's & Accessories | 272-4010-4018-8520-000 | 5,076.40 |
| Inv 284019 Total | | | 5,076.40 |
| 195376 Total: | | | 5,076.40 |
| PRO7777 - Pro Force Total: | | | 5,076.40 |
| JSPV2920 - Provencio, Jessica Line Item Account | | | |
| 195377 | 09/21/2016 | | |
| Inv | R74518 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/30/2016 | Refund Youth House Deposit Rental 8/27/16 | 101-0000-0000-2920-000 | 250.00 |
| Inv R74518 Total | | | 250.00 |
| 195377 Total: | | | 250.00 |
| JSPV2920 - Provencio, Jessica Total: | | | 250.00 |
| RMSF8025 - Route Match Software Line Item Account | | | |
| 195378 | 09/21/2016 | | |
| Inv | 27262 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | Transit Demand Response Transportation Mgmt System | 205-8030-8025-8530-000 | 6,023.60 |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|-----------|
| Inv 27262 | Total | | 6,023.60 |
| Inv 27263 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | Transit Demand Response Transportation Mgmt System | 205-8030-8025-8530-000 | 5,100.00 |
| Inv 27263 | Total | | 5,100.00 |
| Inv 27264 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/26/2016 | Transit Demand Response Transportation Mgmt System | 205-8030-8025-8530-000 | 600.00 |
| Inv 27264 | Total | | 600.00 |
| 195378 | Total: | | 11,723.60 |
| RMSF8025 - Route Match Software Total: | | | 11,723.60 |
| SOU5250 - S.P.Review Line Item Account | | | |
| 195379 | 09/21/2016 | | |
| Inv 5284 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/02/2016 | Comm. Svcs Events Summer 2016 Ads | 101-8030-8031-8040-000 | 110.00 |
| Inv 5284 | Total | | 110.00 |
| 195379 | Total: | | 110.00 |
| SOU5250 - S.P.Review Total: | | | 110.00 |
| SAL7789 - Salcido, Juan Line Item Account | | | |
| 195380 | 09/21/2016 | | |
| Inv 10/18-20/16 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/07/2016 | Reimb. PD Training Expense | 101-4010-4011-8200-000 | 569.52 |
| Inv 10/18-20/16 | Total | | 569.52 |
| 195380 | Total: | | 569.52 |
| SAL7789 - Salcido, Juan Total: | | | 569.52 |
| ESSL8021 - Samuel, Edison Line Item Account | | | |
| 381 | 09/21/2016 | | |
| Inv August 2016 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|----------|
| 09/12/2016 | Instructor Beginner's Computer Class | 101-8030-8021-8267-000 | 50.00 |
| | Inv August 2016 Total | | 50.00 |
| 195381 Total: | | | 50.00 |
| ESSL8021 - Samuel, Edison Total: | | | 50.00 |
| SCF1400 - SC Fuels Line Item Account | | | |
| 195382 | 09/21/2016 | | |
| Inv | 0684989 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Fuel for City Vehicles | 101-2010-2011-8100-000 | 103.89 |
| 09/01/2016 | Fuel for City Vehicles | 101-7010-7011-8100-000 | 103.90 |
| 09/01/2016 | Fuel for City Vehicles | 101-5010-5011-8100-000 | 415.57 |
| 09/01/2016 | Fuel for City Vehicles | 101-4010-4011-8105-000 | 4,467.38 |
| 09/01/2016 | Fuel for City Vehicles | 101-6010-6011-8100-000 | 103.89 |
| Inv 0684989 Total | | | 5,194.63 |
| 195382 Total: | | | 5,194.63 |
| SCF1400 - SC Fuels Total: | | | 5,194.63 |
| SYSC8267 - Schiada, Sylvia Line Item Account | | | |
| 195383 | 09/21/2016 | | |
| Inv | August 2016 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/15/2016 | Instructor Art Class Water Color Class | 101-8030-8021-8267-000 | 36.00 |
| Inv August 2016 Total | | | 36.00 |
| 195383 Total: | | | 36.00 |
| SYSC8267 - Schiada, Sylvia Total: | | | 36.00 |
| SDSI0107 - Security Design Systems, Inc. Line Item Account | | | |
| 195384 | 09/21/2016 | | |
| Inv | 207005 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Maint. on Cameras & Access Control 10/16 | 101-4010-4011-8110-000 | 65.18 |
| Inv 207005 Total | | | 65.18 |
| Inv | 207006 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Maint. on Cameras & Access Control 10/16 | 101-4010-4011-8110-000 | 30.00 |

| Check Number | Check Date | | Amount |
|--|---|--------------------------|--------|
| Inv 207006 | Total | | 30.00 |
| Inv 207007 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Maint. on Cameras & Access Control 10/16 | 101-4010-4011-8110-000 | 145.00 |
| Inv 207007 | Total | | 145.00 |
| Inv 207008 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | PD Maint. on Cameras & Access Control 10/16 | 101-4010-4011-8110-000 | 113.00 |
| Inv 207008 | Total | | 113.00 |
| 195384 | Total: | | 353.18 |
| SDSI0107 - Security Design Systems, Inc. | Total: | | 353.18 |
| TSSG2920 - Selassie, Tsega | Line Item Account | | |
| 195385 | 09/21/2016 | | |
| Inv R74519 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/30/2016 | Refund WMB Rental Deposit 8/27/16 | 101-0000-0000-2920-000 | 500.00 |
| Inv R74519 | Total | | 500.00 |
| 195385 | Total: | | 500.00 |
| TSSG2920 - Selassie, Tsega | Total: | | 500.00 |
| SER6856 - Service Pro Pest Mgmt Company | Line Item Account | | |
| 195386 | 09/21/2016 | | |
| Inv 4836 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Citywide Pest Control Svcs 8/16 | 101-6010-6601-8120-000 | 389.17 |
| Inv 4836 | Total | | 389.17 |
| 195386 | Total: | | 389.17 |
| SER6856 - Service Pro Pest Mgmt Company | Total: | | 389.17 |
| SHO6666 - Shono, Jean | Line Item Account | | |
| 195387 | 09/21/2016 | | |
| Inv August 2016 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/12/2016 | Instructor Knitting Class | 101-8030-8021-8267-000 | 32.00 |

| Check Number | Check Date | | Amount |
|--|--|------------------------------|----------|
| | | Inv August 2016 Total | 32.00 |
| | | 195387 Total: | 32.00 |
| | | SHO6666 - Shono, Jean Total: | 32.00 |
| REP6115 - Siemens Industry Inc. Line Item Account | | | |
| 195388 | 09/21/2016 | | |
| Inv | 5610021940 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/09/2016 | Traffic Signal Maint. 7/16 | 215-6010-6115-8180-000 | 2,163.63 |
| | Inv 5610021940 Total | | 2,163.63 |
| Inv | 5620011950 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/30/2016 | Fremont & El Centro Loop Installation | 215-6010-6115-8180-000 | 975.00 |
| | Inv 5620011950 Total | | 975.00 |
| Inv | 5620012780 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/09/2016 | Traffic Signal Response Call Outs 7/16 | 215-6010-6115-8180-000 | 2,828.84 |
| | Inv 5620012780 Total | | 2,828.84 |
| | 195388 Total: | | 5,967.47 |
| | REP6115 - Siemens Industry Inc. Total: | | 5,967.47 |
| SOGA6501 - So. Cal. Gas Co. Line Item Account | | | |
| 195389 | 09/21/2016 | | |
| Inv | 196-493-8529 1 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | Natural Gas Vehicle Fuel 8/1-9/1/16 | 101-6010-6601-8020-000 | 63.00 |
| 09/06/2016 | Natural Gas Vehicle Fuel 8/1-9/1/16 | 500-6010-6710-8020-000 | 150.00 |
| 09/06/2016 | Natural Gas Vehicle Fuel 8/1-9/1/16 | 205-8030-8025-8105-000 | 225.00 |
| 09/06/2016 | Natural Gas Vehicle Fuel 8/1-9/1/16 | 230-6010-6116-8020-000 | 298.52 |
| 09/06/2016 | Natural Gas Vehicle Fuel 8/1-9/1/16 | 500-6010-6711-8020-000 | 35.00 |
| | Inv 196-493-8529 1 Total | | 771.52 |
| | 195389 Total: | | 771.52 |
| | SOGA6501 - So. Cal. Gas Co. Total: | | 771.52 |
| SOL1111 - Solinsky, Brian Line Item Account | | | |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|------------|
| 390 | 09/21/2016 | | |
| Inv | 10/10-13/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | Reimb. PD Training Expenses | 101-4010-4011-8210-000 | 624.00 |
| Inv 10/10-13/16 Total | | | 624.00 |
| 195390 Total: | | | 624.00 |
| SOL1111 - Solinsky, Brian Total: | | | 624.00 |
| SWTL9399 - Southwest Pipeline & Trenchless Corp. Line Item Account | | | |
| 195391 | 09/21/2016 | | |
| Inv | #3 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/31/2016 | Swr Rehab. & Replacement Project Construction Svcs | 310-9000-9399-9399-000 | 225,815.24 |
| Inv #3 Total | | | 225,815.24 |
| 195391 Total: | | | 225,815.24 |
| TL9399 - Southwest Pipeline & Trenchless Corp. Total: | | | 225,815.24 |
| SCTR6417 - SpectraTurf Line Item Account | | | |
| 195392 | 09/21/2016 | | |
| Inv | DR104-5261 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/22/2016 | PIP Playground Resurfacing Garfield Park & Orange Grove | 232-6010-6417-8020-000 | 44,212.20 |
| Inv DR104-5261 Total | | | 44,212.20 |
| Inv | DRI04-5238 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/12/2016 | PIP Playground Resurfacing Garfield Park & Orange Grove | 232-6010-6417-8020-000 | 25,593.60 |
| Inv DRI04-5238 Total | | | 25,593.60 |
| 195392 Total: | | | 69,805.80 |
| SCTR6417 - SpectraTurf Total: | | | 69,805.80 |
| STA5219 - Staples Business Advantage Line Item Account | | | |
| 195393 | 09/21/2016 | | |
| Inv | 3303084502 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 05/31/2016 | PD Office Supplies CREDIT | 101-4010-4011-8000-000 | -43.55 |
| Inv 3303084502 Total | | | -43.55 |

Inv 3304709756

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 06/04/2016 | PD Office Supplies | 101-4010-4011-8000-000 | 777.35 |

Inv 3304709756 Total 777.35

Inv 3304840659

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 06/05/2016 | PD Office Supplies | 101-4010-4011-8000-000 | 217.99 |

Inv 3304840659 Total 217.99

Inv 3308169589

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|-------|
| 07/10/2016 | Sr. Center Office Supplies | 101-8030-8021-8000-000 | 39.49 |

Inv 3308169589 Total 39.49

Inv 3308981815

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 07/22/2016 | Sr. Center Office Supplies | 101-8010-8011-8000-000 | 229.98 |
| 07/22/2016 | Sr. Center Office Supplies | 101-8030-8021-8020-000 | 12.26 |

Inv 3308981815 Total 242.24

Inv 3309452989

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|-------|
| 07/27/2016 | Sr. Center Office Supplies | 101-8030-8021-8020-000 | 51.14 |
| 07/27/2016 | Sr. Center Office Supplies | 101-8030-8021-8000-000 | 28.65 |
| 07/27/2016 | Sr. Center Supplies | 101-8030-8021-8120-000 | 51.13 |
| 07/27/2016 | Sr. Center Supplies | 101-8030-8021-8000-000 | 28.66 |

Inv 3309452989 Total 159.58

Inv 3310562404

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|-------|
| 08/03/2016 | Yard Office Supplies | 101-6010-6601-8000-000 | 11.96 |
| 08/03/2016 | Yard Office Supplies | 230-6010-6116-8000-000 | 11.96 |
| 08/03/2016 | Yard Office Supplies | 215-6010-6201-8000-000 | 11.96 |
| 08/03/2016 | Yard Office Supplies | 101-6010-6410-8000-000 | 11.96 |
| 08/03/2016 | Yard Office Supplies | 210-6010-6501-8020-000 | 11.96 |

Inv 3310562404 Total 59.80

Inv 3310636315

| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
|-----------------------|------------------------------|--------------------------|--------|
| 09/03/2016 | PD Office Supplies | 101-4010-4011-8000-000 | 390.87 |

Inv 3310636315 Total 390.87

| Check Number | Check Date | | Amount |
|-----------------------|------------------------------|--------------------------|--------|
| Inv | 3311134902 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/10/2016 | Library Office Supplies | 101-8010-8011-8000-000 | 92.41 |
| Inv | 3311134902 Total | | 92.41 |
| Inv | 3311134903 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/10/2016 | Library Office Supplies | 101-8010-8011-8000-000 | 37.96 |
| Inv | 3311134903 Total | | 37.96 |
| Inv | 3311134904 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/10/2016 | Yard Office Supplies | 215-6010-6310-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 101-6010-6410-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 500-6010-6711-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 210-6010-6501-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 215-6010-6201-8000-000 | 4.41 |
| 08/10/2016 | Yard Office Supplies | 215-6010-6201-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 101-6010-6410-8000-000 | 4.34 |
| 08/10/2016 | Yard Office Supplies | 101-6010-6601-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 500-6010-6710-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 101-6010-6601-8000-000 | 4.34 |
| 08/10/2016 | Yard Office Supplies | 210-6010-6501-8000-000 | 4.34 |
| 08/10/2016 | Yard Office Supplies | 230-6010-6116-8020-000 | 7.10 |
| 08/10/2016 | Yard Office Supplies | 230-6010-6116-8000-000 | 4.34 |
| 08/10/2016 | Yard Office Supplies | 215-6010-6310-8000-000 | 4.35 |
| Inv | 3311134904 Total | | 82.92 |
| Inv | 3311134905 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/10/2016 | Sr. Center Office Supplies | 101-8030-8021-8020-000 | 91.52 |
| Inv | 3311134905 Total | | 91.52 |
| Inv | 3311523759 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/13/2016 | Yard Office Supplies | 101-6010-6410-8000-000 | 1.21 |
| 08/13/2016 | Yard Office Supplies | 500-6010-6710-8020-000 | 1.12 |
| 08/13/2016 | Yard Office Supplies | 101-6010-6601-8000-000 | 21.41 |
| 08/13/2016 | Yard Office Supplies | 230-6010-6116-8020-000 | 1.12 |
| 08/13/2016 | Yard Office Supplies | 101-6010-6601-8020-000 | 1.11 |
| 08/13/2016 | Yard Office Supplies | 500-6010-6710-8000-000 | 10.60 |
| 08/13/2016 | Yard Office Supplies | 215-6010-6310-8020-000 | 1.11 |
| 08/13/2016 | Yard Office Supplies | 101-6010-6410-8020-000 | 1.11 |
| 08/13/2016 | Yard Office Supplies | 500-6010-6711-8020-000 | 1.11 |
| 08/13/2016 | Yard Office Supplies | 210-6010-6501-8020-000 | 1.12 |
| 08/13/2016 | Yard Office Supplies | 215-6010-6201-8000-000 | 21.41 |
| 08/13/2016 | Yard Office Supplies | 215-6010-6201-8020-000 | 1.12 |
| Inv | 3311523759 Total | | 63.55 |

| Check Number | Check Date | | Amount |
|-----------------------|------------------------------|--------------------------|--------|
| Inv | 3311619303 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/14/2016 | Library Office Supplies | 101-8010-8011-8000-000 | 127.93 |
| Inv 3311619303 Total | | | 127.93 |
| Inv | 3312130122 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | PD Office Supplies | 101-4010-4011-8000-000 | 287.52 |
| Inv 3312130122 Total | | | 287.52 |
| Inv | 3312130135 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | Sr. Center Office Supplies | 101-8030-8021-8000-000 | 105.73 |
| Inv 3312130135 Total | | | 105.73 |
| Inv | 3312130138 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | Sr. Center Office Supplies | 101-8030-8021-8000-000 | 5.22 |
| Inv 3312130138 Total | | | 5.22 |
| Inv | 3312995092 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/27/2016 | PD Office Supplies | 101-4010-4011-8000-000 | 176.72 |
| Inv 3312995092 Total | | | 176.72 |
| Inv | 3312995103 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/27/2016 | Sr. Center Office Supplies | 101-8030-8021-8000-000 | 85.72 |
| 08/27/2016 | Sr. Center Office Supplies | 101-8030-8021-8020-000 | 126.48 |
| Inv 3312995103 Total | | | 212.20 |
| Inv | 3312995105 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/27/2016 | Transit Office Supplies | 205-8030-8025-8000-000 | 300.12 |
| Inv 3312995105 Total | | | 300.12 |
| Inv | 3312995117 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/27/2016 | Sr. Center Office Supplies | 101-8030-8021-8000-000 | 39.09 |
| Inv 3312995117 Total | | | 39.09 |
| Inv | 3313825596 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|----------|
| 09/02/2016 | FD Office Supplies | 101-5010-5011-8000-000 | 114.62 |
| Inv 3313825596 Total | | | 114.62 |
| Inv 3313825598 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | FD Office Supplies | 101-5010-5011-8000-000 | 59.94 |
| Inv 3313825598 Total | | | 59.94 |
| 195393 Total: | | | 3,641.22 |
| STA5219 - Staples Business Advantage Total: | | | 3,641.22 |
| SNBL5011 - Sunbelt Rentals Inc. Line Item Account | | | |
| 195394 | 09/21/2016 | | |
| Inv 61128776-003 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/27/2016 | FD Emergency Rental A/C Unit 8/11-9/7/16 | 101-6010-6601-8020-000 | 603.32 |
| 08/27/2016 | FD Emergency Rental A/C Unit 8/11-9/7/16 | 101-5010-5011-8120-000 | 603.31 |
| Inv 61128776-003 Total | | | 1,206.63 |
| 195394 Total: | | | 1,206.63 |
| SNBL5011 - Sunbelt Rentals Inc. Total: | | | 1,206.63 |
| SPWS8020 - SupplyWorks Line Item Account | | | |
| 195395 | 09/21/2016 | | |
| Inv 364966242 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 04/21/2016 | Janitorial Supplies | 101-6010-6601-8020-000 | 135.37 |
| Inv 364966242 Total | | | 135.37 |
| Inv 364966259 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 04/21/2016 | Janitorial Supplies | 101-6010-6601-8020-000 | 204.41 |
| Inv 364966259 Total | | | 204.41 |
| Inv 365089523 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 04/22/2016 | Janitorial Supplies | 101-6010-6601-8020-000 | 54.46 |
| Inv 365089523 Total | | | 54.46 |
| Inv 368619276 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|----------|
| 06/02/2016 | Janitorial Supplies | 101-6010-6601-8020-000 | 254.13 |
| Inv 368619276 Total | | | 254.13 |
| Inv 377053657 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/01/2016 | Library Janitorial Supplies | 101-8010-8011-8120-000 | 554.72 |
| Inv 377053657 Total | | | 554.72 |
| 195395 Total: | | | 1,203.09 |
| SPWS8020 - SupplyWorks Total: | | | 1,203.09 |
| TELS8031 - Titan Environmental Solutions Line Item Account | | | |
| 195396 | 09/21/2016 | | |
| Inv 11053351 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/24/2016 | Eddie Park House Mold,Asbestos & Lead Testing | 105-9000-9034-9034-000 | 2,675.00 |
| Inv 11053351 Total | | | 2,675.00 |
| 195396 Total: | | | 2,675.00 |
| TELS8031 - Titan Environmental Solutions Total: | | | 2,675.00 |
| TLC2155 - TLC Pet Med. Centers Line Item Account | | | |
| 195397 | 09/21/2016 | | |
| Inv 314815 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 06/17/2016 | K9 "Barry" Medical Svcs | 101-4010-4011-8034-000 | 415.80 |
| Inv 314815 Total | | | 415.80 |
| Inv 316706 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/09/2016 | K9 "Barry" Medical Svcs | 101-4010-4011-8034-000 | 432.73 |
| Inv 316706 Total | | | 432.73 |
| Inv 316843 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/11/2016 | K9 "Barry" Medical Svcs | 101-4010-4011-8034-000 | 319.50 |
| Inv 316843 Total | | | 319.50 |
| Inv 316994 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/13/2016 | K9 "Barry" Medical Svcs | 101-4010-4011-8034-000 | 58.50 |

| Check Number | Check Date | | Amount |
|--|----------------------------------|--------------------------|-----------|
| Inv 316994 | | Total | 58.50 |
| Inv 321065 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/05/2016 | K9 "Lisu" Medical Svcs | 101-4010-4011-8034-000 | 600.30 |
| Inv 321065 | | Total | 600.30 |
| 195397 | | Total: | 1,826.83 |
| TLC2155 - TLC Pet Med. Centers Total: | | | 1,826.83 |
| TOM4455 - Tom's Clothing & Uniforms Inc Line Item Account | | | |
| 195398 | 09/21/2016 | | |
| Inv 6501 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/23/2016 | PD Uniform | 101-4010-4011-8134-000 | 27.25 |
| Inv 6501 | | Total | 27.25 |
| 195398 | | Total: | 27.25 |
| TOM4455 - Tom's Clothing & Uniforms Inc Total: | | | 27.25 |
| TRA5998 - Transtech Engineers Inc. Line Item Account | | | |
| 195399 | 09/21/2016 | | |
| Inv 20162173 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/31/2016 | Bldg Svcs & Plan Check Svcs 7/16 | 101-7010-7011-8180-000 | 23,049.92 |
| Inv 20162173 | | Total | 23,049.92 |
| Inv 20162174 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/31/2016 | Bldg Svcs & Plan Check Svcs 7/16 | 101-7010-7011-8180-000 | 18,556.88 |
| Inv 20162174 | | Total | 18,556.88 |
| 195399 | | Total: | 41,606.80 |
| TRA5998 - Transtech Engineers Inc. Total: | | | 41,606.80 |
| UND6710 - Underground Service Alert Line Item Account | | | |
| 195400 | 09/21/2016 | | |
| Inv 820160684 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |

| Check Number | Check Date | | Amount |
|---|---|--------------------------|----------|
| 09/01/2016 | Underground Service Alerts 8/16 | 500-6010-6710-8020-000 | 112.50 |
| Inv 820160684 | Total | | 112.50 |
| 195400 Total: | | | 112.50 |
| UND6710 - Underground Service Alert Total: | | | 112.50 |
| POR4707 - United Site Services, Inc. Line Item Account | | | |
| 195401 | 09/21/2016 | | |
| Inv 114-4365140 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/20/2016 | Skate Park Portable Toilet Svcs 8/16-9/12/16 | 101-8030-8032-8180-000 | 281.33 |
| Inv 114-4365140 | Total | | 281.33 |
| 195401 Total: | | | 281.33 |
| POR4707 - United Site Services, Inc. Total: | | | 281.33 |
| UNI7778 - United Storm Water, Inc. Line Item Account | | | |
| 195402 | 09/21/2016 | | |
| Inv SW31621 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/31/2016 | Install Catch Basin Connector Pipe Screen Project | 101-6010-2015-8020-000 | 411.05 |
| Inv SW31621 | Total | | 411.05 |
| 195402 Total: | | | 411.05 |
| UNI7778 - United Storm Water, Inc. Total: | | | 411.05 |
| VRCI8031 - Van Raalte & Co. Inc. Line Item Account | | | |
| 195403 | 09/21/2016 | | |
| Inv 42397 | | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/05/2016 | 4 Customized Canopies | 101-8030-8032-8020-000 | 2,578.30 |
| Inv 42397 | Total | | 2,578.30 |
| 195403 Total: | | | 2,578.30 |
| VRCI8031 - Van Raalte & Co. Inc. Total: | | | 2,578.30 |
| VBSL8025 - Verbatim Solutions Line Item Account | | | |
| 195404 | 09/21/2016 | | |

| Check Number | Check Date | | Amount |
|--|--|--------------------------|--------|
| Inv | 38273 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/06/2016 | Translation of Dial A Ride Flyers for New Date Mgmt System | 205-8030-8025-8040-000 | 150.00 |
| Inv 38273 Total | | | 150.00 |
| 195404 Total: | | | 150.00 |
| VBSL8025 - Verbatim Solutions Total: | | | 150.00 |
| WASH8025 - WASHOS Line Item Account | | | |
| 195405 | 09/21/2016 | | |
| Inv | 0713101 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 07/13/2016 | Transit Waterless Vehicle Cleaning Svcs 7/16 | 205-8030-8025-8100-000 | 275.00 |
| Inv 0713101 Total | | | 275.00 |
| 195405 Total: | | | 275.00 |
| WASH8025 - WASHOS Total: | | | 275.00 |
| 6711 - Western Water Works Support Ctr. Line Item Account | | | |
| 195406 | 09/21/2016 | | |
| Inv | 428752-00 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 08/31/2016 | Ring Gasket for Neptune Meter | 500-6010-6711-8020-000 | 86.23 |
| Inv 428752-00 Total | | | 86.23 |
| 195406 Total: | | | 86.23 |
| WES6711 - Western Water Works Support Ctr. Total: | | | 86.23 |
| BRWY4010 - Wiley, Brian Line Item Account | | | |
| 195407 | 09/21/2016 | | |
| Inv | 9/2/16 | | |
| <u>Line Item Date</u> | <u>Line Item Description</u> | <u>Line Item Account</u> | |
| 09/02/2016 | Reimb. Police Academy Training Materials | 101-4010-4011-8200-000 | 407.07 |
| Inv 9/2/16 Total | | | 407.07 |
| 195407 Total: | | | 407.07 |
| BRWY4010 - Wiley, Brian Total: | | | 407.07 |

| Check Number | Check Date | Amount |
|--------------|------------|--------------|
| | | <hr/> <hr/> |
| Total: | | 1,363,958.15 |
| | | <hr/> <hr/> |

ATTACHMENT 4
Payroll 09-09-16

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 09.09.16

| Account Number | Account Name | 09.21.16 |
|---|---|-------------------|
| 101-0000-0000-1010-000 | General Fund - Payroll cash | 560,557.94 |
| | Other Withholding Payables | \$ 286,818.45 |
| 101-0000-0000-1010-000 | Net General Fund - Payroll Cash | 273,739.49 |
| | Insurance Adjustment | - |
| 205-0000-0000-1010-000 | Prop A - Payroll Cash | 7,722.05 |
| 207-0000-0000-1010-000 | Prop C - Payroll Cash | 5,827.28 |
| 210-0000-0000-1010-000 | Sewer Fund - Payroll Cash | 13,840.16 |
| 211-0000-0000-1010-000 | CTC Traffic Improvement | - |
| 215-0000-0000-1010-000 | Street Lighting & Landscape Assessment - PR C | 6,497.71 |
| 218-0000-0000-1010-000 | Clean Air Act | |
| 227-0000-0000-1010-000 | CRA - Payroll Cash | |
| 230-0000-0000-1010-000 | State Gas Tax Fund - Payroll Cash | 11,718.72 |
| 274-0000-0000-1010-000 | Homeland Security Grant | - |
| 310-0000-0000-1010-000 | Sewer Capital Projects Fund | - |
| 500-0000-0000-1010-000 | Water Fund - Payroll Cash | 53,432.37 |
| 700-0000-0000-2210-000 | Internal Revenue Service | 71,880.55 |
| 700-0000-0000-2230-000 | Internal Revenue Service | 17,483.98 |
| Total Checks & Direct Deposits | | 462,142.31 |
| Checks | | 23,626.27 |
| Direct Deposits | | 349,151.51 |
| I.R.S Payments | | 89,364.53 |
| | | <u>462,142.31</u> |
| To 700 | | 635,969.96 |
| Other PR Payable | | 286,818.45 |
| ACH Payable | | <u>349,151.51</u> |

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

Agency Warrants 09.21.16

| <u>Vendor</u> | <u>Invoice #</u> | <u>Check #</u> | <u>Department</u> | <u>Description</u> | <u>Amount</u> |
|---------------|------------------|----------------|-------------------|--------------------|---------------|
|---------------|------------------|----------------|-------------------|--------------------|---------------|

No Items to be reported for this period.

RSA Report Total \$ -

Diana Mahmud, Agency Chair

Evelyn G. Zneimer, Agency Secretary



David Balt, Deputy Agency Treasurer

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

*Dianna Mahmud, 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: September 21, 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 July 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 July 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 July 2016
September 21, 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 July 2016
2. Successor Agency to the Community Redevelopment Agency Investment Reports for July 2016
3. Public Financing Authority Investment Reports for July 2016

ATTACHMENT 1
City Investment Reports for July 2016

Exhibit A

City of South Pasadena

INVESTMENT REPORT
July 31, 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 | 0.588% | 42.59% | 12,094,764.00 | 12,094,764.00 |
| SUBTOTAL | | | 42.59% | <u>12,094,764.00</u> | <u>12,094,764.00</u> |
| MORGAN STANLEY SMITH BARNEY | | | | | |
| Government Securities | See Exhibit B | 1.544% | 41.17% | 11,689,722.64 | 11,790,623.24 |
| Corporate Bonds | See Exhibit B | 2.357% | 16.24% | 4,610,570.58 | 4,656,243 |
| SUBTOTAL | | | 57.41% | <u>16,300,293.22</u> | <u>16,446,866.69</u> |
| TOTAL INVESTMENTS | | | 100.00% | <u>\$28,395,057.22</u> | <u>\$28,541,630.69</u> |

BANK ACCOUNTS:

| | |
|---|----------------|
| Bank of the West Account Balance: | \$4,169,622.76 |
| Morgan Stanley Uninvested Cash Balance: | \$26,802.82 |
| Morgan Stanley Unsettled Transactions | \$0.00 |

Required Disclosures:

Average weighted maturity of the portfolio 520 DAYS

Average weighted total yield to maturity of the portfolio 1.272%

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 D-1

Funds and Investments
Held by Contracted (Third) Parties
July 31, 2016

Morgan Stanley 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 | 912796JD2 | 7/25/2016 | 500,000.00 | 99.993 | 499,966.00 | 0.000% | 0.248% | 499,995.00 | 0.248% | 8/4/2016 | 4 | 29.00 |
| 2 | Gov't. Securities | U.S. Treasury Note | 912828NG1 | 12/26/2014 | 533,000.00 | 101.515 | 541,073.55 | 2.750% | 0.914% | 542,514.05 | 2.700% | 5/31/2017 | 304 | 1,440.50 |
| 3 | Gov't. Securities | U.S. Treasury Note | 912828NG1 | 9/24/2015 | 44,000.00 | 101.760 | 44,774.52 | 2.750% | 0.621% | 44,785.40 | 2.700% | 5/31/2017 | 304 | 10.88 |
| 4 | Gov't. Securities | U.S. Treasury Note | 912828NG1 | 10/14/2015 | 15,000.00 | 101.821 | 15,273.10 | 2.750% | 0.549% | 15,267.75 | 2.700% | 5/31/2017 | 304 | (5.35) |
| 5 | Gov't. Securities | U.S. Treasury Note | 912828NG1 | 6/20/2016 | 217,000.00 | 101.788 | 220,881.03 | 2.750% | 0.588% | 220,873.45 | 2.700% | 5/31/2017 | 304 | (7.58) |
| 6 | Gov't. Securities | U.S. Treasury Note | 912828PY0 | 12/29/2014 | 866,000.00 | 102.311 | 886,016.77 | 2.750% | 1.268% | 894,448.10 | 2.660% | 2/28/2018 | 577 | 8,431.33 |
| 7 | Gov't. Securities | U.S. Treasury Note | 912828PY0 | 9/24/2015 | 54,000.00 | 102.949 | 55,592.72 | 2.750% | 0.868% | 55,773.90 | 2.660% | 2/28/2018 | 577 | 181.18 |
| 8 | Gov't. Securities | U.S. Treasury Note | 912828PY0 | 10/14/2015 | 23,000.00 | 103.120 | 23,717.55 | 2.750% | 0.761% | 23,755.55 | 2.660% | 2/28/2018 | 577 | 38.00 |
| 9 | Gov't. Securities | U.S. Treasury Note | 912828PY0 | 6/20/2016 | 325,000.00 | 103.254 | 335,577.09 | 2.750% | 0.677% | 335,676.25 | 2.660% | 2/28/2018 | 577 | 99.16 |
| 10 | Gov't. Securities | U.S. Treasury Note | 912828VK3 | 12/26/2014 | 222,000.00 | 99.895 | 221,765.79 | 1.375% | 1.406% | 224,948.16 | 1.350% | 6/30/2018 | 699 | 3,182.37 |
| 11 | Gov't. Securities | U.S. Treasury Note | 912828VK3 | 9/24/2015 | 15,000.00 | 100.803 | 15,120.41 | 1.375% | 0.951% | 15,199.20 | 1.350% | 6/30/2018 | 699 | 78.79 |
| 12 | Gov't. Securities | U.S. Treasury Note | 912828VK3 | 10/14/2015 | 6,000.00 | 100.973 | 6,058.38 | 1.375% | 0.861% | 6,079.68 | 1.350% | 6/30/2018 | 699 | 21.30 |
| 13 | Gov't. Securities | U.S. Treasury Note | 912828VK3 | 6/20/2016 | 81,000.00 | 101.261 | 82,021.33 | 1.375% | 7.100% | 82,075.68 | 1.350% | 6/30/2018 | 699 | 54.35 |
| 14 | Gov't. Securities | U.S. Treasury Note | 912828H52 | 3/6/2015 | 259,000.00 | 98.461 | 255,013.73 | 1.250% | 1.577% | 262,460.24 | 1.230% | 1/31/2020 | 1,279 | 7,446.51 |
| 15 | Gov't. Securities | U.S. Treasury Note | 912828H52 | 9/24/2015 | 35,000.00 | 99.566 | 34,848.24 | 1.250% | 1.353% | 35,467.60 | 1.230% | 1/31/2020 | 1,279 | 619.36 |
| 16 | Gov't. Securities | U.S. Treasury Note | 912828H52 | 10/14/2015 | 15,000.00 | 99.914 | 14,987.12 | 1.250% | 1.270% | 15,200.40 | 1.230% | 1/31/2020 | 1,279 | 213.28 |
| 17 | Gov't. Securities | U.S. Treasury Note | 912828H52 | 6/20/2016 | 97,000.00 | 101.097 | 98,064.24 | 1.250% | 0.930% | 98,295.92 | 1.230% | 1/31/2020 | 1,279 | 231.68 |
| 18 | Gov't. Securities | U.S. Treasury Note | 912828L32 | 11/24/2015 | 250,000.00 | 98.641 | 246,601.50 | 1.375% | 1.672% | 254,267.50 | 1.350% | 1/31/2020 | 1,279 | 7,666.00 |
| 19 | Gov't. Securities | U.S. Treasury Note | 912828L32 | 6/20/2016 | 74,000.00 | 101.399 | 75,035.36 | 1.375% | 1.024% | 75,263.18 | 1.350% | 1/31/2020 | 1,279 | 227.82 |
| 20 | Gov't. Securities | U.S. Treasury Note | 912828N89 | 3/15/2016 | 498,000.00 | 99.469 | 495,354.62 | 1.375% | 1.488% | 506,052.66 | 1.350% | 1/31/2021 | 1,645 | 10,698.04 |
| 21 | Gov't. Securities | U.S. Treasury Note | 912828N89 | 6/20/2016 | 150,000.00 | 101.261 | 151,892.07 | 1.375% | 1.087% | 152,425.50 | 1.350% | 1/31/2021 | 1,645 | 533.43 |
| 22 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EADL0 | 12/26/2014 | 839,000.00 | 99.672 | 836,246.40 | 1.000% | 1.121% | 842,003.62 | 0.990% | 9/29/2017 | 425 | 5,757.22 |
| 23 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EADL0 | 9/24/2015 | 26,000.00 | 100.295 | 26,076.68 | 1.000% | 0.744% | 26,093.08 | 0.990% | 9/29/2017 | 425 | 16.40 |
| 24 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EADL0 | 10/14/2015 | 26,000.00 | 100.382 | 26,099.27 | 1.000% | 0.668% | 26,093.08 | 0.990% | 9/29/2017 | 425 | (6.19) |
| 25 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EADL0 | 7/17/2016 | 270,000.00 | 100.526 | 271,419.27 | 1.000% | 0.544% | 270,966.60 | 0.990% | 9/29/2017 | 425 | (452.67) |
| 26 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EAEA3 | 5/25/2016 | 300,000.00 | 99.585 | 298,755.00 | 0.750% | 0.974% | 299,919.00 | 0.750% | 4/9/2018 | 617 | 1,164.00 |
| 27 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EAEA3 | 7/17/2016 | 75,000.00 | 100.205 | 75,153.46 | 0.750% | 0.628% | 74,979.75 | 0.750% | 4/9/2018 | 617 | (173.71) |
| 28 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EADK2 | 10/20/2015 | 309,000.00 | 100.096 | 309,298.06 | 1.250% | 1.217% | 312,204.33 | 1.230% | 8/1/2019 | 1,096 | 2,906.27 |
| 29 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EADK2 | 4/12/2016 | 309,000.00 | 100.822 | 311,540.77 | 1.250% | 0.971% | 312,204.33 | 1.230% | 8/1/2019 | 1,096 | 663.56 |
| 30 | Gov't. Securities | Fed. Home Loan Mtg. Corp. | 3137EADK2 | 7/17/2016 | 20,000.00 | 101.326 | 20,265.21 | 1.250% | 0.802% | 20,207.40 | 1.230% | 8/1/2019 | 1,096 | (57.81) |
| 31 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0TG8 | 12/30/2014 | 450,000.00 | 98.924 | 445,158.00 | 0.875% | 1.229% | 451,003.50 | 0.870% | 2/8/2018 | 557 | 5,845.50 |
| 32 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0TG8 | 9/8/2015 | 282,000.00 | 99.909 | 281,743.38 | 0.875% | 0.913% | 282,628.86 | 0.870% | 2/8/2018 | 557 | 885.48 |
| 33 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0TG8 | 9/24/2015 | 50,000.00 | 100.008 | 50,004.14 | 0.875% | 0.869% | 50,111.50 | 0.870% | 2/8/2018 | 557 | 107.36 |
| 34 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0TG8 | 10/14/2015 | 20,000.00 | 100.115 | 20,023.00 | 0.875% | 0.798% | 20,044.60 | 0.870% | 2/8/2018 | 557 | 21.60 |
| 35 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0TG8 | 7/17/2016 | 240,000.00 | 100.405 | 240,971.13 | 0.875% | 0.606% | 240,535.20 | 0.870% | 2/8/2018 | 557 | (435.93) |
| 36 | Gov't. Securities | Fed. National Mtg. Assn. | 3135GOE33 | 12/23/2015 | 248,000.00 | 99.707 | 247,273.36 | 1.125% | 1.241% | 249,726.08 | 1.110% | 7/20/2018 | 719 | 2,452.72 |
| 37 | Gov't. Securities | Fed. National Mtg. Assn. | 3135GOE33 | 7/17/2016 | 70,000.00 | 100.938 | 70,656.63 | 1.125% | 0.644% | 70,487.20 | 1.110% | 7/20/2018 | 719 | (169.43) |
| 38 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YM9 | 12/30/2014 | 275,000.00 | 100.889 | 277,443.66 | 1.875% | 1.449% | 281,289.25 | 1.830% | 9/18/2018 | 779 | 3,845.59 |
| 39 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YM9 | 2/10/2015 | 219,000.00 | 101.236 | 221,706.49 | 1.875% | 1.875% | 224,008.53 | 1.830% | 9/18/2018 | 779 | 2,302.04 |
| 40 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YM9 | 9/24/2015 | 34,000.00 | 101.757 | 34,597.54 | 1.875% | 1.038% | 34,777.58 | 1.830% | 9/18/2018 | 779 | 180.04 |
| 41 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YM9 | 10/14/2015 | 14,000.00 | 101.953 | 14,273.39 | 1.875% | 0.946% | 14,320.18 | 1.830% | 9/18/2018 | 779 | 46.79 |
| 42 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YM9 | 7/17/2016 | 160,000.00 | 102.512 | 164,018.91 | 1.875% | 0.684% | 163,659.20 | 1.830% | 9/18/2018 | 779 | (359.71) |
| 43 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YT4 | 12/26/2014 | 231,000.00 | 100.200 | 231,461.50 | 1.625% | 1.537% | 235,347.42 | 1.590% | 11/27/2018 | 849 | 3,885.92 |
| 44 | Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YT4 | 9/24/2015 | 30,000.00 | 101.198 | 30,359.44 | 1.625% | 1.100% | 30,564.60 | 1.590% | 11/27/2018 | 849 | 205.16 |

Exhibit B-1

Funds and Investments
Held by Contracted (Third) Parties
July 31, 2016

Morgan Stanley 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. | 3135G0YT4 | 10/14/2015 | 13,000.00 | 101.422 | 13,184.82 | 1.625% | 1.003% | 13,244.66 | 1.590% | 11/27/2018 | 849 | 59.34 |
| 46 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0YT4 | 7/7/2016 | 90,000.00 | 102.169 | 91,952.18 | 1.625% | 0.681% | 91,693.80 | 1.590% | 11/27/2018 | 849 | (258.38) |
| 47 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0ZA4 | 12/30/2014 | 630,000.00 | 100.762 | 634,803.05 | 1.875% | 1.568% | 646,695.00 | 1.820% | 2/19/2019 | 933 | 11,891.35 |
| 48 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0ZA4 | 9/24/2015 | 19,000.00 | 101.713 | 19,325.44 | 1.875% | 1.190% | 19,503.50 | 1.820% | 2/19/2019 | 933 | 178.06 |
| 49 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0ZA4 | 10/14/2015 | 13,000.00 | 101.952 | 13,253.76 | 1.875% | 1.096% | 13,344.50 | 1.820% | 2/19/2019 | 933 | 90.74 |
| 50 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0ZA4 | 7/7/2016 | 200,000.00 | 102.917 | 205,833.21 | 1.875% | 0.717% | 205,300.00 | 1.820% | 2/19/2019 | 933 | (533.21) |
| 51 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0D75 | 9/15/2015 | 735,000.00 | 99.450 | 730,957.50 | 1.500% | 1.620% | 748,083.00 | 1.470% | 6/22/2020 | 1,422 | 17,125.50 |
| 52 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0D75 | 9/24/2015 | 47,000.00 | 99.728 | 46,872.07 | 1.500% | 1.560% | 47,836.60 | 1.470% | 6/22/2020 | 1,422 | 964.53 |
| 53 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0D75 | 10/14/2015 | 17,000.00 | 100.173 | 17,029.42 | 1.500% | 1.454% | 17,302.60 | 1.470% | 6/22/2020 | 1,422 | 273.18 |
| 54 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0D75 | 7/7/2016 | 250,000.00 | 102.154 | 255,385.40 | 1.500% | 0.935% | 254,450.00 | 1.470% | 6/22/2020 | 1,422 | (935.40) |
| 55 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0H55 | 4/28/2016 | 125,000.00 | 102.390 | 127,548.43 | 1.875% | 1.396% | 129,182.50 | 1.810% | 12/28/2020 | 1,611 | 1,634.07 |
| 56 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0H55 | 5/17/2016 | 237,000.00 | 102.467 | 242,845.63 | 1.875% | 1.297% | 244,930.02 | 1.810% | 12/28/2020 | 1,611 | 2,084.39 |
| 57 Gov't. Securities | Fed. National Mtg. Assn. | 3135G0H55 | 7/7/2016 | 450,000.00 | 103.678 | 466,551.92 | 1.875% | 1.019% | 465,057.00 | 1.810% | 12/28/2020 | 1,611 | (1,494.32) |
| Subtotal Gov't. Securities | | | | 11,602,000.00 | | 11,689,722.64 | 1.569% | 1.172% | 11,790,623.24 | 1.544% | | 855 | 100,900.50 |
| 58 Corporate Bond | Duke Energy Carolinas | 26442CAL8 | 1/5/2015 | 108,000.00 | 100.297 | 108,321.23 | 1.750% | 0.941% | 108,398.52 | 0.870% | 12/15/2016 | 137 | 77.29 |
| 59 Corporate Bond | Duke Energy Carolinas | 26442CAL8 | 9/29/2015 | 10,000.00 | 100.328 | 10,032.82 | 1.750% | 0.857% | 10,036.90 | 0.870% | 12/15/2016 | 137 | 4.08 |
| 60 Corporate Bond | Duke Energy Carolinas | 26442CAL8 | 6/20/2016 | 45,000.00 | 100.498 | 45,224.01 | 1.750% | 0.400% | 45,166.05 | 0.870% | 12/15/2016 | 137 | (57.96) |
| 61 Corporate Bond | BB&T Corp. | 05531FAK9 | 1/12/2015 | 108,000.00 | 100.616 | 108,665.31 | 2.150% | 1.178% | 108,682.56 | 2.130% | 3/22/2017 | 234 | 17.25 |
| 62 Corporate Bond | BB&T Corp. (Callable) | 05531FAK9 | 9/29/2015 | 10,000.00 | 100.606 | 10,060.60 | 2.150% | 1.194% | 10,063.20 | 2.130% | 3/22/2017 | 234 | 2.30 |
| 63 Corporate Bond | BB&T Corp. (Callable) | 05531FAK9 | 10/16/2015 | 4,000.00 | 100.694 | 4,027.74 | 2.150% | 1.057% | 4,025.28 | 2.130% | 3/22/2017 | 234 | (2.46) |
| 64 Corporate Bond | BB&T Corp. (Callable) | 05531FAK9 | 6/15/2016 | 42,000.00 | 100.668 | 42,280.50 | 2.150% | 1.057% | 42,265.44 | 2.130% | 3/22/2017 | 234 | (15.06) |
| 65 Corporate Bond | United Technologies | 913017BU2 | 12/30/2014 | 108,000.00 | 100.496 | 108,535.32 | 1.800% | 1.198% | 108,771.12 | 1.780% | 6/1/2017 | 305 | 235.30 |
| 66 Corporate Bond | United Technologies | 913017BU2 | 9/29/2015 | 10,000.00 | 100.646 | 10,064.61 | 1.800% | 1.016% | 10,071.40 | 1.780% | 6/1/2017 | 305 | 6.79 |
| 67 Corporate Bond | United Technologies | 913017BU2 | 10/16/2015 | 3,000.00 | 100.675 | 3,020.24 | 1.800% | 0.980% | 3,021.42 | 1.780% | 6/1/2017 | 305 | 1.18 |
| 68 Corporate Bond | United Technologies | 913017BU2 | 6/14/2016 | 41,000.00 | 100.729 | 41,298.98 | 1.800% | 0.916% | 41,292.74 | 1.780% | 6/1/2017 | 305 | (6.24) |
| 69 Corporate Bond | Pepsico Inc. | 713448DA3 | 1/20/2016 | 124,000.00 | 100.100 | 124,123.94 | 0.972% | 1.707% | 124,419.12 | 1.010% | 6/1/2018 | 670 | 295.18 |
| 70 Corporate Bond | VISA | 92826CAA0 | 4/8/2016 | 124,000.00 | 100.512 | 124,634.88 | 1.200% | 0.822% | 124,522.04 | 1.190% | 12/11/2017 | 498 | (112.34) |
| 71 Corporate Bond | VISA | 92826CAA0 | 6/14/2016 | 39,000.00 | 100.434 | 39,169.21 | 1.200% | 0.880% | 39,164.19 | 1.190% | 12/11/2017 | 498 | (5.02) |
| 72 Corporate Bond | JP Morgan Chase & Co. | 46625HJF8 | 1/5/2015 | 111,000.00 | 100.439 | 111,487.77 | 1.195% | 1.133% | 111,772.56 | 1.600% | 1/25/2018 | 543 | 284.79 |
| 73 Corporate Bond | JP Morgan Chase & Co. | 46625HJF8 | 9/29/2015 | 8,000.00 | 100.363 | 8,029.03 | 1.195% | 1.195% | 8,055.68 | 1.600% | 1/25/2018 | 543 | 26.35 |
| 74 Corporate Bond | JP Morgan Chase & Co. | 46625HJF8 | 10/16/2015 | 3,000.00 | 100.360 | 3,010.81 | 1.195% | 1.210% | 3,020.88 | 1.600% | 1/25/2018 | 543 | 10.07 |
| 75 Corporate Bond | Apple Inc. | 037833AG5 | 1/20/2016 | 82,000.00 | 99.952 | 81,960.64 | 0.886% | 0.703% | 82,168.10 | 0.880% | 5/3/2018 | 641 | 207.46 |
| 76 Corporate Bond | Merck & Co. Inc. | 58933YAG0 | 1/12/2015 | 111,000.00 | 99.970 | 110,966.70 | 1.300% | 1.309% | 112,034.52 | 1.280% | 5/18/2018 | 656 | 1,067.32 |
| 77 Corporate Bond | Merck & Co. Inc. | 58933YAG0 | 9/29/2015 | 8,000.00 | 100.097 | 8,007.77 | 1.300% | 1.245% | 8,074.56 | 1.280% | 5/18/2018 | 656 | 66.79 |
| 78 Corporate Bond | Merck & Co. Inc. | 58933YAG0 | 6/15/2016 | 43,000.00 | 100.682 | 43,293.15 | 1.300% | 1.245% | 43,400.76 | 1.280% | 5/18/2018 | 656 | 107.31 |
| 79 Corporate Bond | American Express Credit | Cal0258M0DW6 | 2/12/2016 | 125,000.00 | 99.739 | 124,673.75 | 1.228% | 1.228% | 124,865.00 | 1.240% | 7/31/2018 | 730 | 191.25 |
| 80 Corporate Bond | Boeing Capital Corp. (Callable) | 097014AM6 | 10/22/2015 | 59,000.00 | 103.321 | 60,959.63 | 2.900% | 1.242% | 61,234.92 | 2.790% | 8/15/2018 | 745 | 275.29 |
| 81 Corporate Bond | Boeing Capital Corp. (Callable) | 097014AM6 | 6/15/2016 | 20,000.00 | 103.708 | 20,741.51 | 2.900% | 1.054% | 20,757.60 | 2.790% | 8/15/2018 | 745 | 16.09 |
| 82 Corporate Bond | Metlife, Inc. | 59156RAR9 | 6/17/2016 | 138,000.00 | 110.888 | 153,025.11 | 6.817% | 1.374% | 153,181.38 | 6.140% | 8/15/2018 | 745 | 156.27 |
| 83 Corporate Bond | Gilead Sciences, Inc. | 375558BE2 | 12/9/2015 | 122,000.00 | 100.727 | 122,886.96 | 1.850% | 1.495% | 123,883.68 | 1.820% | 9/4/2018 | 765 | 996.72 |
| 84 Corporate Bond | Gilead Sciences, Inc. | 375558BE2 | 6/14/2016 | 40,000.00 | 101.368 | 40,547.06 | 1.850% | 1.185% | 40,617.60 | 1.820% | 9/4/2018 | 765 | 70.54 |
| 85 Corporate Bond | Microsoft Corp. | 594918BF0 | 6/27/2016 | 82,000.00 | 101.000 | 82,509.58 | 1.300% | 1.020% | 82,601.06 | 1.290% | 11/3/2018 | 765 | 91.48 |

Funds and Investments
Held by Contracted (Third) Parties
July 31, 2016

Morgan Stanley 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 | |
|-----------------|----------------|-----------------------------|-----------------|------------|------------------|---------------|-------------|-----------------|--------------|-------------|---------------|------------------|----------------------|----------|
| 86 | Corporate Bond | Bank of New York Mellon (Ca | 06406HCP2 | 9/14/2015 | 112,000.00 | 100.277 | 112,309.74 | 2.100% | 1.984% | 114,446.08 | 2.050% | 1/15/2019 | 898 | 2,136.34 |
| 87 | Corporate Bond | Bank of New York Mellon (Ca | 06406HCP2 | 9/29/2015 | 6,000.00 | 100.835 | 6,050.07 | 2.100% | 1.751% | 6,131.04 | 2.050% | 1/15/2019 | 898 | 80.97 |
| 88 | Corporate Bond | Bank of New York Mellon (Ca | 06406HCP2 | 10/16/2015 | 3,000.00 | 100.951 | 3,028.53 | 2.100% | 1.702% | 3,065.52 | 2.050% | 1/15/2019 | 898 | 36.99 |
| 89 | Corporate Bond | Bank of New York Mellon (Ca | 06406HCP2 | 6/14/2016 | 39,000.00 | 102.150 | 39,838.37 | 2.100% | 1.208% | 39,851.76 | 2.050% | 1/15/2019 | 898 | 13.39 |
| 90 | Corporate Bond | Oracle Corp. | 68389XAQ8 | 12/30/2014 | 109,000.00 | 101.020 | 110,111.43 | 2.375% | 1.947% | 112,156.64 | 2.300% | 1/15/2019 | 898 | 2,045.21 |
| 91 | Corporate Bond | Oracle Corp. | 68389XAQ8 | 9/29/2015 | 8,000.00 | 101.575 | 8,126.01 | 2.375% | 1.716% | 8,231.68 | 2.300% | 1/15/2019 | 898 | 105.67 |
| 92 | Corporate Bond | Oracle Corp. | 68389XAQ8 | 10/16/2015 | 3,000.00 | 101.919 | 3,057.56 | 2.375% | 1.574% | 3,086.88 | 2.300% | 1/15/2019 | 898 | 29.32 |
| 93 | Corporate Bond | Oracle Corp. | 68389XAQ8 | 6/16/2016 | 39,000.00 | 102.887 | 40,126.11 | 2.375% | 1.177% | 40,129.44 | 2.300% | 1/15/2019 | 898 | 3.33 |
| 94 | Corporate Bond | John Deere Capital Corp. | 24422ESK6 | 1/6/2015 | 112,000.00 | 99.642 | 111,599.04 | 1.950% | 2.040% | 114,210.88 | 1.910% | 3/4/2019 | 946 | 2,611.84 |
| 95 | Corporate Bond | John Deere Capital Corp. | 24422ERR2 | 10/22/2015 | 61,000.00 | 101.465 | 61,893.71 | 2.250% | 1.694% | 62,700.07 | 2.180% | 4/17/2019 | 990 | 806.36 |
| 96 | Corporate Bond | US Bancorp (Callable) | 91159HHB9 | 6/13/2016 | 61,000.00 | 102.348 | 62,432.21 | 2.200% | 1.321% | 62,569.53 | 2.140% | 4/25/2019 | 998 | 137.32 |
| 97 | Corporate Bond | US Bancorp (Callable) | 91159HHB9 | 6/15/2016 | 20,000.00 | 102.308 | 20,461.69 | 2.200% | 1.336% | 20,514.60 | 2.140% | 4/25/2019 | 998 | 52.91 |
| 98 | Corporate Bond | Pfizer, Inc. | 717081DU4 | 6/15/2016 | 74,000.00 | 100.450 | 74,332.73 | 1.450% | 1.288% | 74,747.40 | 1.430% | 6/3/2019 | 1,037 | 414.67 |
| 99 | Corporate Bond | Caterpillar Financial | 14912L6B2 | 7/1/2016 | 78,000.00 | 102.596 | 80,024.72 | 2.100% | 1.172% | 79,974.18 | 2.040% | 6/9/2019 | 1,043 | (50.54) |
| 100 | Corporate Bond | Home Depot Inc. | 437076BE1 | 4/27/2015 | 32,000.00 | 101.398 | 32,447.49 | 2.000% | 1.500% | 32,898.88 | 1.940% | 6/15/2019 | 1,049 | 451.39 |
| 101 | Corporate Bond | Home Depot Inc. (Callable) | 437076BE1 | 9/29/2015 | 8,000.00 | 100.845 | 8,067.63 | 2.000% | 1.697% | 8,224.72 | 1.940% | 6/15/2019 | 1,049 | 157.09 |
| 102 | Corporate Bond | Home Depot Inc. (Callable) | 437076BE1 | 10/16/2015 | 2,000.00 | 101.409 | 2,028.18 | 2.000% | 1.496% | 2,056.18 | 1.940% | 6/15/2019 | 1,049 | 28.00 |
| 103 | Corporate Bond | Home Depot Inc. (Callable) | 437076BE1 | 6/14/2016 | 38,000.00 | 102.344 | 38,890.62 | 2.000% | 1.167% | 39,067.42 | 1.940% | 6/15/2019 | 1,049 | 176.80 |
| 104 | Corporate Bond | Berkshire Hathaway Inc. | 084670BL1 | 8/28/2015 | 111,000.00 | 100.869 | 111,984.96 | 2.100% | 1.804% | 114,173.49 | 2.040% | 8/14/2019 | 1,109 | 2,208.53 |
| 105 | Corporate Bond | Berkshire Hathaway Inc. | 084670BL1 | 9/29/2015 | 7,000.00 | 101.307 | 7,091.52 | 2.100% | 1.656% | 7,200.13 | 2.040% | 8/14/2019 | 1,109 | 108.61 |
| 106 | Corporate Bond | Proctor & Gamble Co. | 742718EG0 | 1/27/2015 | 105,000.00 | 101.008 | 106,058.42 | 1.900% | 1.580% | 108,019.80 | 1.840% | 11/1/2019 | 1,188 | 1,961.38 |
| 107 | Corporate Bond | Proctor & Gamble Co. | 742718EG0 | 9/29/2015 | 13,000.00 | 100.885 | 13,115.04 | 1.900% | 1.619% | 13,373.88 | 1.840% | 11/1/2019 | 1,188 | 258.84 |
| 108 | Corporate Bond | Proctor & Gamble Co. | 742718EG0 | 10/16/2015 | 3,000.00 | 101.345 | 3,040.36 | 1.900% | 1.474% | 3,086.28 | 1.840% | 11/1/2019 | 1,188 | 45.92 |
| 109 | Corporate Bond | Proctor & Gamble Co. | 742718EG0 | 6/16/2016 | 40,000.00 | 102.576 | 41,030.51 | 1.900% | 1.090% | 41,150.40 | 1.840% | 11/1/2019 | 1,188 | 119.89 |
| 110 | Corporate Bond | PNC Funding Corp. | 693476BJ1 | 9/10/2015 | 101,000.00 | 109.488 | 110,582.67 | 5.125% | 2.300% | 113,015.97 | 4.580% | 2/8/2020 | 1,287 | 2,433.30 |
| 111 | Corporate Bond | PNC Funding Corp. | 693476BJ1 | 9/29/2015 | 6,000.00 | 109.708 | 6,582.45 | 5.125% | 2.238% | 6,713.82 | 4.580% | 2/8/2020 | 1,287 | 131.37 |
| 112 | Corporate Bond | PNC Funding Corp. | 693476BJ1 | 10/16/2015 | 2,000.00 | 109.760 | 2,195.20 | 5.125% | 2.223% | 2,237.94 | 4.580% | 2/8/2020 | 1,287 | 42.74 |
| 113 | Corporate Bond | PNC Funding Corp. | 693476BJ1 | 6/14/2016 | 34,000.00 | 111.039 | 37,753.30 | 5.125% | 1.866% | 38,044.98 | 4.580% | 2/8/2020 | 1,287 | 291.68 |
| 114 | Corporate Bond | Comcast Corp. | 20030NBA8 | 6/22/2015 | 98,000.00 | 109.654 | 107,460.88 | 5.150% | 2.296% | 111,216.28 | 4.530% | 3/1/2020 | 1,309 | 3,755.40 |
| 115 | Corporate Bond | Comcast Corp. | 20030NBA8 | 9/29/2015 | 8,000.00 | 110.746 | 8,859.64 | 5.150% | 2.023% | 9,078.88 | 4.530% | 3/1/2020 | 1,309 | 219.24 |
| 116 | Corporate Bond | Comcast Corp. | 20030NBA8 | 10/16/2015 | 2,000.00 | 111.118 | 2,222.35 | 5.150% | 1.921% | 2,269.72 | 4.530% | 3/1/2020 | 1,309 | 47.37 |
| 117 | Corporate Bond | Comcast Corp. | 20030NBA8 | 6/14/2016 | 38,000.00 | 112.589 | 42,783.65 | 5.150% | 1.523% | 43,124.68 | 4.530% | 3/1/2020 | 1,309 | 341.03 |
| 118 | Corporate Bond | Cisco Systems Inc. | 17275RAX0 | 6/22/2015 | 112,000.00 | 100.088 | 112,098.73 | 2.450% | 2.297% | 117,033.28 | 2.340% | 6/15/2020 | 1,415 | 4,934.55 |
| 119 | Corporate Bond | Cisco Systems Inc. | 17275RAX0 | 9/29/2015 | 5,000.00 | 101.539 | 5,076.93 | 2.450% | 2.034% | 5,224.70 | 2.340% | 6/15/2020 | 1,415 | 147.77 |
| 120 | Corporate Bond | Cisco Systems Inc. | 17275RAX0 | 10/16/2015 | 3,000.00 | 101.805 | 3,054.14 | 2.450% | 1.963% | 3,134.82 | 2.340% | 6/15/2020 | 1,415 | 80.68 |
| 121 | Corporate Bond | Cisco Systems Inc. | 17275RAX0 | 6/15/2016 | 40,000.00 | 103.627 | 41,450.75 | 2.450% | 1.482% | 41,797.60 | 2.340% | 6/15/2020 | 1,415 | 346.85 |
| 122 | Corporate Bond | Target Corp. | 87612EAV8 | 5/19/2016 | 113,000.00 | 108.749 | 122,886.83 | 3.875% | 1.582% | 123,753.08 | 3.530% | 7/15/2020 | 1,445 | 866.25 |
| 123 | Corporate Bond | Target Corp. | 87612EAV8 | 6/16/2016 | 36,000.00 | 108.931 | 39,215.26 | 3.875% | 1.537% | 39,425.76 | 3.530% | 7/15/2020 | 1,445 | 210.50 |
| 124 | Corporate Bond | United Health Group Inc. | 91324PCM2 | 9/24/2015 | 53,000.00 | 101.775 | 53,940.95 | 2.700% | 2.228% | 55,498.95 | 2.570% | 7/15/2020 | 1,445 | 1,558.00 |
| 125 | Corporate Bond | United Health Group Inc. | 91324PCM2 | 9/29/2015 | 7,000.00 | 102.061 | 7,144.26 | 2.700% | 2.153% | 7,330.05 | 2.570% | 7/15/2020 | 1,445 | 185.79 |
| 126 | Corporate Bond | United Health Group Inc. | 91324PCM2 | 6/20/2016 | 18,000.00 | 104.114 | 18,740.53 | 2.700% | 1.621% | 18,848.70 | 2.570% | 7/15/2020 | 1,445 | 108.17 |
| 127 | Corporate Bond | Intel Corp. | 458140AQ3 | 9/23/2015 | 56,000.00 | 100.980 | 56,548.82 | 2.450% | 2.192% | 58,400.16 | 2.340% | 7/29/2020 | 1,459 | 1,851.34 |
| 128 | Corporate Bond | Intel Corp. | 458140AQ3 | 9/29/2015 | 3,000.00 | 101.301 | 3,039.03 | 2.450% | 2.108% | 3,128.58 | 2.340% | 7/29/2020 | 1,459 | 89.55 |
| 129 | Corporate Bond | Intel Corp. | 458140AQ3 | 6/14/2016 | 20,000.00 | 103.387 | 20,677.42 | 2.450% | 1.571% | 20,857.20 | 2.340% | 7/29/2020 | 1,459 | 179.78 |
| 130 | Corporate Bond | State Street Corp. | 857477AS2 | 6/13/2016 | 54,000.00 | 103.391 | 55,830.87 | 2.550% | 1.679% | 56,170.26 | 2.450% | 8/18/2020 | 1,479 | 339.39 |

Exhibit B-1

Funds and Investments
Held by Contracted (Third) Parties
July 31, 2016

Morgan Stanley 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 |
|---|-------------------------------|-----------|-----------------|----------------------|------------------|----------------------|---------------|-----------------|----------------------|---------------|---------------|------------------|----------------------|
| 131 Corporate Bond | State Street Corp. | 857477AS2 | 6/15/2016 | 24,000.00 | 103.502 | 24,840.36 | 2.550% | 1.651% | 24,964.56 | 2.450% | 8/18/2020 | 1,479 | 124.20 |
| 132 Corporate Bond | The Walt Disney Co. | 25468PDE3 | 11/27/2015 | 60,000.00 | 100.618 | 60,370.62 | 2.150% | 1.993% | 62,286.00 | 2.070% | 9/17/2020 | 1,509 | 1,915.38 |
| 133 Corporate Bond | The Walt Disney Co. | 25468PDE3 | 6/20/2016 | 20,000.00 | 103.455 | 20,690.94 | 2.150% | 1.287% | 20,762.00 | 2.070% | 9/17/2020 | 1,509 | 71.06 |
| 134 Corporate Bond | Coca-Cola Co. | 191216BT6 | 6/16/2016 | 62,000.00 | 101.307 | 62,810.04 | 1.875% | 1.555% | 63,556.82 | 1.820% | 10/27/2020 | 1,549 | 746.78 |
| 135 Corporate Bond | Coca-Cola Co. | 191216BT6 | 6/27/2016 | 19,000.00 | 101.904 | 19,361.85 | 1.875% | 1.410% | 19,477.09 | 1.820% | 10/27/2020 | 1,549 | 115.24 |
| 136 Corporate Bond | ACE INA Holdings Inc. | 00440EAT4 | 6/6/2016 | 61,000.00 | 101.912 | 62,166.10 | 2.300% | 1.822% | 62,974.57 | 2.220% | 11/3/2020 | 1,556 | 808.47 |
| 137 Corporate Bond | Chevron Corp. (Callable) | 166764AY6 | 6/13/2016 | 55,000.00 | 102.594 | 56,426.52 | 2.419% | 1.789% | 57,008.60 | 2.330% | 11/17/2020 | 1,570 | 582.08 |
| 138 Corporate Bond | Chevron Corp. (Callable) | 166764AY6 | 6/27/2016 | 25,000.00 | 102.827 | 25,706.78 | 2.419% | 1.733% | 25,913.00 | 2.330% | 11/17/2020 | 1,570 | 206.22 |
| 139 Corporate Bond | Gen. Electric Capital Corp. | 36962G4Y7 | 5/3/2016 | 109,000.00 | 112.388 | 122,502.78 | 4.625% | 1.709% | 123,656.14 | 4.070% | 1/7/2021 | 1,621 | 1,153.36 |
| 140 Corporate Bond | Gen. Electric Capital Corp. | 36962G4Y7 | 6/14/2016 | 34,000.00 | 112.658 | 38,303.67 | 4.625% | 1.650% | 38,571.64 | 4.070% | 1/7/2021 | 1,621 | 267.97 |
| 141 Corporate Bond | Occidental Petroleum Corp. (I | 674599BY0 | 5/20/2016 | 75,000.00 | 108.361 | 81,271.07 | 4.100% | 2.140% | 81,929.25 | 3.750% | 2/1/2021 | 1,646 | 658.18 |
| 142 Corporate Bond | Exxon Mobil Corp. (Callable) | 30231GAV4 | 6/24/2016 | 162,000.00 | 102.304 | 165,732.18 | 2.222% | 1.697% | 167,028.48 | 2.150% | 3/1/2021 | 1,674 | 1,296.30 |
| 143 Corporate Bond | Wells Fargo & Company | 949746RS2 | 5/19/2016 | 122,000.00 | 101.507 | 123,838.03 | 2.500% | 2.153% | 125,163.46 | 2.430% | 3/4/2021 | 1,677 | 1,325.43 |
| 144 Corporate Bond | Wells Fargo & Company | 949746RS2 | 6/14/2016 | 39,000.00 | 101.845 | 39,719.47 | 2.500% | 2.076% | 40,011.27 | 2.430% | 3/4/2021 | 1,677 | 291.80 |
| Subtotal Corporate Bonds | | | | 4,488,000.00 | | 4,610,570.58 | 2.513% | 1.547% | 4,656,243.45 | 2.357% | | 1,026 | 45,672.87 |
| Money Market | Liquid Asset Fund | | | 0.00 | | | | | | 0.010% | | 1 | |
| Uninvested Cash | | | | 0.00 | | | | | 26,802.82 | 0.020% | | 1 | |
| Subtotal Cash & Cash Equivalents | | | | | | 0.00 | | | 26,802.82 | | | 1 | |
| Grand Totals | | | | 16,090,000.00 | | 16,300,293.22 | 1.836% | 1.278% | 16,473,669.51 | 1.772% | | 902 | 146,573.47 |
| Unsettled Transactions | | | | | | | | | | | | | |
| Cash | | | | | | | | | | | | | |
| Subtotal Unsettled Transactions | | | | 0.00 | | 0.00 | | | 0.00 | | | | 0.00 |
| Totals incl. Unsettled Transactions | | | | 16,090,000.00 | | 16,300,293.22 | | | 16,473,669.51 | | | | 146,573.47 |
| Totals per Bank Statement | | | | | | 16,300,293.22 | | | 16,473,669.51 | | | | 146,573.47 |

Exhibit C

City of South Pasadena
Investment Report

Summary of Invested Funds -- Last Day of the Month

| MONTH | 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 | FY 2016-17 |
|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| JULY | 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 | 28,541,631 |
| AUGUST | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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
July 2016

Exhibit A

CITY OF SOUTH PASADENA
 SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
 INVESTMENT REPORT
 July 31, 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 | 0.588% | | | 916,383.47 | |
| SUBTOTAL | | | | 100.00% | <u>916,383.47</u> | |
| TOTAL INVESTMENTS | | | | <u>100.00%</u> | <u>\$916,383.47</u> | |

Required Disclosures:

Average Maturity of the portfolio 1 DAY

Average total yield to maturity of the portfolio 0.588%

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
July 31, 2016**

| | |
|---|--------------|
| SA-CRA LAIF Account Beginning Balance: | \$915,138.44 |
| Add Deposits | \$1,245.03 |
| Subtract Withdrawals | |
| Ending LAIF Balance: | \$916,383.47 |

Exhibit C

CITY OF SOUTH PASADENA
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
INVESTMENT REPORT
July 31, 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 | \$137.94 | 7/31/2016 |
| Interest Account | Blackrock Provident Institutional Treasury Funds | 0.00 | 7/31/2016 |
| Principal/Sinking Account | Blackrock Provident Institutional Treasury Funds | 0.00 | 7/31/2016 |
| Reserve Account | Blackrock Provident Institutional Treasury Funds | <u>197,945.00</u> | 7/31/2016 |
| Total Funds Managed by Union Bank of California | | \$198,082.94 | |

* 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 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 | FY 2016-17 |
|-------|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| 10-15 | JULY | 3,017,198 | 3,108,000 | 3,103,080 | 1,984,558 | 1,894,269 | 1,753,205 | 907,945 | 910,136 | 912,503 | 916,383 |
| | AUGUST | 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 | 2,777,198 | 2,808,000 | 3,103,080 | 1,984,558 | 1,894,269 | 1,753,205 | 907,945 | 910,136 | 912,503 | |
| | OCTOBER | 2,816,650 | 2,829,419 | 2,030,097 | 1,987,121 | 1,796,085 | 1,754,833 | 908,532 | 910,691 | 913,238 | |
| | NOVEMBER | 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 | 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 | 3,052,641 | 2,977,435 | 2,208,580 | 1,989,403 | 820 | 1,756,257 | 909,118 | 911,274 | 914,083 | |
| | FEBRUARY | 3,052,641 | 2,977,435 | 2,208,580 | 2,139,403 | 820 | 1,756,257 | 909,118 | 911,274 | 914,083 | |
| | MARCH | 3,052,641 | 2,977,435 | 2,208,580 | 1,939,403 | 2,000,820 | 906,257 | 909,118 | 911,274 | 914,083 | |
| | APRIL | 3,084,227 | 3,141,429 | 2,211,614 | 1,941,969 | 2,001,427 | 907,394 | 909,635 | 911,859 | 915,138 | |
| | MAY | 3,084,227 | 3,141,429 | 1,981,614 | 1,941,969 | 2,001,427 | 907,394 | 909,635 | 911,859 | 915,138 | |
| | JUNE | 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
July 2016

Exhibit A

South Pasadena
Public Financing Authority
INVESTMENT REPORT
July 31, 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 | 0.266% | 46.95% | 5,642,828.82 | 5,642,828.82 |
| Certificates of Deposit | See Exhibit B | 1.015% | 53.05% | 6,375,000.00 | 6,375,000.00 |
| SUBTOTAL | | | 100.00% | 12,017,828.82 | 12,017,828.82 |
| TOTAL INVESTMENTS | | | 100.00% | \$12,017,828.82 | \$12,017,828.82 |
| 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 239 DAYS

Average weighted total yield to maturity of the portfolio 0.663%

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
July 31, 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 | | 294,897.01 | 0.010% | 294,897.01 | 0.010% | | 1 | |
| Subtotal Cash & Cash Equivalents | | | 294,897.01 | 0.010% | 294,897.01 | 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 | 240 |
| 2 | CDARS - CD | Oriental Bank | 5/29/2014 | 248,000.00 | 1.000% | 248,000.00 | 1.000% | 5/30/2017 | 303 |
| 3 | CDARS - CD | Barclays Bank | 7/2/2014 | 248,000.00 | 1.150% | 248,000.00 | 1.150% | 7/3/2017 | 337 |
| 4 | CDARS - CD | CIT Bank - UT | 3/13/2013 | 248,000.00 | 1.100% | 248,000.00 | 1.100% | 3/13/2018 | 590 |
| 5 | CDARS - CD | First Bank - PR | 3/15/2013 | 248,000.00 | 1.050% | 248,000.00 | 1.050% | 3/15/2018 | 592 |
| 6 | CDARS - CD | Bank of Deerfield | 6/11/2014 | 248,000.00 | 1.600% | 248,000.00 | 1.600% | 6/11/2018 | 680 |
| 7 | CDARS - CD | Discover Bank - DE | 7/16/2014 | 247,000.00 | 1.550% | 247,000.00 | 1.550% | 7/16/2018 | 715 |
| 8 | CDARS - CD | Goldman Sachs Bank | 7/16/2014 | 247,000.00 | 1.600% | 247,000.00 | 1.600% | 7/16/2018 | 715 |
| 9 | CDARS - CD | GE Capital Bank | 7/18/2014 | 247,000.00 | 1.600% | 247,000.00 | 1.600% | 7/18/2018 | 717 |
| 10 | CDARS - CD | Texas Exchange Bank | 3/18/2016 | 249,000.00 | 1.200% | 249,000.00 | 1.200% | 3/18/2019 | 960 |
| 11 | CDARS - CD | Bar Harbor Bank - ME | 5/30/2014 | 170,000.00 | 1.600% | 170,000.00 | 1.600% | 3/29/2019 | 971 |
| 12 | CDARS - CD | Belmont Savings Bank | 3/23/2016 | 248,000.00 | 1.400% | 248,000.00 | 1.400% | 3/23/2020 | 1,331 |
| 13 | CDARS - CD | Comenity Bank - UT | 3/15/2016 | 247,000.00 | 1.650% | 247,000.00 | 1.650% | 3/18/2021 | 1,691 |
| Subtotal CDs | | | 3,143,000.00 | 1.316% | 3,143,000.00 | 1.316% | | 752 | |
| Total Reserve Fund | | | 3,437,897.01 | 1.204% | 3,437,897.01 | 1.204% | | 687 | |
| Project Fund | | | | | | | | | |
| 1 | Cash | | 0.00 | 0.010% | 0.00 | 0.010% | | 1 | |
| 2 | Government Advantage Money Market | | 687,845.92 | 0.010% | 687,845.92 | 0.010% | | 1 | |
| 3 | USA Mutuals Partners Insured | | 4,660,085.89 | 0.320% | 4,660,085.89 | 0.320% | | 1 | |
| Subtotal Cash & Cash Equivalents | | | 5,347,931.81 | 0.280% | 5,347,931.81 | 0.280% | | 1 | |
| 1 | CDARS - CD | Santander Bank | 10/7/2015 | 248,000.00 | 0.650% | 248,000.00 | 0.650% | 10/7/2016 | 68 |
| 2 | CDARS - CD | Baroda Bank | 10/13/2015 | 248,000.00 | 0.650% | 248,000.00 | 0.650% | 10/13/2016 | 74 |
| 3 | CDARS - CD | Safra Bank | 10/9/2015 | 249,000.00 | 0.550% | 249,000.00 | 0.550% | 11/9/2016 | 101 |
| 4 | CDARS - CD | Ally Bank | 5/14/2015 | 249,000.00 | 0.600% | 249,000.00 | 0.600% | 11/14/2016 | 106 |
| 5 | CDARS - CD | Triumph Bank | 5/15/2015 | 249,000.00 | 0.600% | 249,000.00 | 0.600% | 12/15/2016 | 137 |
| 6 | CDARS - CD | American Express Centurion | 6/30/2015 | 249,000.00 | 0.800% | 249,000.00 | 0.800% | 12/27/2016 | 149 |
| 7 | CDARS - CD | Mercantile Commerce Bank | 6/26/2015 | 249,000.00 | 0.800% | 249,000.00 | 0.800% | 12/27/2016 | 149 |
| 8 | CDARS - CD | MB Financial Bank | 6/29/2015 | 249,000.00 | 0.700% | 249,000.00 | 0.700% | 12/29/2016 | 151 |
| 9 | CDARS - CD | Access Bank | 6/30/2015 | 249,000.00 | 0.700% | 249,000.00 | 0.700% | 12/30/2016 | 152 |
| 10 | CDARS - CD | Everbank | 10/16/2015 | 249,000.00 | 0.750% | 249,000.00 | 0.750% | 1/17/2017 | 170 |
| 11 | CDARS - CD | BMO Harris Bank | 10/7/2015 | 248,000.00 | 0.900% | 248,000.00 | 0.900% | 4/7/2017 | 250 |
| 12 | CDARS - CD | Capital One Bank | 10/7/2015 | 248,000.00 | 0.850% | 248,000.00 | 0.850% | 4/7/2017 | 250 |
| 13 | CDARS - CD | Capital One National Assn. | 10/7/2015 | 248,000.00 | 0.850% | 248,000.00 | 0.850% | 4/7/2017 | 250 |
| Subtotal CDs & Securities | | | 3,232,000.00 | 0.723% | 3,232,000.00 | 0.723% | | 154 | |
| Total Project Fund | | | 8,579,931.81 | 0.447% | 8,579,931.81 | 0.447% | | 59 | |
| Grand Totals | | | 12,017,828.82 | 0.663% | 12,017,828.82 | 0.663% | | 239 | |

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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: September 21, 2016
TO: Honorable Mayor and City Council
FROM: Teresa L. Highsmith, City Attorney 
SUBJECT: **Approval of Fourth Amendment to the Employment Agreement with City Manager Sergio Gonzalez**

Recommendation

It is recommended that the City Council approve, in substantially to form, the attached fourth amendment to the employment agreement with City Manager Sergio Gonzalez.

Fiscal Impact

This position is currently in the budget with sufficient funds to cover the proposed amendment to the employment agreement.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

Sergio Gonzalez has been employed by the City of South Pasadena for thirteen years (since August 2003). In March 2012, the City Council appointed Mr. Gonzalez to the position of City Manager and directed the City Attorney to negotiate an employment agreement with Mr. Gonzalez. The employment agreement was signed on May 2, 2012. Upon annual performance reviews, the Council approved amendments to the agreement on July 3, 2013, August 20, 2014, and August 19, 2015.

Since February 11, 2013, the City Manager has voluntarily funded 100% of his member contribution to the California Public Employees' Retirement System pension (presently, a compensation contribution of 7% for miscellaneous employees).

The City Council completed the City Manager's annual performance evaluation at various Closed Session meetings and, pursuant to Closed Session Labor Negotiations, reviewed proposed changes to certain terms outlined in attached fourth amendment to the employment agreement.

Analysis

The attached Fourth Amendment to Employment Agreement provides that Mr. Gonzalez will continue to serve as the City Manager. For his services he will be compensated with an annual

salary of \$185,657; which provides for a 3% increase of his previous salary. The Fourth Amendment also extends the term of the Agreement to June 30, 2021, and provides for an increase in the severance period from 9 months to 12 months for a separation without cause. Additional language has been added to Section 4, Subsection D “Separation for Cause.” The effective date of the fourth amendment to the agreement is July 1, 2016.

Legal Review

The City Attorney has reviewed this agreement.

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. Fourth Amendment to Employment Agreement
2. Existing Employment Agreement with First, Second, and Third Amendments

ATTACHMENT 1
Fourth Amendment to
Employment Agreement

FOURTH AMENDMENT TO EMPLOYMENT AGREEMENT

THIS FOURTH AMENDMENT TO EMPLOYMENT AGREEMENT, ("Amendment") made and entered into this 21st day of September, 2016, between the City of South Pasadena, hereinafter referred to as "Employer" and Sergio Gonzalez, hereinafter called "Employee," and collectively called "Parties," both of whom understand as follows:

WITNESSETH

WHEREAS, Employer and Employee entered into an Employment Agreement ("Agreement") on May 2, 2012 for the services of Employee as City Manager;

WHEREAS, Employer and Employee entered into an Amendment to Employment Agreement on July 3, 2013 after the first annual employment evaluation of Employee;

WHEREAS, Employer and Employee entered into a Second Amendment to the Employment Agreement on August 20, 2014 after the second annual employment evaluation of Employee;

WHEREAS, Employer and Employee entered into a Third Amendment to the Employment Agreement on August 19, 2015 after the third annual employment evaluation of Employee;

WHEREAS, Employer and Employee conducted and completed the fourth annual performance evaluation of Employee; and

WHEREAS, the City Council and Employee wish to amend the Agreement with Employee, to provide for an increase in annual salary, and extension of the term of agreement, and an increase in the severance period.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree to the following amendments to the Agreement:

Section A. Section 2 (Term) of the Agreement is hereby amended to read as follows:

The Term of this Agreement which commenced on May 2, 2012 shall terminate, unless further extended, on June 30, 2021. In addition to any other negotiations that may occur during the term of the Agreement, Employer agrees to commence renegotiation of the Agreement no later than nine (9) months prior to its termination date. The Employee serves at the pleasure of the City Council and nothing herein shall be taken to imply or suggest a guaranteed tenure.

Section B. Subsection "A" of Section 3 (Compensation) of the Agreement is hereby amended to read as follows:

A. The annual salary for the position of City Manager shall be One Hundred and Eighty Five Thousand Six Hundred and Fifty Seven dollars (\$185,657), commencing retroactively on July 1, 2016.

Section C. Paragraph 1 of Subsection C (Separation without Cause) of Section 4 (Separation) of the Agreement is hereby amended to read as follows:

1. In the event the Employee is terminated by the City Council during such time that the City Manager is willing and able to perform the City Manager's duties under this Agreement, then in that event the City agrees to pay the City Manager a lump sum cash payment equal to twelve (12) months' base salary then in effect as provided in Section 3 or a lump sum cash payment equal to the remaining term of this Agreement whichever is shorter.

Section D. Paragraph 1 of Subsection D (Separation for Cause) of Section 4 (Separation) of the Agreement is hereby amended to read as follows:

1. Notwithstanding the provisions of Section 4.C, the City Manager may be terminated for cause. As used in this section, "cause" shall mean only one or more the following:

- i. Conviction of a felony;
- ii. Continued abuse of non-prescription drugs or alcohol that materially affects the performance of the Manager's duties;
- iii. Repeated and protracted unexcused absences from the City Manager's office and duties or absence due to disability if such disability precludes performance of essential job duties for more than six (6) cumulative months after attempts at reasonable accommodations pursuant to the Americans with Disabilities Act and/or California's Fair Employment & Housing Act;
- iv. Upon the reasonable determination of the City Council that the City Manager has committed either a) any illegal act involving personal gain to the City Manager, (b) gross negligence or (c) malfeasance.

IN WITNESS THEREOF, the City of South Pasadena has caused this Amendment to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk, and Employee has signed and executed this Amendment, both in duplicate, the day and year first written above.

"Employer"

CITY OF SOUTH PASADENA

By: _____
Diana Mahmud, Mayor

ATTEST:

By: _____
Evelyn G. Zneimer, City Clerk

APPROVED AS TO FORM:

By: _____
Teresa L. Highsmith, City Attorney

"Employee"

Sergio Gonzalez, City Manager

ATTACHMENT 2
Existing Agreement
Including Amendments 1-3

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT, ("Agreement") made and entered into this 2nd day of May, 2012, between the City of South Pasadena, hereinafter referred to as "Employer" and Sergio Gonzalez, hereinafter called "Employee," and collectively called "Parties," both of whom understand as follows:

WITNESSETH

WHEREAS, Employer requires the services of a City Manager;

WHEREAS, Employee has the necessary education, experience, skills, expertise and institutional knowledge to serve as the Employer's City Manager;

WHEREAS, Employee has been employed by Employer for 9 years and served as Assistant City Manager since December 2008;

WHEREAS, Employee has served as Interim City Manager of South Pasadena since November 2011;

WHEREAS, Employer wishes to employ Employee as the City Manager; and

WHEREAS, the City Council and Employee wish to formalize the employment of Employee as City Manager with an employment agreement.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree to the Agreement as follows:

Section 1. Powers and Duties of the City Manager. The City Council hereby agrees to employ said Employee as the City Manager of the City of South Pasadena to perform the functions and duties specified in the South Pasadena Municipal Code (Section 2.18-6) and the California Government Code and to perform other legally permissible and proper duties and functions as the City Council shall from time to time assign, subject to this Agreement.

Section 2. Term. The Term of this Agreement shall be for a period of four years commencing May 2, 2012 and ending, unless extended, on May 1, 2016. The Employee serves at the pleasure of the City Council and nothing herein shall be taken to imply or suggest a guaranteed tenure.

Section 3. Compensation

- A. The annual salary for the position of City Manager shall initially be One Hundred and Sixty Three Thousand dollars (\$163,000).
- B. The City Manager shall be paid at the same intervals and in the same manner as regular City employees.

- C. The City Manager shall be entitled to all benefits, rights and privileges, including but not limited to CalPERS Retirement, vacation, administrative leave, sick leave and health insurance plan benefits, accorded to non-public safety City Department Directors except as otherwise provided in this Agreement. If there is any conflict between this Agreement and any resolution fixing compensation and benefits for non-public safety City Department Directors or other unclassified employees, this Agreement shall control.

Section 4. Separation.

A. Resignation/Retirement

The City Manager may resign and/or retire at any time and agrees to give the City the following notice of same:

1. At least ninety (90) days advance written notice of the effective date of the City Manager's resignation and /or retirement, until there has been an Assistant City Manager in place for a period of six (6) months, unless the Parties otherwise agree in writing;
2. At least sixty (60) days advance written notice of the effective date of the City Manager's resignation and /or retirement, until there has been an Assistant City Manager in place for a period of twelve (12) months, unless the Parties otherwise agree in writing; and
3. At least thirty (30) days advance written notice of the effective date of the City Manager's resignation and /or retirement, after there has been an Assistant City Manager in place for a period of twelve (12) months, unless the Parties otherwise agree in writing.

B. Termination & Removal

1. Manager is an at-will employee serving at the pleasure of the City Council as provided in Government Code Section 36506.
2. It is understood by the Parties to this agreement that termination and/or removal of the Employee, with or without cause, is subject to the procedures set forth in Section 2.18-8 (Removal procedure) of the South Pasadena Municipal Code and the following provisions to the extent that they are not in conflict with the aforementioned removal procedure.
3. The City Council may remove the City Manager at any time, with or without cause, by a majority vote of its members. Notice of termination shall be provided to the City Manager in writing. Termination as used in this shall also include the request that the City Manager resign, a reduction in salary or other financial benefits of the City Manager (including a general City Management salary reduction), a material reduction in the powers and authority of the City Manager, or the elimination of the City Manager's position. Any such notice of

termination or act constituting termination shall be given at or effectuated at a duly noticed regular meeting of the City Council.

4. Given the at-will nature of the position of City Manager, an important element of the employment agreement pertains to termination. It is in both the City's interest and that of the City Manager that any separation of the City Manager is done in a businesslike manner.

C. Separation without Cause

1. In the event the Employee is terminated by the City Council during such time that the City Manager is willing and able to perform the City Manager's duties under this Agreement, then in that event the City agrees to pay the City Manager a lump sum cash payment equal to six (6) months' base salary then in effect as provided in Section 3 or a lump sum cash payment equal to the remaining term of this Agreement whichever is shorter.
2. In addition, the City shall extend to the City Manager the right to continue health insurance as may be required by and pursuant to the terms and conditions of the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA). In the event that the City pays a six (6) months severance to Employee pursuant to Section 4(C)(1) above, City agrees to pay the Employee's COBRA coverage for six months, or until Employee either secures full-time employment or obtains other health insurance, whichever of these three events first occurs. The City Manager shall notify the City within five days of securing new full-time employment or insurance.
3. All payments required under Sections 4(C) (1) and (2) above are subject to and shall be interpreted to comply with the limitations set forth in Government Code Section 53260.

D. Separation for Cause

1. Notwithstanding the provisions of Section 4.C, the City Manager may be terminated for cause. As used in this section, "cause" shall mean only one or more the following:
 - i. Conviction of a felony;
 - ii. Continued abuse of non-prescription drugs or alcohol that materially affects the performance of the Manager's duties; or
 - iii. Repeated and protracted unexcused absences from the City Manager's office and duties.
2. In the event the City Council terminates the City Manager for cause, then the City may terminate this Agreement immediately, and the City

Manager shall be entitled to only the compensation accrued up to the date of termination, payments required by Section 4.E below, and such other termination benefits and payments as may be required by law. The City Manager shall not be entitled to severance pay. Said termination shall be subject to the removal procedures set forth in Section 2.18-8 of the South Pasadena Municipal Code.

3. In the event the City terminates the City Manager for cause, the City and the City Manager agree that neither Party shall make any written or oral statements to members of the public or the press concerning the City Manager's termination except in the form of a joint press release which is mutually agreeable to both Parties. The joint press release shall not contain any text or information that would be disparaging to either Party. Provided, however, that either Party may verbally repeat the substance of any such press release in response to inquiries by members of the press or public.

E. Payment for Unused Leave Balance

1. On separation from City employment, the City Manager shall be paid for all unused accrued leave allowances provided in Section 3C, and/or the City Manager may apply the leave time to service credit for retirement purposes if permitted by CalPERS. Accumulated leave balances shall be paid at the City Manager's monthly salary rate at the effective date of separation.
2. In the event the City Manager dies while employed by the City under this Agreement, the City Manager's beneficiaries or those entitled to the City Manager's estate, shall be entitled to the City Manager's earned salary, and any in-lieu payments for accrued benefits, including compensation for the value of all accrued leave balances.

Section 5. Automobile. Employer shall provide Employee with a City vehicle for both business use and for incidental personal use of Employee. Employer shall pay all liability, property damage, and comprehensive insurance coverage, and for the operation (including all fuels and lubricants), maintenance and repair of the vehicle.

Section 6. Hours of Work. It is recognized that the City Manager position is an exempt full-time position, however Employee is expected to engage in those hours of work that are necessary to fulfill the obligations of the City Manager position. It is anticipated that Employee will devote a great deal of time outside the City's normal office hours to the business of City and to that end Employee's schedule of work each day and week shall vary in accordance with the work required to be performed. The Employee will spend sufficient hours on site to perform the City Manager duties and it is also anticipated that the Employee will perform some of his City Manager duties off site.

Section 7. Professional Development. Employer agrees to budget for and to pay the professional dues, subscriptions, travel and subsistence expenses of Employee

for professional participation in appropriate organizations such as but not limited to the League of California Cities, International City County Management Association, and San Gabriel Valley City Managers' Association.

Section 8. General Expenses. Employer will provide all equipment necessary for the completion of the Employee's duties. This equipment shall include, but not be limited to, cellular phone, computers and other electronic devices deemed appropriate by the Employee. Employer acknowledges and approves incidental personal use by Employee during the term of this agreement. In addition, Employer shall bear full cost of any fidelity or other bonds required of the Employee under any law or ordinance. Finally, Employer shall budget an additional \$1,000 annually for membership fees and dues for Employee to serve in local clubs and/or organizations that serve the City of South Pasadena.

Section 9. Performance Evaluation. The City Council shall review and evaluate the performance of Employee annually on the anniversary of this Agreement. As part of this annual performance evaluation, the City Council and Employee shall jointly define such goals and performance objectives that they determine necessary for the proper operation of the City of South Pasadena, and in the attainment of the City Council's policy objectives and shall further establish a relative priority among those various goals and objectives.

Section 10. Indemnification. Employer shall defend, save harmless, and indemnify Employee against any non-intentional tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Manager. Employer will compromise and settle any such claim or suit and the amount of any settlement or judgment rendered thereon. Said indemnification shall extend beyond termination of employment, and the otherwise expiration of this Agreement, to provide full and complete protection to Employee, by the City of South Pasadena, as described herein, for any acts undertaken or committed in his capacity as City Manager, regardless of whether the notice of filing of a lawsuit for such tort, claim, demand, or other legal action occurs during or following Employee's employment with Employer except as may be limited by the laws of the State of California or Federal Law.

Section 11. Conflict of Interest Prohibition. It is further understood and agreed that because of the duties of Employee within and on behalf of the City of South Pasadena and its citizenry, Employee shall not, during the term of this Agreement, individually, as a partner, joint venture, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of the City of South Pasadena, except for stock ownership in any company whose capital stock is publically held and regularly traded, without prior approval of the City Council. For and during the term of this Agreement, Employee further agrees, except for a personal residence or residential property acquired or held for future use as his personal residence, not to invest in any other real estate or property improvements within the corporate limits of the City of South Pasadena, without the prior consent of the City Council.

Section 12. General Provisions.

- A. The text herein shall constitute the entire Agreement between the parties.
- B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Employee.
- C. This Agreement shall become effective upon adoption and approval by the City Council of the City of South Pasadena.
- D. If any provisions, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.

IN WITNESS THEREOF, the City of South Pasadena has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk, and Employee has signed and executed this Agreement, both in duplicate, the day and year first written above.

"Employer"

CITY OF SOUTH PASADENA

By: Michael A. Cacciotti
Michael A. Cacciotti, Mayor

"Employee"

Sergio Gonzalez
Sergio Gonzalez

ATTEST:

By: Sally Kilby
Sally Kilby, City Clerk

APPROVED AS TO FORM:

By: Richard L. Adams II
Richard L. Adams II, City Attorney

AMENDMENT TO EMPLOYMENT AGREEMENT

THIS AMENDMENT TO EMPLOYMENT AGREEMENT, ("Amendment") made and entered into this 3rd day of July, 2013, between the City of South Pasadena, hereinafter referred to as "Employer" and Sergio Gonzalez, hereinafter called "Employee," and collectively called "Parties," both of whom understand as follows:

WITNESSETH

WHEREAS, Employer and Employee entered into an Employment Agreement ("Agreement") on May 2, 2013 for the services of Employee as City Manager;

WHEREAS, Employer and Employee conducted and completed the first annual performance evaluation of Employee; and

WHEREAS, the City Council and Employee wish to amend the Agreement with Employee, to provide for a four percent (4%) increase in annual salary, a two year extension to the agreement, an agreement renegotiation period and a car allowance.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree to the following amendments to the Agreement:

Section A. Section 1 (Powers and Duties of the City Manager) of the Agreement is hereby amended to read as follows:

Section 1. Powers and Duties of the City Manager. The City Council hereby agrees to employ said Employee as the City Manager of the City of South Pasadena to perform the functions and duties specified in the South Pasadena Municipal Code (Section 2.18-6) and the California Government Code and to perform other legally permissible and proper duties and functions as the City Council shall from time to time assign, subject to this Agreement. Such duties and functions shall include but not limited to serving as the Executive Director of the Successor Agency to the Redevelopment Agency, to the Public Finance Authority and to the Housing Authority, and as Emergency Operations Director.

Section B. Section 2 (Term) of the Agreement is hereby amended to read as follows:

Section 2. Term. The initial four year Term of this Agreement which commenced on May 2, 2012 shall be extended for an additional two year period terminating, unless further extended, on May 1, 2018. In addition to any other negotiations that may occur during the term of the Agreement, Employer agrees to commence renegotiation of the Agreement no later than nine (9) months prior to its termination date. The Employee serves at the pleasure of the City Council and nothing herein shall be taken to imply or suggest a guaranteed tenure.

Section C. Subsection "A" of Section 3 (Compensation) of the Agreement is hereby amended to read as follows:

A. The annual salary for the position of City Manager shall be One Hundred and Sixty Nine Thousand, Five Hundred and Twenty dollars (\$169,520).

Section D. Section 5 (Automobile) of the Agreement is hereby amended to read as follows:

Section 5. Automobile. As additional compensation, Employer shall provide Employee with a car allowance in the amount of \$400.00 per month on the condition that Employee purchases or leases a fuel efficient hybrid, plug in hybrid electric vehicle (PHEV), all electric, compressed natural gas (CNG), hydrogen fuel cell, or other low-emission/alternative fuel vehicle.

Section E. All other terms, conditions, and provisions of the Agreement, to the extent not modified with this Amendment, shall remain in full force and effect.

IN WITNESS THEREOF, the City of South Pasadena has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk, and Employee has signed and executed this Agreement, both in duplicate, the day and year first written above.

"Employer"

CITY OF SOUTH PASADENA

By: Richard D. Schneider, M.D.
Richard D. Schneider, M.D., Mayor

"Employee"

Sergio Gonzalez
Sergio Gonzalez, City Manager

ATTEST:

By: Sally Kilby
Sally Kilby, City Clerk

APPROVED AS TO FORM:

By: Richard L. Adams II
Richard L. Adams II, City Attorney

SECOND AMENDMENT TO EMPLOYMENT AGREEMENT

THIS SECOND AMENDMENT TO EMPLOYMENT AGREEMENT, ("Amendment") made and entered into this 20th day of August, 2014, between the City of South Pasadena, hereinafter referred to as "Employer" and Sergio Gonzalez, hereinafter called "Employee," and collectively called "Parties," both of whom understand as follows:

WITNESSETH

WHEREAS, Employer and Employee entered into an Employment Agreement ("Agreement") on May 2, 2012 for the services of Employee as City Manager;

WHEREAS, Employer and Employee entered into an Amendment to Employment Agreement on July 3, 2013 after the first annual employment evaluation of Employee;

WHEREAS, Employer and Employee conducted and completed the second annual performance evaluation of Employee; and

WHEREAS, the City Council and Employee wish to amend the Agreement with Employee, to provide for an increase in annual salary, a two year extension to the agreement, and an increase in the severance period for a separation without cause.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree to the following amendments to the Agreement:

Section A. Section 2 (Term) of the Agreement is hereby amended to read as follows;

Section 2. Term. The initial four year Term of this Agreement which commenced on May 2, 2012 shall be extended for an additional two year period terminating, unless further extended, on June 30, 2020. In addition to any other negotiations that may occur during the term of the Agreement, Employer agrees to commence renegotiation of the Agreement no later than nine (9) months prior to its termination date. The Employee serves at the pleasure of the City Council and nothing herein shall be taken to imply or suggest a guaranteed tenure.

Section B. Subsection "A" of Section 3 (Compensation) of the Agreement is hereby amended to read as follows:

A. The annual salary for the position of City Manager shall be One Hundred and Seventy Five Thousand dollars (\$175,000), commencing retroactively on May 1, 2014.

Section C. Paragraph 1 of Subsection C (Separation without Cause) of Section 4 (Separation) of the Agreement is hereby amended to read as follows:

1. In the event the Employee is terminated by the City Council during such time that the City Manager is willing and able to perform the City Manager's duties under this Agreement, then in that event the City agrees to pay the City Manager a lump sum cash payment equal to nine (9) months' base salary then in effect as provided in Section 3 or a lump sum cash payment equal to the remaining term of this Agreement whichever is shorter.

Section D. The Agreement is hereby amended with the addition of a new Section 13 (Reimbursement to City Required) to read as follows:

Section 13. Reimbursement to City Required. Notwithstanding the foregoing, the following provisions requiring reimbursement for certain compensation and/or indemnification provided to Employee by the City apply:

Paid Leave: Pursuant to Government Code section 53243, in the event that Employee is convicted of a crime involving the abuse of his office or position, as defined by Government Code section 53243.4, with the City, any paid leave salary provided by the City for the time period in which the Employee is under investigation for such crimes shall be fully reimbursed by Employee to the City.

Legal Defense: Pursuant to Government Code section 53243.1, in the event that Employee is convicted of a crime involving abuse of his office or position, as defined by Government Code section 53243.4, Employee shall fully reimburse the City for all the costs of his legal criminal defense.

Severance: Pursuant to Government Code section 53243.2, in the event that Employee is convicted of a crime involving abuse of his office or position, as defined by Government Code section 53243.4, Employee shall fully reimburse the City for any cash settlement, including but not limited to severance pay, paid to Employee related to his termination under this Agreement.

Section E. All other terms, conditions, and provisions of the Agreement, to the extent not modified with this Amendment, shall remain in full force and effect.

IN WITNESS THEREOF, the City of South Pasadena has caused this Amendment to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk, and Employee has signed and executed this Amendment, both in duplicate, the day and year first written above.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

"Employer"

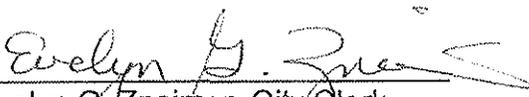
CITY OF SOUTH PASADENA

By: 
Marina Khubesrian, M.D., Mayor

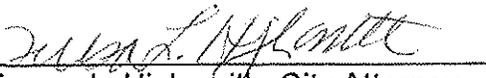
"Employee"


Sergio Gonzalez, City Manager

ATTEST:

By: 
Evelyn G. Zneimer, City Clerk

APPROVED AS TO FORM:

By: 
Teresa L. Highsmith, City Attorney

THIRD AMENDMENT TO EMPLOYMENT AGREEMENT

THIS THIRD AMENDMENT TO EMPLOYMENT AGREEMENT, ("Amendment") made and entered into this 19th day of August, 2015, between the City of South Pasadena, hereinafter referred to as "Employer" and Sergio Gonzalez, hereinafter called "Employee," and collectively called "Parties," both of whom understand as follows:

WITNESSETH

WHEREAS, Employer and Employee entered into an Employment Agreement ("Agreement") on May 2, 2012 for the services of Employee as City Manager;

WHEREAS, Employer and Employee entered into an Amendment to Employment Agreement on July 3, 2013 after the first annual employment evaluation of Employee;

WHEREAS, Employer and Employee entered into a Second Amendment to the Employment Agreement on August 20, 2014 after the second annual employment evaluation of Employee;

WHEREAS, Employer and Employee conducted and completed the third annual performance evaluation of Employee; and

WHEREAS, the City Council and Employee wish to amend the Agreement with Employee, to provide for an increase in annual salary and an increase in the car allowance.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree to the following amendments to the Agreement:

Section A. Subsection "A" of Section 3 (Compensation) of the Agreement is hereby amended to read as follows:

A. The annual salary for the position of City Manager shall be One Hundred and Eighty Thousand Two Hundred and Fifty dollars (\$180,250), commencing retroactively on May 1, 2015.

Section B. Section 5 (Automobile) of the Agreement is hereby amended to read as follows:

Section 5. Automobile. As additional compensation, Employer shall provide Employee with a car allowance in the amount of \$500.00 per month on the condition that Employee purchases or leases a fuel efficient hybrid, plug in hybrid electric vehicle (PHEV), all electric, compressed natural gas (CNG), hydrogen fuel cell, or other low-emission/alternative fuel vehicle.

Section C. All other terms, conditions, and provisions of the Agreement, to the extent not modified with this Amendment, shall remain in full force and effect.

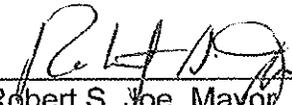
IN WITNESS THEREOF, the City of South Pasadena has caused this Amendment to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk, and Employee has signed and executed this Amendment, both in duplicate, the day and year first written above.

"Employer"

"Employee"

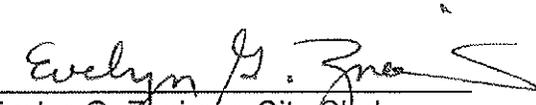
CITY OF SOUTH PASADENA



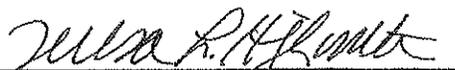
By: 
Robert S. Joe, Mayor

Sergio Gonzalez, City Manager

ATTEST:

By: 
Evelyn G. Zheimer, City Clerk

APPROVED AS TO FORM:

By: 
Teresa L. Highsmith, City Attorney

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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: David G. Watkins, AICP, Director of Planning & Building 
John Mayer, AICP, Senior Planner 
SUBJECT: **Approval of a Mills Act Contract for Property Located at
325 Oaklawn Avenue**

Recommendation

It is recommended that the City Council approve a Mills Act contract for property located at 325 Oaklawn Avenue (Attachment 1).

Fiscal Impact

A Mills Act contract allows a tax reduction for a property owner who agrees to perform certain restoration and maintenance tasks over a 10 year period. Property tax revenue is reduced annually for government agencies such as a city, a school district, and a county for any property subject to a Mills Act contract. The City of South Pasadena's (City) approximate portion of each property tax dollar paid is 24%. If this Mills Act contract is executed, this would suggest a \$3,224 revenue reduction for the City in the first year and gradually increases to \$3,569.28 in the fifth year when the contract's annual renewal stops. Annual costs to the City for each year may be found in Attachment 2 (Financial Analysis) in the last row.

The figures above are estimates for costs and benefits analysis, based on financial data submitted by the applicant¹. Staff cannot verify the numbers; however, the County of Los Angeles (County) will verify the individual financial statements for the final tax assessments. By executing the contract, the City approves partial tax abatement for the property.

Environmental Analysis

This item is exempt from any California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15331, Class 31. This exemption consists of projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation, or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties. The tasks identified in the proposed Mills Act

¹ See Attachment 2, Financial Analysis

contract will meet the Secretary of the Interior Standards². These Standards promote responsible preservation practices that help protect historic resources.

Commission Review and Recommendation

This matter was reviewed by the Cultural Heritage Commission (CHC) on December 17, 2015, January 21, 2016, and August 18, 2016. The CHC recommends that the City Council enter into the Mills Act contract with the owners of 325 Oaklawn Avenue.

Background

Mills Act Contracts

The City Council has authorized the use of Mills Act contracts to promote the restoration and preservation of South Pasadena's historic properties. Any property that is either located in a designated historic district, designated a historic landmark, or listed on the California Register of Historic Resources may qualify for the Mills Act. A Mills Act contract is an agreement between the City of South Pasadena and a property owner. The contract requires that the property owner completes specific restoration and maintenance tasks. The property owner then benefits from reduced property taxes in order to fund that endeavor over a 10 year period.

A Mills Act contract may be entered into at the sole discretion of the City Council. If executed, the County Tax Assessor would evaluate the property based on its ability to generate income. This method is known as the *Income Approach* to value. This involves estimating how much rent the house could generate in the current market place. The property's potential income is then divided by a pre-determined capitalization rate to determine the new assessed property value.

The Mills Act contract automatically renews itself each year. Property tax revenue will be reduced approximately two percent each year it renews. This contract has a clause that will end that automatic renewal after the fifth year (see Attachment 1, Paragraph 3). At that time, the property tax revenue will gradually increase so that in 10 years, the owner will be paying the normal tax rate. The actual term of the contract is 15 years.

Historic Property (325 Oaklawn)

The historic property is located in the Oaklawn Historic District (District). It is considered an excellent representative example of upper middle class residential development in the early decades of the 20th century in the Los Angeles region. According to previous historic surveys, the houses in this District exhibit a consistently high level of architectural quality with minimal alterations. It is distinguished for its uniformity of integrity, density, and period. Renowned architects Charles and Henry Greene (the Greene Brothers) were involved in enhancing Oaklawn's primary gateways, designing the concrete bridge and waiting station, and other features that that architectural historians consider as "unusual and extraordinary". In 1910, G. Lawrence Stimson, whose architectural work is compared favorably to the Greene Brothers, designed the historic home at 325 Oaklawn Avenue for Thomas and Linda Mitchell.

² See Attachment 3, Column labeled "Standards" for each task listed under the "Feature and Treatment" Column

Analysis

South Pasadena Municipal Code (SPMC) Section 2.66(b), Historic Preservation Incentives, allows the City Council to use Mills Act contracts pursuant to California Government Code Section 50280 et seq. The property owners prepared a Rehabilitation/Maintenance Plan (Plan) for the improvements that will be undertaken (Attachment 3). The Plan outlines all of the tasks, estimated costs, completion dates, and whether the work affects a character defining feature of the historic home.

The CHC reviewed the Plan to ensure it addresses the property's preservation needs and the necessary work that will keep the house in good condition for many years. Some of the major tasks include: repair a concrete porch and wooden support posts, reconstruction of an unsafe chimney, and replace missing/damaged stone and clinker bricks for a fence along Fremont Avenue that was designed by the Greene Brothers. Other tasks include window replacements, roof replacement, and various maintenance items (see photos, Attachment 4). The owners will need to obtain CHC approval (a Certificate of Appropriateness) to review more details about the restoration work to ensure it meets the Secretary of the Interior Standards criteria. The property owners are also required to provide a written update to the City every two years to document the progress on the work. The owners are also making other major repairs inside and outside of the home that are considered "non-capitalized" expenses. These expenses are marked as "n/a" under the cost column in Attachment 3.

If the City enters into the Mills Act contract with the property owners, staff will file the contract with the Los Angeles County Office of the Assessor. The contract will be recorded no later than December 31, 2016 so that the property owner can have a reduction in property taxes in 2017. The property owners' total estimated investment for capitalized expenses is \$260,600; the total tax benefits are expected to be less than \$246,000.

Legal Review

The City Attorney has reviewed this report and the attached contract.

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. Mills Act Contract
2. Financial Analysis
3. Detailed Costs, Schedule/Sequence and Rehabilitation/Preservation Plan
4. Photos
5. CHC Minutes
6. City Council Resolution No. 7128, Designation of Oaklawn Historic District

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ATTACHMENT 1
Mills Act Contract

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 21st day of September 2016, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Brian and Jenny Bright ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 325 Oaklawn Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to a designated historic district known as the Oaklawn Historic District, attached hereto marked "Exhibit B". The Washburn House was designed for the Reverend James F. Washburn and his wife, Josephine. The Washburns were prominent leaders in the Holiness Church of Aimee Semple McPherson. They moved to South Pasadena in 1904. Mrs. Washburn authored a book at 325 Oaklawn Avenue that chronicled their work in the Holiness Church from 1880 to 1911. The Washburn's youngest son (Bliss Washburn) designed and built the home in 1910. The Washburn House is considered a fine example of a custom-designed Craftsman bungalow. Although there was a small addition added to the back of the house, its overall historic appearance remains intact;

(iv) City and Owners, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. **EFFECTIVE DATE AND TERM.** This Agreement shall be effective and commence on September 21, 2016 and shall remain in effect for a term of ten (10) years thereafter.

2. **AUTOMATIC RENEWAL.** For the first five years of the Agreement only, upon the anniversary of the effective date of this Agreement (hereinafter referred

to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The maximum term of this Agreement, including any automatic renewals, shall not exceed 15 years from the effective date. The automatic renewal provision shall not apply to add an additional year to the Agreement after the initial five years of the term. If the City desires within the first five years not to automatically renew this Agreement, City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date within the first five years.. If the Owner desires in any year not to renew this Agreement, the Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with

the terms and provisions of this Agreement. The Owner shall provide written updates to the City every two years to document the progress on the rehabilitation/preservation plan.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Government Code Section 502850, may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Brian and Jenny Bright
325 Oaklawn Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of

whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. **BINDING UPON SUCCESSORS.** All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. **LEGAL COSTS.** In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. **SEVERABILITY.** In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. **GOVERNING LAW.** This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. **EMINENT DOMAIN PROCEDURES.** Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. **RECORDATION.** No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: _____

By: _____
MAYOR

Attest:

CITY CLERK

Approved as to Form:

CITY ATTORNEY

Dated: _____

Dated: _____

Brian Bright, Property Owner

Dated: _____

Jenny Bright, Property Owner

EXHIBIT "A"

Mills Act Application, Historic Mitchell Residence (1910), 325 Oaklawn Avenue, South Pasadena

THE LAND REFERRED TO HEREIN IS SITUATED IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

THE NORTH 30 FEET, FRONT AND REAR OF LOT 42 AND ALL OF LOT 43 OF TRACT NO. 139, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, RECORDED IN BOOK 14, PAGE(S) 6 AND 7 OF MAPS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ASSESSOR'S PARCEL NUMBER: 5317-014-005

EXHIBIT "B"

RES. VOL. 46

PAGE 42

09/15/10

RESOLUTION NO. 7128

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DESIGNATING A HISTORIC DISTRICT THAT INCLUDES
ALL PROPERTIES ON OAKLAWN AVENUE, 430 STRATTON LANE,
THE OAKLAWN PARK, THE OAKLAWN BRIDGE AND
THE WAR MEMORIAL BUILDING**

WHEREAS, Section 2.62 of the South Pasadena Municipal Code Ordinance No. 2004 ("Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as historic districts; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Commission to initiate a historic district designation for Oaklawn Avenue that includes: all residences and structures located on both sides of Oaklawn Avenue between Columbia Street to the north, Fair Oaks Avenue to the southeast, 430 Stratton Lane, the Oaklawn Portals at the north end of Oaklawn (at Columbia Street), wall and fence structures along Fremont Avenue and Columbia Street, the Oaklawn Avenue parkway with existing trees, the Oaklawn Bridge and Waiting Station, Oaklawn Park, and the War Memorial building (the "Oaklawn Historic District"); and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owners, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the Cultural Heritage Commission ("CHC") voted to adopt CHC Resolution No. 10-01, which is a recommendation to the City Council to approve the proposed historic district; and

WHEREAS, the City Council held a public hearing on the proposed designation on May 5, 2010 and received public testimony.

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

SECTION 1. Based on the evidence presented at the public hearing, on the evidence contained in the Staff Report, CHC Minutes and other records of proceedings, the City Council considered the applicable designation criteria contained in the Cultural Heritage Ordinance and makes the following findings:

- (a.) *Its character, interest, and value as part of the heritage of the community:*
The historic district context for the Oaklawn historic district is residential development in the Oaklawn Park Tract in South Pasadena 1900-1912. The Oaklawn District is an excellent, representative example of upper middle class residential tract development that occurred in the San Gabriel Valley during the first decades of the 20th century. The tract's location, on the south border of Pasadena not far from Orange Grove Boulevard's "Millionaire's Row" and adjacent to the Pacific Electric Railway's Pasadena Short Line, was a key factor in the tract's promotion and development. The involvement of the Greene brothers in establishing the neighborhood's design, feeling and association was another important element in defining the uniqueness of the district. The identity of the district results from the interrelationship of its resources, which conveys a visual sense of the overall history of tract development within the City of South Pasadena and the region.
- (c.) *Its identification with a person, persons or groups who significantly contributed to the culture and development of the city, the state or the United States*
- (f.) *Its identification as the work of a person or persons whose work has influenced the heritage of the city, the state or the United States:*

The South Pasadena Realty and Improvement Company was the initial developer of the Oaklawn Park neighborhood. In 1904-05, the company hired architects Charles and Henry Greene to design gates and fences for the Columbia Street Entrance of the Oaklawn development. Soon after, in 1906, the Greenes were hired to design a bridge connecting the neighborhood to Fair Oaks Avenue over the railroad right-of-way and an accompanying waiting station for passengers of the Pacific Electric Railway.

Charles Sumner Greene and Henry Mather Greene studied architecture at the Massachusetts Institute of Technology, receiving their degrees in 1891. In 1893, following apprenticeships with noted architectural firms in Boston, the brothers joined their parents in Pasadena. By the fall of 1894, the Greene brothers had opened their architectural practice. During a four-month visit to England, Scotland and Europe in 1901, Charles Greene became greatly interested in the English Arts and Crafts Movement - an interest that was to have a profound effect on the direction the firm took upon his return.

The years 1902-1910 were highly productive for the firm, with residential design the primary focus. Approximately 150 projects were completed during this period, including examples of their finest work such as the Blacker House (1907) and the Gamble House (1908). Charles and Henry Greene are widely considered to have brought high-art aesthetics and exquisite craftsmanship to the Arts and Crafts

Movement in the early part of the 20th century. Their work continues to be exhibited worldwide and is included in decorative arts collections in museums in the United States and throughout Europe.

In 1907 local newspapers announced sale of the northern portion of Oaklawn to G. Lawrence Stimson, the son of wealthy real estate developer S. W. Stimson. Mr. Stimson's name is associated with a number of houses constructed in the northern end of Oaklawn as his name appears as the architect of record on the buildings' building permits. Stimson enjoyed a flourish architectural career in his own right, credited with design of many distinguished residences in Pasadena and South Pasadena, including the Wrigley mansion on Orange Grove Avenue in Pasadena.

(g.) Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials or craftsmanship:

The Oaklawn District represents an excellent example of upper middle class residential tract development that occurred in small cities throughout Southern California during the early decades of the 20th century. The district's architectural character is a mixture of Craftsman, Colonial Revival, Tudor Revival and English Revival styles with several dwellings exhibiting Mediterranean, Mission Revival or Prairie influences. These styles are a representative cross-section of designs popular from 1900 through 1912 as interpreted in residential architecture. Houses contributing to the district exhibit a consistently high level of architectural quality and minimal alterations.

(m.) With respect to the designation of a historic district, not less than fifty percent plus one of all affected owners of the proposed historic district must consent to such designation. Each parcel or lot shall be entitled to only one vote per parcel or lot. By way of example only, if the proposed historic district were composed of twenty parcels, then eleven property owners would be required to consent to the designation:

Out of the 30 parcels in the Oaklawn Historic District, 17 property owners supported the nomination for district nomination.

SECTION 2. Based on the aforementioned findings, the City Council hereby approves the designation of the Oaklawn Historic District, along with the map as set forth in Exhibit "A" attached hereto and made a part thereof, as the official boundaries of the Oaklawn Historic District.

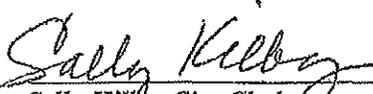
SECTION 3. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 15th day of September, 2010.


Richard D. Schneider, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:


Sally Kilby, City Clerk


Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 15th day of September, 2010, by the following vote:

AYES: Cacciotti, Putnam, Sifuentes, Ten and Mayor Schneider

NOES: None

ABSENT: None

ABSTAINED: None

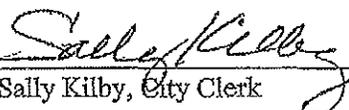
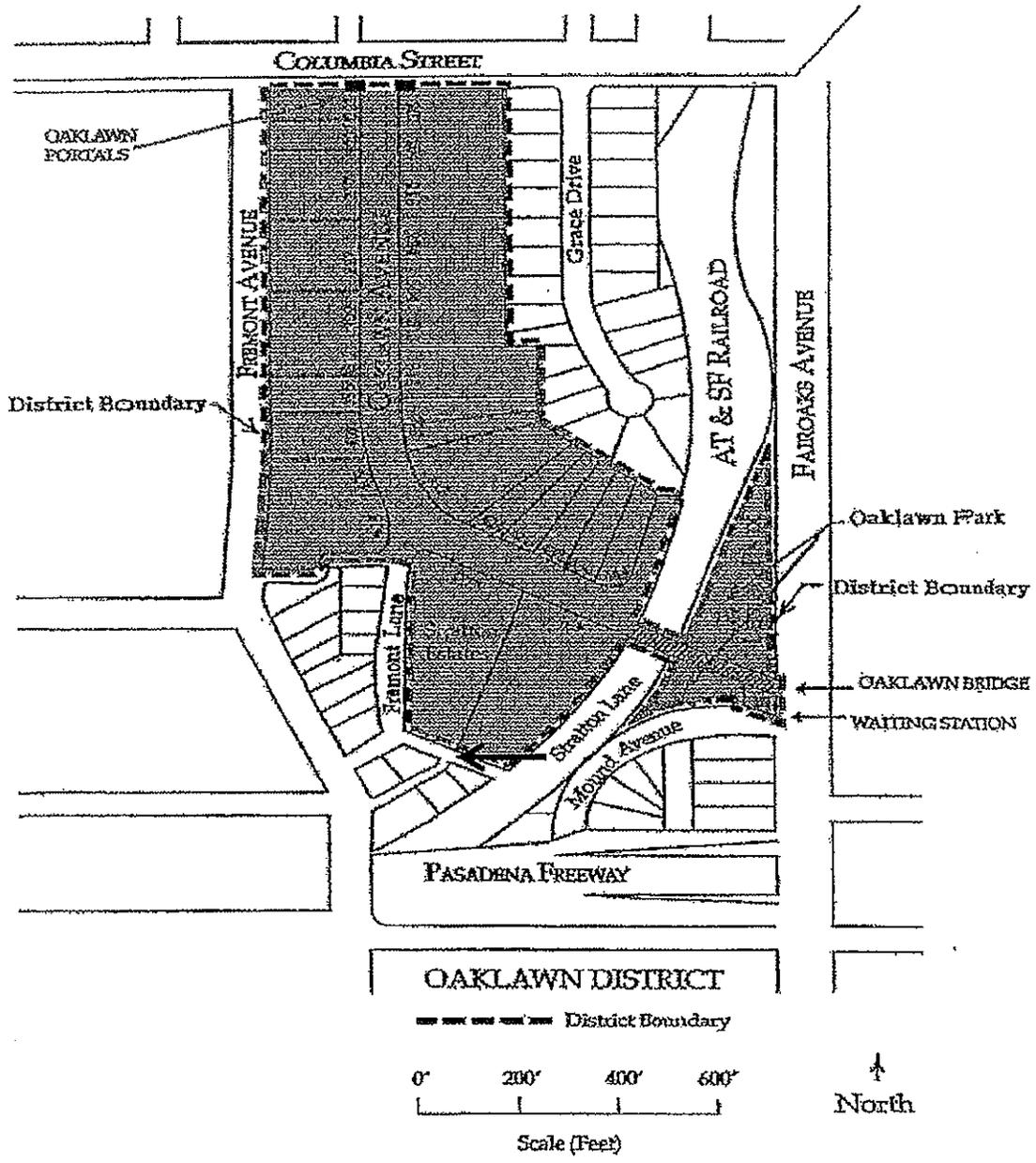

Sally Kilby, City Clerk

EXHIBIT "A"



Proposed Oaklawn Historic District

EXHIBIT "C"

| Feature and Treatment | Cost | Completed By Date | Area | Character Defining Feature | Standards |
|---|----------|-------------------|-----------------------------------|----------------------------|---|
| Division 1 — General Requirements | | | | | |
| Historic Architectural Services, as estimated and cumulative over 10 years | n/a | n/a | Throughout | n/a | |
| Structural Engineering Services, estimated | n/a | n/a | Throughout | n/a | |
| Division 2 — Site Construction | | | | | |
| Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure. | n/a | | 2017 Rear Yard | No | Repairs according to industry standards and applicable building codes. |
| Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system | \$3,500 | | 2019 Rear Yard | No | Protect and Maintain |
| Landscaping: | | | | | |
| Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont. | \$3,600 | | 2018 Rear Property Line | No | "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." |
| Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs. Also rework existing irrigation system to prevent further damage from excessive irrigation moisture on the foundation | \$6,000 | | 2021 Front Yard | Yes | "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." |
| Division 3 — Concrete | | | | | |
| Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls, Ed Sylvis Seismic Safety \$6,000 less \$3,000 grant from Earthquake Brace and Bolt Program. | \$3,000 | | 2017 Foundation | No | Repairs according to industry standards and applicable building codes. |
| Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with soil erosion beneath. Slabs to be repoured and finished in the original trowel method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs. | \$18,000 | | 2020 Front and Side Residence Ext | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Division 4 — Masonry | | | | | |
| Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning flues, repair firebox, reconstruct damaged outer hearth, Douglas Masonry | \$30,000 | | 2017 South Ext Residence | Yes | "Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence." |
| Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6, Douglas Masonry | \$5,000 | | 2018 Rear Property Line | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |

Division 5 — Metals

Sheet-metal. Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts, Morrison Sheet Metal \$4,500

2018 Roof Detail Ext Yes
2018 Ext Residence Yes

"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Protect and Maintain

Downspouts. Repair as necessary, Morrison Sheet Metal \$1,500

Division 6 — Wood and Plastics

Exterior:

Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Frontyard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof, Peter Matthiessen Builders. \$16,000 less \$9000 insurance settlement \$7,000

Front Residence
2016 Ext Yes

"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."

Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood \$5,000

2018 Rear Property Line Yes

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals \$7,500

2018 Roof Detail Ext Yes

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

East/Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood. \$6,000

Front Residence
2020 Ext Yes

"Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features

Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage. \$7,000

Front Residence
2020 Ext Yes

Interior:

Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stimson's work and an important character defining feature, requires custom milled wood n/a

2017 Throughout Int Yes

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Wood Fireplace Mantle. Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stimson and clues that may be remnant after the existing is removed, requires custom milled wood n/a

2017 Living Room Int Yes

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Division 7 — Thermal and Moisture Protection

| | | | | | |
|---|----------|--|---------------------|-----|---|
| Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing. 72# mineral surface cap sheet to achieve Class A fire rating, all included in cost, Campagna Roofing | \$43,000 | Residence, Porte Cochere and detached garage | 2018 Roof | Yes | "Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence." |
| Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life | \$15,000 | Ext Residence | 2025 Throughout | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Division 8 --- Doors and Windows | | | | | |
| Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware | \$8,000 | North and West | 2017 Residence Ext | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(7 count), install traditional bronze leaf weather stripping where damaged or missing (34 count). | \$4,000 | Ext Residence | 2017 Throughout | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Insect Screens(34 Count). Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware | \$4,000 | Ext Residence | 2017 Throughout | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Division 9 --- Finishes | | | | | |
| Interior: | | | | | |
| First Floor and Stairs: <i>In conjunction with the overall exterior work</i> , wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez | \$6,000 | First Floor and | 2017 Stairs Int | Yes | "Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible." |
| New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork, Benjamin Gonzalez | n/a | | 2017 Throughout Int | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Walls & Ceilings: Preparation and painting of all interior plaster surfaces, re-create the original plaster textured finishes, new paint colors to be based upon evidence of original historic colors, Brandlin Painting | n/a | | 2018 Throughout Int | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Exterior | | | | | |
| Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams: Thoroughly prepare and refinish all exterior wood elements as listed, Brandlin Painting | \$39,000 | Ext Residence | 2020 Throughout | Yes | "Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible." |
| Division 10 --- Specialties | | | | | |
| Not applicable at this time | | | | n/a | |
| Division 11 --- Equipment | | | | | |
| Not applicable | | | | n/a | |
| Division 12 --- Furnishings | | | | | |

| | | | | |
|--|-----------|-------------------------|-----|---|
| Not applicable at this time | | | n/a | |
| <u>Division 13 — Special Construction</u> | | | | |
| Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont. | \$28,000 | | | |
| | | 2017 Rear Property Line | No | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| <u>Division 14 — Conveying Systems</u> | | | | |
| Not applicable | | | n/a | |
| <u>Division 15 — Mechanical (Includes Plumbing and HVAC)</u> | | | | |
| Plumbing. Not applicable at this time as the entire residence has been re-plumbed including new hot and cold water distribution piping along with interior waste system since acquisition by current owners, existing vintage plumbing fixtures were retained | 0 | | n/a | |
| HVAC: Not applicable at this time as a new 2 zone system heating and air conditioning system has been installed replacing the previous gravity heating system since acquisition by current owners | 0 | | n/a | |
| <u>Division 16 — Electrical</u> | | | | |
| Not applicable at this time as the entire residence has been rewired including an upgraded electrical service since acquisition by current owners | 0 | | n/a | |
| Maintenance Inspections as Outlined Below(24) \$250 each | \$6,000 | | | |
| TOTAL | \$260,600 | | | |

EXHIBIT "D"

Mills Act Application, Historic Mitchell Residence (1910), 325 Oaklawn Avenue, South Pasadena

1.) Reporting System and Schedule

Brian and Jennifer Bright, the property owners, will provide written reports to the City every 2 years documenting Rehabilitation/Preservation and Maintenance Progress. Permits and COA's will be obtained when required and provided in their biannual reports.

2.) Standards Compliance

As required due to its status as a contributing resource in the Historic Oaklawn Landmark District, any restoration or maintenance work at the Mitchell Residence detailed here will be in accordance with the Secretary of Interior Standards for the Treatment of Historic Properties outlined below.

Secretary of Interior Standards for the Treatment of Historic Properties

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

3.) Summary of Costs

Costs: Budget Estimate Related to Restoration/Preservation of the Mitchell Residence

Current Owners and Mills Act Applicants: Brian and Jennifer Bright

The following information is derived from a variety of sources. It's based on currently observed defective conditions and various observations of these and other conditions as related to the preservation and restoration of the historic Mitchell Residence. The information is organized in the format established by the Construction Specifications Institute (CSI) intended to formally organize all aspects of information related to a building for planning and construction purposes. At this stage of the project certain elements of contemplated and recommended work will not conveniently fall into only one of the following divisions; in that case they may be positioned under the heading that seems most appropriate. The sequential division numbers that are not "used" (designated "not applicable") in the following outline are retained at this time as place holders reserved in the case of evolving circumstances and requirements in connection with this project.

As indicated above the following includes budget cost estimates which are for planning purposes. Whenever it is intended to pursue a particular project/"scope" item, a detailed scope of work and specifications may be developed specific to that undertaking. Well experienced and qualified contractors, trades people, or artisans appropriate to that particular task should be identified. Once they are knowledgeable as to the work involved, they are the best source for detailed cost information. While the costs below tend to be more "broad brush" at this time, it's thought that they realistically reflect the scope items and they should be adequate for capital planning purposes.

As the author of this report has often said, the appropriate cost for performing any of the following work is that presented by an experienced and qualified contractor or others experienced in doing the necessary work at a given point in time. Since it is unknowable at this time as to which of the following items might be undertaken, and in what order, it is not possible to forecast or introduce a factor for escalation of the costs below into the future at this time. As implied the sequencing of the contemplated scope of work may also evolve over time due changing views with respect to prioritizing.

It will be noted that there may be other less significant items that may be recommended or added, and that well may be optional, but however proposed with a sense of addressing restoration and preservation of the historic integrity of the Mitchell Residence. One such item as an example may be the replacement of modern plastic electrical cover plates in all of the historic spaces with vintage brass cover plates. There may be other items of a similar nature yet to be considered.

CSI MASTERFORMAT (1995 Edition)

Note: Before November 2004, the MasterFormat was composed of 16 Divisions as follows. We've deliberately chosen to continue using this earlier, simpler, format as being more appropriate to the nature of this historic structure.

4.) Detail Costs, Schedule/Sequence and Rehabilitation/Preservation Plan
(please review separate PDF or attached hard copy for larger view)

| Feature and Treatment | Cost | Completed By Date | Area | Character Defining Feature | Standards |
|---|----------|-------------------|--------------------------------------|----------------------------|---|
| Division 1 --- General Requirements | | | | | |
| Historic Architectural Services, as estimated and cumulative over 10 years | n/a | n/a | Throughout | n/a | |
| Structural Engineering Services, estimated | n/a | n/a | Throughout | n/a | |
| Division 2 --- Site Construction | | | | | |
| Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure. | n/a | | 2017 Rear Yard | No | Repairs according to industry standards and applicable building codes. |
| Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system | \$3,500 | | 2019 Rear Yard | No | Protect and Maintain |
| Landscaping: | | | | | |
| Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont. | \$3,600 | | 2018 Rear Property Line | No | "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." |
| Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs. Also rework existing irrigation system to prevent further damage from excessive irrigation moisture on the foundation | \$6,600 | | 2021 Front Yard | Yes | "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." |
| Division 3 --- Concrete | | | | | |
| Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls, Ed Syllis Seismic Safety \$6,000 less \$3,000 grant from Earthquake Brace and Bolt Program. | \$3,000 | | 2017 Foundation | No | Repairs according to industry standards and applicable building codes. |
| Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with soil erosion beneath. Slabs to be repoured and finished in the original trowel method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs. | \$18,000 | | Front and Side 2020 Residence Ext | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Division 4 --- Masonry | | | | | |
| Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, clearing flues, repair firebox, reconstruct damaged outer hearth, Douglas Masonry | \$30,000 | | South Ext 2017 Residence | Yes | "Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence." |
| Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6, Douglas Masonry | \$5,000 | | 2018 Rear Property Line | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |

Mills Act Application, Historic Mitchell Residence (1910), 325 Oaklawn Avenue, South Pasadena

Division 5 --- Metals

Sheet-metal: Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts, Morrison Sheet Metal \$4,500

Downspouts: Repair as necessary, Morrison Sheet Metal \$1,500

Division 6 --- Wood and Plastics

Exterior:

Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Frontyard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof, Peter Matthiessen Builders. \$16,000 less \$9000 insurance settlement \$7,000

Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood \$5,000

Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals \$7,500

East Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood. \$6,000

Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage. \$7,000

Interior:

Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stinson's work and an important character defining feature, requires custom milled wood n/a

Wood Fireplace Mantle: Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stinson and ches that may be remnant after the existing is removed, requires custom milled wood n/a

Division 7 --- Thermal and Moisture Protection

Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing. 72# mineral surface cap sheet to achieve Class A fire rating, all included in cost, Campagna Roofing \$43,000

Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life. \$15,000

"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Protect and Maintain

"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
or examples of craftsmanship that characterize a property shall be preserved."

Mills Act Application, Historic Mitchell Residence (1910), 325 Oaklawn Avenue, South Pasadena

Division 8 --- Doors and Windows

| | | | | |
|--|---------|--------------------------------------|-----|---|
| Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware. | \$8,000 | North and West 2017 Residence Ext | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(? count), install traditional bronze leaf weather stripping where damaged or missing (34 count). | \$4,000 | Ext Residence 2017 Throughout | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Insect Screens(34 Count): Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware | \$4,000 | Ext Residence 2017 Throughout | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |

**Division 9 --- Finishes
Interior:**

| | | | | |
|--|----------|------------------------------------|-----|--|
| First Floor and Stairs: In conjunction with the overall exterior work, wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez | \$6,000 | First Floor and 2017 Stairs Int | Yes | "Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible." |
| New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork, Benjamin Gonzalez | n/a | 2017 Throughout Int | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Walls & Ceilings: Preparation and painting of all interior plaster surfaces, recreate the original plaster textured finishes, new paint colors to be based upon evidence of original historic colors, Brandlin Painting | n/a | 2018 Throughout Int | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| Exterior: | | | | |
| Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams. Thoroughly prepare and refinish all exterior wood elements as listed, Brandlin Painting | \$39,000 | Ext Residence 2020 Throughout | Yes | "Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible." |

Division 10 --- Specialties

Not applicable at this time n/a

Division 11 --- Equipment

Not applicable n/a

Division 12 --- Furnishings

Not applicable at this time n/a

Division 13 --- Special Construction

| | | | | |
|--|----------|-------------------------|----|---|
| Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont. | \$28,000 | 2017 Rear Property Line | No | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
|--|----------|-------------------------|----|---|

Division 14 --- Conveying Systems

Not applicable n/a

Division 15 --- Mechanical (Includes Plumbing and HVAC)

Plumbing: Not applicable at this time as the entire residence has been re-plumbed including new hot and cold water distribution piping along with interior waste system since acquisition by current owners, existing vintage plumbing fixtures were retained 0 n/a

HVAC: Not applicable at this time as a new 2 zone system heating and air conditioning system has been installed replacing the previous gravity heating system since acquisition by current owners 0 n/a

Division 16 --- Electrical

Not applicable at this time as the entire residence has been rewired including an upgraded electrical service since acquisition by current owners 0 n/a

Maintenance Inspections as Outlined Below(24) \$250 each \$6,000

TOTAL \$260,600

ATTACHMENT 2
Financial Analysis

5.) Financial Analysis

(Please review separate PDF or attached hard copy for larger view)

Historic Mitchell Residence Financial Analysis of Mills Act Contract

Address: 325 Oaklawn Avenue, South Pasadena, CA 91030 Assessor's ID Number: 5317-014-005
 Type: Single Family Residence Current Assessed Home Value: \$1,989,000
 Landmark Status: A Contributor to the South Pasadena Oaklawn Historic Landmark District - est. 2011

| Revenues | Annual Increase | Current Year | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 |
|--|-----------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 1. Monthly Rental Income | | 6,040.00 | 6,221.20 | 6,407.84 | 6,600.07 | 6,798.07 | 7,002.02 | 7,212.08 | 7,428.44 | 7,651.29 | 7,880.83 | 8,117.25 |
| 2. Annual Rental Income (line 1 x 12) | 3% | 72,480.00 | 74,654.40 | 76,894.03 | 79,200.85 | 81,576.88 | 84,024.18 | 86,544.91 | 89,141.26 | 91,815.50 | 94,569.96 | 97,407.06 |
| Annual Expenses | | | | | | | | | | | | |
| 3. Insurance | 5.0% | 1730.15 | 1816.66 | 1907.49 | 2002.86 | 2103.01 | 2208.16 | 2318.57 | 2434.49 | 2556.22 | 2684.03 | 2818.23 |
| 4. Utilities | 6.0% | 8205.49 | 8697.82 | 9219.69 | 9772.87 | 10359.24 | 10980.80 | 11639.64 | 12338.02 | 13078.30 | 13863.00 | 14694.78 |
| 5. Maintenance | 5.0% | 15960.00 | 16758.00 | 17595.90 | 18475.70 | 19399.48 | 20369.45 | 21387.93 | 22457.32 | 23580.19 | 24759.20 | 25997.16 |
| 6. Management | | 0.00 | | | | | | | | | | |
| 7. Other | | | | | | | | | | | | |
| EXPENSES: (sum lines 3 - 7) | | \$25,895.64 | \$27,272.48 | \$28,723.08 | \$30,251.43 | \$31,861.73 | \$33,558.41 | \$35,346.14 | \$37,229.84 | \$39,214.71 | \$41,306.23 | \$43,510.17 |
| Annual Net Income | | | | | | | | | | | | |
| 9. Line 2 minus line 8 | | \$46,584.36 | \$47,381.92 | \$48,170.95 | \$48,949.42 | \$49,715.15 | \$50,465.78 | \$51,198.77 | \$51,911.42 | \$52,600.78 | \$53,263.73 | \$53,896.89 |
| Capitalization Rate | | | | | | | | | | | | |
| 10. Interest Component | 6.5% | | | | | | | | | | | |
| 11. Historic Property Risk Component (single-family home = 4%) (all other property = 2%) | 4.0% | | | | | | | | | | | |
| 12. Property Tax Component | 1.0% | | | | | | | | | | | |
| 13. Amortization Component | 5.0% | | | | | | | | | | | |
| 14. TOTAL CAPITALIZATION RATE (sum lines 9 - 12) | 16.5% | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | |
| Assessment (line 9 divided by line 14) | | \$282,329.45 | \$287,163.17 | \$291,945.17 | \$296,663.17 | \$301,303.93 | \$305,853.19 | \$310,295.59 | \$314,614.65 | \$318,792.62 | \$322,810.48 | \$326,647.79 |
| 16. Tax Under Mills Act (line 15 x .01035146) | | 2,922.52 | 2,972.56 | 3,022.06 | 3,070.90 | 3,118.94 | 3,166.03 | 3,212.01 | 3,256.72 | 3,299.97 | 3,341.56 | 3,381.28 |
| 17. Current Tax | 2.0% | 23,072.62 | 23,534.07 | 24,064.75 | 24,484.85 | 24,974.55 | 25,474.04 | 25,983.52 | 26,503.19 | 27,033.25 | 27,573.92 | 28,125.40 |
| 18. Tax Savings (line 17 - line 16) | | 20,150.10 | 20,561.51 | 20,982.70 | 21,413.95 | 21,855.61 | 22,308.01 | 22,771.51 | 23,246.47 | 23,733.28 | 24,232.36 | 24,744.11 |
| ANNUAL COST TO CITY (line 18 x 16%) | 16.0% | \$3,224.02 | \$3,289.84 | \$3,357.23 | \$3,426.23 | \$3,496.90 | \$3,569.28 | \$3,643.44 | \$3,719.43 | \$3,797.33 | \$3,877.18 | \$3,959.06 |

| | |
|-------------------|-----------------------------|
| Total Tax Savings | Annual Average Cost to City |
| \$245,999.60 | \$3,578.18 |

ATTACHMENT 3
Detailed Costs, Schedule/Sequence
and Rehabilitation/Preservation Plan

| Feature and Treatment | Cost | Completed By Date | Area | Character Defining Feature | Standards |
|---|----------|----------------------|--------------------------------------|----------------------------------|---|
| <u>Division 1 — General Requirements</u> | | | | | |
| Historic Architectural Services, as estimated and cumulative over 10 years | n/a | n/a | Throughout | n/a | |
| Structural Engineering Services, estimated | n/a | n/a | Throughout | n/a | |
| <u>Division 2 — Site Construction</u> | | | | | |
| Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure. | n/a | | 2017 Rear Yard | No | Repairs according to industry standards and applicable building codes. |
| Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system | \$3,500 | | 2019 Rear Yard | No | Protect and Maintain |
| <u>Landscaping:</u> | | | | | |
| Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont. | \$3,600 | | 2018 Rear Property Line | No | "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." |
| Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs. Also rework existing irrigation system to prevent further damage from excessive irrigation moisture on the foundation | \$6,000 | | 2021 Front Yard | Yes | "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." |
| <u>Division 3 — Concrete</u> | | | | | |
| Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls, Ed Sylvis Seismic Safety \$6,000 less \$3,000 grant from Earthquake Brace and Bolt Program. | \$3,000 | | 2017 Foundation | No | Repairs according to industry standards and applicable building codes. |
| Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with soil erosion beneath. Slabs to be repoured and finished in the original trowel method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs. | \$18,000 | | 2020 Front and Side Residence Ext | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |
| <u>Division 4 — Masonry</u> | | | | | |
| Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning flues, repair firebox, reconstruct damaged outer hearth, Douglas Masonry | \$30,000 | | 2017 South Ext Residence | Yes | "Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence." |
| Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6, Douglas Masonry | \$5,000 | | 2018 Rear Property Line | Yes | "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." |

Division 5 — Metals

| | |
|--|---------|
| Sheet-metal: Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts, Morrison Sheet Metal | \$4,500 |
| Downspouts: Repair as necessary, Morrison Sheet Metal | \$1,500 |

| | |
|----------------------|-----|
| 2018 Roof Detail Ext | Yes |
| 2018 Ext Residence | Yes |

"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Protect and Maintain

Division 6 — Wood and Plastics

Exterior:

| | |
|---|---------|
| Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Frontyard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof, Peter Matthiessen Builders. \$16,000 less \$9000 insurance settlement | \$7,000 |
|---|---------|

| | |
|-----------------|-----|
| Front Residence | |
| 2016 Ext | Yes |

"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."

| | |
|--|---------|
| Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood | \$5,000 |
|--|---------|

| | |
|-------------------------|-----|
| 2018 Rear Property Line | Yes |
|-------------------------|-----|

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

| | |
|---|---------|
| Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals | \$7,500 |
|---|---------|

| | |
|----------------------|-----|
| 2018 Roof Detail Ext | Yes |
|----------------------|-----|

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

| | |
|--|---------|
| East/Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood. | \$6,000 |
|--|---------|

| | |
|-----------------|-----|
| Front Residence | |
| 2020 Ext | Yes |

Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be
Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features

| | |
|---|---------|
| Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage. | \$7,000 |
|---|---------|

| | |
|-----------------|-----|
| Front Residence | |
| 2020 Ext | Yes |

Interior:

| | |
|--|-----|
| Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stimson's work and an important character defining feature, requires custom milled wood | n/a |
|--|-----|

| | |
|---------------------|-----|
| 2017 Throughout Int | Yes |
|---------------------|-----|

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

| | |
|---|-----|
| Wood Fireplace Mantle: Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stimson and clues that may be remnant after the existing is removed, requires custom milled wood | n/a |
|---|-----|

| | |
|----------------------|-----|
| 2017 Living Room Int | Yes |
|----------------------|-----|

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Division 7 — Thermal and Moisture Protection

Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing. 72# mineral surface cap sheet to achieve Class A fire rating, all included in cost, Campagna Roofing

\$43,000

Residence, Porte
Cochere and
detached garage
2018 Roof

Yes

Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life.

\$15,000

Ext Residence
2025 Throughout

Yes

Division 8 — Doors and Windows

Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware.

\$8,000

North and West
2017 Residence Ext

Yes

Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(7 count), install traditional bronze leaf weather stripping where damaged or missing (34 count).

\$4,000

Ext Residence
2017 Throughout

Yes

Insect Screens(34 Count): Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware

\$4,000

Ext Residence
2017 Throughout

Yes

Division 9 — Finishes

Interior:

First Floor and Stairs: *In conjunction with the overall exterior work*, wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez

\$6,000

First Floor and
2017 Stairs Int

Yes

New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork, Benjamin Gonzalez

n/a

2017 Throughout Int

Yes

Walls & Ceilings: Preparation and painting of all interior plaster surfaces, recreate the original plaster textured finishes, new paint colors to be based upon evidence of original historic colors, Brandlin Painting

n/a

2018 Throughout Int

Yes

Exterior:

Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams: Thoroughly prepare and refinish all exterior wood elements as listed, Brandlin Painting

\$39,000

Ext Residence
2020 Throughout

Yes

Division 10 — Specialties

Not applicable at this time

n/a

Division 11 — Equipment

Not applicable

n/a

Division 12 — Furnishings

"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

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"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."

Not applicable at this time n/a

Division 13 — Special Construction

Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont. \$28,000

2017 Rear Property Line No

"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Division 14 — Conveying Systems

Not applicable n/a

Division 15 — Mechanical (Includes Plumbing and HVAC)

Plumbing: Not applicable at this time as the entire residence has been re-plumbed including new hot and cold water distribution piping along with interior waste system since acquisition by current owners, existing vintage plumbing fixtures were retained 0 n/a

HVAC: Not applicable at this time as a new 2 zone system heating and air conditioning system has been installed replacing the previous gravity heating system since acquisition by current owners 0 n/a

Division 16 — Electrical

Not applicable at this time as the entire residence has been rewired including an upgraded electrical service since acquisition by current owners 0 n/a

Maintenance Inspections as Outlined Below(24) \$250 each \$6,000

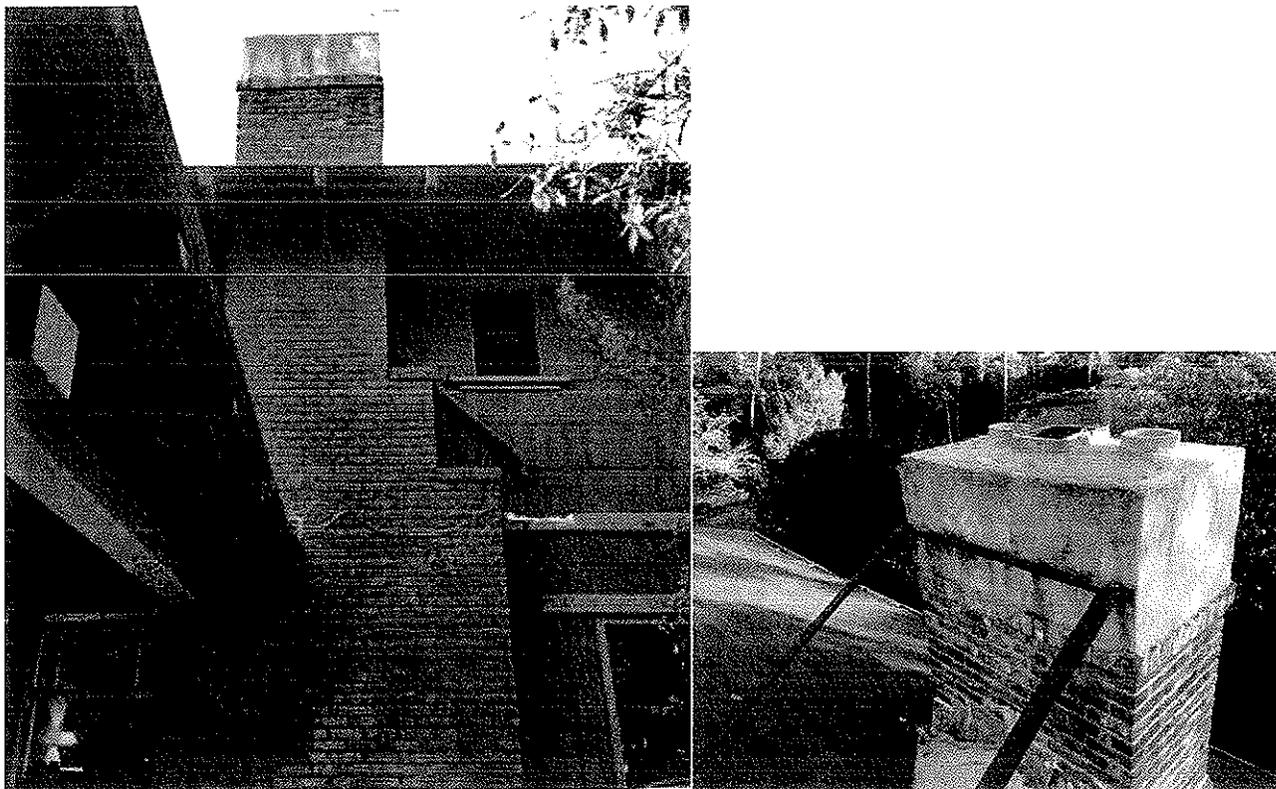
TOTAL \$260,600

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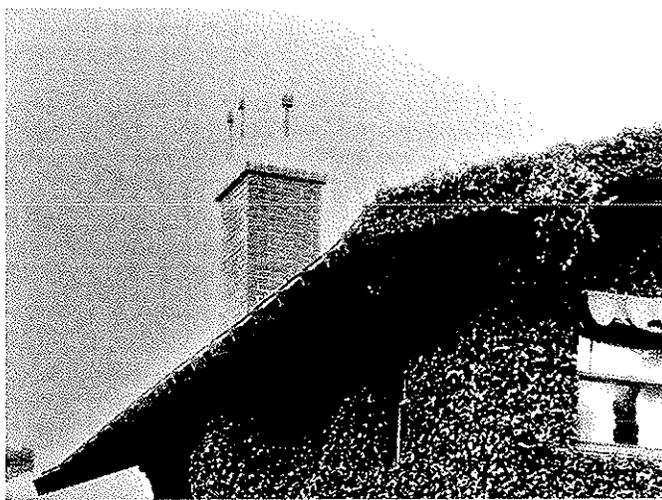
ATTACHMENT 4
Photos

8.) Photographic Documentation

Current (altered) Mitchell House Chimney:



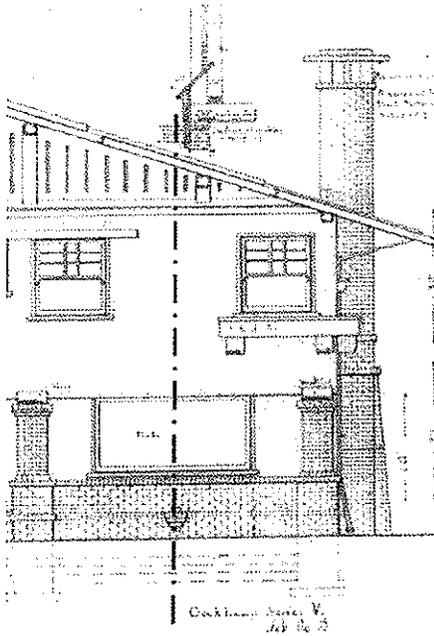
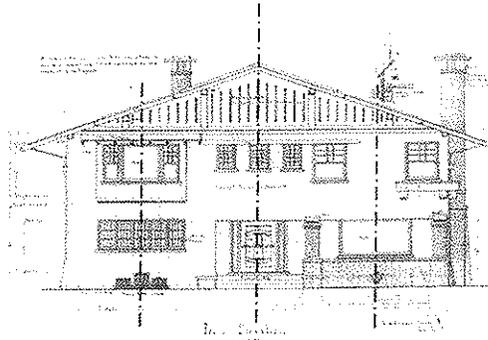
Vintage Mitchell House Chimney (Approximately 1920):



Samples of Stimson Chimneys 1908-1914

224 Oaklawn Ave, South Pasadena.

1909
Age 27



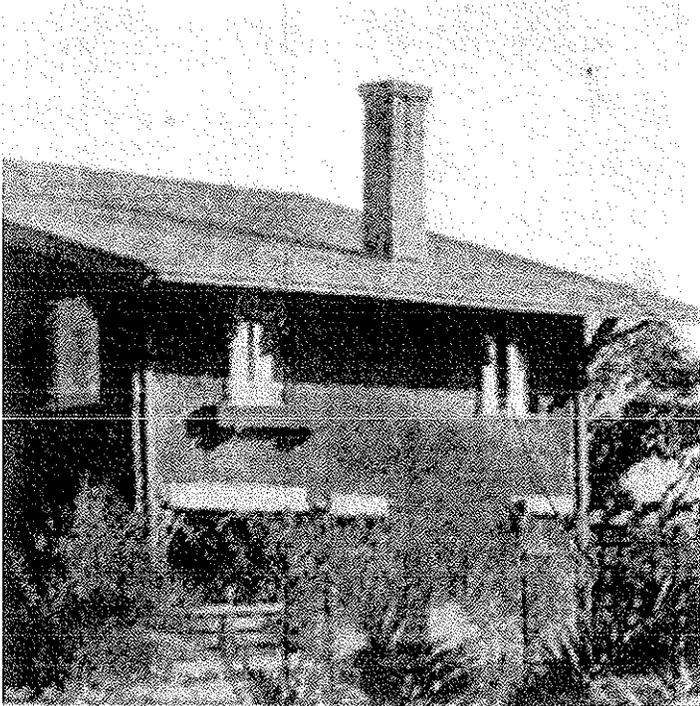
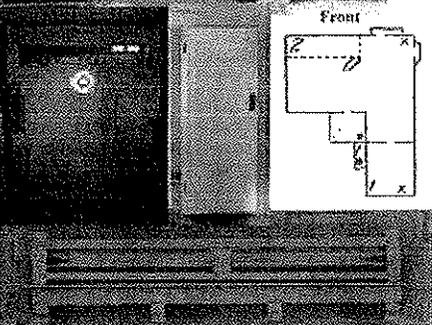
1109 Columbia St, South Pasadena.

1908
Age 26

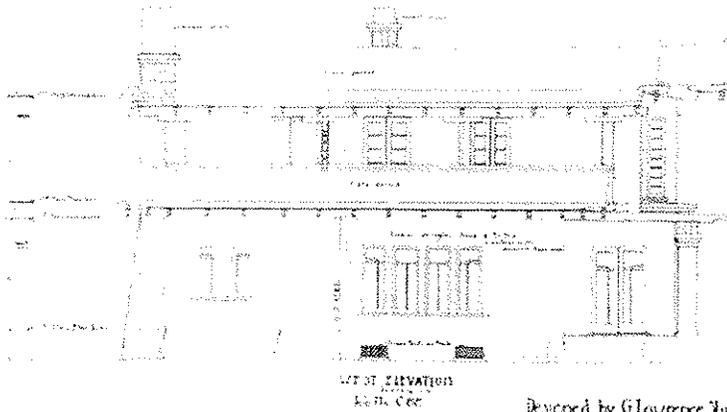
- Residence; Job #11; Columbia St Syndicate, owner (sold to George H. Stone); permit 9/22/1908, \$5,000.
- Essentially intact (but with most of porch enclosed and a side addition).



Designed by Simson per LAT 52/1907

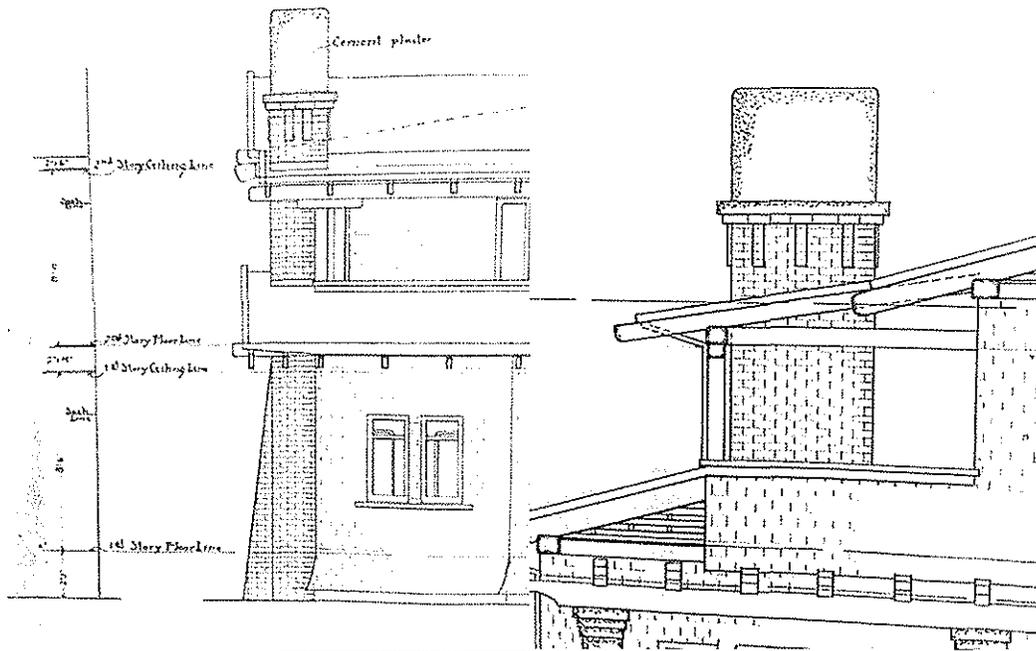


1534 Ramona (1914):

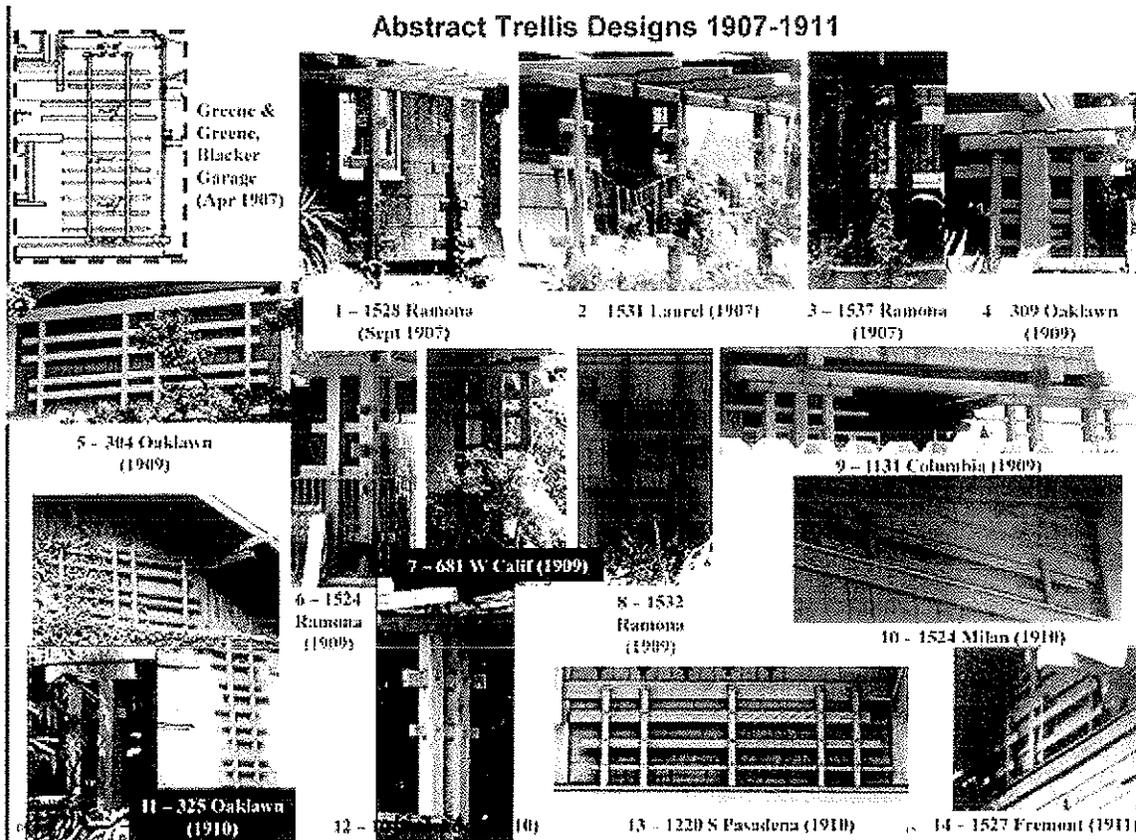


WEST ELEVATION
1534 Ramona

Designed by G. Lawrence Jansen Co
1811 Aveca Ave. Pasadena, Cal
Telephone Colorado 7755



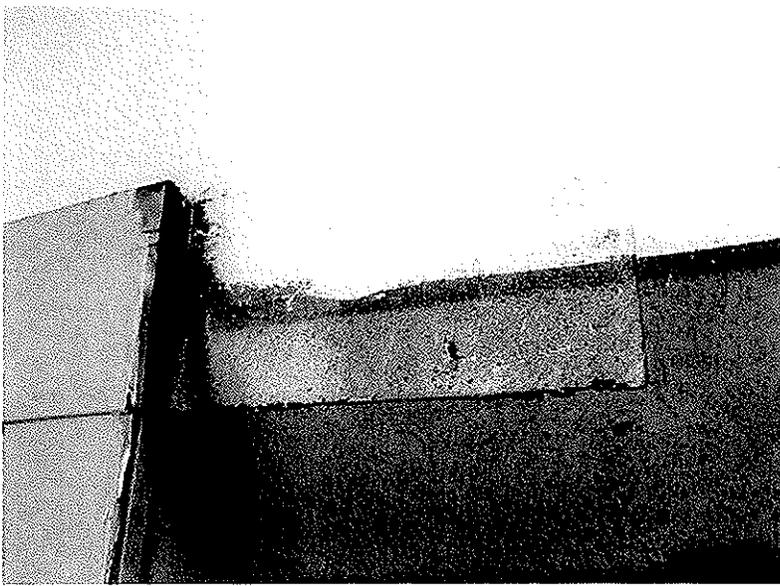
Gamble House Chimney (Greene and Greene):



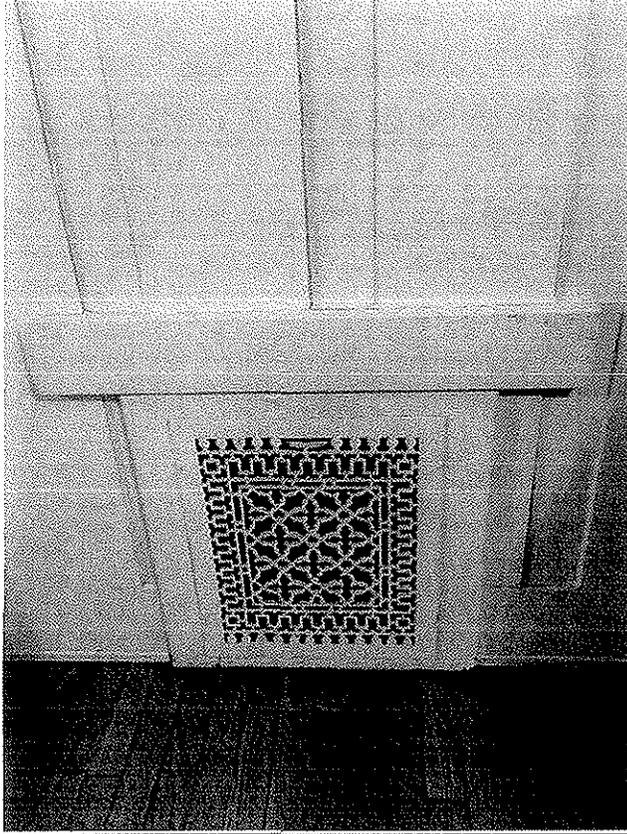
Exaggerated Window Casing Headers Example Before:



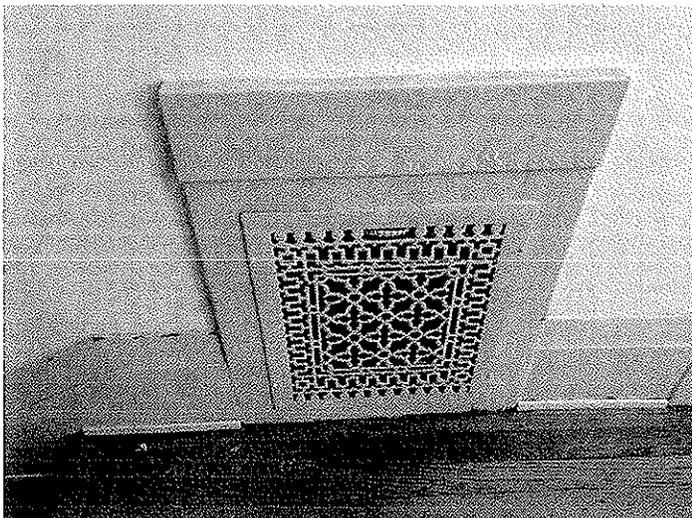
After, Cut off by Previous Owner:



Same Exaggerated Headers over Registers Before:



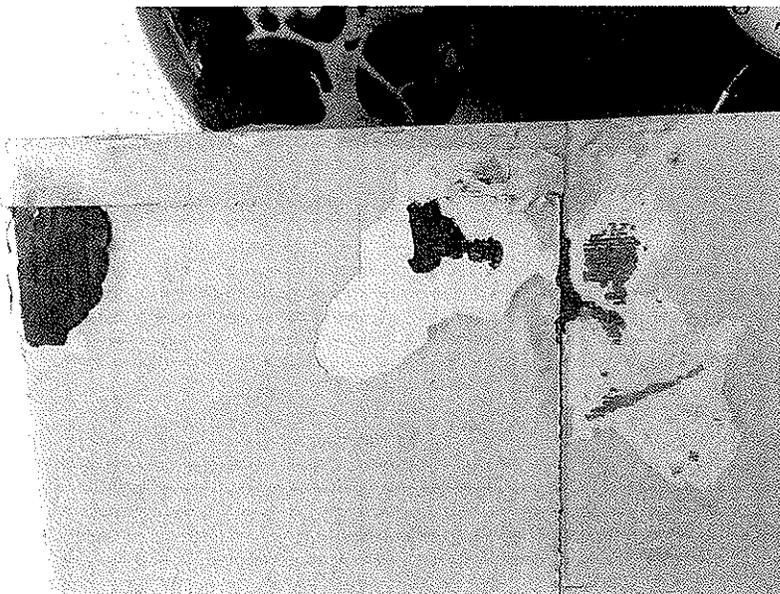
After (cut):



Altered "Modernized" Mantle:



Close up Stripped Paint on Mantle (notice the new, not original, wood to the right):

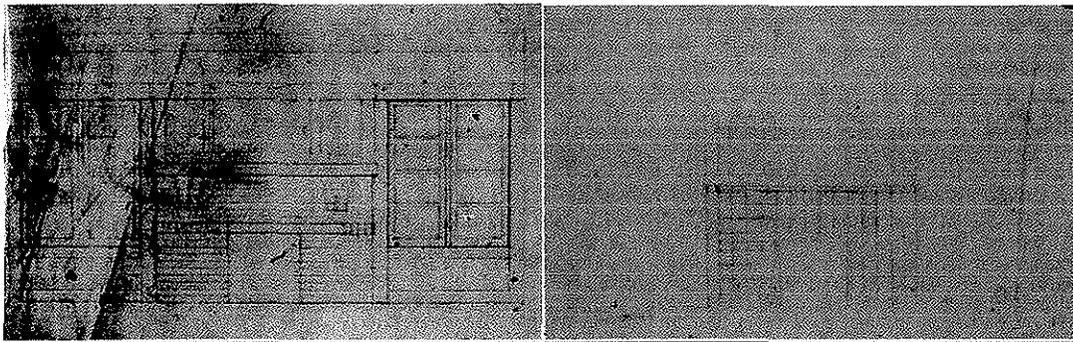


Cracked Hearth (Greuby Tile)



Samples of Stimson Fireplace Hearths and Mantles 1908-1912

227 Oaklawn Ave. (1908):



224 Oaklawn Ave (1910):



Duncan Irwin House (Greene and Greene) 1908:



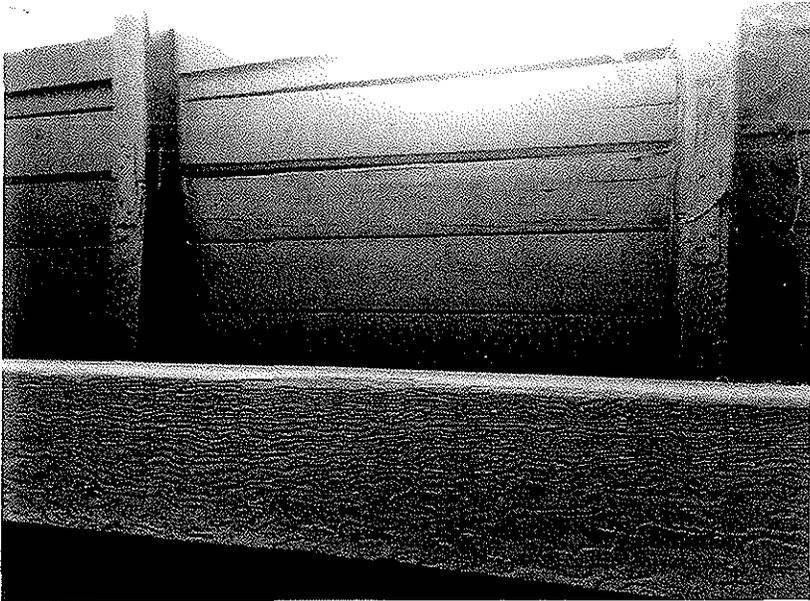
216 Oaklawn (1912):



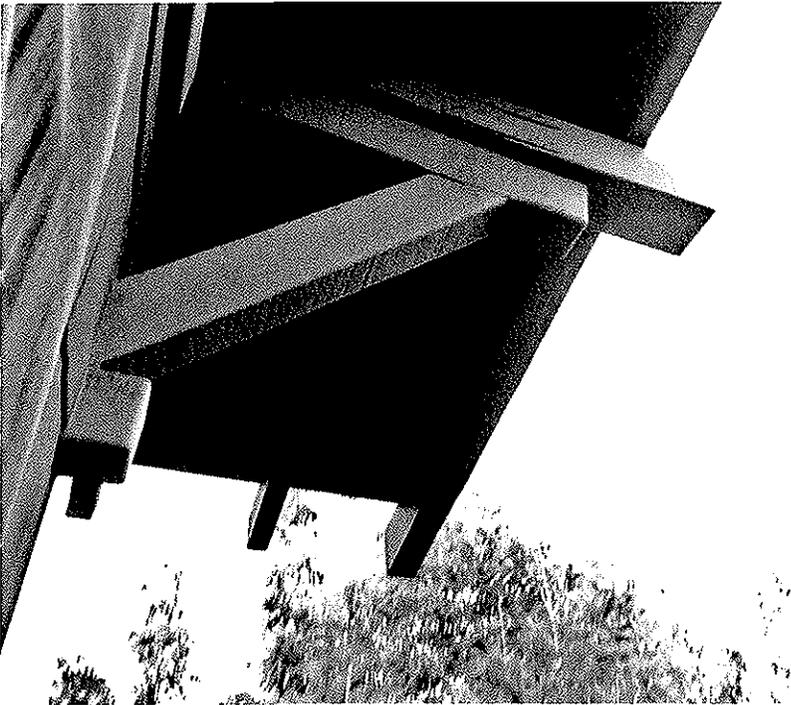
Rafter tails cut off in foreground, see hard edges:



Rafter Tails Mended with Straps:



Lookouts, Mended with butt cuts and straps:



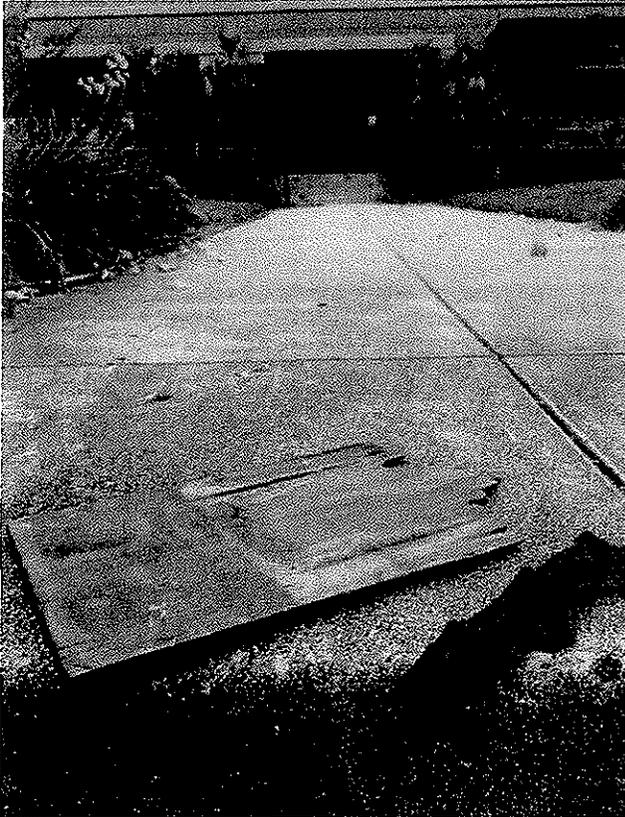
Roofing Material Deteriorated:



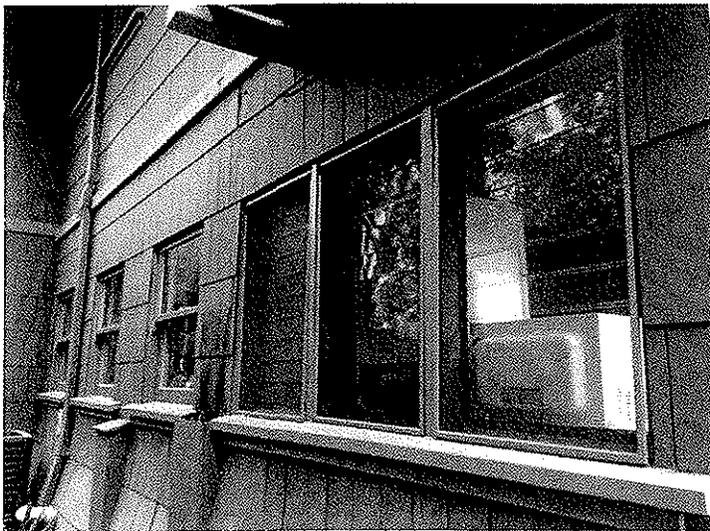
Roofing Material Deteriorated:



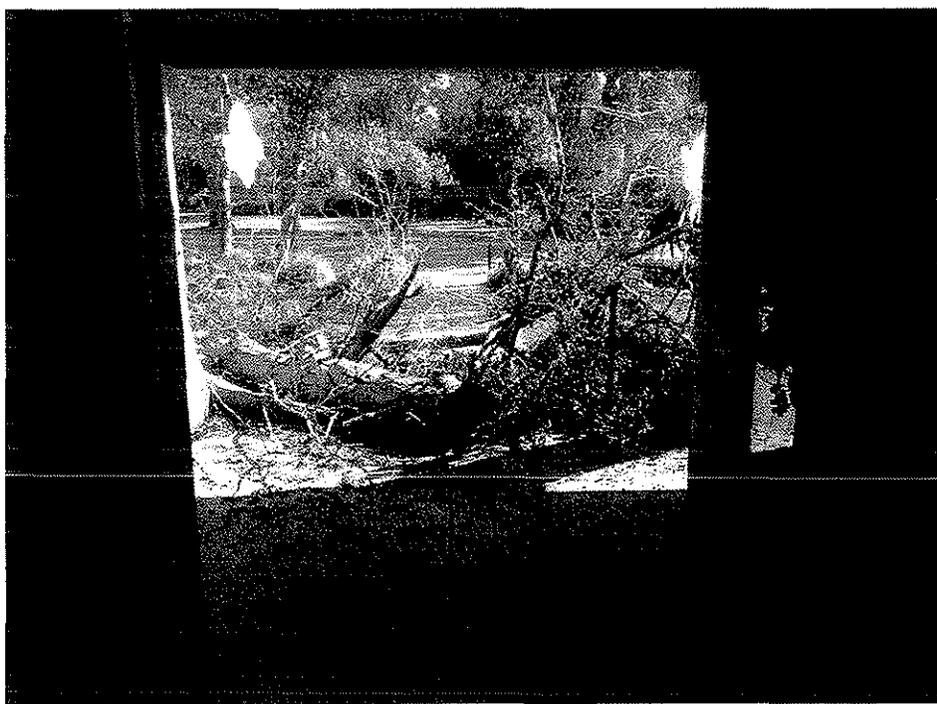
Original Cedar Roofing Shingles (Box Located in Attic):



“Modern” Jalousies next to Original Wooden Sash Windows:

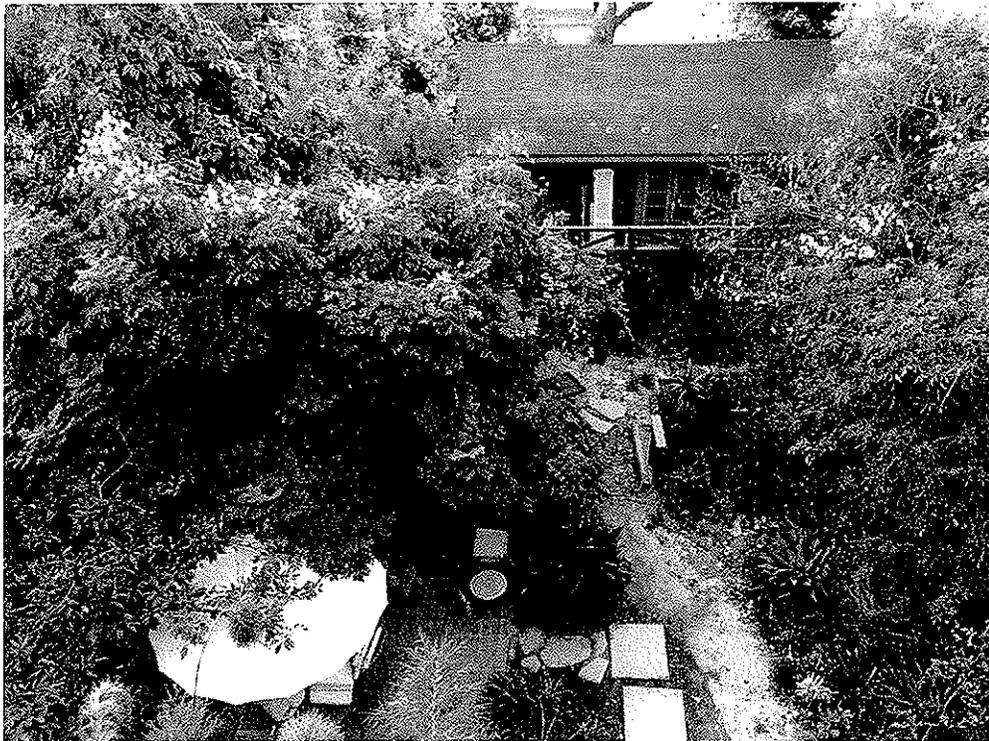


Tree Damage:





Drainage, Mudflow Area from Above:



Soil Erosion Beneath Concrete Slab:



Exposed Aggregate and Erosion Beneath Corner Post Supporting "Soft Story":



Crack in Slab under Post Supporting "Soft Story":



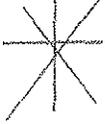
Staining, Pitting and Cracks in Concrete at Front Entrance:





ATTACHMENT 5
CHC Minutes

NEW BUSINESS



8. **325 Oaklawn Avenue**
Mills Act Contract
Applicant: Jenny Bright

Commissioners McLane and De Young introduced this item which is a proposal for a Mills Act contract with the owners of 325 Oaklawn Avenue. Commissioner McLane spoke about some edits he wanted to see in the proposed contract including the landscaping materials and a clarification on the number of inspections.

Presentation:

Bill Ellinger (Owners' Consultant) responded to comments about items that are not capitalized in the proposed contract.

Decision:

Motion/Second (McLane/Gallatin) to **RECOMMEND** City Council approval of the proposed Mills Act Contract with the owners of 325 Oaklawn Avenue.

The motion carried 4-0, Friedman Absent.

9. **851 Lyndon Street (Wynyate Estate)**
Mills Act Contract
Applicant: Peter A. Knight & Samantha Knight

Commissioner Howell-Ardila recused herself and left the room due to her preparation of the applicant's original Mills Act application.

Presentation

Staff said that the owners of 851 Lyndon Street will be requesting a modification to a Mills Act Contract that is due to expire. The owners identified additional time-sensitive (and potentially significant) work that is needed including geologic site stabilization, restoration, and repair of failing character defining features.

The Commission will discuss the modification, the possibility of a permanent Mills Act contract, and make a recommendation to the City Council at the September 15 CHC meeting.

Discussion

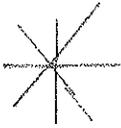
Commissioners were generally in favor of the extended Mills Act contract for the issues recently discovered, but some had reservations about a permanent Mills Act contract.

Commissioner Howell-Ardila returned to the room when the discussion ended.

10. **San Pascual Stables Subcommittee**

Staff requested that the Commission appoint a member to the San Pascual

NEW BUSINESS



6. **325 Oaklawn Avenue
Mills Act Request
Historic Status Code: 3B**

Commissioner McLane provided an oral report on his visit to the property with Commissioner De Young. He noted that the owner will restore a stone wall fence along Fremont Avenue.

Mr. Bill Ellinger (representing homeowners) presented his client's proposal for a Mills Act Contract for the restoration work and responded to Commissioner questions regarding paint, landscape, and drainage.

Staff will work with the prospective applicant in preparing the application for the Mills Act contract.

COMMUNICATIONS

7. **Comments from Council Liaison**

None.

8. **Comments from Commission**

Commissioner McLane reminded the Commission that there will be election of Chair and Vice-Chair at the next meeting.

Commissioner Friedman thanked the Commission for a warm welcome.

Commissioner Treffers said that he appreciated his experience and working with the Commission.

Commissioner Howell-Ardila provided an update on the Historic Resources Survey work. She also expressed concerns about e-mails from staff and misinformation being sent to opponents of the project at 625 Milan Avenue.

9. **Comments from Staff**

None.

MINUTES

10. **Minutes of regular meeting of July 16, 2015**

Motion/Second (McLane/ DeYoung) voted to **APPROVE** the minutes.

The motion carried 4-0, Friedman abstained.

11. **Minutes of regular meeting of August 20, 2015**

Motion/Second (McLane/ DeYoung) voted to **APPROVE** the minutes.

The motion carried 4-0, Friedman abstained.

12. **Minutes of regular meeting of December 17, 2015**

Commission Decision:

Motion/Second (McLane/ DeYoung) voted to **APPROVE** the minutes.

The motion carried 4-0, Friedman abstained.

DJOURNMENT

13. **Meeting Adjourned at 9:34 p.m. to the regularly scheduled meeting of February 18, 2016.**

None

Commission Decision:

Motion/Second (McLane/Conte) voted to **APPROVE** the project as submitted. This motion was made on the finding that the project is appropriate to the size, massing, and design context of the historic neighborhood; it provides a clear distinction between the new and historic elements; the project adds substantial new living space while preserving the historic character of the streetscape, and it enhances the appearance of the residence without obliterating its original design, character, or heritage.

The motion carried 3-0, Howell-Ardila and Treffers Absent.

Upon consideration of the criteria identified in Section 2.64(b)(2) of the South Pasadena Municipal Code, Section 36.410.040 (required findings to approve the design review application, consideration of the application, and all written and oral testimony submitted, including the evaluation of the property by a qualified architectural historian and categorization of the property as set forth in the City's Cultural Heritage Inventory, the Cultural Heritage Commission found and determined that 1720 Laurel Street as it exists, and as it is proposed to be altered, would reasonably meet national, state or local criteria for designation as a landmark or part of an historic district, and is exempt from CEQA under Class 31.

NEW BUSINESS



8. **325 Oaklawn Avenue**
Mills Act Request
Historic Status Code: 3B

Presentation:

Mr. Bill Ellinger (representing homeowners) presented his client's proposal for a Mills Act Contract for restoration work for a Craftsman/ Swiss Chalet Influence home in the Oaklawn Historic District. Mr. Ellinger responded to questions about the original features of the home.

Discussion:

Commissioners spoke in favor of the potential Mills Act contract and selected Commissioners McLane and DeYoung for a subcommittee to study the proposal in more detail.

9. **625 Milan Avenue**
Historic Status Code: 5D1

Presentation:

Anthony George (architect) solicited comments from the Commission regarding a new 625 sq. ft. second addition and a 100 sq. ft. single story addition to an existing 1,540 single story house on a 6,902 sq. ft. lot.

The homeowner spoke about the project indicating the need for more room for her family.

ATTACHMENT 6
City Council Resolution No. 7128,
Designation of Oaklawn Historic District

RESOLUTION NO. 7128

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DESIGNATING A HISTORIC DISTRICT THAT INCLUDES
ALL PROPERTIES ON OAKLAWN AVENUE, 430 STRATTON LANE,
THE OAKLAWN PARK, THE OAKLAWN BRIDGE AND
THE WAR MEMORIAL BUILDING**

WHEREAS, Section 2.62 of the South Pasadena Municipal Code Ordinance No. 2004 ("Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as historic districts; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Commission to initiate a historic district designation for Oaklawn Avenue that includes: all residences and structures located on both sides of Oaklawn Avenue between Columbia Street to the north, Fair Oaks Avenue to the southeast, 430 Stratton Lane, the Oaklawn Portals at the north end of Oaklawn (at Columbia Street), wall and fence structures along Fremont Avenue and Columbia Street, the Oaklawn Avenue parkway with existing trees, the Oaklawn Bridge and Waiting Station, Oaklawn Park, and the War Memorial building (the "Oaklawn Historic District"); and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owners, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the Cultural Heritage Commission ("CHC") voted to adopt CHC Resolution No. 10-01, which is a recommendation to the City Council to approve the proposed historic district; and

WHEREAS, the City Council held a public hearing on the proposed designation on May 5, 2010 and received public testimony.

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

SECTION 1. Based on the evidence presented at the public hearing, on the evidence contained in the Staff Report, CHC Minutes and other records of proceedings, the City Council considered the applicable designation criteria contained in the Cultural Heritage Ordinance and makes the following findings:

- (a.) *Its character, interest, and value as part of the heritage of the community:*
The historic district context for the Oaklawn historic district is residential development in the Oaklawn Park Tract in South Pasadena 1900-1912. The Oaklawn District is an excellent, representative example of upper middle class residential tract development that occurred in the San Gabriel Valley during the first decades of the 20th century. The tract's location, on the south border of Pasadena not far from Orange Grove Boulevard's "Millionaire's Row" and adjacent to the Pacific Electric Railway's Pasadena Short Line, was a key factor in the tract's promotion and development. The involvement of the Greene brothers in establishing the neighborhood's design, feeling and association was another important element in defining the uniqueness of the district. The identity of the district results from the interrelationship of its resources, which conveys a visual sense of the overall history of tract development within the City of South Pasadena and the region.
- (c.) *Its identification with a person, persons or groups who significantly contributed to the culture and development of the city, the state or the United States*
- (f.) *Its identification as the work of a person or persons whose work has influenced the heritage of the city, the state or the United States:*

The South Pasadena Realty and Improvement Company was the initial developer of the Oaklawn Park neighborhood. In 1904-05, the company hired architects Charles and Henry Greene to design gates and fences for the Columbia Street Entrance of the Oaklawn development. Soon after, in 1906, the Greenes were hired to design a bridge connecting the neighborhood to Fair Oaks Avenue over the railroad right-of-way and an accompanying waiting station for passengers of the Pacific Electric Railway.

Charles Sumner Greene and Henry Mather Greene studied architecture at the Massachusetts Institute of Technology, receiving their degrees in 1891. In 1893, following apprenticeships with noted architectural firms in Boston, the brothers joined their parents in Pasadena. By the fall of 1894, the Greene brothers had opened their architectural practice. During a four-month visit to England, Scotland and Europe in 1901, Charles Greene became greatly interested in the English Arts and Crafts Movement - an interest that was to have a profound effect on the direction the firm took upon his return.

The years 1902-1910 were highly productive for the firm, with residential design the primary focus. Approximately 150 projects were completed during this period, including examples of their finest work such as the Blacker House (1907) and the Gamble House (1908). Charles and Henry Greene are widely considered to have brought high-art aesthetics and exquisite craftsmanship to the Arts and Crafts

Movement in the early part of the 20th century. Their work continues to be exhibited worldwide and is included in decorative arts collections in museums in the United States and throughout Europe.

In 1907 local newspapers announced sale of the northern portion of Oaklawn to G. Lawrence Stimson, the son of wealthy real estate developer S.W. Stimson. Mr. Stimson's name is associated with a number of houses constructed in the northern end of Oaklawn as his name appears as the architect of record on the buildings' building permits. Stimson enjoyed a flourish architectural career in his own right, credited with design of many distinguished residences in Pasadena and South Pasadena, including the Wrigley mansion on Orange Grove Avenue in Pasadena.

(g.) Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials or craftsmanship:

The Oaklawn District represents an excellent example of upper middle class residential tract development that occurred in small cities throughout Southern California during the early decades of the 20th century. The district's architectural character is a mixture of Craftsman, Colonial Revival, Tudor Revival and English Revival styles with several dwellings exhibiting Mediterranean, Mission Revival or Prairie influences. These styles are a representative cross-section of designs popular from 1900 through 1912 as interpreted in residential architecture. Houses contributing to the district exhibit a consistently high level of architectural quality and minimal alterations.

(m.) With respect to the designation of a historic district, not less than fifty percent plus one of all affected owners of the proposed historic district must consent to such designation. Each parcel or lot shall be entitled to only one vote per parcel or lot. By way of example only, if the proposed historic district were composed of twenty parcels, then eleven property owners would be required to consent to the designation:

Out of the 30 parcels in the Oaklawn Historic District, 17 property owners supported the nomination for district nomination.

SECTION 2. Based on the aforementioned findings, the City Council hereby approves the designation of the Oaklawn Historic District, along with the map as set forth in Exhibit "A" attached hereto and made a part thereof, as the official boundaries of the Oaklawn Historic District.

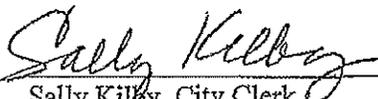
SECTION 3. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 15th day of September, 2010.


Richard D. Schneider, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:


Sally Kilby, City Clerk


Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 15th day of September, 2010, by the following vote:

AYES: Cacciotti, Putnam, Sifuentes, Ten and Mayor Schneider

NOES: None

ABSENT: None

ABSTAINED: None

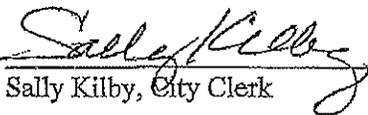
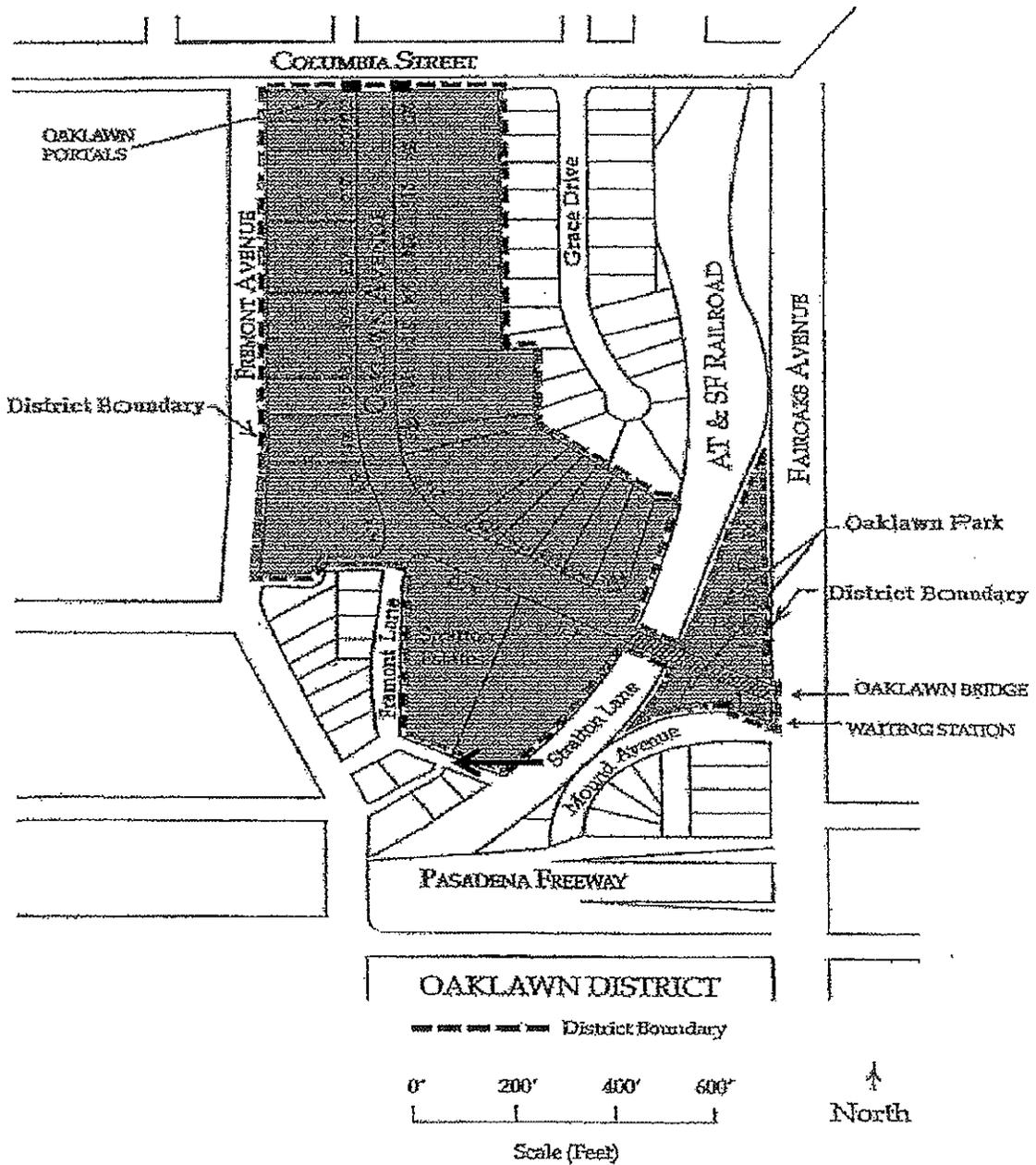

Sally Kilby, City Clerk

EXHIBIT "A"



Proposed Oaklawn Historic District

City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Paul Toor, P.E., Public Works Director 
Kahono Oei, P.E., Interim Deputy Director of Public Works 
SUBJECT: **Approval of a License Agreement for Use of City Right-of-Way at Peterson Street**

Recommendation

It is recommended that the City Council approve a license agreement for use of City of South Pasadena (City) right-of-way on Peterson Street to the property owner residing at 1803 Hanscom Drive, and authorize the City Manager to execute the agreement.

Fiscal Impact

There is no fiscal impact associated with the license agreement of City right-of-way. The property owner will maintain the property as set forth in the licensing agreement.

Commission Review and Recommendation

This matter has not been reviewed by a Commission.

Background

On June 26, 2016, the property owner residing at 1803 Hanscom Drive requested that the City grant an easement (approximately 1480 S.F. shown on attached Exhibit "A") to the property owner, so that the property owner can provide landscaping/parking and maintenance to the said easement.

Analysis

Staff and the property owner met and discussed the request of dedicating the easement to the property owner at no cost, in exchange for the property owner's agreement to improve the vacant land with landscaping, perimeter fencing, and parking as well as maintaining the land during the term of the agreement. Staff is proposing to grant a license with specific provisions of the license agreement to include the following:

- In exchange for use of the property, the Licensees (property owner at 1803 Hanscom Street) will improve and maintain the City right-of-way at no charge to the City.
- No permanent structures will be constructed on the land.

- Any improvements (fencing, tree removals, or planting) on the land shall be subject to standard permits and processes.
- License is assignable upon sale or transfer of the property, subject to the City Council approval.
- Twenty (20) year term, with two five (5) year renewable options.
- License can be terminated by either party with 30-day written notice.
- Licensee shall maintain specified insurance coverage during the term of the license.

The property owner will be responsible for bearing all costs related to surveys and legal descriptions needed to properly identify the City right-of-way in question for the license agreement.

The City's right-of-way under consideration is vacant at this time and it is staff's opinion that entering into the proposed license agreement will facilitate the maintenance of the property.

Legal Review

The City Attorney has reviewed this item and assisted in drafting the license agreement.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion of 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: License Agreement

LICENSE AGREEMENT

This License Agreement is made and entered into by and between the City of South Pasadena, a municipal corporation, hereafter referred to as "City," and Chris and Margaret Cheung, hereafter referred to as "Licensees."

Recitals

WHEREAS, Chris and Margaret Cheung ("Licensees") are the fee owners of certain real property located at 1803 Hanscom Dr., South Pasadena, California, assessor parcel number 5308-025-001. Licensees desire to use a portion of property owned by the City, known as Peterson Avenue, approximately 40' wide, particularly described in Exhibit A. The property is located West of Licensees' property and as such Licensees desire to utilize it in conjunction with their property as a landscaped open space. Licensees' desire to make improvements, such as fencing, removal or planting of trees and vegetation and vehicle parking on Peterson Drive.

WHEREAS, the City has agreed to make available Peterson Drive in exchange for Licensee's maintenance of the property in good condition. Licensees and City enter into this Agreement to set forth the terms and provisions upon which Licensees shall be entitled to hold and use Peterson Drive; and

WHEREAS, the City has granted to Licensees a revocable license to use the property for the terms and provisions set forth in the Agreement executed between the City and Licensees.

NOW THEREFORE, it is mutually agreed, that:

1. Description of Property: City is the owner of certain real property situated in the City of South Pasadena, Los Angeles County, California (hereafter referred to as the property), and more particularly described in Exhibit A, which is attached to this Agreement and hereby incorporated by reference.
2. Grant of License: City grants to Licensees a license (hereafter referred to as "the License") to perform the following acts: to make any improvements such as fencing, removal or planting of trees and vegetation and vehicle parking on subject property. Prior to any improvements made to the property, Licensees shall apply for all applicable permits and pay all applicable fees related to such permits. All permit requests are subject to review by the appropriate Commission or Committee; permits are not guaranteed to be issued. No permanent structures may be constructed on Said Easement. Licensees may not use the property, for any other purpose or business without obtaining City's prior written consent. Licensees will not be compensated for any improvements. If any improvements are made to easement area, the City and Licensees will agree to the cost of those improvements in writing at the time the permits are issued for the improvements.
3. Purpose: Licensees' property is located next to Peterson Drive. Licensees would like to utilize Peterson Drive in conjunction with their property as additional landscaped open space.

4. Compensation: As compensation for the license, Licensees agree to maintain easement in good condition. Maintenance includes but is not limited to landscaping of the Property, such that it is free from any weeds or debris.
5. Access: The License includes access to Peterson Drive. In exercising these rights, Licensees must use reasonable care and may not unreasonably increase the burden on the City. Licensees are to maintain said easement in good condition at all time, at no cost to the City. At all times the City shall have access to Peterson Drive.
6. License Assignable: This license may be assigned by Licensee in connection with the sale or transfer of Licensee's property, provided the assignee assumes all of Licensee's obligations hereunder, and upon prior written consent of the City. No legal title or leasehold interest in the easement is created or vested in Licensee by the grant of this License.
7. Term: This License shall be for a term of twenty (20) years, commencing on the date of this License and terminating on August 1st, 2036. At the end of the term period, Licensor and Licensee may mutually agree, in writing, to renew the license for up to two (2) term periods of five (5) years each.
8. Revocation: Licensor or Licensee may revoke this License at will by having a written revocation notice delivered at least thirty (30) days prior to the termination date specified in the notice.
9. Termination of Occupancy: On or before the termination date for this License specified in Paragraph 7 of this Agreement or after receipt of a notice of termination from City, Licensees, on or before the effective date of termination specified in that notice shall remove all of Licensee's personal property from said easement and shall surrender possession of said easement to City in good order and repair to the satisfaction of City, normal wear and tear excepted.
10. Indemnity: Except for the sole negligence of City, Licensee shall defend, indemnify and keep and hold City, including City's officers, employees and agents, their successors and assigns, harmless from any and all costs, liability, damage or expense (including costs of suit and fees and expense of legal services) claimed by anyone by reason of injury or death of persons, or damage to or destruction of property, including property of Licensee, sustained in, on or about the demised premises or arising out of Licensee's use or occupancy thereof, as a proximate result of the acts or omissions of Licensee, its contractors, licensees, invitees or subtenants, their successors and assigns or arising out of the condition of the property. City shall, by appropriate written notice to Licensee, advise Licensee as soon as practicable regarding any potential liability of Licensee under this section.
11. Insurance: Licensees further agrees to maintain in full force during the term of this License, at Licensees' own expense, a policy of comprehensive liability insurance, including property damage, which will insure Licensees and Licensor against liability for injury to persons, damage to property, and death of any person occurring in or about the Property. The policy shall be approved as to form and insurance by Licensor. The insurance shall be not less than \$1,000,000 per occurrence and not less than \$2,000,000 general aggregate for bodily injury, personal injury and

property damage, including without limitation, blanket contractual liability. The general liability policy shall provide or be endorsed to provide that the City including its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants, shall be designated as additional insured against any and all claims resulting in injury or damage to persons or property (both real and personal) caused by any aspect of the Licensee's use or occupancy of Peterson Drive. It shall be stated, in the Additional Insured Endorsement, that the Licensee's insurance policies shall be primary as respects any claims related to or as the result of the Licensee's use or occupancy of said easement. Licensee shall provide Licensor with a copy of the policy, including an endorsement that states that the policy will not be cancelled except after 10 days' notice in writing to Licensor.

12. Attorneys' Fees: If any legal action or proceeding arising out of or relating to this Agreement is brought by either party to this Agreement, the prevailing party shall be entitled to receive from the other party, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action or proceeding by the prevailing party.

13. Entire Agreement: This Agreement constitutes the entire agreement between City and Licensees relating to the License. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. Any amendment to this Agreement shall be of no force and effect unless it is in writing and signed by City and Licensees.

LICENSOR

Sergio Gonzalez, City Manager
City of South Pasadena

Date: _____

LICENSEES

Chris Cheung

Date: _____

Margaret Cheung

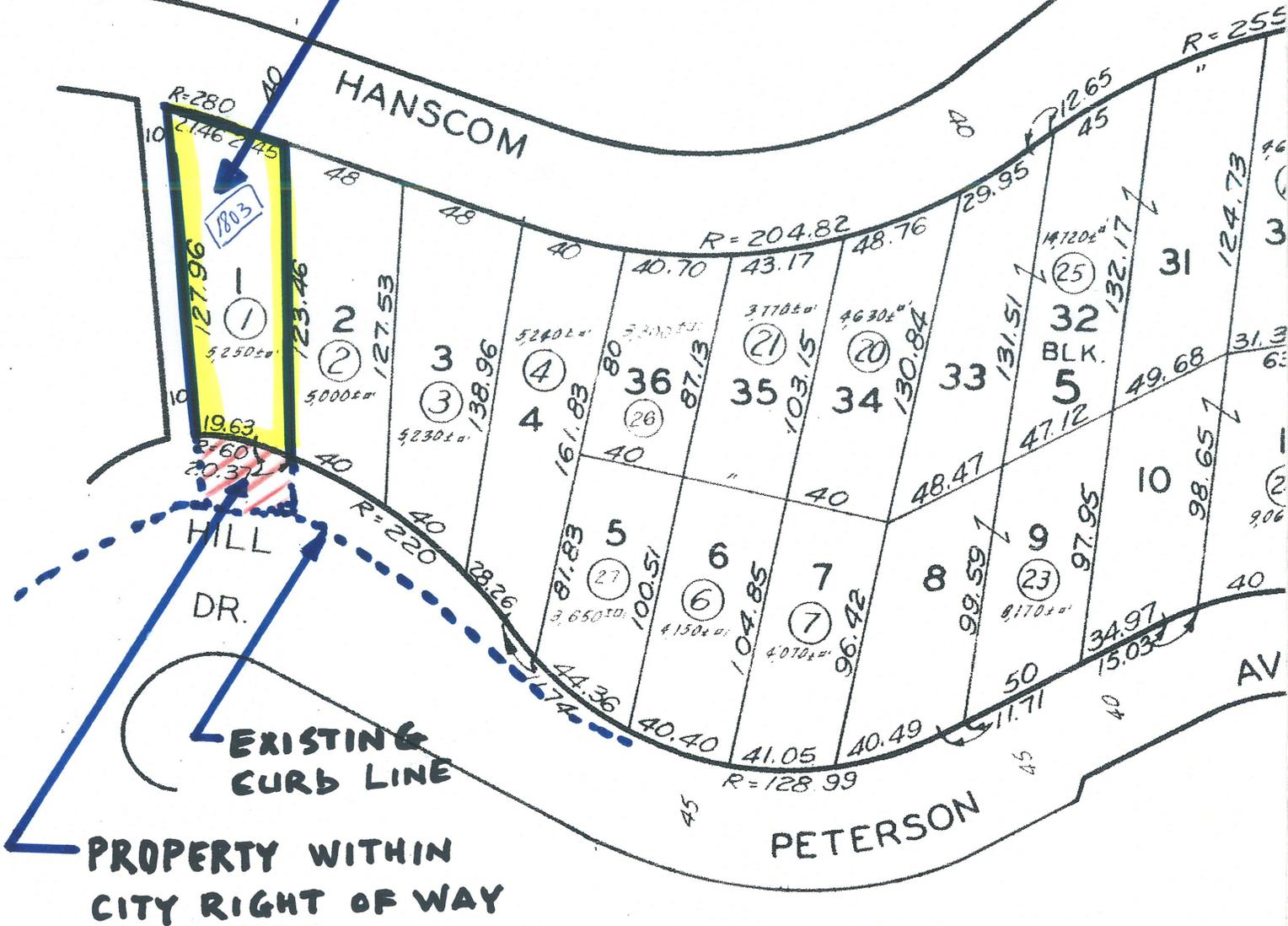
5308

25

ILLINOIS DR.

SCALE 1" = 60'

1803 HANSCOM



TRACT NO. 2672

M. B. 27-29-30

CODE
9030

BOUNDARY SURVEY

LOCATION: 1803 HANSCOM DR., SOUTH PASADENA, CA

APN: 5308-025-001

DATE: 7-8-2016



LEGEND

● SET 1" I.P., LS 8968

— PROPERTY LINE

HANSCOM

DR.

R=280.00'
L=27.46'

N 19°30'00" E
21.45'

128.10'

10'

WALK

LOT 1, BLOCK 5
TRACT NO. 2672
MB 27-29-30

N 85°06'45" E
51.75'

N 88°49'24" E
48.58'

L=19.62'
R=60.00'

L=20.37'
R=220.00'

40'± EASEMENT

PETERSON

VARIES

35'±

AVE.

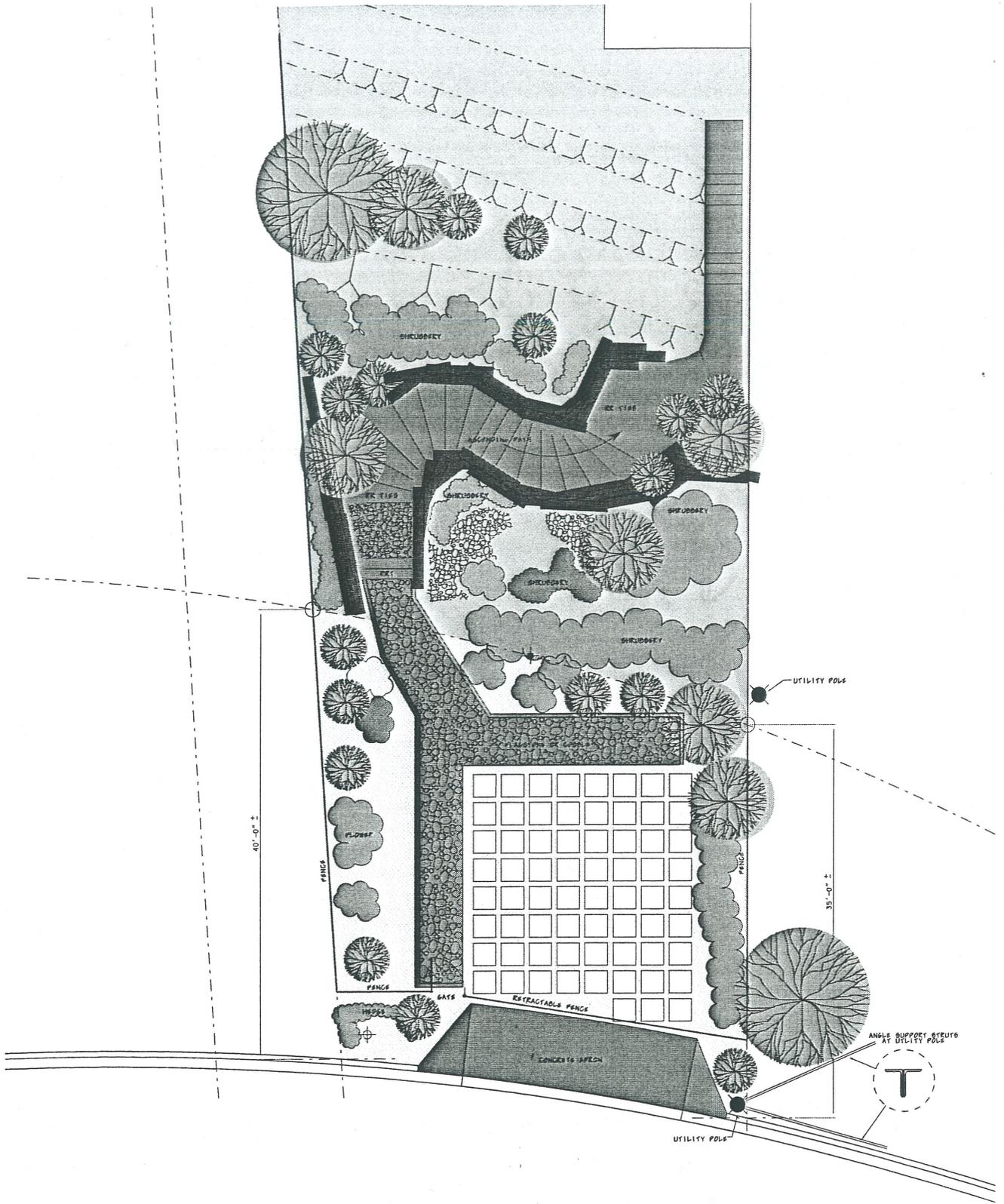
QUGUANG ZHANG LS 8968

TRANS AMERICAN ENGINEERING
5341 LA MADERA AVE.
El Monte, CA 91732
TEL: (626)258-9330

DATE

7/8/16





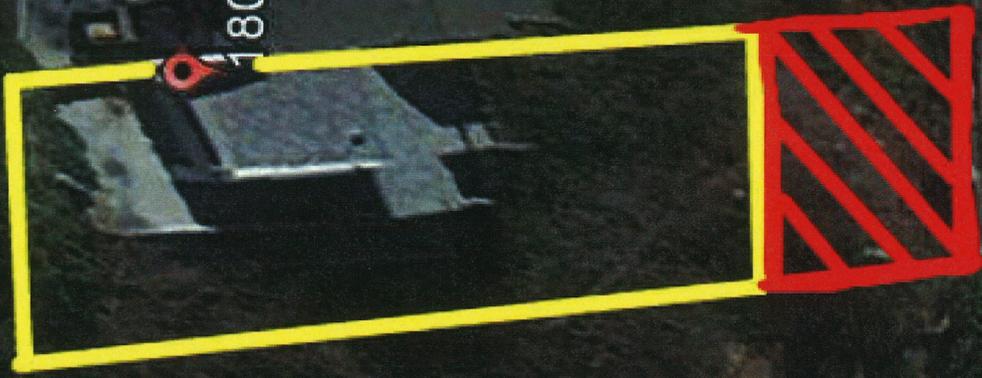
P E T E R S O N

CHEUNG RESIDENCE
1803 HANSCOM DRIVE

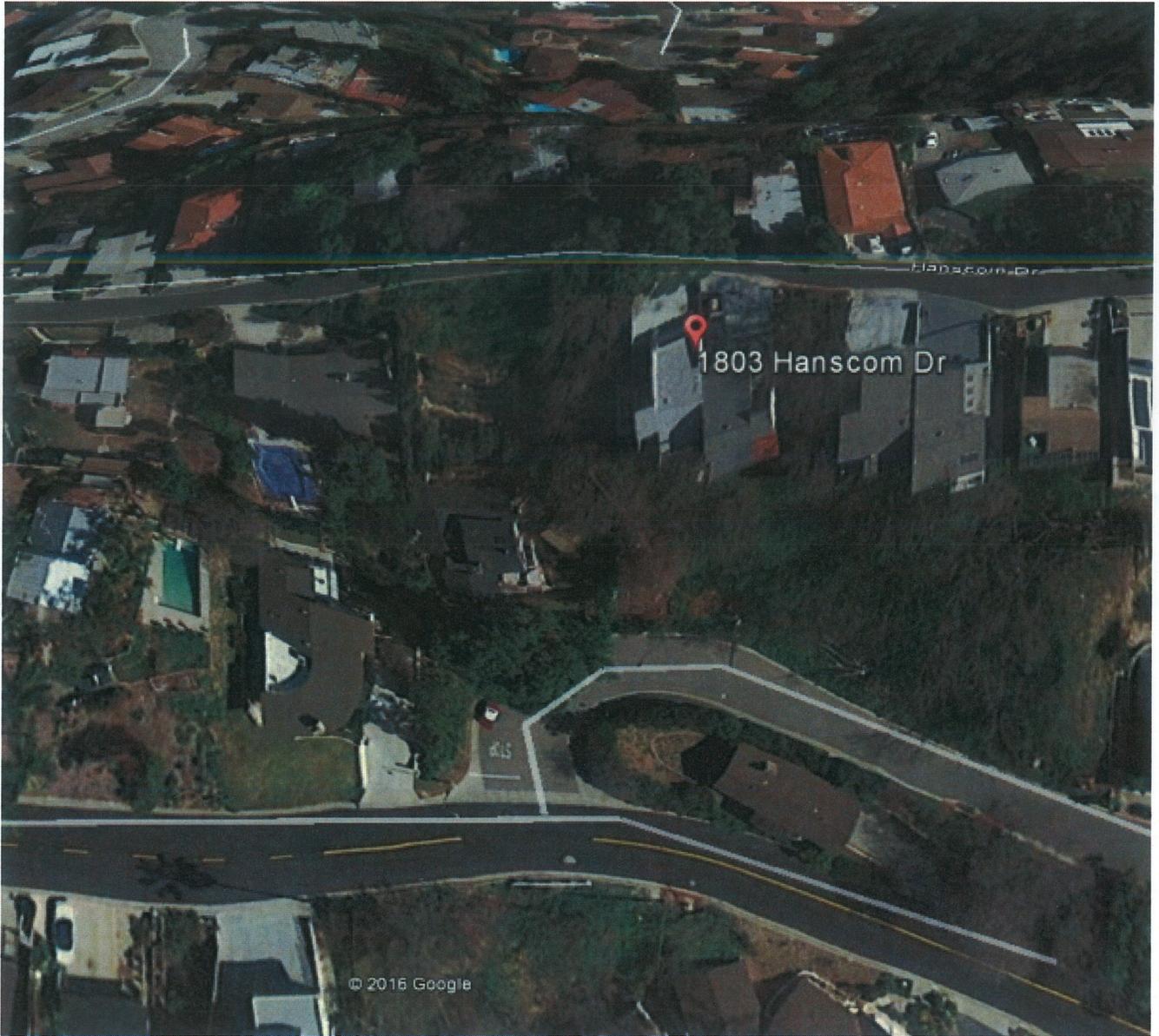
13-8

S T

1803 Hanscom Dr







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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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Mariam Lee Ko, Human Resources Manager 
SUBJECT: **Adoption of Resolutions and Side Letters with the South Pasadena Public Service Employees' Association and South Pasadena Public Service Part Time Employees' Association**

Recommendation

It is recommended that the City Council:

1. Adopt a resolution and side letter between the City of South Pasadena and the South Pasadena Public Service Employees' Association (PSEA) recognizing agreements reached with regard to the reclassification and/or elimination of certain classifications and positions, creation of a "Planner" classification series, and the modification of certain salary ranges; and
2. Adopt a resolution and side letter between the City of South Pasadena and the South Pasadena Public Service Part Time Employees' Association (PSEA PT) recognizing agreements reached with regard to the creation of a new classification, reclassification and/or elimination of certain classifications and positions, modification of certain salary ranges, amendments to the "Part Time Hours Policy," and modification of certain Library classification salaries in order to resolve salary compaction issues.

Fiscal Impact

All of the proposed changes, updates and modifications to salaries have been included and accounted for in the FY 2016-17 adopted budget, except for the adjustments to the below listed classifications:

| <i>Classification:</i> | <i>Fiscal Impact:</i> |
|------------------------|-----------------------|
| Typist Clerk I | \$ 2,911 |
| Typist Clerk II | \$ 3,960 |

Total Fiscal Impact: \$6,871

**Fiscal Impact for FY 2016-17 only*

No budget amendments are required at this time as the fiscal impact will be absorbed by the Library Department budget as a result of savings from current vacancies.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

Similar to the 2014 reorganization of the Public Works Department and in line with the City Council’s direction to the City Manager to perform operational studies of City departments in order to identify ways to streamline operations, improve efficiencies and implement best and current practices, City staff has identified areas, departments and classifications that would benefit from updated job descriptions and/or salaries, reclassifications, and/or reorganization in order to achieve operational efficiencies.

As proposed, the Community Services Department reorganization plan is recommended in order to streamline operations. City staff has future plans to conduct a more comprehensive examination of the Library department to similarly examine and improve efficiencies, implement best and current practices and identify ways in which to streamline operations. Following the examination of the Library department will be an examination of the Police Department.

Because many of the proposed changes affect employee wages, hours and/or working conditions, City representatives and representatives of the PSEA met on May 25, 2016, July 14, 2016, and August 4, 2016, and reached agreement on the matters reflected in the attached side letters.

Analysis

The attached resolutions and side letters with PSEA and PSEA PT are presented for approval and adoption in order to memorialize the recent agreements reached with both employee groups with regard to a reorganization of the Community Services Department, creation of a new “Planner” series, approval of an amendment to the “Part Time Hours Policy” for all part time employees, elimination of the Crossing Guard classification and positions, and salary adjustments within the Library Department in order to resolve salary compaction issues.

Reorganization of the Community Services Department

The following chart below describes the proposed reorganization and changes within the Community Services Department:

| Action: | Current Position & Title: | Newly Proposed Position & Title |
|--|---|---|
| <i>Reclassification and Approval of new job description & salary</i> | Community Services Coordinator – Recreation Division (<i>Full Time</i>) | N/A |
| <i>Creation of a New Classification and Approval of new job description & salary</i> | N/A | Community Services Coordinator (<i>Part Time</i>) |
| <i>Elimination of a Position</i> | Community Services Coordinator – Transit Division (<i>Full Time</i>) | N/A |
| <i>Reclassification and Approval of new job description & salary</i> | Program Specialist – Recreation Division (<i>Full Time</i>) | N/A |
| <i>Reclassification (no salary change)</i> | Program Specialist – Senior Center (<i>Full Time</i>) | Management Aide- Senior Center (<i>Full Time</i>) |
| <i>Approval of new job</i> | Recreation Camp Director | N/A |

| | | |
|--|---|--------------------------------------|
| <i>description (no salary change)</i> | <i>(Part Time)</i> | |
| <i>Update and approve new job description (no salary change)</i> | Transportation Driver <i>(Full Time & Part Time)</i> | N/A |
| <i>Update and approve new job description (no salary change)</i> | Lead Transportation Driver <i>(Part Time)</i> | N/A |
| <i>Reclassification and Approval of new job description & salary</i> | Site Manager <i>(Part Time)</i> | N/A |
| <i>Reclassification, Creation of a New Classification and Approval of new job description & salary</i> | All Recreation Leader I, Recreation Leader II and Recreation Leader III <i>(All Part Time)</i> | Recreation Leader <i>(Part Time)</i> |

Amendment to the “Part Time Hours Policy”

During the FY 2016-17 budget preparation process, various city departments identified a need for certain part time classifications to work above 18 hours, up to 28 hours. As agreed upon between the City and the PSEA PT on July 5, 2016, the amended “Part Time Hours Policy” shall be the guide for the number of work hours per week for part time classifications. Adjustments were made to add certain part time classifications to the list of classifications that are allowed to work up to 28 hours per a week.

Creation of Planner Series within the Planning & Building Department

The following chart below describes the proposed creation of the “Planner Series” within the Planning & Building Department. The creation of a series links all three classifications and allows for employees within these classifications the ability to ascend the series should they meet the qualifications and the department has a need for a particular classification.

| |
|-------------------|
| Senior Planner |
| Associate Planner |
| Assistant Planner |

Modification of Salary Ranges for Certain Part Time Library Classifications within the Library Department

City staff was recently informed that the previously adopted Memorandum of Understanding reflected incorrect hourly salary rates for the classifications of Typist Clerk I and Typist Clerk II. Modifications to these hourly salary rates are required in order to resolve salary compaction issues and in order to have a rate that is reflective of their level of duties and responsibilities. As agreed upon with the PSEA PT, following approval of the resolution and side letter, the new rate shall be retroactive to July 11, 2016.

Elimination of the Crossing Guard Classification and Positions within the Police Department

As a result of the City Council’s approval of a contract with All City Management Services on July 6, 2016 for crossing guard services, City staff met with, discussed the impacts and reached an agreement regarding the impacts with the PSEA PT.

Reclassification of Human Resources Technician in Management Services Department

Since the creation of the Management Generalist series, many departments have benefited from reclassifying or utilizing classifications within the series. After examining the Human Resources Technician classification it was proposed and agreed upon with the PSEA that the position be reclassified to Management Assistant in order to allow both the Department and the employee growth opportunities.

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. Resolution Approving a Side Letter to the Memorandum of Understanding with the South Pasadena Public Service Employees' Association
2. Resolution Approving a Side Letter to the Memorandum of Understanding with the South Pasadena Public Service Part Time Employees' Association

ATTACHMENT 1
Resolution Approving a Side Letter to the MOU with
the South Pasadena Public Service Employees'
Association

RESOLUTION NO. XXXX

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING A SIDE LETTER TO THE MEMORANDUM
OF UNDERSTANDING WITH THE SOUTH PASADENA
PUBLIC SERVICE EMPLOYEES' ASSOCIATION**

WHEREAS, the City Council of the City of South Pasadena (City) adopted Resolution No. 7382 for the purpose of adopting the 2014-2017 Memorandum of Understanding (MOU) between the City and the South Pasadena Public Service Employees' Association (PSEA); and

WHEREAS, subsequent to this, City staff and PSEA representatives met on May 25, 2016, July 14, 2016 and on August 4, 2016, in which the City and the PSEA agreed to changes to the MOU with regard to the reclassification of certain classifications, elimination of a position, update of and new job descriptions for certain classifications, modification of salary scales for certain classifications and creation of a "Planner" classification series that are reflected in the side letter between the City and the PSEA attached hereto as Exhibit A and incorporated herein by reference.

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

SECTION 1. The side letter and this resolution amends the MOU between the City and the PSEA.

SECTION 2. The agreed to changes to the MOU listed within the side letter shall become effective the first pay period following adoption and approval of the side letter.

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 21st day of September, 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 21st day of September, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

EXHIBIT A

Side Letter to the 2014-2017 Memorandum of Understanding Between the City of South Pasadena and the South Pasadena Public Service Employees' Association Effective: Upon City Council Approval

This side letter of agreement is made by and between the City of South Pasadena ("City") and the Public Services Employees' Association (PSEA) (collectively "the Parties") and is entered into with respect to the following six issues and the following facts:

WHEREAS, the City and PSEA have previously entered into a memorandum of understanding ("MOU") covering the period July 1, 2014 through June 30, 2017; and

WHEREAS, the Parties wish to approve a new job description for the Program Specialist classification; reclassify the Program Specialist classification in the Recreation Division and Transit Division; and modify the salary range for the Program Specialist classification;

WHEREAS, the Parties have determined that the City's Transit Division shall be reorganized to reflect the elimination of the Community Services Coordinator position from the Transit Division;

WHEREAS, the Parties wish to approve a new job description for the Community Services Coordinator classification; reclassify the Community Services Coordinator classification; and modify the salary range for the Community Services Coordinator classification;

WHEREAS, the Parties wish to approve a new job description for the Transportation Driver classification;

WHEREAS, the Parties wish to create a "Planner" classification series comprised of the following classifications: Assistant Planner, Associate Planner and Senior Planner; and wish to approve new job descriptions for the Associate Planner, Senior Planner and Assistant Planner classifications;

WHEREAS, the Parties wish to reclassify the Human Resources Technician classification to the Management Assistant classification (which is part of the Management Generalist series); and eliminate the Human Resources Technician classification;

WHEREAS, the Parties have met and conferred regarding the terms of this side letter to the 2014-2017 Memorandum of Understanding between City and PSEA; and

WHEREAS, the Parties have determined to memorialize their agreement by this side letter;

NOW THEREFORE, the parties hereto agree as follows:

ITEM I – PROGRAM SPECIALIST CLASSIFICATION

The updated and new job description for the Program Specialist classification is attached hereto as Attachment C-1, and shall replace the existing job description. The Program Specialist classification shall be reclassified, and the salary for the Program Specialist classification shall be modified. The table below sets forth the current and modified salary for the Program Specialist classification. The current PSEA salary schedule and list of represented classifications shall be amended to reflect the reclassification and modified salary.

| | | | | | | |
|----------------------|---------------------------|----------------|----------------|----------------|----------------|----------------|
| Current Full time | Program Specialist | \$3,421 | \$3,592 | \$3,771 | \$3,960 | \$4,158 |
| <i>Reclassify to</i> | <i>Program Specialist</i> | <i>\$3,592</i> | <i>\$3,772</i> | <i>\$3,960</i> | <i>\$4,158</i> | <i>\$4,366</i> |

The Program Specialist position in the Transit Division shall be reclassified to the Management Aide classification.

ITEM II – COMMUNITY SERVICES COORDINATOR POSITION IN TRANSIT DIVISION

The City’s Transit Division shall be reorganized to reflect the elimination of the Community Services Coordinator position from the Transit Division.

ITEM III – COMMUNITY SERVICES COORDINATOR CLASSIFICATION

The updated and new job description for the Community Services Coordinator classification is attached hereto as Attachment C-2, and shall replace the existing job description. The Community Services Coordinator classification shall be reclassified, and the salary for the Community Services Coordinator classification shall be modified. The table below sets forth the current and modified salary for the Community Services Coordinator classification. The current PSEA salary schedule and list of represented classifications shall be amended to reflect the reclassification and modified salary.

| | | | | | | |
|----------------------|-----------------------|----------------|----------------|----------------|----------------|----------------|
| Current – Full Time | CS Coordinator | \$3,964 | \$4,162 | \$4,370 | \$4,588 | \$4,818 |
| <i>Reclassify to</i> | <i>CS Coordinator</i> | <i>\$4,294</i> | <i>\$4,509</i> | <i>\$4,734</i> | <i>\$4,971</i> | <i>\$5,219</i> |

ITEM IV – TRANSPORTATION DRIVER CLASSIFICATION

The updated and new job description for the Transportation Driver classification is attached hereto as Attachment C-3, and shall replace the existing job description.

ITEM V – PLANNER SERIES

There shall be a “Planner” classification series comprised of the following classifications: Assistant Planner, Associate Planner and Senior Planner. The updated and new job description for the Associate Planner and Senior Planner classifications, and a new job description for the Assistant Planner classification are attached hereto as Attachment C-4-6, and in the case of the

Associate Planner and Senior Planner classifications shall replace the existing job descriptions.

ITEM VI – HUMAN RESOURCES TECHNICIAN CLASSIFICATION

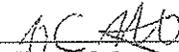
The Human Resources Technician classification shall be reclassified to the Management Assistant classification, and the Human Resources Technician classification shall be eliminated. The table below sets forth the current salary for Human Resources Technician and salary for the Management Assistant classification. The current PSEA salary schedule and list of represented classifications shall be amended to reflect the reclassification.

| | | | | | | |
|----------------------|-----------------------------|----------------|----------------|----------------|----------------|----------------|
| Current – Full Time | Human Resources Technician | \$3,867 | \$4,061 | \$4,264 | \$4,477 | \$4,701 |
| <i>Reclassify to</i> | <i>Management Assistant</i> | <i>\$4,294</i> | <i>\$4,509</i> | <i>\$4,734</i> | <i>\$4,971</i> | <i>\$5,219</i> |

Attachments A and B to this side letter shall amend Section 2 and Exhibit A to the 2014-2017 MOU, and reflect the changes made by this side letter.

All other terms and provisions of the MOU not modified herein shall remain in full force and effect unless subsequently amended in writing by agreement of the Parties.

IN WITNESS THEREOF the parties have caused the duly authorized representatives to execute this Agreement this 7th day of September, 2016.

By: 
Victor Magana, President
Public Service Employees' Association

By: 
Sergio Gonzalez
City Manager

By: 
Marlon Ramirez, Vice President
Public Service Employees' Association

ATTACHMENT "A"

2. REPRESENTED CLASSIFICATIONS

The City hereby confirms the South Pasadena Public Service Employees Association Full Time Unit (PSEA FT) as the representative of the employees in the classification listed below:

| | |
|-----------------------------------|-------------------------------------|
| Account Clerk | Management Analyst |
| Accounting Technician | Parks Supervisor |
| Administrative Analyst | Payroll Coordinator |
| Administrative Secretary | Program Specialist |
| Assistant Planner | Public Works Assistant |
| Associate Planner | Public Works Inspector |
| Associate Civil Engineer | Secretary |
| Building Maintenance Worker | Senior Account Clerk |
| Civil Engineering Assistant | Senior Electrician |
| Community Improvement Coordinator | Senior Librarian |
| Community Services Coordinator | Senior Maintenance Worker |
| Deputy City Clerk | Senior Management Analyst |
| Electrician | Senior Planner |
| Facilities Supervisor | Senior Water Utility Worker |
| Film Liaison | Senior Water Production/Treatment |
| Grants Analyst | Operator |
| Library Technical Assistant | Street Supervisor |
| Librarian | Transportation Driver |
| Library Clerk I | Water Conservation Analyst |
| Library Clerk II | Water Operations Supervisor |
| Maintenance Worker I | Water Production/Treatment Operator |
| Maintenance Worker II | Water Utility Worker I |
| Management Aide | Water Utility Worker II |
| Management Assistant | |

ATTACHMENT "B"
 Exhibit A to the 2014-2017 MOU
 PSEA FT Salary Schedule

| | A | B | C | D | E |
|--|----------|----------|----------|----------|----------|
| Senior Planner | \$ 6,356 | \$ 6,674 | \$ 7,008 | \$ 7,358 | \$ 7,726 |
| Water Operations Supervisor | \$ 6,356 | \$ 6,674 | \$ 7,008 | \$ 7,358 | \$ 7,726 |
| Senior Management Analyst | \$ 6,250 | \$ 6,563 | \$ 6,891 | \$ 7,236 | \$ 7,597 |
| Associate Civil Engineer | \$ 5,796 | \$ 6,086 | \$ 6,390 | \$ 6,710 | \$ 7,045 |
| Associate Planner | \$ 5,681 | \$ 5,965 | \$ 6,264 | \$ 6,577 | \$ 6,906 |
| Public Works Assistant | \$ 5,364 | \$ 5,633 | \$ 5,914 | \$ 6,210 | \$ 6,521 |
| Senior Librarian | \$ 5,331 | \$ 5,598 | \$ 5,878 | \$ 6,172 | \$ 6,480 |
| Assistant Planner | \$ 5,153 | \$ 5,411 | \$ 5,682 | \$ 5,966 | \$ 6,264 |
| Grants Analyst | \$ 5,153 | \$ 5,411 | \$ 5,682 | \$ 5,966 | \$ 6,264 |
| Deputy City Clerk | \$ 5,153 | \$ 5,411 | \$ 5,682 | \$ 5,966 | \$ 6,264 |
| Management Analyst | \$ 5,153 | \$ 5,411 | \$ 5,682 | \$ 5,966 | \$ 6,264 |
| Civil Engineering Assistant | \$ 5,153 | \$ 5,411 | \$ 5,682 | \$ 5,966 | \$ 6,264 |
| Water Conservation Analyst | \$ 5,153 | \$ 5,411 | \$ 5,682 | \$ 5,966 | \$ 6,264 |
| Administrative Analyst | \$ 5,153 | \$ 5,411 | \$ 5,682 | \$ 5,966 | \$ 6,264 |
| Facilities Supervisor | \$ 5,087 | \$ 5,341 | \$ 5,608 | \$ 5,889 | \$ 6,183 |
| Parks Supervisor | \$ 5,043 | \$ 5,296 | \$ 5,560 | \$ 5,838 | \$ 6,130 |
| Street Supervisor | \$ 5,043 | \$ 5,296 | \$ 5,560 | \$ 5,838 | \$ 6,130 |
| Senior Electrician | \$ 4,712 | \$ 4,948 | \$ 5,195 | \$ 5,455 | \$ 5,728 |
| Public Works Inspector | \$ 4,712 | \$ 4,948 | \$ 5,195 | \$ 5,455 | \$ 5,728 |
| Payroll Coordinator | \$ 4,597 | \$ 4,827 | \$ 5,068 | \$ 5,322 | \$ 5,588 |
| Librarian | \$ 4,486 | \$ 4,711 | \$ 4,946 | \$ 5,193 | \$ 5,453 |
| Electrician | \$ 4,471 | \$ 4,694 | \$ 4,929 | \$ 5,175 | \$ 5,434 |
| Senior Water Production / Treatment Operator | \$ 4,471 | \$ 4,694 | \$ 4,929 | \$ 5,175 | \$ 5,434 |
| Building Maintenance Worker | \$ 4,374 | \$ 4,593 | \$ 4,822 | \$ 5,063 | \$ 5,317 |
| Film Liaison | \$ 4,306 | \$ 4,521 | \$ 4,747 | \$ 4,984 | \$ 5,234 |
| Senior Water Utility Worker | \$ 4,306 | \$ 4,521 | \$ 4,747 | \$ 4,984 | \$ 5,234 |
| Management Assistant | \$ 4,294 | \$ 4,509 | \$ 4,734 | \$ 4,971 | \$ 5,219 |
| Community Services Coordinator | \$ 4,294 | \$ 4,509 | \$ 4,734 | \$ 4,971 | \$ 5,219 |
| Community Improvement Coordinator | \$ 4,269 | \$ 4,482 | \$ 4,706 | \$ 4,942 | \$ 5,189 |
| Administrative Secretary | \$ 4,066 | \$ 4,269 | \$ 4,483 | \$ 4,707 | \$ 4,942 |
| Water Production/Treatment Operator | \$ 4,066 | \$ 4,269 | \$ 4,483 | \$ 4,707 | \$ 4,942 |
| Library Technical Assistant | \$ 3,964 | \$ 4,162 | \$ 4,370 | \$ 4,588 | \$ 4,818 |
| Senior Maintenance Worker | \$ 3,867 | \$ 4,061 | \$ 4,264 | \$ 4,477 | \$ 4,701 |
| Accounting Technician | \$ 3,867 | \$ 4,061 | \$ 4,264 | \$ 4,477 | \$ 4,701 |
| Senior Account Clerk | \$ 3,592 | \$ 3,772 | \$ 3,960 | \$ 4,158 | \$ 4,366 |
| Management Aide | \$ 3,592 | \$ 3,772 | \$ 3,960 | \$ 4,158 | \$ 4,366 |
| Program Specialist | \$ 3,592 | \$ 3,772 | \$ 3,960 | \$ 4,158 | \$ 4,366 |
| Secretary | \$ 3,592 | \$ 3,772 | \$ 3,960 | \$ 4,158 | \$ 4,366 |
| Water Utility Worker II | \$ 3,563 | \$ 3,741 | \$ 3,928 | \$ 4,125 | \$ 4,331 |
| Maintenance Worker II | \$ 3,506 | \$ 3,681 | \$ 3,865 | \$ 4,058 | \$ 4,261 |
| Account Clerk | \$ 3,421 | \$ 3,592 | \$ 3,771 | \$ 3,960 | \$ 4,158 |
| Water Utility Worker I | \$ 3,336 | \$ 3,503 | \$ 3,678 | \$ 3,862 | \$ 4,055 |
| Maintenance Worker I | \$ 3,336 | \$ 3,503 | \$ 3,678 | \$ 3,862 | \$ 4,055 |
| Library Clerk II | \$ 3,190 | \$ 3,349 | \$ 3,517 | \$ 3,693 | \$ 3,877 |
| Transportation Driver | \$ 3,175 | \$ 3,333 | \$ 3,500 | \$ 3,675 | \$ 3,859 |
| Library Clerk I | \$ 2,883 | \$ 3,028 | \$ 3,179 | \$ 3,338 | \$ 3,505 |

Effective first full pay period after approval – Effective October 3, 2016

ATTACHMENT "C-1"

City of South Pasadena

Program Specialist

Purpose

Under the supervision of the Community Services Supervisor, Coordinator or Management Analyst, the Program Specialist will plan, implement and supervise programs and activities in the Community Services Department.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Oversee the year-round Camp Med program;
- Assist in the planning, organizing, scheduling, coordinating, promoting, implementing and evaluating of programs and events;
- Assist in the Middle School Camp program;
- Monitor program budgets and prepare financial reports;
- Assist in the completion of short-term and long-term goals of the division and department;
- Register and evaluate participants in programs;
- Act as liaison to the public regarding programs, and inform community of programs;
- Assist with special events – i.e. Snow Day, Spring Event, Doggie Day with Cats too, Halloween, Breakfast with Santa
- Create flyers and brochures;
- Assist with set up of activities/classes and arrange for necessary equipment;
- Assist in front office operations;
- Research new classes, programs, activities and lectures;
- Work with Supervisor on monthly calendar;
- Act as liaison to the public regarding programs, and inform community of programs;
- Oversees and supervises staff in absence of Community Services Supervisor and/or Community Services Coordinator
- Supervise full and part time staff, including: assisting in recruiting, interviewing, and selection of new employees; training, assigning, planning and reviewing their work; maintaining standards; coordinating activities; allocating and scheduling personnel; and may provide input in the annual performance reviews of subordinate employees;

Employment Standards

Education/Experience:

An Associate's degree or equivalent in a related field, and at least two years of experience in a related field; or any equivalent combination of training and experience which provides the required skills and abilities. Bachelor's Degree in related field is desirable.

Knowledge of:

Knowledge of program areas, computer applications, proficiency with all Microsoft software.

Ability to:

Plan, organize and coordinate program activities; establish and maintain cooperative professional working relationships; communicate clearly and concisely, verbally and in writing; and have excellent customer service skills. Capable of properly managing work time including balancing multiple tasks with varying deadline and ability to work in a team environment; Ability to operate a computer and a variety of computer programs to complete projects for the department.

Physical Demands

The physical demands described here are representative of those typically expected to be performed by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This is essentially a desk job, physical demands include occasional lifting up to 25 pounds, some standing, bending, walking, stooping, and squatting.

Special Requirements:

Possession of a valid Class "C" California Driver's License and satisfactory driving record

Working Conditions:

Environment is generally clean with limited exposure to conditions such as dust, fumes, odors, or noise. Computer terminal is used on a daily basis.

FLSA Status

Non-exempt

ATTACHMENT “C-2”

City of South Pasadena

Community Services Coordinator

Purpose

Under the supervision of the Community Services Supervisor, manages the facilities and park reservations and rentals; oversees contract classes, camps, and special events; and updates the department website.

Distinguishing Characteristic

This classification is distinguished by its management of a multitude of program areas and its supervision of seasonal, volunteer and part time staff in the administration of programs, services, and special events for the public.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Plans, organizes, schedules, coordinates, promotes and evaluates programs and special events;
- Maintains payments for programs, monitors the program budget, and prepares financial reports;
- Responds to inquiries or requests for information and service from interested community groups and citizens;
- Monitors inventory of supplies and equipment; purchases and maintains equipment and supplies for programs, events, and reservations.
- Maintains and updates the department’s website pages and calendars
- Supervises seasonal, volunteer and other part-time staff, including recruiting, interviewing, selecting new employees, training, assigning, planning and reviewing work, maintaining standards, coordinating activities, allocating and scheduling personnel, and may provide input in the annual performance reviews of subordinate employees.
- In the absence of the Community Services Supervisor – Recreation and/or Seniors, may serve as Acting Supervisor and oversee, supervise, and may contribute to performance evaluations of staff.
- Recruits volunteers and may serves as staff liaison City’s Boards, Commission and/or Committees.

City Parks & Facilities

- Coordinates and schedules the rental of city parks and facilities and staffing; responds to inquires or requests for information and service from interested community groups and citizens; oversees the completion of reservation permits and reoccurring reservations agreements; and facilitates the special event liability insurance process for rentals and events
- Inspects park playgrounds on a monthly basis, keeping accurate reports, and assuring repairs are reported and completed in a timely manner.
- Coordinates and monitors the conditions of parks and facilities through weekly park inspections.

Contract Classes & Camps

- Oversees the Recreation contract classes and contract camps
- Creates the Community Services Guide with assistance from the Management Aide
- Assists in registering participants in programs; evaluates participants in programs, participates in parent conferences;
- Acts as liaison to the public regarding recreation programs and classes, informs community of programs, and writes press releases; produces fliers for programs and events.

Events

- Coordinates and manages events throughout the year, i.e. Summer Concert Series and special events such as Movies in the Parks, Shakespeare in the Parks, National Night Out, and Community Baseball Night.

Employment Standards

Education/Experience:

An Associate's degree or equivalent. At least three years of experience in a related field; or any equivalent combination of training and experience which provides the required skills and abilities. Bachelor's Degree in related field is desirable.

Knowledge of:

Knowledge of program areas, computer applications, proficiency with all standard Microsoft Office applications.

Ability to:

Plan, organize and coordinate program activities; establish and maintain cooperative professional working relationships; communicate clearly and concisely, verbally and in writing; and have excellent customer service skills. Capable of properly managing work time including balancing multiple tasks with varying deadlines and ability to work in a team environment;

Physical Demands

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Ability to stand, climb and perform other physical agility requirements associated with the oversight and minor maintenance of the city's facilities. Ability to exert sufficient force to lift, carry, push, pull, or otherwise move object and to carry tables, chairs and boxes with special event supplies. Physical demands include frequent lifting of objects up to 50 pounds, often combined with bending, twisting.

Special Requirements;

Possession of a valid Class "C" California Driver's License with satisfactory driving record.

Be able to work nights, weekends, holidays and varying hours within any division of the

Community Services Department.

Working Conditions:

While performing the duties of this job, the employee may work in the field, outside weather conditions and/or on uneven and irregular surfaces. The employee is occasionally exposed to wet, warm and/or humid conditions. Work may entail occasional driving to various sites within and outside the City.

The noise level in the work environment is usually quiet in the office, moderate in the field.

FLSA Status

Non-exempt

ATTACHMENT "C-3"

City of South Pasadena

Transportation Driver

Purpose

Under general supervision, operates passenger vans or smaller, to transport clients of the Senior Center to personal appointments and shopping; transport children to day care center; and performs other related duties as required.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Operates van to transport individuals in the South Pasadena/Pasadena or surrounding area;
- Daily inspection of vans and vehicles, checking vans for proper and safe operation,
- Assists clients in boarding van; ensures clients are properly and safely seated;
- Operates wheel chair lift;
- Drives passengers to appointments or shopping areas; loads and unloads packages/groceries for passengers;
- Checks van for proper operation;
- Checks lights, wheelchair lift, doors, lights, mirrors, brakes, battery cables, and fluid levels; checks van for damage.
- Drives children to day care center;
- Deliver and pick up items to and from city hall, post office and vendors;
- May assist the Department and Transit Division in the office with administrative tasks, may answer phones and dispatch as needed.
- May produce basic written memos or reports for documentation purposes.

Employment Standards

Education/Experience:

Must possess a high school diploma, or the equivalent; two years experience operating commercial or a passenger transport vehicle in the para transit field, or any combination of training and/or experience that could likely provide the desired knowledge and abilities.

Knowledge of:

Passenger van vehicle operation; basic vehicle maintenance; safe work methods and procedures.

Ability to:

Operate passenger van; establish and maintain working relationships with employees, clients, and children; read and use road maps; Communicate clearly and effectively with supervisors, clients and other employees; provide quality and courteous customer service to clients and the public;

provide office support by assisting with basic data entry on a computer relating to scheduling of clients; produce basic written documents.

Physical Demands:

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Involves some active physical work, but without heavy exertion. Physical demands include: sitting for long periods; ability to exert sufficient force to lift, carry, push, pull, or otherwise move object up to 50 pounds; some reaching, bending, walking, stooping, squatting; and driving vehicles with weight of approximately 14,000 pounds.

Special Requirements:

A valid Class B California Driver License with Passenger Endorsement for equipment to be operated and a satisfactory driving record. Basic First Aid and CPR certifications within the first six months of employment.

Working Conditions:

Environment is generally clean; but with exposure to conditions such as dust, fumes, odors, and noise. Work outdoors and tolerate a variety of weather conditions. May include extreme weather conditions. When not performing duties in the field, incumbent will work in an indoor office setting.

FLSA Status

Non-exempt

ATTACHMENT "C-4"

City of South Pasadena

ASSISTANT PLANNER

Purpose

Under direction of the Planning & Building Director, provides current and advanced planning assistance to the City, exercises independent judgment on a variety of complex planning issues; performs related work as assigned.

Distinguishing Characteristics

This is the entry-level class within the professional planning series. This class performs less complex work and possesses a narrower scope of responsibility. An Assistant Planner reports to a department head and/or management staff and may take general direction from senior staff members. Work within this class involves the responsibility for assignments in the fields of current or advanced planning which requires the application of fundamental planning principles.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

Assists with developing short and long range plans; gathers, interprets, and prepares data studies, reports and recommendations; coordinates department activities with other departments and agencies as needed. Provides technical and professional advice; makes presentations to supervisors, boards, commissions, civic groups and the general public. Provides information on land use applications, ordinances, codes, plans and related planning programs, services or regulations to architects, engineers, developers, contractors, owners, community groups and interested persons. Provides staff support to the City Council, Planning Commission, Cultural Heritage Commission, Design Review Board and other boards as needed and assigned. Prepares planning reports and supporting data, including recommendations on various land use proposals.

Employment Standards

Knowledge of:

State of California land use, development and environmental law, comprehensive planning, and zoning, including their formation, adoption, and enforcement; familiarity with drafting, urban design principles and standards; planning programs and processes; working knowledge of computers and GIS applications; familiarity with today's techniques and public information and involvement.

Ability to:

Read architectural drawings and plans; communicate effectively verbally and in writing with the general public, architects, contractors, developers, owners, supervisors and employees. Ability to provide excellent customer service and have the ability to foster a similar commitment throughout the organization; must possess a proven track record of applying a team approach to accomplishing department and organization objectives. Ability to establish effective working relationships, and to manage multiple tasks and projects in a timely manner.

Education and Experience

Graduation from an accredited four-year college or university with a degree in regional planning, urban planning, architecture, landscape architecture, or a related field; In addition, two years of increasingly responsible municipal experience. Any equivalent combination of education and experience, additional education substituting on a year for year basis for the required experience. Master's degree and/or AICP preferred.

Physical Demands

Work is performed mostly in office settings. Some outdoor work is required in the inspection of various land use developments and construction sites. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus

Ability to exert light to moderate physical effort, and exert sufficient force to lift, carry, push, pull, or otherwise move objects up to 25 pounds. Ability to remain in a sitting/standing position for extended periods of time. Ability to hear and speak to the general public, and City staff on the telephone and in person. Hand and eye coordination are needed to operate office equipment. Strength, dexterity, coordination and vision to use keyboard and video/computer display terminal.

Special Requirements

Possession of a valid Class "C" California driver's license and a satisfactory driving record.

Working Conditions

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, or airborne particles. Work may entail occasional driving to various sites within and around the City.

The noise level in the work environment is usually quiet in the office, moderate in the field.

FLSA Status

Non-exempt

ATTACHMENT "C-5"

City of South Pasadena

ASSOCIATE PLANNER

Purpose

Under the direction of the Director of Planning and Building, provides experienced current and advanced planning assistance to the City, exercises independent judgment on a variety of complex planning issues; performs related work as assigned.

Distinguishing Characteristics

This is an intermediate-level class within the professional planning series. This class is distinguished from the Assistant Planner by experience and oversight responsibility in a variety of functions, and the difficulty and complexity of work performed. This class performs some analytical work and has a wider scope of responsibility. An Associate Planner reports to a department head and/or management staff and may take general direction from senior staff members.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

Develops short and long-range plans; gathers, interprets, and prepares data for studies, reports, and recommendations; coordinates department activities with other departments and agencies as needed. Provides technical and professional advice; makes presentations to supervisors, boards, commissions, civic groups, and the general public. Provides information on land use applications, ordinances, codes, plans, and related planning programs, services or regulations to architects, engineers, developers, contractors, owners, community groups, and interested persons. Responds to local citizens inquiring about local planning, zoning, building code enforcement, regulations, and ordinances. Prepares a variety of studies, reports, and related information for decision-making purposes. Conducts technical research studies and prepares statistical reports and recommendations for drafting or revising local legislation and plans, projecting trends, monitoring socio-economic data, etc. Assist in the development and implementation of growth management, land use, economic development, utility, housing, transportation, facilities, solid waste or other plans and codes to meet the City's needs and any inter-governmental agreements or requirements. Evaluates land use applications and site plans for compliance with applicable local, state or federal laws. Monitors assigned land use applications through the approval steps, and prepares reports and related data as required. Provides staff support to the City Council, Planning Commission, Cultural Heritage Commission, Design Review Board and other boards as needed and assigned. Prepares planning reports and supporting data, including recommendations on various land use proposals. Evaluates environmental information and prepares appropriate documents according to the California Environmental Quality Act (CEQA) on behalf of the City as lead agency. Prepares responses on behalf of the City as a responsible agency. Coordinates and assists in the enforcement of local ordinances and in interpreting City codes and master plans. May assist in designs for parks, streetscapes, landscapes, and other municipal projects. Updates a variety of maps. Prepares graphics and maps for a variety of reports, plans, grant applications, publications or meetings.

Serves when assigned as a member of the planning task force composed of City, County or State groups in regional and sub-regional planning efforts. Prepares and writes grant application components relating to geographies, maps, plats, site plans or other planning processes. Assists in maintaining the City's planning and economic database.

Employment Standards

Knowledge of:

State land use, development, and environmental law, comprehensive planning, and zoning, including their formation, adoption, and enforcement; familiarity with urban design principles and standards; planning programs and processes; working knowledge of computers and GIS applications; drafting; familiarity with today's techniques and public information and involvement.

Ability to:

Read architectural drawings and plans; communicate clearly and effectively verbally and in writing with the general public, architects, contractors, developers, owners, supervisors, and employees; establish effective working relationships; manage multiple tasks and projects in a timely manner; use a computer, motor vehicle, calculator, phone, copy and fax machine, and various graphic design tools and software.

Education and Experience

Graduation from an accredited four-year college or university with a degree in regional planning, urban planning, architecture, landscape architecture, or a related field; In addition, three years of increasingly responsible municipal experience. Any equivalent combination of education and experience, additional education substituting on a year for year basis for the required experience. Master's degree and/or AICP preferred.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed mostly in office settings. Some outdoor work is required in the inspection of various land use developments and construction sites. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus

Ability to exert light to moderate physical effort, and exert sufficient force to lift, carry, push, pull, or otherwise move objects up to 25 pounds. Ability to remain in a sitting/standing position for extended periods of time. Ability to hear and speak to the general public, and City staff on the telephone and in person. Hand and eye coordination are needed to operate office equipment. Strength, dexterity, coordination and vision to use keyboard and video/computer display terminal.

Special Requirements

Possession of a valid Class "C" California driver's license and a satisfactory driving record.

Working Conditions

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, or airborne particles. Work may entail occasional driving to various sites within and around the City.

The noise level in the work environment is usually quiet in the office, moderate in the field.

FLSA Status

Non-exempt

ATTACHMENT "C-6"

City of South Pasadena

SENIOR PLANNER

Purpose

Under direction of the Planning & Building Director, initiates, organizes, coordinates and manages major planning studies and complex planning, urban design or redevelopment projects; exercises independent judgment to develop recommendations on complex long range planning, urban design and redevelopment issues; performs related work as assigned.

Distinguishing Characteristics

This is an advance-level class within the professional planning series. This class is distinguished from the Associate Planner by experience and responsibility in a variety of functions, and the difficulty and complexity of projects and work performed.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

Develops short and long-range plans; gathers, interprets, and prepares data for studies, reports and recommendations; coordinates department activities with other departments and agencies as needed. Schedules and reviews interdepartmental planning, development and redevelopment projects and studies; conceptualizes innovative alternatives to long range planning, urban design or redevelopment issues; works directly with consultants and the public in implementing planning, urban design and/or redevelopment policy; assists with the coordination of economic development and business assistance activities.

Provides technical and professional advice; makes presentations to supervisors, boards, commissions, civic groups and the general public. Provides information on land use applications, ordinances, codes, plans and related planning programs, services or regulations to architects, engineers, developers, contractors, owners, community groups and interested persons.

Responds to local citizens inquiring about local planning, zoning, building code enforcement, regulations and ordinances. Staffs appointed advisory groups, committees and task forces; provides technical assistance or responds to information requests from other employees, the public and other agencies. Initiates contact with and confer with property owners, developers, business and civic leaders on current and future developments

Prepares a variety of studies, reports and related information for decision-making purposes. Develops and implements major planning, urban design and/or redevelopment studies and complex research projects; works on project teams in solving specific planning, urban design or redevelopment problems; oversees and participates in completing environmental studies.

Independently manages complex planning, urban design or redevelopment projects and monitors project implementation for compliance with approved conditions. Develops Requests for Proposals,

coordinates consultant selection processes and oversees the work of consultants. Coordinates or assists with the various phases of project development including evaluation of developer's proposals and urban design and plan review.

Conducts technical research studies and prepares statistical reports and recommendations for drafting or revising local legislation and plans, projecting trends, monitoring socio-economic data, etc. Provides direct research assistance to upper management in developing and adopting procedures, regulations and projects; independently conducts original research and interpretive work on special planning, urban design or redevelopment issues.

Assists in the development and implementation of growth management, land use, economic development, utility, housing, transportation, facilities, solid waste or other plans and codes to meet the City's needs and any inter-governmental agreements or requirements.

Evaluates land use proposals and site plans for conformity to established plans and local, state or federal laws; evaluates proposals' development impact as they relate to the adopted plans of the City and makes recommendations. Facilitates the review of major development and land use projects and ensures timely completion of assigned projects. Monitors assigned land use applications through the approval steps, prepares reports and related data as required. Develops or directs the development of environmental studies in accordance with the California Environmental Quality Act.

Provides staff support to the City Council, Planning Commission, Cultural Heritage Commission, Design Review Board and other boards as needed and assigned. Prepares planning reports and supporting data, including recommendations on various land use proposals.

Evaluates environmental information and prepares appropriate documents according to the California Environmental Quality Act (CEQA) on behalf of the City as lead agency. Prepares responses on behalf of the City as a responsible agency.

Coordinates and assists in the enforcement of local ordinances and in interpreting City codes and master plans.

Assists in the designs for parks, streetscapes, landscapes and other municipal projects.

Updates a variety of maps. Prepares graphics and maps for a variety of reports, plans, grant applications, publications or meetings.

Serves when assigned as a member of the planning task force composed of City, County or State groups in regional and subregional planning efforts.

Prepares and writes grant application components relating to geography, maps, plats, site plans, or other planning processes.

Assists in maintaining the City's planning and economic database.

Serves as acting department head in the department head's absence, as assigned.

Employment Standards

Knowledge of:

State land use, development and environmental law, comprehensive planning, and zoning, including their formation, adoption, and enforcement; architecture and urban design principles and standards; historic preservation; planning programs and processes and the operations of a public agency; site planning and development; problem-solving; principles of meritorious customer service; familiarity with today's techniques for community participation and public information; working knowledge of personal computers and GIS operations; and, drafting.

Ability to:

Create alternative site plan and development solutions; interpret design guidelines and reach conclusions that are reasonable, supported by factual information and findings; prepare oral, written, and graphic reports and present information to community groups, commissions and elected officials; maintain effective working relationships with diverse community groups elected officials, individuals, and other staff; apply an understanding of urban and regional planning, principles and techniques to assignments; interpret the Secretary of Interior's Standards for Rehabilitation and criteria to evaluate the significance of historic and cultural resources; interpret and apply design guidelines for new construction and ability to read and interpret architectural drawings; structure development feasibility analyses and research for staff or consultants; read architectural drawings and plans; communicate effectively orally and in writing with the general public, architects, developers, owners, supervisors and employees; to manage multiple tasks and projects in a timely manner; use a personal computer, motor vehicle, calculator, phone, copy, and fax machine, various graphic design tools.

Education and Experience

Bachelor's degree in urban planning or a related field. In addition, four years of increasingly responsible municipal experience and progressively complex professional urban planning experience. Any equivalent combination of education and experience, additional education substituting on a year-for-year basis for the required experience. Master's degree and/or AICP preferred.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed mostly in office settings. Some outdoor work is required in the inspection of various land use developments and construction sites. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus

Ability to exert light to moderate physical effort, and exert sufficient force to lift, carry, push, pull, or otherwise move objects up to 25 pounds. Ability to remain in a sitting/standing position for extended periods of time. Ability to hear and speak to the general public, and City staff on the telephone and in person. Hand and eye coordination are needed to operate office equipment. Strength, dexterity, coordination and vision to use keyboard and video/computer display terminal.

Special Requirements

Possession of a valid Class "C" California driver's license and a satisfactory driving record.

Working Conditions

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, or airborne particles. Work may entail occasional driving to various sites within and around the City.

The noise level in the work environment is usually quiet in the office, moderate in the field.

FLSA Status

Non-exempt

ATTACHMENT 2
**Resolution Approving a Side Letter to the MOU with
the South Pasadena Public Service Part Time
Employees' Association**

RESOLUTION NO. XXXX

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING A SIDE LETTER TO THE MEMORANDUM
OF UNDERSTANDING WITH THE SOUTH PASADENA
PUBLIC SERVICE PART TIME EMPLOYEES'
ASSOCIATION**

WHEREAS, the City Council of the City of South Pasadena (City) adopted Resolution No. 7383 for the purpose of adopting the 2014-2017 Memorandum of Understanding (MOU) between the City and the South Pasadena Public Service Part Time Employees' Association (PSEA PT); and

WHEREAS, subsequent to this, City staff and PSEA PT representatives met on May 25, 2016, July 14, 2016 and on August 4, 2016, in which the City and the PSEA PT agreed to changes to the MOU with regard to the reclassification of certain classifications, update of and new job descriptions, modification of salary scales for certain classifications, creation of new classifications, elimination of certain positions and classifications and an amendment to the "Part Time Hours Policy" that are reflected in the side letter between the City and the PSEA PT attached hereto as Exhibit A and incorporated herein by reference.

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

SECTION 1. The side letter and this resolution amends the MOU between the City and the PSEA PT.

SECTION 2. With the exception of the salary modifications for the classifications of Typist Clerk I and Typist Clerk II, in which upon adoption and approval, the salary modifications shall be effective retroactive to July 11, 2016, all other remaining agreed to changes to the MOU as noted in the side letter shall be effective the first pay period following adoption and approval of the side letter.

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 21st day of September, 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 21st day of September, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

EXHIBIT A

Side Letter to the 2014-2017 Memorandum of Understanding Between the City of South Pasadena and the Public Service Part Time Employees' Association Effective: Upon City Council Approval

This side letter of agreement is made by and between the City of South Pasadena ("City") and the Public Service Part Time Employees' Association (PSEA PT) (collectively "the Parties") and is entered into with respect to the following ten issues and the following facts:

WHEREAS, the City and PSEA PT have previously entered into a memorandum of understanding ("MOU") covering the period July 1, 2014 through June 30, 2017; and

WHEREAS, the Parties wish to eliminate the Recreation Leader I and II classifications; reclassify the Recreation Leader I, II and III classifications to the new Recreation Leader classification; approve a new job description and salary range for the Recreation Leader classification;

WHEREAS, the Parties wish to update and approve a new job description for the Site Manager classification; reclassify the Site Manager classification; and modify the salary range for the Site Manager classification;

WHEREAS, the Parties wish to update and approve a new job description for the Transportation Driver classification;

WHEREAS, the Parties wish to update and approve a new job description for the Lead Transportation Driver classification;

WHEREAS, the Parties wish to approve a new job description for the Recreation Camp Director classification;

WHEREAS, the Parties wish to update and approve a new job description for the Program Specialist classification; eliminate the Part Time Program Specialist position in the Transit Division; reclassify the Program Specialist classification; and modify the salary range for the Program Specialist classification;

WHEREAS, the Parties wish to create a new part time classification of Community Services Coordinator; approve a new job description for the Community Services Coordinator classification; and adopt the salary range for the Community Services Coordinator classification;

WHEREAS, the Parties wish to update and approve a new job description for the Library Aide I and II, and Typist Clerk I and II classifications; and modify the salary range for the Typist Clerk I and II classifications in order to resolve compaction issues;

WHEREAS, pursuant to Amendment Number 3 to the 2012-2014 MOU, the Parties wish to provide for categories of classifications and employees who are restricted from working no more

than 28 hours per week and 18 hours per week;

WHEREAS, the Parties met and conferred regarding the City’s decision to contract out the crossing guard services, and the corresponding impacts of the decision;

WHEREAS, the Parties have met and conferred regarding the terms of this side letter to the 2014-2017 MOU between City and PSEA PT; and

WHEREAS, the Parties have determined to memorialize their agreement by this side letter;

NOW THEREFORE, the Parties hereto agree as follows:

ITEM I – RECREATION LEADER CLASSIFICATION

The Recreation Leader I, II and III classifications shall each be reclassified to the new Recreation Leader classification and the table below sets forth the current and new salary for the Recreation Leader classifications. The current PSEA PT salary schedule and list of represented classifications shall be amended to reflect the reclassification and salary. The new job description for the Recreation Leader classification is attached hereto as Attachment C-1, and shall replace existing job descriptions. The Recreation Leader I, II, III classifications are eliminated with this reclassification.

| | | | | | | |
|---------------------------|--------------------------|----------------|----------------|----------------|----------------|----------------|
| Current | Recreation Leader I | \$10.23 | \$10.74 | \$11.28 | \$11.84 | \$12.44 |
| Current | Recreation Leader II | \$11.26 | \$11.82 | \$12.42 | \$13.04 | \$13.69 |
| Current | Recreation Leader III | \$12.29 | \$12.91 | \$13.55 | \$14.23 | \$14.94 |
| Reclassify all to: | Recreation Leader | \$12.29 | \$12.91 | \$13.55 | \$14.23 | \$14.94 |

ITEM II – SITE MANAGER CLASSIFICATION

The updated and new job description for the Site Manager classification is attached hereto as Attachment C-2, and shall replace the existing job description. As a result of the updated job description, the Site Manager classification shall be reclassified and the table below sets forth the current and modified salary for the Site Manager classification. The current PSEA PT salary schedule shall be amended to reflect the reclassification and modified salary.

| | | | | | | |
|-----------------------|---------------------|----------------|----------------|----------------|----------------|----------------|
| Current | Site Manager | \$11.10 | \$11.66 | \$12.24 | \$12.85 | \$13.49 |
| Reclassify to: | Site Manager | \$12.29 | \$12.91 | \$13.55 | \$14.23 | \$14.94 |

ITEM III –TRANSPORTATION DRIVER CLASSIFICATION

The updated and new job description for the Transportation Driver classification is attached hereto as Attachment C-3, and shall replace the existing job description.

ITEM IV – LEAD TRANSPORTATION DRIVER CLASSIFICATION

The updated and new job description for the Lead Transportation Driver classification is attached hereto as Attachment C-4, and shall replace the existing job description.

ITEM V – RECREATION CAMP DIRECTOR CLASSIFICATION

The new job description for the Recreation Camp Director classification is attached hereto as Attachment C-5.

ITEM VI – PROGRAM SPECIALIST CLASSIFICATION

The Part Time Program Specialist position in Transit Division shall be eliminated. The Program Specialist classification shall be reclassified and the table below sets forth the current and modified salary for the Program Specialist classification. The current PSEA PT salary schedule and list of represented classifications shall be amended to reflect the reclassification and modified salary. The updated and new job description for the Program Specialist classification is attached hereto as Attachment C-6, and shall replace the existing job description.

| | | | | | | |
|----------------------|---------------------------|----------------|----------------|----------------|----------------|----------------|
| Current Part Time | Program Specialist | \$19.36 | \$20.32 | \$21.34 | \$22.41 | \$23.53 |
| Reclassify to | Program Specialist | \$20.32 | \$21.33 | \$22.40 | \$23.52 | \$24.70 |

ITEM VII – COMMUNITY SERVICES COORDINATOR CLASSIFICATION

There shall be a new part time classification of Community Services Coordinator. The table below sets forth the new salary for the Community Services Coordinator classification. The current PSEA PT salary schedule and list of represented classifications shall be amended to reflect the new classification and salary. The new job description for the Community Services Coordinator classification is attached hereto as Attachment C-7.

| | | | | | | |
|------------------------|-----------------------|----------------|----------------|----------------|----------------|----------------|
| New - Part Time | CS Coordinator | \$24.77 | \$26.01 | \$27.31 | \$28.68 | \$30.11 |
|------------------------|-----------------------|----------------|----------------|----------------|----------------|----------------|

ITEM VIII – LIBRARY AIDE AND TYPIST CLERK CLASSIFICATIONS

The updated and new job descriptions for the Library Aide I and II classifications are attached hereto as Attachment C-8, and shall replace the existing job descriptions. The updated and new job descriptions for the Typist Clerk I and II classifications are attached hereto as Attachment C-9, and shall replace the existing job descriptions. The table below sets forth the current salary for the Library Aide I and II classification and the modified salary for Typist Clerk I and II classification. There shall be no changes to the salary schedule for the classifications of

Library Aide I and Library Aide II. The current PSEA PT salary schedule shall be amended to reflect the modified salaries for Typist Clerk I and Typist Clerk II. Furthermore, for current employees within these classifications as of July 11, 2016, the new modified rates shall be retroactively effective as of July 11, 2016.

| | | | | | | |
|-------------------|-----------------|---------|---------|---------|---------|---------|
| Current Part Time | Library Aide I | \$10.20 | \$10.71 | \$11.25 | \$11.81 | \$12.40 |
| Current Part Time | Library Aide II | \$10.41 | \$10.93 | \$11.48 | \$12.06 | \$12.66 |
| Current Part Time | Typist Clerk I | \$10.20 | \$10.71 | \$11.25 | \$11.81 | \$12.40 |
| Current Part Time | Typist Clerk II | \$11.28 | \$11.85 | \$12.44 | \$13.06 | \$13.71 |

| | | | | | | |
|-----------------------------|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| New Part Time | Library Aide I | \$10.20 | \$10.71 | \$11.25 | \$11.81 | \$12.40 |
| New Part Time | Library Aide II | \$10.41 | \$10.93 | \$11.48 | \$12.06 | \$12.66 |
| <i>New Part Time</i> | <i>Typist Clerk I</i> | <i>\$10.95</i> | <i>\$11.50</i> | <i>\$12.08</i> | <i>\$12.68</i> | <i>\$13.31</i> |
| <i>New Part Time</i> | <i>Typist Clerk II</i> | <i>\$11.87</i> | <i>\$12.46</i> | <i>\$13.08</i> | <i>\$13.73</i> | <i>\$14.42</i> |

ITEM IX – CROSSING GUARD CONTRACTING OUT OF SERVICES

On July 6, 2016, the City took action to contract out the crossing guard services. Prior to the City’s action, the Parties met and conferred over the proposed decision to contract out the services; and the impacts of the decision, including corresponding layoffs. After the City took action, the Parties continued to meet and confer over the impacts of the decision. As a result, the Crossing Guards classification shall be removed from the list of “Represented Classifications” and from the PSEA Part Time Salary Schedule. The Crossing Guard classification and position shall be eliminated.

ITEM X – AMENDMENT NUMBER 3 TO THE 2012-2014 MOU

Amendment Number 3 to the 2012-2014 MOU, agreed upon on July 5, 2016, attached hereto as Attachment C-10, provides for categories of classifications and employees who are restricted from working no more than 28 hours per week and 18 hours per week.

Attachments A to this side letter shall provide the updated list of part time classifications, amend Section 1 of the 2014-2017 MOU, and reflect the changes made by this side letter.

Attachment B to this side letter shall provide the updated and new salary schedules for the part time classifications, amend Section 10 and Appendix A of the 2014-2017 MOU, and reflect the changes made by this side letter.

All other terms and provisions of the 2014-2017 MOU not modified herein shall remain in full force and effect unless subsequently amended in writing by agreement of the Parties.

IN WITNESS THEREOF the parties have caused the duly authorized representatives to execute this Agreement this 7th day of September, 2016.

By: William J. Lopez
William Lopez, President
Public Service Part Time Employees'
Association

By: Sergio Gonzalez
Sergio Gonzalez
City Manager

By: Victor Magana
Victor Magana, President
Public Service Employees' Association

ATTACHMENT "A"

1. REPRESENTED CLASSIFICATIONS

The City hereby confirms the South Pasadena Public Service Employees Association Part Time Unit (PSEA PT) is the representative of the part time employees in the classification listed below:

| | |
|--------------------------------|------------------------------|
| Accounting Clerk | Management Intern |
| Community Services Coordinator | Parking Control Aide |
| Film Liaison | Police Cadet |
| Fire Prevention Specialist | Principal Management Analyst |
| High School Intern | Program Specialist |
| Intern | Recreation Camp Director |
| Lead Transportation Driver | Recreation Leader |
| Librarian | Reference Librarian |
| Library Aide I | Secretary |
| Library Aide II | Senior Management Analyst |
| Maintenance Assistant | Site Manager |
| Management Aide | Transportation Driver |
| Management Analyst | Typist Clerk I |
| Management Assistant | Typist Clerk II |

ATTACHMENT "B"
Appendix A to the 2014-2017 MOU
PSEA PT Salary Schedule

(*New salary rate for Typist Clerk I & Typist Clerk II Classifications only)

| | A | B | C | D | E |
|---|----------|----------|----------|----------|----------|
| Principal Management Analyst | \$ 42.89 | \$ 45.03 | \$ 47.28 | \$ 49.65 | \$ 52.13 |
| Senior Management Analyst | \$ 35.36 | \$ 37.13 | \$ 38.99 | \$ 40.94 | \$ 42.98 |
| Management Analyst | \$ 29.15 | \$ 30.61 | \$ 32.14 | \$ 33.75 | \$ 35.43 |
| Management Assistant | \$ 24.29 | \$ 25.51 | \$ 26.78 | \$ 28.12 | \$ 29.53 |
| Reference Librarian | \$ 20.51 | \$ 21.53 | \$ 22.61 | \$ 23.74 | \$ 24.93 |
| Librarian | \$ 20.51 | \$ 21.53 | \$ 22.61 | \$ 23.74 | \$ 24.93 |
| Management Aide | \$ 20.32 | \$ 21.33 | \$ 22.40 | \$ 23.52 | \$ 24.70 |
| Program Specialist | \$ 19.36 | \$ 20.32 | \$ 21.34 | \$ 22.41 | \$ 23.53 |
| Film Liaison | \$ 19.26 | \$ 20.22 | \$ 21.23 | \$ 22.29 | \$ 23.40 |
| Management Intern (<i>Incumbent</i>) | \$ 18.42 | \$ 19.34 | \$ 20.31 | \$ 21.32 | \$ 22.39 |
| Management Intern (<i>after 11/5/14</i>) | \$ 18.42 | \$ 19.34 | \$ 20.31 | | |
| Fire Prevention Specialist | \$ 17.72 | \$ 18.61 | \$ 19.54 | \$ 20.51 | \$ 21.54 |
| Recreation Camp Director | \$ 17.72 | \$ 18.61 | \$ 19.54 | \$ 20.51 | \$ 21.54 |
| Maintenance Assistant | \$ 16.65 | \$ 17.48 | \$ 18.36 | \$ 19.28 | \$ 20.24 |
| Lead Transportation Driver | \$ 16.65 | \$ 17.48 | \$ 18.36 | \$ 19.28 | \$ 20.24 |
| Secretary | \$ 16.03 | \$ 16.83 | \$ 17.67 | \$ 18.56 | \$ 19.49 |
| Transportation Driver | \$ 15.49 | \$ 16.26 | \$ 17.07 | \$ 17.93 | \$ 18.82 |
| Recreation Leader III | \$ 12.29 | \$ 12.91 | \$ 13.55 | \$ 14.23 | \$ 14.94 |
| Typist Clerk II | \$ 11.87 | \$ 12.46 | \$ 13.08 | \$ 13.73 | \$ 14.42 |
| Parking Control Aide | \$ 11.71 | \$ 12.30 | \$ 12.91 | \$ 13.56 | \$ 14.24 |
| Intern (<i>Incumbent</i>) | \$ 11.55 | \$ 12.12 | \$ 12.73 | \$ 13.37 | \$ 14.03 |
| Intern (<i>after 11/5/14</i>) | \$ 11.55 | \$ 12.12 | \$ 12.73 | | |
| Site Manager | \$ 11.09 | \$ 11.64 | \$ 12.23 | \$ 12.84 | \$ 13.48 |
| Typist Clerk I | \$ 10.95 | \$ 11.50 | \$ 12.08 | \$ 12.68 | \$ 13.31 |
| Recreation Leader II | \$ 10.64 | \$ 11.18 | \$ 11.73 | \$ 12.32 | \$ 12.94 |
| Police Cadet | \$ 10.57 | \$ 11.10 | \$ 11.65 | \$ 12.23 | \$ 12.84 |
| Accounting Clerk | \$ 10.55 | \$ 11.07 | \$ 11.63 | \$ 12.21 | \$ 12.82 |
| Library Aide II | \$ 10.41 | \$ 10.93 | \$ 11.48 | \$ 12.06 | \$ 12.66 |
| Recreation Leader I | \$ 10.23 | \$ 10.74 | \$ 11.28 | \$ 11.84 | \$ 12.44 |
| Library Aide I | \$ 10.20 | \$ 10.71 | \$ 11.25 | \$ 11.81 | \$ 12.40 |
| Crossing Guard | \$ 10.20 | \$ 10.71 | \$ 11.25 | \$ 11.81 | \$ 12.40 |
| High School Intern (<i>Incumbent</i>) | \$ 10.20 | \$ 10.71 | \$ 11.25 | \$ 11.81 | \$ 12.40 |
| High School Intern (<i>after 11/5/14</i>) | \$ 10.20 | \$ 10.71 | \$ 11.25 | | |

Effective July 11, 2016

ATTACHMENT "B"
Appendix A to the 2014-2017 MOU
PSEA PT Salary Schedule

| | A | B | C | D | E |
|---|----------|----------|----------|----------|----------|
| Principal Management Analyst | \$ 42.89 | \$ 45.03 | \$ 47.28 | \$ 49.65 | \$ 52.13 |
| Senior Management Analyst | \$ 35.36 | \$ 37.13 | \$ 38.99 | \$ 40.94 | \$ 42.98 |
| Management Analyst | \$ 29.15 | \$ 30.61 | \$ 32.14 | \$ 33.75 | \$ 35.43 |
| Community Services Coordinator | \$ 24.77 | \$ 26.01 | \$ 27.31 | \$ 28.68 | \$ 30.11 |
| Management Assistant | \$ 24.29 | \$ 25.51 | \$ 26.78 | \$ 28.12 | \$ 29.53 |
| Reference Librarian | \$ 20.51 | \$ 21.53 | \$ 22.61 | \$ 23.74 | \$ 24.93 |
| Librarian | \$ 20.51 | \$ 21.53 | \$ 22.61 | \$ 23.74 | \$ 24.93 |
| Management Aide | \$ 20.32 | \$ 21.33 | \$ 22.40 | \$ 23.52 | \$ 24.70 |
| Program Specialist | \$ 20.32 | \$ 21.33 | \$ 22.40 | \$ 23.52 | \$ 24.70 |
| Film Liaison | \$ 19.26 | \$ 20.22 | \$ 21.23 | \$ 22.29 | \$ 23.40 |
| Management Intern (<i>Incumbent</i>) | \$ 18.42 | \$ 19.34 | \$ 20.31 | \$ 21.32 | \$ 22.39 |
| Management Intern (<i>after 11/5/14</i>) | \$ 18.42 | \$ 19.34 | \$ 20.31 | | |
| Fire Prevention Specialist | \$ 17.72 | \$ 18.61 | \$ 19.54 | \$ 20.51 | \$ 21.54 |
| Recreation Camp Director | \$ 17.72 | \$ 18.61 | \$ 19.54 | \$ 20.51 | \$ 21.54 |
| Maintenance Assistant | \$ 16.65 | \$ 17.48 | \$ 18.36 | \$ 19.28 | \$ 20.24 |
| Lead Transportation Driver | \$ 16.65 | \$ 17.48 | \$ 18.36 | \$ 19.28 | \$ 20.24 |
| Secretary | \$ 16.03 | \$ 16.83 | \$ 17.67 | \$ 18.56 | \$ 19.49 |
| Transportation Driver | \$ 15.49 | \$ 16.26 | \$ 17.07 | \$ 17.93 | \$ 18.82 |
| Recreation Leader | \$ 12.29 | \$ 12.91 | \$ 13.55 | \$ 14.23 | \$ 14.94 |
| Site Manager | \$ 12.29 | \$ 12.91 | \$ 13.55 | \$ 14.23 | \$ 14.94 |
| Typist Clerk II | \$ 11.87 | \$ 12.46 | \$ 13.08 | \$ 13.73 | \$ 14.42 |
| Parking Control Aide | \$ 11.71 | \$ 12.30 | \$ 12.91 | \$ 13.56 | \$ 14.24 |
| Intern (<i>Incumbent</i>) | \$ 11.55 | \$ 12.12 | \$ 12.73 | \$ 13.37 | \$ 14.03 |
| Intern (<i>after 11/5/14</i>) | \$ 11.55 | \$ 12.12 | \$ 12.73 | | |
| Typist Clerk I | \$ 10.95 | \$ 11.50 | \$ 12.08 | \$ 12.68 | \$ 13.31 |
| Police Cadet | \$ 10.57 | \$ 11.10 | \$ 11.65 | \$ 12.23 | \$ 12.84 |
| Accounting Clerk | \$ 10.55 | \$ 11.07 | \$ 11.63 | \$ 12.21 | \$ 12.82 |
| Library Aide II | \$ 10.41 | \$ 10.93 | \$ 11.48 | \$ 12.06 | \$ 12.66 |
| Library Aide I | \$ 10.20 | \$ 10.71 | \$ 11.25 | \$ 11.81 | \$ 12.40 |
| High School Intern (<i>Incumbent</i>) | \$ 10.20 | \$ 10.71 | \$ 11.25 | \$ 11.81 | \$ 12.40 |
| High School Intern (<i>after 11/5/14</i>) | \$ 10.20 | \$ 10.71 | \$ 11.25 | | |

Effective first full pay period after approval – Effective October 3, 2016

ATTACHMENT "C-1"

City of South Pasadena

Recreation Leader

Purpose

Under the general supervision of the Community Services Supervisory Staff, the Recreation Leader position works independently in the coordination, development and supervision of various programs, activities, events and park and facility rentals within the Community Services Department.

Essential Functions

The duties listed below are examples of essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Perform facility inspections before securing/locking facilities; opening and closing of facilities, Preparing facility for user group (set up and break down);
- Enforcement of Department policy and procedures, rules and regulations;
- Site host for reservations and programs in facilities;
- Answer telephones, dispense information and take messages;
- Respond to inquiries, complaints, or requests for information and services;
- Maintain and complete accurate reports such as incident / accident reports, and attendance;
- Plan and conduct daily schedule of activities and programs;
- Research new classes, lectures, activities, and events;
- Conduct activities which supplement lifelong learning;
- Supervises established activities and programs;
- Plan, assist and monitor daily programs;
- Interact with and assist in the supervision of participants at all times;
- Establish, maintain and foster positive and harmonious working relationships with fellow employees and participants;
- Assist in planning and facilitating periodic staff meetings;
- Perform registration via Department software;
- Responsible for handling and accounting of money on and off site;
- Produce flyers with Publisher for classes, programs and events;
- Determine and arrange for supplies, equipment and facilities needed for various programs, activities and events;
- Purchase supplies needed for programs, activities and events;
- Maintain and supervise use of program supplies, equipment and facilities;
- Perform cleaning services of city facilities;
- Work a varying schedule and report promptly;
- May serve as only the Recreation Leader for activities, programs and events;
- Be able to drive to different site locations.

Employment Standards

Education/Experience:

Minimum of 16 years of age and 11th grade equivalent.

At least one year of volunteer or work experience in customer services, working with the public, recreation and/or seniors;

Knowledge of:

Good customer service practices; Present a courteous, professional public image the public and citizens; A positive frame of mind is needed to deal with people of a various ages, economic, ethnic, and cultural backgrounds.

Ability to:

Establish and maintain effective working relationships with youth, seniors, fellow employees and volunteers; Read, write, communicate effectively and comprehend directions in English; Use Microsoft Office software to include Word, Excel, and Publisher; Ability to apply common sense understanding; Exercise good judgment and discretion in routine and unusual situations in the work place; Deal calmly with individuals who may be rude, angry or uncooperative; Maintain composure during emergency situations; To make independent judgments and decisions based on standard policy or procedure; Accept guidance, direction and constructive criticism from supervisor; Resolve interpersonal conflicts; Maintain positive working relationships with other members of the department, city employees, volunteers and the public.

Physical Demands

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Ability to stand, climb and perform other physical agility requirements associated with the oversight and minor maintenance of the city's facilities. Ability to exert sufficient force to lift, carry, push, pull, or otherwise move object and to carry tables, chairs and boxes with special event supplies. Strenuous physical work. Physical demands include frequent lifting of objects up to 50 pounds, often combined with bending, twisting.

Special Requirements:

Possession of a valid Class "C" or higher California Driver's License with satisfactory driving record

Be able to work nights, weekends, holidays and varying hours within any division of the Community Services Department.

Working Conditions

While performing the duties of this job, the employee may work in the field, outside weather conditions and/or on uneven and irregular surfaces . The employee is occasionally exposed to wet, warm and/or humid conditions. Work may entail occasional driving to various sites within and outside the City.

The noise level in the work environment is usually quiet in the office, moderate in the field.

FLSA Status

Non-exempt

ATTACHMENT "C-2"

City of South Pasadena

Site Manager

Purpose

Under the general supervision of the Community Services Coordinator, the Site Manager classification works independently in the coordination, development and supervision of Senior Meal Program for the Community Services Department.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Plan, assist and monitor daily meal program including ordering of meals and creation of monthly menu;
- Maintains temperature logs for receiving, holding and serving food;
- Responsible for serving 50-250 meals to seniors at the Senior Center and for home delivery;
- Packages meals for delivery and placing in cambros;
- Recruit, interview, train and supervise volunteers to assist with meal service;
- Route home delivered meals and arrange schedules for volunteers;
- Produce quarterly reports for grant and tracks user data;
- Lead staff person for serving daily program and special events;
- Perform inspection before securing/locking kitchen;
- Enforcement of Department policy and procedures, rules and regulations;
- Answer telephones, dispense information and take messages;
- Respond to inquiries, complaints, or requests for information and services;
- Maintain and complete accurate reports such as incident / accident reports, and attendance;
- Supervises established program;
- Interacts with and assists in the supervision of participants at all times;
- Establish, maintain and foster positive and harmonious working relationships with fellow employees and participants;
- Performs registration via Department software;
- Computer knowledge for data entry of Community Block Grant Quarterly Reporting;
- Produce flyers/menu with computer software for special programs and events;
- Determine and arrange for supplies, equipment and facilities needed for activities and events;
- Maintain and supervise use of program supplies, equipment and facilities;
- Perform cleaning & sanitizing of kitchen and multipurpose room;
- Work a varying schedule and report promptly;
- Work with Volunteers for meal delivery and in kitchen volunteers;
- Able to drive to different site locations.

Employment Standards

Education/Experience:

Eighteen years old or high school graduate or the equivalent; some recreation related college course work desired; At least two year of volunteer or work experience in customer services, working with the public and/or recreation; A positive frame of mind is needed to deal with people of a various ages, economic, ethnic, and cultural backgrounds; The ability to establish and maintain an effective working relationship with youth, seniors, fellow employees and volunteers.

Knowledge of:

Good customer service practices; Knowledge of safe food handling and health practices; Present a courteous, professional public image to the public and citizens; Read, write, communicate effectively and comprehend directions in English; Use Microsoft Office software to include Word, Excel, and Publisher.

Ability to:

Apply common sense understanding; Exercise good judgment and discretion in routine and unusual situations in the work place; Deal calmly with individuals who may be rude, angry or uncooperative; Maintain composure during emergency situations; To make independent judgments and decisions based on standard policy or procedure; Accept guidance, direction and constructive criticism from supervisor; Resolve interpersonal conflicts; Maintain positive working relationships with other members of the department, city employees, volunteers and the public.

Physical Demands:

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work performed requires operation a variety of automated office machines, including an adding machine, computer, fax, copy machine, etc.; hand-eye coordination is necessary to type, serve food, and participate in activities; exert light to moderate physical effort, and sufficient force to lift, carry, push, pull, or otherwise move objects up to 25 pounds, such as carrying steam table pans (with food) from ovens or refrigerator to steam table.

Special Requirements:

Possession of a valid Class "C" or higher California Driver's License with satisfactory driving record. Must be certified food handler (ServeSafe), as well as first aid and CPR certified within 6 months of employment.

Working Conditions

Indoor and outdoor working environment, as well as exposed to temperatures/vapor from food in steam tables or ovens. Work may entail occasional driving to various sites within and outside the City. May work out with exposure to dust, fumes, or high noise levels within regulatory standards and limits.

FLSA Status
Non-exempt

ATTACHMENT "C-3"

City of South Pasadena

Transportation Driver

Purpose

Under general supervision, operates passenger vans or smaller, to transport clients of the Senior Center to personal appointments and shopping; transport children to day care center; and performs other related duties as required.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Operates van to transport individuals in the South Pasadena/Pasadena or surrounding area;
- Daily inspection of vans and vehicles, checking vans for proper and safe operation,
- Assists clients in boarding van; ensures clients are properly and safely seated;
- Operates wheel chair lift;
- Drives passengers to appointments or shopping areas; loads and unloads packages/groceries for passengers;
- Checks van for proper operation;
- Checks lights, wheelchair lift, doors, lights, mirrors, brakes, battery cables, and fluid levels; checks van for damage.
- Drives children to day care center;
- Deliver and pick up items to and from city hall, post office and vendors;
- May assist the Department and Transit Division in the office with administrative tasks, may answer phones and dispatch as needed.
- May produce basic written memos or reports for documentation purposes.

Employment Standards

Education/Experience:

Must possess a high school diploma, or the equivalent; two years experience operating commercial or a passenger transport vehicle in the para transit field, or any combination of training and/or experience that could likely provide the desired knowledge and abilities.

Knowledge of:

Passenger van vehicle operation; basic vehicle maintenance; safe work methods and procedures.

Ability to:

Operate passenger van; establish and maintain working relationships with employees, clients, and children; read and use road maps; Communicate clearly and effectively with supervisors, clients and other employees; provide quality and courteous customer service to clients and the public;

provide office support by assisting with basic data entry on a computer relating to scheduling of clients; produce basic written documents.

Physical Demands:

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Involves some active physical work, but without heavy exertion. Physical demands include: sitting for long periods; ability to exert sufficient force to lift, carry, push, pull, or otherwise move object up to 50 pounds; some reaching, bending, walking, stooping, squatting; and driving vehicles with weight of approximately 14,000 pounds.

Special Requirements:

A valid Class B California Driver License with Passenger Endorsement for equipment to be operated and a satisfactory driving record. Basic First Aid and CPR certifications within the first six months of employment.

Working Conditions

Environment is generally clean; but with exposure to conditions such as dust, fumes, odors, and noise. Work outdoors and tolerate a variety of weather conditions. May include extreme weather conditions. When not performing duties in the field, incumbent will work in an indoor office setting.

FLSA Status

Non-exempt

ATTACHMENT "C-4"

City of South Pasadena

Lead Transportation Driver

Purpose

Under general supervision, operates passenger vans or smaller to transport clients of the Senior Center to personal appointments and shopping; transport children to day care center; and performs other related duties as required.

Distinguishing Characteristics

This class is distinguished from the Transportation Driver in that it includes additional responsibilities relating to the inspection and maintenance of vans and vehicles operated by the City's Transit Division.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Daily inspection of vans and vehicles, checking vans for proper and safe operation,
- Coordinates routine maintenance of vans and makes small or minor repairs when needed,
- Operates van to transport individuals in the South Pasadena/Pasadena or surrounding area;
- Assists clients in boarding van; ensures clients are properly and safely seated;
- Operates wheel chair lift;
- Drives passengers to appointments or shopping areas; loads and unloads packages/groceries for passengers;
- Checks wheelchair lifts and make minor repairs (when necessary)
- Checks front and rear lights, passenger Doors, lights (interior), mirrors, brakes, battery cables, fluid levels, windows (latches, etc.), seatbelts,
- Check vans for exterior and/or interior damage,
- Complete assigned repairs to vehicles as needed
- Keep vans on track for 45 day inspections
- Keep vans on track for 90 day wheelchair inspections
- Keep track and record of oil changes and routine maintenance
- Deliver vehicles to mechanic, and keep logs of all repairs to individual vans
- Maintain supplies cabinet at the Yard
- Purchase necessary fluids/supplies to maintain vehicles
- Drives children to day care center;
- Deliver and pick up items to and from City Hall, post office and vendors;
- May assist the Department and Transit Division in the office with administrative tasks, may answers phones and dispatch as needed.
- May produce basic written memos or reports for documentation purposes.

While this position will not be required to do any maintenance projects, which require specific

certifications, the division does seek to try and mitigate mechanical issues with preventative maintenance care. Likewise, all maintenance issues that can be resolved “in-house” will be done by the Lead Transportation Driver, in an effort for the Division, to be proactive and expedite minor maintenance issues.

Employment Standards

Education/Experience:

Must possess a high school diploma, or the equivalent; three years experience operating commercial or a passenger transport vehicle in the para transit field, or any combination of training and/or experience that could likely provide the desired knowledge and abilities.

Knowledge of:

Passenger van vehicle operation; basic vehicle maintenance; safe work methods and procedures.

Ability to:

Operate a passenger van or smaller; establish and maintain working relationships with employees, clients, and children; read and use road maps. Communicate clearly and effectively with supervisors, clients and other employees; provide quality and courteous customer service to clients and the public; provide office support by assisting with basic data entry on a computer relating to scheduling of clients; produce basic written documents.

Physical Demands:

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Involves some active physical work, but without heavy exertion. Physical demands include: sitting for long periods; ability to exert sufficient force to lift, carry, push, pull, or otherwise move object lifting up to 50 pounds; some reaching, bending, walking, stooping, squatting, and driving vehicles with weight of approximately 14,000 pounds.

Special Requirements:

A valid Class B California Driver License with Passenger Endorsement for equipment to be operated and a satisfactory driving record. Basic First Aid and CPR certifications within the first six months of employment.

Working Conditions

Environment is generally clean; but with exposure to conditions such as dust, fumes, odors, and noise. Work outdoors and tolerate a variety of weather conditions. May include extreme weather conditions. When not performing duties in the field, incumbent will work in an indoor office setting.

FLSA Status

Non-exempt

ATTACHMENT "C-5"

City of South Pasadena

Recreation Camp Director

Purpose

Under the general supervision of the Program Specialist, the Recreation Camp Director position classification works independently in the coordination, development and supervision of the Middle School Camp program, activities, events and personnel within the Recreation Division.

Essential Functions

The duties listed below are examples of essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Perform facility inspection before securing/locking facilities; opening and closing of facilities; Preparing facility for middle school camp;
- Enforcement of department policy and procedures, rules and regulations, and safety procedures;
- Report to Program Specialist orally and in writing;
- Maintain safety and positive behavior of participants, staff, and volunteers;
- Answer telephones, dispense information and take messages;
- Respond to inquiries, complaints, or requests for information and services;
- Maintain and complete accurate reports such as incident/accident reports, and attendance;
- Plan and conduct daily schedule of activities and programs;
- Research new activities, excursions, and programming for Middle School camp;
- Conduct activities which supplement lifelong learning;
- Supervises established activities and programs;
- Notify Program Specialist of any problems with regard to children, parents, and facility;
- Plan, assist and monitor daily programs;
- Interact with and assist in the supervision of participants at all times;
- Interview, train, supervise, and may provide input in the annual performance reviews of Recreation Leaders, and volunteers; Oversee and supervise staff in absence of Program Specialist and/or Community Services Coordinator
- Establish, maintain and foster positive and harmonious working relationships with fellow employees and participants;
- Assist in planning and facilitating periodic staff meetings;
- Registration via Department software;
- Responsible for handling and accounting of money on and off site;
- Responsible for maintaining camp budget;
- Produce weekly calendar, sign in/sign out sheets, and staff schedule;
- Work with Program Specialist to prepare monthly calendar for site activities;
- Research, plan and prepare documentation for the purchase of sports equipment, first aid supplies, and program supplies, while maintaining program within budget guidelines;
- Maintain and supervise use of program supplies, equipment and facilities;
- Oversee cleaning services of city facilities;

- Work a varying schedule and report promptly; including weekends, nights and Holidays
- May serve as only on site staff for activities, programs, and supervision of participants;
- May call for assistance with front office operations;
- May call for assistance with city-wide or department special events;
- Able to drive to different site locations.

Employment Standards

Education/Experience:

At least two years of work experience in recreation, child care, working with the public or related field including one year of supervisory experience; Education and coursework in Recreation, Early Childhood Education and/or related field desired; A positive frame of mind is needed to deal with people of a various ages, economic, ethnic, and cultural backgrounds; The ability to establish and maintain an effective working relationship with youth, seniors, fellow employees and volunteers

Knowledge of:

Good customer service practices; Present a courteous, professional public image to the citizens of South Pasadena; Read, write, communicate effectively and comprehend directions in English; Use Microsoft Office software to include Word, Excel, and Publisher.

Ability to:

Ability to apply common sense understanding; Exercise good judgment and discretion in routine and unusual situations in the work place; Deal calmly with individuals who may be rude, angry or uncooperative; Maintain composure during emergency situations; To make independent judgments and decisions based on standard policy or procedure; Accept guidance, direction and constructive criticism from supervisor; Resolve interpersonal conflicts; Maintain positive working relationships with other members of the department, city employees, volunteers and the public.

Physical Demands:

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Ability to stand, climb and perform other physical agility requirements associated with the oversight and minor maintenance of the city's facilities; Ability to exert sufficient force to lift, carry, push, pull, or otherwise move object and to carry tables, chairs and boxes with special event supplies. Strenuous physical work. Physical demands include frequent lifting of objects up to 50 pounds, often combined with bending and twisting.

Special Requirements:

Possession of a valid Class "C" or higher California Driver's License with a satisfactory driving record. Certification in Pediatric CPR and First Aid preferred.

Be able to work nights, weekends, holidays and varying hours within any division of the Community Services Department.

Working Conditions

While performing the duties of this job, the employee may work in the field, outside weather conditions and/or on uneven and irregular surfaces. The employee is occasionally exposed to wet, warm and/or humid conditions. Work may entail occasional driving to various sites within and outside the City.

The noise level in the work environment is usually quiet in the office, moderate in the field.

FLSA Status

Non-exempt

ATTACHMENT “C-6”

City of South Pasadena

Program Specialist

Purpose

Under the supervision of the Community Services Supervisor, Coordinator or Management Analyst, the Program Specialist will plan, implement and supervise programs and activities in the Community Services Department.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Oversee the year-round Camp Med program;
- Assist in the planning, organizing, scheduling, coordinating, promoting, implementing and evaluating of programs and events;
- Assist in the Middle School Camp program;
- Monitor program budgets and prepare financial reports;
- Assist in the completion of short-term and long-term goals of the division and department;
- Register and evaluate participants in programs;
- Act as liaison to the public regarding programs, and inform community of programs;
- Assist with special events – i.e. Snow Day, Spring Event, Doggie Day with Cats too, Halloween, Breakfast with Santa
- Create flyers and brochures;
- Assist with set up of activities/classes and arrange for necessary equipment;
- Assist in front office operations;
- Research new classes, programs, activities and lectures;
- Work with Supervisor on monthly calendar;
- Act as liaison to the public regarding programs, and inform community of programs;
- Oversees and supervises staff in absence of Community Services Supervisor and/or Community Services Coordinator
- Supervise full and part time staff, including: assisting in recruiting, interviewing, and selection of new employees; training, assigning, planning and reviewing their work; maintaining standards; coordinating activities; allocating and scheduling personnel; and may provide input in the annual performance reviews of subordinate employees;

Employment Standards

Education/Experience:

An Associate’s degree or equivalent in a related field, and at least two years of experience in a related field; or any equivalent combination of training and experience which provides the required skills and abilities. Bachelor’s Degree in related field is desirable.

Knowledge of:

Knowledge of program areas, computer applications, proficiency with all Microsoft software.

Ability to:

Plan, organize and coordinate program activities; establish and maintain cooperative professional working relationships; communicate clearly and concisely, verbally and in writing; and have excellent customer service skills. Capable of properly managing work time including balancing multiple tasks with varying deadline and ability to work in a team environment; Ability to operate a computer and a variety of computer programs to complete projects for the department.

Physical Demands

The physical demands described here are representative of those typically expected to be performed by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This is essentially a desk job, physical demands include occasional lifting up to 25 pounds, some standing, bending, walking, stooping, and squatting.

Special Requirements;

Possession of a valid Class "C" California Driver's License and satisfactory driving record

Working Conditions

Environment is generally clean with limited exposure to conditions such as dust, fumes, odors, or noise. Computer terminal is used on a daily basis.

FLSA Status

Non-exempt

ATTACHMENT "C-7"

City of South Pasadena

Community Services Coordinator

Purpose

Under the supervision of the Community Services Supervisor, manages the facilities and park reservations and rentals; oversees contract classes, camps, and special events; and updates the department website.

Distinguishing Characteristic

This classification is distinguished by its management of a multitude of program areas and its supervision of seasonal, volunteer and part time staff in the administration of programs, services, and special events for the public.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Plans, organizes, schedules, coordinates, promotes and evaluates programs and special events;
- Maintains payments for programs, monitors the program budget, and prepares financial reports;
- Responds to inquiries or requests for information and service from interested community groups and citizens;
- Monitors inventory of supplies and equipment; purchases and maintains equipment and supplies for programs, events, and reservations.
- Maintains and updates the department's website pages and calendars
- Supervises seasonal, volunteer and other part time staff, including recruiting, interviewing, selecting new employees, training, assigning, planning and reviewing work, maintaining standards, coordinating activities, allocating and scheduling personnel, and may provide input in the annual performance reviews of subordinate employees.
- In the absence of the Community Services Supervisor – Recreation and/or Seniors, may serve as Acting Supervisor and oversee, supervise, and may contribute to performance evaluations of staff.
- Recruits volunteers and may serves as staff liaison City's Boards, Commission and/or Committees.

City Parks & Facilities

- Coordinates and schedules the rental of city parks and facilities and staffing; responds to inquires or requests for information and service from interested community groups and citizens; oversees the completion of reservation permits and reoccurring reservations agreements; and facilitates the special event liability insurance process for rentals and events
- Inspects park playgrounds on a monthly basis, keeping accurate reports, and assuring repairs are reported and completed in a timely manner.

- Coordinates and monitors the conditions of parks and facilities through weekly park inspections.

Contract Classes & Camps

- Oversees the Recreation contract classes and contract camps
- Creates the Community Services Guide with assistance from the Management Aide
- Assists in registering participants in programs; evaluates participants in programs, participates in parent conferences;
- Acts as liaison to the public regarding recreation programs and classes, informs community of programs, and writes press releases; produces fliers for programs and events.

Events

- Coordinates and manages events throughout the year, i.e. Summer Concert Series and special events such as Movies in the Parks, Shakespeare in the Parks, National Night Out, and Community Baseball Night.

Employment Standards

Education/Experience:

An Associate's degree or equivalent. At least three years of experience in a related field; or any equivalent combination of training and experience which provides the required skills and abilities. Bachelor's Degree in related field is desirable.

Knowledge of:

Knowledge of program areas, computer applications, proficiency with all standard Microsoft Office applications.

Ability to:

Plan, organize and coordinate program activities; establish and maintain cooperative professional working relationships; communicate clearly and concisely, verbally and in writing; and have excellent customer service skills. Capable of properly managing work time including balancing multiple tasks with varying deadlines and ability to work in a team environment;

Physical Demands

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Ability to stand, climb and perform other physical agility requirements associated with the oversight and minor maintenance of the city's facilities. Ability to exert sufficient force to lift, carry, push, pull, or otherwise move object and to carry tables, chairs and boxes with special event supplies. Physical demands include frequent lifting of objects up to 50 pounds, often combined with bending, twisting.

Special Requirements;

Possession of a valid Class "C" California Driver's License with satisfactory driving record.

Be able to work nights, weekends, holidays and varying hours within any division of the Community Services Department.

Working Conditions

While performing the duties of this job, the employee may work in the field, outside weather conditions and/or on uneven and irregular surfaces. The employee is occasionally exposed to wet, warm and/or humid conditions. Work may entail occasional driving to various sites within and outside the City.

The noise level in the work environment is usually quiet in the office, moderate in the field.

FLSA Status

Non-exempt

ATTACHMENT "C-8"

City of South Pasadena

Library Aide I

Purpose

Under direct supervision, this position handles a variety of tasks within the circulation division of the library.

Distinguishing Characteristics

This is an entry level classification in a series.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Performs circulation desk duties, including checking library materials in and out.
- Prepares library for opening and closing.
- Clears bookdrop.
- Organizes and shelves materials.
- Processes material.
- Maintains equipment.
- Provides backup support for technical services.
- Runs errands, laminates, sets up the Library Community Room.

Employment Standards

Education/Experience:

Minimum of two years of high school.

Knowledge of:

Commonly used office equipment.

Ability to:

- Relate tactfully and effectively with the public and with library employees.
- Understand and follow oral and written instructions
- Arrange and file alphabetically and numerically
- Read numbers and letters rapidly and accurately
- Do detailed work accurately.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Capability to lift up to 25 lbs.; exert light to moderate physical effort; exert sufficient force to lift, carry, push, pull, or otherwise move objects, such as boxes, tables chairs or loaded booktrucks.

Special Requirements:

None

Working Conditions

Environment is generally clean with limited exposure to conditions such as dust, fumes, odors, or noise. Computer terminal is used on a daily basis.

FLSA Status

Non-exempt

City of South Pasadena

Library Aide II

Purpose

Under direct supervision, this position handles basic clerical tasks within the circulation division of the library.

Distinguishing Characteristics

This is the second working level in the class series. This class is distinguished by additional circulation division responsibilities such as the training of Library Aides I.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Performs circulation desk duties, including checking library materials in and out.
- Prepares library for opening and closing.
- Maintains and coordinates bookdrop and shelf reading records.
- Assists in the training of Library Aides I.
- Organizes and shelves materials.

Employment Standards

Education/Experience:

High School Diploma or equivalent and experience as a Library Aide I or equivalent.

Knowledge of:

Commonly used office equipment.

Ability to:

- Relate tactfully and effectively with the public, library employees and volunteers.
- Complete detailed work accurately.
- Understand and follow oral and written instructions.
- Arrange and file alphabetically and numerically.
- Read numbers and letters rapidly and accurately.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Capability to lift up to 25 lbs.; exert light to moderate physical effort; exert sufficient force to lift, carry, push, pull, or otherwise move objects, such as boxes, tables chairs or loaded booktrucks.

Special Requirements:

None

Working Conditions

Environment is generally clean with limited exposure to conditions such as dust, fumes, odors, or noise. Computer terminal is used on a daily basis.

FLSA Status

Non-exempt

ATTACHMENT "C-9"

City of South Pasadena

Typist Clerk I

Purpose

Under direct supervision, this position handles significant clerical tasks within the circulation and technical services areas of the library.

Distinguishing Characteristics

This is an entry level classification in a series. This classification is distinguished by its responsibilities and authority and supervision of Library Aides.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Performs circulation desk duties, including checking library materials in and out.
- Processes inter-library loan requests.
- Prepares library for opening and closing.
- Supervises Library Aides in absence of circulation supervisor
- Processes overdue, lost or missing materials.
- Prepares graphic output using desktop publishing system.
- Processes books and audio-visual materials.
- Mends books and audio-visual materials.

Employment Standards

Education/Experience:

High School Diploma or equivalent.

Knowledge of:

Commonly used office equipment.

Ability to:

- Relate tactfully and effectively with the public and with library employees.
- Do detailed work accurately.
- Understand and follow oral and written instructions.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Capability to lift up to 25 lbs.; exert light to moderate physical effort; exert sufficient force to lift, carry, push, pull, or otherwise move objects, such as boxes, tables chairs or loaded booktrucks.

Special Requirements:

None

Working Conditions

Environment is generally clean with limited exposure to conditions such as dust, fumes, odors, or noise. Computer terminal is used on a daily basis.

FLSA Status

Non-exempt

City of South Pasadena

Typist Clerk II

Purpose

Under the supervision of the Library Technical Assistant in charge of circulation, this position performs major and varied clerical tasks in providing library service to patrons.

Distinguishing Characteristics

This is the second working level in the class series. This classification is distinguished by its expanded responsibilities and its larger role in office operations and troubleshooting within the Circulation and Technical Services areas of the library.

Essential Functions

The duties listed below are examples of the essential job duties typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties that are not listed below:

- Performs circulation desk duties, including checking library materials in and out and arranging books in order on the shelves.
- Performs filing, word processing and answering of phones.
- Provides quality customer service to patrons via customer relations, answering questions and services requests from staff, patrons and members of the public.
- Assists in maintaining the library's computer database
- Works cooperatively to maintain good relations with other libraries, staff members, volunteers and the general public.
- Maintains supplies for technical services, circulation and public service machines.
- Directs overdue activities; maintains a file of collection agency accounts.
- Trains circulation staff members in library procedures.
- Handles inter-library loan activities one day each week.
- In the absence of circulation supervisor, assumes duties.
- Sets up the Library Community Room

Employment Standards

Education/Experience:

High School Diploma or equivalent and at least one year of recent clerical or related experience.

Knowledge of:

- Library policy and operating procedures.
- Commonly used office equipment.

Ability to:

- Relate tactfully and effectively with the public and with library employees.
- Communicate clearly, both orally and in writing.
- Perform moderately complex clerical work.

- Type; aptitude for detailed work.
- Understand and follow oral and written instructions.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Capability to lift up to 25 lbs.; exert light to moderate physical effort; exert sufficient force to lift, carry, push, pull, or otherwise move objects, such as boxes, tables chairs or loaded booktrucks.

Special Requirements:

None

Working Conditions

Environment is generally clean with limited exposure to conditions such as dust, fumes, odors, or noise. Computer terminal is used on a daily basis.

FLSA Status

Non-exempt

ATTACHMENT "C-10"

Amendment Number 3 to the 2012-2014 Memorandum of Understanding Between the Public Services Employees' Association – Part Time Unit and the City of South Pasadena

This third Amendment to the 2012-2014 Memorandum of Understanding ("MOU") between representatives of the Public Service Employees' Association – Part-Time Unit ("Association") and the City of South Pasadena ("City") (collectively, "Parties") shall take precedence over any and all conflicting provisions in the MOU and prior amendments to the MOU.

Representatives of the Association and the City, having met and conferred in good faith, agree to amend the following provision of the MOU:

Article 11 – IMPLEMENTATION OF PART TIME HOURS POLICY

Effective July 1, 2016, part time hours will be managed by the City as follows:

- a. **Category 1:** The following part time positions shall be restricted to working no more than 28 hours per week and no more than 112 hours per calendar month.

Community Services Department – Recreation Leaders, Site Manager

Transit Division of the Community Services Department – Lead Transportation Driver and Transportation Drivers

Police Department – Police Cadets

Planning Department – Management Intern (Planning)

Management Services Department – Management Intern

- b. **Category 2: All Part Time Employees Enrolled in CalPERS as of Date of Hire Not in Category 1:** All part time employees enrolled in CalPERS as of their date of hire at the City who are not in Category 1 shall be restricted to working no more than 28 hours per week and no more than 112 hours per month.
- c. **Category 3: All Part Time Employees Not Enrolled in CalPERS as of Date of Hire Not in Category 1:** All part time employees not enrolled in CalPERS as of their date of hire at the City who are not in Category 1, shall be restricted to working no more than 18 hours per week, no more than 72 hours per calendar month, and no more than 936 hours per fiscal year.

All other terms and provisions of the MOU not modified herein shall remain in full force and effected unless subsequently amended in writing by agreement of the Parties.

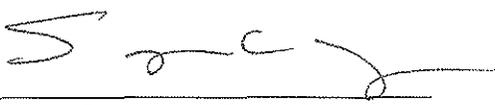
IN WITNESS THEREOF the Parties have caused the duly authorized representatives to execute this Agreement.

By: 
Victor Magana, President

Dated: 7/5/16

By: 
Marlon Ramirez, Vice President

Dated: 07/05/16

By: 
Sergio Gonzalez, City Manager

Dated: 7/5/16

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City of South Pasadena Agenda Report

*Diann 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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SA*
FROM: David Batt, Finance Director *DB*
SUBJECT: **Award of Contract to Norton Rose Fulbright US LLP for Bond Counsel and Bond Disclosure Counsel Services**

Recommendation

It is recommended that the City Council approve the agreement with Norton Rose Fulbright US LLP (NRF) to provide bond counsel and disclosure counsel services in substantially the form as attached.

Fiscal Impact

The maximum cost of the agreement with NRF is \$56,850, consisting of \$27,000 for bond counsel services, \$20,000 for bond disclosure counsel services, \$2,350 for reimbursable expenses, and up to \$7,500 for any work that would be above and beyond the usual and customary charges for a bond refinancing of this type, such as a change in purposes of the financing, unforeseen delays, litigation, validation actions, the need for above normal tax due diligence due to unspent proceeds, the need to obtain federal tax rulings, the use of derivative products or investment agreements, or other similar matters. All work is being provided on a contingent basis, and payment will be made only if the bonds are refunded. These legal services, along with other costs of issuance, including financial advisor services and underwriting fees, will be paid from bond proceeds. Should the City of South Pasadena (City) be successful in refunding the 2009 Water Revenue Bonds, overall cost savings to the City are estimated to be approximately \$8,000,000.

Commission Review and Recommendation

At its meeting on August 24, 2016, the Finance Commission recommended proceeding with the refinancing of the 2009 Water Revenue Bonds.

Background

The 2009 Public Financing Authority Water Revenue Bonds currently have interest rates between 3.5% and 5%. Due to the favorable interest rate climate at this time, it is anticipated that refunding the bonds will result in significant costs savings for the City. Retention of bond counsel and disclosure counsel services is a necessary step in the refunding process.

Agreement with Norton Rose Fulbright US LLP for Bond Counsel and Disclosure Counsel Services

September 21, 2016

Page 2 of 2

Analysis

NRF (formerly Fulbright and Jaworski) provided both bond counsel and disclosure counsel services for the 2013 Water Revenue Bond issuance for the same base price as being proposed with this agreement. There were no issues with the firm, and the cost was substantially less than was charged for legal services associated with the original 2009 bond issuance. As this agreement is for professional services, competitive bidding is not required pursuant to South Pasadena Municipal Code Section 2.99-29(12).

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: Professional Services Agreement with Norton Rose Fulbright US LLP

**PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES**

(City of South Pasadena / Norton Rose Fulbright US LLP)

1. IDENTIFICATION

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena, a California municipal corporation (“City”), and Norton Rose Fulbright US LLP (“Consultant”).

2. RECITALS

- 2.1. City has determined that it requires the following professional services from a consultant: bond and disclosure counsel services to be performed in connection with refunding of 2009 Water Revenue Bonds.
- 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 29, 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 David Batt, Finance 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 Forty-Nine Thousand, Three Hundred and Fifty Dollars (\$49,350.00), subject to authorized increase up to \$7,500 as set forth in Exhibit B.
- 3.5. "Commencement Date": [date].
- 3.6. "Termination Date": [date]

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. Danny Kim 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.

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 10, City shall have the right to withhold payments under this Agreement to offset that amount.

8. 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.

9. RELATIONSHIP OF PARTIES

- 9.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.
- 9.2. **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.
- 9.3. **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.
- 9.4. **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.

10. INDEMNIFICATION

- 11.1 **Definitions.** For purposes of this Section 10, "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.

11. INSURANCE

11.1. **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.

11.2. **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: Financial Advisory Services
- 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.

11.3. **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

- 11.4. **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.
- 11.5. **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.
- 11.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.
- 11.7. **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.
- 11.8. **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.
- 11.9. **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.

- 11.10. **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.
- 11.11. **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: David Batt, Finance Director, South Pasadena, CA 91030.
- 11.12. **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.
- 11.13. **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.
- 11.14. **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.

11.15. **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.

11.16. **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.

12. MUTUAL COOPERATION

12.1. **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.

12.2. **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.

13. 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

David Batt, Finance Director
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7252
Facsimile: (626) 403-7251

If to Consultant

[Name]
[Address]
[Address]
Telephone:
Facsimile:

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

14. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 9.4 (Indemnification of CalPERS Determination), Section 10 (Indemnity), paragraph 11.8 (Claims-Made Policies), paragraph 12.2 (Consultant Cooperation in Defense of Claims), and paragraph 17.1 (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.

15. TERMINATION

- 15.1. **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.
- 15.2. **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.
- 15.3. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

16. INTERPRETATION OF AGREEMENT

- 16.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 16.2. **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

Professional Services Agreement – Consultant Services

Page 11 of 18

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.

- 16.3. **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.
- 16.4. **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).
- 16.5. **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.
- 16.6. **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.

17. GENERAL PROVISIONS

- 17.1. **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.
- 17.2. **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.

- 17.3. **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.
- 17.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.
- 17.5. **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.
- 17.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.
- 17.7. **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.
- 17.8. **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.
- 17.9. **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.
- 17.10. **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.

17.11. **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.

17.12. **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"
Norton Rose Fulbright US LLP

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: Danny Kim

Title: _____

Title: Partner

Date: _____

Date: 7/14/16

Attest:

By: _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By: _____
Teresa L. Highsmith, City Attorney

Date: _____

EXHIBIT A

SCOPE OF WORK

A. Bond Counsel

As Bond Counsel, Norton Rose Fulbright US LLP ("NRF") will assist the City in developing the structure of the financing and provide customary Bond Counsel services necessary to enable the City to authorize, issue, sell and deliver the refunding bonds under existing laws, as more fully set forth below. In addition, NRF will make their offices available to the City for the purpose of conducting meetings with regard to the documents relating to an offering of the refunding bonds, and for all matters related to this financing.

To the extent necessary, NRF will undertake statutory, decisional and constitutional law research inquiries as to the validity and legal authority of the method of financing. NRF will prepare, where necessary, the various resolutions, ordinances, trust indentures, notices inviting bids and security agreements required for each transaction. Where necessary, NRF will prepare or review agreements for any credit support facility, escrow deposit, trustee, paying agent or registrar, and would discuss and comment upon such agreements with City officers and advisors in connection therewith. NRF will also be available to discuss and comment upon any aspect of the transaction related to its role as Bond Counsel, including any issues concerning the rating agencies or any other participant to the transaction. NRF will prepare or review all documents of the City necessary for the closing and delivery of the refunding bonds to the purchasers. NRF will also prepare or review the various closing certificates and opinions required of trustees, accountants, consulting engineers, and other interested parties. Subject to completion of all legal proceedings and issuance of the bonds to their satisfaction, NRF will issue its approving legal opinion with respect to the authorization, sale and delivery of the refunding bonds and, if applicable, the exclusion of the interest on the refunding bonds from gross income for Federal and State income tax purposes. NRF will issue appropriate supplemental opinions and certificates as may be necessary or appropriate.

B. Disclosure Counsel

As Disclosure Counsel, NRF will prepare the preliminary official statement, the final official statement or other disclosure document to be used in connection with the offering of the obligations, and will also prepare the bond purchase agreement and continuing disclosure agreement. NRF will render an opinion upon the completion of the financing as to the adequacy of the disclosure document.

EXHIBIT B

APPROVED FEE SCHEDULE

Compensation and Expenses

The following compensation is applicable for work performed by Consultant under this Agreement:

City will only pay Consultant after a successful closing in the bond refunding process.

All Scope of Work activities and associated work performed as "Bond Counsel" will be billable on an hourly basis up to a not-too-exceed amount/cap of twenty-seven thousand dollars (\$27,000.00).

All Scope of Work activities and associated work performed as "Disclosure Counsel" will be billable on an hourly basis up to a not-too-exceed amount/cap of twenty thousand dollars (\$20,000.00).

Billable hourly rates for Consultant staff that will be working on the project are:

Danny Kim (Partner) - \$700

Peter Smith (Tax Partner) - \$715

Jonathan Guz (Associate) - \$565

Susan Ohara (Paralegal) - \$350

The total amount for professional services that City is responsible to pay Consultant for work performed under this Agreement shall not exceed forty-seven thousand dollars (\$47,000.00). Provided, however, to the extent the work performed does not pertain to the ordinary and customary services rendered in connection with a refunding transaction similar to the 2013 bond transaction (i.e. change in purposes of the financing, unforeseen delays, litigation, validation actions, the need for above normal tax due diligence due to unspent proceeds, the need to obtain federal tax rulings, the use of derivative products or investment agreements, or other similar matters), the Finance Director may authorize an increase in the total amount for professional services up to \$7,500.

City will only pay Consultant after a successful closing in the bond refunding process.

Costs and expenses that are reimbursable must be documented on Consultant invoices, and cost and expense reimbursements shall not exceed 5% of the total cost of the Agreement or two-thousand three hundred fifty dollars (\$2,350.00).

The only costs and expenses that are eligible for reimbursement in this Agreement shall be: mileage/travel (at the current IRS rate), photocopying/printing, mailing/shipping and conference call costs and expenses.

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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Lucy Demirjian, Assistant to the City Manager *LD*
SUBJECT: **Approval of Letters to the Governor on Various State Bills in
Concurrence with League of California Cities' Position**

Recommendation

It is recommended that the City Council authorize letters communicating the City's position on various bills from the 2016 California State Legislative Session.

Fiscal Impact

There are no fiscal impacts.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Background

On August 31, the Legislature adjourned for the remainder of the year and the Governor has until September 30 to sign or veto the nearly 800 bills on his desk.

The Council has historically taken positions on proposed State legislation of interest to South Pasadena because of the City's location, economy, programs, policies, or other experiences. Staff has prepared letters for seven bills in concurrence with the League of California Cities' position on a matter.

Analysis

The City is a member of the League of California Cities, an association of California city officials who work together to enhance knowledge and skills, exchange information, and combine resources to influence policy decisions that affect cities. The League actively tracks State legislation, takes positions, distributes information to members, develops sample letters and other information, and advocates on behalf of its members to protect local control and city interests.

Staff concurs with the League's analysis of local impacts and recommends authorizing letters requesting the Governor to take action on the following bills:

| | | |
|---------|--|------|
| AB 626 | Public Contracts: Claim Resolution | VETO |
| AB 723 | Housing: Finance | SIGN |
| AB 806 | Economic Development | SIGN |
| AB 1643 | Workers Compensation: Permanent Disability Apportionment | VETO |
| AB 1952 | Property Tax Postponement Program (PTP Program) | SIGN |
| SB 897 | Workers Compensation: '4850' Time Expansion | VETO |
| SB 1069 | Land Use: Zoning | VETO |

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. Summary of Bills
2. Letters to the Governor requesting action on various bills

ATTACHMENT 1
Summary of Bills

| BILL | SUMMARY | ACTION |
|--|---|--------------------|
| <p>AB 626 (Chiu)</p> | <p>Public Contracts: Claim Resolution Claims for public contracts are resolved through arbitration. Existing laws applicable to local agency contracts prescribes a process for the resolution of claims related to those contracts of \$375,000 or less.</p> <p>Effective January 1, 2017, this bill will make new specification to the claims resolution process. AB 626 will imposes a new resolution process that requires the public entity to follow. The goal of this bill is to have a timely manner and response for contractors to settle claims with the public entity for public works. The bill allows contractors to make demands for a payment disputed by the public entity and to demand an informal conference if the public entity fails to respond. Within 45 days, the public entity is required to review and respond in writing addressing portions that are disputed and undisputed. Within 60 days of the written response, public entities are required to pay the undisputed amount. Mediation can be enforced if disputes are not resolved. AB 626 explicitly states the process for which claims are to be settled.</p> <p>AB 626 aims to effectively settle disputed claims, but cities cannot be burdened with the increased cost of public works at the expense of taxpayers and ratepayers without any real improvement to the existing claims resolution process.</p> | <p>Veto</p> |
| <p>AB 723 (Chiu)</p> | <p>Housing: Finance This bill makes helpful changes to roles governing the allocation of the Community Development Block Grant (CDBG) funds. The bill plans to target smaller cities (fewer than 50,000 residents) and counties.</p> <p>Previously, a rule was adopted prohibiting cities from being awarded funds when the jurisdiction has not spent at least 50 percent of an existing award. The withheld sum of funds sits idly as cities are not able to qualify for the funds. This rule has effectively stopped many projects from going forward because funds for an existing project cannot be reallocated to new projects. The Department of Housing and Community Development has approximately \$100 million in unspent CDBG funds which can be allocated to projects if the rule is deleted.</p> <p>The second provision in AB 723 aims to expand eligibility requirements for loans which support multi-family rental housing projects. This change was necessary to make projects that are more economically feasible eligible for the loan program.</p> | <p>Sign</p> |

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| | <p>AB 723 will expedite the release of these funds to worthy projects, incentivizing development and assisting local government in their efforts to encourage development of multi-family housing. This legislation furthers economic activity and addresses the statewide shortage of affordable housing.</p> | |
| <p>AB 806 (Dodd and Frazier)</p> | <p>Economic Development Existing law states that before any city, county, or city and county property is sold or leased for economic development purposes, approval of the sale or lease by the legislative body by resolution, after a public hearing, is required. The property must ensure the creation of economic opportunity, as defined. The legislative body must approve of the exchange of property in a public hearing before any action is taken.</p> <p>This measure grants the public entity authority to take initiative over the process of property exchange, given the property still furthers economic opportunity under approval of the legislative body.</p> <p>The measure also prohibits a city, county, or city and county from the sale, lease, or transfer of property at a price that is less than fair market value.</p> <p>In addition, loans can be made to rehabilitate commercial buildings when financial assistance is found to be not otherwise economically feasible.</p> <p>AB 806 will clarify the proposed plans for the properties by defining the resolution approving the acquisition, sale, or lease. These new tools will provide flexibility for local agencies to rehabilitate deteriorated areas to improve economic opportunities, attract and retain jobs, and improve local quality of life.</p> | <p>Sign</p> |
| <p>AB1643 (Gonzalez)</p> | <p>Workers Compensation: Permanent Disability Apportionment The bill pushes for the elimination of ‘apportionment’, (equitable compensation distribution), process for certain non-industrial work injuries. “The intent of this law is to protect employers from being forced to cover costs for a disability not directly caused by an industrial injury.” This bill would prohibit the assurance that workers will be protected from all forms of discrimination, namely, age and gender. The measure will not improve the workers’ compensation system and instead increase costs in the form of disability awards and increased litigation.</p> <p>Workers’ compensation is decided by an objective, peer-reviewed, and nationally recognized methodology for measuring permanent impairment guideline created by the American Medical Association (AMA). AB 1643 asks that medical opinions shift from an</p> | <p>Veto</p> |

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| | <p>objective to a subjective lens; rather than compensating for both causes of injury, will only compensate for the latter causes of injury. Physicians will determine compensation for the effects of the job rather than the holistic state of the worker. The bill will undermine the compensation of workers by discriminating whether their injuries were job related or were pre-existing, caused by age or gender.</p> <p>In addition to a worker's uncertainty, the passing of this bill will increase costs and litigation.</p> <p>A very similar measure was vetoed by Governor Brown last year.</p> | |
| <p>AB 1952 (Gordon)</p> | <p>Property Tax Postponement Program (PTP Program) State loan program operated by the State Controller to help lower income seniors and disabled persons stay in their homes and reduce their risk of default and delinquency.</p> <p>Currently, the mechanism of this transfer begins with the PTP program in the State Treasury, which is appropriated to the Controller whom allocates the funds for administrative costs and the cost of postponement of property taxes pursuant to the PTP Law. The PTP program also requires the Controller to transfer money to the General Fund (GF) in excess of \$20 million and \$15 million on June 30, 2017 and 2018, respectively. Current projections of the General Fund balance, based on the last five years of data, show that in 2017-18, up to 3,000 applicants will be rejected because of insufficient funds.</p> <p>The bill would permit the Department of Finance to transfer an amount from General Fund necessary to support these claims. In addition to supplementing funds, AB 1952 will allow the Controller to deduct administrative costs and approved claims prior to shifting remaining funds to the General Fund. These changes will provide program administrators the tools to improve the longevity and success of the program.</p> | <p>Sign</p> |
| <p>SB 897 (Roth)</p> | <p>Workers Compensation: '4850' Time Expansion Existing law provides that certain peace officers, firefighters, and other public employees are entitled to a leave of absence without loss of salary while disabled by injury or illness arising out of and in the course of employment, for the period of the disability, <u>not to exceed one year</u>.</p> <p>The bill proposes to allow the injured public employees to expand the time in which peoples are able to qualify for an additional year of full salary benefits under '4850'. The inefficiency lies where the</p> | <p>Veto</p> |

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| | <p>local government is responsible for determining when an injury is “severe” enough. Disagreement arises between employers and the injured ensuring further litigation.</p> <p>The proposed bill will cause unpredictable costs for local agencies and disincentive employees from returning to work.</p> | |
| <p>SB 1069 (Wieckowski)</p> | <p>Land Use: Zoning</p> <p>The measure would restrict a local agency’s ability to impose requirements on second units (renamed “accessory dwelling units” or ADUs).</p> <p>The measure is overly intrusive into local land use decisions and will cause an array of parking and transit concerns for communities and limit water and sewer connection and capacity fees. Cities will be required to adopt an ADU ordinance. The bill will prohibit local agencies from imposing parking standards on units that are within ½ mile of public transit, located within an architecturally and historically significant district, or when there is a care share vehicle within one block.</p> <p>Indisputably, Californian cities face a housing problem. But a uniform measure to address additional units will not be the solution. Taking the wellbeing of the community into consideration, additional units may stir the character of city. Local governments should not have a micromanaging state law that hinders its jurisdiction on ADUs.</p> | <p>Veto</p> |

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ATTACHMENT 2
Letters to the Governor
requesting action on various bills



CITY OF SOUTH PASADENA

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL: (626) 403-7210 • FAX: (626) 403-7211

WWW.SOUTHPASADENACA.GOV

The Honorable Edmund G. Brown Jr.
Governor, State of California
State Capitol, First Floor
Sacramento, CA 95814
Via FAX: (916) 558-3177

RE: AB 626 (Chiu). Public contracts: claim resolution.
Request for VETO

Dear Governor Brown:

The City of South Pasadena respectfully requests your veto of AB 626 (Chiu), which would unnecessarily complicate the timeline, review, and resolution process for any dispute or claim related to a local public works project.

Local governments already include a clearly defined claims resolution process in public contracts. For instance, Public Contract Code Section 20100-20929 requires local governments to include specific claims resolutions provisions within their public contracts. These provisions include a process for, and a timeframe, in which local agencies must respond to contractors based on the amount of the claim.

Cities cannot afford any increases to the costs of public works as they are already struggling with the billions of dollars in backlog for critical infrastructure maintenance and projects.

For these reasons, the City of South Pasadena respectfully requests your veto of AB 626.

Sincerely,

XXX
XXXX

cc: Honorable Assembly Member David Chiu
Tom Dyer, Chief Deputy Legislative Secretary, Office of Governor Edmund G. Brown Jr.
Jennifer Quan, League Regional Public Affairs Manager, jquan@cacities.org
Meg Desmond, League of California Cities, mdesmond@cacities.org



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The Honorable Edmund G. Brown Jr.
Governor, State of California
State Capitol, First Floor
Sacramento, CA 95814
Via FAX: (916) 558-3177

RE: AB 723 (Chiu) Housing: finance
Request for Signature

Dear Governor Brown:

The City of South Pasadena respectfully requests your signature on AB 723 (Chiu), which makes helpful changes to rules governing the allocation of Community Development Block Grant (CDBG) funds. These changes will assist small, “non-entitlement” cities (fewer than 50,000 residents) and counties, which receive federal CDBG dollars via the state Department of Housing and Community Development (HCD) rather than directly from the federal government.

In 2012, HCD adopted a rule prohibiting any city or county from being awarded funds when the jurisdiction has not spent at least 50 percent of an existing award. AB 723 removes the requirement that a recipient jurisdiction spend at least 50 percent of previously awarded funds before receiving another reward. The delivery of many projects slowed when the recession hit and redevelopment was eliminated. The rule has effectively stopped many new projects from going forward because funds for an existing project cannot be reallocated to a new project. HCD consequently has approximately \$100 million in unspent CDBG funds that could be allocated to projects if the rule is deleted.

AB 723 additionally expands eligibility requirements for loans awarded by the California Housing and Finance Agency (CalHFA). Existing law allows CalHFA to offer loans on multi-family rental housing projects that provide at least 20 percent of units for lower income households. The law, however, was used infrequently because the units had to be restricted to very low-income households earning less than 50 percent of area median income (AMI). AB 723 would expand the eligibility to housing projects that provide units for households earning up to 80 percent of AMI. This change will make projects that are more economically feasible eligible for the loan program.

For these reasons, the City of South Pasadena urges your signature on AB 723.

Sincerely,

XXX
XXXX

Cc: Graciela Castillo-Krings, Deputy Legislative Secretary, Office of Governor Edmund G. Brown Jr.
Jennifer Quan, League Regional Public Affairs Manager, jquan@cacities.org
Meg Desmond, League of California Cities, mdesmond@cacities.org



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The Honorable Edmund G. Brown Jr.
Governor, State of California
State Capitol, First Floor
Sacramento, CA 95814
Via FAX: (916) 558-3177

RE: **AB 806 (Dodd and Frazier) Local Economic Development
Request for Signature**

Dear Governor Brown:

The City of South Pasadena respectfully requests your signature on AB 806 (Dodd and Frazier), which provides additional flexibility to local communities seeking to expand economic development. In brief, this measure does the following:

- Updates a provision of existing law that provides five examples of local actions that may constitute economic opportunities, and clarifies that loan, lease and sale agreements and property acquisition are included in the range of options a community may employ to advance economic development.
- Updates a provision that has operated well for the disposal of city/county-acquired property from former redevelopment properties so that all other communities can use these options to acquire and dispose of other properties to create economic opportunities.
- Clarifies that cities and counties may make loans to rehabilitate commercial buildings and structures when financial assistance is found to be not otherwise economically feasible, and clarifies that such decisions must be approved after a public hearing with appropriate loan repayment terms and other safeguards.
- Clarifies that economic development activities described in this measure must comply with existing public notice, hearing and local reporting requirements associated with local economic development decisions.
- Clarifies that the authorities granted in this measure are an alternative to other local economic authorities that may exist or be derived from other laws, local charters and other policies.

Despite the rebounding economy many cities in this state are still struggling. We appreciate this measure which offers communities additional tools that can be used to rehabilitate deteriorated areas, attract and retain jobs and improve local quality of life. For these reasons, City of South Pasadena respectfully requests your signature on AB 806.

Sincerely,

cc: The Honorable Assembly Member Bill Dodd
The Honorable Assembly Member Jim Frazier
Tom Dyer, Chief Deputy Legislative Secretary, Office of Governor Edmund G. Brown Jr.
Jennifer Quean, League Regional Public Affairs Manager, jquan@cacities.org
Meg Desmond, League of California Cities, mdesmond@cacities.org



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The Honorable Edmund G. Brown Jr.
Governor, State of California
State Capitol, First Floor
Sacramento, CA 95814
Via FAX: (916) 558-3177

**RE: AB 1643 (Gonzalez) Workers' Compensation: Permanent Disability Apportionment
REQUEST FOR VETO**

Dear Governor Brown,

The City of South Pasadena must respectfully request a veto of AB 1643 (Gonzalez), which is a significant departure from the proven practices used in the worker's compensation system. The system relies on the use of objective, peer-reviewed, and nationally recognized methodologies for measuring impairment, which is the bases for a permanent disability award. AB 1643 seeks to override tested measurements for permanent disability awards, causing uncertainty and increased litigation in the area of apportionment law.

Claims that California law allows for discrimination in the application of apportionment in California workers' compensation is unsubstantiated and proponents have not been able to provide clear cases where discrimination has occurred. Apportionment, under the SB 899 reforms of 2004, was deemed by the Legislature to, "look at the current disability and parcel out its causative sources – non-industrial and current industrial – and decide the amount directly caused by the current industrial source." Accordingly, apportionment is an important tool established to obtain sufficient and objective evidence when determining an injured workers' disability or impairment. Its intent is to protect employers from being forced to cover costs for a disability not directly caused by an industrial injury. In short, apportionment divides liability into an equitable fashion

While we strive to provide fair benefits to injured workers and agree that those workers should be protected from all forms of discrimination, claims that current law allows for discriminatory application of apportionment are unsubstantiated. This measure will not improve the workers' compensation system and instead increase costs in the form of disability awards and increased litigation.

For these reasons, the City of South Pasadena opposes AB 1643 (Gonzalez) and request that you veto this measure.

Sincerely,

XXX
XXXX

cc: The Honorable Lorena Gonzalez
Camille Wagner, Legislative Affairs Secretary, Office of Governor Edmund G. Brown Jr.
Tom Dyer, Chief Deputy Legislative Secretary, Office of Governor Edmund G. Brown Jr.
Meg Desmond, League of California Cities megdesmond@cacities.org



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The Honorable Edmund G. Brown Jr.
Governor, State of California
State Capitol, First Floor
Sacramento, CA 95814
Via FAX: (916) 558-3177

RE: Assembly Bill 1952 (Gordon) Property Tax Postponement
Request for Signature

Dear Governor Brown:

The City of South Pasadena respectfully requests your signature on Assembly Bill 1952 (Gordon), which will assist the implementation of the recently reestablished Property Tax Postponement (PTP) Program by providing the necessary flexibility to ensure program sustainability.

The PTP program allows the State Controller to help seniors and disabled persons making less than \$35,000 in income per year, stay in their homes and reduce their risk of default and delinquency. Currently, the program faces funding limitations imposed upon reestablishment (AB 2231; Gordon 2014) and will soon run out of money without changes to its limitations. Among others, AB 1952 improves the PTP program by authorizing the Director of Finance to supplement funds to cover the program's administrative costs and allows the Controller to deduct administrative costs and approved claims prior to shifting remaining funds to the General Fund. These changes provide program administrators the tools to improve the longevity and success of the program.

Although a long-term solution is still needed, AB 1952 maximizes existing program resources and benefits. For these reasons, the City of South Pasadena requests your signature on this bill.

Sincerely,

XXX
XXXX

cc: The Honorable Richard Gordon
Michael Martinez, Deputy Legislative Secretary, Office of Governor Edmund G. Brown, Jr.
Jennifer Quan, League Regional Public Affairs Manager, jquan@cacities.org
Meg Desmond, League of California Cities, mdesmond@cacities.org



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The Honorable Edmund G. Brown Jr.
Governor, State of California
State Capitol, First Floor
Sacramento, CA 95814
Via FAX: (916) 558-3177

**Re: SB 897 (Roth) – Workers’ Compensation
Request for Veto**

Dear Governor Brown:

The City of South Pasadena writes to respectfully request your veto of Senate Bill 897 (Roth), which would provide an additional year of leave with full salary to certain peace officers who have been temporarily or permanently disabled because of a “catastrophic injury” suffered in the course of employment.

Workers’ Compensation Benefits Currently Provided

An injured worker who cannot return to normal or modified work duties as the result of a workplace injury or illness is entitled to two years of temporary disability (TD) benefits under California Labor Code §4650. These benefits are intended to serve as a wage replacement benefit for injured workers who are unable to work following an injury and are paid at a rate of two-thirds of the average weekly wage over the past year; the payments are based on pre-tax wages and no federal, state or income taxes are paid on TD benefits.

Following two years of wage replacement benefits, should a return to active duty be unfeasible, an injured peace officer may opt for a disability retirement pension.

“Catastrophic Injury” and “Severe”

SB 897 would require cities to provide an additional year of injury leave for police officers, firefighters, or sheriffs if they suffer a “catastrophic injury” at the hands of another during active duty or through active firefighting operations. SB 897 leaves local governments responsible for determining when an injury is “severe” enough to qualify for another year of full salary benefits under §4850 and exposes our agencies to further litigation when disagreement exists between our employers and injured workers as to whether these additional benefits have been triggered.

Cost Concerns

Many public agencies are self-insured for workers' compensation claims, meaning any increase in costs has a direct impact on the same local funds that are utilized to provide services to our residents. It should be noted that public agencies in California share some of the highest workers' compensation costs in the state. We believe that the current benefits available to this class of employees is an optimal balance between providing fair treatment and rehabilitation benefits to injured workers and maintaining a stable fiscal situation for local governments – the additional, unnecessary expansion of benefits in SB 897 will not only act to simply delay disability retirement for peace officers unable to return to active duty, but will lead to unprecedented and unpredictable costs to public agencies and provide a disincentive for officers to return to work.

For these reasons, City of South Pasadena respectfully requests your veto of SB 897.

Sincerely,

XXX
XXXX

cc: The Honorable Richard Roth, California State Senate
Tom Dyer, Chief Deputy Legislative Secretary, Office of Governor Edmund G. Brown, Jr.
Jennifer Quan, League Regional Public Affairs Manager, jquan@cacities.org
Meg Desmond, League of California Cities, mdesmond@cacities.org



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The Honorable Edmund G. Brown Jr.
Governor, State of California
State Capitol, First Floor
Sacramento, CA 95814
Via FAX: (916) 558-3177

RE: SB 1069 (Wieckowski) Land Use: Zoning
As Amended 8/25/16
Request for Veto

Dear Governor Brown:

The City of South Pasadena respectfully requests your veto of Senate Bill 1069 (Wieckowski). This measure would restrict a local agency's ability to impose requirements on second units (renamed "accessory dwelling units" or ADUs).

This measure contains provisions that remain unworkable for local agencies, and is overly intrusive into local land use decisions and will cause an array of parking and transit concerns for communities and limit water and sewer connection and capacity fees.

SB 1069 limits the ability of cities to impose certain standards on accessory dwelling units. Specifically, provisions of significant concern would:

- Prohibit local agencies from imposing parking standards on units that meet certain conditions:
 1. Located within one-half mile of "public transit" (which is undefined).
 2. Located within an architecturally and historically significant district.
 3. Part of the existing primary residence.
 4. When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.
 5. When there is a car share vehicle located within one block of the accessory dwelling unit.
- Places confusing restrictions on the water and sewer connection and capacity fees that will require re-calculation of existing fees.

There is no arguing that California has a housing problem. Rent and housing costs continue to increase and California's affordable housing stock is not sufficient to meet the needs of the state's residents, especially in some of the most congested areas. California needs more policies that provide affordable housing funding such as the League supported No Place Like Home program. We recognize that laws need to be refined as the times and needs in our communities change. The League was successful in working out issues in two other second unit bills: AB 2299 (Bloom) and AB 2406 (Thurmond). These measures advance policies on second units in ways that continue to preserve sufficient flexibility for local agencies.

Many varied conditions exist at the local level. Local governments must balance competing priorities when determining the conditions attached to the development of accessory dwelling units. Working with residents of our communities, cities must look at the potential impacts on the community that result from these units, such as, impaired neighborhood character, spillover effects on nearby homes and businesses due to inadequate parking and loss of privacy for existing homeowners. Furthermore, parking requirements should remain a local issue and reflect community conditions. A state law that micromanages how second units are to be approved including local parking ordinances is bound to cause unintended consequences, including future community opposition to development.

For these reasons, City of South Pasadena respectfully requests your veto of this measure.

Sincerely,

XXX
XXXX

cc: Senator Bob Wieckowski
Graciela Castillo-Krings, Deputy Legislative Secretary, Office of Governor Edmund G. Brown, Jr.
Jennifer Quan, League Regional Public Affairs Manager, jquan@cacities.org
Meğ Desmond, League of California Cities, mdesmond@cacities.org

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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Sheila Pautsch, Community Service Director 
SUBJECT: **Adoption of a Resolution in Support of the Safe, Clean
Neighborhood Parks and Beaches Measure**

Recommendation

It is recommended that the City Council adopt a Resolution in support of the Safe, Clean Neighborhood Parks and Beaches Measure (Park Funding Measure).

Fiscal Impact

There is no immediate fiscal impact in approving a resolution, but if the Los Angeles County (County) voters approve the Park Funding Measure on the November 8, 2016 ballot, the City of South Pasadena (City) is estimated to receive a total of \$107,034 each year (\$86,330 for park projects from the Community Based Park Investment Program grant category and \$20,704 for Maintenance and Servicing).

Commission Review and Recommendation

This matter was not reviewed by any Commission.

Background

On November 3, 1992, the County's voters approved Proposition A which authorized an annual assessment on nearly all of the 2.5 million parcels of real property in the County. Proposition A provided \$540 million for the acquisition, development, and rehabilitation of parks, as well as funding for park safety, senior recreation facilities, gang prevention, beaches, community or cultural facilities, trails, wildlife habitat, natural lands, and maintenance and servicing programs. This funding measure had a limited lifespan and expired in 2015.

Similarly, on November 5, 1996, the County's voters approved a second Proposition A measure to fund an additional \$319 million for park and recreation projects and for the maintenance and servicing of those projects. This funding measure also has a limited lifespan and will expire in 2019.

The City of South Pasadena has benefited from both Proposition A measures. Funding for South Pasadena from 1992 and 1996 Proposition A measures has totaled approximately \$765,000

in projects.

- \$185,000 playground renovations at Garfield, Orange Grove, and Eddie Parks
- \$60,000 new restrooms at Arroyo and Garfield Parks
- \$150,000 South Pasadena High School Track Replacement
- \$21,000 Garfield Park Landscape and Picnic Area
- \$52,000 Garfield Park Lighting and Walkways
- \$15,000 Skate Park Irrigation and Landscape
- \$32,000 Windstorm Tree Replacement
- \$250,000 Arroyo Seco Pedestrian and Bicycle Trail

Proposition A has historically paid for the maintenance and servicing of the above projects. A cumulative total of Maintenance and Servicing Fund was \$788,583 of which approximately \$485,000 remains after expenditures in the Fiscal Year (FY) 2015-16 for Playground Resurfacing Projects which are reimbursed to the City.

With the expiration of the 1992 Proposition A funding, and the 1996 funding about to expire, the County Board of Supervisors (Supervisors) met in March 2015 and approved initiation of a Countywide Comprehensive Parks and Recreation Needs Assessment (Needs Assessment). This represented an unprecedented effort to document existing parks and recreation facilities in cities and unincorporated communities and to use this data to determine the scope, scale and location of park needs in the County.

The Needs Assessment was conducted by a Steering Committee comprised of park professionals, city officials, and nonprofit representatives; a Technical Advisory Committee that included planners and academics; and outside consultants in the fields of planning, design, and global positioning systems. Between December 2015 and February 2016, the County was divided into 189 study areas and 178 community meetings were held countywide. On January 16, 2016, the City held its Community Needs Assessment Meeting.

During this meeting, staff explained the Needs Assessment process. Several staff-generated park projects were presented and the participants were given time to recommend additional projects. The meeting closed with a vote on the projects by the participants. The results of the meeting were reviewed and a Priority List of 10 projects was recommended by the Park and Recreation Commission on February 8, 2016, and approved by the City Council on February 17, 2016. The Priority List was submitted to the County for inclusion in the final Needs Assessment report.

On May 3, 2016, the Supervisors received the Comprehensive Parks and Recreation Needs Assessment Executive Summary and began a discussion of draft language for a proposed park funding measure. On July 5, 2016, the Supervisors voted to place a park funding measure on the November 2016 ballot. The purpose of Park Funding Measure is to replace the expired funding from the original Proposition A measures. The funds would then go directly to cities and local communities to protect, enhance, and maintain neighborhood parks, open space, trails, beaches,

natural habitat and rivers, creeks, and streams.

The new Park Funding Measure would add a parcel tax of 1.5 cents per square foot on developed property. An average homeowner with a 1,500 square foot home would pay approximately \$22.50 per year. Properties owned by public agencies devoted to a public use or to protect public health or safety would not be assessed. If approved by voters, the Park Funding Measure would generate just over \$94 million annually.

The Expenditure Plan for the funding measure is as follows:

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|--|------|
| 1. Community Based Park Investment Program (funds returned to Study Areas) | 35% |
| 2. Safe, Parks, Healthy Communities, (High and Very High Need Areas) | 13% |
| 3. Maintenance and Servicing | 15% |
| 4. Protecting Open Spaces, Beaches, and Watersheds | 13% |
| 5. Regional Recreational Facilities, Trails and Accessibility Program | 13% |
| 6. Youth and Veteran Job Training | 3.8% |
| 7. Strategic Planning, Technical Assistance, Operations of the District | 7.2% |

Funding from the first three categories would come directly to the City every year. Funding from the second three categories would be available through a competitive grant process. The final category covers the administration cost of the program.

South Pasadena is estimated to receive a total of \$107,034 each year (\$86,330 for park projects from the Community Based Park Investment Program grant category and \$20,704 for Maintenance and Servicing). Approximately \$2,354,748 is estimated to come to the City over the 22 years of the Park Funding Measure.

Analysis

Adoption of a Resolution in support of the Park Funding Measure shows the residents that the City is in support of the proposed tax to raise funds to protect, enhance, and maintain neighborhood parks, open space and trails.

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. Resolution in Support of the Safe, Clean Neighborhood Parks, Open Space, Beaches, Rivers Protection and Water Conservation Measure

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
SUPPORTING THE LOS ANGELES COUNTY PROPOSITION A
“SAFE, CLEAN NEIGHBORHOOD PARKS AND BEACHES
MEASURE OF 2016”**

WHEREAS, any official position of the City of South Pasadena (City) with respect to legislation, rules, regulations or policies proposed to or pending before local, state or federal governmental body or agency must have first been adopted in the form of a resolution by the City Council with the concurrence of the Mayor; and

WHEREAS, South Pasadena has serious unmet needs for parks, recreation, youth, and senior facilities, and for positive recreational alternatives for at-risk youth, and contains irreplaceable park, recreation, wildlife, and open space land and

WHEREAS, on November 3, 1992, sixty-four percent (64%) of voters within the County of Los Angeles (County) voting on the matter authorized formation of the Los Angeles County Regional Park and Open Space District (District), the levy of a benefit assessment within the District, and a plan of expenditure of the proceeds of such assessment including for the development, acquisition, improvement, restoration, and maintenance of parks, recreational, cultural and community facilities, and open space lands within the County; and

WHEREAS, on November 5, 1996, sixty-five (65%) of voters in Los Angeles County amended the method of assessment, and authorized expenditures of the District revenues; and

WHEREAS, the revenues from the 1992 and 1996 assessment will sunset in Fiscal Years (FY) 2014-2015 and 2018-2019, respectively; and

WHEREAS, to ensure continued funding for these programs, the County Board of Supervisors has placed on the November 8, 2016 ballot the “SAFE, CLEAN NEIGHBORHOOD PARKS AND BEACHES MEASURE” (Proposition A) authorizing an annual parcel tax on all properties in the County, consisting of one and a half cent (1.5 cent) per square foot on developed property for twenty-two (22) years commencing in FY 2017-18 through FY 2039-20; and

WHEREAS, this measure will ensure continued development, acquisition, improvements, restoration, and maintenance of parks, recreational, cultural and community facilities, and open space lands within the County and provide benefits throughout the County by improving economic, environmental, and recreational conditions resulting in maintained or enhanced property values; and

WHEREAS, the collection and expenditure of all funds under this measure will be transparent to the taxpayers through independent financial audits and public review of expenditures; all funds generated by this measure will be spent in the County; and all County communities will receive an equitable share of the funding; and

WHEREAS, the purchase, construction, rehabilitation and maintenance of parks and recreation facilities under this measure will aid in the development of safe places and facilities for after-school, weekend and holiday programs for local children and youth, thereby creating healthy places for children and youth to play, learn and interact with other children; and

WHEREAS, residents have already been actively paying property assessments to fund these programs and the new measure will simply continue to provide funds to ensure all County parks and recreation centers that enhance our community are continuously serviced, maintained and upgraded, and that new parks and open space facilities are established.

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

SECTION 1. That in anticipation of \$2,354,748 over 22 years to fund parks, trails, recreation, and senior facilities including an estimated \$450,000 in maintenance funds, the Mayor and City Council support the “SAFE, CLEAN NEIGHBORHOOD PARKS AND BEACHES MEASURE” (Proposition A).

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 21st day of September, 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 special meeting held on the 21st day of September, 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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Anthony J. Mejia, Chief City Clerk 
SUBJECT: **First Reading and Introduction of an Ordinance to Amend the South Pasadena Municipal Code to Change General Municipal Election Dates to Coincide with Statewide General Elections in November of Even-Numbered Years**

Recommendation

It is recommended that the City Council read by title only for first reading, waive further reading, and introduce an ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, amending Section 299-33 ‘General municipal election’ of the South Pasadena Municipal Code relating to changing the general municipal election date to the first Tuesday after the first Monday in November of each even-numbered year, commencing with the General Municipal Election of November 2017.”

Fiscal Impact

The fiscal impacts associated with this item are unknown at this time. Election costs vary based on the number of agencies consolidating in a particular election, number of candidates, number of polling sites, etc. It is possible that election costs could decrease as more jurisdictions are required to consolidate with statewide elections.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On September 1, 2015, Governor Brown signed into law Senate Bill 415 (SB 415) “Voter Participation” which prohibits local governments, beginning January 1, 2018, from holding an election on any date other than on a statewide election date if doing so has resulted in voter turnout being at least 25% below the average turnout in that jurisdiction in the previous four statewide general elections. Pursuant to Elections Code (EC) Section 1001, statewide election dates are recognized to occur in June and November of each even-numbered year.

The City of South Pasadena's (City) general municipal elections are now held in November of odd-numbered years to elect five members of City Council, one City Treasurer, and one City Clerk (collectively, "City Officers"). In accordance with SB 415, the City Clerk's Division conducted an analysis of voter turnout and determined that the City is required to conduct its general municipal elections to coincide with statewide elections. Pursuant to EC Section 10403.5(b) the City Council may increase or decrease any terms of office by not more than 12 months.

On September 7, 2016, on a motion by Mayor Pro Tem Cacciotti, seconded by Councilmember Joe, carried 5-0, the City Council directed staff to proceed with Option 1:

Option 1. Beginning November 2018, synchronize with statewide elections in November of each even-numbered year, extending City Officeholder terms of office by one year.

| | Elected | End of Term | New End of Term |
|--|----------------|--------------------|------------------------|
| (I) Two Councilmembers, City Treasurer, and City Clerk | 11/2013 | 11/2017 | 11/2018 |
| (I) Three Councilmembers | 11/2015 | 11/2019 | 11/2020 |

Analysis

Pursuant to EC Section 1301, the City Council must enact an ordinance (Attachment 1) to effectuate the change to the City's general municipal election date. However, any ordinance adopted shall only become operative upon approval by the Los Angeles County Board of Supervisors (Supervisors). Los Angeles County Registrar of Voters (Registrar) staff has advised that if the City Council adopts an ordinance to synchronize its general municipal election date with statewide elections, it would evaluate the City's electoral history including the number of candidates and ballot measures to determine whether its current voting system could accommodate the consolidation request and would then present its recommendation to the Supervisors. If approved by the Supervisors, the next General Municipal Election will occur on November 6, 2018, rather than November 7, 2017.

Initiative Measure on Utility Users Tax (UUT)

In late 2015, an initiative petition to repeal the City's UUT was circulated and received a minimum of 5% of registered voters' signatures to necessitate the placement of the initiative measure on the next General Municipal Election. However, the proponents did not gather a minimum of 15% of registered voter's signatures to prompt the calling of a Special Municipal Election. As such, on February 3, 2016, the City Council adopted Resolution No. 7448 (Attachment 2) to place the initiative measure on the General Municipal Election scheduled for November 7, 2017.

Based on the proposed ordinance, the City will no longer hold its general municipal elections in November of odd-numbered years. Therefore, it will be appropriate to rescind Resolution No. 7448 and declare the City Council's intent to place the initiative measure on the General Municipal Election of November 6, 2018.

Next Steps

If the City Council introduces the proposed ordinance tonight, staff will return to City Council on October 5, 2016, for adoption of the ordinance and presentation of a resolution to rescind Resolution No. 7448 and to declare the City Council's intent to submit the UUT initiative measure to the voters at the General Municipal Election on November 6, 2018. Staff will then submit the adopted ordinance to the Supervisors for consideration and approval.

Within 30 days after this Ordinance becomes operative (approved by the Supervisors), the City Clerk's Division shall cause notice to be mailed to all registered voters informing the voters of the change in the election date and that, as a result of the change in election date, the terms of office of City officeholders will be extended by 12 months, pursuant to Election Code Section 10403.5(e).

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 No. 7448

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ATTACHMENT 1
Draft Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 299-33 “GENERAL MUNICIPAL ELECTION” OF THE SOUTH PASADENA MUNICIPAL CODE RELATING TO CHANGING THE GENERAL MUNICIPAL ELECTION DATE TO THE FIRST TUESDAY AFTER THE FIRST MONDAY IN NOVEMBER OF EACH EVEN-NUMBERED YEAR, COMMENCING WITH THE GENERAL MUNICIPAL ELECTION OF NOVEMBER 2017

WHEREAS, the City of South Pasadena’s (City) general municipal elections are now held in the month of November of odd-numbered years to coincide with the uniform district elections for the purpose of electing five members of City Council, one City Treasurer, and one City Clerk (hereinafter “City Officers”); and

WHEREAS, Senate Bill 415 (SB 415) “Voter Participation” prohibits local governments, beginning January 1, 2018, from holding an election on any date other than a statewide election date if doing so has resulted in voter turnout being at least 25% below the average turnout in that jurisdiction in the previous four statewide general elections, except as specified; and

WHEREAS, in accordance with SB 415, the City has determined that it must adopt a transition plan to consolidate its general municipal elections with a statewide election date to occur not later than November 8, 2022; and

WHEREAS, Sections 1301 and 10403.5 of the California Elections Code, authorize the City Council to change the general municipal election date and to increase or decrease any terms of office by not more than 12 months; and

WHEREAS, the City Council desires to change its general municipal election date to the first Tuesday after the first Monday in November of even-numbered years to coincide with the statewide general elections beginning in November 2018.

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

SECTION 1. Change of Election Day. Pursuant to Sections 1000 and 1301 of the California Elections Code, as of November 2017, the City’s general municipal election date shall be moved, from November of odd-numbered years, to the first Tuesday after the first Monday in November of even-numbered years, to coincide with the statewide general elections.

SECTION 2. Code Amendment. Section 2.99-33 of the South Pasadena Municipal Code is hereby amended to read: *(new words and phrases are underlined; deletions are indicated by being stricken through)*

“2.99-33 General municipal election.

Pursuant to Section 36503 of the California Government Code and Sections 1000 and 1301 of the California Elections Code, the general municipal elections of the City of South Pasadena, commencing with the ~~2009~~ 2017 election, shall be held on the first Tuesday after the first Monday in November of ~~odd-numbered~~ even-numbered years to coincide with statewide general elections.”

SECTION 3. Adjustment to Terms of Office. In accordance with Sections 1301 and 10403.5 of the California Elections Code, the term of any elected City Officeholder that would have expired in November 2017 and 2019 shall, instead, expire in the same manner, but after the occurrence of the November 2018 and 2020 general municipal elections established by this Ordinance.

SECTION 4. Consolidated Elections. Pursuant to Section 1301 and 10403.5 of the California Elections Code, the City hereby requests the County of Los Angeles approve this ordinance and allow for consolidation of the City’s general municipal election with the statewide general election conducted by the County in November of each even-numbered year, beginning in November 2018.

SECTION 5. Effective Date. This Ordinance shall become operative upon approval by the Los Angeles County Board of Supervisors as provided by California Elections Code Sections 1301(b)(1) and 10403(a)(1).

SECTION 6. Notice to Voters. Pursuant to Section 10403.5(e) of the California Elections Code, within 30 days after this Ordinance becomes operative, the City elections official shall cause notice to be mailed to all registered voters informing the voters of the change in the election date made by this Ordinance and that, as a result of the change in election date, the terms of office of City Officeholders will be extended by not more than 12 months.

SECTION 7. Request to the County. The City Clerk shall forward a copy of this Ordinance to the Los Angeles County Board of Supervisors with a request that it be approved pursuant to California Elections Code Sections 1301 and 10403.5.

SECTION 8. Certification. Within fifteen (15) days after its passage of this Ordinance, 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 5th day of October, 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 5th day of October, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
Resolution No. 7448

Attachment 2

RESOLUTION NO. 7448

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DECLARING ITS INTENT TO SUBMIT TO THE VOTERS
AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON
TUESDAY, NOVEMBER 7, 2017, AN INITIATIVE MEASURE
REPEALING THE CITY OF SOUTH PASADENA UTILITY
USERS TAX IN ITS ENTIRETY**

WHEREAS, the City of South Pasadena (City) has had a Utility Users Tax (UUT) in place since 1983 and the existing form of the UUT was adopted by South Pasadena voters in 2011, in accordance with their rights under Proposition 218; and

WHEREAS, pursuant to authority provided by statute a petition has been filed with the legislative body of the City, signed by at least five (5%) percent of the number of registered voters of the City who voted for any gubernatorial candidate at the last election (November 4, 2014) to submit a proposed ordinance amending the South Pasadena Municipal Code by repealing the UUT in its entirety; and

WHEREAS, the City Clerk's Office, with assistance from the Los Angeles County Registrar-Recorder/County Clerk examined the records of registration and ascertained that pursuant to California Proposition 218 (California Constitution Article XIII C, Section 3) the petitions are signed by the requisite number of voters, and has so certified; and

WHEREAS, on January 6, 2016, the City Council accepted, received, and filed the Certificate of Sufficiency of Initiative Petition for the repeal of the City's UUT from the Chief Deputy City Clerk and ordered a report on the initiative measure pursuant to Election Code Section 9212; and

WHEREAS, on February 3, 2016, the City Council received and filed a preliminary impact analysis of the Initiative Measure on the City's finances and its ability to provide public services which showed that UUT accounts for approximately 15% of the City's operating budget; and

WHEREAS, the City's UUT was adopted by the voters at the General Municipal Election held on November 8, 2011, and as such, any amendments to the UUT, or repeal of the UUT in its entity, must be submitted directly to the voters; and

WHEREAS, the City Council's usual practice is not to place a matter on the November ballot for a General Municipal Election until it actually calls the election in June of the applicable year.

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

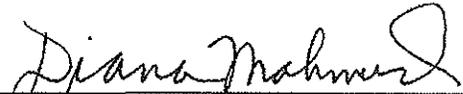
SECTION 1. The City Council intends to submit the proposed ordinance to the voters at the General Municipal Election to be held on November 7, 2017, in accordance with Election Code Section 1405(b).

SECTION 2. The City Clerk is instructed and directed to return to the City Council at the appropriate time for the purpose of calling and giving notice of a General Municipal Election to be held on November 7, 2017, and to place the initiative measure on said ballot.

SECTION 3. The text of the proposed ordinance to be submitted to the voters is attached hereto as Exhibit "A."

SECTION 4. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

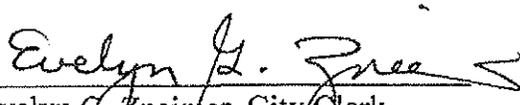
PASSED, APPROVED AND ADOPTED ON this 3rd day of February, 2016.



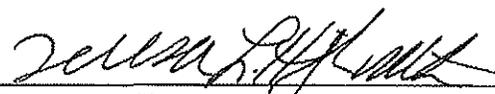
Diana Mahmud, Mayor

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 3rd day of February, 2016, by the following vote:

AYES: Cacciotti, Joe, Khubesrian, Schneider, and Mayor Mahmud

NOES: None

ABSENT: None

ABSTAINED: None



Evelyn G. Zneimer, City Clerk
(seal)

EXHIBIT A

ORDINANCE NO.

Stop the Utility User’s Tax (“UUT”)

THE PEOPLE OF THE CITY OF SOUTH PASADENA DO ORDAIN AS FOLLOW:

Section 1. Findings and Declarations

WHEREAS, the people of the City of South Pasadena find and declare that federal, state and local taxation has reached confiscatory levels; that unrestrained spending and regulation at all levels of government, are excessive, improvident, contrary to our rights as free people and are thereby destructive to Life, Liberty and the pursuit of Happiness; and

WHEREAS, it is the intent and purpose of this initiative that the current City of South Pasadena utility taxes be repealed.

Section 2. Name of Measure and Effective Date

This measure shall be known as the Stop the Utility Users’ Tax and shall become effective as provided by law.

Section 3. Repeal of Utility Tax.

The existing Utility Users Tax as set forth in Chapter 34B of the South Pasadena Municipal Code is repealed in its entirety.

Section 4. Severability

The provisions of this initiative are severable. If any provision of this measure or application thereof is held invalid, that invalidity shall not affect other provisions or applications if they can be given effect without the invalid provision or application.

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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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Margaret Lin, Principal Management Analyst *ML*
SUBJECT: **Adoption of a Resolution Supporting the Los Angeles County Metropolitan Transportation Authority's One-Half Percent Sales Tax Ballot Measure on the November 8, 2016 Election Ballot**

Recommendation

It is recommended that the City Council adopt the attached resolution supporting the Los Angeles County Metropolitan Transportation Authority's (Metro) one-half percent sales (0.5%) tax ballot measure (Measure M) on the November 8, 2016 Election Ballot.

Fiscal Impact

There is no fiscal impact with the adoption of the resolution.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Background

On November 4, 2008, Los Angeles County voters approved Measure "R" which established a sales tax increase of one-half percent (0.5%) to generate approximately \$40 billion in sales tax revenues for transportation projects, transit operations, and maintenance. The associated Expenditure Plan originally included the "710 Gap Closure" Project.

On August 20, 2015, the San Gabriel Valley Council of Governments (SGVCOG) approved the removal of the State Route 710 (SR-710) North Project from the SGVCOG priority list of projects.

On October 7, 2015, the Governor approved Senate Bill 767 (De Leon) to authorize Metro to impose an additional transportation transactions and use tax at a maximum rate of one-half percent (0.5%) as long as a specified existing one-half percent (0.5%) transactions and use tax is in effect, and at a maximum rate of one percent (1.0%).

On June 23, 2016, the Metro Board voted to approve Ordinance #16-01 for a one-half percent (0.5%) sales tax increase and the Expenditure Plan for Measure M.

Analysis

Measure M would impose an additional one-half percent (0.5%) sales tax starting on July 1, 2017, and replace the one-half percent (0.5%) sales tax from Measure R that will expire on June 30, 2039. Currently, Measure M does not have a specified sunset date and will not be terminated until a future vote repeals the tax. The tax increase will provide a much needed funding source to finance transportation projects in Los Angeles County. With improvements in automotive technologies, fuel efficiency, and the continuous decline of the gas tax, additional sources of funding are necessary to ensure the timely and sustainable delivery of transportation projects.

In 2008, the City of South Pasadena (City) adopted Resolution No. 7010 to oppose Measure R due to the unfortunate inclusion of the “710 Gap Closure” Project in the associated Expenditure Plan. However, Section 7, Paragraph H of Metro Ordinance #16-01 includes the following language that specifically precludes the SR-710 North Project from receiving any funds from Measure M:

“No Net Revenues generated from the Sales Tax shall be expended on the State Route 710 North Gap Closure Project”

If approved by the voters, Measure M is anticipated to provide over \$121 billion dollars between 2018 and 2057. Funding would be allocated to the following four subfunds accordingly:

- Transit, Operating and Maintenance – 27%
- Transit, First/Last Mile (Capital) – 37%
- Highway, Active Transportation, Complete Streets (Capital) – 19%
- Local Return/Regional Rail – 17%

Per Ordinance #16-01, a Taxpayers Oversight Committee will conduct a comprehensive assessment of the Expenditure Plan every 10 years. Due to a demand for increased Local Return, the Local Return allocations will begin at 16% in 2017, increase to 17% in 2018, and then increase to 20% in 2040. Local Return allocations were determined based on each jurisdictions’ population and each jurisdiction will be eligible for transportation projects defined by the Local Return Guidelines that will be developed between November 2016 and July 2017. The City will receive its annual allocation of Local Return funds through the Arroyo Verdugo Subregion (AVS):

| <u>City</u> | <u>Local Return Allocation</u> |
|----------------------|--------------------------------|
| Burbank | \$1,507,103 |
| Glendale | \$2,829,718 |
| La Cañada Flintridge | \$292,544 |
| Los Angeles County | \$152,042 |
| Pasadena | \$2,010,389 |
| South Pasadena | \$371,846 |
| Total | \$7,163,642 |

In addition, the approved Expenditure Plan has identified the following major projects from the AVS:

| <u>Project</u> | <u>Ground Breaking</u> | <u>Expected Opening Date</u> | <u>Measure “M” Funding (2015 \$)</u> |
|---|------------------------|------------------------------|--------------------------------------|
| Modal Connectivity and Complete Streets Projects | FY 2018 | FY 2057 | \$202,000,000 |
| Transit Projects | FY 2018 | FY 2057 | \$257,100,000 |
| Active Transportation Projects | FY 2033 | FY 2057 | \$136,500,000 |
| Goods Movement Projects | FY 2048 | FY 2057 | \$81,700,000 |
| Highway Efficiency, Noise Mitigation, and Arterial Projects | FY 2048 | FY 2057 | \$602,800,000 |
| Arroyo Verdugo Projects To Be Determined | FY 2048 | FY 2057 | \$110,600,000 |
| | | Total | \$1,390,700,000 |

The AVS will receive an additional \$96,000,000 from the Subregional Equity Program and determine how the additional funding will be distributed to the member cities at a later time.

Environmental and community organizations currently endorsing Measure M include: San Gabriel Valley Bicycle Coalition, Los Angeles League of Conservation Voters, Climate Resolve, Global Green, Sierra Club, Tree People, Los Angeles Section of the American Planning Association, American Institute of Architects (Los Angeles), Move LA, American Association of Retired Persons, East Area Progressive Democrats, Los Angeles Stonewall Democratic Club and many more. Major local business and labor organizations endorsing Measure M include: Los Angeles Area Chamber of Commerce, Los Angeles County Business Federation, San Gabriel Valley Economic Partnership, Valley Industry Commerce Association, Los Angeles Business Council, and the Los Angeles County Federation of Labor, Los Angeles/Orange Counties Building and Construction Trades Council, and Southern California Public Service Workers SEIU 721

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. Metro’s Ordinance #16-01
2. Local Return by Subregion
3. MoveLA Flyer
4. Proposed Resolution

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ATTACHMENT 1
Metro's Ordinance #16-01

1 Metropolitan Transportation Authority (Measure R).

2
3 SECTION 3. DEFINITIONS

4 The following terms, whenever used in this Ordinance, shall have the meanings set forth below:

5 "Active Transportation" means projects that encourage, promote, or facilitate
6 environments that promote walking, bicycling, rolling modes, or transit use.

7 "ADA Paratransit" means paratransit service for the disabled as provided for by the
8 Americans with Disabilities Act (42 U.S.C. § 12101 et seq.).

9 "Board of Equalization" means the California State Board of Equalization.

10 "Capital" means any project or program described in Attachment A that qualifies as a
11 capital improvement expenditure.

12 "Capital Improvement Expenditures" means expenditures for the purpose of acquiring,
13 upgrading, or maintaining transportation physical assets such as property, transportation
14 facilities, rail improvements, highways, or equipment, so long as any such expenditures for
15 maintenance substantially extend the useful life of the project. This also includes any physical
16 improvement and any preliminary studies, design, or surveys relative thereto, including, but
17 not limited to, any property of a permanent nature and equipment needed in connection with
18 such improvements.

19 "Complete Streets" means a comprehensive, integrated transportation network with
20 infrastructure and design that allows safe and convenient travel along and across streets for
21 all users, including pedestrians, users and operators of public transit, bicyclists, persons with
22 disabilities, seniors, children, motorists, users of green modes, and movers of commercial
23 goods.

24 "Expected Opening Date" means the date that a project is expected to be open for use
25 by the public, which is expressed as the first year of a three-year range. With respect to
26 programs, the expected opening date is the last year in which funds are anticipated to be
27 made available for use on the projects that comprise the program.

28 "Expenditure Plan" means that expenditure plan which is attached hereto as
29 Attachment A.

30 "First/Last Mile" means infrastructure, systems, and modes of travel used by transit
31 riders to start or end their transit trips. This includes but is not limited to infrastructure for
32 walking, rolling, and biking (e.g. bike lanes, bike parking, sidewalks, and crosswalks), shared
33 use services (e.g. bike share and car share), facilities for making modal connections (e.g. kiss

1 and ride and bus/rail interface), signage and way-finding, and information and technology that
2 eases travel (e.g. information kiosks and mobile apps).

3 "Green Streets" means urban transportation rights-of-way integrated with storm water
4 treatment techniques that use natural processes and landscaping and quantitatively
5 demonstrate that they capture and treat storm water runoff from their tributary watershed
6 through infiltration or other means and are included within the respective Enhanced
7 Watershed Management Plan.

8 "Gross Sales Tax" means the amount of Sales Tax collected by the Board of
9 Equalization pursuant to this Ordinance.

10 "Groundbreaking Start Date" means the first year of a three-year period by which the
11 applicable project sponsor is expected to award a construction contract enabling the
12 beginning of construction. In alternative project delivery methods, such as design-build and
13 public-private partnership contracts, it means the start of the actual construction phase or
14 phases of the project.

15 "Highway Construction" means a capital only project or program that includes all
16 environmental, design, and construction work in public highway and street rights-of-way. This
17 includes Complete Streets, Green Streets, and active transportation improvements such as
18 bikeways and pedestrian improvements.

19 "Interest" means interest and other earnings on cash balances.

20 "Local Return" means funds returned to the cities within Los Angeles and Los Angeles
21 County, based on population, for eligible transportation-related uses as defined by the Local
22 Return Guidelines to be developed in coordination with such cities and Los Angeles County
23 and adopted by the Metro Board of Directors. Funds will be eligible for communities'
24 transportation needs, including transit, streets and roads, storm drains, Green Streets, Active
25 Transportation Projects, Complete Streets, public transit access to recreational facilities,
26 Transit Oriented Community Investments, and other unmet transit needs.

27 "Measure R" means Ordinance No. 08-01, including the attached expenditure plan, of
28 the Los Angeles County Metropolitan Transportation Authority, as adopted by the Metro Board
29 of Directors on July 24, 2008.

30 "Measure R Projects" means those projects and programs identified in the expenditure
31 plan attached to Ordinance No. 08-01.

32 "Metro" means the Los Angeles County Metropolitan Transportation Authority or any
33 successor entity.

1 "Metro Rail Operations" means service delivery for operating and regular and
2 preventative maintenance for Metro Rail Lines as defined in guidelines adopted by the Metro
3 Board of Directors, as well as Metro State of Good Repair.

4 "Metro State of Good Repair" means the repair, rehabilitation, and replacement
5 required to maintain reliable, safe, effective, and efficient rail transit services.

6 "Multi-Year Subregional Programs" means multiple capital projects defined by
7 guidelines adopted pursuant to Section 7(c).

8 "Net Revenues" means Sales Tax Revenues minus any amount expended on
9 administrative costs pursuant to Section 10.

10 "Regional Rail" means regional commuter rail service within Los Angeles County,
11 including operating, maintenance, expansion, and state of good repair.

12 "Sales Tax" means a retail transactions and use tax.

13 "Sales Tax Revenues" means the Gross Sales Tax minus any refunds and any fees
14 imposed by the Board of Equalization for the performance of functions incident to the
15 administration and operation of this Ordinance.

16 "Schedule of Funds Available" means the anticipated schedule for releasing funds to
17 complete projects included in the Expenditure Plan.

18 "Subregion" means "subregional planning area" as shown by the boundaries in
19 "Subregional Maps" attached hereto as Attachment B.

20 "Transit Construction" means a capital only project or program including
21 environmental, design, and construction work in public transit rights-of-way or in support of the
22 capital needs of the public transit system, such as rolling stock, transit stations, or transit stop
23 improvements. Transit construction can also include first/last mile improvements.

24 "Transit Operations" means countywide transit service operated by Metro and the
25 Included and Eligible Municipal Operators receiving funds allocated through a Board-adopted
26 Formula Allocation Procedure (FAP).

27
28 SECTION 4. STATUTORY AUTHORITY

29 This Ordinance is enacted, in part, pursuant to:

30 a. Part 1.6 (commencing with Section 7251) of Division 2 of the California
31 Revenue and Taxation Code; and

32 b. Division 12 (commencing with Section 130000) of the California Public Utilities
33 Code.

1 SECTION 5. IMPOSITION OF RETAIL TRANSACTIONS AND USE TAX

2 a. Subject to the limits imposed by this Ordinance, Metro hereby imposes, in the
3 incorporated and unincorporated territory of Los Angeles County, a Transactions and Use tax
4 at the rate of one-half of one percent (.5%) beginning on the first day of the first calendar
5 quarter commencing not less than 180 days after the adoption of this Ordinance by the voters.
6 The rate of this tax shall increase to one percent (1.0%) on July 1, 2039 immediately upon the
7 expiration of the .5% tax imposed by Ordinance No. 08-01 of the Los Angeles County
8 Metropolitan Transportation Authority (Measure R).

9 b. This Transactions and Use tax shall be in addition to any other taxes
10 authorized by law, including any existing or future state or local Transactions and Use tax.
11 The imposition, administration, and collection of the tax shall be in accordance with all
12 applicable statutes, laws, and rules and regulations prescribed and adopted by the Board of
13 Equalization.

14 c. Pursuant to Section 130350.7(h) of the Public Utilities Code, the tax rate
15 authorized by this section shall not be considered for purposes of the combined rate limit
16 established by Section 7251.1 of the Revenue and Taxation Code.

17 d. Pursuant to the provisions of Section 7262.2 of the Revenue and Taxation
18 Code, the required provisions of Sections 7261 and 7262 of that Code as now in effect or as
19 later amended are adopted by reference in this Ordinance.

20 e. This Ordinance incorporates provisions identical to those of the Sales and Use
21 Tax Law of the State of California insofar as those provisions are not inconsistent with the
22 requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation
23 Code.

24 f. The Transactions and Use tax shall be administered and collected by the
25 Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the
26 least possible deviation from, the existing statutory and administrative procedures followed by
27 the Board of Equalization in administering and collecting the California State Sales and Use
28 Taxes.

29 g. This Transactions and Use tax shall be administered in a manner that will be,
30 to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the
31 Revenue and Taxation Code, minimizes the cost of collecting the transactions and use taxes,
32 and at the same time, minimizes the burden of record keeping upon persons subject to
33 taxation under the provisions of this Ordinance.

34

1 SECTION 6. ADMINISTRATION BY BOARD OF EQUALIZATION

2 a. CONTRACT WITH STATE. Prior to the operative date, Metro shall contract with
3 the Board of Equalization to perform all functions incident to the administration and operation of
4 this Ordinance; provided, that if Metro shall not have contracted with the Board of Equalization
5 prior to the operative date, it shall nevertheless so contract and in such a case the operative
6 date shall be the first day of the first calendar quarter following the execution of such a contract.

7 b. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal
8 property at retail, a tax is hereby imposed upon all retailers in the incorporated and
9 unincorporated territory of Los Angeles County at the rate of one half of one percent (.5%) of the
10 gross receipts of any retailer from the sale of all tangible personal property sold at retail in said
11 territory on and after the operative date of this Ordinance. The rate of this tax shall increase to
12 one percent (1.0%) of the gross receipts on July 1, 2039 immediately upon the expiration of the
13 .5% tax imposed by Ordinance No. 08-01 of the Los Angeles County Metropolitan
14 Transportation Authority (Measure R).

15 c. PLACE OF SALE. For the purposes of this Ordinance, all retail sales are
16 consummated at the place of business of the retailer unless the tangible personal property sold
17 is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for
18 delivery to an out-of-state destination. The gross receipts from such sales shall include delivery
19 charges, when such charges are subject to the state sales and use tax, regardless of the place
20 to which delivery is made. In the event a retailer has no permanent place of business in the
21 State or has more than one place of business, the place or places at which the retail sales are
22 consummated shall be determined under rules and regulations to be prescribed and adopted by
23 the Board of Equalization.

24 d. USE TAX RATE. An excise tax is hereby imposed on the storage, use, or other
25 consumption in Los Angeles County of tangible personal property purchased from any retailer
26 on and after the operative date of this Ordinance for storage, use, or other consumption in Los
27 Angeles County at the rate of one half of one percent (.5%) of the sales price of the property.
28 The rate of this tax shall increase to one percent (1.0%) of the sales price of the property on
29 July 1, 2039 immediately upon the expiration of the .5% tax imposed by Ordinance No. 08-01 of
30 the Los Angeles County Metropolitan Transportation Authority (Measure R). The sales price
31 shall include delivery charges when such charges are subject to state sales or use tax
32 regardless of the place to which delivery is made.

33 e. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in
34 this Ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of

1 Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with
2 Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a
3 part of this Ordinance as though fully set forth herein.

4 f. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE
5 TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

6 1. Wherever the State of California is named or referred to as the taxing
7 agency, the name of Metro shall be substituted therefor. However, the substitution shall not be
8 made when:

9 A. The word "State" is used as a part of the title of the State
10 Controller, State Treasurer, Victim Compensation and Government Claims Board, State Board
11 of Equalization, State Treasury, or the Constitution of the State of California;

12 B. The result of that substitution would require action to be taken by
13 or against Metro or any agency, officer, or employee thereof rather than by or against the Board
14 of Equalization, in performing the functions incident to the administration or operation of this
15 Ordinance.

16 C. In those sections, including, but not necessarily limited to sections
17 referring to the exterior boundaries of the State of California, where the result of the substitution
18 would be to:

19 i. Provide an exemption from this Sales Tax with respect to
20 certain sales, storage, use, or other consumption of tangible personal property which would not
21 otherwise be exempt from this Sales Tax while such sales, storage, use, or other consumption
22 remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue
23 and Taxation Code; or

24 ii. Impose this Sales Tax with respect to certain sales,
25 storage, use, or other consumption of tangible personal property that would not be subject to
26 this Sales Tax by the state under the said provision of that code.

27 D. In Sections 6701, 6702 (except in the last sentence thereof),
28 6711, 6715, 6737, 6797, or 6828 of the Revenue and Taxation Code.

29 2. The phrase "Los Angeles County" shall be substituted for the words "this
30 state" in the phrase "retailer engaged in business in this state" in Section 6203 and in the
31 definition of that phrase in Section 6203 of the Revenue and Taxation Code.

32 g. PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer
33 under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall
34 not be required by this Ordinance.

1 h. EXEMPTIONS AND EXCLUSIONS.

2 1. There shall be excluded from the measure of the transactions tax and the
3 use tax the amount of any sales tax or use tax imposed by the State of California or by any city,
4 city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law
5 or the amount of any state-administered transactions or use tax.

6 2. There are exempted from the computation of the amount of transactions
7 tax the gross receipts from:

8 A. Sales of tangible personal property, other than fuel or petroleum
9 products, to operators of aircraft to be used or consumed principally outside the County in which
10 the sale is made and directly and exclusively in the use of such aircraft as common carriers of
11 persons or property under the authority of the laws of this State, the United States, or any
12 foreign government.

13 B. Sales of property to be used outside Los Angeles County which is
14 shipped to a point outside Los Angeles County, pursuant to the contract of sale, by delivery to
15 such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a
16 consignee at such point. For the purposes of this paragraph, delivery to a point outside Los
17 Angeles County shall be satisfied:

18 i. With respect to vehicles (other than commercial vehicles)
19 subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of
20 the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code,
21 and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of
22 the Vehicle Code by registration to an address outside Los Angeles County and by a declaration
23 under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her
24 principal place of residence; and

25 ii. With respect to commercial vehicles, by registration to a
26 place of business outside Los Angeles County and declaration under penalty of perjury, signed
27 by the buyer, that the vehicle will be operated from that address.

28 C. The sale of tangible personal property if the seller is obligated to
29 furnish the property for a fixed price pursuant to a contract entered into prior to the operative
30 date of this Ordinance.

31 D. A lease of tangible personal property which is a continuing sale of
32 such property, for any period of time for which the lessor is obligated to lease the property for an
33 amount fixed by the lease prior to the operative date of this Ordinance.

1 E. For the purposes of subparagraphs (C) and (D) of this section, the
2 sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a
3 contract or lease for any period of time for which any party to the contract or lease has the
4 unconditional right to terminate the contract or lease upon notice, whether or not such right is
5 exercised.

6 3. There are exempted from the use tax imposed by this Ordinance, the
7 storage, use, or other consumption in Los Angeles County of tangible personal property:

8 A. The gross receipts from the sale of which have been subject to a
9 transactions tax under any state-administered transactions and use tax ordinance.

10 B. Other than fuel or petroleum products purchased by operators of
11 aircraft and used or consumed by such operators directly and exclusively in the use of such
12 aircraft as common carriers of persons or property for hire or compensation under a certificate
13 of public convenience and necessity issued pursuant to the laws of this State, the United States,
14 or any foreign government. This exemption is in addition to the exemptions provided in
15 Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

16 C. If the purchaser is obligated to purchase the property for a fixed
17 price pursuant to a contract entered into prior to the operative date of this Ordinance.

18 D. If the possession of, or the exercise of any right or power over, the
19 tangible personal property arises under a lease which is a continuing purchase of such property
20 for any period of time for which the lessee is obligated to lease the property for an amount fixed
21 by a lease prior to the operative date of this Ordinance.

22 E. For the purposes of subparagraphs (C) and (D) of this section,
23 storage, use, or other consumption, or possession of, or exercise of any right or power over,
24 tangible personal property shall be deemed not to be obligated pursuant to a contract or lease
25 for any period of time for which any party to the contract or lease has the unconditional right to
26 terminate the contract or lease upon notice, whether or not such right is exercised.

27 F. Except as provided in subparagraph (G), a retailer engaged in
28 business in Los Angeles County shall not be required to collect use tax from the purchaser of
29 tangible personal property, unless the retailer ships or delivers the property into the County or
30 participates within the County in making the sale of the property, including, but not limited to,
31 soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer
32 in County or through any representative, agent, canvasser, solicitor, subsidiary, or person in the
33 County under the authority of the retailer.

1 G. "A retailer engaged in business in Los Angeles County" shall also
2 include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1
3 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in
4 compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered
5 under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be
6 required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or
7 aircraft at an address in Los Angeles County.

8 4. Any person subject to use tax under this Ordinance may credit against
9 that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or
10 retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and
11 Taxation Code with respect to the sale to the person of the property the storage, use, or other
12 consumption of which is subject to the use tax.

13 i. AMENDMENTS. All amendments subsequent to the effective date of this
14 Ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use
15 taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and
16 Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and
17 Taxation Code, shall automatically become a part of this Ordinance, provided however, that no
18 such amendment shall operate so as to affect the rate of tax imposed by this Ordinance.

19 j. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or
20 other legal or equitable process shall issue in any suit, action, or proceeding in any court
21 against the State or Metro, or against any officer of the State or Metro, to prevent or enjoin the
22 collection under this Ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code,
23 of any tax or any amount of tax required to be collected.

24 25 SECTION 7. USE OF REVENUES

26 a. All Net Revenues generated from the Sales Tax imposed pursuant to this
27 Ordinance plus any Interest, less any funds necessary for satisfaction of debt service and
28 related requirements of all bonds issued and obligations incurred pursuant to this Ordinance
29 that are not satisfied out of separate allocations, shall be allocated solely for the transportation
30 purposes described in this Ordinance.

31 b. Metro shall establish and administer a sales tax revenue fund and such
32 subfunds as established in this Ordinance. All Net Revenues and Interest on Sales Tax
33 Revenues shall be credited into the sales tax revenue fund and credited to the appropriate
34 subfunds and programs in accordance with the percentages in the column entitled "% of Sales

1 Tax (net of Admin)" on page 1 of Attachment A. All sums in the sales tax revenue fund shall
2 be expended by Metro for the projects and programs described in Attachment A. Metro may
3 expend additional funds from sources other than the Sales Tax imposed pursuant to this
4 Ordinance on the projects and programs described in Attachment A.

5 1. Metro shall establish the following subfunds of the sales tax revenue
6 fund:

7 A. Transit Operating and Maintenance Subfund, for Metro Rail
8 Operations program funds, Transit Operations (Metro and Municipal Providers) program funds,
9 ADA Paratransit for the disabled and Metro discounts for seniors and students program funds.

10 i. Metro Rail Operations program funds are eligible to be
11 used for Metro Rail State of Good Repair.

12 ii. Transit Operations program funds are eligible to be used
13 for Metro State of Good Repair.

14 B. Transit, First/Last Mile (Capital) Subfund, for Transit Construction
15 (including System Connectivity Projects – Airports, Union Station, and Countywide BRT)
16 program funds and Metro State of Good Repair program funds. This subfund shall include a
17 Transit Contingency Subfund.

18 i. Transit Contingency Subfund. All Net Revenues allocated
19 to the Transit, First/Last Mile (Capital) Subfund, except those allocated to Metro State of Good
20 Repair, that are not assigned to a specific project or program coded "T" in the "modal code"
21 column of Attachment A shall be credited to the Transit Contingency Subfund.

22 C. Highway, Active Transportation, Complete Streets (Capital)
23 Subfund, for Highway Construction (including System Connectivity Projects – Ports, Highway
24 Congestion Programs and Goods Movement) program funds and Metro Active Transportation
25 (Bicycle, Pedestrian, Complete Streets) program funds. This subfund shall include a Highway
26 Contingency Subfund.

27 i. Highway Contingency Subfund. All Net Revenues
28 allocated to the Highway, Active Transportation, Complete Streets (Capital) Subfund, except
29 those allocated to Metro Active Transportation Program, that are not assigned to a specific
30 highway capital project or program coded "H" in the "modal code" column of Attachment A shall
31 be credited to the Highway Contingency Subfund.

32 D. Local Return/Regional Rail Subfund, for Local Return program
33 funds and Regional Rail program funds.

34 2. For each project identified in the "Expenditure Plan Major Projects"

1 section of Attachment A, Metro shall expend the amount of Net Revenues specified in the
2 column entitled "Measure ___ Funding 2015\$" for each project. Such expenditures shall
3 commence in the fiscal year identified in the column "Groundbreaking Start Date," or in the
4 subsequent two fiscal years, except that expenditures for preconstruction costs may commence
5 sooner.

6 A. Metro may expend funds from the Contingency Subfunds for
7 inflation adjustments for any project identified in the "Expenditure Plan Major Projects" section
8 of Attachment A if less than two-thirds (2/3) of the amount allocated in the "Measure ___
9 Funding 2015\$" column has been expended prior to the first day of Fiscal Year 2027. Such
10 expenditures shall be deducted from the Highway Contingency Subfund if the project is coded
11 "H" in the "modal code" column of Attachment A or from the Transit Contingency Subfund if
12 the project is coded "T" in the "modal code" column of Attachment A. Such expenditures shall
13 not exceed the actual amount of inflation since 2015 as determined by an index selected by
14 the Metro Board of Directors.

15 3. For each program identified in the "Multi-Year Subregional Programs"
16 section of Attachment A, Metro shall expend the amount of Net Revenues specified in the
17 column entitled "Measure ___ Funding 2015\$" for each program. Such expenditures shall
18 commence in the fiscal year identified in the column "Groundbreaking Start Date," or in the
19 subsequent two fiscal years, except that expenditures for preconstruction costs may
20 commence sooner.

21 A. Metro may expend funds from the Contingency Subfunds for
22 inflation adjustments for any project identified in the "Multi-Year Subregional Programs"
23 section of Attachment A beginning in Fiscal Year 2027. Such expenditures shall be deducted
24 from the Highway Contingency Subfund if the project is coded "H" in the "modal code" column
25 of Attachment A or from the Transit Contingency Subfund if the project is coded "T" in the
26 "modal code" column of Attachment A. Such expenditures shall not exceed the actual amount
27 of inflation since 2015 as determined by an index selected by the Metro Board of Directors.

28 4. Metro shall expend funds allocated to the Contingency Subfunds, to the
29 extent necessary, to service the debt of any bonds issued or other obligations incurred
30 pursuant to Section 12 of this Ordinance.

31 5. Metro may expend funds from the Contingency Subfunds for
32 Expenditure Plan Major Projects or Multi-Year Subregional Programs in any fiscal year in
33 which Net Revenues received are not sufficient to meet Metro's funding obligations for that
34 year for such projects.

1 6. No earlier than July 1, 2039, the Metro Board of Directors shall increase
2 the percentage of Net Revenues allocated to the Regional Rail program of the Local Return
3 and Regional Rail Subfund from one percent (1%) to two percent (2%) provided that the
4 recipient(s) satisfy certain performance criteria, which shall be adopted by the Metro Board of
5 Directors. Any such increase in Net Revenues allocated to Regional Rail shall be offset by
6 corresponding reductions in Net Revenues allocated to either the Transit, First/Last Mile
7 (Capital) Subfund or Highway, Active Transportation, Complete Streets (Capital) Subfund, or
8 both. No reduction shall delay any projects in Attachment A.

9 7. On July 1, 2039, the percentage of Net Revenues allocated to the Local
10 Return program shall increase by three percent of Net Revenues. The Metro Board of
11 Directors shall make corresponding reductions to either the Transit Construction or Highway
12 Construction programs, or both. No reduction shall delay any projects in Attachment A.

13 c. The Metro Board of Directors shall adopt guidelines regarding Multi-Year
14 Subregional Programs identified in Attachment A. The guidelines shall, at minimum, specify
15 definitions of active transportation, first/last mile, visionary seed project studies, street car and
16 circulator projects, greenway projects, mobility hubs, highway efficiency and operational
17 improvement projects, bus system improvements, highway demand-based programs (such as
18 high occupancy vehicle extensions and connections), transit capital projects, transportation
19 system and mobility improvements, bus rapid transit capital improvements, safe route to
20 schools, multi-modal connectivity projects, arterial street improvements, freeway interchange
21 improvements, goods movement improvements, highway and transit noise mitigations,
22 intelligent transportation systems, transportation technology improvements, streetscape
23 enhancements and Great Streets, public transit state of good repair, and traffic congestion
24 relief improvements.

25 d. Metro may enter into an agreement with the Board of Equalization to transfer
26 Sales Tax Revenues directly to a bond trustee or similar fiduciary, in order to provide for the
27 timely payment of debt service and related obligations, prior to Metro's receipt and deposit of
28 such Sales Tax Revenues into the sales tax revenue fund; provided, however, that such
29 payments of debt service and related obligations shall be allocated to the appropriate subfund
30 consistent with the expenditure of the proceeds of the corresponding debt.

31 e. Metro shall include the projects and programs in Attachment A in the Long
32 Range Transportation Plan within one year of the date the Ordinance takes effect. The revised
33 and updated Long Range Transportation Plan shall also include capital projects and capital
34 programs that are adopted by each subregion that are submitted to Metro for inclusion in the

1 revised and updated Long Range Transportation Plan, if the cost and schedule details are
2 provided by the subregions, in a manner consistent with the requirements of the plan.

3 f. Three percent (3%) of the total project cost of any Expenditure Plan Major
4 Project coded "T" in Attachment A shall be paid by each incorporated city within Los Angeles
5 County, and Los Angeles County for those projects in unincorporated areas, based upon the
6 percent of project total centerline track miles to be constructed within that jurisdiction's borders if
7 one (1) or more stations are to be constructed within the borders of said jurisdiction. An
8 agreement approved by both Metro and the governing board of the jurisdiction shall specify the
9 total project cost determined at the conclusion of thirty percent (30%) completion of final design
10 (which shall not be subject to future cost increases), the amount to be paid, and a schedule of
11 payments. If the total project cost estimate is reduced after the conclusion of thirty percent
12 (30%) completion of final design, the proportionate cost to the jurisdiction shall be reduced
13 accordingly. The jurisdiction may request a betterment for a project. The jurisdiction, however,
14 shall incur the full cost of any such betterment. Such agreements shall be in accordance with
15 guidelines adopted by the Metro Board of Directors.

16 1. If no agreement is entered into and approved prior to the award of
17 any contract authorizing the construction of the project within the borders of the jurisdiction, or if
18 at any time the local jurisdiction is in default of any sums due pursuant to the approved
19 agreement, all funds contained in the Local Return/Regional Rail Subfund allocated to that
20 jurisdiction may, at Metro's sole discretion, be withheld for not longer than fifteen (15) years and
21 used to pay for the project until the three percent (3%) threshold is met.

22 g. Once every ten (10) years, beginning in Fiscal Year 2027, Metro shall conduct
23 a comprehensive assessment of each project and program identified in Attachment A as an
24 "Expenditure Plan Major Project" or "Multi-Year Subregional Program." This assessment shall
25 determine which projects or programs are either completed, or anticipated to be completed
26 during the next ten-year period. The Measure __ Independent Taxpayer Oversight Committee
27 of Metro, established pursuant to Section 8, shall review and comment on the assessment.
28 Metro shall also conduct a public review prior to the assessment's approval. Upon approval of
29 this assessment by a two-thirds vote, the Metro Board of Directors may:

30 1. Add "Expenditure Plan Major Projects" and "Multi-Year Subregional
31 Programs" to the Expenditure Plan by a two-thirds (2/3) vote so long as such additions do not
32 delay the Groundbreaking Start Date, Expected Opening Date, or amount of "Measure __
33 Funding 2015\$" of any other "Expenditure Plan Major Project" or "Multi-Year Subregional

1 Program." No "Expenditure Plan Major Projects" or "Multi-Year Subregional Programs" may
2 be added to the Expenditure Plan except through the decennial process described herein.

3 A. Should an "Expenditure Plan Major Project" or "Multi-Year
4 Subregional Program", except for those coded "sc" in the "subregion" column of Attachment A,
5 be completed without the expenditure of all Net Revenues allocated to that project or program
6 in Attachment A, the surplus Net Revenues shall be expended on projects or programs in the
7 same subregion as the project or program so completed. The Metro Board of Directors shall
8 determine by a two-thirds (2/3) vote whether a project or program is complete.

9 B. Should an "Expenditure Plan Major Project" or "Multi-Year
10 Subregional Program" coded "sc" in the "subregion" column of Attachment A be completed
11 without the expenditure of all Net Revenues allocated to that project or program in Attachment
12 A, the surplus Net Revenues shall be expended on another "Expenditure Plan Major Project"
13 or "Multi-Year Subregional Program" coded "sc" in the "subregion" column of Attachment A.
14 The Metro Board of Directors shall determine by a two-thirds (2/3) vote whether a project or
15 program is complete.

16 2. Adopt an amendment to transfer Net Revenues between the Transit,
17 First/Last Mile (Capital) Subfund and the Highway, Active Transportation, Complete Streets
18 (Capital) Subfund pursuant to Section 11(c). No such amendment shall be adopted except
19 through the decennial process described herein.

20 3. Adopt an amendment to Attachment B pursuant to Section 11(a). No
21 such amendment shall be adopted except through the decennial process described herein
22 provided, however, the Metro Board of Directors shall not adopt an amendment to Attachment
23 B prior to the comprehensive assessment in Fiscal Year 2047.

24 h. No Net Revenues generated from the Sales Tax shall be expended on the
25 State Route 710 North Gap Closure Project.

26 i. Notwithstanding any other provision of this Ordinance, no recipient of Local
27 Return program funds may expend more than thirty-three and one-third percent (33⅓ %) of
28 total funds received in any fiscal year on Green Streets.

30 SECTION 8. OVERSIGHT

31 a. There is hereby established a Measure __ Independent Taxpayer Oversight
32 Committee of Metro ("Committee") to provide an enhanced level of accountability for
33 expenditures of sales tax revenues made under the Expenditure Plan. The Committee shall

1 meet at least four (4) times each year to carry out the purposes of this Ordinance. The
2 Committee reports directly to the Metro Board of Directors and the public.

3 b. It is the intent that the Committee will assist Metro and take advantage of
4 changing situations in the future with regard to technologies and transportation developments.
5 Therefore, the provisions contained in this Ordinance are based on a 2016 perspective and are
6 not meant to be unduly restrictive on the Committee's and Metro's roles and responsibilities.

7 c. Committee Membership. The Committee Members established for oversight
8 shall carry out the responsibilities laid out in this Ordinance and play a valuable and constructive
9 role in the ongoing improvement and enhancement of this Ordinance.

10 1. As such, the Committee Members shall be comprised of seven (7)
11 voting members representing the following professions or areas of expertise:

12 A. A retired Federal or State judge

13 B. A professional from the field of municipal/public finance and/or
14 budgeting with a minimum of ten (10) years of relevant experience

15 C. A transit professional with a minimum of ten (10) years of
16 experience in senior-level decision making in transit operations and labor practices

17 D. A professional with a minimum of ten (10) years of experience in
18 management and administration of financial policies, performance measurements, and reviews

19 E. A professional with demonstrated experience of ten (10) years or
20 more in the management of large-scale construction projects

21 F. A licensed architect or engineer with appropriate credentials in the
22 field of transportation project design or construction and a minimum of ten (10) years of relevant
23 experience

24 G. A regional association of businesses representative with at least
25 ten (10) years of senior-level decision making experience in the private sector

26 2. The intent is to have one member representing each of the specified
27 areas of expertise. If, however, after a good faith effort, qualified individuals have not been
28 identified for one (1) or more of the areas of expertise, then no more than two (2) members from
29 one (1) or more of the remaining areas of expertise may be selected.

30 3. The members of the Committee must reside in Los Angeles County and
31 be subject to conflict of interest provisions. No person currently serving as an elected or
32 appointed city, county, special district, state, or federal public officeholder shall be eligible to
33 serve as a member of the Committee.

34 d. Conflict of Interest. The Committee members shall be subject to Metro's conflict

1 of interest policies. The members shall have no legal action pending against Metro and are
2 prohibited from acting in any commercial activity directly or indirectly involving Metro, such as
3 being a consultant to Metro or to any party with pending legal actions against Metro during their
4 tenure on this Committee. Committee members shall not have direct commercial interest or
5 employment with any public or private entity, which receives sales tax funds authorized by this
6 Ordinance.

7 e. Committee Membership Selection Panel. The Selection Panel ("Panel") shall
8 select for approval the Oversight Committee Members, who will be responsible for performing
9 the responsibilities under this Ordinance. The Panel will be comprised of three (3) persons,
10 each of whom shall be members of the Metro Board of Directors, or their designee.

11 1. The Panel shall be selected as follows, and will represent the existing
12 leadership of Metro's Board (Chair, Vice Chair, and second Vice Chair):

13 A. One representative from the Los Angeles County Board of
14 Supervisors; and

15 B. One representative selected by the Mayor of the City of Los
16 Angeles; and

17 C. One representative from the Los Angeles County Cities

18 2. The Panel shall screen and recommend potential candidates for
19 Committee Membership. The Panel will develop guidelines to solicit, collect, and review
20 applications of potential candidates for membership on the Committee. The filling of
21 membership vacancies, due to removals and reappointments will follow these same guidelines.

22 3. The recommended candidates for Committee Membership
23 shall be approved by the Metro Board by a simple majority.

24 f. Term. Each member of the Committee shall serve for a term of five (5) years,
25 and until a successor is appointed, except that initial appointments may be staggered with terms
26 of three (3) years. A Committee member may be removed at any time by the appointing
27 authority. Term limits for Committee members will be staggered to prevent significant turnover
28 at any one time. There is no limit as to the number of terms that a Committee member may
29 serve. Members will be compensated through a stipend and they may choose to waive.

30 g. Resignation. Any member may, at any time, resign from the Committee upon
31 written notice delivered to the Metro Board. Acceptance of any public office, the filing of intent
32 to seek public office, including a filing under California Government Code Section 85200, or
33 change of residence to outside the County shall constitute a Member's automatic resignation.

34 h. Committee Responsibilities. The Committee shall, at a minimum, meet on a

1 quarterly basis to carry out its responsibilities and is hereby charged with the following
2 responsibilities:

3 1. *General Responsibilities*

4 A. The Committee will have the responsibility for approving the scope
5 of work and direct the work of the auditors, to include at minimum the above mentioned areas.
6 Selection of the auditors will follow the Board approved procurement and solicitation policies.
7 The Committee will be involved in the solicitation and selection process of the auditors.

8 B. The Committee shall prepare an annual report on the results of the
9 annual audit per Section 8(h)(3)(B), any findings made, and report the comments to the Metro
10 Board of Directors.

11 C. The Committee shall review all proposed debt financing and make
12 a finding as to whether the benefits of the proposed financing for accelerating project delivery,
13 avoiding future cost escalation, and related factors exceed issuance and interest costs.

14 D. The Committee shall review any proposed amendments to the
15 Ordinance, including the Expenditure Plan, and make a finding as to whether the proposed
16 amendments further the purpose of the Ordinance.

17 2. *Quarterly Responsibilities.* The Committee shall at minimum review the
18 following:

19 A. For each Subfund, make findings on the effective and efficient use
20 of funds.

21 B. For Local Return funds, review the programmed revenues and
22 uses for each of the local jurisdictions.

23 C. For Transit and Highway (Capital), review comparison of budget
24 expended to project milestone completion, comparison of contingency spent to project
25 completion, and review of soft costs expended.

26 D. For Active Transportation Program, review programmed revenues
27 and uses.

28 E. For State of Good Repair, review budget and expenses.

29 F. For Transit Operating and Maintenance (which includes Metro Rail
30 Operations, Transit Operations, ADA Paratransit for the disabled/Metro discounts for seniors
31 and students, and Regional Rail), review budget and expenses.

32 3. *Annual Responsibilities*

33 A. The Committee shall review the results of the audit performed

1 and make findings as to whether Metro is in compliance with the terms of the Ordinance. Such
2 findings shall include a determination as to whether recipients of Net Revenues allocated and
3 funds were expended for all the Subfunds (listed in Attachment A) and have complied with this
4 Ordinance and any additional guidelines developed by Metro.

5 B. *Annual Financial and Compliance Audit.* Metro shall contract for
6 an annual audit, to be completed within six (6) months after the end of the fiscal year being
7 audited, for the purpose of determining compliance by Metro with the provisions of this
8 Ordinance relating to the receipt and expenditure of Sales Tax Revenues during such fiscal
9 year. The audit should include a determination as to whether recipients of Net Revenues
10 allocated from these Subfunds have complied with this Ordinance and any additional guidelines
11 developed by Metro for these Subfunds.

12 C. For major corridor projects, included in the Expenditure Plan, the
13 Committee shall review at least once a year:

14 i. Project costs, established LOP budgets, and any
15 significant cost increases and/or major scope changes of the major corridor projects identified in
16 the Expenditure Plan.

17 ii. The funding available and programmed for the projects
18 included in the Expenditure Plan, as well as any funding gaps for each of these projects. The
19 Committee shall provide recommendations on possible improvements and modifications to
20 deliver the Plan.

21 iii. Performance in terms of project delivery, cost controls,
22 schedule adherence, and related activities.

23 4. *Five-Year Responsibilities*

24 A. The Committee shall review the Comprehensive Program
25 Assessment of the Expenditure Plan every five (5) years or every ten (10) years in accordance
26 with Section 7(g) and make findings and/or provide recommendations for improving the
27 program. The results of this assessment will be presented to the Metro Board of Directors.

28 B. *Comprehensive Program Assessment.* Metro shall conduct every
29 five (5) years a comprehensive review of all projects and programs implemented under the Plan
30 to evaluate the performance of the overall program and make recommendations to improve its
31 performance on current practices, best practices, and organizational changes to improve
32 coordination.

33 i. Accountability to the Public and the Metro Board. All audit reports, findings, and
34 recommendations will be available and accessible to the public (through various types of media)

1 prior to the public hearing and upon request. Metro will establish a website dedicated to the
2 Oversight of this Measure and include all pertinent Ordinance information for the public. The
3 Committee shall review all audits and hold an annual public hearing to report on the results of
4 the audits.

5
6 SECTION 9. MAINTENANCE OF EFFORT REQUIREMENTS

7 a. It is the intent of Metro that any Sales Tax Revenues provided to local
8 jurisdictions in Los Angeles County under the program described in Attachment A as "Local
9 Return" be used to augment, not supplant, existing local revenues being used for
10 transportation purposes.

11 b. Metro shall develop guidelines that, at a minimum, specify maintenance of
12 effort requirements for the local return program, matching funds, and administrative
13 requirements for the recipients of revenue derived from the Sales Tax.

14
15 SECTION 10. COSTS OF ADMINISTRATION

16 Metro shall establish an Administration/Local Return fund and one and one-half
17 percent (1.5%) of Gross Sales Tax revenues shall be credited into this fund. As funds are
18 received by Metro and credited to this fund, one percent (1%) of Net Revenues shall be
19 immediately transferred to the Local Return/Regional Rail Subfund of the sales tax revenue
20 fund to be used solely for the Local Return program. All other amounts in the
21 Administration/Local Return fund shall be available to Metro for administrative costs, including
22 contractual services.

23
24 SECTION 11. AMENDMENTS

25 a. The Metro Board of Directors may amend this Ordinance, including Attachment
26 A and Attachment B, with the exception of Section 11, for any purpose subject to the
27 limitations contained in Section 7(g), including as necessary to account for the results of any
28 environmental review required under the California Environmental Quality Act or the National
29 Environmental Policy Act and any related federal statute of the projects listed in Attachment A.
30 Any such amendments shall be approved by a vote of not less than two-thirds (2/3) of the
31 Metro Board of Directors. Metro shall hold a public meeting on proposed amendments prior to
32 adoption. Metro shall provide notice of the public meeting to the Los Angeles County Board of
33 Supervisors, the city council of each city in Los Angeles County, and the public, and shall

1 provide them with a copy of the proposed amendments, at least 60 days prior to the public
2 meeting.

3 b. By two-thirds (2/3) vote, the Metro Board of Directors may amend the
4 "Schedule of Funds Available" columns listed in Attachment A to accelerate a project,
5 provided that any such amendments shall not reduce the amount of funds assigned to any
6 other project or program as shown in the "Measure __ Funding 2015\$" column of Attachment
7 A or delay the Schedule of Funds Available for any other project or program. Metro shall hold
8 a public meeting on proposed amendments prior to adoption. Metro shall provide notice of the
9 public meeting to the Los Angeles County Board of Supervisors, the city council of each city in
10 Los Angeles County, and the public, and shall provide them with a copy of the proposed
11 amendments, at least 30 days prior to the public meeting.

12 c. The Metro Board of Directors shall not adopt any amendment to this
13 Ordinance, including Attachment A, that reduces total Net Revenues allocated to the sum of
14 the Transit, First/Last Mile (Capital) Subfund and the Highway, Active Transportation,
15 Complete Streets (Capital) Subfund. Not more than once in any ten (10) year period
16 commencing in FY2027, Metro may adopt an amendment transferring Net Revenues between
17 the Transit, First/Last Mile (Capital) Subfund and the Highway, Active Transportation,
18 Complete Streets (Capital) Subfund. This subparagraph shall not apply to adjustments to the
19 Net Revenues allocated to the Transit, First/Last Mile (Capital) Subfund and the Highway,
20 Active Transportation, Complete Streets (Capital) Subfund pursuant to Section 7(b)(6) or
21 Section 7(b)(7). Such adjustments shall not require an amendment to this Ordinance or
22 Attachment A.

23 d. Notwithstanding Section 11(a) of this Ordinance, the Metro Board of Directors
24 shall not adopt any amendment to this Ordinance, including Attachment A, that reduces Net
25 Revenues allocated to the Transit Operating & Maintenance Subfund or the Local
26 Return/Regional Rail Subfund.

27 e. The Metro Board of Directors may amend Section 11 of this Ordinance if such
28 amendments are approved by a vote of not less than two-thirds (2/3) of the Metro Board of
29 Directors and are approved by a majority of the voters voting on a measure to approve the
30 amendment. Metro shall hold a public meeting on proposed amendments prior to adoption.
31 Metro shall provide notice of the public meeting to the Los Angeles County Board of
32 Supervisors, the city council of each city in Los Angeles County, and the public, and shall
33 provide them with a copy of the proposed amendments, at least 60 days prior to the public
34 meeting. Amendments shall become effective immediately upon approval by the voters.

1 SECTION 12. ESTABLISHMENT OF BONDING AUTHORITY

2 a. Metro is authorized to issue limited tax bonds and incur other obligations, from
3 time to time, payable from and secured by all or any portion of the Sales Tax Revenues to
4 finance any program or project in the Expenditure Plan, pursuant to Sections 130500 et seq. of
5 the Public Utilities Code, and any successor act, or pursuant to any other applicable sections of
6 the Public Utilities Code or the Government Code. As additional security, such bonds and other
7 obligations may be further payable from and secured by farebox revenues or general revenues
8 of Metro, on a basis subordinate to Metro's existing General Revenue Bonds, or any other
9 available source of Metro's revenues, in each case as specified in a resolution adopted by a
10 majority of Metro's Board of Directors. The maximum bonded indebtedness, including issuance
11 costs, interest, reserve requirements and bond insurance, shall not exceed the total amount of
12 the Gross Sales Tax. Nothing herein shall limit or restrict in any way the power and authority of
13 Metro to issue bonds, notes or other obligations, to enter into loan agreements, leases,
14 reimbursement agreements, standby bond purchase agreements, interest rate swap
15 agreements or other derivative contracts or to engage in any other transaction under the
16 Government Code, the Public Utilities Code or any other law.

17 b. The Metro Board of Directors shall adopt guidelines regarding the issuance of
18 bonds and the incurrence of other obligations pursuant to this Section 12. The guidelines shall,
19 at a minimum, establish methods for taking into account (a) the expenditure of proceeds of such
20 bonds and other obligations and (b) the payment of debt service and other amounts with respect
21 to such bonds and other obligations, for purposes of meeting the program expenditure
22 requirements of Section 7 hereof.

23
24 SECTION 13. APPROPRIATIONS LIMIT

25 Article XIII B of the California Constitution requires certain governmental entities to
26 establish an annual appropriations limit. This appropriations limit is subject to adjustment as
27 provided by law. To the extent required by law, Metro shall establish an annual appropriations
28 limit and expenditures of the retail transactions and use tax shall be subject to such limit.

29
30 SECTION 14. ELECTION

31 Pursuant to California Public Utilities Code Section 130350.7(d), Metro hereby calls a
32 special election to place this Ordinance before the voters. The ballot language shall read as
33 follows:

Los Angeles County Transportation Expenditure Plan
Outline of Expenditure Categories
Fiscal Year (FY) 2018 - 2057, Escalated Dollars
(millions)

ATTACHMENT A

| Subfund | Program | % of Sales Tax (net of Admin) | First Year Amount (FY 2018) | FY 2018 - FY 2032 (15 Years) | FY 2033 - FY 2047 (15 Years) | FY 2048 - FY 2057 (10 Years) | FY 2018 - FY 2057 (40 Years) |
|--|--|-------------------------------|-----------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| Transit Operating & Maintenance | Metro Rail Operations ¹ | 5% | \$ 42 | \$ 850 | \$ 2,320 | \$ 2,810 | \$ 5,980 |
| | Transit Operations ² (Metro & Municipal Providers) | 20% | \$ 169 | \$ 3,400 | \$ 9,280 | \$ 11,240 | \$ 23,920 |
| | ADA Paratransit for the Disabled; Metro Discounts for Seniors and Students | 2% | \$ 17 | \$ 340 | \$ 930 | \$ 1,120 | \$ 2,390 |
| Transit, First/Last Mile (Capital) | Transit Construction (Includes System Connectivity Projects - Airports, Union Station, and Countywide BRT) | 35% | \$ 296 | \$ 5,960 | \$ 16,230 | \$ 19,670 | \$ 41,860 |
| | Metro State of Good Repair ⁵ | 2% | \$ 17 | \$ 340 | \$ 930 | \$ 1,120 | \$ 2,390 |
| Highway, Active Transportation, Complete Streets (Capital) | Highway Construction (includes System Connectivity Projects - Ports, Highway Congestion Programs, Goods Movement) | 17% | \$ 144 | \$ 2,890 | \$ 7,880 | \$ 9,560 | \$ 20,330 |
| | Metro Active Transportation Program (Bicycle, Pedestrian, Complete Streets) | 2% | \$ 17 | \$ 340 | \$ 930 | \$ 1,120 | \$ 2,390 |
| Local Return / Regional Rail | Local Return - Base ³ (Local Projects and Transit Services) | 16% | \$ 136 | \$ 2,720 | \$ 7,420 | \$ 8,990 | \$ 19,130 |
| | Local Return / Regional Rail (Beginning FY 2040) ⁴ | | | | \$ 690 | \$ 2,240 | \$ 2,930 |
| | Regional Rail | 1% | \$ 8 | \$ 170 | \$ 460 | \$ 560 | \$ 1,200 |
| TOTAL PROGRAMS | | | \$ 847 | \$ 17,010 | \$ 46,380 | \$ 56,190 | \$ 119,590 |
| Administration /Local Return | 0.5% for Administration | 0.5% | \$ 4 | \$ 85 | \$ 230 | \$ 280 | \$ 600 |
| | 1.0% Local Return ³ | 1.0% | \$ 8 | \$ 170 | \$ 460 | \$ 560 | \$ 1,200 |
| GRAND TOTAL | | | \$ 860 | \$ 17,265 | \$ 47,070 | \$ 57,030 | \$ 121,390 |

1. Funds are eligible to be used for Metro Rail State of Good Repair.
2. Funds are eligible to be used for Metro State of Good Repair.
3. 1% Administration to supplement Local Return, increasing the Local Return-Base to 17% of net revenues.
4. To be funded by Highway/Transit Capital Subfunds in FY 2040 and beyond.
The Metro Board of Directors will prioritize the Wardlow Grade Separation project to receive new funding and/or grants and assign this project to be included in Metro's State of Good Repair program.

All totals are rounded; numbers presented in this document may not always add up to the totals provided.
Based on January 2016 revenue projections.

Los Angeles County Transportation Expenditure Plan

(2015 \$ in thousands)

ATTACHMENT A

Groundbreaking Sequence
(Exceptions Noted)

| For Reference Only | Project (Final Project to be Defined by the Environmental Process) | Notes | Schedule of Funds Available | | Subregion* | 2016 - 2067 Local, State, Federal, Other Funding 2015\$ | Measure — Funding 2015\$ | Most Recent Cost Estimate 2015\$** | Modal Code |
|--------------------|---|-------|--------------------------------|--|------------|--|--------------------------------|---|------------|
| | | | Ground-breaking Start Date† | Expected Opening Date (3 year range) | | | | | |
| | Expenditure Plan Major Projects | | | ¹ st yr of Range | | | | | |
| 1 | Airport Metro Connect 96th St. Station/Green Line Ext LAX ® | a,p | FY 2018 | CY 2021 | sc | \$233,984 | \$347,016 | \$581,000 | T |
| 2 | Westside Purple Line Extension Section 3 ® | b | FY 2018 | FY 2024 | w | \$986,139 | \$994,251 | \$1,980,390 | T |
| 3 | High Desert Multi-Purpose Corridor (HDMC)® | q | FY 2019 | FY 2021 | nc | \$100,000 | \$170,000 | \$270,000 | H |
| 4 | I-5 N Cap. Enhancements (SR-14 to Lake Hughes Rd) ® | | FY 2019 | FY 2023 | nc | \$544,080 | \$240,000 | \$784,080 | H |
| 5 | Gold Line Foothill Extension to Claremont ® | c | FY 2019 | FY 2025 | sg | \$78,000 | \$1,019,000 | \$1,097,000 | T |
| 6 | Orange Line BRT Improvements | n | FY 2019 | FY 2025 | sf | \$0 | \$286,000 | \$286,000 | T |
| 7 | BRT Connector Orange/Red Line to Gold Line | o | FY 2020 | FY 2022 | av | \$0 | \$240,300 | \$240,300 | T |
| 8 | BRT Connector Orange/Red Line to Gold Line | o | FY 2020 | FY 2022 | sf | \$0 | \$26,700 | \$26,700 | T |
| 9 | East SF Valley Transit Corridor Project ® | d | FY 2021 | FY 2027 | sf | \$520,500 | \$810,500 | \$1,331,000 | T |
| 10 | West Santa Ana Transit Corridor LRT ® | b,d | FY 2022 | FY 2028 | gc | \$500,000 | \$535,000 | \$1,035,000 | T |
| 11 | Crenshaw/LAX Track Enhancement Project | e,p | FY 2022 | FY 2026 | sc | \$0 | \$49,599 | \$49,599 | T |
| 12 | SR-71 Gap from I-10 to Rio Rancho Rd. | | FY 2022 | FY 2026 | sg | \$26,443 | \$248,557 | \$275,000 | H |
| 13 | LA River Waterway & System Bikepath | | FY 2023 | FY 2025 | cc | \$0 | \$365,000 | \$365,000 | H |
| 14 | Complete LA River Bikepath | | FY 2023 | FY 2025 | sf | \$0 | \$60,000 | \$60,000 | H |
| 15 | Sepulveda Pass Transit Corridor (Ph 1) ® | b,f | FY 2024 | FY 2026 | sf | \$0 | \$130,000 | \$130,000 | H |
| 16 | Sepulveda Pass Transit Corridor (Ph 1) ® | b,f | FY 2024 | FY 2026 | w | \$0 | \$130,000 | \$130,000 | H |
| 17 | Vermont Transit Corridor | o | FY 2024 | FY 2028 | cc | \$400,000 | \$25,000 | \$425,000 | T |
| 18 | SR-57/SR-60 Interchange Improvements | d | FY 2025 | FY 2031 | sg | \$565,000 | \$205,000 | \$770,000 | H |
| 19 | Green Line Extension to Crenshaw Blvd in Torrance ® | d,g | FY 2026 | FY 2030 | sb | \$272,000 | \$619,000 | \$891,000 | T |
| 20 | I-710 South Corridor Project (Ph 1) ® | d,h | FY 2026 | FY 2032 | gc | \$150,000 | \$250,000 | \$400,000 | H |
| 21 | I-105 Express Lane from I-405 to I-605 | p | FY 2027 | FY 2029 | sc | \$0 | \$175,000 | \$175,000 | H |
| 22 | Sepulveda Pass Transit Corridor (Ph 2) ® | b | FY 2024 | FY 2033 | sf | \$1,567,000 | \$1,270,000 | \$2,837,000 | T |
| 23 | Sepulveda Pass Transit Corridor (Ph 2) ® | b | FY 2024 | FY 2033 | w | \$1,567,000 | \$1,270,000 | \$2,837,000 | T |
| 24 | Gold Line Eastside Extension (One Alignment) ® | d | FY 2029 | FY 2035 | gc | \$957,000 | \$543,000 | \$1,500,000 | T |
| 25 | Gold Line Eastside Extension (One Alignment) ® | d | FY 2029 | FY 2035 | sg | \$957,000 | \$543,000 | \$1,500,000 | T |
| 26 | West Santa Ana Transit Corridor LRT ® | r | FY 2022 | FY 2041 | cc | \$1,082,500 | \$400,000 | \$1,482,500 | T |
| 27 | West Santa Ana Transit Corridor LRT ® | r | FY 2022 | FY 2041 | gc | \$982,500 | \$500,000 | \$1,482,500 | T |
| 28 | I-710 South Corridor Project (Ph 2) ® | | FY 2032 | FY 2041 | gc | \$658,500 | \$250,000 | \$908,500 | H |
| 29 | I-5 Corridor Improvements (I-605 to I-710) | | FY 2036 | FY 2042 | gc | \$46,060 | \$1,059,000 | \$1,105,060 | H |
| 30 | Crenshaw Northern Extension | i | FY 2041 | FY 2047 | cc | \$495,000 | \$1,185,000 | \$1,680,000 | T |
| 31 | Crenshaw Northern Extension | i | FY 2041 | FY 2047 | w | \$0 | \$560,000 | \$560,000 | T |
| 32 | I-405/I-110 Int. HOV Connect Ramps & Intrchnng Improv ® | | FY 2042 | FY 2044 | sb | \$0 | \$250,000 | \$250,000 | H |
| 33 | I-605/I-10 Interchange | | FY 2043 | FY 2047 | sg | \$472,400 | \$126,000 | \$598,400 | H |
| 34 | SR 60/I-605 Interchange HOV Direct Connectors | | FY 2043 | FY 2047 | sg | \$360,600 | \$130,000 | \$490,600 | H |
| 35 | Lincoln Blvd BRT | l,o | FY 2043 | FY 2047 | w | \$0 | \$102,000 | \$102,000 | T |
| 36 | I-110 Express Lane Ext South to I-405/I-110 Interchange | | FY 2044 | FY 2046 | sb | \$228,500 | \$51,500 | \$280,000 | H |
| 37 | I-405 South Bay Curve Improvements | | FY 2045 | FY 2047 | sb | \$250,840 | \$150,000 | \$400,840 | H |
| 38 | Green Line Eastern Extension (Norwalk) | p | FY 2046 | FY 2052 | sc | \$570,000 | \$200,000 | \$770,000 | T |
| 39 | SF Valley Transportation Improvements | m | FY 2048 | FY 2050 | sf | \$0 | \$106,800 | \$106,800 | T |
| 40 | Sepulveda Pass Westwood to LAX (Ph 3) | p | FY 2048 | FY 2057 | sc | \$3,800,000 | \$65,000 | \$3,865,000 | T |
| 41 | Orange Line Conversion to Light Rail | | FY 2051 | FY 2057 | sf | \$1,067,000 | \$362,000 | \$1,429,000 | T |
| 42 | City of San Fernando Bike Master Plan | | FY 2052 | FY 2054 | sf | \$0 | \$5,000 | \$5,000 | H |
| 43 | Historic Downtown Streetcar | | FY 2053 | FY 2057 | cc | \$0 | \$200,000 | \$200,000 | T |
| 44 | Gold Line Eastside Ext. Second Alignment | p | FY 2053 | FY 2057 | sc | \$110,000 | \$2,890,000 | \$3,000,000 | T |
| 45 | High Desert Multi-Purpose Corridor - LA County Segment | p | FY 2063 | FY 2067 | sc | \$32,982 | \$1,845,718 | \$1,878,700 | H |
| 46 | Expenditure Plan Major Projects Subtotal | | | | | \$19,581,027 | \$20,989,941 | \$40,570,969 | |

Footnotes on following page.

Los Angeles County Transportation Expenditure Plan

(2015 \$ in thousands)

ATTACHMENT A

Groundbreaking Sequence

(Exceptions Noted)

| For Reference Only | Project (Final Project to be Defined by the Environmental Process) | Notes | Schedule of Funds Available | | Subregion* | 2016 - 2067 Local, State, Federal, Other Funding 2015\$ | Measure — Funding 2015\$ | Most Recent Cost Estimate 2015\$** | Modal Code |
|--|---|-------|------------------------------------|--|------------|--|--------------------------------|---|------------|
| | | | Ground- breaking Start Date† | Expected Opening Date (3 year range) | | | | | |
| | | | | | | | | | |
| Multi-Year Subregional Programs | | | | | | | | | |
| 47 | Metro Active Transport, Transit 1st/Last Mile Program | p | FY 2018 | FY 2057 | sc | \$0 | \$857,500 | \$857,500 | H |
| 48 | Visionary Project Seed Funding | p | FY 2018 | FY 2057 | sc | \$0 | \$20,000 | \$20,000 | T |
| 49 | Street Car and Circulator Projects | k,p | FY 2018 | FY 2022 | sc | \$0 | \$35,000 | \$35,000 | T |
| 50 | Transportation System and Mobility Improve. Program | | FY 2018 | FY 2032 | sb | \$0 | \$293,500 | \$293,500 | H |
| 51 | Active Transportation 1st/Last Mile Connections Prog. | | FY 2018 | FY 2057 | w | \$0 | \$361,000 | \$361,000 | H |
| 52 | Active Transportation Program | | FY 2018 | FY 2057 | nc | \$0 | \$264,000 | \$264,000 | H |
| 53 | Active Transportation Program | | FY 2018 | FY 2057 | gc | \$0 | TBD | TBD | H |
| 54 | Active Transportation Program (Including Greenway Proj.) | | FY 2018 | FY 2057 | sg | \$0 | \$231,000 | \$231,000 | H |
| 55 | Active Transportation, 1st/Last Mile, & Mobility Hubs | | FY 2018 | FY 2057 | cc | \$0 | \$215,000 | \$215,000 | H |
| 56 | Active Transportation, Transit, and Tech. Program | | FY 2018 | FY 2032 | lvm | \$0 | \$32,000 | \$32,000 | T |
| 57 | Highway Efficiency Program | | FY 2018 | FY 2032 | lvm | \$0 | \$133,000 | \$133,000 | H |
| 58 | Bus System Improvement Program | | FY 2018 | FY 2057 | sg | \$0 | \$55,000 | \$55,000 | T |
| 59 | First/Last Mile and Complete Streets | | FY 2018 | FY 2057 | sg | \$0 | \$198,000 | \$198,000 | H |
| 60 | Highway Demand Based Prog. (HOV Ext. & Connect.) | | FY 2018 | FY 2057 | sg | \$0 | \$231,000 | \$231,000 | H |
| 61 | I-605 Corridor "Hot Spot" Interchange Improvements © | | FY 2018 | FY 2057 | gc | \$240,000 | \$1,000,000 | \$1,240,000 | H |
| 62 | Modal Connectivity and Complete Streets Projects | | FY 2018 | FY 2057 | av | \$0 | \$202,000 | \$202,000 | H |
| 63 | South Bay Highway Operational Improvements | | FY 2018 | FY 2057 | sb | \$600,000 | \$500,000 | \$1,100,000 | H |
| 64 | Transit Program | | FY 2018 | FY 2057 | nc | \$500,000 | \$88,000 | \$588,000 | T |
| 65 | Transit Projects | | FY 2018 | FY 2057 | av | \$0 | \$257,100 | \$257,100 | T |
| 66 | Transportation System and Mobility Improve. Program | | FY 2018 | FY 2057 | sb | \$0 | \$350,000 | \$350,000 | H |
| 67 | North San Fernando Valley Bus Rapid Transit Improvements | p,s | FY 2019 | FY 2023 | sc | \$0 | \$180,000 | \$180,000 | T |
| 68 | Subregional Equity Program | p,s | FY 2018 | FY 2057 | sc | TBD | TBD | \$1,196,000 | T/H |
| 69 | Countywide BRT Projects Ph 1 (All Subregions) | l,p | FY 2020 | FY 2022 | sc | \$0 | \$50,000 | \$50,000 | T |
| 70 | Countywide BRT Projects Ph 2 (All Subregions) | l,p | FY 2030 | FY 2032 | sc | \$0 | \$50,000 | \$50,000 | T |
| 71 | Active Transportation Projects | | FY 2033 | FY 2057 | av | \$0 | \$136,500 | \$136,500 | H |
| 72 | Los Angeles Safe Routes to School Initiative | | FY 2033 | FY 2057 | cc | \$0 | \$250,000 | \$250,000 | H |
| 73 | Multimodal Connectivity Program | | FY 2033 | FY 2057 | nc | \$0 | \$239,000 | \$239,000 | H |
| 74 | Countywide BRT Projects Ph 3 (All Subregions) | l,p | FY 2040 | FY 2042 | sc | \$0 | \$50,000 | \$50,000 | T |
| 75 | Arterial Program | | FY 2048 | FY 2057 | nc | \$0 | \$726,130 | \$726,130 | H |
| 76 | BRT and 1st/Last Mile Solutions e.g. DASH | | FY 2048 | FY 2057 | cc | \$0 | \$250,000 | \$250,000 | T |
| 77 | Freeway Interchange and Operational Improvements | | FY 2048 | FY 2057 | cc | \$0 | \$195,000 | \$195,000 | H |
| 78 | Goods Movement (Improvements & RR Xing Elim.) | | FY 2048 | FY 2057 | sg | \$0 | \$33,000 | \$33,000 | T |
| 79 | Goods Movement Program | | FY 2048 | FY 2057 | nc | \$0 | \$104,000 | \$104,000 | T |
| 80 | Goods Movement Projects | | FY 2048 | FY 2057 | av | \$0 | \$81,700 | \$81,700 | T |
| 81 | Highway Efficiency Program | | FY 2048 | FY 2057 | nc | \$0 | \$128,870 | \$128,870 | H |
| 82 | Highway Efficiency Program | | FY 2048 | FY 2057 | sg | \$0 | \$534,000 | \$534,000 | H |
| 83 | Highway Efficiency, Noise Mitig. and Arterial Projects | | FY 2048 | FY 2057 | av | \$0 | \$602,800 | \$602,800 | H |
| 84 | ITS/Technology Program (Advanced Signal Tech.) | | FY 2048 | FY 2057 | sg | \$0 | \$66,000 | \$66,000 | H |
| 85 | LA Streetscape Enhance. & Great Streets Program | | FY 2048 | FY 2057 | cc | \$0 | \$450,000 | \$450,000 | H |
| 86 | Modal Connectivity Program | | FY 2048 | FY 2057 | lvm | \$0 | \$68,000 | \$68,000 | H |
| 87 | Public Transit State of Good Repair Program | | FY 2048 | FY 2057 | cc | \$0 | \$402,000 | \$402,000 | T |
| 88 | Traffic Congestion Relief and Improvement Program | | FY 2048 | FY 2057 | lvm | \$0 | \$63,000 | \$63,000 | H |
| 89 | Traffic Congestion Relief/Signal Synchronization | | FY 2048 | FY 2057 | cc | \$0 | \$50,000 | \$50,000 | H |
| 90 | Arroyo Verdugo Projects to be Determined | | FY 2048 | FY 2057 | av | \$0 | \$110,600 | \$110,600 | H |
| 91 | Countywide BRT Projects Ph 4 (All Subregions) | p | FY 2050 | FY 2052 | sc | \$90,000 | \$10,000 | \$100,000 | T |
| 92 | Countywide BRT Projects Ph 5 (All Subregions) | p | FY 2060 | FY 2062 | sc | \$0 | \$100,000 | \$100,000 | T |
| 93 | Multi-Year Subregional Programs Subtotal | | | | | \$1,430,000 | \$10,253,700 | \$12,879,700 | |
| 94 | GRAND TOTAL | | | | | \$21,011,027 | \$31,243,641 | \$53,450,669 | |

Footnotes on following page.

Los Angeles County Transportation Expenditure Plan

(2015 \$ in thousands)

ATTACHMENT A Groundbreaking Sequence (Exceptions Noted)

Footnotes:

- a. Interface station to LAX sponsored Automated People Mover includes an extended Green Line terminus and a consolidated bus interface for 13 Metro and Municipal bus lines. Bicycle, passenger, and other amenities are also included.
- b. Project acceleration based on high performance.
- c. Identified as a priority per the Metro Board Motion in October 2009.
- d. Project funded on LRTP schedule, per Dec. 2015 Board Policy.
- e. Consistent with the Orange Line, no sooner than 15 years after the revenue operation date of the Crenshaw/LAX project, Metro will consider, as transportation system performance conditions warrant, grade separation and/or undergrounding of the Crenshaw/LAX Line (including the Park Mesa Heights section & Inglewood section of the project). These additional track enhancements, when warranted, will be eligible for funding through the decennial comprehensive review process in the Ordinance.
- f. Sepulveda Pass Ph. 1 from Orange Line/Van Nuys to Westwood includes early delivery of highway ExpressLane.
- g. Studies will be completed to evaluate a future Green Line connection to the Blue Line (city of Long Beach).
No capital funds from the Green Line to Torrance Project will be used for the studies.
- h. I-710 South Project assumes an additional \$2.8 billion of alternative revenue sources; not shown here with the cost or revenues for the project. The Shoemaker Bridge "Early Action" project is a priority project for these funds.
- i. Council of Government descriptions vary for the "Crenshaw Northern Extension" project.
- k. Lump sum would be provided in the first 5 years for initial capital costs only. Project sponsors responsible for ongoing operations & maintenance.
- l. Acceleration of Lincoln BRT project eligible as Countywide BRT Program. Any funds freed up from accelerations returns to Countywide BRT Program.
- m. SF Valley Transportation Improvements may include, but are not limited to, Transit Improvements, and I-210 soundwalls in Tujunga, Sunland, Shadow Hills and Lakeview Terrace.
- n. Critical grade separation(s) will be implemented early through Operation Shovel Ready.
- o. Conversion to LRT or HRT after FY 2067 included in expenditure plan based on ridership demand.
- p. Funds for projects identified as "sc" that are not expended are only available for other System Connectivity Capital Projects.
- q. Funding calculated based on estimated right-of-way acquisition costs; but can be repurposed for appropriate project uses, as approved by the MTA Board of Directors.
- r. This project could start as early as FY 2028 and open as early as FY 2037 with Public-Private Partnership delivery methods.
- s. This project will increase system connectivity in the North San Fernando Valley and the Metro Transit System. Environmental plan work shall begin no later than six months after passage of Measure _____. To provide equivalent funding to each subregion other than the San Fernando Valley, the subregional equity program will be provided as early as possible to the following subregions in the amounts (in thousands) specified here: AV* \$96,000; W* \$160,000; CC* \$235,000; NC* \$115,000; LVM* \$17,000; GC* \$244,000; SG* \$199,000; and SB* \$130,000.

* Subregion Abbreviations:

sc = System Connectivity Projects (no subregion)
av = Arroyo Verdugo
lvm = Las Virgenes Malibu
cc = Central City Area
sg = San Gabriel Valley

nc = North County
sb = South Bay
w = Westside
gc = Gateway Cities
sf = San Fernando Valley

® Indicates Measure R-related Projects
CY = Calendar Year
FY = Fiscal Year
YOE = Year of Expenditure

ATTACHMENT 2
Local Return by Subregion

Local Return Allocations by Subregion
(Based on Estimated FY18 \$)

| Sub-Region | | Arroyo Verdugo | | | |
|----------------------|----------------------|---------------------|---------------------|---------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| Burbank | 2,137,575 | 1,773,062 | 1,329,797 | 1,507,103 | |
| Glendale | 4,013,485 | 3,329,080 | 2,496,810 | 2,829,718 | |
| La Canada Flintridge | 414,925 | 344,170 | 258,127 | 292,544 | |
| LA County UA | 215,646 | 178,873 | 134,154 | 152,042 | |
| Pasadena | 2,851,403 | 2,365,164 | 1,773,873 | 2,010,389 | |
| South Pasadena | 527,402 | 437,466 | 328,099 | 371,846 | |
| Total | \$ 10,160,436 | \$ 8,427,814 | \$ 6,320,861 | \$ 7,163,642 | |

| Sub-Region | | Central Los Angeles | | | |
|------------------|----------------------|----------------------|----------------------|----------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| LA County UA | 11,862,501 | 9,839,632 | 7,379,724 | 8,363,687 | |
| Los Angeles City | 27,639,953 | 22,926,614 | 17,194,960 | 19,487,622 | |
| Total | \$ 39,502,454 | \$ 32,766,246 | \$ 24,574,685 | \$ 27,851,309 | |

| Sub-Region | | Gateway Cities | | | |
|------------------|----------------------|----------------------|----------------------|----------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| Artesia | 339,505 | 281,610 | 211,208 | 239,369 | |
| Avalon | 77,375 | 64,181 | 48,136 | 54,554 | |
| Bell | 728,114 | 603,952 | 452,964 | 513,359 | |
| Bell Gardens | 863,924 | 716,602 | 537,452 | 609,112 | |
| Bellflower | 1,573,823 | 1,305,445 | 979,084 | 1,109,628 | |
| Cerritos | 1,006,847 | 835,153 | 626,365 | 709,880 | |
| Commerce | 263,157 | 218,282 | 163,711 | 185,539 | |
| Compton | 1,984,880 | 1,646,406 | 1,234,804 | 1,399,445 | |
| Cudahy | 489,037 | 405,643 | 304,232 | 344,796 | |
| Downey | 2,295,066 | 1,903,697 | 1,427,773 | 1,618,143 | |
| Hawaiian Gardens | 293,079 | 243,102 | 182,326 | 206,636 | |
| Huntington Park | 1,195,127 | 991,326 | 743,495 | 842,627 | |
| LA County UA | 1,966,408 | 1,631,084 | 1,223,313 | 1,386,421 | |
| La Habra Heights | 109,595 | 90,906 | 68,180 | 77,270 | |
| La Mirada | 997,840 | 827,682 | 620,762 | 703,530 | |
| Lakewood | 1,644,247 | 1,363,859 | 1,022,895 | 1,159,281 | |
| Long Beach | 9,526,419 | 7,901,914 | 5,926,436 | 6,716,627 | |
| Los Angeles City | 5,678,558 | 4,710,215 | 3,532,661 | 4,003,683 | |
| Lynwood | 1,438,315 | 1,193,045 | 894,784 | 1,014,088 | |
| Maywood | 561,858 | 466,046 | 349,535 | 396,139 | |
| Montebello | 1,291,685 | 1,071,419 | 803,564 | 910,706 | |
| Norwalk | 2,159,377 | 1,791,147 | 1,343,360 | 1,522,475 | |
| Paramount | 1,114,326 | 924,304 | 693,228 | 785,659 | |
| Pico Rivera | 1,293,257 | 1,072,722 | 804,542 | 911,814 | |
| Santa Fe Springs | 355,181 | 294,613 | 220,960 | 250,421 | |
| Signal Hill | 233,436 | 193,629 | 145,222 | 164,585 | |
| South Gate | 1,945,406 | 1,613,663 | 1,210,247 | 1,371,614 | |
| Vernon | 2,478 | 2,056 | 1,542 | 1,747 | |
| Whittier | 1,751,988 | 1,453,228 | 1,089,921 | 1,235,244 | |
| Total | \$ 43,180,311 | \$ 35,816,931 | \$ 26,862,698 | \$ 30,444,392 | |

Local Return Allocations by Subregion
(Based on Estimated FY18 \$)

| Sub-Region | | Las Virgenes/Malibu | | | |
|------------------|---------------------|---------------------|-------------------|---------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| Agoura Hills | 418,452 | 347,095 | 260,321 | 295,030 | |
| Calabasas | 487,868 | 404,674 | 303,505 | 343,972 | |
| Hidden Hills | 38,305 | 31,773 | 23,830 | 27,007 | |
| LA County UA | 217,932 | 180,769 | 135,576 | 153,653 | |
| Los Angeles City | 3,640 | 3,019 | 2,264 | 2,566 | |
| Malibu | 260,638 | 216,192 | 162,144 | 183,764 | |
| Westlake Village | 169,722 | 140,780 | 105,585 | 119,663 | |
| Total | \$ 1,596,556 | \$ 1,324,301 | \$ 993,226 | \$ 1,125,656 | |

| Sub-Region | | North County | | | |
|---------------|----------------------|----------------------|---------------------|---------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| LA County UA | 1,922,378 | 1,594,562 | 1,195,921 | 1,355,377 | |
| Lancaster | 3,239,771 | 2,687,305 | 2,015,479 | 2,284,209 | |
| Palmdale | 3,163,706 | 2,624,211 | 1,968,158 | 2,230,579 | |
| Santa Clarita | 4,296,570 | 3,563,891 | 2,672,919 | 3,029,308 | |
| Total | \$ 12,622,424 | \$ 10,469,969 | \$ 7,852,477 | \$ 8,899,473 | |

| Sub-Region | | San Fernando Valley | | | |
|------------------|----------------------|----------------------|----------------------|----------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| LA County UA | 70,434 | 58,423 | 43,817 | 49,659 | |
| Los Angeles City | 29,913,220 | 24,812,229 | 18,609,171 | 21,090,394 | |
| San Fernando | 494,840 | 410,456 | 307,842 | 348,888 | |
| Total | \$ 30,478,493 | \$ 25,281,108 | \$ 18,960,831 | \$ 21,488,942 | |

| Sub-Region | | South Bay Cities | | | |
|-----------------------|----------------------|----------------------|----------------------|----------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| Carson | 1,876,917 | 1,556,853 | 1,167,640 | 1,323,325 | |
| El Segundo | 342,547 | 284,134 | 213,100 | 241,514 | |
| Gardena | 1,217,332 | 1,009,745 | 757,309 | 858,283 | |
| Hawthorne | 1,766,274 | 1,465,078 | 1,098,808 | 1,245,316 | |
| Hermosa Beach | 398,403 | 330,464 | 247,848 | 280,895 | |
| Inglewood | 2,263,492 | 1,877,507 | 1,408,130 | 1,595,881 | |
| LA County UA | 1,174,916 | 974,562 | 730,921 | 828,377 | |
| Lawndale | 673,065 | 558,290 | 418,717 | 474,546 | |
| Lomita | 417,767 | 346,526 | 259,895 | 294,547 | |
| Los Angeles City | 8,172,810 | 6,779,131 | 5,084,348 | 5,762,261 | |
| Manhattan Beach | 720,619 | 597,734 | 448,301 | 508,074 | |
| Palos Verdes Estates | 276,657 | 229,480 | 172,110 | 195,058 | |
| Rancho Palos Verdes | 857,658 | 711,404 | 533,553 | 604,694 | |
| Redondo Beach | 1,372,103 | 1,138,123 | 853,593 | 967,405 | |
| Rolling Hills | 38,365 | 31,823 | 23,867 | 27,050 | |
| Rolling Hills Estates | 165,692 | 137,437 | 103,078 | 116,822 | |
| Torrance | 2,990,780 | 2,480,773 | 1,860,580 | 2,108,657 | |
| Total | \$ 24,725,396 | \$ 20,509,065 | \$ 15,381,799 | \$ 17,432,705 | |

Local Return Allocations by Subregion
(Based on Estimated FY18 \$)

| Sub-Region | | San Gabriel Valley | | | |
|----------------|----------------------|----------------------|----------------------|----------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| Alhambra | 1,723,718 | 1,429,778 | 1,072,334 | 1,215,312 | |
| Arcadia | 1,163,875 | 965,403 | 724,053 | 820,593 | |
| Azusa | 995,906 | 826,078 | 619,558 | 702,166 | |
| Baldwin Park | 1,552,484 | 1,287,745 | 965,809 | 1,094,583 | |
| Bradbury | 21,903 | 18,168 | 13,626 | 15,443 | |
| Claremont | 731,076 | 606,409 | 454,806 | 515,447 | |
| Covina | 984,843 | 816,902 | 612,676 | 694,366 | |
| Diamond Bar | 1,141,851 | 947,135 | 710,351 | 805,065 | |
| Duarte | 440,052 | 365,012 | 273,759 | 310,260 | |
| El Monte | 2,332,827 | 1,935,019 | 1,451,264 | 1,644,766 | |
| Glendora | 1,036,971 | 860,140 | 645,105 | 731,119 | |
| Industry | 8,866 | 7,354 | 5,516 | 6,251 | |
| Irwindale | 29,681 | 24,619 | 18,465 | 20,926 | |
| LA County UA | 3,660,720 | 3,036,471 | 2,277,353 | 2,581,000 | |
| La Puente | 819,897 | 680,083 | 510,062 | 578,070 | |
| La Verne | 665,791 | 552,256 | 414,192 | 469,418 | |
| Monrovia | 753,725 | 625,195 | 468,896 | 531,416 | |
| Monterey Park | 1,250,559 | 1,037,306 | 777,979 | 881,710 | |
| Pomona | 3,071,218 | 2,547,494 | 1,910,621 | 2,165,370 | |
| Rosemead | 1,108,584 | 919,541 | 689,656 | 781,610 | |
| San Dimas | 699,461 | 580,185 | 435,139 | 493,157 | |
| San Gabriel | 816,411 | 677,191 | 507,894 | 575,613 | |
| San Marino | 270,290 | 224,198 | 168,149 | 190,569 | |
| Sierra Madre | 224,328 | 186,074 | 139,556 | 158,163 | |
| South El Monte | 419,943 | 348,331 | 261,249 | 296,082 | |
| Temple City | 730,935 | 606,292 | 454,719 | 515,348 | |
| Walnut | 609,674 | 505,708 | 379,281 | 429,852 | |
| West Covina | 2,184,262 | 1,811,788 | 1,358,841 | 1,540,020 | |
| Total | \$ 29,449,850 | \$ 24,427,876 | \$ 18,320,907 | \$ 20,763,694 | |

| Sub-Region | | Westside Cities | | | |
|------------------|----------------------|----------------------|---------------------|---------------------|--|
| City | Prop A (25%) | Prop C (20%) | MR (15%) | PBM (17%) | |
| Beverly Hills | 701,879 | 582,190 | 436,643 | 494,862 | |
| Culver City | 801,419 | 664,756 | 498,567 | 565,043 | |
| LA County UA | 104,114 | 86,360 | 64,770 | 73,406 | |
| Los Angeles City | 8,325,162 | 6,905,503 | 5,179,127 | 5,869,677 | |
| Santa Monica | 1,879,637 | 1,559,110 | 1,169,332 | 1,325,243 | |
| West Hollywood | 721,868 | 598,770 | 449,078 | 508,955 | |
| Total | \$ 12,534,080 | \$ 10,396,690 | \$ 7,797,517 | \$ 8,837,186 | |

ATTACHMENT 3
MoveLA Flyer

Vote Yes on Measure M on Nov. 8!

■ Traffic relief!

Measure M would dramatically improve our transportation system and redefine commutes for residents in every corner of LA County to get all of us where we want to go, when we want to get there, however we choose to travel—train, bus, car, bike or on foot!

■ Better transit service & connections

Measure M would fund "LA County's Traffic Improvement Plan," significantly expanding and supporting the rail and bus transit systems, improving freeways and local roads, building bike paths and repairing sidewalks, and providing first-last-mile connections to transit stations for people of all ages and abilities. Measure M is a ½-cent sales tax—costing less than 9 cents/person/day that would raise \$120 billion for transportation over 40 years. It would continue until voters decide to end it.

■ Inclusive, "bottom-up" planning

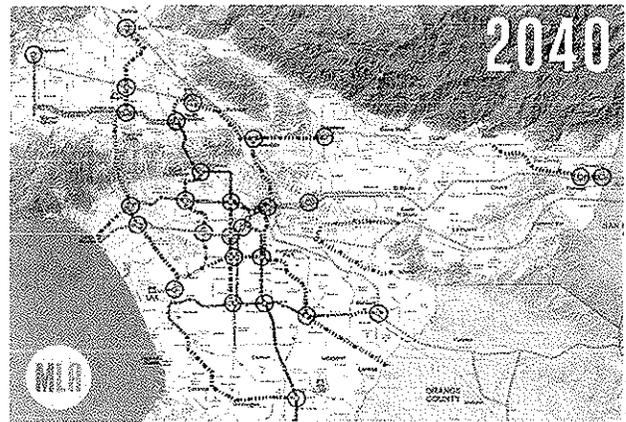
The projects in Measure M were selected through a three-year process involving LA County's 88 cities, six sub-regional Councils of Governments, stakeholder groups from the business, labor and environmental communities, as well as other interested organizations and individuals. Nearly 48,000 people participated in Metro's telephone town halls and in-person meetings in May 2016.

■ How much money would be spent on construction compared to operations and administration?

More than half all funding would be spent on new construction—37% for transit and 17% for highways. 25% would be spent on transit operations, mostly on buses, to help keep fares low. 17% would go to cities for local transportation projects, and 0.5% would go to Metro administration. The whole county will benefit from 465,000 created in building and operating our transportation system.

■ Maintaining what we build

We've learned from places like San Francisco and Washington D.C. that deferred maintenance on transit systems for lack of funding leads to breakdowns and frustrated riders. Measure M dedicated money for "state of good repair" to ensure there's adequate funding to both maintain and expand our rail, bus and highway systems.



■ Making streets safer for biking and walking

Not only will there be more rail and bus lines and connections between them, there will also be more connections that make it easier to get to stations on bike and on foot. And gaps will be closed to create a 51-mile bike path all along the LA River. Some bike and walk advocates estimate 6% of Measure M will go for active transportation.

■ Strong, independent oversight

An "Independent Taxpayer Oversight Committee" with expertise will review Metro's spending and progress and make recommendations to the Metro board, and conduct annual audits that will be available to the public.

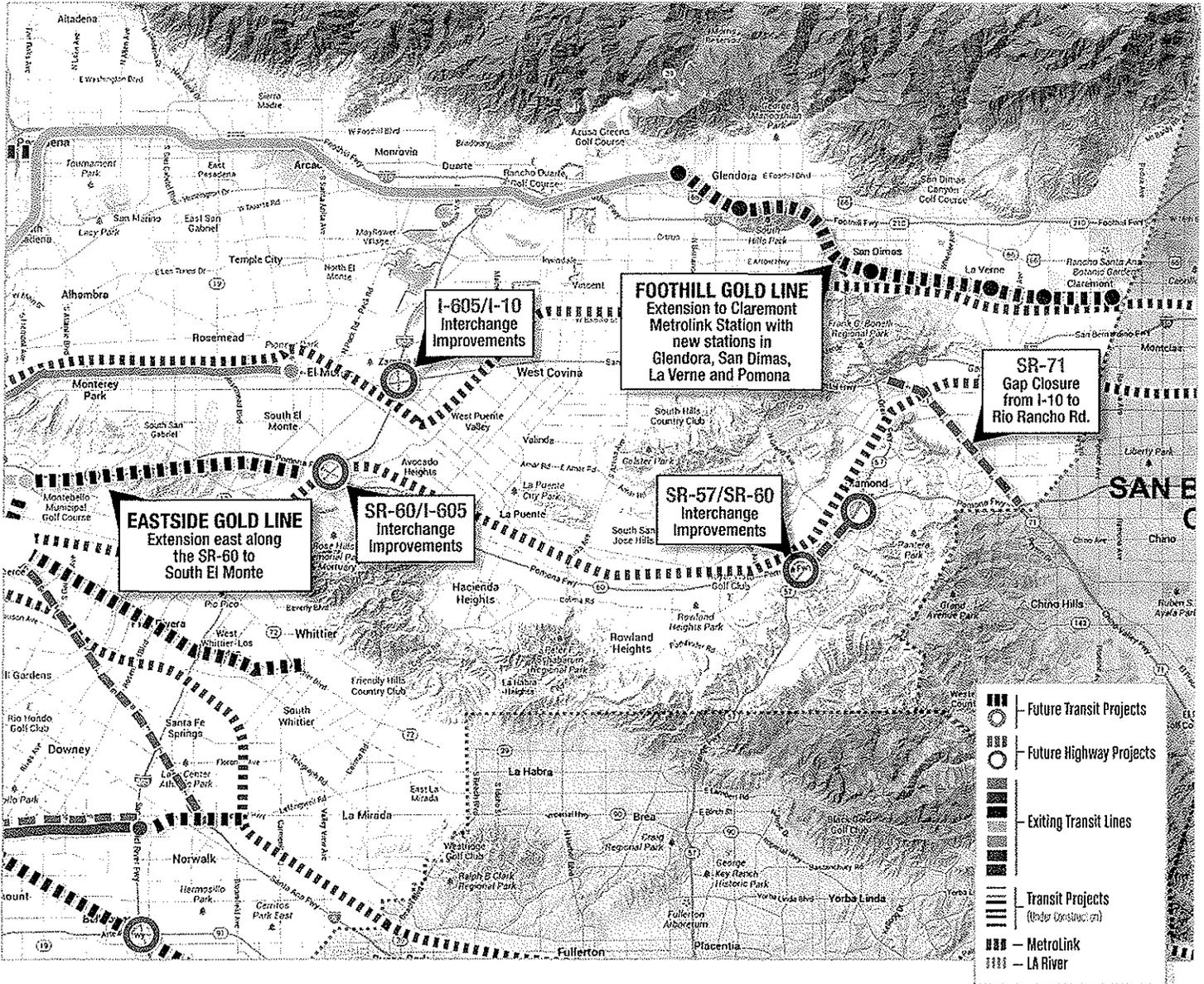
■ Funding for local transportation priorities

All 88 cities and the unincorporated areas in LA County will get funding for local transportation priorities such as street and sidewalk repair, local transit, paratransit services, and bike paths. Measure M has about \$144 million/year in new funding for cities and unincorporated area. When added to local funding in previous Metro measures, local cities will have over \$600 million/year for local transportation infrastructure.

More information: theplan.metro.net

Paid for by Campaign to Move LA, in Support of Transportation Ballot Measure M. Major Funding by Karon Sosnick, HDR Engineering, Inc. & Jacobs Engineering Group, Inc. Produced and printed in-house.

San Gabriel Valley



In addition to the projects shown above,

- Measure M would fund the San Gabriel Valley bike network and Emerald Necklace
- Funding for operations and maintenance of all new and existing projects would be assured as long as the sales tax is in place.
- Local Control funding would ensure that all 31 cities in the San Gabriel Valley have operations and maintenance funding for municipal bus operators such as Foothill Transit, as well as to repave streets, fill potholes, build bike lanes, repair sidewalks and synchronize traffic signals.

Paid for by Campaign to Move LA, in Support of Transportation Ballot Measure M. Major Funding by Aaron Sosnick, HDR Engineering, Inc. & Jacobs Engineering Group, Inc. Produced and printed in-house.



Vote Yes on Measure M on Nov. 8th Endorse Measure M Today!

In November, LA County residents will be voting on a half-cent sales tax for transportation. LA Metro will use the revenues to improve transportation and ease traffic congestion throughout the County. The measure (which will have a letter assigned to it shortly) will raise over \$120 billion in the first 40 years for improved bus, rail, highways, streets, bicycle and pedestrian projects.

The revenue raised will be used to:

- Improve freeway traffic flow; reduce bottlenecks and **ease traffic congestion.**
- **Expand the rail** and rapid transit system; accelerate rail construction and build new rail lines; enhance local, regional, and express bus service; and improve system connectivity.
- **Repave local streets**, repair potholes, synchronize signals; improve neighborhood streets and intersections, and **enhance bike and pedestrian connections.**
- Keep the transit and highway system safe; earthquake-retrofit bridges, enhance freeway and transit system safety, and **keep the transportation system in good working condition.**
- Make **public transportation** more accessible, convenient, and affordable for **seniors, students, and the disabled**; provide better mobility options for our aging population; and provide better connectivity and **access to public transportation for all.**
- **Embrace technology and innovation**; incorporate modern technology, new advancements and emerging innovations into the local transportation system.
- **Create jobs, reduce pollution, and generate local economic benefits**; protect and monitor the public's investments through independent oversight; increase personal quality time and overall quality of life.

Endorse the ballot measure to fund the LA County Traffic Improvement Plan today!

- I support the ballot measure and you can list me as an endorser.
- My organization supports the ballot measure you can list it as an endorser.

Name _____

Organization _____

Position within Organization _____

E-mail _____ Phone _____

Facebook _____ Twitter handle _____

Send to: 634 So. Spring St., #818, LA 90014, or fax (310)361-5718 or
Endorse on-line at www.MoveLA.org/endorse

Paid for by Campaign to Move LA, in Support of Transportation Ballot Measure M,
Major Funding by Aaron Sosnick, HDR Engineering, Inc. & Jacobs Engineering Group, Inc.

(produced 19-40 in house)

ATTACHMENT 4
Proposed Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
SUPPORTING THE PROPOSED SALES TAX BALLOT MEASURE M
(LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION
AUTHORITY ONE-HALF PERCENT SALES TAX INCREASE)
ON THE NOVEMBER 8, 2016 ELECTION BALLOT**

WHEREAS, on June 23, 2016, the Los Angeles County Metropolitan Transportation Authority (Metro) Board approved Ordinance #16-01 to authorize a one-half percent (0.5%) sales tax increase and the associated Expenditure Plan that excluded the SR-710 North Project for a sales tax ballot measure (Measure M) to be placed on the November 8, 2016 Election Ballot for consideration by the voters of Los Angeles County; and

WHEREAS, Los Angeles County needs additional funding for regionally significant projects such as the Orange Line Bus Rapid Transit Connector to the Metro Gold Line, Metro Gold Line Foothill Extension, Metro Gold Line Eastside Extension, and State Route 110/Fair Oaks Avenue Hookramp Project; and

WHEREAS, Measure M provides much needed funding to, among other things, ease traffic congestion; expand rail and rapid transit system; repave local streets, repair potholes, synchronize signals; make public transportation more accessible, convenient, and affordable for seniors, students and the disabled; earthquake-retrofit bridges; embrace technology and innovation; create jobs, reduce pollution, and generate local economic benefits; and provide accountability and transparency; and

WHEREAS, Measure M will provide \$29.9 billion for Bus and Rail Operations; \$22.5 billion for Local Street Improvements; \$2.4 billion for State of Good Repair; \$2.4 billion for Programs for Students, Seniors, and the Disabled; \$2.4 billion for Bike and Pedestrian Connections to Transit; and \$1.9 billion for Regional Rail; and

WHEREAS, Measure M will provide additional Local Return funding to the City of South Pasadena through the Arroyo Verdugo Subregion for transportation projects within the City; and

WHEREAS, on August 20, 2015, the San Gabriel Valley Council of Governments (SGVCOG) voted to remove the SR-710 North Project from the SGVCOG priority list of projects; and

WHEREAS, on March 3, 2016, the Southern California Association of Governments' Draft 2016-2040 Regional Transportation Plan and Sustainable Communities Strategy identified the SR-710 North Project's Tunnel Alternative as the "worst-case scenario"; and

WHEREAS, Section 7, Paragraph H of Ordinance #16-01 states that "No Net Revenues generated from the Sales Tax shall be expended on the State Route 710 North Gap Closure Project," so no proceeds from Measure M may be used to fund construction of the SR-710 North Project Tunnel Alternative; and

WHEREAS, the City has joined the Connected Communities Coalition, which has developed the “Beyond the 710” initiative, a community-based transportation initiative that attempts to accurately identify the transportation needs of the region and address those needs through a multi-modal plan that is environmentally and fiscally responsible.

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 of the City of South Pasadena supports the proposed Measure M (Los Angeles County Metropolitan Transportation Authority One-Half Percent Sales Tax Increase) on the November 8, 2016 Election Ballot.

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 21st day of September, 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 21st day of September, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *HS*
FROM: Lucy Demirjian, Assistant to the City Manager *OK*
Jennifer Shimmin, Senior Management Analyst *JMS*
SUBJECT: **Adoption of a Resolution Transitioning the Water Conservation and Supply Shortage Plan from Stage 2 to Stage 1: Moderate Water Supply Shortage**

Recommendation

It is recommended that the City Council adopt a resolution to rescind the current Stage 2 condition of the Water Conservation and Supply Shortage Plan and implement Stage 1, as detailed in South Pasadena Municipal Code (SPMC) Chapter 35, Article IV, with a call for a 20% reduction in water usage by all customers.

Fiscal Impact

Under the current rate structure, transitioning from Stage 2 to a Stage 1 water shortage condition potentially could increase the water revenues generated from its customers who are billed by volumetric consumption.

Commission Review and Recommendation

This matter was reviewed by the Natural Resources and Environmental Commission (NREC), and they oppose increasing the number of days a week from two to three for which irrigation of landscaping is allowed under Stage 1 conditions. The NREC does, however, support the call for a 20% reduction in water usage by all customers.

Background

On April 22, 2015, in response to drought conditions, the City Council adopted Resolution No. 7394 declaring a water shortage condition, and implementing Stage 2 of the City of South Pasadena's (City) Water Conservation and Supply Shortage Plan (SPMC Section 35), requiring a limitation on landscape irrigation to no more than 2 days per week. This put into place additional water conservation measures to achieve the State's 28% water use reduction mandate. In March, 2016, this reduction mandate was lowered to 26% based on revisions made by the State Water Resource Control Board (SWRCB).

On May 9, 2016, Governor Edmund G. Brown issued Executive Order B-37-16 directing the SWRCB to adjust emergency water conservation regulations, and require that local water agencies determine their own water reduction targets to be in effect through January 2017. On May 18, 2016, the SWRCB officially accepted the requirements of his executive order, issuing

changes to the drought emergency water conservation regulations. At this time, the City self-certified that its water supply was greater than its water demands for the next three years. Thus, the City's mandatory water reduction target was set at 0% through January 2017.

Analysis

While winter and spring precipitation improved water supply conditions throughout the state that does not mean that the drought is over. Governor Brown's emergency drought declarations remain in place, based on the persistence of drought in many areas of the state, which will become more severe if precipitation levels are reduced this coming winter. Although the City's local water supply conditions are holding steady, storage will decrease if precipitation levels are reduced this coming winter.

The SWRCB has revised its emergency conservation regulations and the City is no longer subject to a mandatory usage reduction. In order to balance the continuing need to conserve with the need to maintain the integrity and health of the City's urban forest and landscapes, staff is recommending changing the shortage condition from Stage 2 to Stage 1 which would increase the number of days per week for irrigation of landscape from two to three; it is also recommended that the Council lower the call for water use reduction from 26% to 20%. Maintaining a 20% reduction target will also help ensure that the City is able to meet its water demands with its available supply, and will not need to purchase water from its wholesaler. If the City were to need to purchase water, it would come at an increased cost.

The proposed resolution incorporates the State's prohibition on the irrigation of ornamental turf in public medians with potable water. Moving from Stage 2 to Stage 1 will increase the permitted watering days from two to three days per week, and will continue to enforce the repair of broken or leaking pipes within 72 hours. Residents will be informed of this change through the City's website, social media, E-neighbors monthly newsletter, and a message on the utility 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:

1. Resolution transitioning Water Conservation and Supply Shortage Plan from Stage 2 to Stage 1
2. SPMC Chapter 35, Article IV. Water Conservation and Supply Shortage Plans

ATTACHMENT 1
**Resolution Transitioning Water Conservation
and Supply Shortage Plan from Stage 2 to Stage 1**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DECLARING A STAGE 1: MODERATE WATER SUPPLY
SHORTAGE AND ENACTING A TWENTY PERCENT (20%)
CONSERVATION STANDARD**

WHEREAS, on May 7, 2014, the City Council adopted the Water Conservation and Supply Shortage Plans Ordinance No. 2268, which provides direction on “Water Conservation Provisions and Water Shortage Plans” for the City of South Pasadena (City) in case of drought or emergency; and

WHEREAS, on April 22, 2015, the City Council adopted Resolution No. 7394, declaring a Stage 2: Serious Water Supply Shortage and imposing emergency regulations pursuant to Chapter 35 of the South Pasadena Municipal Code; and

WHEREAS, on May 9, 2016, California Governor Edmund G. Brown, Jr. issued Executive Order B-37-16, directing actions aimed at using water wisely, reducing water waste, and improving water use efficiency for the years and decades ahead, and directed the State Water Resources Control Board (SWRCB) to extend the emergency regulations for urban water conservation through the end of January 2017; and

WHEREAS, on May 18, 2016, the SWRCB adopted a statewide water conservation approach that replaces the prior percentage reduction-based water conservation standard with a localized self-certification approach; and

WHEREAS, the City has self-certified to the SWRCB that its water supply is greater than its water demand for the next three years; and

WHEREAS, the City’s local water supply conditions are holding steady, storage will decrease if precipitation levels are reduced this coming winter; and

WHEREAS, it is essential to balance the continuing need to conserve with the need to maintain the integrity and health of the City’s urban forest and landscapes; and

WHEREAS, the City encourages all opportunities to conserve water and other natural resources throughout the South Pasadena community; and

WHEREAS, the City limits watering days to three designated days per week, enforces repairing broken or leaking pipes within 72 hours, and recommends a 20% reduction in water usage.

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

SECTION 1. The City declares a Stage 1: Moderate Water Supply Shortage thereby restricting water consumption in the City as follows:

1. Limiting Landscape Irrigation: Overhead irrigation of lawn, landscape or other vegetated area is limited to three designated days per week, as follows:
 - a. Monday, Wednesday, and Friday for addresses ending in an even number
 - b. Tuesday, Thursday, and Saturday for addresses ending in an odd number
2. Obligation to Fix Leaks, Breaks, or Malfunctions: All leaks, breaks, or other malfunctions shall be repaired within 72 hours of notification by the Public Works Department (Chapter 35.84).

SECTION 2. A 20% voluntary water reduction goal is established for all customers.
The 20% reduction shall be calculated on an annual consumption basis (total units used from October 1, 2016 through November 30, 2017 versus same time the prior year).

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City. This resolution shall be effective fifteen days (October 6, 2016) after the adoption of the resolution and shall stay in effect until further announcement by the City Council.

PASSED, APPROVED AND ADOPTED ON this 21st day of September, 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 21st day of September, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
SPMC Chapter 35, Article IV –
Water Conservation and Supply Shortage Plans

35.80 Policy and purpose.

The purpose of this article is to establish a water conservation and supply shortage program that will reduce water consumption within the city of South Pasadena through conservation, enable effective water supply planning, assure reasonable and beneficial use of water, prevent waste of water, and maximize the efficient use of water within the city of South Pasadena to avoid and minimize the effect and hardship of water shortage to the greatest possible extent. (Ord. No. 2268, § 5, 2014.)

35.81 Application.

The provisions of this chapter apply to any person in the use of any potable water provided by the department except for the following water uses:

- (a) Water necessary for water system or fire suppression system testing and maintenance, or fire suppression and other similar emergency services affecting public health and safety;
- (b) Water necessary to protect public health and safety as determined in the sole discretion of the department;
- (c) Any use of recycled water;
- (d) The use of water by commercial nurseries and commercial growers to sustain plants, trees, shrubs, crops or other vegetation intended for resale; and
- (e) Hillside areas recovering from fire. To qualify for this exemption, a customer must obtain verification from the agency requiring erosion control measures. The duration of the exemption is limited to two years, or establishment of the vegetation, whichever is the lesser time period. (Ord. No. 2268, § 5, 2014.)

35.82 Permanent water conservation requirements.

The following water conservation requirements are effective at all times and are permanent. Violations of this section constitute waste and an unreasonable use of water.

- (a) No Washing Hard or Paved Surfaces. Washing hard or paved surfaces, including, but not limited to, sidewalks, walkways, driveways, parking areas, tennis courts, patios or alleys, is prohibited except as follows: (1) where necessary to alleviate safety or sanitary hazards and then only by use of a hand-held bucket or similar container, a hand-held hose equipped with a water shut-off nozzle or device; or (2) when using a low-volume high-pressure cleaning machine

equipped to recycle any water used, or a low-volume, high-pressure water broom.

(b) **Runoff.** Except as permitted under the preceding subsection, it shall be unlawful for any reason to allow water to run in such a manner so as to have water migrate onto an adjoining sidewalk, driveway, street, alley, gutter or ditch.

(c) **Spray Irrigation Hours.** Spray irrigation shall be scheduled between five p.m. and nine a.m. Operation of the spray irrigation system outside the normal watering window is allowed for testing and system maintenance and for thirty days following installation of new plants, trees or grass if necessary to prevent the plants, trees or grass from dying.

(d) **No Spray Irrigation During Periods of Rain.** Spray irrigation of lawn, landscape or other vegetated area during periods of rain is prohibited.

(e) **Washing Vehicles.** It shall be unlawful for anyone to wash any vehicle, trailer or boat by allowing any hose to run continuously. For the purpose of this section, continuously shall mean three minutes or more. Said hose shall be equipped with a position shutoff nozzle.

(f) **Repair All Leaks.** Loss or escape of water through breaks, leaks or other malfunctions in the water user's plumbing or distribution system for any period of time after such escape of water should have reasonably been discovered and corrected and in no event more than seven days of receiving notice from the department is prohibited.

(g) **Serving Water in Restaurants.** No restaurant or other public place where food is sold, served or offered for sale shall serve drinking water to any customer unless expressly requested by the customer.

(h) **Restaurants Required to Use Water Conserving Dish Wash Spray Valves.** Food preparation establishments, such as restaurants, cafés and cafeterias, are prohibited from using non-water conserving dish washing spray valves.

(i) **Decorative Structures.** No water shall be used to clean, fill or maintain levels in decorative fountains, ponds or other similar aesthetic structures unless the structure uses a recirculating water system.

(j) **No Installation of Non-Recirculating Equipment in Commercial Car Wash and Laundry Systems.** Installation of non-recirculating water systems is prohibited in new commercial conveyor car washes and new commercial laundry systems.

(k) **No Installation of Single Pass Cooling Systems.** Installation of single pass

cooling systems is prohibited in buildings requesting new water service. (Ord. No. 2268, § 5, 2014.)

35.83 Water shortage plan implementation.

The department shall monitor and evaluate the projected supply and demand for water by its customers. In the event of a water shortage as determined below, the city manager or designee shall recommend that the city council make a determination that a water shortage exists and declare an appropriate stage be established to permit the department to prudently supply water to its customers. Prior to implementation of a water shortage stage as provided in this chapter, the city council shall hold a public hearing for the purposes of determining: (a) whether and to what extent a water shortage exists; and (b) which stage of water supply shortage is appropriate to address the water shortage. Notice of the time and place of said public hearing shall be published not less than ten days before the hearing on the city's website and in a newspaper of general circulation within the city. The city council's determination shall be made by public notice on the city's website and in a newspaper of general circulation within the city and shall become effective immediately upon such publication. At any time during the water shortage period, the city council may discontinue any declared stage or may implement another stage in accordance with this chapter. Upon a finding by the city council that a water shortage no longer exists, any water shortage stage then in effect shall terminate.

A water shortage may be declared based upon, but not limited to, the following considerations: a call for extraordinary water conservation by a wholesale water provider to the city, planned or actual disruption to water system facility components for maintenance or construction, or planned or actual interruption to sources of the city's water supply. (Ord. No. 2268, § 5, 2014.)

35.84 Stage 1: Moderate water supply shortage.

(a) A Stage 1 water supply shortage exists when the city council determines, in its sole discretion, that due to drought or other water supply conditions a water supply shortage or threatened shortage exists and demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the city council of a Stage 1 moderate water supply shortage, the department shall implement the mandatory Stage 1 conservation measures identified in this section.

(b) Stage 1 Water Conservation Measures. The following water conservation requirements apply during a declared Stage 1 water supply shortage:

- (1) Limits on Watering Days. Watering or irrigating of lawn, landscape or

other vegetated area is limited to three designated days per week. This subsection does not apply to landscape irrigation zones that exclusively use low flow drip type irrigation systems where no emitter produces more than two gallons of water per hour. This subsection also does not apply to watering or irrigating by use of a hand-held bucket or similar container; watering for very short periods of time for the express purpose of adjusting or repairing an irrigation system; or for maintenance of vegetation, including vegetable gardens, fruit trees and shrubs, intended for consumption.

(2) **Obligation to Fix Leaks, Breaks or Malfunctions.** All leaks, breaks or other malfunctions in the water user's plumbing or distribution system shall be repaired within seventy-two hours of notification by the department unless other arrangements are made with the department.

(3) Stage 1 includes a recommended ten percent water reduction for all customers. The ten percent reduction shall be calculated on an annual consumption basis. (Ord. No. 2268, § 5, 2014.)

35.85 Stage 2: Serious water supply shortage.

(a) A Stage 2 water supply shortage exists when the city council determines, in its sole discretion, that due to drought or other water supply conditions a water supply shortage or threatened shortage exists and demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the city council of a Stage 2 water supply shortage, the department shall implement the mandatory Stage 2 conservation measures identified in this section.

(b) **Stage 2 Water Conservation Measures.** The following water conservation requirements apply during a declared Stage 2 water supply shortage:

(1) **Limits on Watering Days.** Watering or irrigating of lawn, landscape or other vegetated area with water is limited to two designated days per week. This subsection does not apply to landscape irrigation zones that exclusively use low flow drip type irrigation systems where no emitter produces more than two gallons of water per hour. This subsection also does not apply to watering or irrigating by use of a hand-held bucket or similar container; watering for very short periods of time for the express purpose of adjusting or repairing an irrigation system; or for maintenance of vegetation, including fruit trees and shrubs, intended for consumption.

(2) **Obligation to Fix Leaks, Breaks or Malfunctions.** All leaks, breaks or other malfunctions in the water user's plumbing or distribution system shall

be repaired within forty-eight hours of notification by the department unless other arrangements are made with the department.

(3) Limits on Filling Ornamental Lakes or Ponds. Filling or re-filling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life.

(4) Stage 2 includes a recommended twenty percent water reduction for all customers. The twenty percent reduction shall be calculated on an annual consumption basis. (Ord. No. 2268, § 5, 2014.)

35.86 Stage 3: Extreme water supply shortage.

(a) A Stage 3 water supply shortage exists when the city council determines, in its sole discretion, that due to drought or other water supply conditions, a water supply shortage or threatened shortage exists and demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the city council of a Stage 3 water supply shortage, the department shall implement the mandatory Stage 3 conservation measures identified in this section.

(b) Stage 3 Water Conservation Measures. The following water conservation requirements apply during a declared Stage 3 water supply shortage:

(1) Limits on Watering Days. Watering or irrigating of lawn, landscape or other vegetated area is limited to one designated day per week. This subsection does not apply to the following categories of use, as determined by the department in its sole discretion:

(A) Landscape irrigation zones that exclusively use low flow drip type irrigation systems where no emitter produces more than two gallons of water per hour.

(B) Watering or irrigating by use of a hand-held bucket or similar container.

(C) Watering for very short periods of time for the express purpose of adjusting or repairing an irrigation system.

(D) Maintenance of vegetation, including fruit trees and shrubs, intended for consumption.

(E) Maintenance of existing landscape necessary for fire protection.

(F) Maintenance of existing landscape for soil erosion control.

(G) Maintenance of plant materials identified to be rare or essential to the well-being of protected species.

(H) Maintenance of landscape within active public parks and playing fields, school grounds, golf course greens, cemeteries and day care centers, provided that such irrigation does not exceed two days per week, according to a schedule established and posted by the department.

(I) Actively irrigated habitat restoration or environmental mitigation projects.

(2) **Obligation to Fix Leaks, Breaks or Malfunctions.** All leaks, breaks or other malfunctions in the water user's plumbing or distribution system shall be repaired within thirty-six hours of notification by the department, unless other arrangements are made with the department.

(3) **Limits on Filling Ornamental Lakes or Ponds.** Filling or re-filling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life.

(4) Stage 3 includes a recommended thirty percent water reduction for all customers. The thirty percent reduction shall be calculated on an annual consumption basis. (Ord. No. 2268, § 5, 2014.)

35.87 Stage 4: Emergency water supply shortage.

(a) A Stage 4 condition exists when the city council declares a Stage 4 water supply shortage. Upon the declaration by the city council of a Stage 4 water supply shortage, the department will implement the mandatory Stage 4 conservation measures identified in this section.

(b) **Stage 4 Water Conservation Measures.** The following water conservation requirements apply during a declared Stage 4 water supply shortage:

(1) **No Watering or Irrigating.** Watering or irrigating of lawn, landscape or other vegetated area is prohibited. This restriction does not apply to the following categories of use, as determined by the department in its sole discretion:

(A) Maintenance of vegetation, including fruit trees and shrubs, intended for consumption.

(B) Maintenance of existing landscape necessary for fire protection.

- (C) Maintenance of existing landscape for soil erosion control.
 - (D) Maintenance of plant materials identified to be rare or essential to the well-being of protected species.
 - (E) Maintenance of landscape within active public parks and playing fields, school grounds, golf course greens, and day care centers, provided that such irrigation does not exceed two days per week, according to a schedule established and posted by the department.
 - (F) Actively irrigated environmental mitigation projects.
- (2) **Obligation to Fix Leaks, Breaks or Malfunctions.** All leaks, breaks or other malfunctions in the water user's plumbing or distribution system shall be repaired within twenty-four hours of notification by the department, unless other arrangements are made with the department.
- (3) **Limits on Filling Ornamental Lakes or Ponds.** Filling or re-filling ornamental lakes or ponds is prohibited, except to the extent needed to sustain aquatic life.
- (4) **Limits on Filling Residential Swimming Pools and Spas.** Refilling of more than one foot and initial filling of residential swimming pools or outdoor spas is prohibited.
- (5) **No New Potable Water Service.** Upon declaration of a Stage 4 water supply shortage, no new potable water service will be provided, no new temporary meters or permanent meters will be provided, and no statements of immediate ability to service or provide potable water service will be issued, except under the following circumstances:
- (A) A valid, unexpired building permit has been issued for the project; or
 - (B) The project is necessary to protect the public health, safety and welfare; or
 - (C) The applicant provides substantial evidence of an enforceable commitment that water demands for the project will be offset prior to the provision of a new water meter(s) to the satisfaction of the department.

This subsection does not preclude the resetting or turn-on of meters to provide

continuation of water service or the restoration of service that has been interrupted for a period of one year or less. (Ord. No. 2268, § 5, 2014.)

35.88 Sudden catastrophic water supply shortage.

When the city manager or designee determines that a sudden event has, or threatens to, significantly diminish the reliability or quality of the city's water supply, the city manager or designee may declare a catastrophic water supply shortage and impose whatever emergency water allocation or conservation actions deemed necessary, in the professional judgment of the director of public works, to protect the reliability and quality of the city's water supply, until the emergency passes or city council takes other action. (Ord. No. 2268, § 5, 2014.)

ARTICLE V. VIOLATIONS AND PENALTIES

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City of South Pasadena Agenda Report

*Dianna 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: September 21, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Margaret Lin, Principal Management Analyst *ML*
SUBJECT: **Consideration of State Route 710 Surplus Property Sales Final Environmental Impact Report Comment Letter**

Recommendation

It is recommended that the City Council approve the attached public comment letter regarding the State Route 710 (SR-710) Surplus Property Sales Final Environmental Impact Report (FEIR).

Fiscal Impact

There are no fiscal impacts.

Commission Review and Recommendation

This matter was not reviewed by a commission.

Background

On July 3, 2015, the California Department of Transportation (Caltrans) released the Draft Environmental Impact Report (EIR) for the SR-710 Surplus Property Sales for public review. On August 31, 2015, the City of South Pasadena (City) submitted a public comment letter to Caltrans regarding the SR-710 Surplus Property Sales DEIR. The public comment period for the DEIR ended on September 8, 2015.

Analysis

On August 9, 2016, Caltrans provided the Notice of Availability for the Final EIR and Response to Comments. The FEIR included some minor changes to the Office of Historic Preservation status codes based on the City's June 25, 2015 Historic Resources Survey update. Caltrans' Response to Comments provided some clarification regarding the City's inquiries regarding the sale of the surplus properties and assurances that existing tenants will have the first right of occupancy.

The DEIR included two options regarding the subsurface easements of the surplus properties. Option 1 would allow Caltrans to retain the subsurface rights to a tunnel easement and Option 2 would convey all subsurface rights with the property. The FEIR selected Alternative 2, Variation

A, Option 1 as the Preferred Alternative. Caltrans provided additional clarification that “If the tunnel alternative is not selected as the preferred alternative [for the current SR-710 North Study], then the subsurface easements will expire” in the Response to Comments. Once the Preferred Alternative has been selected, Caltrans could immediately release the subsurface easements to the new property owners. While the Response to Comments provided some clarification regarding the status of the subsurface easements, the lack of an identified time frame provides some ambiguity regarding when the subsurface rights would be retained by the new property owners. Inclusion of specific language requiring the immediate release of the subsurface rights would eliminate confusion and may assist in the expedient sale of the properties.

Legal Review

Special Counsel was provided a copy of the proposed letter.

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: Proposed 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

September 21, 2016

Ronald Kosinski
Deputy District Director, Environmental Planning
Caltrans District 7
100 South Main Street, MS16A
Los Angeles, CA 90012

Re: State Route 710 Surplus Property Sales Final Environmental Impact Report
SCH No. 2014071006

Dear Mr. Kosinski,

The City of South Pasadena (City) appreciates the opportunity to review and comment on the State Route 710 (SR-710) Surplus Property Sales Draft Environmental Impact Report (DEIR) SCH No. 2014071006 and the expedient release of the Final Environmental Impact Report (FEIR). The City is excited for the release of these properties after numerous decades and looks forward to their ability to expand the existing housing stock in South Pasadena.

The City appreciates Caltrans' Response to the City's comment letter dated August 31, 2015. Specifically, Response A-12-3 which states that "If the tunnel alternative is not selected as the preferred alternative, then the subsurface easement will expire." The City would like to request that Caltrans include a specific time frame for the expiration of the subsurface easements in the FEIR to provide greater clarification regarding the status of the subsurface easements when the Tunnel Alternative is not selected as the Preferred Alternative for the SR-710 North Study Project. The City would suggest that the following language be added to S.4 Alternatives and Chapter 2 Alternatives of the SR-710 Surplus Property Sales FEIR:

"If the Tunnel Alternative is not selected as the Preferred Alternative for the SR-710 North Study Project, the tunnel easements retained by Caltrans will expire immediately and be retained by the new property owners."

Inclusion of a specific time frame will provide greater transparency and clarity regarding the subsurface easements and may assist in the prompt sale of surplus properties within the five-year time frame established by Caltrans. The time frame will also ensure that the new property owners will not experience any delay in regaining their subsurface rights.

We sincerely appreciate the opportunity to work with Caltrans to ensure the expedient release of the SR-710 surplus properties back to the communities in which they belong. If you have any questions or comments 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

Attachments:

1. City of South Pasadena Comment Letter – August 31, 2015
2. Caltrans Response to Comments

cc: The Honorable Carol Liu, Senator, 25th District
The Honorable Christopher Holden, Assembly Member, 41st District
California Transportation Commission
South Pasadena City Manager





CITY OF SOUTH PASADENA

OFFICE OF THE CITY MANAGER
 1414 MISSION, SOUTH PASADENA, CA 91030
 TEL: 626.403.7210 • FAX: 626.403.7211
WWW.SOUTHPASADENACA.GOV

August 31, 2015

Ron Kosinski
 Deputy District Director
 Caltrans District 7, Division of Environmental Planning
 100 South Main Street, MS-16A
 Los Angeles, CA 90012

RE: SR-710 Surplus Property Sales Draft EIR, SCH# 2014071006

Dear Mr. Kosinski:

The City of South Pasadena (City) appreciates the opportunity to review and comment on the State Route 710 (SR-710) Surplus Property Sale Draft Environmental Impact Report (EIR). The City provides the following comments, and requests that Caltrans respond to each comment in this letter:

- Please confirm that the 562 properties listed in Table 1.2 includes all Caltrans owned properties in the City, if the table does not include all Caltrans owned properties in the City, please provide a comprehensive list of said properties.
 - Please identify the 460 parcels "Caltrans is mandated to sell".
 - Please clarify when the remaining 102 properties will be sold.
 - Please clarify why there are only "7 vacant surplus properties and 73 residential surplus properties in the City of South Pasadena" identified in Table 4.3, when Table 1.2 indicates that there are 110 properties in the City of South Pasadena.
 - Please identify which of the 80 properties in the City were included in Table 4.3.
- Priorities in which a prospective buyer can make an offer - the City requests that the order of priority be revised as follows and as outlined in the City's comment letter regarding the revised Affordable Sales Program regulations (*please see Attachment 1*):

A-12-1

| <u>Caltrans' Revised Regulations</u> (July 1, 2015) | <u>City's Proposed Revisions</u> |
|--|--|
| 1. All single-family residences presently occupied by their former owners shall be offered to those former owners at the Department approved appraised fair market value on condition they are tenants in good standing. | No changes. |
| 2. All single-family residences shall be offered at an affordable price or | 2. All single-family residences shall be offered at an affordable price or Department approved |

A-12-2

**Caltrans' Revised Regulations
(July 1, 2015)**

City's Proposed Revisions

Department approved appraised fair market value at each prospective buyer's option to the occupants, on condition occupants are:

- (i) Tenants in good standing
- (ii) Have occupied the surplus residential property as their principal place of residences two years or more
- (iii) Are persons or families of low or moderate income
- (iv) Have not had an ownership interest in real property in the last three years

appraised fair market value at each prospective buyer's option to the occupants, on condition occupants are:

- (i) Tenants in good standing
- (ii) Have occupied the surplus residential property as their principal place of residences two years or more
- (iii) Are persons or families of low or moderate income

(remove the language in paragraph (iv) regarding ownership interest in real property in the last three years)

A-12-2

3. All single-family residences shall be offered at an affordable price or Department approved appraised fair market value at each prospective buyer's option to the occupants, on condition occupants are:

- (i) Tenants in good standing
- (ii) Have occupied the surplus residential property as their principal place of residence five years or more
- (iii) Have household gross income that is above low or moderate income but does not exceed 150 percent of the area median income adjusted for family size
- (iv) Have not had an ownership interest in real property in the last three years

3. All single-family residences shall be offered at an affordable price or Department approved appraised fair market value at each prospective buyer's option to the occupants, on condition occupants are:

- (i) Tenants in good standing
- (ii) Have occupied the surplus residential property as their principal place of residence five years or more
- (iii) Have household gross income that is above low or moderate income but does not exceed 150 percent of the area median income adjusted for family size

(remove the language in paragraph (iv) regarding ownership interest in real property in the last three years)

4. All other surplus residential properties and all properties described in paragraphs 1, 2, or 3 of this subparagraph (a) That are not purchased by the former owners or occupants, shall then be offered at a reasonable price to and in the following order of priority:

- (i) If it is feasible, then the surplus residential property shall be offered to prospective housing-related private and public entities on condition that the purchasing entity cause the surplus property to be rehabilitated and developed as a limited equity cooperative housing cooperative or cooperatives, with first right of occupancy to current tenants
- (ii) If it is not feasible to sell the surplus residential property to prospective 2

5. All other surplus residential properties and all properties described in paragraphs 1 to 4 of this subparagraph that are not purchased by the former owners or occupants, shall then be offered at a reasonable price to prospective housing-related public entities on condition that the purchasing entity cause the surplus property to be rehabilitated and developed as a limited equity cooperative housing cooperative or cooperatives, with first right of occupancy and potential ownership to the current tenants

- a. If it is not feasible to sell the surplus residential property to prospective housing-related public entities with the above condition, the surplus residential property shall then be offered to a housing-related private entity on condition that the purchasing entity cause the surplus property to be

| Caltrans' Revised Regulations (July 1, 2015) | City's Proposed Revisions |
|---|---|
| <p>housing-related private or public entities on condition that the purchasing entity cause the surplus residential property to be rehabilitated and developed as a limited equity cooperative housing cooperative or cooperatives, then the surplus residential property shall be offered to a housing-related public entity as designated by the legislative body of the city in which the surplus residential property is located</p> <p>(iii) To any housing-related private or public entity on condition the purchasing entity shall cause the surplus residential property to be used for low and moderate income rental or owner-occupied housing</p> | <p>rehabilitated and developed as a limited equity cooperative housing cooperative or cooperatives, with first right of occupancy and potential ownership to current tenants</p> <p>b. If it is not feasible to sell the surplus residential property to be rehabilitated and developed as a limited equity cooperative housing cooperative or cooperatives, then the surplus residential property shall be offered to a housing-related public entity as designated by the legislative body of the city in which the surplus residential property is located</p> <p>(i) To a housing-related public entity on condition the purchasing entity shall cause the surplus residential property to be used for low and moderate income rental or owner-occupied housing</p> <p>(ii) To a housing-related private entity on condition the purchasing entity shall cause the surplus residential property to be used for low and moderate income rental or owner-occupied housing</p> <p><i>(reorder the priority order of the Conditional Offer Prior to Sale to prioritize public housing related entities above private housing related entities)</i></p> |
| <p>5. Any surplus residential properties not sold pursuant to subparagraphs 1 to 4 inclusive, shall then be sold at fair market value to and in the following order of priority:</p> <p>(i) To current tenants in good standing who intend to be owner occupants</p> <p>(ii) To former tenants in good standing who intend to be owner occupants, with priority given to the most recent tenants first</p> <p>(iii) With preference given to the highest responsive bidder who will be an owner occupant</p> | <p>4. *Any surplus residential properties not sold pursuant to subparagraphs 1 to 3 inclusive, shall then be sold at fair market value to and in the following order of priority:</p> <p>a. To current tenants in good standing who intend to be owner occupants</p> <p>b. To former tenants, that were in good standing at the time they vacated the premises, who intend to be owner occupants, with priority given to the most recent tenants first</p> <p><i>(reorder the priority order of the Conditional Offer Prior to Sale to prioritize public housing related entities above private housing related entities)</i></p> |

A-12-2

- Subsurface Easements - please provide clarification regarding what would happen to the subsurface easements that Caltrans retains if the Tunnel Alternative is not selected as the preferred alternative?
- Table 2.1 Number of Properties Estimated to be Sold Over 5-Year Implementation Period

A-12-3

A-12-4

- Please clarify how the 398 single-family and multi-family residences of the 562 properties to be sold were identified.
- Please clarify how the properties were distributed over the 5-year implementation period.
- Please clarify which properties will be sold during each year during the 5-year implementation period.
- Chapter 4.2.2.4 Impacts states that "Caltrans will not subdivide ownership of multifamily residential properties".
 - Please clarify how Caltrans will ensure that the sale of these properties to housing entities will not displace the existing households of these multifamily residential properties.
- Chapter 4.2.2.4 Impacts states that "Housing entities are assumed to purchase an additional 64 single-family residences for concurrent resale to current occupants".
 - Please identify which 64 single-family properties will be sold to housing entities and how Caltrans will ensure that the existing households will not be displaced.
 - Please provide clarification regarding the assumptions used to determine that "approximately 100 will be sold at affordable prices to current occupants. The remaining 148 single-family properties will be sold at fair market value to non-occupants, thus resulting in 148 anticipated displaced households".
 - Please provide clarification regarding the proposed outcomes for the additional 64 occupied single-family residences that were not identified.
- Mitigation Measure R-1 - fails to provide detailed information outlining how Caltrans will minimize the number of people displaced.
 - Please provide additional information regarding the financing products and assistance that will be provided to occupants who are not able to purchase their residences.
- Chapter 4.3 Cultural Resources - The City is currently updating its Historic Resources Survey and Inventory and requests that Caltrans update their records to reflect the changes identified in the City's updated inventory (*please see Attachment 2*).
- The City requests that Caltrans sell properties with a historic covenant whenever feasible, and that the South Pasadena Housing Authority be the custodian of said covenants on behalf of the City.

A-12-4

A-12-5

A-12-6

A-12-7

A-

A-12-9

We look forward to working with Caltrans to preserve, upgrade, and expand the supply of housing within the City of South Pasadena.

If you have any questions or comments please feel free to contact Margaret Lin, Principal Management Analyst, at MLin@southpasadenaca.gov or (626)403-7236.

Sincerely,



Sergio Gonzalez
City Manager

Attachments:

1. City of South Pasadena's comment letter regarding the Affordable Sales Program: SR-710 Home Sales, August 12, 2015
2. City of South Pasadena: Historic Resources Survey Phase 1: SR 710 Area of Potential Effects, July 17, 2015

cc: South Pasadena City Council

A-12-1

Table 1.2 contains all of the state owned properties in the City of South Pasadena. Table 1.2 also contains the list of the 460 parcels. Many of the properties contain multiple residential or commercial units; for that reason, the table reaches up to 562.

A-12-2

Government Code Section 54237 sets forth the priorities for sales. A change would require legislation.

A-12-3

If the tunnel alternative is not selected as the preferred alternative, then the subsurface easement will expire.

A-12-4

Many of the properties contain multiple residential or commercial units; for that reason, Table 1.2 reaches up to 562. However, there are in fact only 460 properties. With regard to the comment about Table 2.1 in the environmental document, those numbers were based off of the SRIA located in appendix H in the environmental document. Page 6-7 of the SRIA clarifies how the numbers in Table 2.1 were determined. Any timeframes provided are estimates based on the most current information available. Caltrans is committed to selling the properties as soon as possible.

A-12-5

As summarized in Figure 1-3 and stated in section 4.2.1.5 in the environmental document, the current ASP regulations propose that the purchaser of a multifamily residence will rehabilitate and develop the property as limited equity cooperative housing or it will be used for low- and moderate-income rental or owner-occupied housing, with the present occupants afforded the first right of occupancy. If the proposed multifamily residence sale would result in displacements, it would be at the decision of the occupant.

A-12-6

The 64 single family residences that Caltrans listed in the SRIA are estimates used to analyze potential impacts of the sale. Please see comment responses A-12-4 and A-12-5.

A-12-7

Relocation Assistance will be provided as applicable under California Government Code sections 54235 through 54238.7, hereafter referred to as the "Roberti Act". The Roberti Act references specific sections of the California Government Code Relocation Assistance Law (relocation advisory assistance provided by section 7261; relocation benefits provided by paragraph (1) of subdivision (a) or subdivision (b) of section 7262; the payments authorized by subdivision (b) or (c) of section 7264; and the right for review of decision as provided by section 7266 if the person is forced to relocate from the dwelling, as a direct result of the State agency's disposal of the excess real property within 90 days of the recordation of the deed from the State agency to a new owner) to describe the relocation assistance provided for eligible displacees.

A-12-8

Caltrans has reviewed the June 25, 2015 update to the City of South Pasadena Historic Resources Survey and will make minor changes to the OHP status codes as a result. There are no other changes in the determinations of eligibility for the National Register or California Register.

Caltrans has the most updated list of the historical resource(s) within the Project Area limits that previously were listed or determined eligible for inclusion in the National Register of Historic Places, previously determined to meet California Register of Historical Resources eligibility criteria, and/or previously determined to be historical resource(s) for purposes of CEQA pursuant to PRC 15064.5(a) and the determinations are still valid.

A-12-9

Caltrans acknowledges the City's support to sell a historical resource with a protective covenant wherever feasible and to have the South Pasadena Housing authority be the custodian of the protective covenant.

Many varied conditions exist at the local level. Local governments must balance competing priorities when determining the conditions attached to the development of accessory dwelling units. Working with residents of our communities, cities must look at the potential impacts on the community that result from these units, such as, impaired neighborhood character, spillover effects on nearby homes and businesses due to inadequate parking and loss of privacy for existing homeowners. Furthermore, parking requirements should remain a local issue and reflect community conditions. A state law that micromanages how second units are to be approved including local parking ordinances is bound to cause unintended consequences, including future community opposition to development.

For these reasons, City of South Pasadena respectfully requests your veto of this measure.

Sincerely,

XXX
XXXX

cc: Senator Bob Wieckowski
Graciela Castillo-Krings, Deputy Legislative Secretary, Office of Governor Edmund G. Brown, Jr.
Jennifer Quan, League Regional Public Affairs Manager, jquan@cacities.org
Meg Desmond, League of California Cities, mdesmond@cacities.org